

February 6, 2018  
Regular Commission Meeting

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

CALL TO ORDER

Mayor Smith called the meeting to order.

Mayor Smith recognized Katie Welte with the Community Events Committee.

VISITORS

Ms. Welte is in attendance of behalf of the Community Events Committee to request funds from the City. Ms. Welte reported that the Committee already does several events such as Water Day, Artober Fest, and Community Wide Yard Sale. They would like to start two \$500.00 scholarships this year, one for a graduating senior and one for an adult going back to school. The Committee needs help with advertising and starting the scholarships. Ms. Welte stated that they are requesting \$2500.00. Commissioner Griggs questioned if a request in writing was sent. Ms. Welte was not sure but thought so.

KATIE WELTE-  
COMMUNITY EVENTS  
COMMITTEE

The Commission asked that we be able to check to see what we have left in the budget for community events and vote at the next meeting. Ms. Welte stated that they would like to start the scholarships this May and advertise. If the budget requires; \$1500.00 could come from this budget year and \$1000.00 in 18-19 budget.

Steve Perry with Calvary Assembly of God Church presented the invocation.

STEVE PERRY-  
INVOCATION

Attorney Lair announced that the city was the successful bidder on the Asbury property on S. Main Street, the price was \$3500.00

LEGALS

Mayor Smith reported that there are minutes to approve.

Commissioner Griggs made a motion to approve the minutes of the January 16, 2018 meeting. Commissioner Judy seconded. Vote: Commissioner Griggs: yes; Commissioner Judy: yes; Commissioner Slade: abstain; Commissioner Mattmiller: yes; Mayor Smith: yes. Motion carried.

APPROVE 1/16/2018  
MINUTES

Mayor Smith announced that we have one interested party on one of the homes in the Westside Redevelopment Project with a good credit score. Hopefully we can sell one of the properties soon.

MAYOR'S REPORT

Mayor Smith has been working with Commissioner Mattmiller on the renovation of the new City Hall building and an amazing amount of work has been done with the help of some firefighters, public works, and some inmates from the Bourbon County Detention Center.

Mayor Smith announced that one of the companies in town have volunteered (12) members of their senior staff to paint and purchase the paint and supplies.

Commissioner Mattmiller added that it has really come a long way in the last ten days.

Mayor Smith recognized Commissioner Mattmiller.

Commissioner Mattmiller reported that he has deep concern about the legislature and the Retirement System. If the retirement rates remain at the rates announced for 2018-2019 it will be devastating for cities.

FINANCE REPORT

PAYABLES REPORT

Commissioner Mattmiller made a motion to pay the following bills:

MOTION TO PAY BILLS

General Fund	\$ 404,760.10
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Water & Sewer Fund	\$ 192,888.32
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Commissioner Slade seconded. Vote: Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

Commissioner Mattmiller reported cash in bank:

CASH IN BANK

General Fund	\$ 776,964.44
Water & Sewer Fund	\$ 109,365.49
Municipal Road Aid Fund	\$ 79,152.20

Mayor Smith recognized Commissioner Slade.

PUBLIC SAFETY REPORT

Commissioner Slade made a motion to accept the resignation of Ronald Nick Erskine as a part-time certified telecommunicator. Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

ACCEPT RESIGNATION OF  
RONALD N. ERSKINE AS  
PT  
TELECOMMUNICATOR

Commissioner Slade made a motion that after unsuccessful completion of pre-employment requirements rescind the offer of full-time certified police officer to an individual. Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

RESCIND OFFER OF  
EMPLOYMENT TO FULL  
TIME CERTIFIED POLICE  
OFFICER

Commissioner Slade made a motion to authorize the City Clerk to prepare job description of Police Clerk I, II, & III and authorize Attorney Lair to prepare an ordinance to amend policies and procedures to include new positions.

AUTHORIZE TO ADD  
CLASSES TO POLICE  
CLERK POSITION

Mayor Smith recognized Commissioner Griggs.

PUBLIC MAINTENANCE  
REPORT

Commissioner Griggs reported that crews have been busy with snow removal and salting. Maintenance is being done on the F-450's and snow plows during down time as well as maintenance on the other vehicles.

SNOW REMOVAL &  
SALTING CONTINUE

Commissioner Griggs announced that Public Works/Utilities Director Gary Royalty is planning on retiring in about a year so we need to be proactive and start looking for his replacement. This will give that person time to work with Gary and learn the ropes.

Commissioner Griggs made a motion to authorize to advertise for a Public Works/Public Utilities Director and/or Maintenance Supervisor. Mayor Smith seconded. Vote: Commissioner Griggs: yes; Mayor Smith: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Judy: yes. Motion carried.

MOTION TO ADVERTISE  
FOR PW/PU  
DIRECTOR/MAINTENANCE  
SUPERVISOR

Mayor Smith thanked Commissioner Griggs for allowing her crew to assist with the work on the new city hall. They have been great.

Mayor Smith recognized Commissioner Judy.

PUBLIC UTILITIES  
REPORT  
DISTRIBUTION CREWS  
HELPING WITH SNOW  
REMOVAL

Commissioner Judy reported that Distribution crews have been helping with snow removal and salting.

Commissioner Judy reported that Distribution crews have been working on locating valves on South Main and installing services on South Poplar. Crews haven't been able to locate one of the valves, so we have contacted Frankfort Water Utility and when the weather breaks they are coming to help us locate this valve. Frankfort has some radar equipment and this will save us approximately \$7000.

FRANKFORT WATER  
UTILITIES TO HELP  
LOCATE VALVES ON  
MAIN/BRIDGE/ AND  
POPLAR

Commissioner Judy stated that the Water Treatment Plant will know by the end of the month if they have had a whole year of perfect testing and that she will report that when we know.

Commissioner Judy announced that Todd Blanton and Cody Zieseniss are in class this week, Cody is testing for his Distribution license and Todd is getting required education hours for his certification.

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

ADJOURN

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Jamie D. Hutchison, City Clerk

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James Smith, Mayor