

Lake Cumberland Area Development District
Executive Committee
August 19, 2020

Call to Order

Judge John Frank, Chairman, called the meeting to order at 8:35 a.m. central time at the Lake Cumberland ADD office in Russell Springs. A copy of the roster is attached to and made a part of these minutes.

Mr. Jeric DeVore opened the meeting with prayer.

The Pledge of Allegiance was led by Mayor Robert Lawson.

Roll Call

Ms. Jean Wilson called the roll and there was a quorum:
Mayor Robert Lawson, Mr. Curtis Hardwick, Mayor Lyle Pierce, Ms. June McGaha, Judge Mike Anderson, Judge Randy Dial, Mr. Doug Stephens, Ms. Sharon Payne, Judge John Frank and Judge John Phelps, Jr. joined by zoom. Staff that joined in person was Executive Director Darryl McGaha, Mr. Chris Ford, Mr. Waylon Wright, Ms. Susan Taylor and Ms. Jean Wilson. Staff that joined by zoom was Mr. Tony Meeks, Mr. Neal Cundiff, Ms. Marsha Wells, Ms. Kasey Hoskins, Mr. Derek Aaron, Mr. Neal Cundiff, Ms. Gwen Landis, and Mr. Derick Helm, LCADD attorney.

Approval of Executive Committee Minutes

Mayor Robert Lawson asked if there were any questions/comments regarding the Executive minutes of the previous meeting (07/15/2020). There being none Ms. June McGaha made a motion to accept the minutes as e-mailed. Ms. Sharon Payne seconded and motion carried.

P&F Committee Report

Mayor Robert Lawson stated the P&F Committee met prior to the Executive Committee meeting and the following is what was brought before the committee.

Mr. Tony Meeks, Director of Finance, presented the Financial Report of expenditures and revenues through July 31st; a copy is attached. He stated that as the report stands there will be a shortfall of \$40,000 for the FY20. After discussion Judge John Phelps, Jr. made a motion to approve the financial report and Ms. June McGaha seconded. Motion carried.

There was not any Personnel business this month.

The Paycheck Protection Program Loan has been finalized and the check for \$538,855.41 has been received. Payroll beginning Monday August 24th will be paid from the Paycheck Protection Program.

Executive Director Darryl McGaha presented information in regards to the USDA Loan. The loan was for \$515,000 at 4.375% interest rate for 40 years. Eleven years has been paid on the loan with \$59,222 on the principal and \$215,686.45 in interest. There are four (4) CD's at First National Bank with interest of 2%. Also there is a Money Market Account with interest of .75%. Mayor Lyle Pierce made the motion to pay the USDA Loan off with the money in the Money Market Account. Judge Randy Dial seconded and motion carried.

Mr. Waylon Wright, CDBG Director, is working on a grant that will pay the salaries for a GIS Project Specialist and a Public Administration Specialist/Disaster Recovery Coordinator. Therefore Executive Director Darryl McGaha presented two (2) job descriptions:

- GIS Project Specialist-after discussion Ms. Sharon Payne made a motion to accept the GIS Project Specialist job description as presented. Mr. Doug Stephens seconded and motion carried.
- Public Administration Specialist (PAS)/Disaster Recovery Coordinator-after discussion Ms. Sharon Payne made a motion to accept the PAS/Disaster Recovery Coordinator as presented and Judge Mike Anderson seconded. Motion carried.

Executive Director McGaha presented a change in the Procurement Policy due to the retirement of Deputy Executive Director Nicholas Hazel:

Page 61-Appendix E states:

2. All purchase orders are to be submitted to the Purchasing Agent of the District. However, approval by the Executive Director or Deputy Executive Director is required when items to be purchased are anticipated to cost in excess of five hundred dollars (\$500.00). All purchase orders under five hundred dollars (\$500.00) can be approved by the Executive Assistant.

Change this section to read as such:

2. All purchase orders are to be submitted to the Purchasing Agent of the District. However, approval by the Executive Director ~~or Deputy Executive Director~~ is required when items to be purchased are anticipated to cost in excess of five hundred dollars (\$500.00). ***In the absence of the Executive Director, the Executive Assistant may sign the purchase order.*** All purchase orders under five hundred dollars (\$500.00) can be approved by the Executive Assistant.

After discussion Judge John Phelps, Jr. made the motion to accept the changes in the Procurement Policy. Ms. Sharon Payne seconded and motion carried.

