

May 1, 2018
Regular Commission Meeting

The City of Cynthiana Board of Commissioners met in regular session May 1, 2018 at 5:30 P.M. in the Harrison County Board of Education Board Room located at 308 Webster Avenue, Cynthiana, Kentucky. This is the first commission meeting held at this new location. Present were Mayor Smith, Commissioners Mattmiller, Slade, Griggs and Judy and Attorney Lair.

Mayor Smith called the meeting to order.

CALL TO ORDER

Dale Kendrick with Salem Church of Christ presented the invocation.

DALE KENDRICK-
INVOCATION

Mayor Smith thanked David Case for the use of the meeting room. Mayor Smith commented that it is symbolic of the relationship that has developed in the last couple of years between the City, County, and the School System. Mr. Case stated that the School System is also thankful to the City as well is glad to be of help.

VISITORS

Mayor Smith recognized Steve Eads, Code Enforcement Officer. Mr. Eads presented the Commission with a revised draft of a nuisance code. He is asking the commission to review and consider adopting this code. Mr. Eads stated he welcomes suggestions. Mayor Smith stated that he believes everyone is the commission is in favor of this. It was a part of the City's Strategic Plan. The Commission will review the draft and move forward.

STEVE EADS-CODE
ENFORCEMENT

Mayor Smith recognized Alicia Sprague a student at MCTC. Ms. Sprague asked the commission to consider changing the ordinance regarding allowing chickens in the city limits. Ms. Sprague stated only laying chickens not any roosters. She said a couple of neighbors are also interested in having chickens for eggs. The Mayor stated he has several inquiries from citizens wanting to have chickens. Commissioner Judy questioned about the pungent odor, Ms. Sprague stated maybe there could be some stipulations on lot size, how close to property line, etc. Commissioner Griggs is concerned about code issues. Commissioner Slade and Commissioner Mattmiller both stated that they have been asked as well. The Commission will be looking into the possibly of having laying chickens in the city limits.

ALICIA SPRAGUE-
CHICKENS IN THE CITY
LIMITS

Mayor Smith thanked Ms. Sprague for being interested in her local government.

Mayor Smith reported that there are minutes to approve.

APPROVAL OF MINUTES

Commissioner Mattmiller made a motion to approve the minutes of the April 17, 2018 meeting. Commissioner Griggs seconded. Vote: Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Slade: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

Mayor Smith recognized Attorney Lair.

LEGALS

Attorney Lair advised the Commission that at approximately 4 pm today he received a letter from an attorney representing his client regarding a certain property on Jones Lane that the City has a lien on. The client is willing to pay \$15,000 to the City and the

property owner to purchase this property. The way the letter is written it states that the check would be made payable to the City and the property owner. Attorney Lair recommends that the city not agree to this because it may be difficult to get endorsement from the property owner. Attorney Lair advised that if an agreement is made that the check be written to the City of Cynthiaiana only for release of the lien of this property, he would advise that would be a good deal for the city.

Mayor Smith made a motion to release the lien upon receipt of a check made out to the city for \$15,000. Commissioner Mattmiller seconded. Vote: Mayor Smith: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Judy: yes. Motion carried.

MOTION TO RELEASE LIEN ON PROPERTY ON JONES LANE UPON RECIEPT OF PAYMENT OF \$15,000

MAYOR'S REPORT

Mayor Smith announced that we are getting closer and closer to closing on the property at 205 W. Mill that is part of the Westside Redevelopment Project.

WSRP CLOSE TO CLOSING

Cynthiana Harrison County Home Assistance Association will be having a Ground Breaking Ceremony on May 12, 2018 at 2 p.m. and everyone is invited to attend. It is located at the corner of Poplar and Mill Street.

GROUND BREAKING CHCHA

Mayor Smith made a motion to ratify to authorize the transfer of ownership of Lot #4 of the Westside Redevelopment Project as a gift to CHACHA. Commissioner Mattmiller seconded. Vote: Mayor Smith: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Judy: yes. Motion carried.

MOTION TO TRANSFER OWNERSHIP OF 205 W MILL STREET TO CHCHA

Mayor Smith made a motion to authorize the Mayor to sign all draw requests for CDGB grant funds as needed for down payment assistance. There is currently a draw request ready for signing. Commissioner Slade seconded. Vote: Mayor Smith: yes; Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Judy: yes. Motion carried.

MOTION TO AUTHORIZE MAYOR TO SIGN DRAW REQUESTS FOR CDGB GRANT DOWN PAYMENT ASSISTANCE

Mayor Smith made a motion to appoint Noel Riddell to the Board of Adjustments for a 4-year term. Commissioner Judy seconded. Vote: Mayor Smith: yes; Commissioner Judy: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Griggs: yes. Motion carried.

APPOINT NOEL RIDDELL TO A 4-YEAR TERM ON BOARD OF ADJUSTMENTS

Mayor Smith announced that River Bank Clean up will be May 19, 2018 at River Road Ball Park. Mayor Smith asked for the City's help on this project, maybe some flex time for city employees.

RIVER BANK CLEAN-UP

Mayor Smith reported that after receiving several complaints of debris lodged under John Hunt Morgan Bridge he called Kevin Florence with the State Maintenance Department and they have began removing the debris.

DEBRIS CLEAN UP ON JOHN HUNT MORGAN BRIDGE

The Cynthiaiana-Harrison County Chamber of Commerce is putting an entry sign at the corner of Bridge and Main. The total cost of the sign is \$20,000 and Farmers Deposit Bank is issuing a loan for the cost of the sign on a five year no interest loan to the Chamber

CHAMBER OF COMMERCE ENTRANCE TO CYNTHIANA SIGN

of Commerce. The plan is for income from the sign to pay for the loan. Since this is a joint venture between the Chamber, the City, and the County the bank is asking that the City and County sign as guarantor of the loan. The County voted last week to guarantee half of the loan in the amount of \$10,000.

