

Lake Cumberland Area Development District, Inc.
Executive Committee
September 19, 2018

Call to Order

Judge John Phelps, Jr., in the absence of Mayor Curtis Hardwick, called the meeting to order at 8:50 a.m. central time in the large conference room of the ADD office in Russell Springs, Kentucky. Members of the Executive Committee present were Mr. Allan Chapman, Mayor Bill Dick, Judge John Phelps, Jr., Mr. Eddie Wesley, Judge Mike Anderson, Ms. Sharon Payne, Mayor Nicky Smith, Judge John Frank and Judge Gary Robertson. Staff present included Executive Director Darryl McGaha, Deputy Executive Director Nick Hazel, Ms. Jean Wilson, Mr. Tony Meeks, Mr. Neal Cundiff, Ms. Judy Keltner, Mr. Jeric DeVore, Ms. Susan Taylor, Ms. Gwen Landis, Ms. Kasey Hoskins and Attorney Derrick Helm.

Approval of Minutes

Judge John Phelps, Jr., asked if anyone had any questions/comments regarding the minutes of the previous meeting (08/8/18). There being none, Judge Mike Anderson offered the motion to approve the minutes as e-mailed. The motion was seconded by Judge Gary Robertson and motion carried.

P & F Committee Report

Judge John Frank, reported the P&F Committee had met prior to the Executive Committee and reviewed the monthly Financial Report.

Mr. Tony Meeks, Director of Finance, presented a monthly statement as of August 31st. JFA is underspending about \$20,000, Planning is about \$8,500 under budget and Aging is under \$21,000. He stated that the cuts that had been made this past year are beginning to show. There is not any update on the JFA budget. A KIA contract has been received and is being reviewed. There has not been a JFA contract sent at this time. After discussion Mr. Allan Chapman made a motion to accept the financial report as presented and Ms. Sharon Payne seconded. Motion carried.

Executive Director Darryl McGaha informed the committee that Ms. Cassie Bertram was hired as Workforce Coach for SNAP in Taylor County and Ms. Kristina Coomer was hired through a temp agency as a Workforce Coach for Pulaski County. Ms. Billie Foley will be resigning September 28th and Ms. Ashley Burton will be taking over Ms. Foley's job duties along with her current duties. Ms. Dorinda Maynard will not be an employee of the ADD; she will now be working for the Cumberland County Board of Education as Director of Adult Education.

Executive Director Darryl McGaha updated the committee on his meeting with the Houchen's

Insurance Agent. Anthem has made some changes and with these changes the enrollment period should be more consistent with other group enrollment periods. Executive Director McGaha stated they are working to receive quotes from KACo. Executive Director McGaha advised that several insurance groups had called and wanted to present cancer policies/AFLAC policies, etc. to the employees.

Executive Director Darryl McGaha apprised the committee of the need for someone part-time to help Chris Ford in the IT department. Ms. Anna Ford (Chris's daughter) worked with Chris in the IT program for the Out of school program, this summer and was a tremendous help and there is still a need for her. Executive Director McGaha asks if the committee would consider her being hired part-time in the IT department. Judge John Frank advised that the P&F Committee was recommending this addition. After discussion Mr. Allan Chapman made a motion to hire Ms. Ford as part-time (10-15 hours a week) at \$8.50 an hour with no benefits. Mr. Eddie Wesley seconded and motion carried.

Ms. Judy Keltner, Director of Community and Development, presented the Lake Cumberland Brownfield Consultant RFQs Scoring.

The Brownfield Selection Committee consisting of Mayor Curtis Hardwick, Judge John Phelps, Jr., Judge John Frank, Mr. Allan Chapman and Mr. Eddie Wesley, scored the seven Statements of Qualifications, (scores listed below). Judge John Phelps, Jr. made the motion to select Wood Environment & Infrastructure Solutions Inc. as the environmental consultant and Judge Gary Robertson seconded. Motion carried.

