

March 15, 2016
Commission Meeting

The City of Cynthiana Board of Commissioners met in regular session March 15, 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

Mike Bowen with Covenant Presbyterian Church presented the invocation.

MIKE BOWEN
INVOCATION

Mayor Smith recognized Tomi Jean Clifford with Chamber of Commerce.

VISITORS

Tomi Jean Clifford took over as director in September 2015. Membership has increased this year with the addition of 28 new members. Mrs. Clifford reported that there will be a Summer Concert Series which will occur the second Friday night of each month from May to September. There will be vendors. Mrs. Clifford is in attendance to ask the Commission if Red State Barbeque could be a vendor at the Summer Concert series and sell beer.

TOMI JEAN CLIFFORD
CHAMBER OF
COMMERCE

Commissioner Mattmiller made a motion to approve Red State Barbeque to sell beer at the Summer Concert events. Commissioner Slade seconded. Vote: Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

MOTION TO ALLOW
RED STATE BBQ TO
SELL BEER AT SUMMER
CONCERT SERIES

Mayor Smith recognized Jerry Adams with Cynthiana Rod Run.

Mr. Adams is in attendance to update the Commissioner on the advertising of the Rod Run. They are working on the book, there will be 1500 copies published this year. They hope to pass out 1,000,000 flyers.

JERRY ADAMS
CYNTHIANA ROD RUN

Mr. Adams wants to ask for permission to move the burn-out competition from Dailey's Auto Parking Lot to Poplar Street. The event has become too large for the parking lot to accommodate all the spectators. They will have concrete barriers and safety measures will be taken. Bleachers will be set up.

Commissioner Slade made a motion to authorize burn-out event to be moved to S. Poplar Street. Commissioner Grayson seconded. Vote: Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

MOTION TO MOVE
BURN-OUT
COMPETITION TO
POPLAR STREET

Mayor Smith reported that there are minutes to approve.

Commissioner Slade made a motion to accept the minutes of the March 1, 2016 Regular Commission meeting. Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Mayor Smith: yes. Motion carried.

APPROVE 3/1/2016
MEETING MINUTES

Mayor Smith recognized Attorney Lair.

LEGALS

Attorney Lair read the first reading of ordinance #1547.

FIRST READING
ORDINANCE #1547
COLLECTION OF TAXES

Commissioner Mattmiller made a motion to accept the first reading of ordinance #1547. Commissioner Griggs seconded. Vote: Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Grayson: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried.

MOTION TO ACCEPT
FIRST READING ORD
#1547

Attorney Lair read the first reading of Ordinance #1548.

FIRST READING
ORDINANCE #1548
UPDATE ON SIDEWALK
ORDINANCE

Commissioner Mattmiller made a motion to accept the first reading of ordinance #1548 updating the sidewalk ordinance. Commissioner Slade seconded. Vote: Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

MOTION TO ACCEPT
FIRST READING
ORDINANCE #1548

Attorney Lair advised that the Commission needs to authorize the Mayor to sign a contract with Kentucky Realty and Auction for the April 8, 2016 surplus auction that the city is including some items in the County's auction.

Commissioner Griggs made a motion to authorize the Mayor to sign the contract with Kentucky Realty and Auction Co. Commissioner Mattmiller seconded. Vote: Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried.

MOTION TO
AUTHORIZE MAYOR TO
SIGN CONTRACT WITH
KY REALTY & AUCTION
CO

Mayor Smith recognized Commissioner Grayson.

FINANCE REPORT

Commissioner Grayson made a motion to pay the following bills:

PAYABLES REPORT

General Fund	\$ 117,730.38
Water & Sewer Fund	\$ 139,777.25

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

MOTION TO PAY BILLS

Commissioner Grayson reported cash in bank:

General Fund	\$ 709,511.95
Water & Sewer Fund	\$ 205,828.46
Municipal Road Aid Fund	\$ 85,851.86

Commissioner Grayson reported that he has been in contact with four firms concerning the Handy House. One firm is interested and will be coming back to go inside the house.

Mayor Smith recognized Commissioner Slade.

PUBLIC SAFETY
REPORT

After successful completion of all pre-employment requirements, Commissioner Slade made a motion to offer employment to Katherine Tibbs as a part-time telecommunicator salary commensurate with position. Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

MOTION TO HIRE K.
TIBBS AS PT
TELECOMMUNICATOR

After successful completion of all pre-employment requirements, Commissioner Slade made a motion to offer employment to Penny Mullins as a part-time telecommunicator salary commensurate with position. Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

MOTION TO HIRE
PENNY MULLINS AS PT
TELECOMMUNICATOR

After successful completion of all pre-employment requirements, Commissioner Slade made a motion to offer employment to LaDonna Parsons as a part-time telecommunicator salary commensurate with position. Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

MOTION TO HIRE
LADONNA PARSONS
AS A PT
TELECOMMUNICATOR

After successful completion of all pre-employment requirements, Commissioner Slade made a motion to offer employment to Megan Harney as a part-time telecommunicator salary commensurate with position. Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

MOTION TO HIRE
MEGAN HARNEY AS PT
TELECOMMUNICATOR

Commissioner Slade made a motion to terminate Derek Hall during probationary period. Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Mayor Smith: yes. Motion carried.

