

August 2, 2016  
Commission Meeting

The City of Cynthiana Board of Commissioners met in regular session August 2, 2016 at 5:30 P.M. in the Commissioner's Room at City Hall. Present were Mayor Smith, Commissioners Grayson, Mattmiller, and Griggs and Attorney Lair. Commissioner Slade was absent.

Mayor Smith called the meeting to order.

CALL TO ORDER

Mayor Smith recognized Tunya Adams with Living Hope Assembly of God to present the invocation.

TUNYA ADAMS  
INVOCATION

Mayor Smith reported that there are minutes to approve.

Commissioner Mattmiller made a motion to accept the minutes of the July 19, 2016 Regular Commission meeting. Commissioner Griggs seconded. Vote: Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Grayson: yes; Mayor Smith: yes. Motion carried.

APPROVE 7/19/2016  
MEETING MINUTES

Attorney Lair reported there is nothing to handle in legals.

LEGALS

Mayor Smith recognized Commissioner Grayson.

FINANCE REPORT

Commissioner Grayson made a motion to pay the following bills:

PAYABLES REPORT  
MOTION TO PAY BILLS

General Fund \$ 75,640.16

Water & Sewer Fund \$ 85,026.38

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

Commissioner Grayson reported cash in bank:

CASH IN BANK

General Fund \$ 368,224.63

Water & Sewer Fund \$ 96,755.65

Municipal Road Aid Fund \$ 13,233.83

Commissioner Grayson reported that he has a quote on a handicap accessible entry door at the side entrance of City Hall. The amount of the quote is \$3349.95. Commissioner Grayson made a motion to accept the bid from Plummer Construction to install a handicap accessible door into side entrance of City Hall. Commissioner Mattmiller seconded. Vote: Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

MOTION TO ACCEPT  
PLUMMER CONST BID  
ON ACCESSIBLE ENTRY  
DOOR CITY HALL

Mayor Smith reported that Commissioner Slade is on vacation and that he has a couple things to take care of for Commissioner Slade.

PUBLIC SAFETY  
REPORT

Mayor Smith reported that Sergeant Michael Kiskaden has completed a three week sergeant's academy. All of the City's sergeants have

SGT MICHAEL  
KISKADEN

been trained at the police academy.

Mayor Smith recognized Chief Johnson for an update on Walking Dead Day. Chief Johnson reported that on August 5, 2016 the following streets will be closed effective 9 pm: Main Street from Bridge to Pleasant, Pike Street from Church to Sheriff's Office, and Walnut Street from Bridge to Pleasant. Then on Saturday morning South Poplar Street will be closed from Pleasant to the County Fire Station. Streets will be opened back up at 9 pm on Saturday night.

Mayor Smith made a motion to authorize to advertise for proposal for architect/engineer to design and develop plans and specifications for a new fire station. Commissioner Mattmiller seconded. Commissioner Grayson asked if we are going to incorporate E-911 into the new fire station. Chief Sanders stated there are plans for a dispatch area in the plans. It is still in the planning stages. Vote: Mayor Smith: yes; Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Griggs: yes. Motion carried.

Mayor Smith recognized Commissioner Griggs.

Commissioner Griggs reported that the Maintenance Department assisted with the water line installation on Clifton Road and also worked long hours assisting with the water leak at Bridge and Church.

Commissioner Griggs reported that additional manpower will be assigned for clean-up for the Walking Dead Festival and assist in any way that they can.

Mowing continues. Crews have been working on cleaning in the downtown areas.

Commissioner Griggs reported that two of the F-450 dump trucks are down which is hindering progress. They are in the shop getting checked out.

Commissioner Griggs made a motion to authorize employment to an individual as a Maintenance Worker I upon successful completion of all pre-employment requirements. Commissioner Grayson seconded. Vote: Commissioner Griggs: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Mayor Smith: yes. Motion carried.

Mayor Smith recognized Commissioner Mattmiller.

Commissioner Mattmiller commended the Distribution crew and Maintenance Department for their dedication and hard work repairing a water leak that lasted over 36 hours. The crew had to work in extreme weather conditions. Commissioner Mattmiller really appreciates their hard work.

