

October 6, 2015
Commission Meeting

The City of Cynthiana Board of Commissioners met in regular session October 6, 2015 at 5:30 P.M. in the Commissioner's Room at City Hall. Present were Mayor Smith, Commissioners Grayson, Mattmiller, Slade, Griggs and Attorney Lair.

Mayor Smith called the meeting to order.

CALL TO ORDER

Mayor Smith recognized Earl Litman with First Church of God for the invocation.

EARL LITMAN
INVOCATION

Mayor Smith reported that there are minutes to approve.

Commissioner Grayson made a motion to accept the minutes of the September 15, 2015 Regular Commission meeting. Commissioner Slade seconded. Vote: Commissioner Grayson: yes; Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

APPROVE 9/15/2015
MEETING MINUTES

Commissioner Mattmiller made a motion to accept the minutes of the September 23, 2015 Special Commission meeting. Commissioner Grayson seconded. Vote: Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Slade: abstain; Commissioner Griggs: abstain; Mayor Smith: yes. Motion carried.

APPROVE 9/23/2015
SPECIAL MEETING
MINUTES

Mayor Smith recognized Bill Wolsky with Schooley Mitchell Consulting.

VISITORS

Mr. Mitchell is in attendance to give a presentation on the service that his company provides. The key to his company is that they do not have anything to sell. Mr. Mitchell stated that the only way his company makes money is by saving the City money. They would have a contract with the city for 36 months. They would audit all communication billings and if savings are found his company would receive 50% of the savings. Schooley-Mitchell would not receive any pay if the City did not receive any savings.

SCHOOLEY-MITCHELL
COMMUNICATIONS
SERVICES

Mayor Smith recognized Attorney Lair.

LEGALS

Attorney Lair read the second reading of Ordinance #1539 setting the ad valorem tax rate for 2016 at 16 cents per \$100.00.

2nd READING OF
ORDINANCE #1539 AD
VALOREM TAX FOR
2016 & MOTION

Commissioner Mattmiller made a motion to accept the second reading of Ordinance #1539. Commissioner Slade seconded. Vote: Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

Attorney Lair read the second reading of Ordinance #1540 setting the tax rate of real and personal property for 2015 at 17.5 cents per \$100.00.

2nd READING OF
ORDINANCE #1540
PROPERTY TAX RATE
FOR 2015 & MOTION

Commissioner Mattmiller made a motion to accept the second reading of Ordinance #1539. Commissioner Slade seconded. Vote: Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

Attorney Lair read the second reading of Ordinance #1541 amending the policies & procedures to add a new job description and title of Maintenance Operator III, grade 20, as requested by Commissioner Griggs.

2nd READING ORD
#1541 AMENDING P&P
ADDING MAINT OP III

Commissioner Griggs made a motion to accept first reading of Ordinance #1541. Commissioner Grayson seconded. Vote: Commissioner Griggs: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried.

MOTION TO ACCEPT
2nd READING
ORD#1541

Mayor Smith recognized Gary Royalty and Bob Sturdivant with HDR Engineering.

KIA WESTSIDE BY-
PASS WATER LINE
EXTENSION

Gary Royalty reported that when the city applied for this loan a few years ago it was not a priority on KIA's list. There has been additional funding and this has been moved up. This project was on the City's long range goal to increase water pressure on the west side of town. This project would extend the 12 inch water main from the Industrial Park to the State Maintenance Barn of the Kentucky 36 W By-Pass. Bob Sturdivant with HDR reported that KIA (Kentucky Infrastructure Authority) would like response by October 17, 2015. The cost of the project in 2011 was \$582,000 with a 20 year term at .75 % interest rate.

Mayor Smith made a motion to proceed with the application for the Westside By Pass Water Extension Improvement Project. Commissioner Slade seconded. Vote: Mayor Smith: yes; Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes. Motion carried.

MOTION TO PROCEED
WITH KIA
APPLICATION FOR
WESTSIDE BY-PASS
WATER LINE EXT

Mayor Smith recognized Commissioner Grayson.

FINANCE REPORT

Commissioner Grayson made a motion to pay the following bills:

PAYABLES REPORT

General Fund	\$ 152,958.36
Water & Sewer Fund	\$ 117,040.73

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

Commissioner Grayson reported cash in bank:

CASH IN BANK

General Fund	\$ 29,133.23
Water & Sewer Fund	\$ 208,108.26
Municipal Road Aid Fund	\$ 21,703.63

Commissioner Grayson reported that he has met with Travis Franklin. Mr. Franklin has done a great job with the cleaning up of the Old Cemetery. Mr. Franklin has volunteered to head up Cynthiana's Pick-a-Project. Mr. Grayson thanked Travis for all his hard work. The room broke out with applause.

TRAVIS FRANKLIN TO
HEAD UP PICK A
PROJECT

Commissioner Grayson reported that he and Commissioner Griggs have been working on the purchasing of the Christmas lights. Commissioner Grayson wants to purchase 23 new snowflakes instead of 43 due to budget restraints. He would like to try to budget the remaining ones for next year.

CHRISTMAS LIGHTING

Commissioner Grayson made a motion to purchase 23 new LED snowflakes at a cost of approximately \$7000.00. Commissioner Griggs seconded. Vote: Commissioner Grayson: yes; Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried.

