NORTHERN KENTUCKY AREA DEVELOPMENT DISTRICT
BOARD OF DIRECTOR’S MEETING

22 Spiral Drive
Florence, Kentucky

April 28, 2016
MINUTES

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

II. INVOCATION / PLEDGE OF ALLEGIANCE - The invocation was given by Mayor Milkweed Wotier, followed by the Pledge of Allegiance.

III. QUORUM – Shorty Tomlinson, Chair, declared a quorum based on the Secretary’s roll call.

Board members present were:

Judge David Fields  Lewis Diaz  Willie Schadler
Judge Gary Moore  Pat Dressman  Joe Shriver*
Mayor Jim Hamberg  Matt Elberfeld*  Frank Sommerkamp*
Mayor Tyson Hermes  Jordan Huizenga*  Todd Spurgeon
Mayor Chris Reinersman  Louis Kelly  Shorty Tomlinson
Mayor Rick Skinner  Tom Lampe  Lisa Wilson-Plajer
Mayor Milkweed Wotier  Susan Maier  Bobby Young
Amy Able*  Pat Raverty  George Zubaty
Joe Cottingham

* Indicates Alternate in attendance and voting.

Those members not present or without representation:

Judge Casey Ellis  Mayor Robb Adams  Mayor Diane Whalen
Judge Ken McFarland  Mayor Nelson Brown  Billie Bradford
Judge Bobby Lee Westrick  Mayor Mark Carnahan  Amy Heeger
Judge Steve Wood  Mayor Elonda Hinson  Nyoka Johnston

THE NORTHERN KENTUCKY AREA DEVELOPMENT DISTRICT (NKADD) WILL MAKE EVERY REASONABLE ACCOMMODATION TO ASSIST QUALIFIED PERSONS WITH DISABILITIES ACCESSING AVAILABLE SERVICES OR IN ATTENDING AGENCY ACTIVITIES. IF THERE IS A NEED FOR THE NKADD TO BE AWARE OF A SPECIFIC REQUIREMENT, YOU ARE ENCOURAGED TO CONTACT THIS AGENCY PRIOR TO THE ACTIVITY SO THAT SUITABLE ARRANGEMENTS CAN BE CONSIDERED FOR THE DELIVERY OF THE SERVICE.
Staff members present:

Sara Anderson Lisa Cooper Meghan Sandfoss
Larry Bosley Adam Fischer Barbara Stewart
Margaret Bowling Amy Scalf Anne Wildman
Bryan Cobb

IV. INTRODUCTIONS - The Chair asked guests to introduce themselves and to note the jurisdiction or organization they represented.

Senator Wil Schroder - Kentucky Senate District 24
Bob Porter - Congressman Massie’s Office
Shane Noem - Sen. McConnell’s Office
Billy Matthews - Sen. Paul’s Office
Jim Thaxton - HIRT
Darrell Link - Executive Director, KCADD
Greg Pridemore - USDA

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

No reports were made at this time.

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.

Mayor Rick Skinner moved to approve the April 28, 2016 Agenda; seconded by Councilman Frank Sommerkamp. Motion carried.

VII. PRESENTATION OF MINUTES - Minutes of the January 28, 2016 Meeting of the Board of Directors were mailed out previously and are ready for approval as amended subject to any additions, deletions, or corrections. Action requested.

George Zubaty moved to approve the Minutes; seconded by Bobby Young. Motion carried.

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

Mayor Jim Hamberg moved to approve the Consent Agenda; seconded by Lisa
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.**

   Pat Dressman moved to approve the cumulative financial reports; seconded by Commissioner Jordan Huizenga. **Motion carried.**

B. **Budget** – Larry Bosley presented the schedule for the Fiscal Year 2017 budget process. **No action requested.**

C. **Ethics** – Lisa Cooper provided information on annual Ethics Forms for Board Members for compliance with NKADD Ethics Policy. See Attachment 04. **No action requested.**

D. **NKY Office of Drug Control Policy Hotline RFP** - Lisa Cooper presented a consideration of bids and a recommendation for provider for the Heroin Hotline RFP. See Attachment 05. **Action requested.**

   Judge Gary Moore moved to approve the recommendation; seconded by Commissioner Tom Lampe. **Motion requested.**

