

CITY OF CYNTHIANA BOARD OF COMMISSIONERS

MINUTES

June 3, 2025

5:30 PM

1. Call to Order

The City of Cynthiana Board of Commissioners met in regular session June 3, 2025 at 5:30 PM in the Harrison County Board of Education Board Room located at 308 Webster Avenue, Cynthiana, Kentucky. Present were Mayor Dailey, Commissioner of Public Property and Finance Mattmiller, Commissioner of Public Works/Utilities Conner, Commissioner of Police Services Peoples, Commissioner of Fire Safety and Emergency Services Slade.

Mayor Dailey called the meeting to order.

2. Invocation

Mayor Dailey presented the invocation.

3. Approve of Minutes

A. May 20, 2025 Regular Meeting Minutes

Commissioner of Fire Safety and Emergency Services Slade made a motion to Approve May 20, 2025 Regular Meeting Minutes. Commissioner of Police Services Peoples seconded.

Vote:

Yes:	Mayor Dailey, Commissioner of Public Property and Finance Mattmiller, Commissioner of Police Services Peoples, Commissioner of Fire Safety and Emergency Services Slade
No:	None

B. May 29, 2025 Special Meeting Minutes

Commissioner of Public Works/Utilities Conner made a motion to Approve May 29, 2025 Special Meeting Minutes. Commissioner of Police Services Peoples seconded.

Vote:

Yes:	Mayor Dailey, Commissioner of Public Property and Finance Mattmiller, Commissioner of Public Works/Utilities Conner, Commissioner of Police Services Peoples
No:	None

4. Legals

5. Mayors Report

Mayor Dailey is currently working on a street and sidewalk audit.

In the works to start having quarterly code enforcement meetings.

Residents of Clifton Rd attended the meeting to discuss problem with no parking on one side.

A. Authorize to award mowing bid for 1038 Cook Pike to Furnwood Farms (Lewis Furnish)

Commissioner of Public Property and Finance Mattmiller made a motion to Approve Authorize to award mowing bid for 1038 Cook Pike to Furnwood Farms (Lewis Furnish). Commissioner of Public Works/Utilities Conner seconded.

Vote:

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

B. Replace sign at Hero's Park for \$350.

Mayor Dailey made a motion to Approve Replace sign at Hero's Park for \$350..

Commissioner of Public Works/Utilities Conner seconded.

Vote:

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

6. Commissioner's Report

A. Commissioner of Public Property and Finance

1. Finance Report

Cash In the Bank

General Fund \$317,568.79

Water/Sewer Fund \$295,783.14

Municipal Road Fund \$93,244.62

2. Authorize to pay bills

Commissioner of Public Property and Finance Mattmiller made a motion to Approve Authorize to pay bills. Commissioner of Fire Safety and Emergency Services Slade seconded.

Vote:

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

B. Commissioner of Police Safety

1. Department Report

2. Authorize to hire Micah Carter as a police officer recruit effective June 9th, 2025

Commissioner of Police Services Peoples made a motion to Approve Authorize to hire Micah Carter as a police officer recruit effective June 9th, 2025. Commissioner of Fire Safety and Emergency Services Slade seconded.

Vote:

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

3. Swear in Micah Carter as a Police Officer

4. Authorize to rescind offer of employment to an individual as a police officer recruit
Commissioner of Police Services Peoples made a motion to Approve Authorize to rescind offer of employment to an individual as a police officer recruit. Commissioner of Public Works/Utilities Conner seconded.

Vote:

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

5. Authorize \$0.50 pay increase for Caity Coffey for earning a Master's Degree in accordance with the education incentive

Commissioner of Police Services Peoples made a motion to Approve Authorize \$0.50 pay increase for Caity Coffey for earning a Master's Degree in accordance with the education incentive. Commissioner of Public Property and Finance Mattmiller seconded.

Vote:

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

6. Authorize to use DEA Asset Forfeiture Equitable Sharing Funds in the amount of \$315.98 to purchase 2 animal control catch poles and 2 pairs of animal control bite-proof gloves

7. Discussion about sick leave policy - Officer Branham

Attorney Lair is going to work on Municipal Order to change sick leave donation policy.

C. Commissioner of Fire Safety and Emergency Services

1. Department Report

2. Authorize to accept resignation of Taylor Douglas effective June 1, 2025

Commissioner of Fire Safety and Emergency Services Slade made a motion to Approve Authorize to accept resignation of Taylor Douglas effective June 1, 2025. Commissioner of Public Works/Utilities Conner seconded.

Vote:

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

3. Authorize to advertise internally for TAC Officer job position

Commissioner of Fire Safety and Emergency Services Slade made a motion to Approve Authorize to advertise internally for TAC Officer job position. Commissioner of Police Services Peoples seconded.

Vote:

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

D. Commissioner of Public Utilities & Works

1. Department Report

Change over from maintenance department to water distribution is going well.

7. Adjourn

Commissioner of Fire Safety and Emergency Services Slade made a motion to Adjourn. Commissioner of Police Services Peoples seconded.

Vote:

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

8. Budget Workshop