NORTHERN KENTUCKY AREA DEVELOPMENT DISTRICT
BOARD OF DIRECTOR’S MEETING

22 Spiral Drive
Florence, KY

FEBRUARY 26, 2015
MINUTES

I. CALL TO ORDER - George Zubaty, Chair, called the meeting to order in the NKADD Conference Rooms located at 22 Spiral Drive, Florence, KY at Noon.

II. INVOCATION - The invocation was given by Larry Tincher, followed by the Pledge of Allegiance.

III. QUORUM - George Zubaty, Chair, declared a quorum based on the Secretary’s roll call.

Board members present were:

Judge Casey Ellis  Mayor Rick Skinner  Susan Maier
Judge David Fields  Amy Able*  Willie Schadler
Judge Ken McFarland  Billie Bradford  Joe Shriver*
Judge Bobby Lee Westrick  Lisa Buerkley*  Todd Suprgeon
Judge Steve Wood  Lewis Diaz  Josh Wice*
Mayor Sherry Carran  Pat Dressman  Lisa Wilson-Plajer
Mayor Tyson Hermes  Connie Goins*  Robert Yoder
Mayor Paul Meier  Robert Horine*  Bobby Young
Mayor Chris Reinersman  Tom Lampe  George Zubaty

* Indicates Alternate in attendance and voting.

Those members not present or without representation:

Mayor Robb Adams  Mayor Milkweed Wotier  Pat Raverty
Mayor Nelson Brown  Joe Cottingham  Mark Sheffer
Mayor Jim Hamberg  Nyoka Johnston
Mayor Elonda Hinson  Louis Kelly

Staff members present:

Sara Anderson  Lisa Cooper  Drew Tilow
IV. **GUESTS** - The Chair asked guests to introduce themselves and to note the jurisdiction or organization they represented.

- Larry Tincher - Kentucky Transportation Cabinet (KYTC)
- Stacie Rockaway – Rep. Massie’s Office
- Robert Moore – Gov. Beshear’s Office
- Jerry England – AEI, Inc.
- Mark Hansel – NKY Tribune
- Adam Davey – VonLehman
- Jim Thaxton – NKY Heroin Impact Response Task Force
- Nestor Ohin – Kentucky Health CO-OP
- William Boots

V. **RECOGNITION OF AUDIENCE** - Anyone wishing to address the Board was asked to do so at this time.


- Larry Tincher – Announced that the gas tax would have an effect on KYTC’s budget in the coming year.

VI. **APPROVAL OF AGENDA** - The Board of Directors was asked to approve the agenda (after the agenda is approved, deletions are subject to a 2/3 majority vote of those members present). **Action requested.**

Lisa Wilson-Plajer moved to approve the February 26, 2015 Agenda as presented; seconded by Lewis Diaz. **Motion carried.**

VII. **PRESENTATION OF MINUTES** - Minutes of the December 5, 2014 meeting of the Board of Directors were mailed out previously and were ready for approval subject to any additions, deletions, or corrections. **Action requested.**

Robert Horine moved to approve the Minutes; seconded by Lisa Wilson-Plajer. **Motion carried.**

VIII. **CONSENT AGENDA** – See Attachment 01. **Action requested.**

Lisa Wilson-Plajer moved to approve the Consent Agenda; seconded by Mayor Paul Meier. **Motion carried.**
IX. **ADMINISTRATIVE** - Items relating to NKADD Administration will be discussed at this time.

A. **Financial Reports** – Larry Bosley presented the cumulative financial reports. See Attachment 02. Action requested.

Bobby Young moved to approve the cumulative financial reports, as presented, seconded by Billie Bradford. Motion carried.

B. **Finance & Administration Committee Report** – Mayor Rick Skinner and Adam Davey of VonLehman presented the Annual Financial Statements. Action requested.

Joe Shriver moved to approve the Annual Financial Statements, seconded by Mayor Sherry Carran. Motion carried.

C. **HVAC Rooftop Unit Replacement** – Bryan Cobb reported that one rooftop unit failed in December and the Finance & Administration Committee approved the emergency replacement of that unit. See Attachment 03. Action requested.

