

September 18, 2018
Regular Commission Meeting

The City of Cynthiana Board of Commissioners met in regular session September 18, 2018 at 5:30 P.M. in the Harrison County Board of Education Board Room located at 308 Webster Avenue, 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

Tunya Adams with Living Free of Harrison County presented the invocation.

TUNYA ADAMS-
INVOCATION

Mayor Smith reported that there are minutes to approve.

APPROVAL OF MINUTES

Commissioner Mattmiller made a motion to approve the minutes of the September 4, 2018 meeting. Commissioner Slade seconded. Vote: Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

SEPTEMBER 4, 2018

LEGALS

Attorney Lair read the second reading of ordinance #1590 amending the policies and procedures to add a job description for a Police Social Worker with a grade of 25.

2ND READING ORD #1590
ADDING POLICE SOCIAL
WORKER

Commissioner Slade made a motion to accept the second reading of ordinance #1590 amending the policies and procedures to add Police Social Worker with a grade of 25. Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

MOTION TO ACCEPT 2ND
READING OF ORD #1590

MAYOR'S REPORT

Mayor Smith updated the progress on the Westside Redevelopment Project

UPDATE ON WSRP

- CHCHA constructing house #4 of project. Mayor Smith thanked Commissioner Griggs and Commissioner Judy for their help volunteering with the project. Commissioner Griggs and a group from her church helped and Commissioner Judy had a group of volunteers from the hospital. Mayor Smith also stated 3M had a group on Saturday afternoon
- 210 West Mill is pending closing. That is still moving forward
- The last three homes to be built for the project are waiting on Stream Construction approval from the state.

Mayor Smith reported that he had been looking over some figures from the last couple years audits. He announced that the city has a 20% growth rate in occupational license in a three year period.

Mayor Smith reported that applications have been received and the 2018 – 2019 Cynthiana Youth Council has been selected.

2018-2019 YOUTH
COUNCIL

The following students will be the 2018-2019 Cynthiana Youth Council: Sara Northcutt grade 11, William Patrick Darnell grade 11, Will Lucky grade 11, Branson Gillispie grade 12, and Haley Tapp grade 12.

Mayor Smith announced that Lions Club youth day is October 23, 2018 and if enough of the commission could meet he would like to have a special meeting that day.

Mayor Smith announced that six buildings have sold on Pike and Walnut Street in the last month. Improvements are being made at a fast pace.

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	\$ 101,181.66
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Water & Sewer Fund	\$ 62,193.62
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Commissioner Judy seconded. Vote: Commissioner Mattmiller: yes; Commissioner Judy: yes; Commissioner Griggs: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried.

Commissioner Mattmiller reported cash in bank:

CASH IN BANK

General Fund	\$ 70,039.29
Water & Sewer Fund	\$ 112,349.38
Municipal Road Aid Fund	\$ 130,623.97

VISITORS

Mayor Smith stated that we recently started a community impact award and this week he would like to recognize the Cynthiana Rod Run Committee. This year was the 7th year for the event. Mayor Smith read aloud the 2018 Community Impact Award. Jerry Adams accepted the award for the committee.

Mayor Smith recognized Commissioner Slade

PUBLIC SAFETY REPORT

Commissioner Slade reported that the City of Cynthiana will observe Trick-or-Treat on October 31st from 6pm-8pm.

TRICK-OR-TREAT

Commissioner Slade made a motion to promote Police Officer III to Police Sergeant effective September 15, 2018. Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

PROMOTE O C JONES TO POLICE SERGEANT

Commissioner Slade made a motion to change the status of Police Officer III Michael Coppage to Police Officer/School Resource Officer. Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

CHANGE STATUS OF M COPPAGE TO SRO

Commissioner Slade made a motion to offer employment to an individual as a Police Officer/School Resource Officer contingent upon successful completion of all pre-employment requirements. Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

OFFER EMPLOYMENT TO AN INDIVIDUAL AS POLICE SRO

Commissioner Slade made a motion to accept resignation of Police Officer Kendra Keuffer effective October 2, 2018. Vote: Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

ACCEPT RESIGNATION OF KENDRA KEUFFER EFFECTIVE OCT 2, 2018

Commissioner Slade reported that the Cynthiana Fire Department is going to be needing to purchase a fire engine in the near future. Engine 9 has spent 6 months of the last 12 months out of service, Engine 3 has been out of service for 3 months out of the last 12 months but still has service time left. Now is the time to be planning for the future. We are going to need a new fire engine in the 2-3 years. The lead time on a fire engine is at least 12 months. For the past 3 years in the fire department budget the city has been putting \$10,000 on a Certificate of Deposit for the purchase of a fire truck. This year's budget has another vehicle included (ATV) \$16,000. We have an engine (Engine 14) that was purchased new about 4 years ago. It cost right at \$300,000 and is half paid for. Commissioner Slade stated that he and the Chief believe it would be best to put these funds down on the loan principle of Engine 14 to try to get it paid for prior to taking a loan out for a new engine.

FIRE DEPARTMENT WILL NEED NEW ENGINE 2-3 YEARS

Commissioner Slade made a motion to authorize a payment on the principal on the loan for Engine 14 in the amount of approximately \$46,000 at the end of this fiscal year. Commissioner Judy seconded. Vote: Commissioner Slade: yes; Commissioner Judy: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

Mayor Smith recognized Commissioner Griggs.

PUBLIC MAINTENANCE REPORT

Commissioner Griggs reported that Flat Run Veterans Park lighting project has begun and concrete will be poured for the posts on Thursday.

Commissioner Griggs announced Hinkle has completed milling and have begun paving on South Elmarch and Springdale today.

Commissioner Griggs reported that applications for Maintenance Workers will be received until October 12th.

Mayor Smith recognized Commissioner Judy.

PUBLIC UTILITIES REPORT

Commissioner Judy reported that Waste Water Treatment plant personnel have been using the camera to check sanitary and storm drain lines on Bridge Street—Please be patient with us while we do this work.

Commissioner Judy reported that we are currently in the process

of getting estimates to put fence around the 27 North Water Tower.

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

ADJOURN

Jamie D. Hutchison, City Clerk

James Smith, Mayor

9/18/2018