

January 15, 2019
Regular Commission Meeting

The City of Cynthiana Board of Commissioners met in regular session January 15, 2019 at 5:30 P.M. in the Harrison County Board of Education Board Room located at 308 Webster Avenue, Cynthiana, Kentucky. Present were Mayor Smith, Commissioners Mattmiller, Slade, Griggs, and Judy and Attorney Lair.

Mayor Smith called the meeting to order.

CALL TO ORDER

Mayor Smith presented the invocation.

INVOCATION

Cynthiana Youth Council. There are five members four of which are in attendance. Mayor Smith asked them to come to the podium and introduce themselves. Branson Gillispie, senior; Halee Tapp, senior; Will Darnell, junior; and Will Lucky, junior introduced themselves. Sarah Northcutt is the other council member who was not in attendance.

VISITORS

CYNTHIANA YOUTH
COUNCIL

APPROVAL OF MINUTES

Commissioner Slade made a motion to approve the minutes of the January 3, 2019 Special meeting. Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

LEGALS

Mayor Smith recognized Attorney Lair.

Attorney Lair read the first reading of Ordinance #1592 increasing water rates.

SECOND READING ORD
#1592

Commissioner Mattmiller made a motion to accept the first reading of Ordinance #1592. Commissioner Judy seconded. Vote: Commissioner Mattmiller: yes; Commissioner Judy: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

MOTION TO ACCEPT 1st
READING ORD #1592
CHANGING WATER
RATES

Mayor Smith stated that we will need to have a special meeting to have the second reading of the water rate increase ordinance prior to January 31, 2019. Clerk Hutchison will get with everyone to schedule the special meeting.

MAYOR'S REPORT

Mayor Smith stated that we need to assign departments to Commissioners since this is the first regular meeting of the Commission since January 1, 2019.

Mayor Smith made a motion to assign Public Property and Finance to Commissioner Mattmiller. Commissioner Griggs seconded. Vote: Mayor Smith: yes; Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Judy: yes. Motion carried.

PUBLIC
PROPERTY/FINANCE
COMMISSIONER

Mayor Smith made a motion to assign Public Safety to Commissioner Slade. Commissioner Mattmiller seconded. Vote: Mayor Smith: yes; Commissioner Mattmiller: yes; Commissioner

PUBLIC SAFETY
COMMISSIONER

Griggs: yes; Commissioner Slade: yes; Commissioner Judy: yes.
Motion carried.

Mayor Smith made a motion to assign Public Works to Commissioner Griggs. Commissioner Mattmiller seconded. Vote: Mayor Smith: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Slade: yes; Commissioner Judy: yes. Motion carried.

PUBLIC WORKS
COMMISSIONER

Mayor Smith made a motion to assign Public Utilities to Commissioner Judy. Commissioner Mattmiller seconded. Vote: Mayor Smith: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Slade: yes; Commissioner Judy: yes. Motion carried.

PUBLIC UTILITIES
COMMISSIONER

Mayor Smith made a motion to appoint Commissioner Mattmiller as Mayor pro-tem. Commissioner Slade seconded. Vote: Mayor Smith: yes; Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Judy: yes. Motion carried.

APPOINT
COMMISSIONER
MATTMILLER AS MAYOR
PRO-TEM

Mayor Smith announced that we have some appointments to make.

Mayor Smith made a motion to appoint Commissioner Mattmiller and Commissioner Griggs as the City representatives on the Parks and Recreation Board. Commissioner Judy seconded. Vote: Mayor Smith: yes; Commissioner Judy: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Griggs: yes. Motion carried.

APPOINT
COMMISSIONERS
GRIGGS AND
MATTMILLER TO PARKS
& REC BOARD

Mayor Smith made a motion to appoint Joseph Ammerman to the Code Enforcement Board term to expire 1/15/2022. Commissioner Mattmiller seconded. Vote: Mayor Smith: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Slade: yes; Commissioner Judy: yes. Motion carried.

APPOINTMENTS TO
CODE ENFORCEMENT
BOARD

Mayor Smith made a motion to appoint Nathan Miller to the Code Enforcement Board term to expire 1/15/2021. Commissioner Mattmiller seconded. Vote: Mayor Smith: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Slade: yes; Commissioner Judy: yes. Motion carried.

Mayor Smith made a motion to appoint Charlie Biancke to the Code Enforcement Board term to expire 1/15/2021. Commissioner Mattmiller seconded. Vote: Mayor Smith: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Slade: yes; Commissioner Judy: yes. Motion carried.

Mayor Smith made a motion to appoint Keith Frazier Jr. to the Code Enforcement Board term to expire 1/15/2022. Commissioner Mattmiller seconded. Vote: Mayor Smith: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Slade: yes; Commissioner Judy: yes. Motion carried.

Mayor Smith made a motion to appoint Rebecca Smith to the Housing Authority Board. Commissioner Mattmiller seconded. Vote: Mayor Smith: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Judy: yes. Motion carried.

