



**GREEN RIVER AREA DEVELOPMENT DISTRICT  
EXECUTIVE COMMITTEE/GREEN RIVER AREA COUNCIL ON AGING  
EXECUTIVE COMMITTEE JOINT MEETING**

TO: Green River Area Development District Board of Directors

FROM: Hon. Steve Henry  
Secretary

SUBJECT: Minutes of the GRADD Executive Committee – November 10, 2021

The Executive Committee of the Green River Area Development District (GRADD) and the Green River Area Council on Aging met on Wednesday, November 10, 2021, at 10:30 a.m., at the GRADD office in Owensboro. A quorum was present with the following members in attendance:

**GRADD EXECUTIVE COMMITTEE MEMBERS PRESENT**

DAVIESS COUNTY:	Al Mattingly
HANCOCK COUNTY:	Johnny Roberts
HENDERSON COUNTY:	Brad Schneider William Markwell
McLEAN COUNTY:	Curtis Dame
OHIO COUNTY:	David Johnston
UNION COUNTY:	Adam O’Nan
WEBSTER COUNTY:	Steve Henry

**EXECUTIVE COMMITTEE MEMBERS ABSENT**

DAVIESS COUNTY:	*Henrietta Harris *Robert Howard
HANCOCK COUNTY:	All present
HENDERSON COUNTY:	*Janeth Nicolas
McLEAN COUNTY:	All present
OHIO COUNTY:	All present
UNION COUNTY:	All present
WEBSTER COUNTY:	All present

GREEN RIVER AREA COUNCIL ON AGING EXECUTIVE COMMITTEE  
PRESENT

Franklin Powers  
Connie O’Leary  
Jim Toler  
Wilda Hardesty

GREEN RIVER AREA COUNCIL ON AGING EXECUTIVE COMMITTEE  
ABSENT

Gayle McLeod  
Helen Ritterskamp

\*Excused absence

GUESTS AND STAFF PRESENT

Tammy Belt, Chairperson, Green River Economic Development Corporation  
Joanna Shake, Executive Director, GRADD  
Jennifer Williams, Director of Aging & Social Services, GRADD  
Blake Edge, Director for Community & Economic Development, GRADD  
Mariah Myres, Director of Finance, GRADD  
Jodi Rafferty, Director of Workforce Development, GRADD  
Jessie Howard, Public Administration Specialist, GRADD  
Tom Massie, IT Manager, GRADD  
Gina Boaz, Economic Development Specialist, GRADD  
Libby Watson, Social Services Administrative Assistant, GRADD  
Kim Wells, Executive Assistant, GRADD

I. CALL TO ORDER

Chairman Brad Schneider called the meeting to order and asked everyone to join in the Pledge of Allegiance.

II. SECRETARY’S REPORT

Chairman Brad Schneider presented the minutes of the October 13, 2021, GRADD Board of Directors meeting.

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

### III. FINANCE REPORT

Treasurer Adam O’Nan presented the finance report for the period of July 1, 2021 – September 30, 2021.

A motion was made by Adam O’Nan and seconded by Al Mattingly 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.

### IV. NEW BUSINESS

#### A. Proposals for Aging Services

Jennifer Williams directed the Evaluation Committee’s attention to the Conflict-of-Interest Statement. She asked each member to sign the form to be collected after the meeting.

Ms. Williams reviewed the program proposals received for Supportive Services/Senior Center Services to be provided in Fiscal Years 2023, 2024, and 2025. Proposals were submitted by the following:

- Senior Community Center of Owensboro-Daviess County
- Hancock County Fiscal Court
- The Gathering Place
- McLean County Fiscal Court
- Ohio County Fiscal Court
- Union County Fiscal Court
- Webster County Fiscal Court

A discussion ensued regarding the unit cost and how it is calculated. Lisa Flahardy explained that each county determines its own cost for services which can cause a variance in unit cost from county to county.

Ms. Williams reviewed the proposal for Catered Meal Services for Fiscal Years 2023, 2024, and 2025. She explained Five Star Food Service (formally Canteen) was the sole bidder for Catered Meal Services. The proposal does show an increase from \$3.90 per meal to \$4.29 per meal. Anytime there is an increase this of course means less meals but with the rising cost of gasoline and also the bidder must now maintain the central kitchen which includes maintenance of the equipment. Vice Chairman Al Mattingly inquired about the catered meals waiting list. Ms. Williams will send the catered meals waiting list information to each county.

Vice Chairman Mattingly also inquired about frozen meal or shipped meal delivery versus hot meal delivery. Ms. Williams explained the importance of the one-on-one in person contact that home-delivered meals provides to clients and also referenced that Lincoln Trail Area Development District is solely using Mom’s Meals which are frozen meals delivered to clients and that cost per meal is more than GRADD is currently paying per meal.

A motion was made by Al Mattingly and seconded by Adam O’Nan to accept the bids as presented. A vote was taken and the motion carried.

A motion was made by Adam O’Nan and seconded by Curtis Dame to accept staff scoring of the proposals. A vote was taken and the motion carried.

