

February 16, 2016  
Commission Meeting

The City of Cynthiana Board of Commissioners met in regular session February 16, 2016 at 5:30 P.M. in the Commissioner's Room at City Hall. Present were Mayor Smith, Commissioners Grayson, Mattmiller, Slade and Griggs and Attorney Lair.

Mayor Smith called the meeting to order.

CALL TO ORDER

Earl Litman with First Church of God presented the invocation.

EARL LITMAN  
INVOCATION

Mayor Smith reported that there are minutes to approve.

Commissioner Mattmiller made a motion to accept the minutes of the February 2, 2016 Regular Commission meeting. Commissioner Slade seconded. Vote: Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

APPROVE 2/2/2016  
MEETING MINUTES

Mayor Smith stated that we will start with the Harrison County Sanitation District contract since Harrison County Judge Executive Alex Barnett is in attendance. Mayor Smith thanked Judge Barnett for coming.

HARRISON COUNTY  
SANITATION  
DISTRICT CONTRACT

Mayor Smith stated that sometime in May the City Commission approved an agreement to treat sewage at \$6.50 per thousand gallons and also enacted an ordinance that anyone who connects to the city sewer would not object to being annexed into the City at a point in time that they would be asked. Mayor Smith reported that the Harrison County Sanitation District is asking that single family residences not be made to sign the agreement for annexation. Mayor Smith advised that he is not opposed to this but there would need to be a vote.

The Commission is not opposed to exempting single family residential. The Harrison County Sanitation District is to revise the contract and submit for approval for Mayor Smith to sign.

REVISED CONTRACT  
TO BE SUBMITTED

Mayor Smith recognized Attorney John Lair.

LEGALS

Attorney Lair read the second reading of Ordinance #1545 annexing 2 parcels of land belonging to Poindexter LLLP.

2<sup>nd</sup> READING ORD  
#1545 ANNEXATION  
OF POINDEXTER LLLP

Commissioner Slade made a motion to accept the second reading of Ordinance #1545. Commissioner Grayson seconded. Vote: Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

MOTION TO ACCEPT  
2<sup>nd</sup> READING  
ORDINANCE #1545

Attorney Lair read the second reading of Ordinance #1546 amending the policies and procedures to add the position of Rental License Inspector/Assistant to the Board of Commissioners.

2<sup>nd</sup> READING ORD  
#1546 AMENDING  
POLICIES &  
PROCEDURES

Commissioner Mattmiller made a motion to accept the second reading of Ordinance #1546. Commissioner Griggs seconded. Vote: Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Grayson: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried.

MOTION TO ACCEPT  
2<sup>nd</sup> READING  
ORDINANCE #1546  
AMENDING POLICIES  
& PROCEDURES

Mayor Smith recognized Commissioner Grayson.

FINANCE REPORT

Commissioner Grayson made a motion to pay the following bills:

PAYABLES REPORT

General Fund	\$ 117,425.65
Water & Sewer Fund	\$ 73,951.03

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

MOTION TO PAY  
BILLS

Commissioner Grayson reported cash in bank:

General Fund	\$ 885,773.82
Water & Sewer Fund	\$ 170,842.95
Municipal Road Aid Fund	\$ 85,851.86

Commissioner Grayson reported that he will be working with Magistrate Lemons on the salvage of the Handy House. He has been in contact with a salvage company last week and it is not something that they do. Commissioner Grayson along with Magistrate Lemons will continue getting information.

HANDY HOUSE  
SALVAGE

Commissioner Grayson also reported that there had been some talk of any of the proceeds from the taking down of the house be donated to the Heritage Council. Since this was reported in the Cynthiana Democrat last week, he has received some calls asking that any monies go to the Recreation Department.

Mayor Smith recognized Commissioner Slade.

Commissioner Slade announced that over the past weekend the Cynthiana Police Explorers had traveled and competed in Winterfest at Gatlinburg, Tennessee. Five explorers participated in six events. Detective Sergeant Judy said the explorers did very well and represented the city very well.

PUBLIC SAFETY  
REPORT

Commissioner Slade made a motion to post internally for a Police Detective. Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

MOTION TO POST  
INTERNALLY FOR  
POLICE DETECTIVE

Commissioner Slade stated that he would like to implement Officer Quinn's K-9 unit Hano for a 6 month trial basis. Clerk Hutchison has checked on liability insurance and other costs and there is money in the budget. Commissioner Slade stated that Hano is Officer Quinn's dog and the City would need a lease contract executed with Officer Quinn. Commissioner Slade made a motion to have Attorney Lair draw up a contract and authorize Mayor Smith to sign the contract. Commissioner Mattmiller seconded.

AUTHORIZE MAYOR  
SMITH TO SIGN  
CONTRACT WITH  
OFFICER QUINN FOR  
HANO

Discussion: Commissioner Griggs asked what the cost would be. Commissioner Slade stated that it would cost approximately \$4000 dollars to equip the cruiser and supplies, \$32.00 per week for insurance, compensation for Officer Quinn's time, and the City would also have to feed Hano. Commissioner Griggs stated that is all the questions that she has.

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

Mayor Smith recognized Commissioner Griggs.

Commissioner Griggs reported that we have approximately 100 tons of salt on hand. The crew is ready to provide snow removal around the clock if necessary. Commissioner Griggs also reported that she has been hearing compliments about snow removal and she wants to thank the crew for all their hard work.

