

April 14, 2015
Special Meeting

The City of Cynthiana Board of Commissioners met in special session April 14, 2015 at 5:30 P.M. in the Community Room of the Cynthiana-Harrison County Public Library. Present were Mayor Smith, Commissioners Grayson, Mattmiller, Slade and Tapp and Attorney Lair.

Mayor Smith called the meeting to order and stated he would present his 100 Day Plan of Action. A copy of is hereto attached and made a part of these minutes.

CALL TO ORDER
100 DAY PLAN OF
ACTION

Mayor Smith called the meeting to order and recognized Rev. Mike Coppersmith of the First United Methodist Church who gave the invocation before the start of the Commission meeting.

REV. MIKE
COOPERSMITH
INVOCATION

Mayor Smith reminded everyone that this is a special meeting and those rules will apply.

Mayor Smith introduced Jesse Jones and asked him to come to the podium. Jones is the new P&Z Building Inspector and Code Enforcement Officer. Jones was the Code Enforcement Officer in Georgetown for over nine years and most recently worked for Lexington. He is from Sadieville so he knows the area. He is anxious to work with the locals.

JESSE JONES- CODE
ENF OFFICER/BLDG
INSPECTOR

Mayor Smith recognized Will Mallard. Mallard stated he was a concern citizen who wanted to bring to their attention that Riverside Drive is ruining vehicles. He was told this is still Whitt property. He feels the entire area needs to be fixed. Maybe the City can take this over or see that owners take care of this but has been told the owners cannot be reached.

RIVERSIDE DR.

Commissioner Mattmiller stated there is a way to contact the Whitts and he will look into that.

Mayor Smith read a Proclamation proclaiming April 14th as Equal Pay Day and present it to Mary Stewart.

PROCLAMATION

Mayor Smith recognized Michael Fuller. Fuller stated he had submitted his resignation to the City and did not have another job but he was present to express his concerns with the Water Distribution Department. He went to Ms. McIlvain, the HR Director but was told by his supervisor that he could not talk to her nor could he talk to the Commissioners but one Commissioner told him he could come to the Commission. Fuller said some of his concerns involved a line on Apple Lane, water lines on Pleasant St., valves, shut-offs, meters at the Country Club, and fire hydrants only to mention a few. Fuller said lots of things are done that are not in the best interest of the City and we are wasting money. He wants the Commission to be aware of what projects are going on. Mayor Smith asked who was present on this issue. Other employees present were Harley Flack, Estill Barnett, Todd Blanton, Brandon Eads, and former employee Eric Hutchison. Mayor Smith informed them that they can come and talk to him at any time. He will look into these concerns.

M. FULLER-WATER
DIST DEPT CONCERNS

Mayor Smith recognized Emily Ammerman, Main Street Director.

Ms. Ammerman reported she had put together a proposal from Gasser's Landscaping to plant trees on Main Street. She reported there is no perfect tree for downtown planting. There are eleven grates in the 100 block of South Main Street.

PLANT TREES IN THE
100 BLOCK OF S. MAIN

Mayor Smith stated he would like to recommend planting six trees. Three on the south side of the parking lot and three on the north side of the parking lot. The Cleveland Pear is the tree with the least maintenance on the proposed list.

Mayor Smith made a motion to purchase six pear trees for Main Street in every other grate for \$1,161.00 which includes planting and maintenance the first year. Commissioner Grayson seconded. Vote: Mayor Smith: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Tapp: yes. Motion carried.

Mayor Smith stated there were minutes to approve.

Commissioner Grayson made a motion to approve the minutes of the March 24, 2015 meeting. Commissioner Mattmiller seconded. Vote: Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Tapp: yes; Mayor Smith: yes. Motion carried.

APPROVE 03/24/15
MEETING MINUTES

Mayor Smith recognized Attorney Lair.

LEGALS

Attorney Lair read Resolution #2015-4, consent to transfer control of cable franchise. This is needed because Time Warner is being sold to Comcast.

RES #2015-4 –
TRANSFER CONTROL
OF CABLE FRANCHISE

Commissioner Slade made a motion to approve Resolution #2015-4. Commissioner Tapp seconded. Vote: Commissioner Slade: yes; Commissioner Tapp: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Mayor Smith: yes. Motion carried.

Attorney Lair read the first reading of Summary Ordinance of Ordinance #1532, a five year non-exclusive franchise for cable service in Cynthia.

Commissioner Grayson made a motion to approve the first reading of Ordinance #1532. Commissioner Slade seconded. Vote: Commissioner Grayson: yes; Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Tapp: yes; Mayor Smith: yes. Motion carried.

APPROVE 1ST READING
SUMMARY ORD#1532-
CABLE FRANCHISE

Mayor Smith recognized Commissioner Grayson.

