

**May 18, 2021
Commission Meeting**

The City of Cynthiana Board of Commissioners held a regular meeting May 18, 2021 at 12:30 pm. Mayor Smith, Commissioners Mattmiller, Judy, Griggs and Slade were in attendance.

Mayor Smith called the meeting to order.

CALL TO ORDER

Mayor Smith presented the invocation.

INVOCATION

Mayor Smith made a motion to approve the minutes for February 9, 2021.

**APPROVE MINUTES
FEBRUARY 9, 2021**

Commissioner Slade seconded. Vote: Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Judy: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried.

Mayor Smith made a motion to approve the minutes for March 2, 2021.

**APPROVE MINUTES
MARCH 2, 2021**

Commissioner Griggs seconded. Vote: Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Judy: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried.

John Lair did the first reading of ordinance 1613 amending Ordinance 1538 revising Police Incentive Program.

**FIRST READING
ORDINANCE 1613**

Commissioner Mattmiller made a motion to accept the first reading of ordinance 1613.

**FIRST READING OF
ORDINANCE 1613**

Commissioner Judy seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

Mayor's Report

Mayor Smith informed the commission about the Small Business Incentive Plan

**SMALL BUSINESS
INCENTIVE PLAN
APPROVAL**

Mayor Smith made a motion to use up to \$25,000 of the Care's Act Relief money for the Small Business Incentive Plan.

Commissioner Mattmiller seconded. Vote: Commissioner Griggs: yes; Commissioner Slade: yes; Commissioner Judy: yes; Commissioner Mattmiller: yes; Mayor Smith: yes. Motion carried.

Mayor Smith reported that at the next meeting there will be a "close out" meeting for the Westside redevelopment project.

MAYOR'S REPORT

Mayor Smith reported that he will recognize people that helped with the project.

Mayor Smith reported that the Splash Pad should be approved and the grant awarded sometime in the fall. After approval the design process will begin.

Mayor Smith reported that the executive order about Covid restrictions will be lifted when the Governor lifts the state wide mandates.

Mayor Smith updated on the volley ball court.

Mayor Smith reported on the changes that might happen with hazardous pay. Commissioner Slade gave more information on the changes and the Commission decided to proceed with the changes.

Mayor Smith reported that the city will receive money from the American Rescue Act. The money can be spent on six different categories.

AMERICAN RESCUE ACT

Mayor Smith made a motion to spend \$10,500 to do a study for the broadband with KraleY Fiber. The study will take place in the fall.

APPROVAL KRALEY FIBER
BROADBAND STUDY

Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

Mayor Smith recognize Commissioner Mattmiller.

Commissioner Mattmiller updated the Commission on the Handy House cleanup.

PAYABLES

Commissioner Mattmiller made a motion to pay the following:

General Fund	\$482,255.00
Water and Sewer Fund	\$403,917.00

Commissioner Judy seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

Commissioner Mattmiller reported that 99% of the fiscal year's revenue has been collected. Commissioner Mattmiller also reported that the occupational taxes collected were more than anticipated.

Mayor Smith recognized Commissioner Slade.

Commissioner Slade made a motion to accept the resignation of Zack Zerbee effective May 27, 2021.

RESIGNATION ZACK
ZERBEE

Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

Commissioner Slade made a motion to accept the resignation of Donna Morrison as a part time telecommuicator effective immediately.

RESIGNATION DONNA
MORRISON

Mayor Smith seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

Commissioner Slade made a motion to promote Keria Lockett from Police Officer I to Police Officer II effective April 24, 2021 with salary commensurate with position.

KERIA LOCKETT POLICE
OFFICER I TO PO II

Commissioner Judy seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

Commissioner Slade made a motion to promote Brandon Puckett from Police Officer I to Police Officer II effective April 24, 2021 with salary commensurate with position.

BRANDON PUCKETT
POLICE OFFICER I TO PO
II

Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

Commissioner Slade made a motion to temporarily add additional E-911 responsibilities to a telecommunicator III, Kendra Jones, effective immediately.

TEMPORARILY ADD
RESPONSIBILITIES TO
KENDRA JONES

Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

Commissioner Slade made a motion to declare police department weapons surplus.

DECLARE WEAPONS
SURPLUS

Commissioner Judy seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

Mayor Smith recognized Commissioner Griggs.

Commissioner Griggs reported:

PUBLIC WORKS REPORT

- The intersection of Bridge and Walnut suffered a failure. Crews are actively completing a waterline project and tending too several water main breaks. This area has been safeguarded and will be addressed when staffing allows.
- Routine mowing continues on all city owned lots and properties. Bush hogging and trimming at the city owned landfill is being performed.

Commissioner Griggs made a motion to advertise for bids for street paving to include MRA paving.

APPROVAL FOR
ADVERTISE FOR BIDS
FOR STREET PAVING

Commissioner Slade seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

Mayor Smith recognized Commissioner Judy.

PUBLIC UTILITIES
REPORT

Commissioner Judy reported:

- Waste Water Treatment Plant: Pumps 1 and 2 for the industrial park lift station have been serviced and the station is now operating normally.
- Rob Mack successfully obtained a state licensing for Waste water operator 2.
- The chemical room water heaters and the screen room exhaust fan suffered failures and will be repaired this week.

Commissioner Judy made a motion to change the status of Rob Mack from WWTP Operator I to WWTP Operator II with salary commensurate with position.

APPROVE ROB MACK
FROM WWTP OPERATOR
I TO OPERATOR II

Commissioner Slade seconded. Vote: Commissioner Slade: yes;
Commissioner Griggs: yes; Commissioner Mattmiller: yes;
Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

Commissioner Judy reported on Water Distribution:

- Crews have been installing a new water main for Walnut Street between Bridge and Main.
- Leaks have been discovered on the 8 inch main on Waterworks Road. KRWAA circuit riders will be on site today assisting with leak detection. Crews will start repairs ASAP. This is believed to be one of the oldest mains in the City and impacts are through slide prone areas of roadway making the repairs less than routine.

Commissioner Judy made a motion to change Brandon Eads from Water Treatment Operator IV to Distribution Coordinator effective May 8, 2021.

APPROVE BRANDON
EADS WT OPERATOR IV
TO DISTRIBUTION
COORDINATOR

Commissioner Griggs seconded. Vote: Commissioner Slade: yes;
Commissioner Griggs: yes; Commissioner Mattmiller: yes;
Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

Commissioner Judy report from the Water Treatment Plant:

- Number 2 high service suffered a failure and was pulled and sent out for repair. Also the #2 high service Ross check valve was replaced at this time.
- Number 1 low service valve is failing and a repair is scheduled.
- The water plant received an award from the Ky Energy and Environmental cabinet for achieving the AWOP (area wide optimization program) award for turbidity and DBP (disinfection by product) reduction. This is a great achievement for continued success.

Commissioner Judy made a motion to advertise for bids for chemicals for the WWTP and WTP.

APPROVE TO ADVERTISE
FOR BIDS FOR
CHEMICALS WWTP AND
WTP

Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Judy: yes; Mayor Smith: yes. Motion carried.

Commissioner Griggs reported that the Harrison County Archery Team won state and need to be recognized.

Commissioner Griggs also stated that she has been asked about putting in corn hole game areas at Flat Runs Park.

Commissioner Judy made a motion to adjourn. Commissioner Mattmiller seconded.

ADJOURN

Vote: Commissioner Griggs: yes; Commissioner Mattmiller: yes;
Commissioner Slade: yes; Commissioner Judy: yes. Mayor Smith: yes. Motion carried.

Jamie D. Hutchison, City Clerk

James D. Smith, Mayor