

October 6, 2015  
Commission Meeting

The City of Cynthiana Board of Commissioners met in regular session October 6, 2015 at 5:30 P.M. in the Commissioner's Room at City Hall. Present were Mayor Smith, Commissioners Grayson, Mattmiller, Slade, Griggs and Attorney Lair.

Mayor Smith called the meeting to order.

CALL TO ORDER

Mayor Smith recognized Earl Litman with First Church of God for the invocation.

EARL LITMAN  
INVOCATION

Mayor Smith reported that there are minutes to approve.

Commissioner Grayson made a motion to accept the minutes of the September 15, 2015 Regular Commission meeting. Commissioner Slade seconded. Vote: Commissioner Grayson: yes; Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

APPROVE 9/15/2015  
MEETING MINUTES

Commissioner Mattmiller made a motion to accept the minutes of the September 23, 2015 Special Commission meeting. Commissioner Grayson seconded. Vote: Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Slade: abstain; Commissioner Griggs: abstain; Mayor Smith: yes. Motion carried.

APPROVE 9/23/2015  
SPECIAL MEETING  
MINUTES

Mayor Smith recognized Bill Wolsky with Schooley Mitchell Consulting.

VISITORS

Mr. Mitchell is in attendance to give a presentation on the service that his company provides. The key to his company is that they do not have anything to sell.

SCHOOLEY-MITCHELL  
COMMUNICATIONS  
SERVICES

Mayor Smith recognized Karey Riddell with the Main Street Program.

KAREY RIDDELL  
MAIN ST PROGRAM

Ms. Riddell is in attendance to discuss with the Commissioner about a beautification project at the Key Market Parking Lot. This beautification project would coincide with the Storm Water Improvement Project and paving that is being done this fall by the City. Main Street would like to use a drawing previously designed by Dave Kennedy. This design has a rock wall, benches, and trash cans. The cost of the wall is \$6000.00 and Ms. Riddell would like for the City to contribute \$5000.00 for this project.

BEAUTIFICATION  
PROJECT AT KEY  
MARKET PARKING LOT

Commissioner Slade asked Gary Royalty about the green space involved with this project and the paving. He wanted to make sure that we wouldn't pave and have to dig it back up. Gary Royalty said that it shouldn't be a problem. Commissioner Griggs questioned how many parking spots would this take. Ms. Riddell answered that it would not take up any parking spots.

Mayor Smith made a motion to contribute \$5000.00 to Main Street for Beautification Project at Key Market Parking Lot. Commissioner Mattmiller seconded. Vote: Mayor Smith: yes; Commissioner

MOTION TO  
CONTRIBUTE \$5000.00  
FOR MAIN ST PROJECT

Mattmiller: yes; Commissioner Grayson: yes; Commissioner Slade: yes; Commissioner Griggs: yes. Motion carried.  
Mayor Smith wants to review the Mayor's 100 day plan of action. The 100 days is up today.

Mayor Smith reported that since the last Commission meeting that he and the Commissioners have had a strategic planning workshop. Strategic planning was one of the 14 goals in the Mayor's 100 day plan of action. Mayor Smith reported that that workshop went very well. Commissioner Mattmiller visited with the Mayor of Williamstown after the workshop. Commissioner Mattmiller reported that he was very impressed with what the City of Williamstown is doing with strategic planning.

Mayor Smith reported that he has a proposal from the Kentucky League of Cities (KLC) to hold a Leadership Retreat November 5, 2015. The proposal is for \$2000.00. Mayor Smith also reported that KLC agreed to hold a strategic planning workshop here in Cynthiana on October 22, 2015 for free. This will be open to all KLC cities at a cost of \$69.00 per person. Anyone the City of Cynthiana chooses to send would be at no cost.

PROPOSAL FROM KLC  
STRATEGIC PLANNING

Mayor Smith made a motion to adopt the proposal from KLC to move forward with this service in the amount of \$2000.00. Commissioner Mattmiller seconded. Vote: Mayor Smith: yes; Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Slade: yes; Commissioner Griggs: yes. Motion carried.

MOTION TO ADOPT  
PROPOSAL KLC

Mayor Smith went down the list of the 14 goals and reported that there had been a lot of progress on nearly every goal. One of the goals was to establish a police advisory committee. Commissioner Slade reported that he and Chief Johnson have discussed this and there will be 5 people on this committee. The committee will include the Commissioner of Public Safety, the Police Chief and 3 citizens. Lennie Kenney, Chris Turley, and Frazier Lebus have agreed to serve on this committee. The first goal will be to work on recruitment and retainment.

Mayor Smith recognized Attorney Lair.

Attorney Lair read the first reading of Ordinance #1539 setting the ad valorem tax rate for 2016 at 16 cents per \$100.00.

LEGALS

Commissioner Slade made a motion to accept the first reading of Ordinance #1539. Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Mayor Smith: yes. Motion carried.

FIRST READING OF  
ORDINANCE 1539 AD  
VALOREM TAX FOR  
2016

Commissioner Slade made a motion to authorize Mayor Smith to sign a contract with Hinkle Contracting for the paving of the Key Market Parking Lot Storm Water Improvement Project. Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

AUTHORIZE MAYOR  
TO SIGN CONTRACT  
WITH HINKLE

Commissioner Slade made a motion to authorize Mayor Smith to sign a contract with Grant's Excavating for the storm drain repair and construction of the Key Market Parking Lot Storm Water Improvement Project. Commissioner Mattmiller seconded. Vote:

AUTHORIZE MAYOR  
TO SIGN CONTRACT  
WITH GRANT EXCAV

Commissioner Slade: yes; Commissioner Mattmiller: yes;  
Commissioner Grayson: yes; Commissioner Griggs: yes; Mayor  
Smith: yes. Motion carried.

