

November 6, 2018
Regular Commission Meeting

The City of Cynthiana Board of Commissioners met in regular session November 6, 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, and Griggs and Attorney Lair. Commissioner Judy was absent.

CALL TO ORDER

Mayor Smith called the meeting to order.

Mayor James Smith presented the invocation.

MAYOR JAMES SMITH-
INVOCATION

Mayor Smith reported that there are minutes to approve.

APPROVAL OF MINUTES

Commissioner Mattmiller made a motion to approve the minutes of the October 2, 2018 meeting. Commissioner Slade seconded. Vote: Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

OCTOBER 2, 2018

LEGALS

MAYOR'S REPORT

Mayor Smith stated that he has some contracts to renew. Wolsky Telecom Solutions (dba Schooley Mitchell), Telecommunications Consultants. Has saved the city of Cynthiana \$16,000 over the 3 years we have utilized their services. No cost for services, they only make money by finding ways to save us money.

UPDATE ON WSRP

Mayor Smith made a motion to authorize Mayor Smith to extend the contract with Schooley Mitchell. Commissioner Mattmiller seconded. Vote: Mayor Smith: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Judy: yes. Motion carried.

EXTEND CONTRACT
WITH SCHOOLEY
MITCHELL

Mayor Smith made a motion to sponsor Ambassador Books again this year. The amount is \$399.00 and every 1st and 3rd grader in Harrison County Schools receives a book. The book focuses on civics, character, and responsibility. Commissioner Griggs seconded. Vote: Mayor Smith: yes; Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Judy: yes. Motion carried.

AMBASSADOR BOOKS
SPONSORSHIP

Mayor Smith reported that there is a new company for the code enforcement, rental license, and planning and zoning software. The city has used Comcate for the past couple of years. We have received a quote from IWorqs for \$5000.00 less per year and it is more user friendly. Planning and Zoning has requested that we use IWorqs.

Mayor Smith made a motion to authorize him to enter into an agreement with IWorqs for FYE 2020. 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 \$ 371,192.98

Water & Sewer Fund \$ 233,732.60

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

Commissioner Mattmiller reported cash in bank:

CASH IN BANK

General Fund \$ 334,907.44

Water & Sewer Fund \$ 27,551.18

Municipal Road Aid Fund \$ 176,977.01

Mayor Smith recognized Commissioner Slade.

PUBLIC SAFETY REPORT

Commissioner Slade made a motion to resignation of Wilbur Gross effective October 23, 2018. Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

ACCEPT RESIGNATION
OF WILBUR GROSS E-911
TELECOMMUNICATOR

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

CHANGE STATUS OF M
SMITH FROM FT TO PT
TELECOMMUNICATOR

Commissioner Slade made a motion to offer employment to two individuals as part-time firefighters. Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

OFFER EMPLOYMENT TO
TWO INDIVIDUALS AT
PT-FIREFIGHTERS

Commissioner Slade made a motion to offer employment to two individuals as part-time certified firefighters. Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

OFFER EMPLOYMENT TO
TWO INDIVIDUALS AS PT
CERT FIREFIGHTERS

Commissioner Slade made a motion to offer employment to an individual as a full-time Telecommunicator contingent upon successful 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.

Mayor Smith recognized Commissioner Griggs.

PUBLIC MAINTENANCE
REPORT

Commissioner Griggs made a motion to terminate employment of Chad Herrington seasonal street sweeper. Commissioner Slade seconded. Vote: Commissioner Griggs: yes; Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

TERMINATE
EMPLOYMENT OF CHAD
HERRINGTON

Commissioner Griggs made a motion to offer employment to an individual as Public Works/Public Utilities Director salary commensurate with position subject to successful completion of all pre-employment requirements. Commissioner Mattmiller seconded. Vote: Commissioner Griggs; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

OFFER EMPLOYMENT TO
AN INDIVIDUAL AS FT
PUBLIC WORKS/PUBLIC
UTILITIES DIRECTOR

Commissioner Griggs announced that leaf pick-up will begin next Monday November 12, 2018 and continue until December 7, 2018. The leaves will be picked up on regular trash pick- up day. We will try to follow that schedule as close as possible. Commissioner Griggs added that if you prefer to bag your leaves (which is great) please call City Clerk’s Office and the bagged leaves will be picked up daily.

LEAF PICK UP

Mayor Smith recognized Commissioner Judy.

PUBLIC UTILITIES
REPORT

Commissioner Judy made a motion to accept the resignation of Vanessa Duff at the WWTP effective October 23, 2018. Commissioner Slade seconded. Vote: Commissioner Judy: yes; Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

ACCEPT RESIGNATION
OF VANESSA DUFF

Commissioner Judy made a motion to change the status of Bradley Wright from acting Waste Water Treatment Plant Supervisor to Waste Water Treat Plant Supervisor effective immediately. Commissioner Judy seconded. Vote: Commissioner Griggs: yes; Commissioner Judy: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried.

CHANGE STATUS OF
BRAD WRIGHT FROM
ACTING WWTP
SUPERVISOR TO WWTP
SUPERVISOR

Commissioner Judy made a motion to post internally for an Assistant Waste Water Treatment Plant Supervisor. Commissioner Slade seconded. Vote: Commissioner Judy: yes; Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

POST FOR ASST WWTP
SUPERVISOR
INTERNALLY

Commissioner Judy reported that a local author Alicia Whitaker Pace a local author has a bench built that looks like an open book. Commissioner Slade added that there is one about the Walking Dead. Commissioner Judy asked would that be something that we would be interested in bidding on.

Mayor Smith made a motion to authorize a representative to bid up to \$3000.00 on a bench at auction. Mattmiller seconded. Vote: Mayor: no; Commissioner Mattmiller: no; Commissioner Slade: no; Commissioner Griggs: no; Commissioner Judy: no. Motion defeated.

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

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

Leslie Mullett, Deputy City Clerk James Smith, Mayor