

April 28, 2015
Commission Meeting

The City of Cynthiana Board of Commissioners met in regular session April 28, 2015 at 5:30 P.M. in the Commissioner's Room at City Hall. Present were Mayor Smith, Commissioners Grayson, Mattmiller, and Slade and Attorney Lair.

Mayor Smith called the meeting to order and recognized Rev. Mike Bowen of Covenant Presbyterian Church who gave the invocation before the start of the Commission meeting.

REV. MIKE BOWEN
INVOCATION

Mayor Smith stated that a lot of people are here on behalf of Charleen McIlvain. Mayor Smith read a proclamation declaring April 30, 2015 as Charleen M. McIlvain Day in the City of Cynthiana. A copy of the proclamation will be included with the minutes.

CHARLEEN MCILVAIN
RETIREMENT
RECEPTION &
PROCLAMATION

Commissioner Grayson thanked Charleen for all that she has done for the City of Cynthiana. He thanked her on behalf of all the Mayors' and Commissioners' over the last 28 years. Commissioner Grayson presented Charleen with a gift card and framed proclamation. Charleen thanked the Mayor and Commissioners and wished them continued success in the future. She stated that the last 5 or 6 years have been very productive.

Mayor Smith recognized John Gross. Mr. Gross stated that he has been mowing and keeping up a city lot on Penn Street that adjoins his residence. He would like to use this lot for some recreation for kids to keep them off the streets. He thinks it would be a good place for a Putt-Putt Golf Course. Mr. Gross also expressed concerns about flooding and would like the Commission to look into building a flood wall on Poplar Street.

VISITORS
JOHN GROSS

Commissioner Mattmiller stated it would be a good thing to bring up to the Rec. Board. Commissioner Mattmiller is on the Rec. Board and he will bring it up. Mayor Smith thanked Mr. Gross.

Mayor Smith said that since the last Commission meeting there has been a hearing of a grievance filed by Chief Johnson against Commissioner Tapp. Since that hearing he has received a letter of resignation from Commissioner Tapp. Mayor Smith read the letter of resignation.

RESIGNATION OF
COMMISSIONER TAPP

Mayor Smith made a motion to accept Commissioner Tapp's resignation as submitted effective April 28, 2015. Commissioner Grayson seconded. Vote: Mayor Smith: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes. Motion carried.

Mayor Smith reported that there are minutes to approve. Commissioner Slade a motion to accept the minutes of the April 14, 2015 meeting. Commissioner Grayson seconded. Vote: Commissioner Slade: yes; Commissioner Grayson: yes;

APPROVE 4/14/15
MINUTES

Commissioner Mattmiller: yes; Mayor Smith: yes. Motion carried.
Commissioner Slade a motion to accept the minutes of the April 16, 2015 Special Meeting. Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Grayson: Abstain; Mayor Smith: yes. Motion carried.

APPROVE 4/16/15
SPECIAL MEETING
MINUTES

Mayor Smith recognized Attorney Lair.

LEGALS

Attorney Lair read the second reading of Summary Ordinance of Ordinance #1532, a five year non-exclusive franchise for cable service in Cynthiana.

Commissioner Grayson made a motion to approve the second reading of Ordinance #1532. Commissioner Mattmiller seconded. Vote: Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried.

APPROVE 2nd
READING SUMMARY
ORD#1532-CABLE
FRANCHISE

Commissioner Slade made a motion to advertise for cable franchise bids. Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Grayson: yes; Mayor Smith: yes. Motion carried.

ADVERTISE FOR
CABLE FRANCHISE
BIDS

Mayor Smith recognized Commissioner Grayson.

FINANCE REPORT

Commissioner Grayson made a motion to pay the following bills:

PAYABLES REPORT

General Fund	\$ 61,570.45
Water & Sewer Fund	\$ 62,026.17

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

Commissioner Grayson reported cash in bank:

General Fund	\$ 795,683.06
Water & Sewer Fund	\$ 350,284.47
Municipal Road Aid Fund	\$.82

Commissioner Grayson reported that he had a letter of resignation from Emily Ammerman, Main Street Director.

Commissioner Grayson made a motion to accept the resignation of Emily Ammerman effective June 1, 2015. Commissioner Slade seconded. Vote: Commissioner Grayson: yes; Commissioner Slade: yes; Commissioner Mattmiller: yes; Mayor Smith: yes. Motion carried.

ACCEPT RESIGNATION
OF EMILY AMMERMAN
MAIN ST PROGRAM

Commissioner Grayson moved to authorize Jamie Hutchison and Leslie Mullett to sign checks. Commissioner Slade seconded. Vote: Commissioner Grayson: yes; Commissioner Slade: yes; Commissioner Mattmiller: yes; Mayor Smith: yes. Motion carried.

AUTHORIZE JAMIE
HUTCHISON & LESLIE
MULLETT TO SIGN
CHECKS

Commissioner Grayson moved to authorize Jamie Hutchison and Mayor Smith to sign to transfer state contracts and vehicles. Commissioner Mattmiller seconded. Vote: Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried.

AUTHORIZE JAMIE HUTCHISON AND MAYOR SMITH TO SIGN TRANSFERS

Commissioner Grayson made a motion to increase the hourly pay of Utility Clerk Elizabeth Faulkner by 25 cents per hour effective 4/28/15. Commissioner Slade seconded. Vote: Commissioner Grayson: yes; Commissioner Slade: yes; Commissioner Mattmiller: yes; Mayor Smith: yes. Motion carried.

E FAULKNER INCREASE HOURLY WAGE

Mayor Smith recognized Chief Sanders.

PUBLIC SAFETY

FIRE CHIEF REPORT

Chief Sanders reported that they have been getting equipment out of the 1985 panel truck. The new trailer is in and they have been working on getting it ready for service.

