

November 11, 2014

The City of Cynthiana Board of Commissioners met in regular session on November 11, 2014 at 5:30 P.M. in the Commissioner's Room at City Hall. Present were Mayor Moses, Commissioners Brunner, Grayson, Keith and Slade and Attorney Lair.

Mayor Moses called the meeting to order and recognized Emily Ammerman, the Main Street Director.

CALL TO ORDER

Ammerman said she was present to talk about the costs to bury the overhead utility lines on Pike Street between Main and the R/R tracks that were contained in a memo she previously gave each city official.

E.AMMERMAN, MAIN ST. DIRECTOR- BURYING UTILITY LINES ON PIKE ST.

Commissioner Brunner asked what the source of funding would be. Ammerman reported there are no grants available to assist with this project and probably the best thing for the City would be a bond. She also stated perhaps there could be a public/private partnership to fund this project. She will continue to look for grants and other funding sources.

Commissioner Keith asked what her plan is to pay off the bond. He encouraged her to find a way to pay this off. He stated the City would need the payback amounts before making any decision.

Ammerman reported that a local resident who works for KU wants to help with this project and he may be retiring in the near future. She would like to schedule a utilities meeting. If they do so, that could mean they are committing to this project.

Commissioner Brunner stated he felt that if they were going to tear up the sidewalks, they might as well install new utility lines while it is open since they are aging lines.

Slade asked Ammerman if she said if they have a utility meeting with the utility representatives, this will commit the City. She said somewhat.

Mayor Moses said she has some information and costs but what is missing is the cost to the property owners. Ammerman said this will be nothing. The Mayor questioned her nothing stating there will be costs of running the conduit up the side of their building and in some cases, it could be three different conduits. He informed Ammerman that he felt she should go back to the property owners and ask them if they are in favor of this and if they will allow three sets of conduit to go up their building. Mayor Moses also asked Ms. Skinner with P&Z if any requirements apply to this. She said there are no requirements on running conduit up the outside of a building.

Mayor Moses suggested Ammerman go back to each property owner about this project. He also suggested she talk to KY DOT District 6 about the traffic lights on Main Street and how this will affect that. She said that would need to be addressed.

Commissioner Grayson made a motion to approve the minutes of the October 28, 2014 meeting. Commissioner Brunner seconded. Vote: Commissioner Grayson: yes; Commissioner Brunner: yes; Commissioner Keith: yes; Commissioner Slade: yes; Mayor Moses: yes. Motion carried.

APPROVE 10/28/14
MINUTES

Mayor Moses recognized Attorney Lair.

LEGALS

Attorney Lair read the second reading of Ordinance #1528 amending the Code of Ordinances of the City of Cynthiana relating to uniform regulations and requirements for the licensing and regulations of the sale of alcohol.

2nd RD ORD#1528 –
AMENDING ORD –
SALE OF ALCOHOL

Commissioner Keith made a motion to approve the second reading of Ordinance #1528. Commissioner Brunner seconded. Vote: Commissioner Keith: yes; Commissioner Brunner: yes; Commissioner Grayson: yes; Commissioner Slade: yes; Mayor Moses: yes. Motion carried.

Commissioner Grayson asked if the Commission can change the number of seats required at a restaurant in Ordinance #1528. Attorney Lair said they could not. It cannot vary from 50. Only Frankfort can change that.

Attorney Lair read the first reading of Ordinance #1529 amending the Ordinance relating to water rates.

1st RD ORD #1529
AMENDING WATER
RATES

Commissioner Keith made a motion to approve the first reading of Ordinance #1529. Mayor Moses seconded. Vote: Commissioner Keith: yes; Mayor Moses: yes; Commissioner Brunner: yes; Commissioner Grayson: yes; Commissioner Slade: yes. Motion carried.

Commissioner Brunner said it is his understanding the average residential customer will not change. Only change is for users over 10,000 gallons.

RATE CHG FOR USERS
OVER 10,000 GAL
ONLY

Mayor Moses said this is correct. Cynthiana is the third lowest water rate in the BGADD.