TERMINATE DEREK
HALL FULL TIME
TELECOMMUNICATOR

Commissioner Grayson asked if now wouldn't be a good time to look into having the Fire Department personnel assist in the dispatch center. Commissioner Slade stated that he and Chief Sanders have been discussing that and are going to obtain information to determine if this would be feasible.

Mayor Smith recognized Commissioner Griggs.

MAINTENANCE DEPT
REPORT
PREPARING FOR
MOWING SEASON

Commissioner Griggs reported that personnel have been cleaning fence rows and vacant lots preparing for the mowing season. Mowing equipment is being serviced. During some hydrant flushing a few hydrants have been found that need servicing or replacing and the Maintenance Department will be working on those in the near future.

Commissioner Griggs reported that a technician from Wilson Equipment was in last Friday to conduct training on the new Skid Steer and Backhoe. Routine maintenance training, safety training, and operation were covered in this two hour session.

TRAINING ON
BACKHOE & SKID
STEER

Commissioner Griggs announced that Spring Brush pick up will begin on April 11, 2016.

SPRING BRUSH PICK
UP SCHEDULED

Commissioner Griggs made a motion to be approved to participate in the 2016 Road Salt Reverse Auction sponsored by KLC and KACO. The City will need 150 tons. Commissioner Mattmiller seconded. Vote: Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried.

MOTION TO BE
APPROVED TO
PARTICIPATE IN ROAD
SALT REVERSE
AUCTION

Mayor Smith recognized Commissioner Mattmiller.

PUBLIC UTILITIES REPORT

Commissioner Mattmiller announced that he has been working with the Mayor and Tomi Jean Clifford on a shallow water children's playground aquatic center. There is a potential that grant monies could be received to help with this project. Commissioner Mattmiller visited Stanton, Kentucky and looked at their center. It was very nice. He plans to go to Augusta and look at their center.

PLANS FOR AQUATIC CENTER-SHALLOW WATER CHILDRENS

Rental housing inspection drive-by visual inspections are complete on the (18) properties with the most turnover. Notices will be sent out and inspections will be done starting next week.

CODE ENFORCEMENT REPORT

Commissioner Mattmiller made a motion to award the KYTC Water Line Extension to the low bidder McCauley Excavating in the amount of \$29,500. This is a reimbursable expense that the City will get paid from the state. Commissioner Slade seconded. Vote: Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

AWARD BID TO MCCAULEY EXCAVATING KYTC GARAGE WATER LINE EXT

Commissioner Mattmiller made a motion to declare a 4 foot earth compactor roller surplus. Commissioner Griggs seconded. Vote: Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Grayson: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried.

DECLARE 4 FT EARTH COMPACTOR ROLLER SURPLUS

Commissioner Mattmiller made a motion to include 4 foot earth compactor roller in the Harrison County Surplus auction. Commissioner Slade seconded. Vote: Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

INCLUDE EARTH COMPACTOR IN SURPLUS AUCTION

Commissioner Mattmiller made a motion to increase the hourly wage of Ronnie McKee, WWTP Operator III, by \$1.48 per hour due to certified lab and increased responsibility. Commissioner Griggs seconded. Vote: Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Grayson: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried.

PAY RATE INCREASE FOR RONNIE MCKEE WWTP

Commissioner Mattmiller made a motion to increase the hourly wage of Kenny McCarter, WWTP Supervisor, by \$0.40 per hour due to certified lab and increased responsibility. Commissioner Slade seconded. Vote: Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

PAY RATE INCREASE FOR KEN MCCARTER WWTP

Commissioner Mattmiller made a motion to authorize to advertise for full-time Certified WWTP Operator or WWTP Operator trainee. Commissioner Griggs seconded. Vote: Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Grayson: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried.

AUTHORIZE TO ADVERTISE FOR FULL TIME WWTP CERT OPERATOR/TRAINEE

Commissioner Mattmiller reminded the commission to please give him some input on the aquatic center.

Mayor Smith reminded the Commission that there will be a strategic planning meeting on March 22, 2016 at 5:30 pm in the Commissioner's room at City Hall.

MAYOR'S REPORT

Mayor Smith announced that he has been working with Planning & Zoning on permit fees pertaining to abandoned and dilapidated property. Planning & Zoning has agreed to waive permit fees on these properties until June 1, 2016.

P&Z TO WAIVE PERMIT FEES ON PROPERTIES ON ABANDONED PROPERTY LIST

Mayor Smith reported that he received a call this week on the million dollar water line project on the by-pass. This project has moved up on the list and is eligible for a 25% principal forgiveness.

BY-PASS WATER LINE PROJECT FUNDING

Commissioner Griggs made a motion to repair volunteer Kenneth Houston's wagon tongue at an approximate cost of \$50.00. Commissioner Grayson seconded. Vote: Commissioner Griggs: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried.

MOTION TO REPAIR K. HOUSTON WAGON

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

ADJOURN

Jamie Hutchison, City Clerk

James Smith, Mayor

3/15/2016