

August 4, 2015
Commission Meeting

The City of Cynthiana Board of Commissioners met in regular session August 4, 2015 at 5:30 P.M. in the Commissioner's Room at City Hall. Present were Mayor Smith, Commissioners Grayson, Slade and Griggs and Attorney Lair. Commissioner Mattmiller was absent.

Mayor Smith called the meeting to order and welcomed Boy Scout Troop 76. Troop 76 was in attendance to observe the meeting to obtain a Citizenship Award Badge. CALL TO ORDER

Mayor Smith recognized Mike Bowen with Covenant Presbyterian Church for the invocation. MIKE BOWEN
INVOCATION

Mayor Smith recognized Commissioner Slade. Commissioner Slade asked Assistant Chief Carson to come forward. Commissioner thanked Assistant Chief Carson for his 20 years of service. Commissioner Slade asked Chief Jay Sanders to come forward. Chief Sanders congratulated Assistant Chief Carson on his retirement and presented him his helmet. Assistant Chief Carson thanked the City for the opportunity to serve for the past 20 years. HONOR ASSISTANT
CHIEF CHARLES
CARSON RETIREMENT

Mayor Smith recognized Garnett Furnish director of Economic Development Authority. Mr. Furnish was in attendance to give the Commission an update of the progress and accomplishments during the last year with the EDA. GARNETT FURNISH
EDA

Mayor Smith recognized Jim and Tracy Savage with LuxEvo, Inc. They are in attendance to present a proposal for LED lighting for the City of Cynthiana. Installing the LED lighting could save the City as much as 75% on annual lighting costs. Mayor Smith thanked Mr. and Mrs. Savage for their time and for the proposal. The Commission will be reviewing the proposal. JIM & TRACY SAVAGE
LUXEVO-LED
LIGHTING

Mayor Smith reported that there are minutes to approve.

Commissioner Slade made a motion to accept the minutes of the July 14, 2015 Special Commission meeting. Commissioner Grayson seconded. Vote: Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried. APPROVE 7/14/15
SPECIAL MEETING
MINUTES

Commissioner Slade made a motion to accept the minutes of the July 21, 2015 Commission meeting. Commissioner Grayson seconded. Vote: Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried. APPROVE 7/21/15
MEETING MINUTES

Mayor Smith recognized Attorney Lair. LEGALS

Attorney Lair read resolution 2015-4 regarding paving of Whitt Way & Riverside Drive. RESOLUTION 2015-4

Commissioner Griggs made a motion to adopt Resolution 2015-4. Commissioner Grayson seconded. Vote: Commissioner Griggs: yes; Commissioner Grayson: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried. ADOPT RESOLUTION
2015-4

Mayor Smith recognized Commissioner Grayson.

FINANCE REPORT

Commissioner Grayson made a motion to pay the following bills:

PAYABLES REPORT

General Fund	\$ 222,277.30
Water & Sewer Fund	\$120,545.89

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

Commissioner Grayson noticed that the amount of the bills to be paid and the fund balances are the same. That is incorrect. The correct figures will be obtained and there will be an amendment.

Upon passing of Ordinance #1538 updating the Policies and Procedures & Pay Classification Plan; Commissioner Grayson made a motion to change the pay classification and grade of Elizabeth Faulkner from Utility Clerk to Deputy Clerk II salary commensurate with position. Commissioner Slade seconded. Vote: Commissioner Grayson: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

CHANGE PAY CLASS &
GRADE CITY CLERKS
OFFICE

Commissioner Grayson made a motion to change the pay classification and grade of Samantha Wright from Computer Operator/HR Assistant to Deputy Clerk II salary commensurate with position. Commissioner Slade seconded. Vote: Commissioner Grayson: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

Commissioner Grayson made a motion to change the pay classification and grade of Leslie Mullett from Office Assistant III to Deputy Clerk II salary commensurate with position. Commissioner Slade seconded. Vote: Commissioner Grayson: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

Mayor Smith recognized Commissioner Slade.

PUBLIC SAFETY

Commissioner Slade made a motion to offer employment to (6) part-time firefighters subject to meeting all pre-employment requirements. Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Grayson: yes; Mayor Smith: yes. Motion carried.

OFFER EMPLOYMENT
(6) PT FIREFIGHTERS

Commissioner Slade made a motion to offer employment to (4) part-time telecommunicators subject to meeting all pre-employment requirements. Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Grayson: yes; Mayor Smith: yes. Motion carried.

