

**SOUWTHWEST TENNESSEE DEVELOPMENT DISTRICT
EXECUTIVE COMMITTEE MEETING
August 15, 2018**

EXECUTIVE COMMITTEE MEMBERS PRESENT

Chester County Mayor Dwain Seaton
Mayor Robert "Bobby" King, City of Henderson
John Welch, Chester County Minority Representative
Decatur County Mayor Mike Creasy,
Mayor Tim David Boaz, Parsons
Hardeman County Mayor Jimmy Sain
Mayor Julian McTizic, Bolivar
Hardin County Mayor Kevin Davis,
Robert Green, Haywood County Minority Representative
Hardin County Mayor Kevin Davis
Allen Cherry, Hardin County Minority Representative
Mayor John Smith, Selmer
Henderson County Mayor Dan Hughes
Barbara Parker, Henderson County Minority Representative
Mayor Jeff Griggs, Lexington
McNairy County Mayor Ronnie Brooks
Harry Crayton, McNairy County Minority Representative
Mayor Jerry Gist, Jackson
Hubert Slack, Madison County Minority Representative
State Representative Jimmy Eldridge
State Senator Ed Jackson

STAFF PRESENT

Joe W. Barker, Executive Director
Carolyn Ross, HR/Office Manager
Kim Essary, District Fiscal Officer
Kim Hampton
Angie Scott
Debbie Dunaway, Public Information Officer-Executive Asst.
Charlie Brown, IT Manager
Keita Cole, My Ride Director
Teresa Sanders, Loan Officer and Solid Waste Planner
Jo Matherne, TN Pathways District Project Manager
Melissa Davis, Grant Writer
Casey Smith, Grant Administrator
Katherine Markley, REDI Manager
Shelton Merrell, Planner/RPO
Shelley Hale, AAAD Director
Lisa Hankins, OSO Director

GUESTS PRESENT

Shelia Dellinger, City of Bolivar
Tom Dyer, Ewing/Kessler
Josh McNeil, ESG
Arlisa Armstrong, USDA, RD
Hal Crocker, HCB Development
Mark Taylor, Skye-MAC
Colleen Coury, TN Dept. of Agriculture
Aaron Stewart, TVA Econ. Development
Paul Phelan, TVA Gov.-Rec.
Tim King, TDH

PACKETS

Packets were distributed to committee members prior to the meeting.

BI-MONTHLY MEETING

The Executive Committee met at 10:00 AM Wednesday, August 15, 2018 in the District board room. Chairman Franklin Smith called the meeting to order by voicing a word of prayer. The committee then followed with the Pledge of Allegiance.

RECOGNITIONS

Chairman Franklin Smith recognized Alicia Strain by presenting her a plaque for 10 years of service for the District.

MINUTES

Mayor Kevin Davis moved to approve the minutes of the previous meeting. After a second by Mayor Jeff Griggs, the motion carried.

ECD – COMMUNITY INVESTMENT REPORTS

Loans

Teresa Sanders presented the Loan Balance Report. This report gave a brief overview of each loan including terms, collateral, and current status.

Existing Loans:

- Sanders stated that on Medic Response, SWTDD was awarded a judgment against the Guarantor, Michael Henderson, for February 23, 2018. This allows SWTDD to garnish wages and go after other assets.
- She also noted that on Mid-South Casting a motion of default has been filed. The hearing is scheduled for June 8, 2018. Hearing resulted in a judgment against the borrowers. The 30 days have passed allowing SWTDD to garnish wages of the Guarantor.
- Chris Green (former MorningStar Manufacturing): Mr. Green is habitually late with payments. He catches up when he gets paid on a project. Last check received 7/23/2018.

New Loans:

- Better Source Supply: Loan closed May 9, 2018 increasing the loan to \$150,000.
- Anastasiya Bryant dba Merle Norman Studio in Lexington.
- Sam T. Bryant Distillery LLC.
- Fuller Home Solutions LLC: Finalizing the Purchase Agreement.
- Clark Family Clinic (Bolivar): \$100,000 loan closing 8/15/2018
- Mid- South Welding & Fabrication (Lexington) \$49,000 loan closing later in August.

