

July 20, 2021

Regular Commission Meeting

The City of Cynthiana Board of Commissions held a regular meeting July 20, 2021 at 5 pm. Mayor Smith, Commissioners Slade, Mattmiller and Griggs attended. Commissioner Judy was absent. Visitor Andrew Demoss-RFH Audit Presentation.

Mayor Smith called the meeting to order.

CALL TO ORDER

Mayor Smith presented the invocation.

INVOCATION

Mayor Smith recognized Andrew Demoss.

ANDREW DEMOSS AUDIT
PRESENTATION

Andrew Demoss gave a presentation of the 2020-2021 audit. He stated that the overall financial status of the city is good. He did give a few control suggestions.

Mayor Smith made a motion to approve the minutes from the Special meeting on April 6, 2021.

APPROVE MINUTES APRIL
6, 2021

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

APPROVE MINUTES MRA
APRIL 20, 2021

Mayor Smith made a motion to approve the minutes from the MRA meeting on April 20, 2021.

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

APPROVE MINUTES
PUBLIC FORUM 4/20/2021

Mayor Smith made to approve Public Forum 4/20/2021.

APPROVE MINUTES MAY
18, 2021

Mayor Smith made a motion to approve the minutes from the regular meeting on May 18, 2021.

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

APPROVE FIRST READING
ORDINANCE 1616
PROPERTY TAX

Mayor Smith recognized Attorney John Lair.

Attorney Lair did the first reading of ordinance 1616 setting rate for real and personal property tax for 2021.

Commissioner Slade made a motion to accept the first reading of ordinance 1616.

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

Attorney Lair did the first reading of ordinance 1617 setting rate for 2022 Ad Valorem Tax.

Commissioner Slade made a motion to accept the first reading of ordinance 1617.

APPROVE ORDINANCE
1617 VALOREM TAX

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

Mayor Smith read Resolution 2021-3, authorizing the mayor to sign a "lease to own" agreement for the Lerman building.

ADOPT RESOLUTION 2021-
3 LERMAN BUILDING

Commissioner Mattmiller made a motion to adopt Resolution 2021-3.

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

Mayor Smith made a motion to add two additional properties to the list of properties to be foreclosed: 411 East Pike and 307 West Pleasant Street. Existing properties include: 102 and 109 Short Street, 102 Marshall Avenue, and 209 Old Lair Road.

ADD PROPERTIES 411 E
PIKE, 307 W PLEASANT TO
FORECLOSURE LIST

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

Mayor Smith recognized Commissioner Mattmiller.

Commissioner Mattmiller made a motion to pay the following bills:

PAYABLES

General Fund: \$505,257.03

Water and Sewer Fund: \$332,004.00

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

Commissioner Mattmiller reported:

CIB \$372,207.00

MRA \$76,451.00

Mayor Smith recognized Commissioner Slade.

SAFTY REPORT

Commissioner Slade made a motion to change the status of Christin Smith from full time telecommunicator to part-time tele communicator effective June 28, 2021.

CHRISTIN SMITH FT TO PT

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

Commissioner Slade made a motion to offer employment to an individual for part-time tele communicator after successful completion of all pre-employment requirements.

OFFER EMPLOYMENT PT
TELECOMMUNICATOR

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

Commissioner Slade made a motion to offer employment to an individual as a full-time POPS certified Police Officer contingent upon successful completion of all pre-employment requirements.

OFFER EMPLOYMENT FT
POPS POLICE OFFICER

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

Commissioner Slade made a motion to increase hourly wage of Jeff Thomas by \$1.00/hour as approved through Police Incentive Policy.

POLICE INCENTIVE WAGE
INCREASE
JEFF THOMAS

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

Commissioner Slade made a motion to increase hourly wage of James Sexton by \$2.00/hour as approved through Police Incentive Policy.

JAMES SEXTON

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

Commissioner Slade made a motion to increase hourly wage of Jordon Scott 0.50/hour as approved through Police Incentive Policy.