1. Wood Environment & Infrastructure Solutions	485
2. ENSAFE	466
3. Cardno	435
4. Terracon	423
5. Tetra Tech	417
6. PM Environmental	409
7. Brownfields Environmental Consulting	399

Judge John Frank informed the committee that it was time for Executive Director Darryl McGaha Annual Evaluation. The P&F Committee gave him all positive comments and stated that the ADD was going in the right direction.

Workman's Compensation Results

Executive Director Darryl McGaha informed the committee that a representative from KACo had stopped by the office. Mr. Brian Roy said the ADD had paid less than \$4,000 in claims in the last five years. This helps on the premium we pay for Worker Compensation. This was for information only.

Annual ADD Assessment-KY Transportation Cabinet

Ms. Kasey Hoskins, Transportation Planner, presented the Annual Assessment from the

Transportation Cabinet. (A copy of the assessment is attached and made a part of these minutes). Ms. Hoskins stated that the Division of Planning called and went over the report with the department and said they were doing a very good job.

Aging Council Appointments

Executive Director Darryl McGaha informed the committee that there were two (2) Aging Council Representative up for appointment. Mr. Claude Tiller is up for reappointment as well as Ms. Tracey Aaron. The recommendation is to reappoint Mr. Tiller and to replace Ms. Aaron with Ms. Cathy Froggett. Judge John Frank made the motion to reappoint Mr. Claude Tiller and to appoint Ms. Cathy Froggett to the Aging Council. Ms. Sharon Payne seconded and motion carried.

Surplus Vans

Mr. Jeric DeVore, Director of Senior Services, presented four (4) vans to be disposed of with the approval of the Executive Committee. Mr. DeVore explained that Van #4 is waiting on approval from the Transportation Cabinet to be disposed of.

1. 2009 Ford/138 E150 Cargo Van-Vin #1FTNE14W59DA87945-mileage 195,675
2. 2009 Ford/138 E150 Cargo Van Vin # 1FTNE14W79DA87946 mileage 205,281
3. 2006 Dodge Caravan- Vin #2D4GP44L86R835464 mileage 215,238
4. 2004 Ford 15 Passenger –Vin #1FDSS34L04HA78726-mileage 165,619

After discussion Mr. Eddie Wesley made a motion to post these vans in the largest population newspaper for sealed bids. Mayor Nicky Smith seconded and motion carried.

Surplus Equipment

Executive Director Darryl McGaha presented the committee with a laser jet 1300 printer not working that needed to be disposed of. (List of said equipment is attached to and is a part of these minutes). Following review and discussion, Judge Gary Robertson made a motion to declare equipment surplus to be properly disposed of. The motion was second by Mr. Eddie Wesley. Motion carried

KIRPS

There were two (2) KIRPs presented for Committee endorsement, those being KY201808281013 and KY201808281009. Following review Mr. Allan Chapman made a motion to endorse KIRPs as presented. Second was made by Mayor Bill Dick. Motion carried.

Annual Meeting

Ms. Jean Wilson reminded the committee of the upcoming Annual Meeting on September 27, 2018 at the Lake Cumberland Lodge, beginning at 6:00 pm. CT. Executive Director Darryl

McGaha informed the committee that Mr. John Chowning would be the speaker and he was previously employed with the ADD in the late 70's.

NADO

Ms. Jean Wilson handed out packets for the Annual NADO Training Conference.

Other

Ms. Judy Keltner, Director of Community & Economic Development, informed the committee of a \$1,000,000 grant for Historic Stearns Downtown Revitalization Project that has preliminary approval. The grant came to the ADD to administer.

Executive Director Darryl McGaha thanked Mayor Bill Dick for sending an email and thanking an employee on their work.

Adjourn

With no other business Judge John Frank made a motion to adjourn at 9:30 am. CT and Ms. Sharon Payne seconded.

Mayor Curtis Hardwick, Chairman

Judge John Frank. LCADD Secretary

