



## **GRADD BOARD OF DIRECTOR'S MEETING**

**TO:** Members and Associates of the Green River Area Development District Board of Directors

**FROM:** Office of the District

**SUBJECT:** Minutes of the Board of Directors' General Membership Meeting of December 8, 2021

The Board of Directors of the Green River Area Development District (GRADD) held a general membership meeting on December 8, 2021, at 10:30 a.m. The meeting was held at the GRADD office, 300 GRADD Way, Owensboro, KY. A quorum was present with members in attendance as listed below.

### BOARD OF DIRECTORS

DAVIESS COUNTY:	Al Mattingly, Patsy Mayfield, Lauren Osowicz
HANCOCK COUNTY:	Franklin Powers
HENDERSON COUNTY:	Brad Schneider, Bill Markwell, Janeth Nicolas
McLEAN COUNTY:	Curtis Dame, Vicki Hughes, Betty Howard
OHIO COUNTY:	Paul Sandefur
UNION COUNTY:	Adam O'Nan, Melissa Coker, Randy Greenwell
WEBSTER COUNTY:	Steve Henry, Pat Clark, Ryan Hammack

### COMMITTEE CHAIRPERSONS PRESENT

Green River Economic Development Corporation – Tammy Belt  
Green River Transportation Committee – (Steve Henry)  
Green River Workforce Development Board – Karen Cecil

### BOARD OF DIRECTORS ABSENT

DAVIESS COUNTY:	*Nate Pagan, *Henrietta Harris, *Robert Howard
HANCOCK COUNTY:	*Johnny Roberts, Lora Basham
HENDERSON COUNTY:	*David Sellers, *Steve Austin
McLEAN COUNTY:	All present
OHIO COUNTY:	*David Johnston, Dean Minton

UNION COUNTY: All present  
WEBSTER COUNTY: All present

COMMITTEE CHAIRPERSONS ABSENT

GRADD Water Management Council – \*Pete Conrad  
Green River Area Council on Aging – (\*Henrietta Harris)

GUESTS AND STAFF PRESENT

Auditor Mike Harmon, Kentucky Auditor of Public Accounts  
Michael Goins, Kentucky Auditor of Public Accounts Office  
Jim Royse, Kentucky Auditor of Public Accounts Office  
Shari Scott, Kentucky Auditor of Public Accounts Office  
Jennifer Worley, Kentucky Auditor of Public Accounts Office  
Corey Elder, Congressman James Comer's Office  
Gilbert Mischel, Senator Mitch McConnell's Office  
Alex Caudill, Department for Local Government  
Mayor George Chinn, City of Hartford  
Mayor Jesse Johnson, City of Livermore  
Dr. Scott Williams, Owensboro Community and Technical College  
Dr. Jason Warren, Henderson Community College  
Charlotte Whittaker, AARP, Kentucky State President  
Mandy Fambrough, Webster County Senior Center  
Debbie Fillman, Bluegrass Music Hall of Fame Museum  
Chris Joslin, Bluegrass Music Hall of Fame Museum  
Jim Mayse, *Messenger-Inquirer*  
Mike Pickett, Channel 25 News  
Joanna Shake, Executive Director, GRADD  
Blake Edge, Director for Community & Economic Development, GRADD  
Jodi Rafferty, Director for Workforce Development, GRADD  
Mariah Myres, Director of Finance, GRADD  
Jennifer Williams, Director for Aging and Social Services, GRADD  
Jessie Howard, Special Projects Coordinator, GRADD  
Tom Massie, IT Manager, GRADD  
Hunter Phillips, Community Development Planner, GRADD  
Gina Boaz, Economic Development Specialist, GRADD  
Leslie Wilson, Community Services Manager, GRADD  
Andrew Law, Waiver Case Manager, GRADD  
Cheryl Peters, Accounting Clerk, GRADD  
Sarah Dowell, Fiscal Contracts Coordinator, GRADD  
Beth Ferguson, Accounting Clerk, GRADD  
Reenee Fogle, Accounting Clerk, GRADD  
Kim Wells, Executive Assistant/Communications Manager, GRADD  
Linda Zuerner, Receptionist, GRADD  
Ken Lawson, NCOA Outreach Specialist, GRADD

\*Excused Absence

I. CALL TO ORDER

Chairman Brad Schneider called the meeting to order at 10:30 a.m. He asked everyone to join him in the Pledge of Allegiance and welcomed all guests.

II. OLD BUSINESS

A. Secretary's Report

Secretary Steve Henry presented the minutes of the October 13, 2021, GRADD Board of Directors meeting for approval.

A motion was made by Steve Henry and seconded by Adam O'Nan to approve the minutes of the October 13, 2021, GRADD Board of Directors meeting. A vote was taken and the motion carried.

