

CITY OF CYNTHIANA BOARD OF COMMISSIONERS

MINUTES

October 15, 2024

5:30 PM

1. Call to Order

The City of Cynthiana Board of Commissioners met in regular session October 15, 2024 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. Swear in Steven Poynter as police officer

4. Approve of Minutes

A. October 1, 2024 regular meeting minutes

Commissioner of Public Works/Utilities Conner made a motion to Approve October 1, 2024 regular meeting minutes. 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. Legals

A. Second reading of Ordinance 1668

Commissioner of Fire Safety and Emergency Services Dailey made a motion to Approve Second reading of Ordinance 1668. 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

B. Municipal Order 2024-6

Commissioner of Fire Safety and Emergency Services Dailey made a motion to Approve Municipal Order 2024-6. 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

6. Mayors Report

A. Extra Mile Day Proclamation

Commissioner of Police Services Judy made a motion to Approve Extra Mile Day Proclamation. 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. Chamber Day Proclamation

Commissioner of Public Works/Utilities Conner made a motion to Approve Chamber Day Proclamation. 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. Authorize to advertise for Cynthiana-Harrison County Tourism Director

Mayor Smith made a motion to Approve Authorize to advertise for Cynthiana-Harrison County Tourism Director. 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

7. Commissioner's Report

A. Commissioner of Public Property and Finance

1. Finance Report

Property Taxes have been sent, 911 fee possible increase form Oct. 22 @5:30 at the Old Courthouse

2. Pay Bills

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

B. Commissioner of Police Safety

1. Department Report
Safety grant awarded

C. Commissioner of Fire Safety and Emergency Services

1. Department Report
911 fee is recommended to fiscal court and fiscal court votes.
Shaun Brewer passed EMT

D. Commissioner of Public Utilities & Works

1. Department Report
2. Change job title of Matthew Courtney from Maintenance Worker I to Maintenance Worker II, salary to reflect change.

Commissioner of Public Works/Utilities Conner made a motion to Approve Change job title of Matthew Courtney from Maintenance Worker I to Maintenance Worker II, salary to reflect change.. 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. Offer employment to an individual as a Wastewater Plant Operator Trainee 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 Wastewater Plant Operator Trainee contingent upon 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
No:	None

4. Offer employment to an individual as a 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 Meter Reader contingent upon successful completion of all pre-employment requirements.. 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

8. Executive Session

A. Sale of real estate per KRS 61.810(1)(b)

Mayor Smith made a motion to Approve Sale of real estate per KRS 61.810(1)(b).

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

B. Disciplinary Action Individual Employee KRS 61.810(1)(F)

C. Return to regular session

Mayor Smith made a motion to Approve 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. Terminate Ilan Bear during initial introductory period

Commissioner of Police Services Judy made a motion to Approve Terminate Ilan Bear during initial introductory period. 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

10. Declare 310 N. Poplar surplus property

Mayor Smith made a motion to Approve Declare 310 N. Poplar surplus property.

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
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No:	None
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11. Advertise Sealed Bids for 310 N. Poplar

Mayor Smith made a motion to Approve Advertise Sealed Bids for 310 N. Poplar.
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

12. Adjourn

Mayor Smith made a motion to Adjourn. 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