

June 5, 2018
Regular Commission Meeting

The City of Cynthiana Board of Commissioners met in regular session June 5, 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

Steve Perry with Calvary Assembly of God Church presented the invocation.

STEVE PERRY-
INVOCATION

VISITORS

Mayor Smith reported that there are minutes to approve.

APPROVAL OF MINUTES

Commissioner Mattmiller made a motion to approve the minutes of the May 15, 2018 meeting. Commissioner Griggs seconded. Vote: Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Slade: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

No legals.

LEGALS

MAYOR'S REPORT

Mayor Smith reported that several things are going on with the Westside Redevelopment Project:

WSRP UPDATE

- Closing is scheduled for 205 W. Mill next week
- Cynthiana Harrison County Home Assistance has broke ground on house number four
- 206 & 210 West Mill will be listed by Switzer & Associates very soon

Mayor Smith reported that he has no appointments to make this week.

Mayor Smith announced that budget books will be ready by Thursday or Friday, they are about 60% complete. Mayor Smith stated he would like to have a budget workshop next Tuesday.

BUDGET UPDATE

Mayor Smith reported that we have received several complaints on unkempt properties that last couple weeks. Mayor Smith plans to attend the Kentucky League of Cities Blighted Abandoned and Dilapidated Property Conference on June 28. He hadn't planned on attending but with the recent influx of complaints he feels it is important to attend.

CODE ENFORCEMENT

Mayor Smith asked Commissioner Judy to report on the reenactment of the Battle of Cynthiana this past weekend.

CYNTHIANA BATTLEFIELD
FOUNDATION

Commissioner Judy reported that visitors from as far north as Vermont and south as Florida and everywhere in between were in attendance for the event. Commissioner Judy stated that everyone was very positive and full of compliments on our city.

Mayor Smith announced that the first annual Kentucky Hemp

Festival is Saturday and the Summer Concert series is this Friday night.

Mayor Smith read a proclamation declaring Saturday, June 23, 2018 as Cynthiana High School Day in Cynthiana, Kentucky. A copy of the proclamation is hereinto attached and made a part of these minutes.

CYNTHIANA HIGH SCHOOL DAY

Mayor Smith made a motion to accept this proclamation as read. Commissioner Slade seconded. Vote: Mayor Smith: yes; Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Judy: yes. Motion carried.

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 \$ 119,746.09

Water & Sewer Fund \$ 37,486.39

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

Commissioner Mattmiller reported cash in bank:

CASH IN BANK

General Fund \$ 663,875.56

Water & Sewer Fund \$ 6,454.97

Municipal Road Aid Fund \$ 120,336.82

Commissioner Mattmiller reported that an health insurance plan has been selected for all full-time employees and representatives from the insurance companies will be meeting with all employees next week. The insurance is essentially the same coverage maybe a little better for approximately the same cost.

Commissioner Mattmiller announced that we are going to start a new Code Enforcement initiative. Commissioner Mattmiller added that we are always here complaining about problem properties and that we should recognize the property owners that have beautiful properties.

Commissioner Mattmiller plans to ask all city employees to pick out the worst looking properties and then we will pick the worst eleven properties. This will be phase two. We will continue with the seven safety standards.

Mayor Smith recognized Commissioner Slade.

PUBLIC SAFETY REPORT

Commissioner Slade made a motion that after successful completion of all pre-employment requirement to hire Ute Hannah as a full-time telecommunicator effective 5/23/2018 salary commensurate with position. Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Judy:

yes; Mayor Smith: yes. Motion carried.

Commissioner Slade made a motion that after successful completion of all pre-employment requirement to hire Micheala Smith as a full-time telecommunicator effective 5/23/2018 salary commensurate with position. Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

Commissioner Slade made a motion to change the status of Jared Morrison from part-time certified firefighter to full-time certified firefighter effective June 8, 2018. Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

Commissioner Slade made a motion to change the status of Derrick Knipper from part-time certified firefighter to full-time certified firefighter effective June 20, 2018. Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

Commissioner Slade announced that Ladonna Parsons has completed the Telecommunicator academy in Richmond. Christin Smith is currently at the academy. We will have them both come to a meeting in July to honor them.

Commissioner Slade announced that if you have concerns about interaction with police officers, any time that you have official interaction with a police officer it is being recorded. If there are concerns please call and we can pull the video. There is audio and video.

Mayor Smith recognized Commissioner Griggs.

PUBLIC MAINTENANCE
REPORT

Commissioner Griggs announced that mowing and weed eating is in high demand. Commissioner Griggs reminded citizens to please remember not to blow your grass into the street. It clogs up the storm drains and is also dangerous for motorcycles and bicycles.

MOWING

Commissioner Griggs made a motion to authorize to advertise for bids on grading and paving the Pike Street parking lot. Commissioner Mattmiller seconded. Vote: Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

MOTION TO ADVERTISE
FOR BIDS FOR PAVING
AND GRADING PIKE ST
PARKING LOT

Commissioner Griggs made a motion that after successful completion of all pre-employment requirements to hire Chad Herrington as a seasonal part-time street sweeper. Commissioner Mattmiller seconded. Vote: Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

MOTION TO HIRE CHAD
HERRINGTON AS
SEASONAL STREET
SWEEPER

Commissioner Griggs announced that Glean Kentucky will be having a workshop on June 18, 2018 at the Harrison County Extension Office from 6-7 p.m. Commissioner Griggs added this a very good program to get fresh produce to people by volunteers.

GLEAN KENTUCKY

Mayor Smith recognized Commissioner Judy.

PUBLIC UTILITIES
REPORT

Commissioner Judy reported that in conjunction with Hemp Days the Community Events Committee is putting on Maiden City Pursuit on June 9, 2018. Relay for Life is also being held on June 16, 2018 at the Courthouse Square. Several businesses are involved this year.

Commissioner Judy made a motion to authorize to advertise for Chemical bids for fiscal year 2018-2019. Vote: Commissioner Judy: yes; Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried. Several statements of qualifications have been received for engineering services for the East Side pressure project. A committee has been formed that consists of Gary Royalty, Commissioner Judy, Mayor Smith, Ronnie Slade, and Todd Blanton. Commissioner Judy advised that she will let them know and make a motion with the recommendation as soon as they get it.

MOTION TO AUTHORIZE
TO ADVERTISE FOR
CHEMICAL BIDS

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

ADJOURN

Jamie D. Hutchison, City Clerk

James Smith, Mayor

6/5/2018