E. **NARC Conference** – A drawing was held to select the attendees for the 2016 NARC Conference that will be held in Salt Lake City, UT from June 26-29, 2016. The results are as follows: Willie Schadler, Mayor Tyson Hermes, Commissioner Tom Lampe and Magistrate Todd Spurgeon. **No action requested.**

F. **Staff Recognition** – Bryan Cobb presented Amie Gosser’s 10 year service award. Shorty Tomlinson presented Bryan Cobb with his 15 year service award and Lisa Cooper with her 20 year service award. Lisa was also recognized by the Board for her dedication and years of service to the ADD and was presented with a Senate Citation by Senator Wil Schroder.

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

A. **Revolving Loan Fund** – Meghan Sandfoss discussed potential support for Federal Legislation impacting the NKADD Economic Development Administration RLF. See Attachment 06. **Action requested.**

   George Zubaty moved to approve and support the changes; seconded
by Lewis Diaz. **Motion carried.**

B. **Area Development Fund** – Meghan Sandfoss presented for consideration and approval funding in the amounts of $36,493 to Kenton County Fiscal Court for Security Cameras and upgrading of the Emergency Management Training area and $5,772 to Grant County Fiscal Court for the purchase of storm warning sirens. **Action requested.**

Lewis Diaz moved to approve the funding to Kenton County Fiscal Court; seconded by Commissioner Jordan Huizenga. **Motion carried.**

Lewis Diaz moved to approve the funding to Grant County Fiscal Court; seconded by Pat Raverty. **Motion carried.**

C. **Heroin Impact Response** – Meghan Sandfoss requested for approval of $6,000 to Landor Associates for Inject Hope Campaign mobile app development planning. See Attachment 07. **Action requested.**

Pat Raverty moved to approve the funding to Landor Associates; seconded by Pat Dressman. **Motion carried.**

D. **Commodity Food Distribution Program** - Meghan Sandfoss presented information on the Commodity Food Distribution Program. **No action requested.**

E. **REMOVED**

F. **FY17 Aging Area Plan Revisions** – Anne Wildman presented the FY17 Aging Area Plan Revisions for approval. See Attachment 09. See [Attachment 09](http://www.nkadd.org/images/documents/nkadd/areaPlanCOAApproved.pdf) **Action requested.**

George Zubaty moved to approve the FY17 Aging Area Plan Revisions; seconded by Pat Dressman. **Motion carried.**

G. **ADRC** – Anne Wildman presented for consideration the approval of the purchase of an Online Pre-Screening Tool from Harmony Information Systems in the amount of $10,780 to be purchased with ADRC Medicaid Match funds. **Action requested.**

Commissioner Jordan Huizenga moved to approve the purchase; seconded by Mayor Chris Reinersman. **Motion carried.**

H. **Revolving Loan Fund** – Meghan Sandfoss presented the RLF Committee’s recommendation for approval to negotiate with Ken Perry Realty (KPR) for the sale of the NKADD RLF not on the Schwartz loan. **Action requested.**
Judge Gary Moore moved to approve the recommendation with the stipulation that we have our legal counsel review the offer and that the RLF committee obtain a certified appraisal of the property; seconded by Pat Dressman. Mayor Jim Hamberg and Pat Raverty abstained from voting.

XI. EXECUTIVE SESSION – Closed Session per KRS 61.810(c).

Judge Gary Moore moved to enter Executive Session; seconded by Lisa Wilson-Plajer. Motion carried.

XII. EXECUTIVE DIRECTOR’S REPORT

Information was sent out regarding the 2016 General Assembly Session. If there are any questions, please let Lisa Cooper know.

XIII. ANNOUNCEMENTS AND REMINDERS

Groundbreaking for the Carroll County Community College was held on Friday, April 22nd.

Mayor Jim Hamberg announced the next Municipal Government Meeting will be held at NKADD on May 19, 2016 at 6pm.

XIV. ADJOURNMENT – Lisa Wilson-Plajer moved to adjourn the April 28, 2016 meeting of the Board of Directors; seconded by George Zubaty. Motion carried.

Harold “Shorty” Tomlinson, Chair

Judge Kris Knochelmann, Secretary/Treasurer