APPOINTMENT OF REBECCA SMITH TO HOUSING AUTHORITY BOARD

Mayor Smith made a motion to Authorize the City of Cynthiana to advertise for Request for Proposal (RFP) for an Energy Services Performance Contract. This is an energy study at no cost to the city for the proposal. Commissioner Slade seconded. Vote: Mayor Smith: yes; Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Judy: yes. Motion carried.

AUTHORIZE TO ADVERTISE FOR RFP FOR ENGERGY SERVICES PERFORMANCE CONTRACT

Mayor Smith reported that work has begun with city employees to strip Lerman's Buildings down to bare bones. We do need to vote to advertise for bids for labor for roof replacement services and for roof replacement materials and supplies.

Mayor Smith made a motion to authorize to advertise for labor to remove and replace roofs on the buildings known as the Lerman Building. Commissioner Mattmiller seconded. Vote: Mayor Smith: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Judy: yes. Motion carried.

MOTION TO ADVERTISE FOR LABOR TO REPLACE ROOF AT LERMAN BUILDING

Mayor Smith made a motion to authorize to advertise for materials to replace roofs on the buildings known as the Lerman Building. Commissioner Mattmiller seconded. Vote: Mayor Smith: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Judy: yes. Motion carried.

MOTION TO ADVERTISE FOR MATERIALS FOR ROOF REPLACEMENT AT LERMAN BUILDING

Mayor Smith announced that Monday, Jan 21st at 10 am at Ebenezer UMC for Devotion and March and at 11 am at St James AME for celebration and remembrance ceremony for Dr. Martin Luther King, Jr. Commissioner Jada Walker Griggs will be the keynote speaker.

MARTIN LUTHER KING, JR MARCH & REMEMBRANCE CEREMONY

Mayor Smith stated that *Creating Business Magic* with Lee Cockerell is being held by Cynthiana Tourism Commission on May 8th. This seminar is way underpriced for the value of the content (similar seminars would cost \$200-400). I would like to authorize and "highly encourage" all department heads (at the very least) to attend. Commissioners were in agreement.

Mayor Smith recognized Commissioner Mattmiller.

FINANCE REPORT

PAYABLES REPORT

Commissioner Mattmiller made a motion to pay the following bills:

MOTION TO PAY BILLS

General Fund \$ 5,552.84

Water & Sewer Fund \$ 62,883.67

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

Commissioner Mattmiller reported cash in bank:

CASH IN BANK

General Fund	\$	109,753.09
Water & Sewer Fund	\$	67,604.84
Municipal Road Aid Fund	\$	1,403.97

Mayor Smith recognized Commissioner Slade.

PUBLIC SAFETY REPORT

Commissioner Slade made a motion to hire Samantha Dubois as a full-time police social worker after successful completion of all pre-employment requirements. Commissioner Judy seconded. Vote: Commissioner Slade: yes; Commissioner Judy: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

MOTION TO HIRE SAMANTHA DUBOIS AS POLICE SOCIAL WORKER

Chief Johnson introduced Samantha to the Commission. Commissioner Slade stated that he will need an executive session for employee hearing.

Mayor Smith recognized Commissioner Griggs.

PUBLIC MAINTENANCE REPORT

Commissioner Griggs reported that all three trucks are outfitted with plows and spreaders and are ready for any snow event. The first snow event went well, the crew came out from 4 am to 10:30 am and a second crew wasn't needed.

Commissioner Griggs stated that all equipment has been serviced and any necessary repairs have been made.

Work on storm drain inlets and grates are ongoing.

Commissioner Griggs announced that the work on the Broadway 2" water main replacement is now complete. Final dressing and grading of the disturbed area will be completed in the spring.

Commissioner Griggs reported that we anticipate taking down Christmas lights throughout the city in the coming week.

PUBLIC UTILITIES REPORT

Commissioner Judy commended Cindy Batson on her hard work and passion with the right for municipalities the choice whether or not to add fluoride to their water systems. House Bill 97 & Senate Bill 34 are currently on the floor thanks to her dedication.

Commissioner Judy reported that the sludge filter backwash pump for the sludge press failed and had to be replaced. The new one was installed and the press is back online and running.

Commissioner Judy added that the replacement control panel for the landfill pump station will be installed in the next week.

Commissioner Judy stated that the applications for the position opening for Wastewater plant operator trainee have been reviewed and interviews will start on Friday.

Commissioner Judy reported that the electrical upgrade for the water plant continues. One high service pump is now connected to the new service. Also the platform for the new transfer boxes for the upgrade is now installed. Crews will be performing painting in the next 2 weeks.

Mayor Smith made a motion to go into executive session for a hearing for possible disciplinary action for an individual employee.

EXECUTIVE SESSION
FOR EMPLOYEE HEARING

Commissioner Slade made a motion to return to regular session. Commissioner Judy seconded. Vote: Commissioner Slade: yes; Commissioner Judy: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

Commissioner Slade made a motion to terminate the employment of Scot Allison effective 1/15/2019. Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Mattmiller: no; Commissioner Judy: abstain; Mayor Smith: yes. Motion carried.

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

ADJOURN

Jamie Hutchison, City Clerk

James Smith, Mayor

1/15/2019