

The actions delineated below were taken in open session of the Kentucky Agricultural Development Board at the July 21, 2023, business meeting. This is provided in summary form; an official record of the meeting is available in the permanent records of the Kentucky Office of Agricultural Policy, 107 Corporate Drive, Frankfort, Kentucky 40601.



**Kentucky Agricultural Development Board  
Summary Minutes of the Regular Business Meeting  
July 21, 2023  
Franklin County Extension Office  
101 Lakeview Ct Frankfort, KY**

**Call to Order**

Commissioner of Agriculture Ryan Quarles presiding, called the Kentucky Agricultural Development Board (KADB) regular business meeting to order at 10:04 a.m. (EDT).

**Roll Call**

The following members were present: Commissioner of Agriculture Ryan Quarles, Matt Sawyers (designee for Governor Andy Beshear), Dr. Laura Stephenson (designee for Dean Nancy Cox), Daniel Milbern (designee for Secretary Jeff Noel), Bobby Foree, Al Pedigo, Matt Hinton, Brenda Paul, Dr. Kirk Pomper (designee for KSU Interim President Dr. Koffi C. Akakpo), Wayne Hunt, Tom McKee, Suzanne Cecil White, and Michael Peterson.

Absent Member: Dr. Gordon Jones, Mark Barker, and Fritz Giesecke,

**Notification of Media**

Commissioner Quarles received verification from Hannah Sharp-Johnson, Boards and Special Events Manager, that the media had been notified of the KADB monthly meeting.

**Welcome**

Commissioner Quarles welcomed everyone to the KADB meeting. Board members and guests participated in person.

**Approval of Minutes**

Commissioner Quarles entertained a motion to approve the minutes of the June 16, 2023, board meeting.

Mr. Hunt moved to approve the minutes, as presented; Mr. Peterson seconded the motion.

VOTE: Motion Passed; Unanimous.

**Kentucky Department of Agriculture Report**

Commissioner Quarles updated the board on activities of the Kentucky Department of Agriculture (KDA).

**Executive Director's Report**

Commissioner Quarles called on Brian Lacefield, KOAP Executive Director, to present the KOAP Executive Director's report to the board.

Mr. Lacefield gave an overview of his activities since the June board meeting. Mr. Lacefield referenced the 2023 Meat Processors in Kentucky list. Lastly, Mr. Lacefield referenced June as dairy month in Kentucky featuring an article with H.H. Barlow.

**Deputy Executive Director's Report**

Commissioner Quarles called on Bill McCloskey, KOAP Deputy Executive Director, to present the compliance and financial report to the board.

Mr. McCloskey referenced the Kentucky Agricultural Development Fund State Pool Tobacco Funds (*on file*) as of June 1, 2023.

Mr. McCloskey reviewed Kentucky Agricultural Development Fund County Balances (*on file*) as of May 28, 2023.

Mr. McCloskey reviewed the KAFB Statement of Financial Position (*on file*) as of May 31, 2023.

Mr. Hinton moved to approve the Financial Report, as presented; Ms. Paul seconded the motion.

VOTE: Motion Passed; Unanimous.

**KADB Kentucky Dairy Development Council Recipient Review Committee**

Commissioner Quarles called on Mr. McCloskey to give the KADB Kentucky Dairy Development Council Recipient Review Committee report.

Mr. Pedigo moved to accept the committee report, as presented; Mr. McKee seconded the motion.

VOTE: Motion Passed; Unanimous.

**KADB Kentucky Beef Network Recipient Review Committee**

Commissioner Quarles called on Mr. Pedigo to give the KADB Kentucky Beef Network Recipient Review Committee report.

Mr. Pedigo moved to accept the committee report, as presented; Mr. Foree seconded the motion.

VOTE: Motion Passed; Unanimous.

**Presentations**

**Kentucky Agricultural Finance Corporation**

Commissioner Quarles called on Mr. Lacefield to provide an overview of the Kentucky Agricultural Finance Corporation Loan Program.

Mr. Foree assumed chair at 11:15 a.m.

**Memo Action Items**

**Project Time Extensions**

Mr. McCloskey referenced (1) project requesting a time extension (*on file*).

Staff recommended approval of one time extension request.

Ms. Pedigo moved to approve the staff recommendation, as presented; Ms. Paul seconded the motion.

