

August 16, 2016
Commission Meeting

The City of Cynthiana Board of Commissioners met in regular session August 16, 2016 at 5:30 P.M. in the Commissioner's Room at City Hall. Present were Mayor Smith, Commissioners Grayson, Mattmiller, Slade and Griggs and Attorney Lair.

Mayor Smith called the meeting to order.

CALL TO ORDER

Mayor Smith recognized Wayne Tolson with Oddville Christian Church to present the invocation.

WAYNE TOLSON
INVOCATION

Mayor Smith recognized Gary Royalty to introduce James Whisenhunt with Blue Grass Area Development District to give a brief presentation on GIS mapping that is being done for the Water and Sewer lines. Mr. Royalty stated that we have a lot of information on our water and sewer lines that are running around in people's heads and we need to get on paper.

JAMES WHISENHUNT
BGADD ON GIS

Mr. Whisenhunt made a power point presentation detailing the progress of the project and the benefits of having all this information in one system.

Mayor Smith reported that there are minutes to approve.

Commissioner Griggs made a motion to accept the minutes of the August 2, 2016 Regular Commission meeting. Commissioner Mattmiller seconded. Vote: Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Slade: abstain; Mayor Smith: yes. Motion carried.

APPROVE 8/2/2016
MEETING MINUTES

Mayor Smith announced that we have had several executive sessions over the last couple of months trying to work out a deal on a location to build a new fire station. Mayor Smith reported he is excited to say that the offer has been accepted to purchase 25.769 acres of land for the appraised value of \$246,789.71. The location of the property can best be described as the Lebus Soccer Field. The fire station is to be built near the soccer field with the soccer field and additional land to be given to the recreation department.

FIRE STATION
PROPERTY PURCHASE
AGREED UPON

Commissioner Slade made a motion to authorize the Mayor to execute documents related to the purchase of 25.769 acres from LeBus Tobacco Company, Inc. for the amount of \$246,789.71. Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Grayson: yes; Commissioner Mattmiller: abstain; Mayor Smith: yes. Motion carried.

MOTION FOR MAYOR
TO EXECUTE
DOCUMENTS RELATED
TO PURCHASE OF
LEBUS SOCCER FIELD
PROPERTY

Mayor Smith recognized Attorney Lair.

LEGALS

Attorney Lair stated that the first item on the agenda is to vote on adopting a resolution on an amendment to the Back-up agreement for Police Departments.

Commissioner Mattmiller made a motion to authorize the Mayor to sign an inter-local cooperative agreement relating to the Police Department. Commissioner Slade seconded. Vote: Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

AUTHORIZE MAYOR TO
SIGN INTER-LOCAL
AGREEMENT FOR
POLICE DEPT

John Lair read the first reading of Ordinance #1549 setting the tax

1st READING

rate on 2017 ad valorem vehicle tax at \$0.16 per every \$100.

ORDINANCE #1549

Commissioner Grayson made a motion to accept the first reading of Ordinance #1549. Commissioner Mattmiller seconded. Vote: Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

MOTION TO ACCEPT
1ST READING
ORDINANCE #1549

John Lair read the first reading of Ordinance #1550 setting the tax rate on real and personal property for tax year 2016 using the compensating rate. The rate for real property will be 17.5 cents per \$100 and the rate for personal property will be 21.08 cents per \$100.

1ST READING
ORDINANCE #1550

Commissioner Mattmiller made a motion to accept the first reading of Ordinance #1550. Commissioner Slade seconded. Vote: Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

MOTION TO ACCEPT
1ST READING
ORDINANCE #1550

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 \$ 257,110.42

Water & Sewer Fund \$ 212,106.31

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

Commissioner Grayson reported cash in bank:

CASH IN BANK

General Fund \$ 291,095.09

Water & Sewer Fund \$ 128,302.13

Municipal Road Aid Fund \$ 11,733.83

Commissioner Grayson reported that he has received a request from A resident in Woodland Terrace regarding the entrance that was damaged from a motor vehicle accident. The people there are asking if there is any way the city could help put it back. Commissioner Grayson didn't think we could but asked that if they decided to tear it out could public works help and haul it off. Commissioner Griggs didn't think that would be a problem. Commissioner Slade is going to check some information on the accident.

ENTRANCE TO
WOODLAND TERRACE

Mayor Smith recognized Commissioner Slade.

PUBLIC SAFETY
REPORT

Commissioner Slade reported that two dispatchers just completed academy training at the Department of Criminal Justice in Richmond. Commissioner Slade stated that he was told this was one of the highest scoring of all the classes. Dispatcher Wilbur Gross and Stephanie Neace graduated from this class. Wilbur Gross graduated with distinction.

W GROSS & S NEACE
GRADUATED FROM
TELECOMMUNICATION
ACADEMY

Commissioner Slade reported that also in the dispatch he has been

FEASIBILITY OF E911 &

asked to check in the feasibility of merging dispatch into the Fire Department. Commissioner Slade asked Chief Sanders to report. Chief Sanders reported that to keep the current ISO rating he would need to hire 6 additional firefighters. To outfit and train those personnel is would be approximately \$500,000. This does not take into account of mileage and training for the current personnel. Chief Sanders also stated that firefighter pay is hazardous duty pay is also an issue. Mayor Smith questioned if firefighter pay and dispatcher pay is equal. Chief Sanders has the opinion that this is not feasible. Commissioner Slade stated it is worth looking at. Mayor Smith asked if the skill set of firefighters is different than telecommunicators. Chief Sanders said that there is quite a bit of difference.

