

March 19, 2019
Regular Commission Meeting

<p>The City of Cynthiana Board of Commissioners met in regular session March 19, 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.</p> <p>Mayor Smith called the meeting to order.</p>	<p>CALL TO ORDER</p>						
<p>Dale Kendrick with Salem Church of Christ presented the invocation.</p>	<p>INVOCATION</p>						
<p>Mayor Smith recognized Tomi Jean Clifford.</p> <p>Ms. Clifford made a report on the Chamber of Commerce. A copy of the highlights are included and hereto made a part of these minutes.</p> <p>Members of the Leadership Harrison County program presented their class project and asked that the City covers the electric bill and landscaping maintenance moving forward.</p>	<p>VISITORS</p> <p>TOMI JEAN CLIFFORD CHAMBER OF COMMERCE</p> <p>LEADERSHIP HARRISON COUNTY</p>						
<p>Commissioner Griggs made a motion to approve the minutes of the March 5, 2019 Regular Commission meeting. Commissioner Slade seconded. Vote: Commissioner Griggs: yes; Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Judy: abstain; Mayor Smith: yes. Motion carried.</p>	<p>APPROVAL OF MINUTES</p> <p>MARCH 5, 2019 MINUTES</p>						
<p>Commissioner Slade made a motion to authorize the Mayor to sign documents relating to water rate increase for wholesale water, raising it to \$3.15 per 1000 gallons effective July 1, 2019. Commissioner Judy seconded. Vote: Commissioner Slade: yes; Commissioner Judy: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.</p>	<p>LEGALS</p>						
<p>Mayor Smith reported that we are putting a new roof on the Main Street side of the Lerman Building. The front of the Pike Street side has been torn out and replaced with plywood that will have a community calendar painted on it.</p>	<p>MAYOR'S REPORT</p> <p>LERMAN BUILDING</p>						
<p>Mayor Smith recognized Commissioner Mattmiller.</p>	<p>FINANCE REPORT</p>						
<p>Commissioner Mattmiller made a motion to pay the following bills:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">General Fund</td> <td style="width: 10%; text-align: right;">\$</td> <td style="width: 30%; text-align: right;">42,934.53</td> </tr> <tr> <td>Water & Sewer Fund</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">58,237.77</td> </tr> </table> <p>Commissioner Griggs seconded. Vote: Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Judy: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion</p>	General Fund	\$	42,934.53	Water & Sewer Fund	\$	58,237.77	<p>PAYABLES REPORT</p>
General Fund	\$	42,934.53					
Water & Sewer Fund	\$	58,237.77					

carried.													
Commissioner Mattmiller reported cash in bank:													
<table> <tr> <td>General Fund</td> <td>\$</td> <td>356,933.57</td> <td>CASH IN BANK</td> </tr> <tr> <td>Water & Sewer Fund</td> <td>\$</td> <td>132,737.50</td> <td></td> </tr> <tr> <td>Municipal Road Aid Fund</td> <td>\$</td> <td>51,039.40</td> <td></td> </tr> </table>	General Fund	\$	356,933.57	CASH IN BANK	Water & Sewer Fund	\$	132,737.50		Municipal Road Aid Fund	\$	51,039.40		
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Mayor Smith recognized Commissioner Slade.	PUBLIC SAFETY REPORT												
<p>Commissioner Slade made a motion change the status of LaDonna Parsons from Full-time certified telecommunicator to a part-time certified telecommunicator effective March 31, 2019. Commissioner Judy seconded. Vote: Commissioner Slade: yes; Commissioner Judy: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.</p> <p>Commissioner Slade made a motion to offer employment to two individuals as fulltime Police Officer recruits contingent upon successful completion of all pre-employment requirements. Commissioner Judy seconded. Vote: Commissioner Slade: yes; Commissioner Judy: yes; Commissioner Griggs: yes; Commissioner Mattmiller: yes; Mayor Smith: yes. Motion carried.</p> <p>Commissioner Slade made a motion to declare surplus 14 full units SCBA's and 31 spare bottles. Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.</p> <p>Commissioner Slade made a motion to advertise for sealed bids for SCBA's. Commissioner Judy seconded. Vote: Commissioner Slade: yes; Commissioner Judy: yes; Commissioner Griggs: yes; Commissioner Mattmiller: yes; Mayor Smith: yes. Motion carried.</p>	<p>L PARSONS FT TO PT</p> <p>OFFER EMPLOYMENT 2 POLICE OFFICER RECRUITS</p> <p>DECLARE SURPLUS SCBA's</p> <p>ADVERTISE FOR BIDS – SCBA's</p>												
Mayor Smith recognized Commissioner Griggs.	PUBLIC MAINTENANCE REPORT												
<p>Commissioner Griggs reported:</p> <ul style="list-style-type: none"> • Pothole patching continues. Please call City Hall to report any problems in the city roadways. • Concrete will be placed on Elmarch tomorrow for street repairs that were caused by a necessary residential sewer line repair. • Crews are installing crash protection for the emergency generator for the fire station. • Crews have been performing street cleaning. Motorists are advised to please use caution when encountering our crews. • The Spring Brush cleanup will take place starting April 8th thru the 26th. Brush will need to be at the back of the sidewalk. Limb sizes can be no greater than 6" in diameter and cut into manageable pieces. • Mowing equipment is being serviced and being prepped for grass cutting season. 													
Mayor Smith recognized Commissioner Griggs to do the Utilities report for Commissioner Judy.	PUBLIC UTILITIES REPORT												
Commissioner Griggs reported:													

<ul style="list-style-type: none"> • Maintenance personnel have completed numbering and initial maintenance on all the city fire hydrants. These will now be included in our GIS locating maps. • Maintenance personnel have also completed a valve exercise of our water distribution system valves. Crews turned all 760 plus valves in the system and these will also be included in the GIS locating maps. (I'd like to congratulate our crews on this. They turned over 760 plus valves by hand in 10 working days. Our distribution coordinator says this is his first time in memory in over 20 years that this has been completed! Exercising our valves is vital to maintaining our system! This will be now implemented on a bi-annual basis. • Following our valve exercise, in coordination with the water treatment plant, crews will begin the spring directional flush of the water distribution system on March 25th. Weather permitting this is scheduled for one week. Motorists please use caution when encountering our crews. • The water treatment plant electrical upgrade continues. All lines are now on the new electrical service. • A new polymer pump was installed for the solids press at the wastewater plant. • The UV treatment bulbs will be replaced on their yearly scheduled replacement program for the wastewater plant. • The yearly maintenance for the city's emergency generators is underway. <p>Commissioner Judy reported that she has received a letter from the Rev Ross Park Committee requesting that the City contribute gifts to the Rev Ross Park Easter Egg Hunt.</p>	
<p>Commissioner Griggs made a motion to adjourn. Commissioner Judy seconded. Vote: Commissioner Griggs: yes; Commissioner Judy: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried.</p>	<p>ADJOURN</p>
<p>_____ Jamie Hutchison, City Clerk</p> <p>_____ James Smith, Mayor</p>	<p>3/19/2019</p>