

November 16, 2021  
Commission Meeting

The City of Cynthiana Board of Commissioners held a regular meeting on November 16, 2021 at 5:30 pm. Mayor Smith, Commissioners Mattmiller, Judy, Griggs and Slade were present.

Visitor present Keith Clifford and Boy Scout Troop #76.

Call to order Mayor Smith.

CALL TO ORDER

Invocation by Mayor Smith.

INVOCATION

Mayor Smith recognized Keith Clifford from Harrison County Amateur Radio Club.

HARRISON COUNTY  
AMATEUR RADIO CLUB  
REQUEST TO PLACE  
ANTENNA ON WATER  
TOWER

Keith Clifford asked the commission for permission to place an antenna on one of the water towers. The commission agreed that it would be a good idea and asked Attorney John Lair to draft a lease.

Mayor Smith made a motion to accept the minutes for the September 21, 2021 regular commission meeting.

ACCEPT MINUTES  
SEPTEMBER 21, 2021

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

Mayor Smith made a motion to accept the minutes for the October 13, 2021 Special commission meeting.

ACCEPT MINUTES  
OCTOBER 13, 2021

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

Mayor Smith made a motion to accept the minutes for the October 19, 2021 regular commission meeting.

ACCEPT MINUTES  
OCTOBER 19, 2021

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

Mayor Smith recognized Attorney John Lair.

LEGALS

Attorney John Lair did the second reading of ordinance 1620 referring to parking in the business district of Cynthiana.

Commissioner Slade made a motion to accept the second reading of ordinance 1620.

ACCEPT 2<sup>ND</sup> READING OF  
ORDINANCE 1620

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

Mayor Smith recognized Commissioner Mattmiller.

FINANCE REPORT

Commissioner Mattmiller made a motion to pay the bills.

PAYABLES

General Fund \$409,376.00

Water Fund \$320,154.00

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

FINIANCE REPORT

Commissioner Mattmiller reported cash in the bank.

General Fund \$496,212.00

Water Fund \$356,635.00

MRA \$143,697.00

- 50% of the property taxes have been paid
- The water and City Clerk office will be closed for Thanksgiving

SAFETY REPORT

Mayor Smith recognized Commissioner Slade.

ACCEPT RESIGNATION  
DISIREE THACKER

Commissioner Slade made a motion to accept the resignation of Desiree Thacker, part time tele communicator, effective November 20, 2021.

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

RAVE REPORT

Commissioner Slade report on the RAVE system. The program was promoted starting on November 9<sup>th</sup>. There are over 800 people signed up so far.

Fire Chief Jay Sanders report that the fire department will be asking that every house have a visible address display. There will be door hangers put out.

PUBLIC WORKS REPORT

Mayor Smith recognized Commissioner Griggs.

Commissioner Griggs reported:

- Leaf collection has started and will continue through the month as needed. Residents can also bag leaves and call the city office for pick up.
- There is plenty of salt on hand for snow and ice removal. We will be preparing trucks for the winter weather soon. Crews are putting away and storing mowing equipment for the winter.

PUBLIC UTILITIES  
REPORT

Mayor Smith recognized Commissioner Judy.

Commissioner Judy reported:

- Crews worked on a water main break on Elmarsh Avenue. It was a 10 inch line and there were problems contacting the residents.
- Crews continue to work on the replacement project on Waterworks Road.
- Kristen Griggs received the gold award in Girl Scouts for her efforts in cleaning and repairing the Rev. Ross Park. There will be a follow up clean up with the Voyage Movement group.

ACCEPT BID FROM  
STRAFFER PUMP SUPPLY

Commissioner Judy made a motion to accept a bid from Straffer Pump Supply Inc. for the Maiden City sewer pump for \$39,210.00.

APPROVE TO HIRE CHAD  
KILGORE WWTP  
OPERATOR TRAINEE

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

Commissioner Judy made a motion to hire Chad Kilgore as a  
Waste Water Plant operator trainee after successful completion of  
all pre-employment requirements.

AUTHORIZE MAYOR TO  
ACCEPT KIA FUNDING  
FOR NEW WATER  
TOWER

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

Commissioner Judy made a motion to authorize the Mayor to  
apply to KIA for funding for the new water tower.

CHANGE ORDER TO  
SCADA FOR FILTER  
CONTROLLERS

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

Commissioner Judy made a motion to execute a change in the  
order to SCADA contract for filter controllers for the Water  
Treatment Plant.

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

APPROVE  
PROCLAMATION NEW  
YEAR'S EVE PAID  
HOLIDAY

Commissioner Mattmiller made a motion to approve a  
proclamation to make New Year's Eve a paid holiday for the  
employees of the City of Cynthiana.

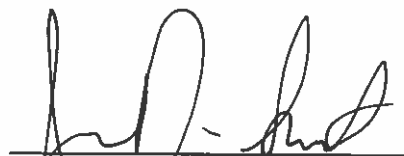
Commissioner Judy second. Vote: Commissioner Mattmiller: yes;  
Commissioner Judy: yes; Commissioner Griggs: yes;  
Commissioner Slade: yes; Mayor Smith: yes. Motioned carried.

ADJOURN

Commissioner Slade made a motion to adjourn.

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

  
Jamie D. Hutchison, City Clerk

  
James D. Smith, Mayor

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