

CITY OF CYNTHIANA BOARD OF COMMISSIONERS

MINUTES

November 1, 2022

5:30 PM

1. Call to Order

The City of Cynthiana Board of Commissioners met in regular session November 1, 2022 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 Public Safety Slade, Commissioner of Public Utilities Judy, Commissioner of Public Works Griggs.

Mayor Smith called the meeting to order.

2. Invocation

Mayor Smith presented the invocation.

3. Approve of Minutes

A. April 5, 2022 Regular Meeting

Commissioner of Public Safety Slade made a motion to Approve April 5, 2022 Regular Meeting minutes. Commissioner of Public Works Griggs seconded.

Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, Commissioner of Public Safety Slade, Commissioner of Public Utilities Judy, Commissioner of Public Works Griggs
No:	None

B. April 19, 2022 Regular Meeting

Commissioner of Public Works Griggs made a motion to Approve April 19, 2022 Regular Meeting minutes. Commissioner of Public Utilities Judy seconded.

Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, Commissioner of Public Safety Slade, Commissioner of Public Utilities Judy, Commissioner of Public Works Griggs
No:	None

C. May 3, 2022 Regular Meeting

Commissioner of Public Safety Slade made a motion to Approve May 3, 2022 Regular Meeting minutes. Commissioner of Public Works Griggs seconded.

Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, Commissioner of Public Safety Slade, Commissioner of Public Utilities Judy, Commissioner of Public Works Griggs
No:	None

D. May 17, 2022 regular Meeting

Commissioner of Public Works Griggs made a motion to Approve May 17, 2022 regular Meeting minutes. Commissioner of Public Utilities Judy seconded.

Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, Commissioner of Public Safety Slade, Commissioner of Public Utilities Judy, Commissioner of Public Works Griggs
No:	None

4. Legals

- A. First reading of Ordinance #1630 Water Rate Increase
Commissioner of Public Utilities Judy made a motion to Approve First reading of Ordinance #1630 Water Rate Increase. Commissioner of Public Works Griggs seconded.
Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, Commissioner of Public Safety Slade, Commissioner of Public Utilities Judy, Commissioner of Public Works Griggs
No:	None

- B. First reading of Ordinance #1631 Sewer Rate Increase
Commissioner of Public Utilities Judy made a motion to Approve First reading of Ordinance #1631 Sewer Rate Increase. Commissioner of Public Safety Slade seconded.
Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, Commissioner of Public Safety Slade, Commissioner of Public Utilities Judy, Commissioner of Public Works Griggs
No:	None

5. Mayors Report

- A. Downtown Wifi proposal

Mayor Smith made a motion to Approve Downtown Wifi request for qualifications and award to Open Fiber. Commissioner of Public Property and Finance Mattmiller seconded.
Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, Commissioner of Public Safety Slade, Commissioner of Public Utilities Judy, Commissioner of Public Works Griggs
No:	None

Request for Proposal
Broadband Infrastructure

The City of Cynthiana is accepting request for proposal

Intent & Scope of work

The City of Cynthiana desires to improve the underlying broadband infrastructure of the city with increased band width for city administrative services and offer a Wi-Fi option to the general public within the area surrounding the county courthouse and the area adjacent to 141 East Pike Street. The dedicated internet and the corresponding Wi-Fi availability to the public shall be provided in a single monthly cost.

The required service for the dedicated internet will be fiber based only delivering up to 1Gbps speeds with the ability to upgrade to 10Gbps with 99.99 per uptime.

The Wi-Fi service shall have the ability to do real time customer reconfigurations to accommodate the needs of the city. A vendor portal shall be made available and customer training must be included as part of the overall offer.

- To be considered for this request, the office of the mayor must receive a complete bid package using this form by Friday, October 28, 2022 at 2:00 p.m.

Any questions relating to the project should be addressed to James Smith before the deadline for bid submission. James.smith@cynthianaky.com All formal inquiries or requests for significant or material clarification or interpretation or notification to city of Cynthiana of errors or omissions relating to this Bid must be directed in email.

- Bids should be submitted in a sealed envelope with the company name, street address, bid due date, and project name: "Wi-Fi enabled Internet" clearly marked. Bids should be delivered to James Smith Mayor, 141 E Pike St, Cynthiana, KY 41031. Emailed bids will not be accepted.

City of Cynthiana reserves the right to reject any and all proposals, request additional information, and waive technicalities and minor irregularities in proposals when it is determined to be in City of Cynthiana's best interest.

- B. Motion to authorize reimbursement to Harrison County Fiscal Court \$13,175 for half the cost of repairing and sealing the cracks in the walking trails at Flat Run Veterans Park. Mayor Smith made a motion to authorize reimbursement to Harrison County Fiscal Court \$13,175 for half the cost of repairing and sealing the cracks in the walking trails at Flat

Run Veterans Park. Commissioner of Public Property and Finance Mattmiller seconded.
Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, Commissioner of Public Safety Slade, Commissioner of Public Utilities Judy, Commissioner of Public Works Griggs
No:	None

- C. Motion to appoint Brice Turner to the Cynthiana Housing Authority Board of Directors for a 4-year term.

