

CITY OF CYNTHIANA BOARD OF COMMISSIONERS

MINUTES

June 4, 2024

5:30 PM

1. Call to Order

The City of Cynthiana Board of Commissioners met in regular session June 4, 2024 at 5:30 PM in the Harrison County Board of Education Board Room located at 308 Webster Avenue, Cynthiana, Kentucky. Present were .

Mayor Smith called the meeting to order.

2. Invocation

Mayor Smith presented the invocation.

3. Visitors

A. Bobby Craft - Airport Grant

Commissioner of Police Services Judy made a motion to authorize Mayor Smith to sign Airport Grant #3-21-0011-024-2024. Commissioner of Fire Safety and Emergency Services Dailey seconded.

Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, Commissioner of Police Services Judy, Commissioner of Fire Safety and Emergency Services Dailey, Commissioner of Public Works/Utilities Conner
No:	None

B. Kathy Tussey - Harrison Memorial Hospital

4. Approve of Minutes

5. Legals

A. Second reading of Ordinance #1662 authorizing assistance agreement KIA Project #22-028

Commissioner of Public Property and Finance Mattmiller made a motion to Approve Second reading of Ordinance #1662 authorizing assistance agreement KIA Project #22-028 . Commissioner of Public Works/Utilities Conner seconded.

Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, Commissioner of Police Services Judy, Commissioner of Fire Safety and Emergency Services Dailey, Commissioner of Public Works/Utilities Conner
No:	None

B. Authorize to process payment for property located at 109 Short Street at Master Commissioner sale to include purchase price plus additional legal fees

Commissioner of Public Works/Utilities Conner made a motion to Approve Authorize to process payment for property located at 109 Short Street at Master Commissioner sale to include purchase price plus additional legal fees. Commissioner of Fire Safety and Emergency Services Dailey seconded.

Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, Commissioner of Police Services Judy, Commissioner of Fire Safety and Emergency Services Dailey, Commissioner of Public Works/Utilities Conner
No:	None

6. Mayors Report

7. Commissioner's Report

A. Commissioner of Public Property and Finance

1. Finance Report

Commissioner of Public Property and Finance Mattmiller made a motion to Approve the Finance Report. Commissioner of Fire Safety and Emergency Services Dailey seconded.

Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, Commissioner of Police Services Judy, Commissioner of Fire Safety and Emergency Services Dailey, Commissioner of Public Works/Utilities Conner
No:	None

2. Authorize Mayor Smith to execute documents required to change necessary bank/ financial account information from retiring City Clerk Jamie Hutchison to newly appointed City Clerk Elizabeth Kitchen.

Commissioner of Public Property and Finance Mattmiller made a motion to Approve Authorize Mayor Smith to execute documents required to change necessary bank/ financial account information from retiring City Clerk Jamie Hutchison to newly appointed City Clerk Elizabeth Kitchen.. Commissioner of Police Services Judy seconded.

Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, Commissioner of Police Services Judy, Commissioner of Fire Safety and Emergency Services Dailey, Commissioner of Public Works/Utilities Conner
No:	None

B. Commissioner of Police Safety

1. Department Report

2. Hire Caitlyn Bowman Coffey as a Police Social Worker after successful completion of all pre-employment requirements, salary commensurate with position.

Commissioner of Police Services Judy made a motion to Hire Caitlyn Bowman Coffey as a Police Social Worker after successful completion of all pre-employment requirements,

salary commensurate with position. Commissioner of Public Works/Utilities Conner seconded.

Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, Commissioner of Police Services Judy, Commissioner of Fire Safety and Emergency Services Dailey, Commissioner of Public Works/Utilities Conner
No:	None

C. Commissioner of Fire Safety and Emergency Services

1. Department Report

Reported we received CDBG Grant \$750,000 for Fire Station 1.

2. Increase Heather Ladicks pay by \$1 for bachelor degree per education incentive.

Commissioner of Fire Safety and Emergency Services Dailey made a motion to Approve Increase Heather Ladicks pay by \$1 for bachelor degree per education incentive..

Commissioner of Police Services Judy seconded.

Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, Commissioner of Police Services Judy, Commissioner of Fire Safety and Emergency Services Dailey, Commissioner of Public Works/Utilities Conner
No:	None

3. Automatic Aid Fire Department

Commissioner of Fire Safety and Emergency Services Dailey made a motion to give Bob Chaffee Approval to sign off on Automatic Aid Fire Department. Commissioner of Public Works/Utilities Conner seconded.

Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, Commissioner of Police Services Judy, Commissioner of Fire Safety and Emergency Services Dailey, Commissioner of Public Works/Utilities Conner
No:	None

4. Offer employment to an individual as a part-time Certified Telecommunicator contingent upon successful completion of all pre-employment requirements

Commissioner of Fire Safety and Emergency Services Dailey made a motion to Approve Offer employment to an individual as a part-time Certified Telecommunicator contingent upon successful completion of all pre-employment requirements. Commissioner of Public Works/Utilities Conner seconded.

Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, Commissioner of Police Services Judy, Commissioner of Fire Safety and Emergency Services Dailey, Commissioner of Public Works/Utilities Conner
No:	None

D. Commissioner of Public Utilities & Works

1. Department Report

2. Hire Earl Mastin as a Maintenance Worker after successful completion of all pre-employment requirements, salary commensurate with position.

Commissioner of Public Works/Utilities Conner made a motion to Approve Hire Earl Mastin as a Maintenance Worker after successful completion of all pre-employment requirements, salary commensurate with position.. Commissioner of Police Services Judy seconded.

Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, Commissioner of Police Services Judy, Commissioner of Fire Safety and Emergency Services Dailey, Commissioner of Public Works/Utilities Conner
No:	None

8. Adjourn

Commissioner of Public Works/Utilities Conner made a motion to Adjourn. Commissioner of Fire Safety and Emergency Services Dailey seconded.

Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, Commissioner of Police Services Judy, Commissioner of Fire Safety and Emergency Services Dailey, Commissioner of Public Works/Utilities Conner
No:	None