

Lake Cumberland Area Development District, Inc.
Executive Committee
January 16, 2019

Call to Order

Mr. Curtis Hardwick called the meeting to order at 8:30 a.m. central time in the large conference room of the ADD office in Russell Springs, Kentucky.

Mr. Eddie Wesley blessed the meal. The meeting convened after the meal.

Members of the Executive Committee present were Judge John Phelps, Jr., Judge Mike Anderson, Judge Gary Robertson, Mr. Allan Chapman, Judge John Frank, Mr. Curtis Hardwick, Ms. Sharon Payne, Mr. Bill Dick, Executive Director Darryl McGaha, Deputy Executive Director Nick Hazel, Mr. Tony Meeks, Mr. Jeric DeVore, Ms. Gwen Landis, Ms. Susan Taylor, Mr. Chris Ford, Ms. Chari Bennett and Ms. Jean Wilson.

Approval of Minutes

Judge John Phelps, Jr., asked if anyone had any questions/comments regarding the minutes of the previous meetings (12/19/18). There being none, Mr. Eddie Wesley offered the motion to approve the minutes as e-mailed. The motion was seconded by Ms. Sharon Payne and motion carried.

P & F Committee Report

Mr. Tony Meeks, Director of Finance, presented a monthly report as of December 31, 2018. A copy is attached and is made a part of these minutes. All expenditures are down from last year. Overall expenses are on target. Health Insurance is breaking even. After discussion Mr. Bill Dick made a motion to accept the financial report as presented and Mr. Allen Chapman seconded. Motion carried.

Executive Director Darryl McGaha stated that Ms. Alane Mills, Cumberland Workforce Director, has resigned, Friday, January 11th was her last day. Ms. Mills's employment was through Lincoln Trail ADD. This job has been posted.

Executive Director Darryl McGaha informed the committee that the JFA Contract had been signed and mailed back to the Department for Local Government. At this time the LCADD contract is the only contract signed and sent back to Frankfort.

Deputy Director Nick Hazel stated that the LCADD Banner was at least 26 years old. With this being our 50th anniversary he asks the committee to consider purchasing a new banner. Deputy Director Hazel explained the different changes to be made with the approval of the committee.

Judge Mike Anderson made motion to purchase a new banner and Ms. Sharon Payne seconded. Motion carried.

Mr. Jeric DeVore, Director of Senior Services, informed the committee the 2006 Dodge Caravan-VIN #2D4GP44L86R835464 was listed on e-bay with a reserve of \$1900. There have not been any bids at this time. He listed it again at \$1700. The cost is .46 cents each time it is listed.

Mr. DeVore stated he was waiting on information from the Office of Transportation and Delivery before listing the 2004 Ford 15 Passenger-VIN #1FDSS34LO44A78726.

FY'18 Audit

Mr. Skip Campbell, Campbell, Myers and Rutledge, CPA, thanked the LCADD staff for being so cooperative. Mr. Campbell then presented the FY 18 Audit to the Executive Committee advising them of the Independent Auditors Report, the Management Discussion and Analysis, the Schedule of Operations and reported there were no questioned costs or findings making this a very good audit. A copy of the FY 18 Audit was distributed to the committee for their review; it is on file in the Finance Department of the LCADD and is made a part of these minutes. Following discussion Judge John Frank made a motion to approve the FY 18 Audit Report. Mr. Allan Chapman seconded and motion carried.

Board Orientation

Executive Director Darryl McGaha explained that the department heads have been discussing a Board orientation. There are nine new mayor and four new judges that would really benefit from this training. The ADD would like to take one day and each department prepare a presentation on a county/city level demonstrating what each department has to offer and how our service could benefit their goals. After discussion it was decided the Board orientation will be February 18, 2019. Notices will be sent out with more information.

Active Shooter Training

Executive Director Darryl McGaha stated that Judge Randy Dial has agreed to put this on. Executive Director McGaha will get this scheduled.

Activity Committee Report

Ms. Chari Bennett, Activity Committee Chair, informed the executive committee that the activity committee had met and discussed several activities that would happen this year. The first item she ask if the committee would approve a staff picnic on May 17th. Each year it has been at different parks, this year the ADD would like to have it at Cumberland County. Ms. Sharon Payne made a motion to approve a staff picnic. Judge Gary Robertson seconded and motion carried.

Ms. Bennett stated that on April 23rd, 1969 the ADD became an Area Development District. The committee would like to have an open house for the public to make them aware of the programs the ADD has. There will be a need of a budget if the executive committee approves the open house. After discussion Mr. Eddie Wesley made a motion to have an open house with a budget of \$2500. Ms. Sharon Payne seconded and motion carried.

Surplus Equipment

Executive Director Darryl McGaha presented a list of surplus equipment that needed to be disposed of. (List of said equipment is attached to and is a part of these minutes). Following review and discussion, Mr. Allan Chapman made a motion to declare surplus equipment to be properly disposed of. The motion was seconded by Judge John Frank. Motion carried

KIRPS

There was one (1) KIRPs presented for Committee endorsement, that being KY201812201211. Following review Judge Gary Robertson made a motion to endorse KIRPs as presented. Second was made by Mr. Bill Dick. Motion carried.

Other

Ms. Judy Keltner, Director of Community/Economic Development, presented the committee with a RLF (Revolving Loan Fund) loan request. The RLF Committee met on Monday, January 14, 2019 and is recommending a loan for James Corder, Hope Primary and Urgent Care in Stearns. They are asking for \$150,000, with a 5 year term for working capital and will hire two additional employees. After discussion Mr. Allen Chapman made a motion to approve the loan for James Corder and Mr. Bill Dick seconded. Motion carried.

Executive Director Darryl McGaha informed the committee that the LCADD Policy and Procedures includes HEP B, but not HEP A. Executive Director McGaha is recommending it be required to have a HEP A vaccination if they work with food. Attorney Derrick Helm stated that you could not mandate an employee to have the HEP A vaccination. Mr. Eddie Wesley made a motion to update the Policy and Procedure Manual to include HEP A as a requirement. Ms. Sharon Payne seconded and motion carried.

Executive Director McGaha informed the committee that a letter had been received from Mr. Mike Harmon, Auditor of Public Accounts. The letter stated Mr. Harmon felt the ADDs were complying with the HB189.

Adjourn

With no other business Mr. Bill Dick made a motion to adjourn at 9:30 am. CT and Ms. Sharon Payne seconded.

Judge John Phelps, Jr., LCADD Chair

Ms. June McGaha, LCADD Secretary