

February 20, 2018
Regular Commission Meeting

The City of Cynthiana Board of Commissioners met in regular session February 20, 2018 at 5:30 P.M. in the Commissioners Room at City Hall located in Cynthiana, Kentucky. Present were Mayor Smith, Commissioners Mattmiller, Slade, Griggs and Judy and Attorney Lair.

Mayor Smith called the meeting to order.

CALL TO ORDER

Mayor Smith presented the invocation.

MAYOR SMITH-
INVOCATION

Mayor Smith reported that there are minutes to approve.

APPROVAL OF MINUTES

Commissioner Mattmiller made a motion to approve the minutes of the February 20, 2018 meeting. Commissioner Griggs seconded. Vote: Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Judy: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried.

Attorney Lair announced that there are bid openings.

LEGALS

Attorney Lair opened the bids for realtor services for the Westside Redevelopment Project. There were two bids.

- Shawn Ritchey-Switzer and Associates- 4%
- Paul Waddelou-Horn's Real Estate-\$4500 per each property

The Commission will take under advisement and award bid at next Commission meeting.

BID OPENINGS
REALTOR SERVICES
WESTSIDE
REDEVOLPMENT

Attorney Lair reported that there is one bid on the surplus lot located at 201 West Mill Street. This lot is an unbuildable lot. William Smith of WT Smith Properties, LLC bid \$100.00.

BID OPENING SURPLUS
LOT 201 W MILL STREET

Mayor Smith made a motion to accept the bid of \$100.00 from WT Smith Properties, LLC. Commissioner Judy seconded. Vote: Mayor Smith: yes; Commissioner Judy: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Griggs: yes. Motion carried.

MOTION TO ACCEPT BID
W.T. SMITH PROPERTIES
201 W MILL

Attorney Lair advised that there were no bids on the surplus safety deposit boxes and miscellaneous cabinets.

Attorney Lair reported that the City was the successful bidder on the Asbury property located at 213-215 South Main Street with a bid of \$3500.00.

ASBURY PROPERTY ON
SOUTH MAIN

Commissioner Mattmiller made a motion for authorize the Mayor to purchase the Asbury property and sign the consideration certificate. Commissioner Griggs seconded. Vote: Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Judy: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried.

AUTHORIZE THE MAYOR
TO SIGN
CONSIDERATION
CERTIFICATE FOR
ASBURY PROPERTY

Mayor Smith presented the 2017 State of the City Part One. A copy of this address is included and hereto made a part of these minutes.

MAYOR'S REPORT

Mayor Smith will continue the 2017 State of the City Part Two at the March 6, 2018 meeting.

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	\$ 221,803.85
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Water & Sewer Fund	\$ 127,907.40
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Commissioner Slade seconded. Vote: Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

Commissioner Mattmiller reported cash in bank:

CASH IN BANK

General Fund	\$ 740,776.09
Water & Sewer Fund	\$ 97890.44
Municipal Road Aid Fund	\$ 79,152.20

Commissioner Mattmiller reported that the auditors are finishing up the audit for the 2016-2017 fiscal years. The auditors will be presenting the audit to the Commissioner soon.

AUDITORS FINISHING
2016-2017 AUDIT

Commissioner Mattmiller added that the City Clerk's Office anticipates closing on February 28, 2018 to March 2, 2018 to move to the new building located at 141 E. Pike Street. We plan to open at the new building on March 5, 2018.

OPEN AT NEW OFFICE
MARCH 5, 2018

Mayor Smith recognized Commissioner Slade.

PUBLIC SAFETY REPORT

Commissioner Slade advised that the new job description for police clerk has been prepared and asked that the Commission review these as he will bring it up at the next meeting.

Commissioner Slade announced that the Police Explorers will be at the next meeting to talk about their trip to Gatlinburg.

POLICE EXPLORERS

Mayor Smith recognized Commissioner Griggs.

PUBLIC MAINTENANCE
REPORT

Commissioner Griggs reported that crews will be cold patching the streets weather permitting. The salting and snow scraping have been hard on the streets.

SNOW REMOVAL &
SALTING CONTINUE

Commissioner Griggs announced that demolition of curbs has begun on Springdale and the replacement of the curbs will begin soon and then hope to pave before the end of June.

CURBS ON SPRINGDALE
BEING REMOVED

Commissioner Griggs announced that Public Works has a sign replacement schedule and will be replacing all the signs in the city according to the schedule.

Mayor Smith recognized Commissioner Judy.

PUBLIC UTILITIES
REPORT

Commissioner Judy reported that Distribution crews have been helping with snow removal and salting.

Commissioner Judy reported that Distribution crews have been working on locating valves on South Main and installing services on South Poplar. Frankfort Utilities brought their ground penetrating radar and located some areas that the valves could be located. These valves need to be located so we can isolate the area in case of a water break.

LOCATING VALVES ON
SOUTH MAIN STREET

Commissioner Judy made a motion to declare the old crane at the Waste Water Treatment Plant as surplus. Commissioner Mattmiller seconded. Vote: Commissioner Judy: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

DECLARE CRANE AT
WWTP SURPLUS

Commissioner Judy reported that the sewer rehab project has helped with the inflow and infiltration during the recent rain events. The Waste Water plant has seen significant reduction in water going through the system.

Commissioner Judy reminded Mayor Smith about the volunteers at the new City Clerk's Office.

Mayor Smith announced that about a dozen volunteers from 3M Company were at the new City Hall volunteering to paint. They did a great job.

3M COMPANY
VOLUNTEERS

Commissioner Mattmiller reported that the Harrison County Community Fund is donating \$20,000 to put lights on the walkway at the Flat Run Veteran's Park. We have the lampposts. The cost to get these installed is about \$60,000. The County is going to put in \$20,000 and the city is going to put in \$20,000 and get this project done. This is a budgeted item. There are 36 lamps that will have new tops and LED lights.

LIGHTING AT FRVP

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

ADJOURN

Jamie D. Hutchison, City Clerk

James Smith, Mayor