



## **Board of Directors' Meeting**

September 28, 2021 | 10:30 AM

**Meeting Location:**

Maysville Community and Technical College - Rowan Campus  
400 Rocky Adkins Tech Drive  
Room 111A – Assembly Hall  
Morehead, KY 40351

**Virtual Meeting Link:**

<https://us06web.zoom.us/j/83927602269?pwd=YzRmOTBXMlBodHkrbXQ5K2dBUXJTUT09>

Phone Number: 301.715.8592 | Meeting ID: 839 2760 2269 | Passcode: 309440

1. Invocation – Judge Rick Stiltner  
Judge Rick Stiltner gave the invocation for the meeting.
2. Pledge of Allegiance to the Flag – Mayor Mark Walter, Chairman  
Board members and all guests in attendance joined Chairman Mark Walter in the pledge to the flag.
3. Call to Order – Mayor Mark Walter, Chairman  
The meeting was called to order by Chairman Walter.
4. Welcome and Introduction of Staff and Guests – Mayor Mark Walter, Chairman  
Chairman Walter welcomed all in attendance and went over various housekeeping items. Everyone in attendance introduced themselves and their affiliation.
5. Roll Call – Mayor Edward Bryant, Secretary  
Mayor Edward Bryant, Secretary, called the roll and a quorum was declared. The following Board members were in attendance:

**Bath County**

Judge Bobby Rogers

Mayor Gary Hunt

**Menifee County**

Judge Rick Stiltner

Mayor Edward Bryant

Tim Fawns, Citizen Member

Phyllis Lawson, Citizen Member

**Montgomery County**

Judge Wally Johnson

Mayor Al Botts

Taunya Jones, Citizen Member

**Morgan County**

Mayor Mark Walter

Kyle Risner, Citizen Member

**Rowan County**

Judge Harry Clark

**Regional Citizen Member**

Quentin Murphy, Citizen Member

Bill Redwine, Citizen Member

**Ex-Officio Members**

Senator Ralph Alvarado

Representative Richard White

Dr. Jay Morgan, Morehead State University

**Gateway ADD Staff**

Joshua Farrow

Emily Jordan

Diann Donaldson

Olivia Glover

Becky Combs

Jocelyn Gross

Jason Boggs

Janet Kelsey

Kayla Ammons

Sherry Caudill

Matthew Cooper

Benjamin Hamm

Megan Curtis

Luke Stapleton

Daniel Ball

**6. Board Minutes Review, Discussion, and Possible Action**

The July 27, 2021, Board of Directors' Meeting Minutes were presented for consideration. Judge Stiltner moved, and Mr. Bill Redwine seconded that the minutes be approved as presented. Motion carried.

**7. Financials**

- August 2021 Finance Report – The August 2021 Finance Report was presented to the Board. Judge Harry Clark moved for approval, with a second by Mayor Gary Hunt.
- August 2021 Fundraising Account Report – The August 2021 Fundraising Account Report was presented to the Board. Mr. Joshua Farrow briefly reviewed the document. Judge Wally Johnson motioned to accept the fundraising account report. Mayor Bryant seconded. Motion carried.

8. By-Laws Update

A copy of the updated by-laws was provided to the Board. Chairman Walter outlined the proposed amendments, which include adding sections in both Article 3 Board of Directors Meeting and Article 4 Executive Committee to allow for video teleconference meetings. Chairman Walter explained that currently, House Joint Resolution 1 is in effect and extends the provisions related to public meetings through January 15, 2022. By making the proposed changes to the by-laws, it will allow the Board and Executive Committee to meet virtually into the future. Judge Stiltner moved to approve the by-laws update, and Judge Bobby Rogers seconded. Motion carried.

9. KY Intergovernmental Review Process (KIRP Report/Clearinghouse Projects)

A document was provided to the Board. Mr. Farrow presented and detailed the two projects contained within the KIRP report. Mr. Farrow noted that the Montgomery County Fiscal Court is requesting Community Development Block Grant and other federal assistance to construct a new senior center facility on East Locust Street, on a lot currently utilized for parking and owned by the City of Mount Sterling. The facility would include, at minimum, a commercial kitchen, an exercise room, a large meeting room, restroom facilities, storage space, and office space. The building design would include a covered entrance area where attendees could be dropped off. Mr. Farrow stated that Morgan County Water District is seeking funding for a waterline replacement project on KY HWY 191. The project would replace the existing aging waterlines along KY HWY 191, Red Bird Road, Barker Branch Road, CR 1221, Bigstaff Branch Road, CR 1000, Morris Cemetery Road, KY 1162, and Stinson Branch Road with new three-inch, four-inch, six-inch, and eight-inch PVC piping. In addition to the waterline replacement, approximately one-third of Morgan County Water District's water meters will be replaced and upgraded to the newest transmitter system available. Mayor Hunt moved to approve the KIRP report, and Judge Johnson seconded. Motion carried.