B. Revolving Loan Fund (RLF) Loan Review

Tammy Belt reported the Green River Economic Development Corporation met on November 3, 2021 and are submitting the following loans for consideration:

1. Henderson Brewing Company

David Osborn is requesting \$145,400 of COVID-19 Coronavirus Aid, Relief, and Economic Security Act (CARES) funding to purchase the equipment, inventory, and working capital for expanded operations.

A motion was made Curtis Dame and seconded by Al Mattingly to approve the Henderson Brewing Company loan in the amount of \$145,400. A vote was taken and the motion carried with Chairman Brad Schneider abstaining from the vote.

2. Cairo Country Café, LLC

Adam and Melissa McCormick are requesting \$110,000 of COVID-19 Coronavirus Aid, Relief, and Economic Security Act (CARES) funding to purchase the building, existing restaurant equipment and provide working capital to the new business in Henderson.

A motion was made Al Mattingly and seconded by Steve Henry to approve the Cairo Country Café, LLC loan in the amount of \$110,000. A vote was taken and the motion carried.

3. El Burrito Express

Luis Flores is requesting \$75,000 of COVID-19 Coronavirus Aid, Relief, and Economic Security Act (CARES) funding to purchase equipment and working capital for a new fast-casual restaurant in Henderson.

A motion was made Johnny Roberts and seconded by David Johnston to approve the El Burrito Express loan in the amount of \$75,000. A vote was taken and the motion carried.

4. Paint Headquarters, LLC

Joseph McKinley is requesting \$100,000 of traditional Economic Development Administration funding to purchase the Paint Headquarters property located in Owensboro.

A motion was made David Johnston and seconded by Adam O’Nan to approve the Paint Headquarters, LLC loan in the amount of \$100,000. A vote was taken and the motion carried.

C. Declaration of Surplus Equipment

Joanna Shake referenced a list of equipment that includes desk phones, file cabinets, laptops and paintings. She is requesting approval to declare items as surplus.

Chairman Schneider suggested the committee authorize staff to use discretion on disposing of those items which have no value and utilize the regular procurement process for items that might be deemed valuable.

A motion was made by Steve Henry and seconded by Adam O’Nan to approve staff use discretion on disposing of items from the attached list which have no value and utilize the regular procurement process for items that might be deemed valuable. A vote was taken and the motion carried.

D. Nominating Committee Appointment

Chairman Brad Schneider appointed Judge/Executive David Johnston, Judge/Executive Curtis Dame and Judge/Executive Johnny Roberts to the Nominating Committee. This committee will review member nominations for the GRADD Board of Directors.

V. Intergovernmental Review

Jessie Howard presented the following Regional Executive Order:

**Donan Drive Project**  
Webster County Fiscal Court KY2021-1015-1511

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

VI. CHAIRMAN/EXECUTIVE DIRECTOR COMMENTS

Chairman Brad Schneider made comments on the recent Kentucky Association of Counties conference in Louisville. Secretary Steve Henry presented information on Innovative Workforce Development in Coal Counties. Chairman Schneider also referenced the new vaccination mandates and how it will impact employees and employers.

Joanna Shake gave an update on open positions and welcomed new staff Andrew Law and Destiny Mayberry. Both will be invited to the December meeting. Ms. Shake encouraged the board to take the Senior Needs survey. These results will be used to understand the needs of senior citizens in the communities. Formation Public Relations Firm has submitted their brand discovery for review. Ms. Shake will review further and report back to the committee.

Tom Massie gave an update on the replacement of lights and cameras in the parking lots surrounding GRADD. The new LED lighting and new cameras give a complete view of the back parking lot, which can at times, be very dark and unsafe for staff.

VII. COUNTY ROUNDTABLE DISCUSSION

Treasurer Adam O’Nan reported the Union County website and a brand discovery is under way and should be finished by Spring.

Secretary Steve Henry reported beginning in January he will start meeting with the student council of the area high school to see what they think Webster County should look like in five years.

Vice Chairman Al Mattingly explained the GRADD Annual Event Committee had met earlier this month and has postponed the annual event until 2022. It was suggested GRADD continue its annual award nomination and presentation. Chairman Schneider asked to have the award packets sent out again and make them due by December 1, 2021.

Judge/Executive David Johnston announced at the last fiscal court meeting they were able to give out some small business grants to local establishments.

Judge/Executive Johnny Roberts announced there would be two Christmas parades in Hancock County, both being held on December 4, 2021. He also inquired about the guidance on the newly released OSHA COVID vaccine mandate. Blake Edge will continue to monitor the mandate and how it will affect businesses in the region.

Judge/Executive Curtis Dame gave an update on the McLean County finances and the strides the county has made in the last year. Judge Dame was also asked to serve on the Kentucky Heritage Council. McLean County completed a community assessment through a program at the University of Kentucky which will lay the framework for the future of McLean County.

Chairman Brad Schneider reported Henderson had a safe harvest season and wrapped up asphalt season. Henderson contracted with Yager who used new equipment that eliminated the seam in the road that can often lead to cracking in the road. Chairman Schneider also gave an update on the recent Day of the Dead Festival.

During the festival, Lofton Hazelwood, a local teen who recently passed away, was recognized.

VIII. OTHER BUSINESS

No other business.

IX. ADJOURNMENT

There being no other business to report the meeting was adjourned.

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Secretary

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Chairman