

November 17, 2015
Commission Meeting

The City of Cynthiana Board of Commissioners met in regular session November 17, 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 provided the invocation.

MAYOR SMITH
INVOCATION

Mayor Smith reported that there are minutes to approve.

Commissioner Mattmiller made a motion to accept the minutes of the November 3, 2015 Regular Commission meeting. Commissioner Slade seconded. Vote: Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

APPROVE 11/3/2015
MEETING MINUTES

Mayor Smith recognized Attorney Lair.

LEGALS

John Lair read the second reading of Ordinance #1542 designating Federal Drive as a one way street.

2nd READING
ORDINANCE #1542
FEDERAL ONE WAY

Mayor Smith made a motion to vote down the second reading of Ordinance #1542. Commissioner Mattmiller seconded. Vote: Mayor Smith: yes; Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Slade: yes; Commissioner Griggs: yes. Motion carried.

MOTION TO VOTE
DOWN 2nd READING
ORDINANCE #1542
FEDERAL ONE WAY

John Lair read the first reading of Ordinance #1543 designating Federal Drive as a one way street.

1st READING
ORDINANCE #1543
FEDERAL ONE WAY

Mayor Smith made a motion to approve the first reading of Ordinance #1543. Commissioner Mattmiller seconded. Vote: Mayor Smith: yes; Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Slade: yes; Commissioner Griggs: yes. Motion carried.

MOTION TO APPROVE
1ST READING
ORDINANCE #1543
FEDERAL ONE WAY

Attorney Lair stated that the next item on the agenda is the discussion of Whitt Way/Riverside Drive. Property owners and Planning & Zoning have signed the dedication plat allowing the City to accept these streets into the city street system. Discussion.

WHITT
WAY/RIVERSIDE DR
DISCUSSION

Commissioner Grayson made a motion to table the issue of Whitt Way/Riverside Drive. Commissioner Griggs seconded. Vote: Commissioner Grayson: yes; Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried.

MOTION TO TABLE
THE ISSUE OF WHITT
WAY/RIVERSIDE DR

Commissioner Grayson made a motion to authorize Mayor Smith to sign a mortgage release for CLT, LLC (Leono's). Commissioner Slade seconded. Vote: Commissioner Grayson: yes; Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

AUTHORIZE MAYOR
TO SIGN MORTGAGE
RELEASE FOR CLT, LLC
LEONOS

Mayor Smith recognized Commissioner Grayson.

FINANCE REPORT

Commissioner Grayson made a motion to pay the following bills:

PAYABLES REPORT

General Fund	\$ 236,284.65
Water & Sewer Fund	\$ 139,390.03

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

MOTION TO PAY BILLS

Commissioner Grayson reported cash in bank:

General Fund	\$ 481,926.02
Water & Sewer Fund	\$ 197,177.47
Municipal Road Aid Fund	\$ 54,586.87

Commissioner Grayson reminded everyone that the auction of 116 Webster Avenue has been scheduled for December 12, 2015 at 10:00 a.m.

116 WEBSTER AVE
AUCTION

Mayor Smith recognized Commissioner Slade.

PUBLIC SAFETY
REPORT

Commissioner Slade made a motion to promote Michael Kiskaden from Police Officer III to Police Sergeant effective November 21, 2015; salary commensurate with position. Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Mayor Smith: yes. Motion carried.

PROMOTION OF
MICHAEL KISKADEN
TO SGT

Commissioner Slade made a motion to promote Jeff Thomas from Police Officer III to Police Sergeant effective November 21, 2015; 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.

PROMOTION OF JEFF
THOMAS TO SGT

Commissioner Slade reported that he needs a short executive session to discuss possible litigation 61.810 (c).

Mayor Smith recognized Commissioner Griggs.

Commissioner Griggs reported that leaf pickup is on schedule and going well and will continue through December 11th.

MAINTENANCE DEPT
REPORT

Commissioner Griggs reported that the water line installation on Pike Street is complete. Commissioner Griggs reported that the infamous portable traffic lights will be removed tomorrow.

WATER LINE
INSTALLATION ON
PIKE ST COMPLETE

Commissioner Griggs reported that the sewer rehab project is moving along well, all that remains is the installation of a little more sidewalk.

SEWER REHAB
PROJECT

Commissioner Griggs made a motion to offer employment as a Maintenance Worker II to Richard Fultz, who has completed all pre-employment requirements. Salary commensurate with position. Commissioner Mattmiller seconded. Vote: Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried.

MOTION TO OFFER
EMPLOYMENT TO
RICHARD FULTZ
MAINTENANCE
WORKER II

Mayor Smith recognized Commissioner Mattmiller.

PUBLIC UTILITIES
REPORT

Commissioner Mattmiller reported that he has been looking at the code enforcement and rental property ordinances and does not think they need to be re-written. He has given each board member a copy of Ordinance #1407. Commissioner Mattmiller asked everyone to choose the 5 reasons for citation that are most serious in terms of health and safety and return to him.