Lisa Wilson-Plajer moved to approve the cost of the replacement, seconded by Mayor Paul Meier. Motion carried.

D. **NKADD Building Expansion Update** – Bryan Cobb reported that the building expansion project was on schedule despite the bad weather and should be completed around July. No action requested.

E. **NKY Transit Vehicles Update** – Bryan Cobb reported that staff is recommending selling each of the vehicles to the highest bidder from the bids received. See Attachment 04. Action requested.

Lisa Wilson-Plajer moved to approve the recommendation, seconded by Mayor Chris Reinersman. Motion carried.

F. **NKY Transit Property Update** – Bryan Cobb reported that staff has been directed to sell the property located in Burlington. See Attachment 05. Action requested.

Mayor Paul Meier moved to approve an appraisal at an amount not to exceed $1,800, to declare the property as surplus, and to move forward with a sealed bid process per advice from KACo; seconded by Mayor Tyson Hermes. Motion carried.

G. **Indirect Costs Resolution** – Lisa Cooper reported that a new OMB Supercircular has been released and that NKADD will comply with all of its regulations and requirements. Action requested.
Lisa Wilson-Plajer moved to approve the resolution; seconded by Billie Bradford. **Motion carried.**

H. **Board Member Appointments** – Lisa Cooper reported that Pat Dressman of Kenton County, Todd Spurgeon of Owen County, and Tom Lampe of Campbell County have been appointed to the NKADD Board of Directors by their respective Judges/Executive and that Susan Maier of Pendleton County has been reappointed by Judge Executive David Fields.

Josh Wice moved to approve all appointments; seconded by Robert Yoder. **Motion carried.**

I. **Staff Recognition** – Lori Zombek presented Deatra Loar Neary with her Five Year Service Award. **No action requested.**

X. **PROGRAMMATIC** - Items relating to NKADD program activities will be discussed at this time.

A. **Aging Area Plan FY16-18** – Anne Wildman presented the Fiscal Year 2016 to 2018 Area Agency on Aging and Independent Living Area Plan, which was approved on February 5, 2015 by the Council on Aging. **Action requested.**

Pat Dressman moved to approve the Area Plan; seconded by Mayor Chris Reinersman. **Motion carried.**

B. **Council on Aging Chair Appointment** – Anne Wildman reported that Susan Maier has been nominated to serve as Chair of the Council on Aging. **Action requested.**

Lisa Wilson-Plajer moved to approve the nomination; seconded by Joe Shriver. **Motion carried.**

C. **Council on Aging Appointment** – Anne Wildman reported on the nomination of JoAnn Lonnemann to the Council on Aging. **Action requested.**

Pat Dressman moved to approve the nomination; seconded by Mayor Paul Meier. **Motion carried.**

D. **WIA FY2015 Funding Recommendation** – Barbara Stewart reported that the WIB is seeking co-joint approval for two expenses totaling $6,082. **Action requested.**

Robert Yoder moved to approve the funding request; seconded by Willie Schadler. **Motion carried.**

Mayor Sherry Carran moved to approve the resolution; seconded by Lewis Diaz. *Motion carried.*

XI. **EXECUTIVE DIRECTOR’S REPORT** - Lisa Cooper reported.

Welcome to all new Board Members.

All new Board of Directors members are required to submit Financial Disclosure forms for ethics purposes. Members should contact Drew Tilow with questions.

NKADD has developed a Service Directory for local officials and board members, which can be found on the NKADD website. There is also an image of all of the logos of NKADD’s affiliated programs on the site.

Several bills have been filed that related to Area Development Districts in the House and Senate during the 2015 Regular Session. None of those bills are currently active, however.

Robert Horine is retiring soon and was honored by the Board for his service.

XII. **ANNOUNCEMENTS AND REMINDERS**

The next meeting of the NKADD Board of Directors will be held on March 26, 2015.

Lisa Wilson-Plajer asked about future trainings for SPGE’s, which will be announced soon.

XII. **ADJOURNMENT** – Robert Horine moved to adjourn the February 26, 2015 meeting of the Board of Directors; seconded by Mayor Tyson Hermes. *Motion carried.*

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George Zubaty, Chair
Mayor Rick Skinner, Secretary/Treasurer