

March 7, 2017
Regular Commission Meeting

The City of Cynthiana Board of Commissioners met in regular session March 7, 2017 at 5:30 P.M. in the Commissioners Room at City Hall located at 104 E. Pleasant Street, 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

Leann Lacy with Bluegrass Area Development district was in attendance for a public hearing on Land and Water Conservation Fund Grant application. The hearing began at 5 p.m. Leann finished the hearing and got some comments from the Mayor and Commissioners. Commissioner Griggs requested that Mayor Smith send a letter of support with the grant application.

The public hearing closed.

Mike Bowen with Cynthiana Baptist Church presented the invocation.

MIKE BOWEN
PRESENTED THE
INVOCATION

Mayor Smith recognized Police Officer Michael Coppage for his years of service to the City of Cynthiana. Commissioner Slade spoke about Officer Coppage's career, thanked him for his service and wished him well in his retirement.

VISITORS

Mayor Smith recognized Stephen McCauley who is here to speak about the Pike Street parking issue. Mr. McCauley stated that he is here to urge the commission to support parking on Pike Street. Mayor Smith read an email from James Meakly with the Kentucky Transportation Cabinet stating that a formal evaluation has been completed and parking can be accommodated along a short section of Pike Street, East of Church Street. A map of the allowed parking area was included with the email. Mayor Smith stated that the commission would have to vote on the ordinance either way. Discussion.

STEPHEN MCCAULEY-
PIKE STREET PARKING

Attorney Lair read aloud the second reading of Ordinance #1556 Commonwealth of Kentucky Transportation Cabinet asking to make E. Pike Street, from Church to Confederate, no parking on either side.

2nd READING
ORDINANCE #1556
NO PARKING ON PIKE

Mayor Smith asked for a motion to approve the second Reading of Ordinance #1556. Motion matter failed for lack of motion.

ORDINANCE #1556
MOTION FAILED

Mayor Smith made a motion to allow him to submit an encroachment permit to the Kentucky Transportation Cabinet according to the plan provided. Commissioner Mattmiller seconded. Vote: Mayor Smith: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Judy: yes. Motion carried.

MAYOR TO SUBMIT
ENCROACHMENT
PERMIT

Mayor Smith made a motion to table the second reading of Ordinance #1557 concerning parking on Pleasant Street until they can get a formal evaluation from the state. Commissioner Mattmiller seconded. Vote: Mayor Smith: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Judy: yes. Motion carried.

TABLE ORDINANCE
#1557

Mayor Smith recognized Joseph Nunn with Enterprise Fleet Management. He is here to answer any questions concerning the creation and implementation of a proactive fleet replacement plan. A detailed packet was provided to the commission with a bid for fleet management. Discussion.

JOSEPH NUNN-
ENTERPRISE FLEET
MANAGEMENT

Mayor Smith reported that there are minutes to approve.

Commissioner Slade made a motion to accept the minutes of the February 21, 2017 Regular Commission meeting. Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

APPROVE 2/21/17
REGULAR MEETING
MINUTES

Mayor Smith recognized Attorney Lair.

LEGALS

Attorney Lair read aloud the first reading of Ordinance #1562 regarding the establishment of a tourism commission.

2nd READING ORD
#1562 ESTABLISHING
TOURISM COMM

Commissioner Griggs made a motion to accept the second reading of Ordinance #1562 establishing a tourism commission. Commissioner Mattmiller seconded. Vote: Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

MOTION TO ACCEPT
2nd READING ORD
#1562

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 \$ 104,783.19

Water & Sewer Fund \$ 106,312.73

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

Commissioner Grayson reported cash in bank:

CASH IN BANK

General Fund \$ 701,080.14

Water & Sewer Fund \$ 219,883.32

Municipal Road Aid Fund \$ 88,082.84

Mayor Smith recognized Commissioner Slade.

PUBLIC SAFETY
REPORT

After successful completion of all pre-employment requirements, Commissioner Slade made a motion to offer employment to Scot Allison as a full-time certified Telecommunicator; salary commensurate with position. Commissioner Judy seconded. Vote: Commissioner Slade: yes; Commissioner Judy: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

MOTION TO OFFER
EMPLOYMENT TO S
ALLISON - FT
TELECOMMUNICATOR

After successful completion of all pre-employment requirements, Commissioner Slade made a motion to offer employment to Christin Smith as a part-time Telecommunicator; salary commensurate with position. Commissioner Griggs seconded. Vote: Commissioner Slade:

MOTION TO OFFER
EMPLOYMENT TO C
SMITH - PT
TELECOMMUNICATOR

yes; Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Judy: yes; Mayor Smith: abstain. Motion carried.