RENTAL PROPERTY
ORDINANCES

Commissioner Mattmiller made a motion to offer employment as a full-time WWTP Operator trainee to Brad Wright, who has completed all pre-employment requirements. Salary commensurate with position. Commissioner Slade seconded. Vote: Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

MOTION TO OFFER
EMPLOYMENT TO
BRAD WRIGHT AS
FULL-TIME WWTP
OPERATOR TRAINEE

Mayor Smith reported that the draining structures in the Main Street/Key Market Parking lot are complete but there is a possibility that it will not be paved this year. The Main Street Program has started working on the entrance.

MAYOR'S REPORT

Mayor Smith reported that there is an update on the E-911 fee. He asked Bob Laytart to come forward and inform every one of the changes.

E-911 FEE UPDATE

Bob Laytart reported that residents with landlines currently have a \$4/month fee on their phone bill. This will be removed. The E-911 board is considering a \$45 annual fee to be applied to each occupied unit. This is necessary to keep 911 local. In 2010, there was almost \$300,000 in landline fees. This year, they are looking at \$140,000 which cannot cover the salaries and expenses to run the E-911 center. Mr. Laytart stated that they plan to apply the proposed fee to the county property tax bills.

Mayor Smith stated that he is impressed with City employees and the hard work they have done. He asked the Commission to authorize the day after Thanksgiving (Nov 27th) and Christmas Eve (December 24th) as paid holidays for full-time City employees.

11/27/15 & 12/24/15
HOLIDAY PAY
PROCLAMATION

Mayor Smith made a motion to authorize full-time City employees to receive November 27th, 2015 and December 24th, 2015 as paid holidays. Commissioner Mattmiller seconded. Vote: Mayor Smith: yes; Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Slade: yes; Commissioner Griggs: yes. Motion carried.

MOTION TO
AUTHORIZE 11/27/15
& 12/24/15 AS PAID
HOLIDAYS

Mayor Smith reported that the strategic planning leadership retreat was November 5th. The attendees voted on the most important issues to be addressed in our community. Respectively prioritized: Code Enforcement, Connectivity and Park Development. They also discussed legacy opportunities.

Mayor Smith reported that the Code Enforcement Board will have a meeting November 23rd to approve their list of abandoned and dilapidated houses. This list will be presented to the City by December 1st. The houses on the list can have an abandoned property tax imposed on them, which is a higher tax rate.

CODE ENFORCEMENT
BOARD MEETING

Mayor Smith stated that he would like to address the article that recently came out in the Cynthiana Democrat concerning Parks & Recreation. The Mayor stated that he personally discovered outstanding grants in May when he applied for a grant for the park. We cannot apply for any more grants until the outstanding ones are complete.

PARKS & REC GRANTS

Mayor Smith reported that on July 21st a meeting was held with the Mayor, County Judge Executive, Parks & Recreation Director and the Department of Local Government (DLG) to discuss these grants. Mayor Smith offered his help with grants and was assured by the Parks & Recreation Director, Darrell Baxter, the grants would be taken care of. It is now mid-November and the Mayor has received multiple emails from DLG stating that they have received nothing. The Mayor stated that according to the Democrat, the excuse provided by Darrell Baxter was that he hasn't had time to work on it yet and that the grant applications required another \$25,000 master plan. The Mayor called BGADD on Friday and they confirmed they only needed a simple drawing. They will be sending someone from their mapping department tomorrow.

It was reported in the Democrat that Mr. Baxter claimed a grant was not funded. The Mayor stated that this grant is actually stuck in Frankfort because it hasn't been completed by the community. The City Commission put into the budget \$25,000 to help meet the match on these grants. Matching funds is not an obstacle.

Mayor Smith read aloud an email dated November 4th, 2015 that stated that DLG hasn't receive anything about the 2013 Land Water Conservation Fund Grant or the Rural Trails Project. There isn't a lot of time left and nothing has been done. They will deobligate the funds soon. It's been suggested that we withdraw the grants.

The Mayor stated that the City can withdraw from the Inter-local Agreement with the County concerning Parks & Recreation.

Mayor recognized the Parks & Recreation Director, Darrell Baxter.

Mr. Baxter stated that there is a resolution declaring that any issue concerning Parks & Recreation is to go through the Parks & Recreation Board. The Mayor showed a picture sent in by a community member of an event banner, with a July date, that should have been taken down months ago. Mr. Baxter has been in service 26 months. He listed programs that Parks & Rec have created and/or improved while he has been in service. He stated that the grants will be completed by their deadlines.

PARKS & REC
DIRECTOR, DARRELL
BAXTER

Commissioner Griggs clarified that there are two grants, one is advancing and one has stalled out. She requested that the two commissioners serving on the Parks & Recreation Board make sure these grants are being moved forward. Discussion.

DISCUSSION

Commission Slade made a motion to go into executive session to discuss possible litigation pursuant to KRS 61.810(c). Commissioner Grayson seconded. Vote: Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Mayor Smith: 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 TO REGULAR
SESSION

Commissioner Slade instructed Attorney Lair to draft a letter for
him regarding pending litigation.

ATTORNEY LAIR TO
DRAFT A LETTER

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

ADJOURN

Jamie Hutchison, City Clerk

James Smith, Mayor

11/17/2015