

December 20, 2016
Special Commission Meeting

The City of Cynthiana Board of Commissioners met in special session December 20, 2016 at 5:30 P.M. in the Community Room at Cynthiana Public Library located at 104 North Main Street, Cynthiana, Kentucky. Present were Mayor Smith, Commissioners Grayson, Mattmiller, Slade and Griggs and Attorney Lair. Also attending was Commissioner-Elect Lourena Judy.

The meeting is in session at this location due to Commissioner Mattmiller's recent hip replacement surgery so that he wouldn't have to climb the stairs at City Hall.

A reception was held prior to the Commission meeting for Commissioner Grayson at 5:00 p.m.

CALL TO ORDER

Mayor Smith called the meeting to order.

Mayor Smith presented the invocation.

MAYOR SMITH
PRESENTED THE
INVOCATION

VISITORS

Mayor Smith recognized Henry Pope. Mr. Pope is in attendance to voice his concern about the entrance to the proposed subdivision on the by-pass. The property belonging to William Horn was recently annexed into the City; Mr. Pope's property is adjacent to the Horn property. Mr. Pope is concerned about the safety of exiting the subdivision. He wants the city to check into this because it is less than 100 foot from the intersection. The Commission will be checking in on this. Mr. Pope also is concerned about upkeep of the property. Mayor Smith informed Mr. Pope that now that it is annexed into the city all code enforcement rules will pertain to the property.

HENRY POPE

Mayor Smith reported that there are minutes to approve.

Commissioner Mattmiller made a motion to accept the minutes of the December 6, 2016 Special Commission meeting. Commissioner Slade seconded. Vote: Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

APPROVE 12/6/2016
SPECIAL MEETING
MINUTES

LEGALS

Mayor Smith recognized Attorney Lair.

SWEARING IN OF
COMMISSIONERS

Attorney Lair swore in newly elected Commissioner Lourena Judy which will be effective January 1, 2017 at 12:00 a.m.

Attorney Lair swore in re-elected Commissioners Griggs, Mattmiller, and Slade.

Attorney Lair read aloud the first reading of Ordinance #1553 sponsored by Commissioner Griggs amending the Policies and Procedures as relates to holidays. This ordinance adds the Friday following Thanksgiving Day and Christmas Eve as paid holidays for full-time employees.

1st READING
ORDINANCE#1553
AMENDING P&P
RELATING TO HOLIDAY
PAY

Commissioner Griggs made a motion to accept the first reading of Ordinance #1553. Commissioner Mattmiller seconded. Vote: Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried.

Attorney Lair read aloud the first reading of Ordinance #1554 annexing property consisting of approximately 8.059 acres currently owned by the Commonwealth of Kentucky Transportation Cabinet and is the location of the KYTC Garage building site.

1ST READING
ORDINANCE #1554
ANNEXING KYTC
GARAGE

Commissioner Slade made a motion to accept the first reading of Ordinance #1554. Commissioner Griggs seconded. Vote: Commissioner Griggs: yes; Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Grayson: yes; Mayor Smith: yes. Motion carried.

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 \$ 112,098.24

Water & Sewer Fund \$ 133,114.70

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

Commissioner Grayson reported cash in bank:

CASH IN BANK

General Fund \$ 542,972.62

Water & Sewer Fund \$ 131,781.07

Municipal Road Aid Fund \$ 66,529.28

Commissioner Grayson reported that the Commission has talked about a downtown sound system; he has been in contact with Chris Winkle, Larry Wells, and Jerry Adams about this project. If it suits the Commission he and these three individuals would be willing to form a committee to look into this.

DOWNTOWN SOUND
SYSTEM COMMITTEE

Mayor Smith made a motion to authorize to form a Downtown Sound System Committee consisting of Commissioner Grayson, Chris Winkle, Jerry Adams, and Larry Wells. Commissioner Mattmiller seconded. Vote: Mayor Smith: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Grayson: yes; Commissioner Slade: yes. Motion carried.

MOTION TO FORM
DOWNTOWN SOUND
SYSTEM COMMITTEE

Commissioner Grayson thanked the Commission for his certificate and said he appreciated his time being a commissioner. He said there isn't anything that can't be accomplished if you set your mind to it and say let's get it done.

Mayor Smith recognized Commissioner Slade.