After successful completion of all pre-employment requirements, Commissioner Slade made a motion to offer employment to Brittany Adkins as a part-time Telecommunicator; salary commensurate with position. Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

MOTION TO OFFER
EMPLOYMENT TO B
ADKINS - PT
TELECOMMUNICATOR

Commissioner Slade made a motion to change the status of Lewis Crump III from Police Officer I to Police Officer II effective March 4, 2017; salary commensurate with position. Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

LEWIS CRUMP III TO
POLICE OFFICER II

Commissioner Slade made a motion to change the status of Justin Jett from Police Officer I/Detective to Police Officer II/Detective effective March 4, 2017; salary commensurate with position. Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

JUSTIN JETT TO
POLICE OFFICER
II/DETECTIVE

Commissioner Slade made a motion to accept the retirement letter of Conner David Fletcher effective March 31, 2017. Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

DAVID FLETCHER
RETIREMENT LETTER

Commissioner Slade made a motion to declare the following weapons as surplus: 2 Glock 22 Generation IV, 1 Glock 22 Generation III, 1 Colt AR 15. Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

DECLARE SURPLUS
WEAPONS

Commissioner Slade reported that they have an excellent candidate pool in the recent police officer hiring process. He also reported that Cynthiana is ranked 17th on the list of the top 50 safest cities in Kentucky.

17th SAFEST CITY IN KY

Smith recognized Commissioner Griggs.

PUBLIC MAINTENANCE
REPORT

Commissioner Griggs announced that crews have been cleaning up brush at the City Cemetery and vacant lots around the city.

Commissioner Griggs reported that the Public Works building was broken into twice last month. The police were able to apprehend the perpetrators involved in these incidences. Added security has been added to the Public Works building. She also reported that maintenance personnel will be flushing fire hydrants.

Commissioner Griggs made a motion to post internally for Equipment Operator. Commissioner Slade seconded. Vote: Commissioner Griggs: yes; Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

INTERNAL POST FOR
EQUIPMENT OPERATOR

Mayor Smith recognized Commissioner Judy.

PUBLIC UTILITIES
REPORT

Commissioner Judy reported that she has met with Director Royalty and Ronnie Slade to discuss the work that will be done on Springdale, Webster and Elmarch Avenues. The water line there needs to be replaced to increase water quality.

The work on the 8 inch water line to the new state highway barn will begin soon. This will allow the work that needs to be done on the Hilltop to be pushed back to where the work will begin after the school year is complete. She handed out a hand-drawn copy from Ronnie Slade that depicts the work on the Hilltop.

Commissioner Judy reported that the backwash pump has had its first full week of operation and is running well. All 600 radio meters should be installed and functioning by June 30th.

MAYOR'S REPORT

Mayor Smith announced that the Compassionate City meeting will be held at HMH March 15th 11am-1pm. All commissioners are invited. The School Readiness Committee will be having a meeting on March 17th at 5:30, everyone is invited to attend and discuss school readiness. Leadership Training will be held at the college for all department heads from the city.

ANNOUNCEMENTS

Mayor Smith reported that the Chamber of Commerce banquet was a success. Over 155 people were in attendance. Former Commissioner Grayson received the Citizen of the Year award.

B GRAYSON – CITIZEN OF THE YEAR

The Mayor announced the nominations for the Tourism Committee. Anastasia Hicks will be appointed to a 3 year term. Sadie Switzer will be appointed to a 1 year term. Rebecca McCauley will be appointed to a 1 year term. Tomi Jean Clifford will be appointed to a 2 year term. Jerry Adams will be appointed to a 3 year term. Trent Harris will be appointed to a 2 year term. Josh Jenkins will be appointed to a 1 year term. The Tourism Committee Commissioners were tabled and will be voted on at the next meeting per KRS 91.A.360.

TOURISM COMMITTEE NOMINEES

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

ADJOURN

Jamie Hutchison, City Clerk

James Smith, Mayor

3/7/2017