Mayor Smith made a motion to appoint Brice Turner to the Cynthiana Housing Authority Board of Directors for a 4-year term.. Commissioner of Public Property and Finance Mattmiller seconded.

Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, Commissioner of Public Safety Slade, Commissioner of Public Utilities Judy, Commissioner of Public Works Griggs
No:	None

6. Commissioner's Report

- A. Commissioner of Public Property and Finance

1. Finance Report

Mayor Smith made a motion to pay bills for General Fund \$ 198,897 and Water Fund \$115,298 Commissioner of Public Property and Finance Mattmiller seconded.

Vote:

Yes: Mayor Smith, Commissioner of Public Property and Finance Mattmiller,
Commissioner of Public Safety Slade, Commissioner of Public Utilities Judy,
Commissioner of Public Works Griggs

No: None

Cash in Bank: General Fund-\$336,853
Water Fund- \$272,980
MRA- \$130,095

- B. Commissioner of Public Safety

1. Department Report

2. Motion to approve \$264.56 for lodging (2-nights)at Holiday Inn Elizabethtown & per diem meals for instructor training Danny Hillard for training simulator from KLC
Commissioner of Public Safety Slade made a motion to approve \$264.56 for lodging (2-nights)at Holiday Inn Elizabethtown & per diem meals for instructor training Danny Hillard for training simulator from KLC . Commissioner of Public Property and Finance Mattmiller seconded.

Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, Commissioner of Public Safety Slade, Commissioner of Public Utilities Judy, Commissioner of Public Works Griggs
No:	None

3. Motion to authorize to post internally for Fire Chief

Commissioner of Public Safety Slade made a motion to authorize to post internally for Fire Chief. Commissioner of Public Works Griggs seconded.

Vote:

Yes:	None
No:	None

4. Discussion and possible vote to authorize to advertise for Assistant Police Chief

There was a discussion prior to the motion to authorize to advertise for Assistant Police Chief. Mayor Smith stated that he is opposed and would be voting no because he feels that the department needs officers before Assistant Chief. He stated that he felt the problems in the department were not from the absence of an assistant chief.

Commissioner of Public Safety Slade made a motion to authorize to advertise for Assistant Police Chief. Commissioner of Public Works Griggs seconded.

Vote:

Yes:	Commissioner of Public Property and Finance Mattmiller, Commissioner of Public Safety Slade, Commissioner of Public Utilities Judy, Commissioner of Public Works Griggs
No:	Mayor Smith

5. Motion to offer employment to two individuals as full-time certified police officers contingent upon successful completion of all pre-employment requirements

Commissioner of Public Safety Slade made a motion to offer employment to two individuals as full-time certified police officers contingent upon successful completion of all pre-employment requirements. Commissioner of Public Works Griggs seconded.

Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, Commissioner of Public Safety Slade, Commissioner of Public Utilities Judy, Commissioner of Public Works Griggs
No:	None

6. Motion to change hourly salary of Firefighter Randy Herrington by 35 cents for (1) certificate per Firefighter Incentive pay program

Commissioner of Public Safety Slade made a motion to change hourly salary of Firefighter Randy Herrington by 35 cents for (1) certificate per Firefighter Incentive pay program. Commissioner of Public Works Griggs seconded.

Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, Commissioner of Public Safety Slade, Commissioner of Public Utilities Judy, Commissioner of Public Works Griggs
No:	None

7. Motion to temporarily assign Police Officer Paul Olin as Evidence Tech during medical leave of Sergeant Jeff Thomas salary increase of 50 cents per hour.

Commissioner of Public Safety Slade made a motion to temporarily assign Police Officer Paul Olin as Evidence Tech during medical leave of Sergeant Jeff Thomas salary increase of 50 cents per hour. . Commissioner of Public Utilities Judy seconded.

Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, Commissioner of Public Safety Slade, Commissioner of Public Utilities Judy, Commissioner of Public Works Griggs
No:	None

C. Commissioner of Public Works

1. Department Report

2. Motion to accept quote of Dixon Electric for \$9683.00 for new electric service for the new building at 50 Techway. Dixon Electric was the lowest estimate . Two other estimates were obtained however they were over \$14,000

Commissioner of Public Works Griggs made a motion to accept quote from Dixon Electric for \$9683.00 for new electric service for the new building at 50 Techway. Dixon Electric was the lowest estimate . Two other estimates were obtained however they were over \$14,000. Commissioner of Public Utilities Judy seconded.

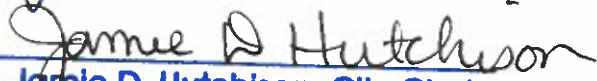
Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, Commissioner of Public Safety Slade, Commissioner of Public Utilities Judy, Commissioner of Public Works Griggs
No:	None

D. Commissioner of Public Utilities

1. Department Report

7. Adjourn


James D. Smith, Mayor

Jamie D. Hutchison, City Clerk

11/1/2022