VOTE: Motion Passed; Ms. Milbern Abstained.

**A2022-0190 Bluegrass AgTech Development Corp.**

Commissioner Quarles called on Brian Murphy to present a memorandum (*on file*) regarding terms and conditions amendment. Staff presented proposed terms and conditions amendment, and information to include in annual reports for approval.

Mr. Hinton moved to approve the Bluegrass AgTech Development Corp. terms and conditions amendment, as presented; Ms. Paul seconded the motion.

VOTE: Motion Passed; Unanimous.

**A2023-0050          Organic Association of Kentucky**

Commissioner Quarles called on Chelsea Smither to present a memorandum (*on file*) regarding an amendment to increase the amount from \$369,684 to \$396,684. Staff presented proposed terms and conditions and budget showing the correct funding request amount.

Dr. Pomper moved to approve the Organic Association of Kentucky terms and conditions and budget, as presented; Mr. McKee seconded the motion.

VOTE: Motion Passed; Unanimous.

Commissioner Quarles assumed chair at 11:56 a.m.

**A2022-0205          Kentucky Dairy Development Council**

Commissioner Quarles called on Jesslyn Watson to present a memorandum (*on file*) regarding a budget amendment. Staff presented proposed budget amending the terms of the agreement to replace the budget with the attached revised budget.

Mr. Hunt moved to approve the Kentucky Dairy Development Council revised budget amendment, as presented; Mr. Foree seconded the motion.

VOTE: Motion Passed; Unanimous

**A2023-0055          Auburn University**

Commissioner Quarles called on Mr. Murphy to present a memorandum (*on file*) regarding a refusal to accept standard contract terms. Staff presented Auburn University's concern with the current legal agreement. KOAP staff needs to know whether the KADB still wishes to enter into a contract with Auburn with the understanding that the contract will not give the KADB the ability to resort to any court for judicial enforcement.

Mr. Foree moved to approve Auburn University's contract request, as presented; Mr. Pedigo seconded the motion.

VOTE: Motion Passed; Unanimous

**New Business**

**New Applications for Referral**

Commissioner Quarles called on Mr. McCloskey to present the new applications for referral.

Mr. McCloskey referenced five (5) new applications for referral.

Mr. Hinton moved to refer the submitted applications to the appropriate committees;  
Mr. Hunt seconded the motion.

VOTE: Motion Passed; Unanimous.

**Programs Recommended for Approval**

Commissioner Quarles called on Savanna Hill to present the programs recommended for approval.

Ms. Hill referenced thirteen (13) County Agricultural Investment Program (CAIP) applications totaling \$2,077,693; five (5) Deceased Farm Animal Removal (DAR) totaling \$62,500; five (5) Shared-Use Equipment Program totaling: \$83,171; three (3) Youth Ag Incentives Program (Youth) \$65,350: The total program funding is \$2,288,714.00.

Staff recommended approval of these applications.

Mr. Hinton moved to approve all programs meeting state guidelines, as presented; Mr. McKee seconded the motion.

VOTE: Motion Passed; Unanimous.

**Requested Program Amendments**

Commissioner Quarles called on Ms. Hill to present the requested program amendments.

Ms. Hill referenced three (3) county requests for additional funds for existing CAIP totaling \$158,904 (Grayson, Clark, and Marion Counties).

Staff recommended approval of these amendments.

Mr. Hunt to approve staff recommendation, as presented; Mr. Hinton seconded the motion.

VOTE: Motion Passed; Unanimous.

**Projects**

Commissioner Quarles called on Ms. Smither, Ms. Hill, and Ms. Watson to present the following projects.

**A2023-0130 City of Morgantown**

Ms. Watson referenced the above application requesting \$250,000 in state and Butler County funds to construct a new farmers' market pavilion in the county's River Park.

The White Application Review Committee recommends funding the City of Morgantown \$250,000 in state and Butler County funds, subject to the terms and conditions.

Mr. Pedigo moved to approve the board recommendation, as presented; Ms. White seconded the motion.

VOTE: Motion Passed; Unanimous.

**A2023-0140 Tri-County Livestock Exchange, Inc**

Ms. Hill referenced the above application requesting \$6,639.50 in Henry County funds to aid in purchasing a cattle chute, alley, gates, and an RFID reader.

The White Application Review Committee recommends funding the request of \$6,639.50 in Henry County funds, subject to the terms and conditions.