Secretary Steve Henry presented the minutes of the November 10, 2021, GRADD Executive Committee meeting for approval.

A motion was made by Steve Henry and seconded by Adam O'Nan to approve the minutes of the November 10, 2021, GRADD Executive Committee meeting. A vote was taken and the motion carried.

B. Treasurer's Report

Treasurer Adam O'Nan presented the Treasurer's Report for the period of July 1, 2021 – September 30, 2021.

A motion was made by Adam O'Nan and seconded by Randy Greenwell to approve the Treasurer's Report for the period of July 1, 2021 – September 30, 2021, which is subject to audit. A vote was taken and the motion carried.

Treasurer Adam O'Nan presented the Treasurer's Report for the period of July 1, 2021 – October 31, 2021.

A motion was made by Adam O'Nan and seconded by Pat Clark to approve the Treasurer's Report for the period of July 1, 2021 – October 31, 2021, which is subject to audit. A vote was taken and the motion carried.

III. NEW BUSINESS

A. Fiscal Year 2021 Audit Review

Auditor Mike Harmon gave an overview of legislation designed to increase transparency and accountability of the fifteen area development districts (ADDs) in Kentucky. He noted the auditor's office has first refusal to conduct each of the ADD's annual audit before it can be bid out to an outside accounting firm.

Jim Royse reported that GRADD did a very good job overall. He noted two findings. One involved the Revolving Loan Fund (RLF) which included funds expended in 2021 that were not expended until Fiscal Year 2022, due to delayed loan closings. Secondly, GRADD reported the incorrect amount of CARES Revolving Loan Fund income earned during the fiscal year on the RLF Financial Report. The amount reported as income was the total amount of funds received and expended during the fiscal year instead of actual income earned.

A motion was made by Al Mattingly and seconded by Adam O'Nan to approve the Fiscal Year 2021 Audit Review. A vote was taken and the motion carried.

B. A New Leaf Flowers, Gifts & More, LLC Loan Review

Tammy Belt, on behalf of the Green River Economic Development Corporation presented one loan for approval.

1. A New Leaf Flowers, Gifts & More LLC

Alexandria Conrad is requesting \$112,000 in Coronavirus Aid, Relief, and Economic Security Act (CARES) funding to purchase the existing business, equipment and provide working capital for the business.

A motion was made by Adam O'Nan and seconded by Pat Clark to approve the A New Leaf Flowers, Gifts & More LLC loan in the amount of \$112,000. A vote was taken and the motion carried.

C. Economic Development Administration (EDA) Revolving Loan Fund Resolution

Joanna Shake explained the board had approved an EDA resolution earlier this year but language allowing the executive director to sign all relative documents was inadvertently left out and has been added to the resolution, which is attached.

A motion was made by Betty Howard and seconded by Al Mattingly to approve the Economic Development Administration Revolving Loan Fund Resolution, allowing the executive director to sign all relative documents. A vote was taken and the motion carried.

D. AARP Check Presentation

Charlotte Whittaker, AARP Kentucky State President, presented Community Challenge checks to the Webster County Senior Center and the Bluegrass Music Hall of Fame Museum. The Community Challenge grant funds innovative projects that inspire change in areas such as transportation, public spaces, housing, diversity and inclusion, civic engagement, and coronavirus response. Mandy Fambrough, Webster County Senior Center Director, explained the funds will be used to create an outdoor seating area with benches, tables and games. Chris Joslin explained the Bluegrass Music Hall of Fame & Museum will use the funds for a state of the art, user-friendly audio guide which will increase accessibility and enhance the educational experience at the museum.

E. Committee Reports

1. Green River Area Council on Aging

Vice Chairman Franklin Powers presented the August 3, 2021, minutes of the Green River Area Council on Aging.

A motion was made by Franklin Powers and seconded by Randy Greenwell to approve the August 3, 2021, minutes of the Green River Area Council on Aging. A vote was taken and the motion carried.

Franklin Powers reported the Green River Area Council on Aging met on December 7, 2021. At this meeting, Melissa Polites, Director of the Union County Senior Services, discussed the many ways the senior center assisted in distributing food during the pandemic. They worked with the local Job Corps, the Farmers to Families Program, and several other community partners to distribute food and to ensure the needs of the seniors were met. Union County Senior Services was recently awarded the Senior Hunger Champion Award by the Kentucky Department of Aging & Independent Living. Provider reports and program updates were presented. Jennifer Williams shared a report from the Executive Committee that recommended providers be approved for catered meals and senior center services for fiscal years 2023 – 2025. The recommendation was approved by the Council. A Nominating Committee report was also provided. The Committee recommended the current officers continue to serve during 2022.