Attorney Lair reminded everyone that the Harrison County Water Association rates have to be approved by the KY PSC. The Mayor and Gary Royalty have been negotiating with HCWA. Those rates are:

PSC MUST APPROVE
RATES WITH HCWA

Phase I - 01/01/15-12/31/15 – 2.63 per 1,000 gal

Phase II - 01/01/16 – 2.85 per 1,000 gal

Commissioner Keith made a motion to authorize the Mayor to sign the Tariff Sheet to the KY PSC on the Harrison County Water Association rate. Commissioner Slade seconded. Vote: Commissioner Keith: yes; Commissioner Slade: yes; Commissioner Brunner: yes; Commissioner Grayson: yes; Mayor Moses: yes. Motion carried.

AUTHORIZE MAYOR
TO SIGN TARIFF
SHEET TO PSC

Commissioner Keith made a motion to authorize the Mayor to sign the Addendum establishing rates as set out in the Contract Addendum with Harrison County Water Association. Commissioner Grayson seconded. Vote: Commissioner Keith: yes; Commissioner Grayson: yes; Commissioner Brunner: yes; Commissioner Slade:

AUTHORIZE MAYOR
TO SIGN CONTRACT
ADDENDUM WITH
HCWA

yes; Mayor Moses: yes. Motion carried.

Mayor Moses recognized Commissioner Grayson.

FINANCE REPORT

Commissioner Grayson made a motion to pay the following bills:

PAYABLES REPORT

General Fund	\$ 73,029.07
Water & Sewer Fund	\$ 85,950.21

Commissioner Slade seconded. Vote: Commissioner Grayson: yes; Commissioner Slade: yes; Commissioner Brunner: yes; Commissioner Keith: yes; Mayor Moses: yes. Motion carried.

Commissioner Grayson reported cash in bank:

General Fund	\$ 327,713.31
Water & Sewer Fund	\$ 222,815.67
Municipal Road Aid Fund	\$.82

Commissioner Grayson reported the City had authorized Vacation Buy-Back the last few years and he recommend they do this for 2014. Some departments have been short-staffed. Commissioner Grayson made a motion to approve Vacation Buy-Back for 2014 with the same rules and conditions as last year. Commissioner Brunner seconded. Vote: Commissioner Grayson: yes; Commissioner Brunner: yes; Commissioner Keith: yes; Commissioner Slade: yes; Mayor Moses: yes. Motion carried.

APPROVE VACATION BUY-BACK FOR 2014

Commissioner Grayson reported he is in receipt of a proposal from CSI to conduct a Geotechnical Study that is required for the proposed addition on the east side of City Hall. The fee is \$4,700. Commissioner Grayson made a motion to approve the contract and authorize the Mayor to sign the contract with CSI in the amount of \$4,700 to conduct a geotechnical study on the east side of City Hall. Commissioner Brunner seconded. Vote: Commissioner Grayson: yes; Commissioner Brunner; yes; Commissioner Keith: yes; Commissioner Slade: yes; Mayor Moses: yes. Motion carried.

AUTHORIZE CSI TO CONDUCT GEOTECHNICAL STUDY AT CITY HALL

Commissioner Grayson reported the Senior Citizens has asked to borrow \$25,000 - \$30,000 for bills that are accruing interest. This would be an interest free loan and paid back over five years.

SR. CITIZENS REQUEST FOR LOAN

Commissioner Brunner asked what the legality of the City is making a loan like this.

Attorney Lair said it needs looking into. He is not sure if the City can make a loan.

Commissioner Grayson stated maybe the City could choose one of the debts and pay it.

Commissioner Brunner reported three of these debts are the IRS.

Commissioner Keith made a motion to table this issue until the next meeting to give time to check into this. Commissioner Brunner seconded. Vote: Commissioner Keith: yes; Commissioner Brunner: yes; Commissioner Grayson: yes; Slade: yes; Mayor Moses: yes. Motion carried.

LOAN ISSUE TABLED

Mayor Moses recognized Commissioner Brunker.