FINANCE REPORT

Commissioner Grayson made a motion to pay the following bills:

PAYABLES REPORT

General Fund	\$ 208,638.58
Water & Sewer Fund	\$ 101,553.78

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

Commissioner Grayson reported cash in bank:

General Fund	\$ 309,724.70
Water & Sewer Fund	\$ 419,262.24
Municipal Road Aid Fund	\$.82

Commissioner Grayson reported that one of the three fans in the City Hall gym is not working properly. Some other items in the gym need checking on. He will be taking care of this.

Commissioner Grayson reported he talked to David Wagoner, the President of the Historical Society about the barns. He will be getting back to Commissioner Grayson on this issue.

Commissioner Grayson reported he is in receipt of a request from Farmers Deposit Bank to release part of the pledges they have with the City. After checking into the amounts of the deposits, We can release part of the pledges and still be sufficiently covered. Commissioner Grayson made a motion to authorize the Mayor to sign the pledge release with Farmers Deposit in the amount of \$1,000,000. Commissioner Slade seconded. Vote: Commissioner Grayson: yes; Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Tapp: yes; Mayor Smith: yes. Motion carried.

RELEASE BANK
PLEDGE WITH FDB

Commissioner Grayson commented that when one makes a significant change, they should be absolutely sure they are ready. He has retired three times. He read a notice of retirement from City Clerk McIlvain citing she needed to devote her time other things in her life. It has been an honor to serve the City and those that worked to make it better. Commissioner Grayson stated McIlvain will come whenever you need. She is dedicated. If you called her at 10:00pm on July 4th, she would answer you. He addressed McIlvain and said in these last few weeks, there should be no crying, but there should be a lot of hugging. Commissioner Grayson made a motion to accept the retirement notice of City Clerk, Charleen McIlvain. Effective April 30, 2015. Commissioner Mattmiller seconded. Vote: Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Tapp: yes; Mayor Smith: yes. Motion carried.

ACCEPT RETIREMENT
NOTICE OF CITY
CLERK, CHARLEEN
McILVAIN EFF 4/30/15

Mayor Smith stated McIlvain had been invaluable in his 3 ½ months here. He expressed his regret that he only had four months to work with McIlvain and learn from her knowledge and experience of the City.

Commissioner Grayson reported the Deputy City Clerk, Jamie Hutchison will be performing the duties of the City Clerk and Leslie Mullett will be assisting with the HR duties. Commissioner Grayson made a motion to post internally the position of City Clerk. Commissioner Tapp seconded. Vote: Commissioner Grayson: yes; Commissioner Tapp: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried.

Mayor Smith recognized Commissioner Tapp.

PUBLIC SAFETY

Commissioner Tapp asked the Fire Chief for a report.

FIRE CHIEF REPORT

Chief Sanders reported that the City of Berry will be getting the

1978 fire truck in a few days. Some of our firefighters will be going to Indianapolis for training. He reported that the City's ISO rating has went down from a 5 to a 4. This is probably due to the fact that they have added some equipment. The Harrison County Emergency Management Service has a trailer that the Fire Department could use. They are interested in the panel truck the City is now using. A possible trade between the City and County is being checked into.

Commissioner Tapp asked Police Chief Johnson for a report.

POLICE CHIEF REPORT

Chief Johnson reported the new Dodge Charger cruiser was picked up two weeks ago and assigned to Sgt. Kendall; Officers Bright, Crump and Royse are enrolled in the police cyclist class being offered by Boone County Sheriff's Department which is recognized by the KY Law Enforcement Council for credits; Officers Kiskaden, Crump and Asst. Chief Denton are enrolled in a tactical course offered by Lexington Metro; received a letter from DOCJT saying per their audit of us, everything is in order; the FFA tractor parade will be April 24, 2015; he is now meeting with the Safety Commissioner weekly.

Commissioner Tapp reported that there are some old weapons at the Police Department he wants to declare surplus. There are a total of 29 guns. Some of these weapons came into our possession by a criminal case. He now has a court order dated March 24, 2015 deeming these weapons be forfeited to the City of the Cynthiana for the use of the Cynthiana Police Department. Commissioner Tapp presented two lists totaling 29 guns and made a motion to declare these as surplus weapons. These lists will be made a part of these minutes and attached hereto. Commissioner Slade seconded. Vote: Commissioner Tapp: yes; Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Mayor Smith: yes. Motion carried.

DECLARE GUNS SURPLUS

Commissioner Mattmiller asked Commissioner Tapp if these were the same weapons that came up earlier. Commissioner Tapp stated that they were brought up earlier but he was not sure of the wording so we made sure the judge put in the correct wording so this could be done all legal and proper. Commissioner Mattmiller asked when they are declared surplus, then what to do we do? What is the disposition? What do we do with them at that point? Commissioner Tapp stated they were using them for the street and since they do not have an armor for these weapons, we are now declaring them surplus weapons and we can get rid of them. Commissioner Mattmiller asked when we declare them surplus what are we going to do with them. Commissioner Tapp stated he wanted to trade them to Kiesler for new weapons and backup weapons for the officers which will save the City roughly \$7,967.80. Commissioner Mattmiller asked when they are declared surplus, then we are going to carry them to what place. Commissioner Tapp responded to Kiesler's. Commissioner Mattmiller again stated so we are going to carry them down to Kiesler and trade them in. Is that right? Commissioner Tapp stated that is correct. They are a licensed gun dealer and we are allowed to deal with them through the state.