MAINTENANCE DEPT  
REPORT

Commissioner Griggs reported that the Maintenance Department continues to work on replacing street signs.

Commissioner Griggs made a motion to declare as surplus a 1999 Chevrolet S-10, 2001 Chevrolet S-10, 2002 Chevrolet Silverado crew cab, and a 2002 Dodge Ram pick-up. Commissioner Mattmiller seconded. Vote: Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried.

SURPLUS VEHICLES

Commissioner Griggs made a motion to advertise for bids for parts only on a 1999 Chevrolet S-10 and a 2001 Chevrolet S-10. Commissioner Slade seconded. Vote: Commissioner Griggs: yes; Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Mayor Smith: yes. Motion carried.

ADVERTISE FOR  
PARTS ONLY

Commissioner Griggs made a motion to advertise for bids for a 2002 Chevrolet Silverado crew cab, and a 2002 Dodge Ram pick-up. Commissioner Grayson seconded. Vote: Commissioner Griggs: yes; Commissioner Grayson: yes....

ADVERTISE FOR BIDS  
SURPLUS VEHICLES

Mayor Smith recognized Judge Barnett.

Harrison County Judge Executive Barnett stated that the county is planning an auction in the Spring for surplus property. Judge Barnett said that you can usually get more in an auction than sealed bids. Judge Barnett stated that the City is welcome to add our surplus vehicles to their auction.

COUNTY SURPLUS  
AUCTION

Commissioner Griggs stated that she thinks that is a good idea to put ours with the county. She would like to include them in the County auction.

Commissioner Griggs made a motion to rescind the motion to advertise for bids for parts only a 1999 Chevrolet S-10 and a 2001 Chevrolet S-10. Commissioner Slade seconded. Vote: Commissioner Griggs: yes; Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Mayor Smith: yes. Motion carried.

RESCIND MOTION TO  
ADVERTISE FOR BIDS

Commissioner Griggs reported that Distribution and the Fire Department have been working on fire hydrants.

Commissioner Griggs reported that the 2 hour parking signs that we talked about at the last meeting were ordered and are in and we are just waiting on line locates to get them installed.

MAIN STREET 2  
HOUR PARKING  
SIGNS

Mayor Smith recognized Commissioner Mattmiller.

PUBLIC UTILITIES  
REPORT

Commissioner Mattmiller made a motion to declare a 6' X 9' chemical feed building as surplus. Commissioner Slade seconded. Vote: Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

DECLARE CHEMICAL  
FEED BUILDING AS  
SURPLUS

Commissioner Mattmiller made a motion to advertise for bids on a surplus 6' X 9' chemical feed building. Commissioner Griggs seconded. Vote: Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Grayson: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried.

AUTHORIZE TO  
ADVERTISE FOR BIDS  
6X9 BUILDING

Commissioner Mattmiller reported that the WWTP has an ongoing problem caused by overflow in the sewer system by rainwater. The City was fined in December 2015. Mayor Smith and Gary Royalty have been able to negotiate the fine down to \$4000. The City has to make a corrective action plan. There are a lot of illegal connections of sump pumps and rainwater connected to the sanitary sewer system. This problem has to be corrected.

WWTP  
FINE/OVERFLOW IN  
SEWER SYSTEM

Commissioner Mattmiller reported that the Recreation Department is going to sponsor a circus. It is the Kelly Miller Circus. It is scheduled for May 11, 2016 at 4:30 & 7:30. Commissioner Mattmiller says the board is excited about this.

RECREATION DEPT  
REPORT

Commissioner Mattmiller is working on a grant for the pond at Flat Run Veteran's Park. He is working on making it a Natural Habitat. Judge Barnett has been contacted by Fish and Wildlife to make a Fins program. Fish and Wildlife would also stock the pond. Commissioner Mattmiller said he will get with Judge Barnett.

POND AT FRVP

Commissioner Mattmiller reported that the City Clerk's Office has been working on a list of properties for rental property inspection. Commissioner Mattmiller stated that inspections will begin in a few days.

RENTAL PROPERTY  
INSPECTIONS

Commissioner Griggs questioned if the fine imposed by the state, couldn't we ask the state to use the \$4000.00 to put back into our infrastructure? Could we negotiate the fine? Mayor Smith answered that both he and Gary Royalty tried that avenue with the state but were unsuccessful.

COMM GRIGGS  
QUESTIONS WWTP  
FINE

Mayor Smith stated that everything on his agenda has been covered except for executive session.

MAYOR'S REPORT

Commissioner Slade made a motion to go into executive session to discuss acquisition of real property pursuant to KRS 61.810(1)b. Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Mayor Smith: yes. Motion carried.

EXECUTIVE SESSION

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

RETURN TO REGULAR  
SESSION

Commissioner Mattmiller made a motion to have the Mayor select an  
appraiser to appraise a certain piece of real property. Commissioner  
Slade seconded. Vote: Commissioner Mattmiller: yes; Commissioner  
Slade: yes; Commissioner Grayson: yes; Commissioner Griggs: yes;  
Mayor Smith: yes. Motion carried.

MOTION TO GET  
APPRAISAL

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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Elizabeth Faulkner, Deputy Clerk II

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James Smith, Mayor

2/16/2016