PUBLIC SAFETY

Having completed all pre-employment requirements, Commissioner Brunker made a motion to hire Brooke E. Butcher as a full-time E-911 Telecommunicator II effective November 5, 2014. Salary commensurate with position. Commissioner Keith seconded. Vote: Commissioner Brunker: yes; Commissioner Keith: yes; Commissioner Grayson: yes; Commissioner Slade: yes. Motion carried.

HIRE BROOKE E
BUTCHER - FT
TELECOMMUNICATOR
II

Commissioner Brunker reported that Butcher has previously worked as a certified Telecommunicator and it will take only a few classes to have her recertified.

HIRE BLAKE J BISHOP
AS PT
TELECOMMUNICATOR

Having completed all pre-employment requirements, Commissioner Brunker made a motion to hire Blake J. Bishop as a part-time E-911 Telecommunicator effective November 7, 2014. Salary commensurate with position. Mayor Moses seconded.

Commissioner Keith asked what the requirements for a Telecommunicator are. Commissioner Brunker said there is on-the-job training. Then they go to the academy in Richmond for one week LINK/NCIC. A fulltime employee will go to the academy for five weeks certification training if they are not already certified.

Mayor Moses recognized Wilbur Gross.

Gross stated he retired in May. He wants to be a Telecommunicator. He applied in July. He said he is certified and not everyone can do the job. He stated the City is hiring someone because they know someone. He feels he is the best qualified. He wants this hiring held up. He feels he is not getting the job because it is either personal or racial.

W GROSS WANTS 911
HIRING HELD UP-HE
WANTS TO BE HIRED

Mayor called for the vote on hiring Bishop. Commissioner Brunker: yes; Mayor Moses: yes; Commissioner Grayson: yes; Commissioner Keith: yes; Commissioner Slade: yes. Motion carried.

Commissioner Brunker reminded everyone to mark their calendars for a meeting of Champions for a Drug Free Harrison County to be held at the Cynthiana Christian Church on November 17th at 5:30pm. Pendleton County Sheriff Peoples will speak. He lost his son to suicide. KSP Trooper Mark Burden will be among the speakers and Jenny Lynn Hatter will update what the local school system is doing.

CHAMPIONS FOR
DRUG FREE HARR CO
11/17/14

Commissioner Brunker reported he will need an executive session at the end of the meeting.

Mayor Moses recognized Commissioner Slade.

PUBLIC WORKS

Commissioner Slade reported there is still a shortage of salt. He has another quote from Detroit Salt. Commissioner Slade made a motion to authorize the Mayor to sign the contract with Detroit Salt for 100 tons of salt at \$97.75 per ton. Commissioner Keith seconded. Vote: Commissioner Slade: yes; Commissioner Keith: yes; Commissioner Brunker: yes; Commissioner Grayson: yes; Mayor Moses: yes. Motion carried.

Commissioner Grayson asked if they could keep the millings from the street and use in the winter. This would not melt the ice.

Commissioner Slade reported Leaf pickup will run through the week of Thanksgiving. Pickup will be on your regularly scheduled trash pickup day. Please do not rake leaves into the gutter or street. These will stop up the storm drains. Bagged leaves will be picked up daily.

LEAF PICKUP

Mayor Moses recognized Commissioner Keith.

PUBLIC UTILITIES

Commissioner Keith reported they need to award the Sewer rehab Project bid. He recognized Bob Sturdivant of HDR Engineers.

Bob Sturdivant reported that four bids were received ranging from \$4,301,856.50 to \$7,963,400.25. Grant's Excavating, Inc. of Richmond, KY was the low bidder. This project is RD funding which requires a contingency. They have looked at the bid and are taking out the Hospital Force Main to meet this. The state is redoing the road there so they need to see what they do in this area. HDR is recommending the bid be awarded to Grant's Excavating, Inc. They have previously worked with this company and they do a good job.