DISCUSSION ON SURPLUS GUNS/ DISPOSTION OF SURPLUS GUNS

Commissioner Tapp made a motion to take the 29 surplus weapons to Kiesler and trade for 17 Glock 22's for backup weapons and 4

TRADE SURPLUS GUNS TO KIESLER FOR OTHER GUNS

Glock 27's for regular service weapons. Commissioner Slade seconded. Vote: Commissioner Tapp: yes; Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Mayor Smith: yes. Motion carried.

Commissioner Tapp reported the Police Department had a 1998 Jeep that would be surplus property. Any action on this was postponed until it could be determined if another City department could use this vehicle.

Commissioner Tapp reported that the City had declared a 1985 GMA panel truck used by the Fire Department as surplus property but the Harrison County Emergency Management Agency had expressed an interest in this vehicle and they have a camper the Fire Department is interested in. Commissioner Tapp made a motion to trade the 1985 GMC to the Harrison County EMA for their camper. Commissioner Grayson seconded. Vote: Commissioner Tapp: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried.

Mayor Smith recognized Commissioner Slade.

Commissioner Slade reported the contractor is working on West Pleasant Street sidewalks. They are having trouble with people parking on the sidewalks. The SRTS sidewalk project is set to begin.

Commissioner Slade reported the City will be running the spring brush/chipper service will begin April 20th and run through May 8th. Pickup day will be the same as your garbage day. Brush and limbs must be placed at the edge of the curb. We will not take entire trees or tree trunks. We will not pickup for a commercial tree trimer.

Mayor Smith recognized Commissioner Mattmiller.

Commissioner Mattmiller reported the contractor is working on the Sewer Rehab Project. Church Street is open to traffic. He asked that the residents be patient since this is a long but much needed project.

Commissioner Mattmiller reported three bids were received on the Main Licking pump. They were:

Layne Water Resources	\$37,018.00
National Water Service	\$63,545.00
OTP Industrial Solutions	\$38,171.00

Commissioner Mattmiller made a motion to award the bid to Layne Water Resources in the amount of \$37,018.00. Commissioner Tapp seconded. Vote: Commissioner Mattmiller: yes; Commissioner Tapp: yes; Commissioner Grayson: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried.

Mayor Smith reported April 12th-18th is Telecommunicators Week. Every citizen has the Telecommunicators to thank for their service. He and Commissioner Tapp have prepared certificates of appreciation for them.

Mayor Smith made a motion to reappoint Mitchell Judy to the

TRADE '85 GMC TO
HARR CO EMA FOR
CAMPER

PUBLIC WORKS

UPDATE ON
SIDEWALKS

ANNOUNCE SPRING
CHIPPER SERVICE

PUBLIC UTILITES

AWARD PUMP BID TO
LAYNE WATER
RESOURCES

MAYOR'S REPORT

TELECOMMUNICATOR
WEEK 12TH-18TH

REAPPT M.JUDY TO

Cynthiana Housing Authority Board for a four year term to expire April 20, 2019. Commissioner Slade seconded. Vote: Mayor Smith: yes; Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Slade: yes; Commissioner Tapp: yes. Motion carried.

HOUSING AUTHORITY

Mayor Smith reported he and Judge Barnett had made joint appointments to the BGADD advisory committees. A list is attached and hereby made a part of these minutes.

AUTHORIZE TO HIRE
SEASONAL PW EMPS

Mayor Smith reported the City is hosting the Work Ready Certification Program Committee on April 16th. Local factories cannot find employees. He will keep the Commission updated on this issue.

Mayor Smith reported he signed a Declaration of Local State of Emergency for the April 6, 2015 flooding.

911 FUNDING
EXPLORATION
COMMITTEE

Mayor Smith reported there is a 911 funding shortfall for the next fiscal year in the amount of \$336,000. This means the City and County will have to contribute \$168,000 each. The 911 Advisory Board is looking into ways to cut expenses. He and Judge Barnett are forming an exploration committee to see if there are ways to cut costs. Mayor Smith made a motion to appoint Commissioner Grayson to the 911 Funding Exploration Committee. Commissioner Slade seconded. Vote: Mayor Smith: yes; Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Tapp: yes. Motion carried.

EXEC SESSION

Commissioner Slade made a motion to go into executive session to discuss the employment of a specific individual under KRS 61.810 (1) (b). Commissioner Tapp seconded. Vote: Commissioner Slade: yes; Commissioner Tapp: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Mayor Smith: yes. Motion carried.

RETURN TO REG
SESSION

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

Mayor Smith reported employment of an individual was discussed. There will be no action will be taken.

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

ADJOURN

Charleen McIlvain, City Clerk

James Smith, Mayor