Mayor Smith recognized Chief Johnson.

POLICE CHIEF REPORT

Chief Johnson reported that the Police Department will not be getting the 2015 Ford Explorer that was ordered on state contract due to shortage of vehicles; however we will be receiving a 2016 Ford Explorer at the 2015 price. Delivery should be at the end of July 2015. E-911 center is going well even though they are short handed. Chief Sanders also asked that citizens do not park on sidewalks or blow grass into the street.

Mayor Smith made a motion to hire Vance Meighan as Police Officer recruit effective first day of academy training. Commissioner Grayson seconded. Vote: Mayor Smith: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes. Motion carried.

OFFER EMPLOYMENT TO VANCE MEIGHAN POLICE OFFICER RECRUIT

Mayor Smith recognized Commissioner Slade.

PUBLIC WORKS

Commissioner Slade again asked that citizens to not mow grass into street. Also don't park on sidewalks. Be aware we are working on Webster Avenue Safe Routes to School project. Spring chipper service will run through May 8th.

Commissioner Slade has a presentation from Representative Tom McKee for the Public Works Department. The proclamation is for the hard work during the extreme weather conditions this winter. Commissioner Slade read the proclamation. A copy is hereto attached to the minutes. Commissioner Slade said that these men went above and beyond this winter. Several of the Public Works crew were in attendance.

PROCLAMATION FROM REP MCKEE FOR PUBLIC WORKS

Mayor Smith recognized Commissioner Mattmiller.

PUBLIC UTILITIES REPORT

Commissioner Mattmiller made a motion to accept the resignation of Michael Fuller effective 4/19/2015. Commissioner Slade seconded. Vote: Commissioner Mattmiller: yes; Commissioner Grayson: yes; Mayor Smith: yes. Motion carried.

Commissioner Mattmiller contacted a person from the Whitt family about the streets known as Whitt Way and Riverside Drive. Mary Whitt Lushell informed Commissioner Mattmiller that the parcels were deeded to the business owners and that they are responsible for the maintenance of the streets.

Mayor Smith reported that he has prepared a draft memo to the Commission on his Open Door Policy. Mayor Smith read the policy. A copy is herewith attached and made a part of these minutes. This is not a replacement for the grievance policy. Mayor Smith stated that if you have a good manager/supervisor that most problems can be worked out. Commissioner Mattmiller added that most problems can be worked out with your immediate supervisor. Commissioner Mattmiller asked the Mayor, would you ask that the Commissioners adhere to this. Mayor Smith said yes he would.

Mayor Smith says he has a proposal for hanging baskets on Main and Pike Streets. The cost is estimated at \$99 per basket. Mayor Smith would like to see if the City could partner with businesses on a 50/50 cost share on the baskets.

Mayor Smith reported that there was an 8 hour grievance hearing filed by Chief Johnson against Commissioner Tapp. Mayor Smith believes that the grievance is resolved with the resignation of Commissioner Tapp. Slade is in agreement that the issue is resolved. Commissioner Grayson is in agreement.

Commissioner Grayson made a motion to declare the grievance moot due to the resignation of Commissioner Tapp. Commissioner Slade seconded. Vote: Commissioner Grayson: yes; Commissioner Slade: yes; Commissioner Mattmiller: yes; Mayor Smith: yes. Motion carried.

Commissioner Mattmiller wants to make sure that there will be nothing negative on Chief Johnson's record. Mayor Smith confirmed that there will be nothing negative on Chief Johnson's record due to this issue.

Mayor Smith reported that we need to fill the position of Safety Commissioner. Commissioner Slade said that if it pleases the Commission he would like to take over Safety. Commissioner Mattmiller and Grayson both said that they have thought about it as well. Commissioner Mattmiller said that he would be interested in taking Public Works on an interim basis while Commissioner Slade was Safety Commissioner on an interim basis.

Commissioner Mattmiller made a motion to have Commissioner Slade take over the position of Safety Commissioner on an interim basis and he would take over the Public Works Commissioner on an interim basis as well as continue with his current position as Public Utilities Commissioner. Commissioner Grayson seconded. Vote: Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried.

MAYORS REPORT

OPEN DOOR POLICY

HANGING BASKETS ON
MAIN AND PIKE
STREETS

GRIEVANCE HEARING
MOOT

MOTION TO DECLARE
GRIEVANCE HEARING
MUTE

CHIEF JOHNSON
RECORD

FILL POSITION OF
SAFETY
COMMISSIONER

MOTION INTERIM
SAFETY & PUBLIC
WORKS
COMMISSIONER

Commissioner Grayson asked about Wayland Quisenberry. Is he still doing code enforcement? No he has been helping Gary Royalty. Mayor Smith said he had spoken to Gary Royalty and he is a big help to Gary Royalty and is staying busy.

Commissioner Grayson made a motion to go into executive session to discuss the employment of a specific individual and discuss disciplinary action for a specific individual under KRS 61.810 (1) (b). Commissioner Slade seconded. Vote: Commissioner Grayson: yes; Commissioner Slade: 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; Mayor Smith: yes. Motion carried. RETURN TO REG SESSION

Commissioner Grayson made a motion to promote Jamie Hutchison to City Clerk effective May 1, 2015, salary commiserate with position. Commissioner Slade seconded. Vote: Commissioner Grayson: yes; Commissioner Slade: yes; Commissioner Mattmiller: yes; Mayor Smith: yes. Motion carried. PROMOTE JAMIE HUTCHISON TO CITY CLERK

Mayor Smith reported no action taken on other item.

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

Jamie Hutchison,
Deputy City Clerk

James Smith, Mayor