Commissioner Mattmiller reported that we are ready to move on to the next list of rental property inspections. This will be done by using our 7 Health & Safety issues. Commissioner Mattmiller has worked by separating rental properties and private ownership. Code enforcement will continue to be working on code enforcement issues and Jody Whitaker the new rental housing inspector will focus on the 7 health and safety standards relating to rental property.

Mayor Smith reported at the last meeting a company called Legal Shield made a presentation and wants to meet with city employees to offer supplement legal and identity theft insurance as a payroll

WALKING DEAD DAY  
UPDATE ON STREET  
CLOSINGS

MOTION TO  
ADVERTISE FOR  
ARCHITECT TO DESIGN  
NEW FIRE STATION

PUBLIC MAINTENANCE  
REPORT

MOTION TO OFFER  
EMPLOYMENT AS  
MAINTENANCE  
WORKER I

PUBLIC UTILITIES  
REPORT

RENTAL PROPERTY  
INITIATIVE

MAYOR'S REPORT

deduction. No cost to the city. It is voluntary. Mayor Smith asked if the commission wants to offer this service to the employees.

Commissioner Mattmiller made a motion to allow Legal Shield to meet with employees. Commissioner Grayson asked how they would meet with employees. Mayor Smith answered that the company is willing to set up meetings with departments by contacting supervisors. Commissioner Grayson seconded.

MOTION TO AUTHORIZE LEGAL SHIELD TO OFFER INSURANCE TO EMPLOYEES

Discussion. Attorney Lair would like to look over the information prior to accepting motion due to it being a payroll deduction.

Commissioner Mattmiller withdrew motion.

WITHDRAW MOTION

Mayor Smith announced that he has worked up something for the UDAG micro loan program. Mayor Smith stated he has borrowed this from the City of Louisville. Mayor Smith asks that the Commission look over this small business loan packet so that we can see about implementing this idea. Mayor Smith reported that the person who had applied for the loan has withdrawn his application however there has been another individual inquire about the loan.

MICRO LOAN APPLICATION PACKET PRESENTED BY MAYOR SMITH

Mayor Smith reported that House Bill 422 that took effect on July 15, 2016 makes some adjustments to Code Enforcement issues. This actually streamlines the process and puts code enforcement liens up there with property taxes for collecting fees. Mayor Smith asked for Attorney Lair look at the sample ordinance from the Kentucky League of Cities.

CODE ENFORCEMENT HB 422

Mayor Smith asked about the nuisance ordinance that we have been working on. Commissioner Griggs stated that we need to meet on it. Attorney Lair advised that we are going to have to look at the new laws before we do much more work on it and we need to have it all work together.

NUISANCE ORDINANCE

Mayor Smith reported that code enforcement is complaint driven. Our ordinances are vague. We have had some issues about parking cars in the yard. Mayor Smith and Commissioner Griggs stated that the new ordinance clearly states that there is no parking of cars in yard.

CODE ENFORCEMENT ISSUES

Commissioner Mattmiller announced that sometimes complaints are like a catch 22. Commissioner Mattmiller stated that we could be too strict on some things and not strict enough on other things.

The Commission is in agreement that there are things to work out in code enforcement.

Mayor Smith announced that he has talked to Kevin Florence with the state and Pike Street is going to be paved this year. Hopefully before the Rod Run, if not the first of September. Commissioner Grayson asked that we check into moving the stripe over toward the south of center because parking is allowed on the north side. Mayor Smith is going to check into this.

Mayor Smith stated there is one more item to discuss and that is pending litigation.

Commissioner Grayson made a motion to go into executive session to discuss pending litigation pursuant to KRS 61.810(1) c. Commissioner Griggs seconded. Vote: Commissioner Grayson: yes;

MOTION TO GO INTO EXECUTIVE SESSION

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

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

RETURN TO REGULAR SESSION

No action taken.

Commissioner Griggs made a motion to adjourn. Commissioner Grayson seconded. Vote: 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

8/2/2016