

April 18, 2017  
Regular Commission Meeting

The City of Cynthiana Board of Commissioners met in regular session April 18, 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

Steve Perry with Calvary Assembly of God presented the invocation.

STEVE PERRY  
PRESENTED THE  
INVOCATION

VISITORS

Mayor Smith recognized Billy Hayes. Mr. Hayes is in attendance to talk about the Kentucky broadband initiative. He is here to ask for the commission to grant an easement to the Kentucky Communication Network Authority. They will be running a fiber optic cable through FRVP.

BILLY HAYES – KY  
COMM NETWORK  
AUTHORITY

Commissioner Slade made a motion to authorize the Mayor to sign an easement with KCNA. Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Judy: yes; Commissioner Mattmiller: yes; Mayor Smith: yes. Motion carried.

MAYOR TO SIGN  
EASEMENT WITH KCNA

Mayor Smith reported that there are minutes to approve.

Commissioner Mattmiller made a motion to accept the minutes of the April 4, 2017 Regular Commission meeting. Commissioner Judy seconded. Vote: Commissioner Mattmiller: yes; Commissioner Judy: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

APPROVE 4/4/2017  
REGULAR MEETING  
MINUTES

Commissioner Mattmiller made a motion to accept the minutes of the April 10, 2017 Special Commission meeting. Commissioner Griggs seconded. Vote: Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Judy: yes; Commissioner Slade: abstain; Mayor Smith: yes. Motion carried.

APPROVE 4/10/2017  
SPECIAL MEETING  
MINUTES

Mayor Smith recognized Attorney Lair.

LEGALS

Attorney Lair read aloud the second reading of Ordinance #1563 changing the zoning of property belonging to William Horn on the by-pass.

2<sup>nd</sup> READING ORD  
#1563

Commissioner Slade made a motion to accept the second reading of Ordinance #1563 rezoning of William Horn property near by-pass, changing from A-1 agricultural to R-3 multi-family residential. Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

MOTION TO ACCEPT  
2<sup>nd</sup> READING ORD  
#1563-REZONING

Attorney Lair read the second reading of Ordinance #1564 annexing Harrison Memorial Hospital property adjacent to Country Club Estates consisting of approximately 26.7 acres.

2<sup>nd</sup> READING ORD  
#1564 ANNEXING HMH  
PROPERTY ADJ TO CC  
ESTATES

Commissioner Mattmiller made a motion to accept the second reading of Ordinance #1564 annexing property belonging to Harrison Memorial Hospital adjacent to Country Club Estates consisting of approximately 26.7 acres. Commissioner Griggs seconded. Vote: Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Judy: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried.

MOTION TO ACCEPT  
2<sup>nd</sup> READING ORD  
#1564

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 \$ 274,411.04

Water & Sewer Fund \$ 140,691.55

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

Commissioner Mattmiller reported cash in bank:

CASH IN BANK

General Fund \$ 508,070.02

Water & Sewer Fund \$ 123,337.66

Municipal Road Aid Fund \$ 107,790.70

Commissioner Mattmiller stated that work has started on the 2017-2018 budget and health insurance premiums.

Commissioner Mattmiller reported that the Recreation Department is moving forward with the disc golf course at Flat Run Veterans Park. He also reported that lighting for FRVP is going to be very costly even though the lamp posts have been provided.

RECREATION DEPT  
REPORT

Mayor Smith recognized Commissioner Slade.

PUBLIC SAFETY  
REPORT

Commissioner Slade made a motion to change the employment status of Stephanie Neace from full-time telecommunicator to part-time telecommunicator. Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

STEPHANIE NEACE FT  
TELECOM TO PT  
TELECOM

Commissioner Slade made a motion to offer employment to an individual as a full-time certified police officer upon completion of all pre-employment requirements. Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

OFFER EMPLOYMENT  
FT CERTIFIED POLICE  
OFFICER

Mayor Smith recognized Commissioner Griggs.

PUBLIC MAINTENANCE  
REPORT

Commissioner Griggs announced that crews will continue brush pick up through April 21, 2017. Commissioner Griggs reported that crews are continuing to mow as weather will allow.

Commissioner Griggs made a motion to schedule the Municipal Road Aid paving public hearing for May 2<sup>nd</sup> at 5pm. Commissioner Slade seconded. Vote: Commissioner Griggs: yes; Commissioner Slade: yes; Commissioner Judy: yes; Commissioner Mattmiller: yes; Mayor Smith: yes. Motion carried.