OFFER EMPLOYMENT
(4) PT
TELECOMMUNICATORS

Commissioner Slade made a motion to offer employment to a certified full-time police officer subject to meeting all pre-employment requirements. Commissioner Grayson seconded.

OFFER EMPLOYMENT
TO A CERTIFIED
POLICE OFFICER

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

Commissioner Slade made a motion to offer employment to (3) non-certified full-time police officers subject to meeting all pre-employment requirements. Commissioner Grayson seconded. Vote: Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

OFFER EMPLOYMENT
TO (3) NON-CERT
POLICE OFFICERS

Commissioner Slade made a motion to promote Fire Lieutenant M. Joey Nelson to Assistant Chief. Salary commensurate with position. Commissioner Grayson seconded. Vote: Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

PROMOTE FIRE LT. M.
JOEY NELSON TO
ASST CHIEF

Commissioner Slade made a motion to promote Firefighter Robert Chaffee to Fire Lieutenant. Salary commensurate with position. Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Grayson: yes; Mayor Smith: yes. Motion carried.

PROMOTE
R. CHAFFEE TO FIRE
LIEUTENANT

Commissioner Slade made a motion to promote Firefighter P.J. Simpson to Fire Lieutenant. Salary commensurate with position. Commissioner Grayson seconded. Vote: Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

PROMOTE
P J SIMPSON TO FIRE
LIEUTENANT

Commissioner Slade made a motion to declare a 1998 Jeep Cherokee that is in the Police Department surplus. Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Grayson: yes; Mayor Smith: yes. Motion carried.

DECLARE 98 JEEP AS
SURPLUS

Commissioner Slade made a motion to advertise for sealed bids on 1998 Jeep Cherokee. Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Grayson: yes; Mayor Smith: yes. Motion carried.

AUTHORIZE TO
ADVERTISE 98 JEEP

Due to the passage of Ordinance #1538 updating the City of Cynthiana's Policy and Procedures & Pay Classification plan Commissioner Slade made a motion to reclassify Justin Jett from Police Officer to Police Officer I salary commensurate with position. Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Grayson: yes; Mayor Smith: yes. Motion carried.

CHANGE PAY CLASS &
GRADE POLICE DEPT
JUSTIN JETT

Due to the passage of Ordinance #1538 updating the City of Cynthiana's Policy and Procedures & Pay Classification plan Commissioner Slade made a motion to reclassify Lewis Crump III from Police Officer to Police Officer I salary commensurate with position. Commissioner Grayson seconded. Vote: Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

CHANGE PAY CLASS &
GRADE POLICE DEPT
LEWIS CRUMP III

Due to the passage of Ordinance #1538 updating the City of Cynthiana's Policy and Procedures & Pay Classification plan Commissioner Slade made a motion to reclassify John Bright from Police Officer to Police Officer II salary commensurate with

CHANGE PAY CLASS &
GRADE POLICE DEPT
JOHN BRIGHT

position. Commissioner Griggs seconded. Vote: Commissioner Slade made a motion to reclassify Brian Hassall, Jeff Thomas, Michael Kiskaden, Shannon Clem, and Michael Coppage from Police Officer to Police Officer III salary commensurate with position. Commissioner Grayson seconded. Vote: Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

CHANGE PAY CLASS & GRADE POLICE DEPT HASSALL, THOMAS, KISKADEN, CLEM, & COPPAGE

Due to the passage of Ordinance #1538 updating the City of Cynthiana's Policy and Procedures & Pay Classification plan Commissioner Slade made a motion to reclassify Lisa Nickerson, Richard Schwartz, David Fletcher, Glyden King, and Randall Herrington from Firefighter to Firefighter I salary commensurate with position. Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Grayson: yes; Mayor Smith: yes. Motion carried.

CHANGE PAY CLASS & GRADE FIRE DEPT NICKERSON, KING SCHWARTZ, HERRINGTON, & FLETCHER

Due to the passage of Ordinance #1538 updating the City of Cynthiana's Policy and Procedures & Pay Classification plan Commissioner Slade made a motion to reclassify Lancer Mastin, Jeremy Hill, and David Bell from Firefighter to Firefighter III salary commensurate with position. Commissioner Grayson seconded. Vote: Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

CHANGE PAY CLASS & GRADE FIRE DEPT MASTIN, HILL, & BELL

Commissioner Slade recognized Sergeant Nathan Linville received an award for occupant safety for the second year in a row.

Commissioner Slade reported that on July 22, 2015 the E-911 Center had an audit on all the NCIC files and the center received a 0.00 error rate and Commissioner Slade commended all the Telecommunicators for their hard work.