FIRE DEPT

Commissioner Slade wanted to thank both the Police & Fire Departments for all the extra effort during Walking Dead Day. Commissioner Slade said he can't say enough about his department during the event.

THANKS TO POLICE &
FIRE FOR WALKING
DEAD DAY

Mayor Smith recognized Commissioner Griggs.

Commissioner Griggs reported that the crew hauled away brush from a huge tree on Bulldog Alley that was damaged by a storm.

PUBLIC MAINTENANCE
REPORT

Commissioner Griggs also reported that Walking Dead Day was a great day and it made her proud to be a part of it. Public Works helped get ready and clean up after Walking Dead Day. Hats off to Tomi Jean and organizers and volunteers.

Personnel continue to work on sidewalk and street repair. Mowing will continue as weather permits. Our oldest zero radius mower is in need of repair and we will be getting quotes in the near future.

Commissioner Griggs announced that crews have been cleaning and picking up trash in the downtown area. Commissioner Griggs noted that there are new trash receptacles in the down town area and asks that citizens please use these.

After successful completion of all pre-employment requirements, Commissioner Griggs made a motion to hire Anthony Newby as a Maintenance Worker I salary commensurate with position. Commissioner Mattmiller seconded. Vote: Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried.

MOTION TO OFFER
EMPLOYMENT TO
ANTHONY NEWBY
MAINTENANCE
WORKER I

Commissioner Griggs would like to make a motion to authorize to advertise for bids for sidewalk replacement. Commissioner Slade seconded. Vote: Commissioner Griggs: yes; Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Grayson: yes; Mayor Smith: yes. Motion carried.

MOTION TO
AUTHORIZE TO
ADVERTISE FOR
SIDEWALK
REPLACEMENT

Mayor Smith recognized Commissioner Mattmiller.

Commissioner Mattmiller reported that testing results are back on HAA & THMs and they are good. Additional testing will need to be done on toxicity due to the hot temperatures and algae treatment.

PUBLIC UTILITIES
REPORT

Commissioner Mattmiller announced that he has given each of the

RENTAL PROPERTY

Commission a copy of a draft of rental property procedures for dealing with rental property inspections. Please review and let him know of any suggestions or changes.

INITIATIVE

Commissioner Mattmiller reported that the Rental Housing Inspector needs permission to issue notice of inhabitability.

Commissioner Mattmiller made a motion to give the Rental Housing Inspector the authority to issue notice of inhabitability on a property. Commissioner Slade seconded. Vote: Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

MOTION TO
AUTHORIZE RENTAL
HOUSING INSPECTOR
AUTHORITY TO ISSUE
NON-INHABITABLE

Commissioner Mattmiller reported that Darrell Baxter is in contact with the Disc Golf designer. They have estimates on the Basketball Court for Flat Run Veterans Park.

RECREATION DEPT
REPORT

Commissioner Griggs stated she would like to know when the disc golf designer would be here, she would like to be there.

MAYORS REPORT

Mayor Smith announced that the Cynthiana-Harrison County Airport has been awarded a grant and need the Mayor to sign some documents.

Mayor Smith made a motion to authorize the Mayor as the authorized representative of the governing body to execute the grant airport improvement project #3-21-0011-015-2016. Commissioner Grayson seconded. Vote: Mayor Smith: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Griggs: yes. Motion carried.

MOTION TO
AUTHORIZE MAYOR TO
EXECUTE AIRPORT
GRANT AGREEMENT

Mayor Smith reported that he has been attending several meetings on Code Enforcement in the past few months given by the Kentucky League of Cities. He has been made aware of software for rental housing and code enforcement. It also includes planning and zoning software. This is a program that will let all of our letters and forms be incorporated into this software. The Code Enforcement and Rental Housing data will all work together.

RENTAL HOUSING,
CODE ENF & P&Z
SOFTWARE

Mayor Smith stated that the cost of this software is \$15,000 for the first year to implement and Planning & Zoning has agreed to pay \$7,500. Annually it would be about \$4,000-\$4,500.

Commissioner Mattmiller made a motion to purchase the Code Enforcement, Planning & Zoning, and Rental Housing software at \$15,000 for implementation for the first year of which Planning & Zoning will pay half. Commissioner Slade seconded. Vote: Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

MOTION TO PURCHASE
SOFTWARE

Mayor Smith thanked all the City workers for all they did on Walking Dead Day. Mayor Smith said it has been estimated that 21,000 people attended. Mayor Smith stated that everybody worked together.

Commissioner Mattmiller thanked Mr. Dotson with Harrison County School system for the use of the buses.

Mayor Smith recognized Kenneth Houston who volunteered his time

helping with Walking Dead Day.

Mayor Smith stated he would like to schedule a Strategic Planning Meeting for August 30, 2016 @5:30 p.m.

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

ADJOURN

Jamie Hutchison, City Clerk

James Smith, Mayor

8/16/2016