10. Title VI Plan Update

The updated Title VI Plan was sent to the Board electronically ahead of the meeting. Chairman Walter explained that the annual plan update has been reviewed and tentatively approved by the Kentucky Transportation Cabinet. This year's plan update includes the general annual updates, such as training dates, approval dates, and the concurrence date; grammatical tweaks; a paragraph was added under the Special Emphasis Program Area to incorporate language from Gateway ADD's employee handbook regarding discrimination and harassment; a sentence was added in the Title VI Equity Analysis section that states the Gateway ADD Board of Directors would make the determination on if a project would result in a disparate impact on the basis of race, color, or national origin; the Title VI Coordinator was switched from Ms. Paula Thomas to Ms. Emily Jordan. Mr. Redwine moved to approve the Title VI Plan as presented. Mayor Bryant seconded. Motion carried.

11. Aging Council Membership Appointment

A document was provided to the Board. Chairman Walter explained that at the June 2021 Board of Directors' Meeting, the Board appointed the Aging Council and Officers for a two-year term. During the meeting, Chairman Rogers had informed the Board that Rowan County would be filling one vacancy at a later date. Since that meeting, Rowan County has nominated Ms. Jane Click to serve through June 30, 2023. Judge Clark motioned to approve the nomination, and Mr. Redwine seconded. Motion carried.

## 12. Executive Director Report

- Area Development Fund (ADF) Report – A document was provided to the Board. Mr. Farrow stated that nothing has changed since the last Board Meeting in July. Morgan County has approximately \$5,500 remaining to obligate, and the City of Morehead has approximately \$550 obligated to a downtown beautification project. No action was taken.
- Revolving Loan Fund (RLF) Report – A document was provided to the Board. Mr. Farrow noted that the ADD has approximately \$575,000 in loan funds still available.
- GADD Employee Contact Information Document – A document was provided to the Board. The ADD Employee Contact sheet includes names, phone numbers/extensions, and email addresses.
- Personnel Update – Mr. Farrow provided various personnel updates to the Board. Mr. Luke Stapleton was hired to fill the Project Administrator position in the Planning Department. Ms. Emily Green was hired to fill the Regional Kitchen Cook position. Ms. Brenda Williamson, the former Rowan County Senior Center Director, has rejoined the ADD through Kentucky Staffing Solutions to fill the Regional Van Driver position. The ADRC Associate position had been offered to a candidate who initially accepted but subsequently declined to stay with their current employer; the position has been reposted, and interviews are ongoing.
- Aging Council Executive Report – A document was provided to the Board.
- Water Management Council Executive Report – A document was provided to the Board.
- Regional Transportation Committee Executive Report – A document was provided to the Board.
- Regional Kitchen Back-Up Generator Project – A document was provided to the Board. Mr. Farrow commented that Menifee County Fiscal Court has applied for a FEMA grant to install a natural gas-powered backup generator at the regional kitchen that would allow the facility to remain operational and ensure the freezers and refrigerators do not lose power during an outage. Mr. Farrow noted that the regional kitchen has over \$10,000 in frozen meals and stock in the freezers and coolers at any given time. The proposed project cost is \$80,000, with a 75% federal, 12% state, and 13% local match funding allocation. Mr. Farrow requested that the member governments each contribute approximately \$1,000 toward the local match. Mr. Farrow will be preparing letters of commitment for the member governments to submit to the project applicant, Menifee County Fiscal Court.
- Appalachian Regional Commission Grant Pre-Applications – October 29, 2021 – A document was provided to the Board. Mr. Farrow stated that the Fiscal Year 2022 Appalachian Regional Commission pre-application grant cycle is now open. Mr. Farrow encouraged the Board to contact the ADD by October 7, 2021, if anyone was interested in submitting a pre-application. The pre-application deadline is October 29, 2021.
- Other – No other business was discussed.

13. Department Impact Reports

- Aging – A document was provided to the Board. Ms. Becky Combs outlined the document and gave updates regarding Gateway ADD’s Aging Department.
- Senior Centers – A document was provided to the Board. Ms. Emily Jordan outlined the document and gave updates regarding Gateway ADD’s senior centers.
- Planning – A document was provided to the Board. Ms. Jocelyn Gross outlined the document and gave updates regarding Gateway ADD’s Planning Department.

14. Guest Speaker – The Commonwealth’s Voting System Update

Chairman Walter introduced the guest speaker, Kentucky’s 86<sup>th</sup> Secretary of State, Mr. Michael G. Adams. Secretary Adams gave the Board an update on Kentucky’s voting system and proposed legislation.

15. Updates and Announcements

Updates and announcements were made by federal congressional field representatives and state legislators in attendance. Additionally, other state and local updates were made by guests.


16. Upcoming Regular Session Board of Directors’ Meeting

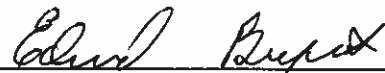
Chairman Walter announced that the next Board of Directors’ Meeting would take place on October 26, 2021, at 10:30 AM, at the Morgan County Board of Education Office.

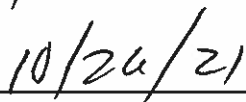
17. Adjournment


With no further business to discuss, Chairman Walter asked for a motion to adjourn. Judge Stiltner motioned, and Judge Rogers seconded. Motion carried.

APPROVED:

  
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Mayor Mark Walter, Chairman

  
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Mayor Edward Bryant, Secretary

  
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Date

  
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Date