

**Minutes  
BRADD Executive Council  
Wednesday, June 28, 2017  
BRADD Office Center**

Regular Members in Attendance: Judge/Executive Greg Wilson, Mr. Steve Thurmond, Mayor Mark Stratton, Mayor Dick Doty, Judge/Executive Tommy Willett, Mayor Howard Garrett, Judge/Executive Wil Cannon, Judge/Executive Johnny Hobdy, Mr. Elroy Larimore and Judge/Executive David Fields. (See attached sign-in sheet)

Others Present: Mr. Don Sergent, Bowling Green Daily News.

Staff in Attendance: Mr. Gene Becker, Ms. Amy Carroll, Ms. Hong Nguyen and Ms. Jo Lynn Vincent.

**1. Call to Order**

The Executive Council meeting was called to order by Judge/Executive Greg Wilson, Chairman.

**2. Approve Minutes**

Chairman Wilson presented the May 24, 2017 minutes for approval. The minutes were emailed to the members.

**Motion: Mayor Mark Stratton made a motion to approve the May 24, 2017 minutes, and the motion was seconded by Mr. Steve Thurmond. The motion carried. (See attached)**

**3. Review and Approval of Clearinghouse Projects**

Chairman Wilson called on Mr. Gene Becker. Mr. Becker reported 4 Regional Projects and 1 Statewide project have been received, There are no conflicts or duplications, and they conform to the Water and CEDS Plans.

**Motion: Judge/Executive David Fields made a motion to approve the 4 regional projects and 1 Statewide project as presented, and the motion was seconded by Mayor Howard Garrett. The motion carried. (See attached)**

**4. Financials**

**• Review of Executive Director's Time Sheet**

Chairman Wilson presented the time sheets for Mr. Gene Becker for approval.

**Motion: Judge/Executive Tommy Willett made a motion to approve Mr. Becker's time sheets, and the motion was seconded by Mayor Mark Stratton. Motion carried.**

- **FY18 Budget**

Chairman Wilson called on Ms. Hong Nguyen. Ms. Nguyen presented the FY 18 staff salary schedule. Ms. Nguyen stated she has budgeted a \$900 increase per person, which is 2.3% overall. Ms. Nguyen requested approval of the salary schedule as presented. This increase will be effective July 1, 2017.

**Motion: Mayor Mark Stratton made a motion to approve the FY18 staff salary schedule as presented, and the motion was seconded by Judge/Executive David Fields. Motion carried with one voting no and one abstain.**

The no vote was not against the raises, but wanted more information regarding the budget.

Ms. Nguyen reviewed the FY 18 budget and discussed each of the funds, Economic Development, Aging, and CDO. Much discussion ensued regarding the budget. Ms. Nguyen requested approval of the FY18 Budget.

**Motion: Judge/Executive Will Cannon made a motion to approve the FY 18 Budget as presented, and the motion was seconded by Judge/Executive David Fields. Motion carried.**

- **Other Updates**

Chairman Wilson called on Ms. Amy Carroll. Ms. Carroll presented the revised Travel Policies for approval. Ms. Carroll stated we are using the State rate now instead of the IRS rate. The other revision was to allow employees to get advances on the travel but has to be at least \$75.00.

**Motion: Mayor Mark Stratton made a motion to approve the Travel Policies revisions as presented, and the motion was seconded by Mr. Steve Thurmond. Motion carried.**

Ms. Nguyen reported we have made a few changes in personnel expenses. We are paying the lowest rate of the single rate and 60% of the difference. We will not be providing long-term disability, since it has not been used, and it is expensive. We will be looking at other options to use that money.

## **6. Agreements/Contracts**

Chairman Wilson called on Mr. Gene Becker. Mr. Becker reported three of the FY18 Aging contracts have been signed and returned. We should receive the JFA contract in July. This will be a six month contract until December.

## **7. Personnel**

- **Updates**

Chairman Wilson called on Mr. Gene Becker regarding the PAS/Planning and Development Specialist. Mr. Becker reported that 33 resumes were received, nine were interviewed and two had been offered positions. One has accepted and we are waiting on a response from the other candidate.

Mr. Becker reported that the Executive Assistant position received 10 resumes with three being internal candidates. Interviews have been scheduled.

## 8. Other

Chairman Wilson called on Mr. Gene Becker. Mr. Becker reported nine Area Development Fund projects have been received. Some changes noted were the City of Gamaliel amount is \$7,700. For Butler County the money will be used for property purchase. Barren County will have two projects which will be presented at the July meeting.

**Motion: Judge/Executive Tommy Willett made a motion to approve the nine Area Development Fund projects as presented, and the motion was seconded by Judge/Executive Tommy Willett. Motion carried. (See attached)**

Chairman Wilson called on Mr. Gene Becker. Mr. Becker reported the Area Development Districts have discussed ways the ADD's can assist the Kentucky Association Food Bank. A competition will be held in each ADD, which will begin in September. More information will be sent regarding how the Cities and Counties can become involved.

Mr. Becker reported that Ms. Thuy Cao, an intern who is working on the newsletter, has been hired.

Mr. Becker asked for a motion to authorize Mr. Eric Sexton, Executive Director, to sign any and all documents pertaining to the BRADD.

**Motion: Mr. Steve Thurmond made a motion to authorize Mr. Sexton to sign any and all documents pertaining to the BRADD, and the motion was seconded by Mayor Howard Garrett. Motion carried.**

Chairman Wilson called on Ms. Jo Lynn Vincent. Ms. Vincent reported conflict of interest form has been completed on Ms. Thuy Cao, an intern for the Community and Economic Development Department. There were no conflicts noted and asked that the form be approved.

**Motion: Mayor Mark Stratton made a motion to approve the conflict of interest form as presented, and the motion was seconded by Judge/Executive Tommy Willett. Motion carried.**

Chairman Wilson thanked Mr. Gene Becker for serving as Interim Executive Director to the BRADD.

Chairman Wilson distributed a copy of a resolution that was approved at the Kentucky Council of ADD's meeting regarding a request for reconsideration of Certain Aspects of the President's FY2018 Federal Budget. Chairman Wilson asked that the resolution be approved.

**Motion: Mayor Mark Stratton made a motion to approve the Resolution as presented, and the motion was seconded by Judge/Executive David Fields. Motion carried with one no vote. (See attached)**

Mr. Darrell Link will be notified that the Resolution was approved by the Barren River Area Development District Board.

Chairman Wilson reported the KCADD Board requires the Chairman and Vice Chairman to serve on the Board. Mayor Doty and Steve Thurmond would serve. Chairman Wilson volunteered to stay on the board or to attend if someone cannot.

Chairman Wilson asked for a motion to go into closed session for personnel issues.

**Motion:** Mayor Dick Doty made a motion to go into closed session, and the motion was seconded by Judge/Executive Tommy Willett. Motion carried.

Chairman Wilson asked for a motion to go back into open session.

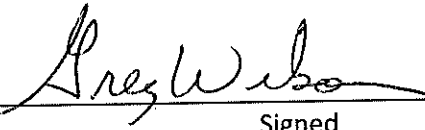
**A motion was made by Mr. Steve Thurmond, seconded by Judge/Executive Tommy Willett to go back into open session. Motion carried.**

There was no action to be taken from the closed session.

Chairman Wilson called on Ms. Amy Carroll. Ms. Carroll reported we received preliminary FY 18 Aging allocations which is about \$15,000 less than last year.

**9. Adjourn**

**Motion:** Mr. Elroy Larimore made a motion to adjourn, and the motion was seconded by Mayor Dick Doty. Motion carried.

  
Signed