

November 1, 2016
Commission Meeting

The City of Cynthiana Board of Commissioners met in regular session November 1, 2016 at 5:30 P.M. in the Commissioner's Room at City Hall. Present were Mayor Smith, Grayson, Mattmiller, Slade and Griggs and Attorney Lair. Mayor Smith called the meeting to order.

Jason Rice with the New Beginnings Worship Center presented the invocation.

CALL TO ORDER
JASON RICE NEW
BEGINNINGS WORSHIP
CENTER - INVOCATION

Mayor Smith recognized J. D. Chaney with the Kentucky League of Cities.

VISITORS

J.D. Chaney stated he has been with the League for 15 years and this is his first visit to City Hall. Mr. Chaney reported that in the past the Friend of Cities Award was presented at the annual KLC Conference. The League recently changed that to presenting awards in the recipient's home town. JD Chaney presented the 2016 Friend of Cities Award to Representative Tom McKee on behalf of the Kentucky League of Cities and all cities across Kentucky including the City of Cynthiana. Representative McKee stated he is very honored to receive this award and thanked Mr. Chaney and welcomed him to Cynthiana. The Mayor and Commissioners, Representative McKee, and JD Chaney went to the stage for a picture; a copy is attached and hereto made a part of these minutes.

JD CHANEY
PRESENTING FRIEND
OF CITIES AWARD TO
REP TOM MCKEE

Mayor Smith announced that prior to tonight's meeting a retirement reception was held for Lawrence Nickerson. Mayor Smith read a proclamation to honor Lawrence Nickerson for 26 years of service and proclaiming November 1, 2016 Lawrence Nickerson Day in the City of Cynthiana. A copy of the proclamation is attached and made a part of these minutes. Mayor Smith made a motion to adopt this proclamation. Commissioner Mattmiller seconded. Vote: Mayor Smith: yes; Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Slade: yes; Commissioner Griggs: yes. Motion carried.

HONOR LAWRENCE
NICKERSON ON
RETIREMENT
PROCLAMATION

Mayor Smith asked for Lawrence Nickerson to come forward. Commissioner Griggs stated that Lawrence is the type of employee that makes things easier. Commissioner Griggs presented Lawrence with a parting gift and wished him much happiness and success. Director Gary Royalty also had a few words to say about Lawrence, that he would be missed and he could always count on Lawrence to give him the straight of it. He would always do whatever it took to get the job done. Commissioner Griggs added that Lawrence will be missed.

Mayor Smith reported that there are minutes to approve.

Commissioner Slade made a motion to accept the minutes of the October 18, 2016 Regular Commission meeting. Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Grayson: abstain; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

APPROVE 10/18/2016
MEETING MINUTES

Mayor Smith recognized Commissioner Grayson.

FINANCE REPORT

PAYABLES REPORT

Commissioner Grayson made a motion to pay the following bills:

MOTION TO PAY BILLS

General Fund	\$ 388,332.16
Water & Sewer Fund	\$ 165,318.05

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

Commissioner Grayson reported cash in bank:

CASH IN BANK

General Fund	\$ 497,469.39
Water & Sewer Fund	\$ 130,531.90
Municipal Road Aid Fund	\$ 45,359.37

Commissioner Grayson made a motion to offer vacation buy-back to employees again this year. Employees may buy-back up to 40 hours. Mayor stated that this actually saves the city money. Commissioner Mattmiller seconded. Vote: Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

VACATION BUY-BACK

Mayor Smith recognized Commissioner Slade.

PUBLIC SAFETY REPORT

Commissioner Slade made a motion to accept the statement of qualifications from Fitzsimons Office of Architecture for designing the new fire station. Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Mayor Smith: yes. Motion carried.

MOTION TO ACCEPT SOQ FITZSIMON OFFICE OF ARCHITECTURE

Commissioner Slade made a motion to offer employment to Ronald Erskine as a part-time certified telecommunicator upon successfully completing all pre-employment requirements; salary commensurate with position. Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

MOTION TO OFFER EMPLOYMENT TO PT CERT TELECOMMUNICATOR RONALD ERSKINE

Mayor Smith recognized Commissioner Griggs.