Attorney Lair read the first reading of Ordinance #1541 amending  
the policies & procedures to add a new job description and title of  
Maintenance Operator III, grade 20, as requested by Commissioner  
Griggs.

1<sup>ST</sup> READING ORD  
#1541 AMENDING P&P  
ADDING MAINT OP III

Commissioner Griggs made a motion to accept first reading of  
Ordinance #1541. Commissioner Mattmiller seconded. Vote:  
Commissioner Griggs: yes; Commissioner Mattmiller: yes;  
Commissioner Grayson: yes; Commissioner Slade: yes; Mayor  
Smith: yes. Motion carried

MOTION TO ACCEPT  
1<sup>ST</sup> READING  
ORD#1541

Mayor Smith recognized Commissioner Grayson.

FINANCE REPORT

Commissioner Grayson made a motion to pay the following bills:

PAYABLES REPORT

General Fund	\$ 51,115.15
Water & Sewer Fund	\$ 22,895.15

Commissioner Slade seconded. Vote: Commissioner Grayson: yes;  
Commissioner Slade: yes; Commissioner Mattmiller: yes;  
Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

Commissioner Grayson reported cash in bank:

General Fund	\$ 122,235.18
Water & Sewer Fund	\$ 233,955.65
Municipal Road Aid Fund	\$ 43,754.48

Commissioner Grayson passed around to the Mayor and  
Commissioners some pictures of properties that he has received  
complaints on. There was discussion of dilapidated property.

Mayor Smith recognized Eric Whitson. Mr. Whitson stated that  
there has been a problem with dilapidated property since the 70's.  
He stated that people now refer to homes as houses. There is a lot  
a rental property in Cynthiana. Mr. Whitson would like for  
somebody to do something.

Gary Royalty reported on options for Christmas lighting.

DEFER ACTION ON  
CHRISTMAS LIGHTS

Commissioner Grayson made a motion to purchase 43 new LED  
snowflakes at a cost \$12,500.00. Mayor Smith seconded.

Discussion: Commissioner Griggs asked if we could put one on  
every other pole. Commissioner Griggs wants to know if we could  
count how many we need. Commissioner Slade asked if we could  
contact the Main Street Director and just focus on that area.

Commissioner Slade made a motion to table the motion to  
purchase 43 snowflakes. Commissioner Mattmiller seconded. Vote:  
Commissioner Slade: yes; Commissioner Mattmiller: yes;  
Commissioner Grayson: yes; Commissioner Griggs: yes; Mayor  
Smith: yes.

MOTION TO TABLE  
CHRISTMAS LIGHTS

Commissioner Grayson made a motion to hold a hearing to take the 4% property tax rate. Commissioner Slade seconded.	MOTION TO HOLD HEARING FOR 4%
Attorney Lair stated that cities choosing to take any other rate than the compensating rate shall hold a public hearing that has been advertised in the newspaper.	PROPERTY TAX RATE ON REAL & PERSONAL PROPERTY
Vote: Commissioner Grayson: yes; Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.	
Mayor Smith recognized Commissioner Slade.	
Commissioner Slade reported that Fire Chief Sanders wanted to thank everyone for the support shown to them on 9/11/2015.	PUBLIC SAFETY REPORT
Commissioner Slade made a motion to change classification of Tyler Johnson from Part-time Telecommunicator to Full-time Telecommunicator. Commissioner Grayson seconded. Vote: Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.	CHANGE CLASSIFICATION OF TYLER JOHNSON FROM PT TO FT TELECOMMUNICATOR
Mayor Smith wanted to thank the Fire Department and the Police Department for all their help with the Chamber of Commerce 5K race. It was appreciated.	
Mayor Smith recognized Commissioner Griggs.	
Commissioner Griggs reported that employees continue to work hard and we are making progress on all of our projects.	PUBLIC WORKS REPORT
Mayor Smith recognized Commissioner Mattmiller.	
Commissioner Mattmiller thanked citizens for their patience as we continue to work on water and sewer line projects. Commissioner Mattmiller reported that each time we put our backhoe into the ground we find that our infrastructure is in very bad shape.	PUBLIC UTILITIES REPORT
	MAYORS REPORT
Mayor Smith made a motion to advertise for bids for LED lighting replacement in the following city locations: Main Office, E-911, Mayor's Office, Fire Department, Fire Department II, Police Station, WTP, & WWTP. Commissioner Slade seconded. Vote: Mayor Smith: yes; Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes. Motion carried.	AUTHORIZE TO ADVERTISE FOR BIDS FOR LED LIGHTING UPGRADE
Mayor Smith made a motion to amend LED lighting to remove the WWTP from the bid. Commissioner Slade seconded. Vote: Mayor Smith: yes; Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes. Motion carried.	AMEND LED LIGHTING TO EXCLUDE WWTP
Mayor Smith reported that October 5, 2015 is national mental illness awareness day. Mayor Smith has declared that day as mental illness awareness day in Cynthiana and has prepared a proclamation. Mayor Smith read the proclamation and a copy is attached and hereto made a part of these minutes.	October 5, 2015 MENTAL ILLNESS AWARENESS DAY

Mayor Smith made a motion to adopt the proclamation to declare October 5, 2015 as mental illness awareness day in Cynthiana. Commissioner Griggs seconded. Vote: Mayor Smith: yes; Commissioner Griggs: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes. Motion carried.

MOTION TO ADOPT  
PROCLAMATION  
MENTAL ILLNESS  
AWARENESS DAY

Commissioner Slade made a motion to adjourn. Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Mayor Smith: yes. Motion carried.

ADJOURN

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Jamie Hutchison,  
City Clerk

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James Smith, Mayor