Mr. Foree moved to approve the committee recommendation, as presented; Mr. Peterson seconded the motion.

VOTE: Motion Passed; Unanimous.

**A2023-0141 Hallstead Farms, LLC**

Ms. Hill referenced the above application requesting \$30,000 in state funds and \$30,000 in multi-county funds to aid in building an on-farm retail store where they will market their products and other farmer's products. The building will be used as a meeting area for farm tours and field days.

The White Application Review Committee recommends funding this project up to \$30,000 in matching county and state funds, subject to the terms and conditions.

Ms. White moved to approve the committee recommendation, as presented; Dr. Pomper seconded the motion.

VOTE: Motion Passed; Unanimous.

**A2023-0143 Kentucky Young Farmer Association**

Ms. Smither referenced the above application requesting \$21,814 in state funds to purchase welders, helmets, electrodes, and gloves for 25 farmers that complete the requirements of a pilot program for welding training.

The White Application Review Committee recommends funding the request of \$21,814 in state funds, subject to the terms and conditions.

Mr. McKee moved to approve the committee recommendation, as presented; Mr. Hinton seconded the motion.

VOTE: Motion Passed; Ms. Milbern Abstained.

**A2023-0144 Locals Food Hub & Pizza Pub, LLC**

Ms. Smither referenced the above application requesting \$200,000 in state and multi-county funds to purchase kitchen equipment necessary to create a large-scale value-added processing program at their second location in Louisville, KY.

The White Application Review Committee recommends funding the request up to \$200,000 in multi county funds matched by state funds, subject to the terms and conditions.

Mr. Sawyers moved to approve the committee recommendation, as presented; Dr. Stephenson seconded the motion.

VOTE: Motion Passed; Unanimous.

**Pending Applications**

Mr. McCloskey stated six (6) applications are pending.

- A2023-0120 Wolf Gap Gardens, LLC
- A2023-0124 Sylvatica Forest Farm, LLC
- A2023-0135 Goode's riverside Creamery, LLC
- A2023-0145 Critter Care Vet Clinic, LLC
- A2023-0146 Madelyn Orem
- A2023-0157 Todd County Animal Clinic, PLLC

No action necessary on pending projects or programs.

**Closing Remarks**

Commissioner Quarles stated the KADB Red Application Review Committee will meet thirty minutes upon adjournment of the KADB business meeting. The KADB White Application Review Committee will meet immediately following the KADB Red Application Review Committee meeting.


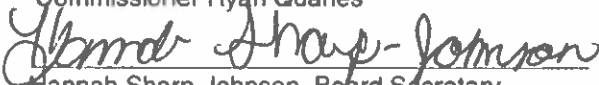
The next KADB meeting will be held at Kentucky State Fair on August 18, 2023, at 10:00 a.m. (EDT).

**Adjournment**

There being no further business, Commissioner Quarles entertained a motion to adjourn the meeting at 12:15 p.m. (EDT).

Mr. Hunt moved to adjourn the July KADB meeting; Ms. Paul seconded the motion.

VOTE: Motion Passed; Unanimous.

**APPROVED DATE:** 8-18-2023  
**PRESIDING OFFICER:**   
Commissioner Ryan Quarles  
**BOARD SECRETARY:**   
Hannah Sharp-Johnson, Board Secretary

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1. A detailed list of the New Applications for Referral is attached as Appendix A.
  2. A detailed list of the applications funded under the listed programs is attached as Appendix B.
  3. A detailed list of requested Program Amendments is attached as Appendix C.
  4. A copy of the White Application Review Committee meeting minutes is attached as Appendix D.
  5. A copy of the Red Application Review Committee meeting minutes is attached as Appendix E.
  6. A copy of the Program Evaluation Committee meeting minutes is attached as Appendix F

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**New Applications for Referral**

<b>APP #</b>	<b>APPLICANT</b>	<b>COUNTY</b>	<b>Cmte.</b>
A2023-0168	Fayette County Farm Bureau <i>Grain Bin Rescue Safety Equipment</i>	Fayette	White
A2023-0176	Pulaski County Board of Education <i>FFA Building</i>	Pulaski	White
A2023-0177	Hart County Fair Association, Inc. <i>Ag Center Building Addition</i>	Hart	White
A2023-0188	Pennyroyal Farm Analysis Group, Inc <i>Kentucky Farm Business Management Study</i>	_ALL	White
A2023-0189	Marshall County Extension Office <i>Project</i>	Marshall	White

**Programs Recommended for Approval**

<b>CAIP</b>			
<u>Application</u>	<u>Program Administrator</u>	<u>County</u>	<u>Funds Requested</u>
A2023-0158	Lincoln County Cattlemen's Association (LCCA)	Lincoln	\$247,000.00
A2023-0160	Graves County Conservation District	Fulton *	\$60,000.00
A2023-0161	Crittenden County Conservation District	Livingston *	\$51,230.00
A2023-0165	Edmonson Co Cattleman Association Inc.	Edmonson	\$85,000.00
A2023-0169	Laurel County Cattlemen's Association, Inc.	Laurel	\$126,000.00
A2023-0170	Nicholas County Conservation District	Nicholas	\$260,785.00
A2023-0171	Taylor County Cattlemen's Association, Inc.	Taylor	\$191,144.00
A2023-0175	Perry County Conservation District	Perry *	\$57,593.00
A2023-0179	Warren County Conservation District	Warren	\$169,652.00
A2023-0182	Pendleton County Agricultural Diversification Association, Inc.	Pendleton	\$217,099.00
A2023-0186	Barren County Conservation District	Barren	\$280,000.00
A2023-0187	Elliott County Conservation District	Elliott	\$154,982.00
A2023-0192	Greenup County Conservation District	Greenup	\$177,208.00
			<b>\$2,077,693.00</b>

<b>Deceased Farm Animal Removal (DAR)</b>			
<u>Application</u>	<u>Program Administrator</u>	<u>County</u>	<u>Funds Requested</u>
A2023-0159	Lincoln County Fiscal Court	Lincoln	\$15,000.00
A2023-0162	Fayette County Conservation District	Fayette	\$2,500.00
A2023-0166	Marion County Fiscal Court	Marion	\$15,000.00
A2023-0173	Taylor County Conservation District	Taylor	\$15,000.00
A2023-0180	Hart County Soil Conservation District	Hart	\$15,000.00
			<b>\$62,500.00</b>

\*Indicates a portion of the project is funded from the "State Funds To Support to Counties with Limited Allocation initiative."



**Programs Recommended for Approval**

**Shared-Use Equipment Program**

<u>Application</u>	<u>Program Administrator</u>	<u>County</u>	<u>Funds Requested</u>
A2023-0167	Marion County Conservation District	Marion	\$3,525.00
A2023-0174	Clark County Conservation District	Clark	\$25,121.00
A2023-0181	Hart County Soil Conservation District	Hart	\$15,675.00
A2023-0183	Barren County Conservation District	Barren	\$19,425.00
A2023-0184	Barren County Conservation District	Barren	\$19,425.00
			<b>\$83,171.00</b>

**Youth Ag Incentives Program (Youth)**

<u>Application</u>	<u>Program Administrator</u>	<u>County</u>	<u>Funds Requested</u>
A2023-0172	Taylor County Cattlemen's Association, Inc.	Taylor	\$15,350.00
A2023-0178	Warren County 4-H Foundation Inc.	Warren	\$30,000.00
A2023-0185	Barren County Conservation District	Barren	\$20,000.00
			<b>\$65,350.00</b>

**Total County Funds Recommended for Approval in Programs: \$2,288,714.00**

\*Indicates a portion of the project is funded from the "State Funds To Support to Counties with Limited Allocation initiative."

**Requested Program Amendments**

**App #** A2023-0061  
**Applicant Name** Grayson County Cattlemen’s Association, Inc.  
**Original Amount Approved** \$150,000  
**Execution Date** 05/09/2023  
**Requested Change** The applicant requests an additional \$100,000 in Grayson County funds for the *CAIP Program*. The request received a high priority from the County Council.  
 This is the first request for an amendment to this application number.  
 The term of the program shall remain 12-months from the execution date of the original agreement.  
 Approval of this request would bring the program total to \$250,000.  
**Recommend Approval**

**App #** A2023-0076  
**Applicant Name** Clark County Conservation District  
**Original Amount Approved** \$150,000  
**Execution Date** 05/26/2023  
**Requested Change** The applicant requests an additional \$20,000 in Clark County funds for the *CAIP Program*. The request received a high priority from the County Council.  
 This is the first request for an amendment to this application number.  
 The term of the program shall remain 12-months from the execution date of the original agreement.  
 Approval of this request would bring the program total to \$170,000.  
**Recommend Approval**

**App #** A2023-0096  
**Applicant Name** Marion County Conservation District  
**Original Amount Approved** \$125,000  
**Execution Date** 05/30/2023  
**Requested Change** The applicant requests an additional \$38,904 in Marion County funds for the *CAIP Program*. The request received a high priority from the County Council.  
 This is the first request for an amendment to this application number.  
 The term of the program shall remain 12-months from the execution date of the original agreement.  
 Approval of this request would bring the program total to \$163,904.  
**Recommend Approval**

## APPENDIX D: Red Application Review Committee Minutes

<b>Meeting Date:</b>	7/21/2023
<b>Meeting Location:</b>	Kentucky State University
<b>Meeting Chair:</b>	Bill McCloskey
<b>Attendees:</b>	Committee Members: Brenda Paul, Matt Sawyers, Dr. Kirk Pomper, Suzanne Cecil White, and Keith Rogers. KOAP Staff: Bill McCloskey, Brian Lacefield, Brian Murphy, Savanna Hill, Jesslyn Watson, Chelsea Smither, and Diana Carrier.
<b>Minutes Issued By:</b>	Jesslyn Watson
<b>Meeting Call to Order:</b>	12:50 p.m. EDT
<b>Meeting Adjourned:</b>	1:04 p.m. EDT

<b>Agenda Items:</b>
<p><u>Time Extension and Update:</u></p> <ol style="list-style-type: none"> <li>1. A2021-0057 City of Whitesburg             <ol style="list-style-type: none"> <li>a) The committee unanimously recommended providing the recipient a one-year time extension to complete the construction of a farmers' market pavilion. There have been delays in construction due to the Abandoned Mine Lands Economic Revitalization funding process. The new expiration date for the availability of funds would be August 3, 2024.</li> </ol> </li> </ol> <p><u>Budget Amendment and Time Extension:</u></p> <ol style="list-style-type: none"> <li>2. A2022-0044 City of Cadiz             <ol style="list-style-type: none"> <li>a) The committee unanimously recommended providing the recipient a three-month time extension and budget amendment to complete the construction of a farmers' market pavilion. The scope of the pavilion has been updated to include bathrooms, heating and cooling, and a larger parking lot for customers and vendors. The expiration date for availability of funds would be March 16, 2024, and an increased KADF balance of \$133,500, a \$40,000 increase in state funds.</li> </ol> </li> </ol> <p>Adjournment</p> <ol style="list-style-type: none"> <li>a) Committee adjourned in acclamation.</li> </ol>

## APPENDIX E: White Application Review Committee Minutes

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<b>Meeting Date:</b>	7/21/2023
<b>Meeting Location:</b>	Kentucky State University
<b>Meeting Chair:</b>	Bill McCloskey
<b>Attendees:</b>	Committee Members: Matt Hinton and Keith Rogers. KADB Members: Al Pedigo and Michael Peterson. KOAP Staff: Bill McCloskey, Brian Lacefield, Brian Murphy, Savanna Hill, Jesslyn Watson, Chelsea Smither, Braden Porter, Hannah Johnson, and Diana Carrier.
<b>Minutes Issued By:</b>	Savanna Hill
<b>Meeting Call to Order:</b>	1:06 p.m. EDT
<b>Meeting Adjourned:</b>	2:51 p.m. EDT

<b>Agenda Items:</b>
<p><u>Pending Applications</u></p> <ol style="list-style-type: none"> <li>1. A2023-0117 Anderson County Farm Service, Inc.             <ol style="list-style-type: none"> <li>a) The committee unanimously recommended not to commit state funds to the project and maintain the KADB's decision from the June meeting.</li> </ol> </li> <li>2. A2023-0135 Goode's Riverside Creamery, LLC             <ol style="list-style-type: none"> <li>a) The committee unanimously recommended pending the application so the applicant can provide further information on sales projections of retail items.</li> </ol> </li> <li>3. A2023-0145 Critter Care Vet Clinic, LLC             <ol style="list-style-type: none"> <li>a) The committee unanimously recommended funding the applicant up to \$27,072 in state and Trigg County funds to purchase a blood chemistry analyzer.</li> </ol> </li> <li>4. A2023-0146 Madelyn Orem, DVM             <ol style="list-style-type: none"> <li>a) The committee unanimously recommended pending the application, so the applicant can provide further information on the method used to calculate the percentage of future ownership. The committee also pended the application until the Christian and Todd County Agricultural Development Councils have reviewed and voted on the request.</li> </ol> </li> <li>5. A2023-0157 Todd County Animal Clinic             <ol style="list-style-type: none"> <li>a) The committee unanimously recommended pending the application until the Christian and Todd County Agricultural Development Councils have reviewed and voted on the request.</li> </ol> </li> </ol>

## APPENDIX E: White Application Review Committee Minutes

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### Agenda Items:

#### New Applications

6. A2023-0168 Fayette County Farm Bureau
  - a) The committee unanimously recommended funding the applicant up to \$2,500 in Fayette County funds to support to costs of purchasing grain bin rescue safety equipment.
  
7. A2023-0176 Pulaski County Board of Education
  - a) The committee unanimously recommended pending the application, to allow the applicant to have a representative from the project and county council attend the next meeting to address various concerns.
  
8. A2023-0177 Hart County Fair Association, Inc.
  - a) The committee unanimously recommended funding the applicant up to \$20,695 in Hart County funds to build an addition to their already existing Agriculture Center Building.
  
9. A2023-0188 Pennyroyal Farm Analysis Group, Inc.
  - a) The committee unanimously recommended funding the applicant up to \$41,000 in state funds to support the expense of conducting a study on the Kentucky Farm Business Management program. The terms and conditions, if approved by KADB, will include three check disbursements throughout the study in \$10,000 segments, with the remaining KADF balance to be held until KOAP has received the completed study.
  
10. A2023-0189 Marshall County Extension Office
  - a) The committee unanimously voted to recommend funding the applicant's request of \$184,500 in state and Marshall County funds, contingent upon receiving Marshall County funding.

#### Adjournment

- a) Committee adjourned in acclamation.

## APPENDIX F: KADB Program Evaluation Committee Meeting Minutes

<b>Meeting Date:</b>	August 2, 2023
<b>Meeting Location:</b>	Kentucky Office of Agricultural Policy; 107 Corporate Dr., Frankfort KY
<b>Meeting Chair:</b>	Brian Lacefield
<b>Attendees:</b>	Committee: Mark Barker, Dr. Gordon Jones, Michael Peterson, and Keith Rogers KOAP Staff: Sarah Bryant, Diana Carrier, Kelly Childers, Brian Lacefield, Bill McCloskey, Brian Murphy, Nick Van Over, Olivia Randolph, Tera Roberts, Hannah Sharp-Johnson, and Jesslyn Watson
<b>Minutes Issued By:</b>	Sarah Bryant
<b>Meeting Call to Order:</b>	9:01 a.m. EDT
<b>Meeting Adjourned:</b>	1:14 p.m. EDT

### Agenda Items:

#### I. Call to Order

- a. Brian Lacefield called the meeting to order with a welcome to KOAP's new office.

#### II. CAIP Standard Guidelines for 2024 – Farm Serial Numbers (FSN) and/or tract numbers as identifiable units

- a. The Committee discussed different scenarios of ownership permissible to receive CAIP funding.
- b. The Committee recommended revising the CAIP Standard Guidelines for 2024 to require applicants to submit proof of residency (photo ID and one utility bill).
- c. The Committee discussed how staff will create a separate document for 2024, in conjunction with Farm Service Agency (FSA), which would allow administrators to request information from the local FSA office to verify information provided on the application. The Committee would like to revisit possibly using tract numbers in CAIP in the future if there are conflicts with FSN consolidations.

#### III. Tiered Cost-Share Program Guidelines for 2024

- a. The Committee reviewed the staff recommended tiered investment area guidelines and made several revisions to each investment area. The tiered investment area guidelines will be presented to the KADB in September for comments or revisions and then again in November for final approval the 2024 program year.

#### IV. Other

- a. The Committee discussed reviewing the Youth Agricultural Incentives Program (YAIP) and the Large and Food Animal Veterinary Incentives Program in September for possible revisions for the 2024 program year.

The meeting was adjourned by acclamation.

**Next Meeting: Friday, September 22, 2023, via Zoom**