

April 17, 2018  
Regular Commission Meeting

The City of Cynthiana Board of Commissioners met in regular session April 17, 2018 at 5:30 P.M. in the Commissioners Room at City Hall located in Cynthiana, Kentucky. Present were Mayor Smith, Commissioners Mattmiller, Slade, Griggs and Judy and Attorney Lair.

Mayor Smith called the meeting to order. Mayor Smith stated that this is a special meeting in that it is the last meeting to be held at this building. Commission meetings have been held at this location since the 1930's.

CALL TO ORDER

Zack Pergram with Leesburg Christian Church presented the invocation. Mr. Pergram stated it is an honor to be here for this last meeting here.

ZACK PERGRAM-  
INVOCATION

Zack Pergram updated the Commission on the Splash Pad. Planning and design is still going on, Mr. Pergram has made contacts with several contractors. They are willing to help. This is a time of discovery and research. He will be coming forward with a budget as soon as all the information becomes available.

VISITORS

Mayor Smith recognized Tomi Jean Clifford with the Cynthiana-Harrison County Chamber of Commerce. Ms. Clifford is in attendance to give the Commission a report on the 1<sup>st</sup> Kentucky Hemp Days. It is scheduled for June 9, 2018 from 9 a.m. to 4 p.m. The first year will mainly be to educate. There will be hemp farms tours that day.

TOMI JEAN CLIFFORD-  
CYN-HARR CO CHAMBER  
OF COMMERCE

Mayor Smith recognized Shane New and Chip Clark with Blue Grass Area Development District. BGADD wants to help member communities in the area of high speed broadband internet. BGADD stated they are very familiar with utilities; internet is a newer utility that they have started working on. They propose to run a feasibility study on the current status of Cynthiana and options available. The feasibility study would cost approximately \$12,000. Mayor Smith advised that this will be something to discuss and decide on during a budget workshop or strategic planning session.

BGADD BROADBAND  
INTERNET

Mayor Smith recognized Stephanie Burden with Cynthiana Main Street Program. Stephanie would like to announce that there will be a pocket park fund raiser on April 27, 2018 at the lot from 11 am to 1 pm. It will be a lunch/cookout with Alex Barnett's pulled pork sandwich, coleslaw, chip, and a drink for \$7.00. Stephanie asked for everyone to come out for that.

POCKET PARK FUND  
RAISER

Commissioner Mattmiller asked if we could possibly put a mural on the side of the building. Stephanie said that is one of the ideas and she has verbal permission from the owner to scrape the old peeling paint off it. Attorney Lair advised to get written permission and that he would prepare that paperwork for her.

Mayor Smith reported that there are minutes to approve.

APPROVAL OF MINUTES

Commissioner Mattmiller made a motion to approve the minutes of the April 3, 2018 meeting. Commissioner Slade seconded. Vote: Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

Mayor Smith recognized Attorney Lair.

## LEGALS

Attorney Lair advised that pertaining to the pocket park on South Main and the closing of Clarey Alley which goes from Main Street to Poplar. Attorney Lair stated that he has done some preliminary work, however we will need consent from adjoining property owners and that he needs to know how much of the alley that the City wants closed. The Commission agrees that only the portion of the alley between the two buildings that will be the pocket park will need to be closed. Attorney Lair stated that he will prepare documents to proceed with the closing. Stephanie Burden stated she would take the documents to the property owners as she has already talked to them. Attorney Lair hopes to have Ordinance prepared possibly as soon as the first meeting in May.

## CLOSING OF CLAREY ALLEY

Mayor Smith announced that we are getting closer and closer to closing on the property at 205 W. Mill that is part of the Westside Redevelopment Project. Attorney Lair stated that there still is some mechanics to be worked out with the paperwork on this project.

## MAYOR'S REPORT

### WSRP CLOSE TO CLOSING

Mayor Smith reported that he met with some local larger business and they said that the lack of affordable housing in the community is making it difficult for employees they are hiring. Mayor Smith gave them the information for the WSRP and they may have a couple of interested parties.

### LACK OF AFFORDABLE HOUSING A PROBLEM FOR LOCAL BUSINESS

Cynthiana Harrison County Home Assistance Association will be having a Ground Breaking Ceremony on May 12, 2018 and everyone is invited to attend. It is located at the corner of Poplar and Mill Street.