Loans in Review:

- David & Michelle Richards (Soap Company-Selmer) \$49,000
- BG Safety Systems (Andre Gist & Marcus Boykin – Lexington – tbd
- Sparks Traycon LLC (Nathaniel Sparks – Savannah) \$150,000

Grants –

Melissa Davis discussed the following grants.

- Delta Regional Authority (DRA Grants)
- Local Parks
- TACIR

Grants Administration Update

Casey Smith updated everyone on all the grant administration that she was working for the following:

DRA

- JSCC Robotics Regional Training Center – equipment received.
- Hardeman County Kilgore Entrance Improvement – environmental review completed.

CDBG

- Hornsby Water Main Replacement – second phase scheduled to start by the end of August.
- Parkers Crossroads – pumper tanker scheduled for pickup September 5th.
- Haywood County EOC – expect to bid in October.
- New awards
 - Decatur County – fire tankers
 - Henderson County – pumper/tanker for Middleburg Fire Station

FIDP (FastTrack)

- Henderson County – Engineered Spray Components water main expansion project – plans and specs in process.
- Henderson County – Welch Packaging/Cooper Container site work for facility expansion - bid opening held August 7th.

LPRF

- Bolivar – discussing alternate plans
- Parsons – plans & specs submitted

TDOT

- Parkers Crossroads – Phases III/IV archaeology study in process
- Parsons – Phase V pending progress on Phase IV

THDA HOME

- Bolivar – environmental completed; first home submission in August

ECD – COMMUNITY DEVELOPMENT REPORTS

Planning/RPO Report

- Regional Planning – Regional Planner Shelton Merrell discussed Tennessee Code Annotated concerning Commercial Animal Feed Operations (“chicken houses”) to all jurisdiction members and partners.
- Southwest Rural Planning Organization (RPO) – Shelton Merrell, RPO Coordinator, provided a brief overview of the Southwest Rural Planning Organization Rural Transportation Plan meeting held on April 11, 2018 at the Southwest Tennessee Development District. The coordinator reported furtherly there were two (2) community transportation planning requests submitted to the Tennessee Department of Transportation on April 30, 2018 for the City of Brownsville. The Coordinator also informed the members of TDOT’s new website entitled SPOT, which contains the locations of all road, bridge, and sidewalk projects in the State of Tennessee.

Historic Preservation/THDA

Tom Skehan, Historic Preservationist and Housing Planner presented a brief report on the following:

Historic Preservation

- Bolivar Consultations – Historic Zoning Commission
- Brownsville Consultations – Historic Zoning Commission and Main Street
- Haywood Heritage Consultations
- Saltillo Consultations – National Register Nominations
- Savannah Consultations – Historic Zoning Commission
- Stanton Consultations–Historic Zoning Commission/National Register Nominations
- Historical Survey Training – Henning TN with Tennessee Historic Commission Staff
- Presentation to Mayor and board of alderman regarding Historic Survey work – Sardis
- Section 106 Review – 2017 DRA Chemring/Kilgore Flares Road Improvement Project
- National Register Nominations – Continuation – 2 working and 2 investigations

- Historic Preservation in Flood Hazard Areas Webinar
- Tennessee Historic Commission Webinar

Housing

- Produced Fair Housing Brochure for future conferences
- Attended THDA Hometown Series Conference – Memphis -6/6/2018
- Hosted Fair Housing – 5/8/2018 w/West TN Legal Service -13 Attendees
- Municipal and County Government Outreach – 12 cities and 2 counties
- HOME Grant Meeting and Home Assessments – Bolivar
- Fielded Emergency Home Repair calls

Planning Services and Other Professional Development

- Assisted Chester County with successful petition to establish Land use Controls in unincorporated areas of the County – LGPAC awarded Chester County's Planning Region on June 28, 2018
- Updated Zoning Maps in Lexington and McKenzie
- Updated Future Land Use Map in Lexington
- Attended Tennessee Association of Floodplain Administrators – Chattanooga TN
- Resiliency Planning Webinar
- Will attend American Planning Association State Conference in Oxford MS (October)

REDI – Regional Economic Development Initiative

WIOA Report

Lisa Hankins presented an update for the WIOA program. Hankins stated that there was 898 new participates. She stated that she had been working on the RFP contract that is due Friday, August 17th. Hankins also commented that new people were needed. The job training is \$9.50 an hour.

