



Board of Directors' Meeting

January 25, 2022 | 10:30 AM

Meeting Location:
Frenchburg City Hall
28B Bible Camp Lane
Frenchburg, KY 40322

Virtual Meeting: <https://us06web.zoom.us/j/81081304096?pwd=RER5bFJqY3dpOTZrb2lxK09sVGRQ2UT09>
Phone Number: 301.715.8592 | Meeting ID: 810 8130 4096 | Passcode: 563136

Meeting Minutes

1. Invocation – Judge Rick Stiltner
Judge Rick Stiltner gave the invocation to 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

Phyllis Bryant, Citizen Member

Montgomery County

Judge Wally Johnson

Mayor Al Botts

Taunya Jones, Citizen Member

Morgan County

Mayor Mark Walter

Rowan County

Judge Harry Clark

Mayor Laura White-Brown

Bill Redwine, Citizen Member

Regional Citizen Member

Quentin Murphy, Citizen Member

Ex-Officio Members

Senator Ralph Alvarado

Mayor Clayton Neal, City of Camargo

Gateway ADD Staff

Joshua Farrow

Emily Jordan

Olivia Glover

Becky Combs

Jocelyn Gross

Jason Boggs

Diann Donaldson

Matthew Cooper

Luke Stapleton

Brooke Donahue

Megan Curtis

Janet Kelsey

Benjamin Hamm

Kayla Ammons

6. Board Minutes Review, Discussion, and Possible Action

The November 30, 2021, Board of Directors' Meeting Minutes were presented for consideration. Judge Stiltner moved, and Mayor Gary Hunt seconded that the minutes be approved as presented. Motion carried.

7. Financials

- December 2021 Finance Report – The December 2021 Finance Report was presented to the Board. Judge Harry Clark moved for approval, with a second by Judge Wally Johnson. Motion carried.
- December 2021 Fundraising Account Report – The December Fundraising Account Report was presented to the Board. Mr. Joshua Farrow briefly reviewed the document.

Judge Stiltner motioned to accept the fundraising account report as presented. Judge Bobby Rogers seconded. Motion carried.

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

A document was provided to the Board. Mr. Farrow presented and detailed the projects found within the KIRP report. The projects included: (1) Licking Valley Rural Electric Cooperative Corporation – This project will install a 125kW generator with OTEC Service Entrance Transfer Switch in West Liberty. (2) City of Frenchburg – This project will install an emergency generator at the Suddith Pump Station. (3) Lewis County Primary Care – This project will construct a new 17,000 square foot, one story medical facility at 2300 KY-801 N, in Morehead. The existing site contains one residential home, one barn, and one outbuilding, all of which will be removed. The project will construct the new facility with a parking lot, permanent lighting, and signage. The new facility will provide various medical and behavioral services to the area. The lot currently contains utilities including water, sewer, gas, and electric. Mayor Hunt moved to approve the KIRP report, and Judge Clark seconded. Motion carried.

9. Revised Fiscal Year 2022 Board of Directors' Schedule

Chairman Walter explained that the ADD has now held a meeting in every county this fiscal year. Moving forward, we are proposing holding the remaining March, April, and June meetings at the MCTC Rowan Campus. The college has the technology and space to easily accommodate the meetings. Judge Johnson moved to approve the revised Fiscal Year 2022 Board of Directors' Schedule. Judge Rogers seconded. Motion carried.

10. Fiscal Year 2023 Authorizing Resolution for Sections 5311/5339/5310/5303/5304 Grant Application Under Fixing America's Surface Transportation Act (FAST ACT)

Chairman Walter informed the Board that the ADD would be submitting another 5310 grant for a new senior center vehicle this funding cycle. Chairman Walter explained that the ADD has been submitting one application per year and that last year's grant application for a new Rowan County Senior Center van did not get funded. The grant does require a 20% local match. Judge Stiltner moved to approve the authorizing resolution. Judge Johnson seconded. Motion carried.

11. Gateway Regional Incubator Center Project Update

Mr. Farrow provided an update on the Gateway Regional Incubator Center Project. Mr. Farrow stated that the ADD is still working with the consulting firm, MSE, on the Feasibility Study. Mr. Farrow stated that the consulting firm had proposed a building which will be approximately 14,000 square feet with a 5,200 square feet incubator space, 2,600 square feet meeting room, and ten (10) offices. The cost would be \$3,500,000 for the structure. The feasibility study includes the cost for ADD personnel to operate the facility. Mr. Farrow explained that the project's Feasibility Study also includes a site in Montgomery County. Mr. Farrow has shared the draft version of the Feasibility Study to a few Executive Committee members and hopes to release the draft to the full Board within a couple of weeks.

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 November. 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 \$601,000 in loan funds still available.
- Appalachian Regional Commission (ARC) Annual Funding Update – Mr. Farrow explained that a \$250,000 allocation for ARC match was included in the Governor’s budget but was not included in the House’s budget. The ADDs are preparing to submit a request to the Senate A&R Committee to include the allocation in their budget.
- Personnel Update – Mr. Farrow informed the Board that the Rowan County Senior Center position remains open. The ADD has hired Ms. Kelli Hamm for the Regional Van Driver position, and her first day will be January 31, 2022. Mr. Farrow informed the Board that Mr. Daniel Ball resigned, and his last day of full-time, regular employment will be January 26, 2022; he will then transition to a part-time, temporary employee through the end of April.
- Request for Proposals Update – Nutrition, Title III-B Supportive Services, and Title III-D Disease Prevention Health Promotion – Mr. Farrow informed the Board that the ADD did not receive any proposals for the Nutrition, Title III-B Supportive Services, and Title III-D Disease Prevention Health Promotion programs. It is an annual requirement to put those services out to bid.
- 5310 Grants Update – Senior Center Vans – Mr. Farrow explained that the van the ADD had applied for via 5310 grant funding during the last cycle for the Rowan County Senior Center was not funded. The ADD will be submitting another application this cycle.
- Senior Center Lease Agreements – Mr. Farrow informed the Board that during the Executive Committee Meeting, the Committee voted to approve lease agreements for the senior center sites in Bath, Montgomery, Morgan, and Rowan Counties. The Menifee County Senior Center Lease Agreement was approved during the November 29, 2021, Executive Committee Meeting.
- Senior Center Operations – Mr. Farrow stated that it was the consensus of the Executive Committee to keep senior center operations as-are (in-person services on Tuesdays and Thursdays and drive-thru services on Mondays and Fridays) for the next month due to staffing issues and continued COVID-19 concerns. Operations will be addressed again in one month.
- Regional Economic Development Presentations – Mr. Farrow informed the Board that the ADDs received an invitation from Secretary Hayes and Commissioner Taylor for each ADD to come to Frankfort to present on their respective region, verify current development listings, and come up with additional listings for the region. Each ADD will have 30 minutes to present. Gateway ADD will present on March 2, 2022. Mr. Farrow stated that he would like representation from each county. Additional information will be sent out at a later date.

- 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. Shaping Our Appalachian Region (SOAR) Update

Chairman Walter introduced the guest speaker, Mr. Colby Hall, Executive Director of Shaping Our Appalachian Region (SOAR). Mr. Hall discussed SOAR and the various opportunities and initiatives the organization is working on.

15. Updates and Announcements

Updates and announcements were made by federal congressional field representatives and state personnel 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 March 29, 2022, at the Maysville Community and Technical College at 10:30 AM.


17. Adjournment

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

APPROVED:



Mayor Mark Walter, Chairman



Mayor Edward Bryant, Secretary

03/29/22

Date

03/29/22

Date