PUBLIC MAINTENANCE REPORT

Commissioner Griggs reported that leaf pick up is scheduled to begin on November 14, 2016. Brush pick up is currently on going and will continue until November 11, 2016. Commissioner Griggs announced that citizens may also bag leaves and the City will pick them up.

LEAF & BRUSH PICK UP

Commissioner Griggs reported that we are replacing the 6-inch main and service lines on Sherwood and Confederate. The main line is complete and the service lines should be complete next week. Patching on Oxley is complete.

SHERWOOD WATER LINE REPLACEMENT

Commissioner Griggs reported that we received one bid on sidewalk replacement. Commissioner Griggs made a motion to accept the sidewalk replacement bid from JD Contracting Services in Brooksville for \$2.99 per square foot. Commissioner Mattmiller seconded. Commissioner Grayson questioned how many feet are planned for the project. Commissioner Griggs stated that City workers would be

ACCEPT SIDEWALK REPLACEMENT BID JD CONTRACTING SERVICES - BROOKSVILLE KY

tearing out the sidewalks. Director Royalty stated that the bid is for labor to replace the sidewalks, the City will provide demolition and materials and that there is an allotted amount in budget and we will make that go as far as possible. Vote: Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried.

Commissioner Griggs thanked the Lions Club for Youth Day. She participated and enjoyed it very much and believes the students did as well.

Mayor Smith announced that the Leadership Summit held last week went very well.

MAYORS REPORT
LEADERSHIP SUMMIT

Mayor Smith made a motion to declare 102 W Penn Street as surplus. Commissioner Slade seconded. Vote: Mayor Smith: yes; Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes. Motion carried.

MOTION TO DECLARE
102 W PENN SURPLUS

Mayor Smith made a motion to transfer property at 102 W Penn Street to Harrison County Housing Assistance Program. Commissioner Mattmiller seconded. Vote: Mayor Smith: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Griggs: yes. Motion carried.

MOTION TO TRANSFER
102 W PENN TO HARR
CO HOUSING ASSIST
PROGRAM

Mayor Smith apologized to Commissioner Mattmiller for skipping over him. Mayor Smith recognized Commissioner Mattmiller.

PUBLIC MAINTENANCE
REPORT

Commissioner Mattmiller announced that THM's and HAA5's sampling is completed and the results were outstanding.

RESULTS ON THM &
HAA5 TESTING

Commissioner Mattmiller reported that the pump at Devil's Backbone will be turned off in mid November. We will begin pumping from the South fork of the Licking River.

DEVIL BACKBONE PUMP
STATION TURNED OFF
MID-NOV

Commissioner Mattmiller also announced that due to the Sewer Rehab Project and dry weather the WWTP had a day when school was out on fall break of only 500,000 gallons. This is a very good thing.

LOW INFLOW TO
WWTP

Mayor Smith reminded the Commission that last year the Commission granted city employees the day after Thanksgiving and Christmas Eve as paid holidays due to their hard work. Mayor Smith stated in his opinion they have done a stellar job this year as well and went above and beyond. Mayor Smith has a municipal order to read and will ask for a vote. Mayor Smith read Municipal Order 2016-4.

MAYOR'S REPORT

Mayor Smith made a motion to adopt Municipal Order 2016-4 declaring November 25, 2016 and December 23, 2016 as paid holidays for City of Cynthiana full-time employees. Commissioner Mattmiller seconded. Commissioner Griggs asked if the Commission could go ahead and prepare an ordinance to make this permanent. There is not enough time to do this for this year as it requires 2 readings and publication. Commissioner Griggs would like to get it done before next year. Vote: Mayor Smith: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Griggs: yes. Motion carried.

MUNICIPAL ORDER
2016-4

Mayor Smith announced that Champions for a Drug Free Harrison County will be having their next community event on November 14,

2016 at 5:30 p.m. It is being held at Cynthiana Christian Church.

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

MOTION TO GO INTO EXECUTIVE SESSION

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

MOTION TO RETURN TO REGULAR SESSION

Mayor Smith reported that in executive session regarding acquisition of property no action was taken.

NO ACTION TAKEN

Mayor Smith reported that Attorney Lair updated the Commission on pending litigation. No action taken.

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

ADJOURN

11/1/2016

Jamie Hutchison, City Clerk

James Smith, Mayor