B. STURDIVANT-HDR
SEWER REHAB BID

Commissioner Keith made a motion to award the bid to Grant's Excavating, Inc. for \$4,219,286.50. Commissioner Grayson seconded. Vote: Commissioner Keith: yes; Commissioner Grayson: yes; Commissioner Brunner: yes; Commissioner Slade: yes; Mayor Moses: yes. Motion carried.

AWARD SEWER REHAB
BID TO GRANT'S
EXCAVATING

Commissioner Keith reported that it is hard to find licensed water plant operators. In 2012, the City made the decision to obtain a school-to-work trainee at the WTP and utilize a newly created program Water Training Institute Degree Program through WKU that could fast track students in this program while working in a plant to acquire the required experience for a Class III license. Keith Northcutt is our school-to-work trainee who has been working part-time in the plant. He is about to complete his Associates Degree in the Water Training Institute Program. He will need to complete the minimum hours of employment at the plant and be admitted to the Class III Operator Session.

WTP SCHOOL-TO-
WORK PROGRAM

Commissioner Keith made a motion to change the classification of Keith Northcutt from a part-time School-to-Work Water Treatment Plant Operator Trainee to a Full-time Water Treatment Plant Operator Trainee effective December 19, 2014 subject to obtaining his degree in December. Commissioner Brunner seconded. Vote: Commissioner Keith: yes; Commissioner Brunner: yes; Commissioner Grayson: yes; Commissioner Slade: Yes; Mayor Moses: yes. Motion carried. Commissioner Keith reported once Northcutt has met the requirements of the Division of Water, he will be scheduled for the class and testing to obtain his Class III WTP Operator's License.

CHG CLASSIFICATION
OF K. NORTHCUTT

Gary Royalty was asked to report on the status of the Pike Street Water Project. They have all of the services in on Pike Street from Church Street to Elmarsh Avenue but seven. They will get a full start again in the spring when they will complete the services and

PIKE STREET PROJECT
UPDATE

the Main Line. This will take most of the 2015 construction season. There has always been low pressure in this area. The 6' main will be replaced by a 10" main. This should improve the pressure. This work is all being done in house by our work force. Citizens have questioned the men sitting in a truck or standing around but the state made it a condition for the permit to have a man there at all times to let the big trucks through.

Mayor Moses thanked Royalty for what he has done on Pike Street.

Commissioner Keith reported that while they were working up Pike Street, some rug-rat got into the fresh concrete. They had just talked about vandalism. Commissioner Keith made a motion to pay up to \$500 reward for information that leads to the conviction of the person or persons that vandalized the concrete with the approval by the Commission. Mayor Moses seconded. Vote: Commissioner Keith: yes; Mayor Moses: yes; Commissioner Bruner: yes; Commissioner Grayson: yes; Commissioner Slade: yes. Motion carried.

Commissioner Bruner asked if a vandalism policy would extend to FRVP. Mayor Moses stated they should hold off on that and have the Recreation Dept. involved in that.

Mayor Moses reminded everyone that the Handy House status will be on the agenda at the next meeting.

Commissioner Bruner made a motion to go into executive session to discuss the employment of a specific individual. Commissioner Slade seconded. Vote Commissioner Bruner: yes; Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Keith: yes; Mayor Moses: yes. Motion carried.

Commissioner Bruner made a motion to return to regular session. Commissioner Slade seconded. Vote: Commissioner Bruner: yes; Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Keith: yes; Mayor Moses: yes. Motion carried.

Mayor Moses reported there will be no action taken.

Mayor Moses made a motion to adjourn. Commissioner Bruner seconded. Vote: Mayor Moses: yes; Commissioner Bruner: yes; Commissioner Grayson: yes; Commissioner Keith: yes; Commissioner Slade: yes. Motion carried.

REWARD OFFERED
FOR INFO LEADING TO
CONVICTION –
CONCRETE
VANDALIZED

HANDY HOUSE
STATUS ON 11/25/14
AGENDA

EXEC SESSION

RETURN TO REG
SESSION

ADJOURN

Charleen McIlvain, City Clerk

Steve Moses, Mayor