Mr. Powers recommended for approval the catered meals and senior center service providers for Fiscal Years 2023, 2024, and 2025. The current providers were the only bidders for these programs, are in good standing and their proposals have been reviewed by the staff, as well as discussed by the executive committees of the GRADD Board of Directors and the Green River Area Council on Aging Council. They are Five Star Food Service, Inc., to provide catered meals and the following the provide senior center services:

Daviess County – Senior Community Services of  
Owensboro- Daviess County  
Hancock County – Hancock County Fiscal Court

Henderson County – The Gathering Place  
McLean County – McLean County Fiscal Court  
Ohio County – Ohio County Fiscal Court  
Union County – Union County Fiscal Court  
Webster County – Webster County Fiscal Court

A motion was made by Franklin Powers and seconded by Randy Greenwell to approve Five Star Food Service, Inc., to provide catered meals for Fiscal Years 2023, 2024, and 2025. A vote was taken and the motion carried.

A motion was made by Franklin Powers and seconded by Randy Greenwell to approve the above-mentioned for Senior Center Services for Fiscal Years 2023, 2024, and 2025. A vote was taken and the motion carried.

2. Green River Workforce Development Board

Chairperson Karen Cecil presented the August 4, 2021, minutes of the Green River Workforce Development Board for approval.

A motion was made by Karen Cecil and seconded by Adam O’Nan to approve the August 4, 2021, minutes of the Green River Workforce Development Board. A vote was taken and the motion carried.

3. Green River Economic Development Corporation (EDC)

Chairperson Tammy Belt presented the October 6, 2021, minutes of the Green River Economic Development Corporation for approval.

A motion was made by Betty Howard and seconded by Karen Cecil to approve the October 6, 2021, minutes of the Green River Economic Development Corporation. A vote was taken and the motion carried.

The Green River Economic Development Corporation met on November 3, 2021. At this meeting, the following loans were approved: El Burrito Express (Henderson), Cairo Country Café (Henderson), and Henderson Brewing Company (Henderson). One traditional Revolving Loan Fund (RLF) loan request was approved for Paint Headquarters (Daviess). The nominating committee was appointed and will report at the next meeting. GRADD staff reported two working capital loans were approved during October: Jamaican Yard Vibes (Daviess) and Spirit Spa (Daviess). There is currently \$891,675 remaining of the \$3,325 million in CARES funding.

The Green River Economic Development Corporation met on

December 1, 2021. At this meeting, A New Leaf Flowers & More in Union County was approved. The Nominating Committee presented the following slate of officers for 2022: Tammy Belt, Chairperson; Greg Collins, Vice-Chairman; and Brad Davis, Secretary. The Nominating Committee also presented the following new members: Brandon Gentry, Andy Rideout and Rachel Yarbrough. Jessie Howard gave an update of the Community and Economic Development Strategy (CEDS) rewrite planned for 2022 and welcomed member input in the process. GRADD staff gave a loan request update. There were two working capital loans closed in November and staff is currently working with three active loan requests. A total of 41 loans were approved and funded totaling \$2,803,825 with \$521,175 remaining of the \$3,325,000 EDA CARES Act funds.

4. GRADD Regional Transportation Committee

Chairman Steve Henry reported the GRADD Regional Transportation Committee met on November 24, 2021. At this meeting, Max Gee introduced himself to the committee as he has assumed the position of Transportation Planner at GRADD.

Hunter Phillips presented information on the Flexibility ACT and the Infrastructure Bill. Until the Flexibility Act, cities and counties were limited as to how they could use their American Rescue Plan Act (ARPA) funds, especially on infrastructure. With the Flexibility Act, more options are available. Mr. Phillips reported Kentucky expects to receive approximately \$5.1 billion over five years in federal highway funding for highways and bridges made possible from the Infrastructure Law.

Deneatra Henderson shared the Kentucky Transportation Cabinet is waiting on guidance to proceed with spending from the Infrastructure Law. Bridges that need repair and blacktop projects are being wrapped up for the season. Design projects are still progressing. Any project already submitted could be funded if more money became available, but projects that have not been submitted and approved would have to wait until next year for consideration.

F. Frankfort and Washington Updates

Corey Elder gave an update from Congressman James Comer's office. Mr. Elder explained as the ranking member on the Oversight and Reform Committee, Congressman Comer has been diligent in watching out for spending abuse in Washington.

Gilbert Mischel gave an update from Senator Mitch McConnell's office. Mr. Mischel reported the Infrastructure Bill has passed and \$4.6 billion will be coming to Kentucky. Funds will be used for bridge repair, broadband, clean water and public transportation. Mr. Mischel also reported on the possibility of raising the debt ceiling and the Build Back Better Bill which Congressman McConnell does not support.

Alex Caudill gave an update from the Department of Local Government.

