

CITY OF CYNTHIANA BOARD OF COMMISSIONERS

MINUTES

November 21, 2023

5:30 PM

1. Call to Order

The City of Cynthiana Board of Commissioners met in regular session November 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

Mayor Smith presented the invocation.

3. Approve of Minutes

1. September 5, 2023 MRA Special Meeting
2. September 5, 2023 Regular Meeting
3. September 8, 2023 Special Meeting
- A. 4. September 19, 2023 Regular Meeting
5. September 26, 2023 Special Meeting
6. October 3, 2023 Regular Meeting
7. November 7, 2023 Regular

Mayor Smith made a motion to Approve 1. September 5, 2023 MRA Special Meeting

2. September 5, 2023 Regular Meeting
3. September 8, 2023 Special Meeting
4. September 19, 2023 Regular Meeting
5. September 26, 2023 Special Meeting
6. October 3, 2023 Regular Meeting
7. November 7, 2023 Regular. 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. VISITORS

A. Robin Florence-Senior Citizens

Commissioner of Public Property and Finance Mattmiller made a motion to Approve Robin Florence-Senior Citizens. 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

5. Legals

- A. Motion to authorize Attorney Lair to prepare paperwork necessary to facilitate the transfer of property owned by Cynthiana-Harrison County Public Properties known as the Community Action Center and authorize Mayor Smith to sign necessary documents

- B. First Reading Ordinance #1657

Commissioner of Fire Safety and Emergency Services Dailey made a motion to Approve First Reading Ordinance #1657. 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. First Reading Ordinance #1658

Commissioner of Fire Safety and Emergency Services Dailey made a motion to Approve First Reading Ordinance #1658. 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. Municipal Order 2023-1

Commissioner of Public Works/Utilities Conner made a motion to Approve Municipal Order 2023-1. 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

- E. Municipal Order 2023-2

Commissioner of Fire Safety and Emergency Services Dailey made a motion to Approve Municipal Order 2023-2. 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

6. Mayors Report

A. Authorize to advertise for Code Enforcement Officer

Mayor Smith made a motion to Approve Authorize to advertise for Code Enforcement Officer. 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. EDA- Industrial Park addition

7. Commissioner's Report

A. Commissioner of Public Property and Finance

1. Finance Report

2. Payables General Fund \$60,883.94
Water Fund \$36,489.25

Cash in Bank:

General Fund \$473,454.74

Water Fund \$405,529.26

Municipal Road \$161,333.39

Commissioner of Public Property and Finance Mattmiller made a motion to Approve

Payables General Fund \$60,883.94

Water Fund \$36,489.25

Cash in Bank:

General Fund \$473,454.74

Water Fund \$405,529.26

Municipal Road \$161,333.39

. 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. Commissioner of Police Safety

1. Department Report

2. Authorize to purchase (3) Eotech rifle sights from Dryden's Sporting Goods in the amount of \$1498.50 using DEA Asset Forefuture Funds

Commissioner of Police Services Judy made a motion to Approve Authorize to purchase (3) Eotech rifle sights from Dryden's Sporting Goods in the amount of \$1498.50 using DEA Asset Forefuture Funds. 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

3. Increase the hourly pay of Eddie Quinn by \$2.00 per hour for obtaining (4) certificates per the Police Department Incentive pay policy

Commissioner of Police Services Judy made a motion to Approve Increase the hourly pay of Eddie Quinn by \$2.00 per hour for obtaining (4) certificates per the Police Department Incentive pay policy. 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

2. Hire Amanda Miller as a part-time certified Telecommunicator after successful completion of all pre-employment requirements

Commissioner of Fire Safety and Emergency Services Dailey made a motion to Approve Hire Amanda Miller as a part-time certified Telecommunicator after successful completion of all pre-employment requirements. 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
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No:	None
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3. Change the Status of Taylor Douglas from part-time certified telecommunicator to full-time telecommunicator

Commissioner of Fire Safety and Emergency Services Dailey made a motion to Approve Change the Status of Taylor Douglas from part-time certified telecommunicator to full-time telecommunicator . 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

D. Commissioner of Public Utilities & Works

1. Department Report

2. Authorize to advertise for a full-time Maintenance Worker

Commissioner of Public Works/Utilities Conner made a motion to Approve Authorize to advertise for a full-time Maintenance Worker . 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. Executive Session

- A. Motion to go into executive session to discuss acquisition of property per KRS 61.810(1) b.

Mayor Smith made a motion to Approve Motion to go into executive session to discuss acquisition of property per KRS 61.810(1) b.. 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. Motion to return to regular session

Commissioner of Public Works/Utilities Conner made a motion to Approve Motion to return to regular session. 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

9. Adjourn