JORDON SCOTT

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

Commissioner Slade made a motion to increase hourly wage of Doug Robinson \$1.50/hour as approved through Police Incentive Policy.

DOUG ROBINSON

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

Commissioner Slade made a motion to increase hourly wage of Josh Puckett 0.50/hour as approved through Police Incentive Policy.

JOSH PUCKETT

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

Commissioner Slade made a motion to increase hourly wage of Steve Muntz \$1.38 /hour as approved through Police Incentive Policy.

STEVE MUNTZ

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

Commissioner Slade made a motion to increase hourly wage of Nathan Linville \$1.50/hour as approved through Police Incentive Policy.

NATHAN LINVILLE

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

Commissioner Slade made a motion to increase hourly wage of Eric Kendall \$2.50/hour as approved through Police Incentive Policy.

ERIC KENDALL

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

Commissioner Slade made a motion to increase hourly wage of William Gibberson \$1.75/hour as approved through Police Incentive Policy.

WILLIAM GIBBERSON

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

Commissioner Slade made a motion to increase hourly wage of Michael Coppage \$1.38/hour as approved through Police Incentive Policy.

MICHAEL COPPAGE

Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion Carried.
Commissioner Slade made a motion to increase hourly wage of Alan Judy \$2.00/hour as approved through Police Incentive Policy.

ALAN JUDY

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

Commissioner Slade made a motion to increase hourly wage of Ray Johnson \$1.50/hour as approved through Police Incentive Policy.

RAY JOHNSON

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

Commissioner Slade made a motion to increase hourly wage of Justin Jett \$2.00/hour as approved through Police Incentive Policy.

JUSTIN JETT

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

The Commission decided that the City Clerk will work on amending the Policy and Procedures for military service for incentive pay for the police.

WORK ON AMENDING PP
FOR MILITARY

Mayor Smith did the public utilities report.

PUBLIC UTILITIES

Mayor Smith made a motion to authorize the mayor to sign an agreement with Harrison County Sanitation District. Commissioner Slade seconded. Vote: Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried.

Mayor Smith made a motion to authorize the mayor to sign a change order for SCADA contract with CITGO water.

APPROVE MAYOR TO SIGN
SCADA CONTRACT

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

Mayor Smith made a motion to post internally for water treatment plant operator trainee.

POST INTERNALLY FOR
WATER TREATMENT

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

Mayor Smith made a motion to increase Thomas McComas's salary \$.50/hour for successful completion of Class II Water Distribution license.

THOMAS MCCOMAS
WAGE INCREASE

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

Mayor Smith made a motion to change Coron Tsurara from Water Treatment Plant Operator trainee to Water Treatment Plant Operator I with salary commensurate with position.

CORON TSURARA WTPO
TRAINEE TO WTPO I

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

Mayor Smith Report:

MAYOR REPORT

Mayor Smith made a motion to authorize utility line repair with a Home Serve Marketing Agreement (Insurance Program.)

REPAIR LINE HOME SERVE
MARKETING

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

HELP HIRE ASSISTANT
PARKS AND REC

Mayor Smith made a motion to support the hiring of assistant for Parks and Recs.

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

Authorize the Mayor to sign agreement with HC sanitation.

HC SANITATION
AUTHORIZE MAYOR TO
SIGN

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

Mayor Smith recognized Commissioner Griggs.
Commissioner Griggs report:

PUBLIC WORKS REPORT

- Routine mowing is being performed as weather allows.
- Crews began construction of a sand volleyball court at Flat Run Park.
- Yearly field trimming and bush hogging has been performed at the land fill property. All other properties that are bush hogged have been completed for the third time this summer.
- Governor Beshear awarded the city \$211,324 from his discretionary funding for slide repair work on waterworks road. The contractor GSI has been given notice to proceed and anticipated start date is late August or early September.

Commissioner Slade made a motion to adjourn.

ADJOURN

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

Jamie Hutchison, City Clerk

James Smith, Mayor

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