

Lake Cumberland Area Development District  
Special Called  
Executive Committee  
May 27, 2021

### Call to Order

Mayor Robert Lawson, Chairman, called the meeting to order at 9:30 a.m. central time at the Lake Cumberland ADD office in Russell Springs by teleconferencing.

Judge Mike Anderson opened the meeting with prayer.

The Pledge of Allegiance was led by Executive Director Darryl McGaha.

### Roll Call

Ms. Jean Wilson called the roll and there was a quorum:

Mayor Robert Lawson, Ms. Sharon Payne, Judge Randy Dial, Mayor Eddie Thomas, Mayor Brenda Allen, Judge John Phelps, Jr., Judge Mike Anderson, Mr. Curtis Hardwick and Judge John Frank in person and Mayor Lyle Pierce joined by zoom. Staff that joined in person: Executive Director Darryl McGaha, Mr. Chris Ford, Mr. Waylon Wright, Mr. Tony Meeks, Mr. Jeric DeVore, Mr. Neal Cundiff, Ms. Susan Taylor, Ms. Jean Wilson and Mr. Derrick Helm joined in person. Staff that joined by zoom: Ms. Marsha Wells.

### Approval of Executive Committee Minutes

Ms. Sharon Payne asked if there were any questions/comments regarding the Executive minutes of the previous meetings (04/21/2021). There being none Judge Randy Dial made a motion to accept the minutes as e-mailed. Mayor Brenda Allen seconded and motion carried.

### P&F Committee Report

Ms. Sharon Payne stated the P&F Committee met prior to the Executive Committee meeting and the following was brought before the committee.

Mr. Tony Meeks, Director of Finance, presented a monthly statement as of April 30, 2021. (A copy is attached and made a part of these minutes). After discussion Judge John Frank made a motion to accept the financial report as presented and Judge John Phelps, Jr. seconded. Motion carried.

Mr. Meeks presented the following:

- Joint Funding Agreement (JFA) allocations notification was received. Judge Randy Dial made a motion to allow Mayor Robert Lawson to sign the JFA agreement. Judge John Frank seconded and motion carried.
- Budget Amendment. After discussion Judge John Phelps, Jr. made a motion to accept the budget amendment. Mayor Eddie Thomas seconded and motion carried.

Executive Director Darryl McGaha informed the committee the status of the following personnel:

- Ms. Jill Bertram, Senior Service Case Manager, has fulfilled her six month probationary period, Executive Director McGaha and her supervisor recommends she be removed from probation and placed on full time permanent employment. Judge John Frank made a motion to remove Ms. Jill Bertram from probation and place on full time permanent employment. Mr. Curtis Hardwick seconded and motion carried.
- Ms. Connie Dunham, WIOA Case Manager, gave her resignation as of May 31<sup>st</sup>.
- Ms. Shirlene Taylor, Business Service Coordinator, retirement as of June 1<sup>st</sup>.
- Deputy Executive Director Position has been posted and will follow the HB189 guidelines. The deadline will be June 11<sup>th</sup>.
- Executive Assistant position has been posted.
- Deputy Executive Director after discussion Judge Randy Dial made a motion to accept the Deputy Executive Director Job description. Judge John Phelps, Jr. seconded and motion carried.

### Audit Contract Annual Renewal

Executive Director McGaha presented the Engagement letter from Campbell, Myers & Rutledge, PLLC. The price has increased to \$37,080 due to changing from a single audit to the governmental proprietary audit per HB189 requirements. A letter has been received from the state auditor's office saying that the state auditor's office will not be doing the audit for the LCADD. Mayor Eddie Thomas made a motion to sign the Engagement letter from Campbell, Myers & Rutledge. Judge John Frank seconded and motion carried.

Executive Director McGaha gave an update regarding employee insurance.

The cost of living (COLA) increase is 1.4% this year and Executive Director McGaha is recommending up to a 2.65% merit increase. After discussion Judge Randy Dial made a motion for the COLA increase and up to a 2.65% merit increase. Judge John Phelps, Jr. seconded and motion carried.

### Selection Committee Report

Judge John Frank, Selection Committee Chair, ask for any employees of the ADD to leave the meeting except for Executive Director Darryl McGaha and Ms. Jean Wilson. Judge Frank stated the six candidates interviewed well and after much discussion and deliberation the selection committee was recommending Mr. Waylon Wright for Executive Director. Judge Mike Anderson made a motion to accept the recommendation of the selection committee and bring their decision to the Board of Directors. Mr. Curtis Hardwick seconded and motion carried.

### Economic Development Update

Mr. Waylon Wright, Director of Community/Economic Development, stated there have been four applications received thru the CARE'S Act:

- \$100,000 loan for a business in Somerset
- \$49,000 loan for a business in Pulaski County
- \$100,000 loan for a business in Russell County

- \$70,000 loan for a business in McCreary County

The original CARE'S ACT Funding was \$1,340,000 and with this total of \$319,000 it will leave an unobligated amount of \$51,000.

There have been fourteen Utility Assistance Grant applications submitted. That leaves one more to submit.

### Senior Citizen Center Update

Mr. Jeric DeVore, Senior Service Director presented the following report:

- Total meals                   428,966
- Total Volunteers           4,838
- Total Calls                   22,365
  
- COVID home delivery meal clients have been assessed and are being phased into different delivery systems.
- Have received unofficial guidelines in the opening of the Senior Centers.
- Ms. Susan Taylor received a donation from Lowes of ten picnic tables for the senior centers.

### Aging Department Update

Ms. Susan Taylor stated the LCAAAIL Regional Area Plan is complete for FY21/22. There has been two Aging Council Meetings since the pandemic started, one in March and May. She also stated that

### LCADD Building Re-Opening

Executive Director McGaha informed the committee was skeptical about opening the building due to the Unemployment Insurance, since we are still listed as an Unemployment Insurance office. After discussion it was decided to make appointments and keep the doors closed at this time.

### KIRPS

Ms. Jean Wilson, Executive Assistant, presented four KIRPS for committee endorsement, that being KY20210420680, KY202104270737, KY202104260728 and KY202105100802. Following review Mr. Curtis Hardwick made a motion to endorse the KIRPS as presented. Second was made by Judge Randy Dial.

### Surplus Equipment

Executive Director Darryl McGaha presented the committee a list of surplus equipment that needed to be disposed of due to condition. Following review and discussion Judge John Frank made a motion to dispose of said equipment. Judge John Phelps, Jr. seconded and motion carried.

## Executive Director Report

Executive Director McGaha informed the committee the ADD along with Cumberland County has received the Brownsfields Grant for a second time.

## Adjourn

With no further business Judge John Phelps, Jr. made a motion to adjourn and Mr. Curtis Hardwick seconded. Meeting adjourned at 9:25 am. CT.

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Mayor Robert Lawson, LCADD Chairman

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Judge Randy Dial, LCADD Secretary

