

CITY OF CYNTHIANA BOARD OF COMMISSIONERS

MINUTES

February 6, 2024

5:30 PM

1. Call to Order

The City of Cynthiana Board of Commissioners met in regular session February 6, 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 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. VISITORS

A. Stephanie Burden-Main Street Program update

B. Eli Smith- Boy Scout Troop 60

1. Motion to contribute \$3500 for Dog Park Improvements to be planned by Eli Smith. Commissioner of Public Works/Utilities Conner made a motion to Approve Motion to contribute \$3500 for Dog Park Improvements to be planned by Eli Smith.. Commissioner of Fire Safety and Emergency Services Dailey seconded.

Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, Commissioner of Fire Safety and Emergency Services Dailey, Commissioner of Public Works/Utilities Conner
No:	None

4. Approve of Minutes

5. Legals

6. Mayors Report

- A. Discussion and motion to make North Church Street from Oddville to US 27 South no thru truck traffic

Mayor Smith made a motion to Approve Discussion and motion to make North Church Street from Oddville to US 27 South no thru truck traffic. Commissioner of Public Works/Utilities Conner seconded.

Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, Commissioner of Fire Safety and Emergency Services Dailey, Commissioner of Public Works/Utilities Conner
No:	None

- B. Discussion and possible motion to make Pearl Street from Walnut to Main Street no thru truck traffic

Mayor Smith made a motion to Approve Discussion and possible motion to make Pearl Street from Walnut to Main Street no thru truck traffic. Commissioner of Public Works/Utilities Conner seconded.

Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, Commissioner of Fire Safety and Emergency Services Dailey, Commissioner of Public Works/Utilities Conner
No:	None

- C. Appoint Commissioner Isaac Dailey to Cynthiana-Harrison County Recreation Board for a term of 2-years

Mayor Smith made a motion to Approve Appoint Commissioner Isaac Dailey to Cynthiana-Harrison County Recreation Board for a term of 2-years. Commissioner of Public Works/Utilities Conner seconded.

Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, Commissioner of Fire Safety and Emergency Services Dailey, Commissioner of Public Works/Utilities Conner
No:	None

- D. Appoint Fonze Custard to the Cynthiana-Harrison County Recreation Department Board for a term of 2-years

Mayor Smith made a motion to Approve Appoint Fonze Custard to the Cynthiana-Harrison County Recreation Department Board for a term of 2-years. Commissioner of Public Property and Finance Mattmiller seconded.

Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, Commissioner of Fire Safety and Emergency Services Dailey, Commissioner of Public Works/Utilities Conner
No:	None

- E. Authorize Mayor Smith to enter into a lease agreement with Richard Hutchison for FEMA lot(s) on West Mill Street. Lessee will provide proof of liability insurance and abide by perpetual green space regulations. Public Works has been maintaining the lots. Mayor Smith made a motion to Approve Authorize Mayor Smith to enter into a lease agreement with Richard Hutchison for FEMA lot(s) on West Mill Street. Lessee will provide proof of liability insurance and abide by perpetual green space regulations. Public Works has been maintaining the lots.. Commissioner of Fire Safety and Emergency Services Dailey seconded.

Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, Commissioner of Fire Safety and Emergency Services Dailey, Commissioner of Public Works/Utilities Conner
No:	None

- F. Motion to sponsor Cynthiana-Harrison County Breakout Leadership Conference with the \$1000 sponsorship and to purchase two sets of 10 at \$850 for employees to attend the Breakout Leadership Conference.

Mayor Smith made a motion to Approve Motion to sponsor Cynthiana-Harrison County Breakout Leadership Conference with the \$1000 sponsorship and to purchase two sets of 10 at \$850 for employees to attend the Breakout Leadership Conference.. Commissioner of Fire Safety and Emergency Services Dailey seconded.

Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, 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 \$123120.59 and for Water Fund \$120866.96 Commissioner of Fire Safety and Emergency Services Dailey seconded.

Vote:

Yes: Mayor Smith, Commissioner of Public Property and Finance Mattmiller, 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. Hire Travis McGlothin as a full-time certified police officer after successful completion of all pre-employment requirements salary commensurate with position

Mayor Smith made a motion to Approve Hire Travis McGlothin as a full-time certified police officer 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 Fire Safety and Emergency Services Dailey, Commissioner of Public Works/Utilities Conner
No:	None

3. Swearing in of Travis McGlothlin

4. Authorize to use DEA Asset Forfeiture Funds to purchase (8) Panasonic Toughbook FZ-55 tablets at State Contract Pricing in the amount of \$21,334.40.

