

**Minutes  
BRADD Executive Council  
Wednesday, July 24, 2019  
BRADD Office Center**

Regular Members in Attendance: Ms. Dawn Devore, Judge/Executive Dennis Harper, Mayor Dewayne Hatcher, Mr. Elroy Larimore, Mayor Billy Phelps, Mayor Mark Stratton, Mr. Steve Thurmond, Mayor Scotty Turner (See attached sign-in sheet).

Staff in Attendance: Mr. Eric Sexton, Ms. Emily Hathcock, Ms. Amy Carroll, Ms. Michelle Hines, and Mr. Caleb Speck.

**1. Call to Order**

The Executive Council meeting was called to order by Chairman Mr. Steve Thurmond. It was determined a quorum was present.

**2. Approve Minutes**

Chairman Thurmond presented the June 19, 2019 meeting minutes for approval. The minutes were previously emailed to the members.

**Motion: Mayor Billy Phelps made a motion to approve the June 19, 2019 minutes, and the motion was seconded by Judge/Executive Dennis Harper. The motion carried. (See attached)**

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

Chairman Thurmond called on Ms. Emily Hathcock to present the clearinghouse projects. Ms. Hathcock informed the council the BRADD staff reviewed three regional clearinghouse projects this month. Metcalfe County is applying for funding to construct a new 80,000 square foot building at the industrial park. The project will also include site preparation for the new building by the locating company. The project estimates 60 jobs added at completion. The second project is in Franklin with Clayton Watkins Construction Company who is applying for funds to construct 40, two bedroom units of affordable multi-family housing servicing residents at or below 80 percent of the area median income for ages 55 plus. The last project is with Lewis Memorial Assisted Living in Franklin by adding 16 additional units. All projects were reviewed by BRADD staff for conflicts or duplications, of which there were none.

**Motion: Mr. Elroy Larimore made a motion to approve the three regional clearinghouse projects as presented; the motion was seconded by Mayor Mark Stratton. Motion carried. (See attached)**

**4. Financials**

- **Review of Executive Directors Time Sheet and Travel**

Chair Thurmond presented the June time sheets and travel forms on Executive Director Mr. Eric Sexton, for approval.

**Motion: Mayor Dewayne Hatcher made a motion to approve Mr. Sexton's time sheets and travel forms, and the motion was seconded by Mayor Scotty Turner. Motion carried.**

**5. Agreements/Contracts**

- **Transportation**

Chair Thurmond called on Ms. Emily Hathcock. Ms. Hathcock informed the Council the BRADD has received the fully executed FY 20 Regional Transportation Contract from the Kentucky Department of Transportation. The contract is in the amount of \$78,067.00.

- **ARC/SOAR**

Chair Thurmond called on Mr. Eric Sexton. Mr. Sexton informed BRADD was notified of around \$13,000 available dollars of SOAR funding to be used by the end of fiscal year 2019. Mr. Sexton explained how these funds are designated for ARC counties. Currently, approximately \$11,000 has been spent with a balance of \$2,300 remaining. BRADD was notified an extension was granted through January 7, 2019, in which remaining funds may be spent. Projects expended include; \$5,000 for the Hart County Career Academy Transportation Pathway program, \$2,500 for BRIGHT Coalitions regional health initiative and Water Planner staff time to a Monroe County water project.

- **Aging- Golden Years**

Chair Thurmond called on Ms. Michelle Hines. Ms. Hines informed the Council for information purposes the BRADD is currently in three year procurement with Golden Years Adult Day Health Care, with a year to year contract. Ms. Hines informed BRADD does not plan to renew this year's contract in efforts to phase out the program. There are currently no clients at the center using the BRADD administered Title III and Homecare funds. No new clients are anticipated. Golden Years clients are funded by Medicaid and private pay. The center is aware the program is being phased out, however BRADD will send a formal letter stating no contract will be sought this year due to the phase out and lack of client attendance in the BRADD programs.

