

CITY OF CYNTHIANA BOARD OF COMMISSIONERS

MINUTES

March 21, 2023
5:30 PM

1. Call to Order

The City of Cynthiana Board of Commissioners met in regular session March 21, 2023 at 5:30 PM in the Harrison County Board of Education Board Room located at 308 Webster Avenue, Cynthiana, Kentucky. Present were 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.

Mayor Smith called the meeting to order.

2. Invocation

3. Approve of Minutes

4. Legals

- A. First reading Ordinance #1638-amending policy and procedures-Retired reemployed police officers can fill Police Chief & Assistant Police Chief
Commissioner of Police Services Judy made a motion to Approve First reading Ordinance #1638-amending policy and procedures-Retired reemployed police officers can fill Police Chief & Assistant Police Chief. Commissioner of Public Property and Finance Mattmiller 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. First reading Ordinance #1639 amending policy and procedures-Deputy Clerk IV
Commissioner of Public Works/Utilities Conner made a motion to Approve First reading Ordinance #1639 amending policy and procedures-Deputy Clerk IV. 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

- C. First reading Ordinance #1640-Electric franchise
Commissioner of Public Property and Finance Mattmiller made a motion to Approve First reading Ordinance #1640-Electric franchise for a term of 10 years -3% of gross electric

receipts. 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

5. Mayors Report

6. 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 Finance Report for General Fund \$ 348,629.04 Water Fund \$110,592.00 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

2. Finance Report for February 2023

Commissioner Mattmiller presented the Finance Report for February

B. Commissioner of Police Safety

1. Department Report

2. Change hourly salary of Mark Branham by \$2.00 per hour for (4) certificates per Cynthiana Police Department Incentive Pay Plan

Commissioner of Police Services Judy made a motion to Approve Change hourly salary of Mark Branham by \$2.00 per hour for (4) certificates per Cynthiana Police Department Incentive Pay Plan. 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

3. Change hourly salary of Nathan Olin by \$1.50 per hour for (3) certificates per Cynthiana Police Department Incentive Pay Plan

Commissioner of Police Services Judy made a motion to Approve Change hourly salary of Nathan Olin by \$1.50 per hour for (3) certificates per Cynthiana Police Department Incentive Pay Plan. 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

4. Change hourly salary of Justin Jett by \$0.50 per hour for (1) certificate per Cynthiana Police Department Incentive Pay Plan

Commissioner of Police Services Judy made a motion to Approve Change hourly salary of Justin Jett by \$0.50 per hour for (1) certificate per Cynthiana Police Department Incentive Pay Plan. 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

5. Change hourly salary of Ryan Rock by \$1.50 per hour for military pay and education for Bachelors degree per Cynthiana Police Department Incentive Pay Plan

Commissioner of Police Services Judy made a motion to Approve Change hourly salary of Ryan Rock by \$1.50 per hour for military pay and education for Bachelors degree per Cynthiana Police Department Incentive Pay Plan. 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

Mayor Smith made a motion to authorize Attorney Lair to proceed with foreclosure for property located at 109 Short Street. 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

1. Department Report

D. Commissioner of Public Works & Utilities

1. Department Report

Commissioner Conner reported that Meadow Lane bridge is opened.

2. Offer employment to an individual as a full-time meter reader contingent upon successful completion of all pre-employment requirements

Commissioner of Public Works/Utilities Conner made a motion to Approve Offer employment to an individual as a full-time meter reader contingent upon successful completion of all pre-employment requirements. 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. Authorize Mayor Smith to sign a contract with Kentucky Engineering Group for Country Club Area Pump station replacement

Commissioner of Public Works/Utilities Conner made a motion to Authorize Mayor Smith to sign a contract with Kentucky Engineering Group for Country Club Area Pump station replacement. 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

4. Authorize Mayor Smith to sign amendment to Industrial Park Water Tank & WTP Upgrade service contract

Commissioner of Public Works/Utilities Conner made a motion to Authorize Mayor Smith to sign amendment to Industrial Park Water Tank & WTP Upgrade service contract . 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

7. Executive Session

- A. To discuss sale of real property per KRS 61.810(1)(b)

--	--

Mayor Smith made a motion to Enter Executive Session To discuss sale of real property per KRS 61.810(1)(b). Commissioner of Public Property and Finance Mattmiller 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

Mayor Smith made a motion to return to regular session. Commissioner of Public

Property and Finance Mattmiller 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

No action taken.

Commissioner Dailey made a motion to adjourn. Commissioner Conner seconded. All in favor (5). Opposed none.


James D. Smith, Mayor


Jamie D. Hutchison, City Clerk