PUBLIC SAFETY
REPORT

Commissioner Slade made a motion to rescind the resignation of Dorothea Perry as a full-time Telecommunicator effective December 17, 2016. Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Mayor Smith: yes. Motion carried.	D PERRY RESCIND RESIGNATION
Commissioner Slade made a motion to change the status of Dorothea Perry from full-time Telecommunicator to part-time Telecommunicator effective December 17, 2016. Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Grayson: yes; Mayor Smith: yes. Motion carried.	CHANGE STATUS OF D PERRY FROM FT TO PT DISPATCHER
Commissioner Slade made a motion to change the status of Chris Ruth, Jamie Grimes, and Michael McClanahan from part-time Certified Firefighter to Volunteer Firefighter effective immediately. Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Mayor Smith: yes. Motion carried.	MOTION TO CHANGE STATUS OF GRIMES, MCCLANAHAN, & RUTH FROM PT FIREFIGHTER TO VOLUNTEER
Commissioner Slade made a motion to authorize to advertise for part-time certified Firefighters. Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Grayson: yes; Mayor Smith: yes. Motion carried.	MOTION TO ADVERTISE FOR PT CERTIFIED FIREFIGHTERS
Commissioner Slade made a motion to accept resignation of part-time dispatcher Megan Harney effective December 23, 2016. requirements. Mayor Smith seconded. Vote: Commissioner Slade: yes; Mayor Smith: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes. Motion carried.	MOTION TO ACCEPT RESIGNATION OF M HARNEY PT DISPATCHER
Commissioner Slade made a motion to change the status of part-time Telecommunicator Katie Tibbs to full-time Telecommunicator effective December 24, 2016. Commissioner Grayson seconded. Vote: Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.	CHANGE STATUS OF KATIE TIBBS FROM PT TO FT TELECOMMUNICATOR
Commissioner Slade told Commissioner Grayson that it had been an honor to serve with him at this table for 6 years and even though they had been on different sides of the fence at times he never had to question his agenda, it was also to make Cynthia a better place.	THANK YOU TO COMMISSIONER GRAYSON
Smith recognized Commissioner Griggs.	PUBLIC MAINTENANCE REPORT
Commissioner Griggs reported that leaf pick up is completed, however if you would like to bag your leaves we will pick them up just call City Hall. The sidewalk project on Walnut Street started this week. Commissioner Griggs reported that crews are working hard repairing water leaks. She also announced that she is proud of all the hard work that they do and that has not changed since day one.	LEAF PICK UP COMPLETE
Commissioner Griggs made a motion to accept the retirement of Erman Kelly, Maintenance Worker I effective December 31, 2016. Commissioner Mattmiller seconded. Vote: Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried.	ERMAN KELLY RETIREMENT
Commissioner Griggs made a motion to change the job title of Joe Sams from Maintenance Worker II to acting Maintenance Supervisor	CHANGE JOB CLASSIFICATION OF

salary commensurate with position. Commissioner Slade seconded. Vote: Commissioner Griggs: yes; Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Grayson: yes; Mayor Smith: yes. Motion carried.

JOE SAMS TO ACTING
MAINTENANCE
SUPERVISOR

Commissioner Griggs thanked Commissioner Grayson for his support and he will be missed.

Mayor Smith recognized Commissioner Mattmiller.

Commissioner Mattmiller stated that Commissioner Grayson will certainly be missed and not only was he co-worker but became a good friend and will continue to be.

PUBLIC UTILITIES
REPORT

Remember the situation at the Water Treatment Plant with the back wash pump that we declared an emergency. This pump is the original pump at the plant. It is over 50 years old and parts are unavailable. This back wash has to be done every 80 hours minimum. We have received three quotes to replace this pump. At this time we will go forward with the lowest quote from National Water Inc. in the amount of \$43,051.00.

WTP EMERGENCY
WITH BACK WASH
PUMP-LOWEST QUOTE
NATIONAL WATER INC.

Commissioner Mattmiller made a motion to declare an emergency for the back wash pump at the Water Treatment Plant. Commissioner Grayson seconded. Vote: Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

MOTION TO DECLARE
EMERGENCY FOR BACK
WASH PUMP

Mayor Smith made a motion to authorize Mayor Smith to sign a data base end user agreement with Comcate. Attorney Lair has looked over the agreement. The agreement is necessary for the PVA to release information to Comcate. Commissioner Mattmiller seconded. Vote: Mayor Smith: yes; Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Slade: yes; Commissioner Griggs: yes. Motion carried.

MAYOR'S REPORT
AUTHORIZE MAYOR TO
SIGN DATA BASE
AGREEMENT WITH
COMCATE

Mayor Smith made a motion to appoint Brian Canupp to the Senior Citizen Board. Commissioner Slade seconded. Vote: Mayor Smith: yes; Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Griggs: yes. Motion carried.

APPOINT BRIAN
CANUPP TO SENIOR
CITIZEN BOARD

Mayor Smith made a motion to appoint James Garrison to the Parks and Recreation Board. Commissioner Mattmiller seconded. Vote: Mayor Smith: yes; Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Slade: yes; Commissioner Griggs: yes. Motion carried.

APPOINT JAMES
GARRISON TO PARKS &
REC BOARD

There will be a ribbon cutting at Maiden City Brewing tomorrow at 5 p.m. all commissioners are invited.

ANNOUNCEMENTS

There will an open house at Ashford Acres on December 23, 2016.

The new Dairy Queen opened this week.

Mayor Smith reported that the Christmas Parade went very well. Probably one of the biggest ever with over 90 entries. Mayor Smith thanked the Police and Fire Departments for their help. Mayor Smith also thanked the Maintenance Department for their float entry; he thought it was the best one in the parade.

CHRISTMAS PARADE

Mayor Smith also thanked the Fire Department for sponsoring the Chamber Luncheon this month. The Fire Department demonstrated How fast a Christmas tree will catch a house on fire. It was probably the best Chamber luncheon of the year as well.

Mayor Smith stated that he appreciates the mentoring that has occurred the past two years from Commissioner Grayson. Mayor Smith said that when he first became Mayor it was all new to him and that the Commission had some turmoil in the beginning. Commissioner Grayson remained steady and wise and the Mayor appreciates his service to the community.

APPRECIATION TO
COMMISSIONER
GRAYSON

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

Mayor Smith made a motion to authorize an individual to go to a certain amount to purchase property located at 202 Springdale. Commissioner Grayson seconded. Vote: Mayor Smith: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Griggs: yes. Motion carried.

MOTION TO
AUTHORIZE TO BID TO
A SPECIFIC AMT ON
202 SPRINGDALE

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

ADJOURN

Jamie Hutchison, City Clerk

James Smith, Mayor

12/20/16