- **Other**

Chairman Thurmond called on Ms. Emily Hathcock. Ms. Hathcock informed the BRADD received the fully executed fiscal year 2020 Water and Wastewater Management Services and WRIS contract with the Kentucky Infrastructure Authority (KIA). The contract is in the amount of \$76,000.

Chairman Thurmond called on Mr. Eric Sexton. Mr. Sexton informed BRADD has received, signed and submitted the FY 20 Centerlines (Local Roads) contract with the Kentucky Transportation Cabinet, and is awaiting the fully executed contract. The contract amount is \$25,300. Additionally, Mr. Sexton stated the fiscal year 2020 Joint Funding Agreement (JFA) contract has been received and is in review. The contract amount is \$207,860.73, less

the ARC federal amount. The amount is still less than the previous years and contains the out of state travel restriction. Members expressed agreement with signing the contract. Chair Thurmond thanked Mr. Sexton for his due diligent work throughout this ongoing process.

## **6. Personnel**

- **Other**

Chairman Thurmond called on Ms. Emily Hathcock. Ms. Hathcock introduced newest staff member Mr. Tyler Graham as the Regional Transportation Planner within the Economic Development Department. Mr. Graham joins the BRADD from Maryland and brings experience of working with elected officials. Mr. Graham said hello to the members and informed if he can ever be of assistance to please contact him. Mr. Graham left the meeting.

Chairman Thurmond called on Mr. Eric Sexton. Mr. Sexton informed the Regional Transportation Planner was hired at the higher end of the salary range. Therefore, he requests a salary adjustment of \$1,000 for both Public Administration Specialist and Infrastructure Management Planner positions effective retroactively to July 1, 2019. Mr. Sexton further informed he is continuing to work with WKU on a salary study with hopes to help guide the future salary composition scale for the agency.

**Motion: Mayor Billy Phelps made a motion to approve the July 1, 2019 retroactive \$1,000 salary adjustment for both the Public Administration Specialist and Infrastructure Management Planner. The motion was seconded by Ms. Dawn Devore. Motion carried.**

Chairman Thurmond called on Ms. Michelle Hines. Ms. Hines informed aging staff member Ms. Pam Goodbar, part time Social Services Assistant, submitted her resignation effective Thursday July 25, 2019. Ms. Hines informed the position will not be filled at this time as they will try to absorb the duties within.

## **7. Other**

- **Conflict of Interest Statement**

Chairman Thurmond called on Mr. Caleb Speck. Mr. Speck presented a conflict of interest statement on newest staff member Mr. Tyler Graham. Mr. Speck informed the Council of the disclosed outside employment with Amazon. With no observed conflicts, Mr. Speck recommended approval to the Council.

**Motion: Mayor Billy Phelps made a motion to approve Mr. Tyler Graham's conflict of interest statement. The motion was seconded by Judge/Executive Dennis Harper. Motion carried.**

- **Other Updates**

Chairman Thurmond called on Mr. Eric Sexton final updates and announcements. Mr. Sexton informed Edmonson County Citizen Member Mr. Michael Stoyonovich has been reappointed to serve a three year term representing Edmonson County. Mr. Sexton informed room 16 renovations have been completed with exception

of finalizing the audio video and purchasing furniture. Mr. Sexton announced the award nominations are now available for the Tim L. Carter and William H. Natcher awards. The nomination forms can be found in the Board packet and on the BRADD website. The forms are due back to the BRADD by August 26<sup>th</sup>, 2019. The next Executive Council meeting will be held on Wednesday August 21<sup>st</sup> at 11:00 am, a week earlier due to the Governors Local Issues Conference.

The meeting concluded with Chairman Thurmond announcing with great sorrow the passing of BRADD Board Member Mr. Charlie Hogan, Barren County Citizen Member.

**10. Adjourn**

**Motion: With no further business to consider, Mayor Scotty Turner made a motion to adjourn, and the motion was seconded by Mayor Dewayne Hatcher. Motion carried.**

  
Signed