E-911 NCIC FILE AUDIT

Commissioner Slade said he would like an executive session at the end of the meeting.

Mayor Smith recognized Commissioner Grayson.

FINANCE REPORT

Commissioner Grayson made motion to amend the amount of bills to be paid:

General Fund: \$113,501.55
Water Fund: \$104,115.24

Commissioner Grayson reported cash in bank:

General Fund	\$ 222,277.30
Water & Sewer Fund	\$ 120,545.89
Municipal Road Aid Fund	\$ 11,096.97

Commissioner Griggs reported that she received a thank you note from a citizen that said that Public Works handled an issue promptly. She has passed the note to Director Royalty to post at Public Works.

PUBLIC WORKS REPORT

Commissioner Griggs reported that the railing has been installed at the Safe Routes to School Project.

Commissioner Griggs made a motion to authorize to advertise for bids on the Drainage project at Key Market Parking Lot. Commissioner Slade seconded. Vote: Commissioner Griggs: yes; Commissioner Slade: yes; Commissioner Grayson: yes; Mayor Smith: yes. Motion carried.

MOTION TO
ADVERTISE FOR BIDS
DRAINAGE AT KEY
MKT PARKING LOT

Commissioner Griggs made a motion to authorize to advertise for bids on paving Key Market Parking Lot. Commissioner Slade seconded. Vote: Commissioner Griggs: yes; Commissioner Slade: yes; Commissioner Grayson: yes; Mayor Smith: yes. Motion carried.

MOTION TO
ADVERTISE FOR BIDS
DRAINAGE AT KEY
MKT PARKING LOT

Commissioner Griggs also reminded that there will be a Municipal Road Aid Public Hearing on August 18, 2015 at 4:30 p.m.

Mayor Smith recognized Commissioner Slade for the Public Utilities Department on behalf of Commissioner Mattmiller.

PUBLIC UTILITIES
REPORT

Commissioner Slade made a motion to post internally for an Assistant Maintenance Supervisor in Public Works/Public Utilities Department. Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

POST INTERNALLY
FOR ASST. MAINT
SUPERVISOR

Commissioner Slade made a motion to execute a field order to extend the sewer project on Pike Street from Grandview to Oxley under the same provisions as the previous work. Commissioner Grayson seconded. Commissioner Grayson seconded. Vote: Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

FIELD ORDER TO
EXTEND SEWER
PROJECT TO OXLEY

Mayor Smith reported on the progress of his 100 day plan of Action. One of the 14 goals was strategic planning. Mayor Smith proposed a 2 hour strategic planning workshop to discuss the scope and direction of the City's Strategic planning goals.

MAYOR'S REPORT

Mayor Smith also reminded that the City will pay for employees to attend the Wellness Center at Harrison Memorial Hospital. They aren't very many employees taking advantage of this benefit.

EMPLOYEE BENEFITS

Mayor Smith reported that the City will be offering Dave Ramsey training online or in classes. Mayor Smith encourages all employees to utilize this service.

DAVE RAMSEY

Mayor Smith recognized James Swinford. Mr. Swinford spoke on behalf of the Handy House. Mr. Swinford is in favor of removing the Handy House. He has a petition with several signatures also in favor of tearing the house down. The Handy House property was owned by the Swinford family for many years. Mr. Swinford wants it to be known that his family has never had slaves. Mr. Swinford thanked the Mayor and Commissioners for allowing him to speak.

JAMES SWINFORD

Commissioner Slade made a motion to go into executive session to discuss the possible employment and disciplinary action of a specific employee and possible acquisition of real property under KRS 61.810 (1) (f) and KRS 61.810 (1) (b). Commissioner Grayson seconded. Vote: Commissioner Slade: yes; Commissioner

EXECUTIVE SESSION

Grayson: yes; Commissioner Griggs: yes; Mayor Smith: yes.
Motion carried.

Commissioner Slade made a motion to return to regular session.
Commissioner Grayson seconded. Vote: Commissioner Slade: yes;
Commissioner Grayson: yes; Commissioner Griggs: yes; Mayor
Smith: yes. Motion carried.

RETURN TO REGULAR
SESSION

Mayor Smith reported no action taken on one item.

NO ACTION TAKEN

Commissioner Slade made a motion to authorize Attorney Lair to
write a letter to a specific individual. Commissioner Grayson
seconded. Vote: Commissioner Slade: yes; Commissioner Grayson:
yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

MOTION TO
AUTHORIZE
ATTORNEY LAIR TO
WRITE A LETTER

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

ADJOURN

Jamie Hutchison,
City Clerk

James Smith, Mayor