Mr. Caudill reported two Land and Water Conservation Fund projects were recently announced as funded in the GRADD region. They are North Park Playground in Ohio County and Providence City Lake in Webster County. Lieutenant Governor Jacqueline Coleman recently visited Webster and Henderson Counties and Governor Andy Beshear will be in Henderson on December 16, 2021 for the Pratt Industries Groundbreaking.

Deneatra Henderson gave an update from the Kentucky Transportation Cabinet. Ms. Henderson explained the money coming to Kentucky from the Infrastructure Bill is not new money. Those funds are a continuation the Cabinet receives on a regular basis.

Dr. Scott Williams reported Owensboro Community & Technical College (OCTC) will be holding its graduation during the next week and will have over 360 students graduating. Enrollment continues to be very robust.

Dr. Jason Warren reported Henderson Community College (HCC) is preparing for graduation as well and they continue to see enrollment grow. Dr. Warren also reported tours for the advanced manufacturing facility should be able to begin in the spring.

G. Service Awards

Chairman Brad Schneider presented Ken Lawson with a five-year award, Leslie Wilson with the 20-year award and Jennifer Williams with a 30-year award. He thanked them for their continued dedicated service to GRADD.

IV. INTERGOVERNMENTAL REVIEWS

Jessie Howard presented the following Regional Executive Orders:

**Donan Drive Gravity Sewer Extension**

Webster County Fiscal Court KY2021-1116-1581

**Donan Drive Waterline Extension**

Webster County Fiscal Court KY2021-1116-1580

**Habitat for Humanity of Henderson 2022 Building Projects**

Habitat for Humanity of Henderson Kentucky, Inc. KY2021-1119-1588

**OASIS Acquisition Project**

Daviess County Fiscal Court KY2021-1117-1583

A motion was made by Adam O’Nan and seconded by Steve Henry to approve the above-stated Regional EO’s.  
A vote was taken and the motion carried.

V. CHAIRMAN/EXECUTIVE DIRECTOR COMMENTS

Chairman Brad Schneider reported the Kentucky Infrastructure Authority (KIA) has informed GRADD they anticipate all SB36 water/sewer project announcements to be complete by the end of the year. Chairman Schneider gave an update on the most recent West Kentucky Coalition meeting that took place on November 18, 2021, in Paducah. At this meeting, a list of suggested legislative priorities were discussed for the upcoming session.

Joanna Shake asked Jennifer Williams to give a Silver Bells Project update. This project collects and distributes items for residents of personal care homes. Each year, GRADD collects items to fill gift bags for delivery. This year, the goal is to provide gifts to approximately 150 residents in four personal care homes located in Daviess, Henderson, and McLean Counties. Donations will be accepted until December 13, 2021. Chips, snack crackers, snack cakes, canned soda, gloves, lip balm, and candy are just some of the items the project accepts.

Joanna Shake welcomed new employees Destiny Mayberry, Waiver Case Manager, Andrew Law, Waiver Case Manager; and Linda Zuerner, Receptionist.

VI. OTHER BUSINESS

No other business to report.

VII. INSTALLATION OF OFFICERS

A. Nominating Committee Report

Judge/Executive Curtis Dame reported the Nominating Committee had met on December 2, 2021, and are making the following recommendations for the GRADD Board of Directors for 2022.

**Officers for a one-year term ending on December 31, 2022**

Chairman	Hon. Brad Schneider
Vice Chairman	Hon. Al Mattingly, Jr.
Secretary	Hon. Steve Henry
Treasurer	Hon. Adam O’Nan

**Executive Committee Members for a one-year term ending on December 31, 2022**

Daviess	Hon. Al Mattingly, Jr. Robert Howard Henrietta Harris
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Hancock	Hon. Johnny Roberts
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Henderson	Hon. Brad Schneider
	Bill Markwell
	Janeth Nichols
McLean	Hon. Curtis Dame
Ohio	Hon. David Johnston
Union	Hon. Adam O’Nan
Webster	Hon. Steve Henry

**Mayor’s Representative for a two-year term ending on December 31, 2023**

Daviess	Hon. Patsy Mayfield
Hancock	Hon. Chad Gregory
Henderson	Hon. David Sellers
McLean	Hon. Jesse Johnson
Ohio	Hon. Paul Sandefur
Webster	Hon. Pat Clark

**Committee Chair’s for a one-year term ending on December 31, 2022**

Green River Area Council on Aging	Henrietta Harris
Green River Workforce Development Board	Mickey Dunbar
Green River Economic Development Corporation	Tammy Belt
GRADD Regional Transportation	Hon. Steve Henry
GRADD Water Management Council	Pete Conrad
B. Oath of Office	

At this time, Bill Markwell gave the Oath of Office to the 2022 slate of officers.

VIII. ADJOURNMENT

There being no further business to discuss, the meeting was adjourned.

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Steve Henry, Secretary

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Brad Schneider, Chairman