Mayor Smith made a motion to authorize the Mayor to sign as guarantor the loan at the Farmers Deposit Bank for the Cynthiana-Harrison County Chamber of Commerce for half the loan amount which will be \$10,000. Commissioner Mattmiller seconded. Vote: Mayor Smith: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Judy: yes. Motion carried.

MOTION TO AUTHORIZE
MAYOR TO SIGN AS
GUARANTOR FOR
CHAMBER SIGN

Mayor Smith advised that the E-911 center and the Bluegrass Task Force intend to apply for a grant from Kentucky Office of Homeland Security so we need a Resolution authorizing the Mayor to sign any documents deemed necessary to facilitate the process.

Mayor Smith read aloud Resolution 2018-2.

Mayor Smith made a motion to adopt Resolution 2018-2. Commissioner Slade seconded. Vote: Mayor Smith: yes; Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Judy: yes. Motion carried.

MOTION TO ADOPT
RESOLUTION 2018-2

Mayor Smith recognized Commissioner Mattmiller.

FINANCE REPORT
PAYABLES REPORT

Commissioner Mattmiller made a motion to pay the following bills:

MOTION TO PAY BILLS

General Fund	\$ 56,323.87
Water & Sewer Fund	\$ 23,556.90

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

Commissioner Mattmiller reported cash in bank:

CASH IN BANK

General Fund	\$ 530,327.76
Water & Sewer Fund	\$ 5,251.29
Municipal Road Aid Fund	\$ 109,735.30

Mayor Smith recognized Commissioner Slade.

PUBLIC SAFETY REPORT

Commissioner Slade announced that the (3) recruits that have been in the academy will graduate on Thursday, May 10, 2018. They will have a day off and then begin their 12-week field training.

Commissioner Slade reminded the Commission to be considering new ways to fund E-911.

Commissioner Slade read a letter of gratitude he received from Betty F. Peak. Ms. Peak was involved in a motor vehicle accident recently and commended Officer Barry Sparks for his professional

LETTER OF GRATITUDE
FROM BETTY PEAK-
OFFICER SPARKS

and calming presence. She wanted to officially thank Officer Sparks.

Commissioner Slade made a motion to hire Cassie McCandless as a full-time non-certified telecommunicator salary commensurate with position. Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

MOTION TO HIRE CASSIE MCCANDLESS FT TELECOMMUNICATOR

Commissioner Slade made a motion to authorize Mayor Smith to sign a contract with the Harrison County Board of Education for a School Resource Officer once all parties are in agreement with the terms. Commissioner Judy seconded. Vote: Commissioner Slade: yes; Commissioner Judy: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

MOTION TO AUTHORIZE MAYOR TO SIGN CONTRACT FOR SRO AT HC SCHOOL

Mayor Smith recognized Commissioner Griggs.

PUBLIC MAINTENANCE REPORT

Commissioner Griggs reported that Spring brush service will be extended until May 11, 2018.

SPRING BRUSH PICK UP

Commissioner Griggs reported that landscaping continues on the areas impacted by water and sewer line work.

Commissioner Griggs stated that bids are still being accepted for sidewalk and curb repair and that we will review and award bid at the May 15, 2018 Commission meeting. Commissioner Griggs also announced that plans are being made for the drainage improvement project for the parking lot on Pike Street. After completion of the drainage project, the parking lot will be paved. We hope to have bid package ready before June 30, 2018.

Commissioner Griggs added that she had seen public safety at the schools and she really appreciates that and is sure other parents and student do as well. She is glad we are going to be able to do this.

Mayor Smith added that Public Works is available to remove and haul away sidewalks for citizens that want to replace their sidewalks. You just need to come in and fill out an application and waiver.

Mayor Smith recognized Commissioner Judy.

PUBLIC UTILITIES REPORT

Commissioner Judy reported that Tube Settlers installation went smooth as silk, and that she has been assured we won't be talking about tube settlers for about two decades.

Commissioner Judy announced that the engineering study of a gravity sewer line to eliminate the Wal-Mart Pump station indicates that it is feasible. We need commission approval as per the original Work Order with HDR engineering to proceed with the preparation of the detailed plans, specifications and permits necessary for construction.

Commissioner Judy made a motion to motion to proceed with the next phase of the Wal-mart pump station elimination project phase II as per original work order. Commissioner Mattmiller seconded. Vote: Commissioner Judy: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

WAL-MART PUMP
ELIMINATION PROJECT-
MOTION TO PROCEED

Commissioner Judy reported that electrical up-grades at the Water Treatment Plant are continuing. Hopefully the new service lines to the pump house will be complete before the end of fiscal year 2017-2018.

Commissioner Judy stated that Bio-monitoring at the WWTP is complete and E-Coli tests are in compliance. Also, new crane purchased earlier this year has been put to use pulling lift station pumps and is performing as expected.

Commissioner Judy reported that we expect to complete one more radio read water route this fiscal year. We hoped to have 2000 meters done but it is going to be closer to 1800.

Mayor Smith asked Main Street Director Stephanie Burden to give a report on the Pocket park fund raiser event. Ms. Burden stated that it exceeded their expectations; they raised \$2400.00 to help with the pocket park.

POCKET PARK FUND
RAISER BRINGS IN \$2400

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

ADJOURN

Jamie D. Hutchison, City Clerk

James Smith, Mayor

5/1/2018