

June 6, 2017  
Regular Commission Meeting

The City of Cynthiana Board of Commissioners met in regular session June 6, 2017 at 5:30 P.M. in the Commissioners Room at City Hall located at 104 E. Pleasant Street, 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

Julie Olt with the Cynthiana Presbyterian Church presented the invocation.

JULIE OLT PRESENTED  
THE INVOCATION

VISITORS

Mayor Smith recognized Sue Williams and Dolly Ritchie with the Cynthiana High School Alumni.

DOLLY RITCHIE & SUE  
WILLIAMS

Mayor Smith read aloud the Proclamation declaring June 24, 2017 as Cynthiana High School Day. Mayor Smith made a motion to accept the proclamation. Commissioner Mattmiller seconded. Vote: Mayor Smith: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Judy: yes. Motion carried.

PROCLAMATION -  
CYNTHIANA HIGH  
SCHOOL DAY

Mayor Smith presented the proclamation to Ms. Williams and Ms. Ritchie.

Mayor Smith recognized State Representative Mark Hart. Mr. Hart discussed state retirement funding issues and how they are being addressed.

MARK HART

Mayor Smith recognized Tracy Pratt-Savage with Licking Valley Adventures who discussed tourism in the area.

TRACY PRATT-SAVAGE

Ms. Pratt-Savage asked the City to pay a \$250 fee to remain part of the Licking Valley Adventures group. This money will be used for marketing. Mayor Smith made a motion to pay the \$250 fee. Commissioner Mattmiller seconded. Vote: Mayor Smith: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Judy: yes. Motion carried.

PAY \$250 TO LICKING  
VALLEY ADVENTURES  
GROUP

Mayor Smith reported that there are minutes to approve.

Commissioner Mattmiller made a motion to accept the minutes of the May 16, 2017 Regular Commission meeting. Commissioner Slade seconded. Vote: Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

APPROVE 5/16/2017  
REGULAR MEETING  
MINUTES

LEGALS

Attorney Lair read Resolution 2017-4 concerning the Westside By-Pass Water line extension. Commissioner Slade made a motion to authorize the Mayor to sign all necessary documents for the agreement. Commissioner Judy seconded. Vote: Commissioner Slade: yes; Commissioner Judy: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

RESOLUTION 2017-4  
WESTSIDE BY-PASS  
WATER LINE EXT

Mayor Smith recognized Commissioner Mattmiller.

FINANCE REPORT

PAYABLES REPORT

Commissioner Mattmiller stated that the City needs to pay the following bills:

PAY BILLS

General Fund \$ 290,343.91

Water & Sewer Fund \$ 327,602.59

Commissioner Mattmiller reported cash in bank:

CASH IN BANK

General Fund \$ 702,481.37

Water & Sewer Fund \$ 47,751.66

Municipal Road Aid Fund \$ 118,466.41

Commissioner Mattmiller reported the renovation of the Field & Main Bank building has only cost \$6,259.40 so far. The use of labor from the Bourbon County Detention Center has saved money.

F&M BANK BUILDING RENOVATION

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

MOTION TO PAY BILLS

Mayor Smith recognized Commissioner Slade.

PUBLIC SAFETY REPORT

Commissioner Slade made a motion to change the employment status of Dorthea Perry, from full-time to part-time telecommunicator, effective June 6, 2017. Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

D PERRY – CHANGE FROM FT TO PT TELECOMMUNICATOR

Commissioner Slade asked Chief Johnson to speak about Cellebrite. Chief Johnson stated that Cellebrite is a machine that is used to retrieve cell phone information often necessary in investigations. Commissioner Slade made a motion to purchase a Cellebrite machine at the estimated cost of \$16,000. Commissioner Judy seconded. Vote: Commissioner Slade: yes; Commissioner Judy: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

MOTION TO PURCHASE CELLEBRITE

Mayor Smith recognized Commissioner Griggs.

PUBLIC MAINTENANCE REPORT

Commissioner Griggs reported that the Public Works Department will continue mowing.

Commissioner Griggs made a motion to offer employment to an individual as a full-time Maintenance Worker, contingent upon successful completion of all pre-employment requirements. Commissioner Slade seconded. Vote: Commissioner Griggs: yes; Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

OFFER EMPLOYMENT FT MAINTENANCE WORKER

Commissioner Griggs made a motion to execute a contract with The Detroit Salt Co for the KACO/KLC reverse salt auction at \$61.93 per ton. Commissioner Slade seconded. Vote: Commissioner Griggs: yes; Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

EXECUTE REVERSE SALT AUCTION CONTRACT w/ DETROIT SALT CO

Mayor Smith recognized Commissioner Judy.

PUBLIC UTILITIES  
REPORT

Commissioner Judy reported that the sewer line declared as an emergency repair on Oddville Ave has already been lined. Our crews are continuing work on Springdale and Elmarch Ave. The City has been completely reimbursed for the KYTC extension. We are still waiting on a few things to come through on the west-bypass water line extension project.

MAYOR'S REPORT

Mayor Smith read aloud the proclamation of James A. Brown day as June 7, 2017. Mayor Smith made a motion to approve the proclamation. Commissioner Griggs seconded. Vote: Mayor Smith: yes; Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Judy: yes; Commissioner Slade: yes. Motion carried.

PROCLAMATION –  
JAMES A. BROWN DAY

Mayor Smith reported that we continue to wait on the Westside Redevelopment Project. We are waiting on the State Division of Water to issue a flood plain permit to proceed with building homes. The financing is lined up. We continue to work on closing the alley on Penn Street and we are also working on the transfer of lots to the Cynthiana-Harrison County Home Assistance Inc.

WESTSIDE  
REDEVELOPMENT  
PROJECT

Mayor Smith made a motion to reappoint Robert Owen to the Cynthiana-Harrison County Joint Planning Commission for a 4 year term. Commissioner Slade seconded. Vote: Mayor Smith: yes; Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Judy: yes. Motion carried.

ROBERT OWEN  
REAPPOINTED - CYN-  
HARR JOINT PLANNING  
COMM

Mayor Smith made a motion to reappoint Frazer Lebus and appoint Jimmy Brooks to the City of Cynthiana Board of Adjustments, both for a 4 year term. Commissioner Mattmiller seconded. Vote: Mayor Smith: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Judy: yes. Motion carried.

FRAZER LEBUS &  
JIMMY BROOKS –  
BOARD OF  
ADJUSTMENTS

Mayor Smith reported that a budget workshop is scheduled following this commission meeting and the Field and Main Bank building renovation is going very well. The second floor renovation is almost complete.

BUDGET WORKSHOP

Mayor Smith made a motion to go into executive session to discuss pending litigation under KRS 61.810(1)c concerning litigation on the Handy House and the discussion on a foreclosure action. Commissioner Mattmiller seconded. Vote: Mayor Smith: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Judy: yes. Motion carried.

EXECUTIVE SESSION

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

RETURN TO REGULAR  
SESSION

Mayor Smith reported that no action will be taken on the Handy House.

HANDY HOUSE – NO  
ACTION TAKEN

Mayor Smith made a motion to authorize Attorney Lair to draft a complaint to foreclose on a certain property. Commissioner Slade seconded. Vote: Mayor Smith: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Judy: yes. Motion carried.

AUTHORIZE TO DRAFT  
FORCLOSURE  
COMPLAINT

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

6/6/2017