Mayor Smith made a motion to Approve Authorize to use DEA Asset Forfeiture Funds to purchase (8) Panasonic Toughbook FZ-55 tablets at State Contract Pricing in the amount of \$21,334.40. . Commissioner of Fire Safety and Emergency Services Dailey seconded.

Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, 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

Increase Rebecca Friend's pay by .35 cents for completion of Advanced TAC certificate per Career development program

Commissioner of Fire Safety and Emergency Services Dailey made a motion to Approve Increase Rebecca Friend's pay by .35 cents for completion of Advanced TAC certificate per Career development program. Commissioner of Public Works/Utilities Conner seconded.

Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, Commissioner of Fire Safety and Emergency Services Dailey, Commissioner of Public Works/Utilities Conner
No:	None

Change the status of Travis Campbell from part-time telecommunicator to full-time telecommunicator salary commensurate with position

Commissioner of Fire Safety and Emergency Services Dailey made a motion to Approve Change the status of Travis Campbell from part-time telecommunicator to full-time telecommunicator salary commensurate with position. Commissioner of Public Works/Utilities Conner seconded.

Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, Commissioner of Fire Safety and Emergency Services Dailey, Commissioner of Public Works/Utilities Conner
No:	None

2. Increase the hourly salary of DA Wiglesworth by \$1.00 per hour for assigned additional responsibilities in the E-911 Center

Commissioner of Fire Safety and Emergency Services Dailey made a motion to Approve Increase the hourly salary of DA Wiglesworth by \$1.00 per hour for assigned additional responsibilities in the E-911 Center. Commissioner of Public Works/Utilities Conner

seconded.

Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, Commissioner of Fire Safety and Emergency Services Dailey, Commissioner of Public Works/Utilities Conner
No:	None

3. 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 Fire Safety and Emergency Services Dailey, Commissioner of Public Works/Utilities Conner
No:	None

D. Commissioner of Public Utilities & Works

1. Department Report

2. Increase Matthew Baker pay by .50 for completion and receiving of Water Distribution II license

Commissioner of Public Works/Utilities Conner made a motion to Approve Increase Matthew Baker pay by .50 for completion and receiving of Water Distribution II license. Commissioner of Fire Safety and Emergency Services Dailey seconded.

Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, Commissioner of Fire Safety and Emergency Services Dailey, Commissioner of Public Works/Utilities Conner
No:	None

3. Increase Jonathan Taylor's pay by .50 for completion and receiving of Water Distribution II license.

Commissioner of Public Works/Utilities Conner made a motion to Approve Increase Jonathan Taylor's pay by .50 for completion and receiving of Water Distribution II license. . Commissioner of Fire Safety and Emergency Services Dailey seconded.

Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, Commissioner of Fire Safety and Emergency Services Dailey, Commissioner of Public Works/Utilities Conner
No:	None

4. Increase Kenneth Stidham's pay by .25 for completion and receiving of pesticide license

Commissioner of Public Works/Utilities Conner made a motion to Approve Increase Kenneth Stidham's pay by .25 for completion and receiving of pesticide license. Commissioner of Fire Safety and Emergency Services Dailey seconded.

Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, Commissioner of Fire Safety and Emergency Services Dailey, Commissioner of Public Works/Utilities Conner
No:	None

5. Increase Jordan Fletcher's pay by .25 for completion and receiving of pesticide license

Commissioner of Public Works/Utilities Conner made a motion to Approve Increase Jordan Fletcher's pay by .25 for completion and receiving of pesticide license. Commissioner of Fire Safety and Emergency Services Dailey seconded.

Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, Commissioner of Fire Safety and Emergency Services Dailey, Commissioner of Public Works/Utilities Conner
No:	None

8. Adjourn

Commissioner of Public Works/Utilities Conner made a motion to Adjourn. Commissioner of Fire Safety and Emergency Services Dailey seconded.

Vote:

Yes:	Mayor Smith, Commissioner of Public Property and Finance Mattmiller, Commissioner of Fire Safety and Emergency Services Dailey, Commissioner of Public Works/Utilities Conner
No:	None