

CITY OF CYNTHIANA BOARD OF COMMISSIONERS

MINUTES

November 19, 2024

5:30 PM

1. Call to Order

The City of Cynthiana Board of Commissioners met in regular session November 19, 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 called the meeting to order.

2. Invocation

Mayor Smith presented the invocation.

3. Visitors

A. Mark Burden - Task Force

4. Approve of Minutes

A. October 15, 2024 regular meeting minutes

Commissioner of Public Works/Utilities Conner made a motion to Approve October 15, 2024 regular meeting minutes. 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. October 25, 2024 special meeting minutes

Commissioner of Fire Safety and Emergency Services Dailey made a motion to Approve October 25, 2024 special meeting minutes. 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. Resolution 2024-6 HB723 Grant

Mayor Smith made a motion to Approve Resolution 2024-6 HB723 Grant. 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. Ordinance 1669 - Annexation of EDA property at the corner of White Oak Pike and US 62 By-pass

Commissioner of Public Property and Finance Mattmiller made a motion to Approve Ordinance 1669 - Annexation of EDA property at the corner of White Oak Pike and US 62 By-pass. 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. Consider and award bid for sale of 310 North Poplar Street to Maiden City Properties for \$2,500

Mayor Smith made a motion to Approve Consider and award bid for sale of 310 North Poplar Street to Maiden City Properties for \$2,500. 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

6. Mayors Report

- A. Authorize Mayor to sign documents to apply for HB723 Grant for fire station
Commissioner of Fire Safety and Emergency Services Dailey made a motion to Approve Authorize Mayor to sign documents to apply for HB723 Grant for fire station.
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

7. Commissioner's Report

- A. Commissioner of Public Property and Finance

1. Finance Report

Commissioner of Public Property and Finance Mattmiller made a motion to Approve Finance Report for General Fund \$145,651.56 and Water Fund \$450,716.52 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

2. Pay Bills

Commissioner of Public Property and Finance Mattmiller made a motion to Approve Pay Bills for General Fund \$ 204,262.69 and Water Fund \$41,608.16 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 advertise for certified police officers

Commissioner of Police Services Judy made a motion to Approve Authorize to advertise for certified police officers. 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

3. Authorize to advertise for non-certified police officers

Commissioner of Police Services Judy made a motion to Approve Authorize to advertise for non-certified police officers. None 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. Accept resignation Eddie Quinn for retirement

Commissioner of Police Services Judy made a motion to Approve Accept resignation Eddie Quinn for retirement. 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. Commissioner of Fire Safety and Emergency Services

1. Department Report

Commissioner of Fire Safety and Emergency Services Dailey reported on E-911 services moving to post 6 will not eliminate the cost to the city. Surveys will be sent out asking public opinion. 911 fees are \$4 and that is lower than communities around. Keep 911 local.

ISO results for Fire Dept at a later meeting.

Code Enforcement update December 17, 2024

Tourism applications until November 27, 2024

2. Hire Echo Abercrombie as a full-time non-certified telecommunicator after successful completion of all pre-employment requirements, salary commensurate with position.

Commissioner of Fire Safety and Emergency Services Dailey made a motion to Approve Hire Echo Abercrombie as a full-time non-certified telecommunicator after successful completion of all pre-employment requirements, salary commensurate with position..

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

3. Offer employment to an individual as a full-time certified telecommunicator contingent upon successful completion of all pre-employment requirements.

Commissioner of Fire Safety and Emergency Services Dailey made a motion to Approve Offer employment to an individual as a full-time certified telecommunicator contingent upon successful completion of all pre-employment requirements.. 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. Offer employment to an individual as a part-time certified telecommunicator contingent upon successful completion of all pre-employment requirements.

Commissioner of Fire Safety and Emergency Services Dailey made a motion to Approve Offer employment to an individual as a part-time certified telecommunicator contingent upon successful completion of all pre-employment requirements.. 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. Change job title of Stephanie Neace from Telecommunicator III to Telecommunicator IV, salary to commensurate with position.

Commissioner of Fire Safety and Emergency Services Dailey made a motion to Approve Change job title of Stephanie Neace from Telecommunicator III to Telecommunicator IV, salary to commensurate with position.. 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. Authorize \$1.00 pay increase for Amy Amanda Thornton in accordance with the Dispatch Incentive program.

Commissioner of Fire Safety and Emergency Services Dailey made a motion to Approve Authorize \$1.00 pay increase for Amy Amanda Thornton in accordance with the Dispatch Incentive program.. 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. Authorize pay increase for Shaun Brewer in accordance with fire incentive program for receiving EMT certification.

Commissioner of Fire Safety and Emergency Services Dailey made a motion to Approve Authorize pay increase for Shaun Brewer in accordance with fire incentive program for receiving EMT certification.. 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

8. Change job title of Shaun Brewer from Firefighter II to Firefighter III, salary to commensurate with job title.

Commissioner of Fire Safety and Emergency Services Dailey made a motion to Approve Change job title of Shaun Brewer from Firefighter II to Firefighter III, salary to commensurate with job title.. 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. Commissioner of Public Utilities & Works

1. Department Report

Leaf pick up is the same day as trash pick up.

8. Adjourn

Mayor Smith asked Todd Blanton to speak about lead service lines.

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

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