

CITY OF CYNTHIANA BOARD OF COMMISSIONERS

MINUTES

November 18, 2025

5:30 PM

1. Call to Order

The City of Cynthiana Board of Commissioners met in regular session November 18, 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. Approve November 4, 2025 Regular Meeting Minutes

Commissioner of Public Property and Finance Mattmiller made a motion to Approve November 4, 2025 Regular Meeting Minutes. 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

4. Legals

A. Municipal Order 2025-4 - Amending firefighter sick time payout

Commissioner of Fire Safety and Emergency Services Slade made a motion to Approve Municipal Order 2025-4 - Amending firefighter sick time payout. 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

B. First reading of Ordinance #1682 - Amending Water Distribution Coordinator job grade

Commissioner of Public Works/Utilities Conner made a motion to Approve First reading of Ordinance #1682 - Amending Water Distribution Coordinator job grade. 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

5. Mayors Report

6. Commissioner's Report

A. Commissioner of Public Property and Finance

1. Finance Report

Cash In Bank:

General Fund \$261,425.48

Water Fund \$495,723.01

Municipal Road Aid \$147,939.85

2. Authorize to pay bills

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

Authorize to pay bills for General Fund \$134,032.29 and Water Fund

\$93,211.36 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 offer employment to an individual as a SRO/Police Officer, contingent upon successful completion of all pre-employment requirements

Commissioner of Police Services Peoples made a motion to Approve Authorize to offer employment to an individual as a SRO/Police Officer, contingent upon successful completion of all pre-employment requirements. 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
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No:	None
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C. Commissioner of Fire Safety and Emergency Services

1. Department Report

Fire Commission Screening Program Grant

2. Authorize to advertise internally for Assistant Fire Chief

Commissioner of Fire Safety and Emergency Services Slade made a motion to Approve Authorize to advertise internally for Assistant Fire Chief. 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 hire Josh Lane as a part-time certified telecommunicator, salary to commensurate with position

Commissioner of Fire Safety and Emergency Services Slade made a motion to Approve Authorize to hire Josh Lane as a part-time certified telecommunicator, salary to commensurate with 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

4. Discussion of Mayor Salary

D. Commissioner of Public Utilities & Works

1. Department Report

Leaf pickup is on track with trash pickup schedule

2. Authorize to advertise internally for Distribution Operator (Trainee)

3. Authorize to change job title of Matthew Baker from Assistant Maintenance Supervisor to Distribution Foreman

Commissioner of Public Works/Utilities Conner made a motion to Approve Authorize to change job title of Matthew Baker from Assistant Maintenance Supervisor to Distribution Foreman. 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
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	Services Peoples, Commissioner of Fire Safety and Emergency Services Slade
No:	None

4. Authorize to change job title of Michael Goforth from Maintenance Operator II to Distribution Operator I

Commissioner of Public Works/Utilities Conner made a motion to Approve Authorize to change job title of Michael Goforth from Maintenance Operator II to Distribution Operator I. 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

5. Authorize to change job title of Brian Caskey from Meter Reader I to Meter Reader Trainee

Commissioner of Public Works/Utilities Conner made a motion to Approve Authorize to change job title of Brian Caskey from Meter Reader I to Meter Reader Trainee.

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

7. Adjourn

Commissioner of Public Works/Utilities Conner made a motion to Adjourn 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