SCHEDULE MRA  
PAVING PUBLIC  
HEARING - MAY 2<sup>nd</sup> @  
5PM

Commissioner Griggs announced that the maintenance department crew will be attending flagging and roadway training on April 25<sup>th</sup> at the community college.

FLAGGING/ROADWAY  
TRAINING

Commissioner Griggs stated that Estill Barnett has his Class II Water Distribution license. Commissioner Griggs made a motion to change the employment status of Estill Barnett from Maintenance Worker II to Equipment Operator. Commissioner Mattmiller seconded. Vote: Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

ESTILL BARNETT  
MAINT WORKER II TO  
EQUIPMENT OPERATOR

Commissioner Griggs stated that Gary Barrett has his Class II Sewer Collection and Class I Wastewater Operator license. Commissioner Griggs made a motion to change the employment status of Gary Barrett from Maintenance Worker II to Equipment Operator. Commissioner Slade seconded. Vote: Commissioner Griggs: yes; Commissioner Slade: yes; Commissioner Judy: yes; Commissioner Mattmiller: yes; Mayor Smith: yes. Motion carried.

GARY BARRETT  
MAINT WORKER II TO  
EQUIPMENT OPERATOR

Commissioner Griggs made a motion to change the employment status of Harley Flack from Equipment Operator to Acting Assistant Maintenance Supervisor; salary commensurate with position. Commissioner Griggs stated that all promotions are subject to a six month probationary period. Commissioner Judy seconded. Vote: Commissioner Griggs: yes; Commissioner Judy: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried.

HARLEY FLACK  
EQUIPMENT OPERATOR  
TO ACTING ASST  
MAINT SUPERVISOR

Commissioner Mattmiller commended the maintenance department crew for the hard work that they do in all weather conditions.

Mayor Smith recognized Commissioner Judy.

PUBLIC UTILITIES  
REPORT

Commissioner Judy reported that modifications to the chlorine storage building are almost complete. The new high service pump is online and working. The GPS fieldwork for the GIS mapping of the water system is complete. The GIS mapping will be complete by the end of this calendar year.

Commissioner Judy made a motion to execute an agreement between Bluegrass Area Development District and the City to complete GIS mapping of the water system. The projected cost is \$10,000. This is a budgeted item. Commissioner Slade seconded. Vote: Commissioner Judy: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Mattmiller; Mayor Smith: yes. Motion carried.

EXECUTE AGREEMENT  
WITH BGADD – GIS  
MAPPING WATER  
SYSTEM

Commissioner Judy announced that Brad Wright attended training and certification testing for Wastewater Treatment Operator II. Commissioner Judy congratulated Brad on passing the exam.

BRAD WRIGHT PASSED  
WASTEWATER  
OPERATOR II EXAM

Mayor Smith announced that the Cynthiana Main Street Program will be hosting a clean-up day on Saturday from 9am-11am.

MAYOR'S REPORT

Mayor Smith reported that bids have been received for the construction of 3 houses in the Westside Redevelopment area. We are currently looking for a 501 (C) 3 non-profit to serve as the developer of this project. We are very close to executing a contract and breaking ground on these new homes.

BIDS RECEIVED FOR WESTSIDE REDEVELOPMENT PROJECT

Mayor Smith reported that the West Pleasant Street parking situation has been re-evaluated and parking is only feasible on the North side of West Pleasant from First Street to Third Street. Mayor asked the Commissioners to check out the area and decide to either have parking on the North side or not allow parking on West Pleasant at all.

WEST PLEASANT PARKING

Mayor Smith provided an update on the roof of the old Field and Main Bank building. The insurance company has been involved and will hopefully pay for a substantial amount of the repairs. The upper roof has already been replaced. The other two roofs will be fixed as well.

F & M BANK ROOF REPAIRS

Mayor Smith has received several complaints about parking on East Pleasant Street between Eastside Pharmacy and corner of Elmarch and Pleasant Street. People have been parking on both sides of the street and there have been complaints that parking is hazardous with the fire department and police departments being so close.

EAST PLEASANT PARKING COMPLAINTS

Commissioner Judy thanked Walter Tapp for mowing around the city welcome signs.

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

ADJOURN

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Jamie Hutchison, City Clerk

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James Smith, Mayor

4/18/2017