

November 3, 2015
Commission Meeting

The City of Cynthiana Board of Commissioners met in regular session November 3, 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 Mike Bowen with Covenant Presbyterian Church for the invocation.

MIKE BOWEN
INVOCATION

Mayor Smith reported that there are minutes to approve.

Commissioner Slade made a motion to accept the minutes of the October 20, 2015 Regular Commission meeting. Commissioner Grayson seconded. Vote: Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

APPROVE 10/20/2015
MEETING MINUTES

Mayor Smith thanked Reverend Bowen on behalf of the City for his work with the Ministerial Association with their help providing food for the community through the Food Pantry and Clothing Closet.

Mayor Smith recognized Commissioner Grayson for a special retirement of the janitor, George Bills, after 7 years of service. His retirement was effective October 30, 2015. Commissioner Grayson thanked George for his service and presented him a card of appreciation and a gift card.

Mayor Smith recognized Attorney Lair.

LEGALS

Attorney Lair read aloud Resolution 2015-5 regarding Kentucky Infrastructure Authority funding.

RESOLUTION 2015-5
KIA FUNDING

Commissioner Grayson made a motion to adopt Resolution 2015-5. Commissioner Slade seconded. Vote: Commissioner Grayson: yes; Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

MOTION TO ADOPT
RESOLUTION 2015-5

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

AUTHORIZE MAYOR
TO SIGN MORTGAGE
RELEASE FOR CLT, LLC
LEONOS

Commissioner Slade made a motion to authorize Mayor Smith to sign a mortgage release for Mark & Tomi Sadler. 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 MORTGAGE
RELEASE FOR MARK &
TOMI SADLER
PROPERTY IN
INDUSTRIAL PARK

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

1ST READING
ORDINANCE #1542
FEDERAL ONE WAY

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

MOTION TO ACCEPT
1ST READING
ORDINANCE #1542
FEDERAL ONE WAY

Mayor Smith recognized Commissioner Grayson.

FINANCE REPORT

Commissioner Grayson made a motion to pay the following bills:

PAYABLES REPORT

General Fund	\$ 123,025.13
Water & Sewer Fund	\$ 122,807.22

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	\$ 594,634.18
Water & Sewer Fund	\$ 138,511.03
Municipal Road Aid Fund	\$ 44,269.22

Commissioner Grayson made a motion to authorize vacation buy back for unused vacation for employees as has been done in the past. Commissioner Slade seconded. Vote: Commissioner Grayson: yes; Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

VACATION BUY BACK
2015

Commissioner Grayson reported 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 reported that he needs a brief executive session to discuss acquisition of real property at the end of the meeting.

Mayor Smith recognized Commissioner Griggs.

MAINTENANCE DEPT
REPORT

Commissioner Griggs reported that the Department is continuing to assist with the water line installation on Pike Street.

Commissioner Griggs reported that leaf pick up will begin on November 9th and will continue until December 11th on your regularly scheduled trash pick- up day. Please don't rake your leaves into the gutter until the night before because that will stop up the storm drains. The City will also pick up bagged leaves everyday as well.

LEAF COLLECTION

Commissioner Griggs reported that the drainage structure has been completed on the Key Market parking lot. Commissioner Griggs observed the drainage structure during a rain and it is doing what it is suppose to do. Paving has been scheduled for the week of November 23rd. The sidewalks on Pike Street have been completed except for the intersection of Highland and Pike. These corners will be rounded off for better turning ability. Commissioner Griggs reported that hopefully in the near future the infamous portable

KEY MARKET PARKING
LOT/PIKE STREET
WATER LINE
IMPROVEMENTS

traffic lights will be removed.

Commissioner Griggs made a motion to offer employment as a Maintenance Worker I to Cody Zieseniss 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
CODY ZIESENISS
MAINTENANCE
WORKER I

Commissioner Griggs made a motion to offer employment as a Maintenance Worker II to an individual upon successful completion of all pre-employment requirements. Commissioner Grayson seconded. Vote: Commissioner Griggs: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried.

MOTION TO OFFER
EMPLOYMENT TO AN
INDIVIDUAL AS
MAINTENANCE
WORKER II

Mayor Smith recognized Commissioner Mattmiller.

PUBLIC UTILITIES
REPORT

Commissioner Mattmiller made a motion to offer employment to an individual as a full time WWTP Operator trainee contingent upon successful completion of all pre-employment requirements. Commissioner Griggs seconded. Vote: Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Grayson: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried.

OFFER EMPLOYMENT
TO AN INDIVIDUAL AS
FULL TIME WWTP
OPERATOR TRAINEE

Commissioner Mattmiller reported that we have basically three issues dealing with properties and improvements. They are Rental housing, abandoned property and nuisances. We have ordinances in place to handle these issues. Commissioner Mattmiller stated that the two ordinances relating to these are #1407 and #1387. Commissioner Mattmiller believes we have inefficiencies in the fines and inspections as handled in these ordinances. Commissioner Mattmiller would like the Commission to give him permission to talk to Attorney Lair about some changes to these ordinances.

RENTAL PROPERTY

Commissioner Mattmiller made a motion to create a position as Rental Property Inspector. Commissioner Grayson seconded. Vote: Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

MOTION TO CREATE
POSITION OF RENTAL
PROPERTY INSPECTOR

Mayor Smith reported that he, Clerk Hutchison, and Deputy Clerk Faulkner met with Sturgis Company to discuss on-line bill payment and card payment in-house.

MAYORS REPORT

ON-LINE BILL PAY FOR
PROPERTY TAX &
UTILITY BILLS

Mayor Smith made a motion to authorize him to enter into an agreement with Sturgis to set up on-line bill payment. Commissioner Grayson seconded. Vote: Mayor Smith: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Griggs: yes. Motion carried.

AUTHORIZE MAYOR
TO ENTER INTO AN
AGREEMENT STURGIS
ON LINE BILL PAY

Mayor Smith reminded everyone that there will be a leadership retreat for strategic planning on Thursday, November 5, 2015 from 1pm to 5pm in the Community Room at the Cynthiana Library.

STRATEGIC PLANNING
LEADERSHIP RETREAT

Mayor Smith announced that the Work Ready Certification will be awarded on November 19, 2015 between 1:30 pm and 3:30 pm in Lexington.

WORK READY
CERTIFICATION

E-911 FUNDING
CHANGES

Mayor Smith announced that the Kentucky Supreme Court delivered a major victory for local E-911 centers for emergency services funding. The E-911 Board will be meeting soon to discuss these changes.

Commissioner Mattmiller made a motion to go into executive session to discuss acquisition of real property pursuant to KRS 61.810(a). Commissioner Slade seconded. Vote: Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Grayson: 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

Mayor Smith reported no action taken.

NO ACTION TAKEN

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

11/3/2015