Executive Director McGaha said with the retirement of Mr. Nick Hazel, Monticello Banking Company needed a resolution to remove Mr. Hazel's name from the banking accounts and credit card account. Executive Director Darryl McGaha's name will remain on the accounts. After discussion Judge Mike Anderson made a motion to accept the resolution as presented and Judge John Phelps, Jr. seconded. Motion carried.

Approval of EDA Plan & Other Grants

Mr. Waylon Wright, Director of Community/Economic Development, stated his department is working on a \$392,000 EDA grant through DLG and is waiting for it to be released. This grant will fund the two (2) positions and equipment for the GIS Project Specialist and PAS/Disaster Recovery Coordinator.

Economic Development Administration (EDA) awarded \$1,340,000 to establish a new loan fund and EDA requires a separate RLF Plan. The RLF committee met on August 18th and they recommend the following plan (a copy is attached to these minutes) to be approved. Ms. June McGaha made a motion to approve the RLF Plan for the CARE'S Act Revolving Loan Fund Supplemental Disaster Recovery Resiliency Awards. Judge John Phelps, Jr. seconded and motion carried.

RLF Report

Mr. Waylon Wright, Director of Economic/Community Development, presented two (2) RLF proposals that were presented to the RLF Committee on August 18th. The RLF Committee recommends these loans for

approval:

1. Ms. Tina Russell has applied for \$165,000 for equipment, 10 year term, 2.4% interest. She will be starting a Signarama franchise located in Somerset, creation of three (3) jobs.
2. Ms. Chasity Shirley has applied for \$40,000 to assist with constructing a small RV park in Russell County, 10 year term, 2.4% interest.

After discussion a motion was made by Ms. June McGaha to approve the recommendation of the RLF Committee. Mayor Lyle Pierce seconded and motion carried.

Senior Services Update

Mr. Jeric DeVore, Director of Senior Services, stated that approximately 150,000 COVID19 meals had been delivered up to this date. There is not an opening date for the Senior Centers at this time.

Annual Meeting

After discussion regarding the LCADD Annual meeting, Mr. Curtis Hardwick made a motion to cancel the LCADD Annual meeting due to COVID19 that is scheduled September 24th. Judge John Phelps, Jr. seconded and motion carried.

NADO

Ms. Jean Wilson, Executive Assistant, informed the committee that the fall NADO Conference has been rescheduled until next fall due to COVID19.

KIRPS

Ms. Jean Wilson, Executive Assistant, presented seven (7) KIRPs for Committee endorsement, that being KY202007150913, KY202007160923, KY202007230937, KY202007290967, KY202008121016 and KY202008121017. Following review Judge Mike Anderson made a motion to endorse the KIRPs as presented. Second was made by Ms. Sharon Payne. Motion carried.

Lake Cumberland Area Development Fund Application

Ms. Jean Wilson presented an application from Lake Area Operating Fund. They are asking to receive funds in the amount of \$5,000 from the earnings of the Lake Cumberland Area Development Fund through the Lake Area Foundation to help with the cost of the Lake Area Foundation FIMS (Foundation Information Management Software). Judge John Phelps, Jr. and Ms. Sharon Payne are on the LAF Board of Directors and both have abstained from voting. After much discussion Ms. June McGaha made a motion to approve the application. Mayor Robert Lawson seconded and motion carried.

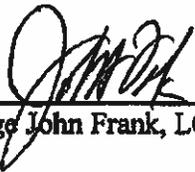
Executive Director Report

- Auditors have begun working on the audit
- Brownsfield Grant that the LCADD had has ended
- Applications will be open for the Brownsfield Grant at the end of the month through October. The LCADD is willing to partner with this and Ms. Chari Bennett stated she will be available to help.
- Department of Local Government sent an update on the CRF applications and seven (7) out of ten (10) have filed, and three (3) out of fourteen (14) cities have filed. If anyone needs assistance please contact the ADD.
- Please keep Ms. Cindy Kiser and Ms. Shirlene Taylor in your prayers; they both have lost their father this week.

- There has been two (2) years that the ADD has not been able to apply for ARC Grants and this year there are four (4) ARC pre-op applications

Adjourn

With no further business Ms. June McGaha made a motion to adjourn at 9:05 am. Ms. Sharon Payne seconded.



Judge John Frank, LCADD Chairman