### GROUND BREAKING CHCHA

Mayor Smith made a motion to appoint Bonnie Teater to the Cynthiana Tourism Commission. Commissioner Judy seconded. Vote: Mayor Smith: yes; Commissioner Judy: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Griggs: yes. Motion carried.

### APPOINT B TEATER TO CYN TOURISM COMM

Mayor Smith announced that he attended the retail academy. It was a very good training with a lot of information. Mayor Smith was very impressed with the information they presented and gave the Commission a copy of the presentation that was prepared specifically for Cynthiana. They do provide an ongoing support for \$100.00/month. Commissioner Mattmiller and Mayor Smith agree that this is something we need to invest in and they have even talked about going to a trade show.

### RETAIL ACADEMY

Mayor Smith announced that it has come to our attention that a music license is required to have music at our events and festivals. If a city purchases this license it will cover any event in the city. There are two licenses that total approximately \$700.00. The Chamber of Commerce and Main Street Program have agreed to reimburse the city for a third of the cost each.

Mayor Smith made a motion to obtain the licenses for music from BMI and ACAP at an estimated cost of \$700 with the Chamber and

Main Street reimbursing a third each. Attorney Lair is to review the contract agreements. Commissioner Judy seconded. Vote: Mayor Smith: yes; Commissioner Judy: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Griggs: yes. Motion carried.

Mayor Smith announced that River Bank Clean up will be May 19, 2018 at River Road Ball Park. Mayor Smith asked for the City's help on this project, maybe some flex time for city employees.

Mayor Smith reported that the Blue Grass Narcotics Task Force has made great progress. There have been 27 grand jury indictments in Harrison County as well as more in the other counties. Mayor Smith thanked the Commission for their support of the Task Force.

The landfill tour has been rescheduled for May 14, 2018 at 11 a.m.

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	\$ 53,279.62
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Water & Sewer Fund	\$ 19,326.22
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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	\$ 278,390.13
Water & Sewer Fund	\$ 4,676.85
Municipal Road Aid Fund	\$ 109,735.30

Mayor Smith recognized Commissioner Slade.

PUBLIC SAFETY REPORT

Commissioner Slade made a motion to offer employment to two individuals as full-time non-certified telecommunicators 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.

MOTION TO OFFER  
EMPLOYMENT TO (2)  
TELECOMMUNICATORS

Commissioner Slade made a motion to accept the resignation of part-time certified firefighter Conner David Fletcher effective immediately. Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

MOTION TO ACCEPT  
RESIGNATION OF  
CONNOR D FLETCHER

Commissioner Slade made a motion to declare surplus (3) weapons. One Smith and Wesson rifle and two Glock pistols. There is KRS 65.041 that sets forth the procedure to carry this out. Commissioner Judy seconded. Vote: Commissioner Slade: yes; Commissioner Judy: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

MOTION TO DECLARE (3)  
WEAPONS AS SURPLUS

Commissioner Slade reported that negotiations have been going on between the Harrison County Board of Education and the City relating to providing a School Resource Officer. Attorney Lair, Commissioner Slade, and Mayor Smith will be meeting to discuss the contract and legalities.

SCHOOL RESOURCE  
OFFICER

Mayor Smith recognized Commissioner Griggs.

PUBLIC MAINTENANCE  
REPORT  
SPRING BRUSH PICK UP

Commissioner Griggs reported that Spring brush service has started and will continue until May 4, 2018.

Commissioner Griggs reported that cold patching continues as weather permits.

Commissioner Griggs announced that there will be a Public Hearing on May 1, 2018 at 5 p.m. pertaining to Municipal Road Aid funds and streets that will be paved with these funds.

MOTION TO ADVERTISE  
FOR SEASONAL STREET  
SWEEPER

Street sign replacement is underway and will continue.

Mayor Smith recognized Commissioner Judy.

PUBLIC UTILITIES  
REPORT

Commissioner Judy reported that Tube Settlers will be installed next week and crews have installed a road to make the installation easier.

Commissioner Judy announced that a position for WWTP Operator trainee has been posted if anyone is interested it would make a good career for someone.

Commissioner Mattmiller made a motion to go into executive session to discuss acquisition of property per KRS 61.810(1) b. Commissioner Judy seconded. Vote: Commissioner Mattmiller: yes; Commissioner Judy: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

EXECUTIVE SESSION

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

RETURN TO REGULAR  
SESSION

Mayor Smith reported no action taken in executive session.

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

ADJOURN

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Jamie D. Hutchison, City Clerk

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James Smith, Mayor