Joe Barker requested approval to send a cover letter with the RFP applications showing that all our mayors voted for SWTDD to continue the program. Mayor Jerry Gist made a motion to approve, seconded by Jeff Griggs. Motion carried.

College Access Report

Katherine Markley gave a brief overview of the REDI program. She stated that they were very busy working with students and getting ready for another school year.

LEAP 2.0 REPORT

LEAP – The LEAP 2.0 grant has purchased \$933,533 of equipment. These funds that have been dispended were for equipment in Welding and Machine Tool Technology across 14 high schools in West Tennessee. This equipment helps high school students get an early start on dual enrollment credit with area TCATs, as well as prepare them for skilled positions in the workforce at a faster pace.

ADMINISTRATION

Financial Report and Budget Amendment

Kim Essary, Fiscal Officer, presented the unaudited financial reports ending July 2018. After discussion, Representative Jimmy Eldridge made a motion to approve the financial report. After a second by Mayor Dwain Seaton, the motion carried.

Essary then stated that a request had been made to add Dana Holmes to the District Business Credit Card. She stated that Dana worked in the Collaborative Response Elder & Vulnerable Adult Abuse (CREVAA) program. Dana will have times that she will need a credit card to help provide assistance to people. After discussion, it was suggested that an additional \$2500 be added to the District Business Credit Card account for Dana's card limit. A motion was made by Mayor Dan Hughes to approve. After a second by Mayor Ronnie Brooks, the motion carried.

EWING/KESSLER Presentation

Joe Barker introduced Tom Dyer and Josh McNeil. Barker further stated that our lunch today was being provided by Kwing/Kessler.

McNeil presented an informative presentation on saving electricity.

ADMINISTRATION/EXECUTIVE DIRECTOR'S/PARTNER'S REPORTS

Joe Barker stated that this would be the last regular meeting with Mayor Dwain Seaton, Mayor Franklin Smith, Mayor Dan Hughes, Mayor Ronnie Brooks, Representative Jimmy Eldridge and Representative Steve McDaniel. He further stated that they would be recognized at the Annual Meeting, August 30th.

MARK TAYLOR - CITY COURT

Joe Barker then stated that Mark Taylor had called him and asked if the SW TN Development District board might be interested in purchasing the rest of the building. Barker continued by stating that Taylor explained, that the city court was moving, and the property would be available to the District first before it was placed on the market. Barker then introduced Mark Taylor and Hal Crocker. After further discussion, regarding the property, a motion was made by Mayor Jerry Gist to have a study of the property and then consider if the building should be purchased.

DATE CHANGE FOR OCTOBER 2018 EXECUTIVE COMMITTEE

The next meeting needs to be moved to October 18th due to a conflict with the board room.

City/County Updates – Mayors

Monday, August 20th – New elected Mayors luncheon.

Brownsville Justice Complex, Sunday August 19th – Retirement for Mayor Franklin Smith

OTHER BUSINESS

Joe Barker requested an unpaid leave of absence from September 1, 2018 – November 10, 2018. After further discussion, Mayor Jerry Gist made a motion to approve the request. A second was made by Mayor Brooks. Roll call 15 voted YES and 3 voted NO. The motion carried.

INTERIUM

A motion was made by Mayor Bobby King to appoint Dwain Seaton as interim while Joe Barker took an unpaid leave of absence. A second was made by Mayor Jerry Gist, motion carried. The budget committee would meet to discuss Seaton's salary.

UPCOMING ANNUAL MEETING

Thursday, August 30, 2018 at the Jackson Fairgrounds

ADJOURNMENT

There being no further business, the meeting was adjourned.

Respectfully submitted,

Jerry Gist, Secretary/Treasurer

Date Approved _____

Additions/Corrections:

