

The actions delineated below were taken in open session of the Kentucky Agricultural Development Board at the August 18, 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  
August 18, 2023  
Kentucky Exposition Center  
937 Phillips Lane, Louisville, KY**

**Call to Order**

Commissioner of Agriculture Ryan Quarles presiding, called the Kentucky Agricultural Development Board (KADB) regular business meeting to order at 10:13 a.m. (EDT).

**Roll Call**

The following members were present: Commissioner of Agriculture Ryan Quarles, Matt Sawyers (designee for Governor Andy Beshear), Dean Nancy Cox, Sarah Butler (designee for Secretary Jeff Noel), Bobby Foree, Al Pedigo, Matt Hinton, Brenda Paul, Dr. Kirk Pomper (designee for KSU President Dr. Koffi C. Akakpo), Wayne Hunt, Mark Barker, Fritz Giesecke, Dr. Gordon Jones, and Michael Peterson.

Absent Member: Tom McKee and Suzanne Cecil White.

**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 July 21, 2023, board meeting.

Mr. Hinton moved to approve the minutes, as presented; Mr. Barker 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 July board meeting. Mr. Lacefield referenced the 2023 Meat Processors in Kentucky list. Lastly, Mr. Lacefield referenced "A Penn Full of Think" article featuring KAFC Board Member Frank Penn.

**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 July 31, 2023.

Mr. McCloskey reviewed Kentucky Agricultural Development Fund County Balances (*on file*) as of July 31, 2023.

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

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

VOTE: Motion Passed; Unanimous.

**KADB Program Evaluation Committee**

Commissioner Quarles called on Dr. Jones to give the KADB Program Evaluation Committee report.

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

VOTE: Motion Passed; Unanimous.

**KADB Compliance Committee**

Commissioner Quarles called on Mr. Barker to give the KADB Compliance Committee report.

Mr. Barker moved to accept the committee report, as presented; Mr. Peterson seconded the motion.

VOTE: Motion Passed; Unanimous.

**Presentations**

**Kentucky Exposition Foundation**

Commissioner Quarles called on David Wallace to provide an overview of the Kentucky Exposition Foundation.

**Kentucky Agricultural Leadership Program**

Commissioner Quarles called on Dr. Will Snell to provide an overview of the Kentucky Agricultural Leadership Program.

**Memo Action Items**

**A2022-0044 City of Cadiz**

Commissioner Quarles called on Jesslyn Watson to present a memorandum (*on file*) regarding an budget amendment and time extension. Staff presented proposed budget amendment and time extension date March 16, 2024.

Mr. Pedigo moved to approve the City of Cadiz budget amendment and time extension, as presented; Mr. Hunt seconded the motion.

VOTE: Motion Passed; Unanimous.

**A2021-0057 City of Whitesburg**

Commissioner Quarles called on Chelsea Smither to present a memorandum (*on file*) regarding a time extension request. Staff presented proposed new time extension date August 3, 2024.

Mr. Hinton moved to approve the City of Whitesburg time extension request as presented; Mr. Hunt seconded the motion.

VOTE: Motion Passed; Unanimous.

**A2022-0114 University of Kentucky Research Foundation**

Commissioner Quarles called on Ms. Watson to present a memorandum (*on file*) regarding the second-year funding request. Staff presented proposed second year funding of \$178,389 and first-year annual report.

Mr. Foree moved to approve the University of Kentucky Research Foundation second year funding request, as presented; Mr. Giesecke seconded the motion.

VOTE: Motion Passed; Unanimous

**A2023-0117 Anderson County Farm Service, Inc.**

Commissioner Quarles called on Savanna Hill to present a memorandum (*on file*) regarding committee recommendation. Staff presented the White Application Review Committee recommendation from the July 21, 2023, committee meeting. The White Application Review Committee recommends not funding the applicant's request for state funds.

Dr. Jones moved to accept the White Application Review Committee recommendation, as presented; Mr. Hinton seconded the motion.

VOTE: Motion Passed; Unanimous

**4% County Agricultural Development Council Administrative Fund**

Commissioner Quarles called on Nick Van Over to present a memorandum (*on file*) regarding 4% County Agricultural Development Council Administrative Fund. Staff recommends approval of \$17,935 in county funds for Taylor and Casey Counties as part of the 4% County Agricultural Development Council Administrative Funds.

Dr. Pomper moved to approve the staff recommendation, as presented; Mr. Barker 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 two (2) new applications for referral.

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

VOTE: Motion Passed; Unanimous.

**Programs Recommended for Approval**

Commissioner Quarles called on Sarah Bryant to present the programs recommended for approval.

Ms. Bryant referenced nine (9) County Agricultural Investment Program (CAIP) applications totaling \$1,744,232; (2) Deceased Farm Animal Removal (DAR) totaling \$17,500; (1) Next Generation Farmer (NextGen) totaling \$25,000; (5) Youth Ag Incentives Program (Youth) totaling \$87,100. Total funding: **\$1,873,832.00**

Staff recommended approval of these applications.

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

VOTE: Motion Passed; Unanimous.

**Requested Program Amendments**

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

Ms. Bryant referenced two (2) county requests for additional funds for existing CAIP totaling \$145,000 (Gallatin and Clay Counties).

Staff recommended approval of these amendments.

Mr. Foree to approve staff recommendation, as presented; Mr. Pedigo seconded the motion.

VOTE: Motion Passed; Unanimous.

**Projects**

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

**A2023-0145                      Critter Care Vet Clinic, LLC**

Ms. Smither referenced the above application requesting \$27,072 in state and Trigg County funds to purchase a blood chemistry analyzer.

The White Application Review Committee recommends funding the applicant's \$27,072 in state and Trigg County funds, subject to the terms and conditions.

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

VOTE: Motion Passed; Unanimous.

**A2023-0168                      Fayette County Farm Bureau**

Ms. Watson referenced the above application requesting \$2,500 in Fayette County funds to purchase a grain rescue extraction kit.

The White Application Review Committee recommends funding the applicant up to \$2,500 in Fayette County funds, subject to the terms and conditions.

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

VOTE: Motion Passed; Unanimous.

**A2023-0177                      Hart County Fair Association, Inc.**

Ms. Smither referenced the above application requesting \$20,695 in Hart County funds to build an addition to their already existing Agriculture Center Building.

The White Application Review Committee recommends funding the request of \$20,695 in Hart County funds, subject to the terms and conditions.

Mr. Pedigo moved to approve the committee recommendation, as presented; Mr. Hunt seconded the motion.

VOTE: Motion Passed; Unanimous.

**A2023-0188 Pennyroyal Farm Analysis Group, Inc**

Ms. Watson referenced the above application requesting \$41,000 in state funds to support the cost of a feasibility study conducted to evaluate the future opportunities that the Kentucky Farm Business Management (KFBM) program can provide to producers.

The White Application Review Committee recommends funding the applicant up to \$41,000 in state funds, subject to the terms and conditions.

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

VOTE: Motion Passed; Mr. Pedigo Abstained.

**A2023-0189 Marshall County Extension Office**

Ms. Hill referenced the above application requesting \$174,500 in state funds and \$10,000 in Marshall County funds to aid in building a pavilion that will be used for farmer's markets, Master Gardener activities, and extension educational programs.

The White Application Review Committee recommends funding the applicants request of \$184,500 in state and Marshall County funds, subject to the terms and conditions.

Mr. Hinton moved to approve the committee recommendation, as presented; Mr. Barker 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
- A2023-0146 Madelyn Orem
- A2023-0157 Todd County Animal Clinic, PLLC
- A2023-0176 Pulaski County Board of Education

No action necessary on pending projects or programs.

**Closing Remarks**

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

The next KADB meeting will be held at the Franklin County Extension Office on September 15, 2023, at 10:00 a.m. (EDT).

**Adjournment**

There being no further business, Commissioner Quarles entertained a motion to adjourn the meeting at 12:05 p.m. (EDT).

Mr. Hinton moved to adjourn the August KADB meeting; Mr. Peterson seconded the motion.

VOTE: Motion Passed; Unanimous.

**APPROVED DATE:** 9-18-23  
**PRESIDING OFFICER:** *Ryan Quarles* 9-18-23  
Commissioner Ryan Quarles  
**BOARD SECRETARY:** *Hannah Sharp-Johnson*  
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 KADB Compliance Committee meeting minutes is attached as Appendix E.
  6. A copy of the KDA Recipient Review Committee meeting minutes is attached as Appendix F.

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**New Applications for Referral**

APP #	APPLICANT	COUNTY	Cmte.
A2023-0210	Lincoln County Fiscal Court <i>Lincoln County Farmer's Market</i>	Lincoln	White
A2023-0211	3 Stone Farms, LLC <i>Confinement Feeding Barn</i>	Henry	White

**Programs Recommended for Approval**

<b>CAIP</b>			
<b>Application</b>	<b>Program Administrator</b>	<b>County</b>	<b>Funds Requested</b>
A2023-0191	Scott County Soil Conservation District	Scott	\$305,000.00
A2023-0193	Cumberland County Conservation District	Cumberland	\$135,866.00
A2023-0196	Oldham County Soil and Water Conservation District	Oldham	\$50,082.00
A2023-0197	Rockcastle County Conservation District	Rockcastle	\$250,460.00
A2023-0199	McCreary County Farm Bureau of McCreary County, Kentucky	McCreary *	\$29,011.00
A2023-0200	Bourbon County Fiscal Court	Bourbon	\$350,000.00
A2023-0203	Metcalfe County Conservation District	Metcalfe	\$262,256.00
A2023-0205	Shelby County Farm Bureau, Inc.	Shelby	\$316,000.00
A2023-0207	Crittenden County Conservation District	Crittenden *	\$45,557.00
			<b>\$1,744,232.00</b>

<b>Deceased Farm Animal Removal (DAR)</b>			
<b>Application</b>	<b>Program Administrator</b>	<b>County</b>	<b>Funds Requested</b>
A2023-0202	Bourbon County Fiscal Court	Bourbon	\$10,000.00
A2023-0204	Mason County Conservation District	Mason	\$7,500.00
			<b>\$17,500.00</b>

<b>Next Generation Farmer (NextGen)</b>			
<b>Application</b>	<b>Program Administrator</b>	<b>County</b>	<b>Funds Requested</b>
A2023-0190	Scott County Soil Conservation District	Scott	\$25,000.00
			<b>\$25,000.00</b>

<b>Youth Ag Incentives Program (Youth)</b>			
<b>Application</b>	<b>Program Administrator</b>	<b>County</b>	<b>Funds Requested</b>
A2023-0138	Estill County Conservation District	Estill	\$7,000.00
A2023-0194	Spencer County Conservation District	Spencer	\$5,100.00
A2023-0195	Oldham County Soil and Water Conservation District	Oldham	\$5,000.00
A2023-0201	Bourbon County Fiscal Court	Bourbon	\$40,000.00
A2023-0208	Nicholas County Conservation District	Nicholas	\$30,000.00
			<b>\$87,100.00</b>

Total County Funds Recommended for Approval in Programs: **\$1,873,832.00**

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



**Requested Program Amendments**

**App #** A2023-0068  
**Applicant Name** Gallatin County Farm Bureau  
**Original Amount Approved** \$150,000  
**Execution Date** 05/02/2023  
**Requested Change** The applicant requests an additional \$80,000 in Gallatin 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 \$230,000.  
**Recommend Approval**

**App #** A2023-0082  
**Applicant Name** Kentucky Ketch, Inc. (Clay County)  
**Original Amount Approved** \$270,000  
**Execution Date** 05/22/2023  
**Requested Change** The applicant requests an additional \$65,000 in Clay 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 \$335,000.  
**Recommend Approval**

## APPENDIX D: White Application Review Committee Minutes

<b>Meeting Date:</b>	8/18/2023
<b>Meeting Location:</b>	Kentucky Exposition Center
<b>Meeting Chair:</b>	Bill McCloskey
<b>Attendees:</b>	Committee Members: Matt Hinton, Dr. Gordon Jones, Dean Nancy Cox, Fritz Giesecke and Tim Hughes. KADB Members: Michael Peterson. KOAP Staff: Bill McCloskey, Brian Lacefield, Brian Murphy, Savanna Hill, Jesslyn Watson, Chelsea Smither, Sarah Bryant, Hannah Johnson, and Diana Carrier.
<b>Minutes Issued By:</b>	Chelsea Smither
<b>Meeting Call to Order:</b>	1:10 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. A2023-0135 Goode's Riverside Creamery, LLC             <ol style="list-style-type: none"> <li>a) The committee unanimously recommended funding the applicant up to \$250,000 in county funds matched by state funds with the option to pursue a \$250,000 participation loan.</li> </ol> </li> <li>2. A2023-0146 Madelyn Orem             <ol style="list-style-type: none"> <li>a) The committee unanimously recommended funding the applicant up to \$100,000 in state and multi-county funds to buy 10% of the Todd County Animal Clinic PLLC.</li> </ol> </li> <li>3. A2023-0157 Todd County Animal Clinic             <ol style="list-style-type: none"> <li>a) The committee unanimously recommended funding the applicant up to \$100,000 in state and multi-county funds to purchase equipment necessary to provide services to large animals.</li> </ol> </li> <li>4. A2023-0176 Pulaski County Board of Education             <ol style="list-style-type: none"> <li>a) The committee unanimously recommended funding the applicant up to \$200,000 in Pulaski County funds to build an 80' x 150' agriculture complex building.</li> </ol> </li> </ol> <p><u>New Applications</u></p> <ol style="list-style-type: none"> <li>6. A2023-0210 Lincoln County Fiscal Court             <ol style="list-style-type: none"> <li>a) The committee unanimously recommended funding the applicant up to \$7,500 in Lincoln County funds to aid in constructing a farmer's market pavilion.</li> </ol> </li> <li>7. A2023-0211 3 Stone Farms, LLC</li> </ol>

## **APPENDIX D: White Application Review Committee Minutes**

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<b>Agenda Items:</b>
a) The committee unanimously recommended funding the applicant up to \$30,000 in county funds only.
<b>Adjournment</b>
a) Committee adjourned in acclamation.

