

**Minutes**  
**BRADD Special Called Executive Council**  
**Wednesday, July 23, 2025**  
**Virtual Zoom Meeting**

Regular Members in Attendance: Mayor Michael Bowe, Judge/Executive Joe Choate, Judge/Executive Dennis Harper, Mayor Dwayne Hatcher, Mayor Michael Hughes, Mayor Billy Phelps, Mr. Michael Stoyonovich, Mr. Steve Thurmond. (See attached sign-in sheet).

Staff in Attendance: Mr. Eric Sexton, Ms. Emily Hathcock, Mrs. Amy Carroll, Ms. Alecia Johnson, and Mr. Caleb Speck.

**1. Call to Order**

The Executive Council meeting was called to order by Chairman Joe Choate. It was determined a quorum was present.

**2. Approve Minutes**

Chairman Choate reported the minutes from the June Executive Council meeting were previously emailed to the members for prior review.

**Motion: Mayor Michael Hughes made a motion to approve the June 25, 2025 Executive Council minutes. The motion was seconded by Mr. Steve Thurmond. Motion carried.**

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

Chairman Choate called on Ms. Emily Hathcock who presented four regional clearinghouse projects. The members packet contains a summary description of each project. Projects included the Energy and Environment Cabinet's water quality management planning project. Warren County Fiscal Courts tornado safe room at the Hadley Fire Station. Allen County Fiscal Courts fund request for construction of a new County Park. Lastly, City of Gamaliel wastewater treatment system for upgrades and repairs. Ms. Hathcock informed all projects were reviewed by BRADD staff for conflicts or duplications, of which there were none.

**Motion: Mayor Michael Bowe made a motion to approve the four regional clearinghouse projects as presented; the motion was seconded by Mayor Billy Phelps. Motion carried. (See attached)**

**4. Agreements and Contracts**

● **Regional Greenway Study RFP**

Chairman Choate called on Ms. Emily Hathcock who reported BRADD received three responses from the Complete Streets Preliminary Engineering RFQ. Responses included Gresham Smith, Palmer Engineering, and GAI Consultants Inc. Upon review, the committee recommended Gresham Smith due to receiving the highest review

score. Ms. Hathcock informed the members a summary of the bid review is provided in the members packet. She further reported, Gresham Smith is doing similar work on grant projects for BRADD.

**Motion: Mayor Billy Phelps made a motion to approve the Regional Greenway Study RFP be awarded to Gresham Smith. The motion was seconded by Mr. Steve Thurmond. Motion carried. (See attached)**

- **Release for Park City Meals RFP**

Chairman Choate called on Mr. Eric Sexton who reported the Park City meals site has been approved by the Department for Aging and Independent Living (DAIL) and can now become a permanent site for meals. Mr. Sexton informed the site began as a pilot program with ESMP and ARPA funds. Now being eligible for procurement, Mr. Sexton ask for the members approval for the release of the schedule and RFP. The RFP is set to align with the other BRADD aging programs schedule. A copy of the RFP is provided in the members packet. Mr. Sexton informed if approved, the RFP would be released on August 4, 2025. The Aging Council meets in October and would review and consider bidders and provide a recommendation to the BRADD Executive Council who would be asked to make review and approval at the October Board meeting. The contract would begin January 1, 2026 and end with the other meal provider contracts.

**Motion: Mayor Michael Hughes made a motion to approve the release of the Park City Meals RFP as presented. The motion was seconded by Mr. Michael Stoyonovich. Motion carried. (See attached)**

5. **Personnel – No Report**

6. **Financials**

- **Review of Executive Director’s Timesheets and Travel for June**

Chairman Choate informed the Council the timesheets and travel forms for Executive Director, Mr. Eric Sexton, had been previously emailed for prior review. Chairman Choate asked for any questions concerning the documents.

**Motion: A motion was made by Judge/Executive Dennis Harper to approve the Executive Director June timesheets and travel forms as presented. The motion was seconded by Mayor Michael Hughes. Motion carried.**

7. **Other**

- **Senior Center Fleet Vehicles Purchase**

Chairman Choate called on Mr. Eric Sexton who reported the need to purchase two additional fleet vehicles for the senior centers. It was originally intended to spread the purchase across FY 26, however vehicles are needed now due to the current state of the inherited vehicles. Mr. Sexton reports a fleet evaluation will be completed in August as some of the vehicles will need handicapped accessibility. Mr. Sexton provided a summary of three quotes for Honda CRVs located in the members packet. Members voiced agreement to purchase two Honda CRVs from Gary Force Honda.

**Motion: Mr. Micheal Stoyonovich made a motion to approve the purchase to two additional fleet vehicles for senior centers from Gary Force Honda as presented. The motion was seconded by Mayor Billy Phelps. Motion carried. (See attached)**

- **Other Updates**

Chairman Choate reminded the members the next meeting was on schedule for August.

**8. Adjourn**

**Motion: With no further business to consider, Mayor Micheal Hughes made a motion to adjourn, and the motion was seconded by Judge/Executive Dennis Harper. Motion carried.**

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Signed, BRADD Chair