MOTION TO
PURCHASE 23
CHRISTMAS LIGHTS

Commissioner Grayson made a motion to declare 116 Webster Avenue as surplus property. Commissioner Mattmiller seconded. Vote: Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

DECLARE 116
WEBSTER AS SURPLUS
PROPERTY

Commissioner Grayson made a motion to advertise for a licensed auctioneer to auction the property at 116 Webster. Commissioner Slade seconded. Vote: Commissioner Grayson: yes; Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

MOTION TO
ADVERTISE FOR
LICENSED
AUCTIONEER

Commissioner Grayson asked for an executive session at the end of the meeting to discuss property.

Mayor Smith recognized Commissioner Slade.

PUBLIC SAFETY
REPORT

After successfully completing pre-employment requirements Commissioner Slade made a motion to offer employment to Zack Zerbe as a full-time non-certified police officer. Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

OFFER EMPLOYMENT
TO ZACK ZERBEE
POLICE OFFICER NON-
CERTIFIED

Commissioner Slade reported that Trick-or-Treat will be on Saturday, October 31, 2015 from 6 p.m. to 8 p.m.

TRICK OR TREAT

Commissioner Slade would like to change the job classification of Tyler Johnson in the E-911 Department from Telecommunicator I to Telecommunicator II, effective immediately; salary commensurate with position. Commissioner Grayson seconded. Vote: Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

CHANGE JOB
CLASSIFICATION OF
TYLER JOHNSON

Commissioner Slade would like to change the job classification of Dottie Perry in the E-911 Department from Telecommunicator I to Telecommunicator II, effective immediately; salary commensurate with position. Commissioner Grayson seconded. Vote: Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

CHANGE JOB
CLASSIFICATION OF
DOTTIE PERRY

Mayor Smith recognized Commissioner Griggs.

Commissioner Griggs reported that we are looking at applicants who applied for Maintenance Worker and will be interviewing soon. Thanks to everyone who applied. Commissioner Griggs also reported that work is scheduled to begin next week on the Key Market Parking Lot Project. The parking lot will be closed during this time.

PUBLIC WORKS
REPORT

Mayor Smith recognized Commissioner Mattmiller.

PUBLIC UTILITIES
REPORT

Commissioner Mattmiller reported that since the last meeting he has been looking over ordinances and has made a binder for the Mayor and Commissioners for their review.

ORDINANCES

Commissioner Mattmiller reported that he has been looking over the town and has a list of 98 houses that are vacant.

VACANT &
ABANDONED
PROPERTY

Commissioner Mattmiller reported that the sewer line project work is actually worse than we thought. Commissioner Mattmiller reported that the WWTP has already noticed a decrease in the amount of water coming into the plant during rainfall.

Commissioner Mattmiller made a motion to offer part-time employment to a certified WWTP operator, upon completion of pre-employment requirements. Commissioner Slade seconded. Vote: Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

OFFER EMPLOYMENT
TO PT CERTIFIED
WWTP OPERATOR

MAYORS REPORT

Mayor Smith made a motion to appoint Susan Davisson as an alternate on the Code Enforcement Board. Commissioner Mattmiller seconded. Vote: Mayor Smith: yes; Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Slade: yes; Commissioner Griggs: yes. Motion carried.

CODE ENFORCEMENT
BOARD APPOINTMENT
SUSAN DAVISSON

Mayor Smith made a motion to appoint Joseph Ammerman as an alternate on the Code Enforcement Board. Commissioner Mattmiller seconded. Vote: Mayor Smith: yes; Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Slade: yes; Commissioner Griggs: yes. Motion carried.

CODE ENFORCEMENT
BOARD APPOINTMENT
JOSEPH AMMERMAN

This makes the members of the Code Enforcement Board as follows: Alice Allen, John Hodge, Molly Smith, Ralph Deitemeyer, and Michael Aldrige. The alternates are Susan Davisson and Joseph Ammerman.

Mayor Smith reported that the KLC is coming here on October 22, 2015 from 9 a.m. to 12:00 noon. They will be holding a Strategic Planning Workshop at the Cynthiana Public Library. This is open to all cities however KLC is offering the session free to anyone the City of Cynthiana wants to send. Mayor Smith encourages all Commissioners and Department Heads to attend. Mayor Smith will be personally inviting folks to attend.

STRATEGIC PLANNING
WORKSHOP

Mayor Smith made a motion to go into executive session to discuss possible litigation and the disposition of real estate. Commissioner Griggs seconded. Vote: Mayor Smith: yes; Commissioner Griggs: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes. Motion carried.

EXECUTIVE SESSION

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

RETURN FROM
EXECUTIVE SESSION

Mayor Smith reported no action will be taken on the disposition of real estate.

NO ACTION TAKEN

Commissioner Slade made a motion to authorize the Mayor to sign a disclaimer of interest in real estate in reference to FMSV Inc. Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

AUTHORIZE MAYOR
TO SIGN DISCLAIMER
OF INTEREST FMSV
INC.

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

ADJOURN

Jamie Hutchison, City Clerk

James Smith, Mayor