# APPENDIX E: KADB Compliance Committee Meeting Minutes

<b>Meeting Date:</b>	August 18, 2023
<b>Meeting Location:</b>	Kentucky Expo Center
<b>Meeting Chair:</b>	Brian Lacefield, Executive Director
<b>Attendees:</b>	Committee: Sarah Butler, Bobby Force, Brenda Paul, Mark Barker Staff: S. Bryant, D. Carrier, B. Lacefield, B. McCloskey, B. Murphy, N. Van Over, T. Roberts, O. Randolph, J. Watson, S. Hill, C. Smither Guests: John Allison, Josh Clubb
<b>Minutes Issued By:</b>	Diana Carrier
<b>Meeting Call to Order:</b>	8:37 a.m. EDT
<b>Meeting Adjourned:</b>	9:50 a.m. EDT

## A. Call to Order

At 8:37 a.m., Brian Lacefield, Executive Director of the Kentucky Office of Agricultural Policy (KOAP), called the meeting to order.

## B. Old Business

### Henry County Cattlemen's Association (HCCA) Suspension Appeal

Mr. Lacefield opened the meeting and Ms. Butler made the motion to uphold the suspension. Ms. Paul seconded the motion. Mr. Force abstained from the final vote. Mr. Barker joined Ms. Butler and Ms. Paul voting to uphold the suspension. Motion passed.

## C. New Business

### Barren County Conservation District

Mr. Van Over stated a program review had been conducted at the Barren County Conservation District on 6/14/2023. Barren County had several violations documented, including previously noted violations from 2019. Due to the violations found in the program review, KOAP staff has placed the Barren County Conservation District on "Probation" for further oversight with the program.

### Nicholas County Conservation District

Mr. Van Over conducted a program review for the 2021 Nicholas County Conservation District CAIP. In December of 2022, the Nicholas County Conservation District contacted KOAP staff to self-report issues with their 2022 CAIP & YAIP. KOAP staff worked with the Nicholas County Conservation District to assist with oversight and approval of the 2022 CAIP & YAIP applicants. Due to the violations found in the 2021 program review and the 2022 programs, KOAP staff has placed the Nicholas County Conservation District on "Probation" for further oversight of the programs.

Further discussion included confirmation from Mr. Murphy and Mr. Force that the Program Guidelines provide for legal enforcement and return of funds when not eligible; CAIP Administrator Trainings are scheduled around the state of Kentucky as well as on Zoom for all participants. One-on-One trainings are arranged when requested.

## D. Next Meeting

The next meeting will take place at a date, location and time to be announced.

## E. Adjournment

## APPENDIX F: KDA Recipient Review Committee Minutes

<b>Meeting Date:</b>	August 29, 2023
<b>Meeting Location:</b>	Zoom Video Conferencing
<b>Meeting Chair:</b>	Bill McCloskey
<b>Attendees:</b>	Members: Wayne Hunt and Suzanne Cecil White. KDA Staff: David Morris, Melanie McPartlin, Tyler Madison, and Joe Bilby. KOAP Staff: Bill McCloskey, Brian Murphy, Brian Lacefield, and Hannah Johnson.
<b>Minutes Issued By:</b>	Hannah Johnson
<b>Meeting Call to Order:</b>	1:00 PM EDT
<b>Meeting Adjourned:</b>	1:43 PM EDT
<b>Agenda Items:</b>	
	<ol style="list-style-type: none"> <li>1. A2022-0208 KY Proud (Budget)           <p>Melanie McPartlin explained that the current POP funds will run out in October.</p> <ol style="list-style-type: none"> <li>a. After the 2021-2022 budget cycles were completed under Agreement A2020-0250, the KDA returned \$93,280.51 of unspent funds to the Board. \$74,722.54 of that was unspent funds from the Point of Purchase (POP) budget category.</li> <li>b. The applicant is requesting that \$74,722.54 be returned to the POP budget category and that the 2024 funds be made available.</li> <li>c. The committee recommends approving the request of \$74,722.54 being returned to the POP budget category and the 2024 funds being made available.</li> </ol> </li> <li>2. Other:           <ol style="list-style-type: none"> <li>a. The next meeting will take place on October 18, 2023, at 9 AM via Zoom.</li> <li>b. There being no further business, the meeting was adjourned.</li> </ol> </li> </ol>