

January 3, 2017
Regular Commission Meeting

The City of Cynthiana Board of Commissioners met in regular session January 3, 2017 at 5:30 P.M. in the Commissioners Room at City Hall located at 104 E. Pleasant Street, Cynthiana, Kentucky. Present were Mayor Smith, Mattmiller, Slade, Griggs and Judy and Attorney Lair.

Mayor Smith called the meeting to order.

CALL TO ORDER

Wayne Tolson presented the invocation.

WAYNE TOLSON
PRESENTED THE
INVOCATION

There are no visitors.

VISITORS

Mayor Smith welcomed Lourena Judy as a new commissioner. Mayor Smith asked if any of the returning commissioners would like to keep their departments. Commissioner Griggs and Commissioner Slade stated that they would. Commissioner Mattmiller stated that he certainly could be, but he is flexible.

ASSIGNMENTS OF
DEPARTMENTS

Mayor Smith made a motion to appoint Commissioner Griggs as the Commissioner of Public Works. Commissioner Slade seconded. Vote: Mayor Smith: yes; Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Judy: yes. Motion carried.

MOTION TO APPT JADA
GRIGGS AS
COMMISSIONER OF
PUBLIC WORKS

Mayor Smith made a motion to appoint Commissioner Slade as Commissioner of Public Safety. Commissioner Griggs seconded. Vote: Mayor Smith: yes; Commissioner Griggs: yes; Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Judy: yes. Motion carried.

MOTION TO APPT
ROGER SLADE AS
COMMISSIONER OF
PUBLIC SAFETY

Commissioner Mattmiller stated that he prefers to be the Commissioner of Public Property and Finance if that suits the Commission. Mayor Smith made a motion to appoint Commissioner Mattmiller as Commissioner of Public Property and Finance. Commissioner Slade seconded. Vote: Mayor Smith: yes; Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Judy: yes. Motion carried.

MOTION TO APPT
MARK MATTMILLER AS
COMMISSIONER OF
PUBLIC PROPERTY &
FINANCE

Mayor Smith made a motion that Commissioner Lourena Judy be assigned as Commissioner of Public Utilities. Commissioner Griggs seconded. Vote: Mayor Smith: yes; Commissioner Griggs: yes; Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Judy: yes. Motion carried.

MOTION TO APPT
LOURENA JUDY AS
COMMISSIONER OF
PUBLIC PROPERTY &
FINANCE

Mayor Smith stated that we need to appoint a Mayor pro-tem. Mayor Smith said traditionally the commissioner that is the highest vote getter gets the choice of being Mayor Pro-tem, however Commissioner Mattmiller has been for the past two years and Mayor Smith made a motion for Commissioner Mattmiller to remain Mayor Pro-tem. Commissioner Slade seconded. Vote: Mayor Smith: yes; Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Judy: yes. Motion carried.

APPOINT
COMMISSIONER
MATTMILLER AS
MAYOR PRO-TEM

Mayor Smith reported that there are minutes to approve.

Commissioner Slade made a motion to accept the minutes of the December 20, 2016 Regular Commission meeting. Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

APPROVE 12/20/2016
REGULAR MEETING
MINUTES

Commissioner Griggs made a motion to accept the minutes of the December 29, 2016 Special Commission meeting. Commissioner Mattmiller seconded. Vote: Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Mattmiller: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

APPROVE 12/29/2016
SPECIAL MEETING
MINUTES

LEGALS

Mayor Smith recognized Attorney Lair.

Attorney Lair read aloud the second 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.

2nd READING
ORDINANCE#1553
AMENDING P&P
RELATING TO HOLIDAY
PAY

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

MOTION TO ACCEPT
2ND READING ORD
#1553

Attorney Lair read aloud the second 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.

2ND READING
ORDINANCE #1554
ANNEXING KYTC
GARAGE

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

MOTION TO ACCEPT
2ND READING ORD
#1554

Brief recess for Commissioners to met with department heads.

Mayor Smith recognized Commissioner Mattmiller.

FINANCE REPORT

PAYABLES REPORT

Commissioner Mattmiller made a motion to pay the following bills:

MOTION TO PAY BILLS

General Fund \$ 25,260.32

Water & Sewer Fund \$ 68,654.44

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

Commissioner Grayson reported cash in bank:

CASH IN BANK

| | |
|-------------------------|---------------|
| General Fund | \$ 627,405.54 |
| Water & Sewer Fund | \$ 126,469.48 |
| Municipal Road Aid Fund | \$ 66,529.28 |

Mayor Smith recognized Commissioner Slade.

PUBLIC SAFETY
REPORT

Commissioner Slade made to change the status of Dottie Perry from part-time certified E-911 Telecommunicator to Full-time Certified Telecommunicator effective January 4, 2017. Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

CHANGE STATUS OF D
PERRY FROM FT TO PT
DISPATCHER

Smith recognized Commissioner Griggs.

PUBLIC MAINTENANCE
REPORT

Commissioner Griggs reported that salt spreaders are installed on the (2) F-450's and have adequate salt on hand. Sidewalk on Walnut Street is complete and looks great. Personnel are working on routine maintenance of equipment and vehicles during rain. Citizens can still bag leaves and call the City Clerk's office to have the guys pick them up.

Mayor Smith recognized Commissioner Judy.

PUBLIC UTILITIES
REPORT

Commissioner Judy reported that a purchase order has been issued for the back wash pump at the Water Treatment Plant.

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

Commissioner Judy reported that a representative from Neptune Equipment was on site today to provide guidance on the installation of the automated meter reading system.

Water and Waste Water Treatment Plant personnel will continue regular monitoring and compliance testing as required.

Commissioner Judy reported approval was received from the Kentucky Transportation Cabinet and Kentucky Environmental Protection on the water main extension project on the West By-Pass.

APPROVAL FROM
STATE ON WEST BY-
PASS WATER MAIN EXT

Mayor Smith made a motion to reappoint Commissioner Mattmiller to the Cynthiana-Harrison County Parks & Recreation Board. Commissioner Griggs seconded. Vote: Mayor Smith: yes; Commissioner Griggs: yes; Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Judy: yes. Motion carried.

MAYOR'S REPORT
REAPPOINT COMM
MATTMILLER TO P&R
BOARD

Mayor Smith made a motion to appoint Commissioner Judy to the Cynthiana Main Street Board. Commissioner Mattmiller seconded. Vote: Mayor Smith: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Judy: yes. Motion carried.

APPOINT COMM JUDY
TO CYN MAIN ST
BOARD

Mayor Smith announced that he signed paperwork to accept deed from Burley Coop for approximately 3.5 acres next to the property for the location of the new fire station at Lebus Field.

ANNOUNCEMENTS

Mayor Smith also announced that Field and Main Bank have donated property located at 139 & 141 East Pike. Mayor Smith thanked Field & Main Bank for their donation. The property value is \$215,000 and

FIELD & MAIN BANK
DONATED 2
PROPERTIES TO CITY

\$70,000.

Mayor Smith thanked Public Works and Water Distribution for all their hard work on the sidewalk project on Walnut Street. The sidewalk was cut back a little to widen the street a little. New water service lines were installed. Mayor Smith commended crews and Gary Royalty for all their work on the project. It is really nice.

THANKS TO PUBLIC
WORKS AND WATER
DISTRIBUTION ON
CONTRIBUTION TO S
WALNUT ST SIDEWALK

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

ADJOURN

Jamie Hutchison, City Clerk

James Smith, Mayor

1/3/2017