

October 20, 2015  
Commission Meeting

The City of Cynthiana Board of Commissioners met in regular session October 20, 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 Patrick Whyte with Cynthiana Baptist Church for the invocation.

PATRICK WHYTE  
INVOCATION

Mayor Smith reported that there are minutes to approve.

Commissioner Grayson made a motion to accept the minutes of the October 6, 2015 Regular Commission meeting. Commissioner Griggs seconded. Vote: Commissioner Grayson: yes; Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried.

APPROVE 10/6/2015  
MEETING MINUTES

Mayor Smith recognized Attorney Lair.

LEGALS

Attorney Lair opened the bid for auctioneer services for property located at 116 Webster Ave. There is one bid. Switzer & Associates bid 5% with the City to pay for advertising cost.

BID OPENING  
AUCTIONEER 116  
WEBSTER AVE

Commissioner Grayson made a motion to accept the bid from Switzer & Associates for 5%. Commissioner Slade seconded. Vote: Commissioner Grayson: yes; Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

MOTION TO ACCEPT  
BID FROM SWITZER &  
ASSOCIATES

Commissioner Slade made a motion to authorize Mayor Smith to sign a contract with Schooley Mitchell as the City's telecommunication consultant. 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 CONTRACT  
WITH SCHOOLEY  
MITCHELL

Mayor Smith recognized Commissioner Grayson.

FINANCE REPORT

Commissioner Grayson made a motion to pay the following bills:

PAYABLES REPORT

General Fund	\$ 52,017.55
Water & Sewer Fund	\$ 24,226.53

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

MOTION TO PAY BILLS

Commissioner Grayson reported cash in bank:

General Fund	\$ 29,133.23
Water & Sewer Fund	\$ 226,543.60
Municipal Road Aid Fund	\$ 44,253.04

Mayor Smith recognized Commissioner Slade.

PUBLIC SAFETY  
REPORT

With regret, Commissioner Slade made a motion to accept the resignation of John Green E-911 Telecommunicator, effective October 30, 2015. Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Mayor Smith: yes. Motion carried.

ACCEPT RESIGNATION  
OF JOHN GREEN E-911

Commissioner Slade reported that Trick-or-Treat will be on Saturday, October 31, 2015 from 6 p.m. to 8 p.m.

TRICK-OR-TREAT

Commissioner Slade made a motion to advertise for a full-time certified police officer. Commissioner Grayson seconded. Vote: Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

MOTION TO  
ADVERTISE FOR FULL-  
TIME CERT POLICE  
OFFICER

Commissioner Slade made a motion to advertise for part-time and full-time Telecommunicator(s). Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Mayor Smith: yes. Motion carried.

MOTION TO  
ADVERTISE FOR FT/PT  
E-911  
TELECOMMUNICATOR

Commissioner Slade made a motion to terminate employment of part-time Telecommunicator Audrey Bryant during her original probationary period, effective immediately. Commissioner Grayson seconded. Vote: Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

TERMINATE  
EMPLOYMENT AUDREY  
BRYANT E-911

Commissioner Slade would like to change the job classification of Tyler Johnson in the E-911 Department from full-time Telecommunicator II to part-time Telecommunicator II, effective immediately. Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Mayor Smith: yes. Motion carried.

CHANGE JOB  
CLASSIFICATION OF  
TYLER JOHNSON

Commissioner Slade would like to change the job classification of Angie Wright in the E-911 Department from Telecommunicator I to Telecommunicator III, effective immediately; salary commensurate with position. Commissioner Grayson seconded. Vote: Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

CHANGE JOB  
CLASSIFICATION OF  
ANGIE WRIGHT

Mayor Smith recognized Commissioner Griggs.

MAINTENANCE DEPT  
REPORT

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

Commissioner Griggs reported that the drainage structure has been completed on the Key Market parking lot. Paving has been scheduled, however Pike Street will be paved before Key Market

parking lot.

The Maintenance Department has been actively involved in the water line installation on Pike Street. They have worked very hard and that is coming together.

Leaf collection has been scheduled for November 9, 2015 to December 11, 2015. We will also pick up bagged leaves.

LEAF COLLECTION

Mayor Smith recognized Commissioner Mattmiller.

PUBLIC UTILITIES  
REPORT

Commissioner Mattmiller reported that the City has 2700 water customers of which there are 1113 rental properties. We have ordinances in place to inspect these properties. We have not been enforcing them. Commissioner Mattmiller asked if it would be possible when changing a water meter to visually inspect the property and turn it in for an inspection if it seems to need repair. Commissioner Mattmiller would like input from the Commission. Mayor Smith stated he thought it was good place to start. Mayor Smith also stated that he rode around last week with the Code Enforcement Board to look at the list of the 98 abandoned or vacant properties Commissioner Mattmiller had compiled. They covered every street.

RENTAL PROPERTY

Mayor Smith reported that at the last Commission meeting we discussed the Westside By-Pass Water line project. This project was submitted to KIA back in October of 2011 with an estimated cost of \$582,000. Mayor Smith received an email with the new project cost of \$1,056,000. This is with the addition of 3000 linear feet and the increase for inflation. Gary Royalty reported that we do not have to add the 3000 feet to connect the State Maintenance Facility. Director Royalty also reported that this is the first step in the process to correct the pressure issue on the west side of town. The other step would be to have an additional water tower. One project will not correct the problem of pressure without the other.

MAYORS REPORT

KIA LOAN WEST SIDE  
BY PASS WATER LINE  
PROJECT

Mayor Smith stated that the commission needs to decide whether or not we want to pursue this. This would not mean we would be required to move forward with the project. This is the first step.

Commissioner Grayson made a motion to pursue KIA loan funding. Commissioner Mattmiller seconded. Vote: Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

Mayor Smith reported that he has been asked to make Federal Drive a one-way street.

FEDERAL DRIVE  
ONE WAY

Mayor Smith made a motion to appoint Commissioner Mattmiller as the City's representative to the Economic Development Board. Commissioner Grayson seconded. Vote: Mayor Smith: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Griggs: yes. Motion carried.

APPOINT  
COMMISSIONER  
MATTMILLER TO EDA  
AUTHORITY BOARD

Mayor Smith reminded everyone that the Strategic Planning meeting is this Thursday from 9 am to 12 pm. Mayor Smith asked how many members of the Commission are planning on attending so that we may notify the press if there will be a quorum.

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

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Jamie Hutchison, City Clerk

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James Smith, Mayor

10/20/2015