

March 16, 2021
Special Commission Meeting

The City of Cynthiana Board of Commissioners held a special zoom meeting on March 16, 2021 at 5 pm. Mayor Smith, Commissioners Mattmiller, Judy, Griggs, Slade and Attorney Lair attended. Guest Jillian from Civic Plus.

Mayor Smith called the meeting to order.

CALL TO ORDER

Mayor Smith presented the invocation.

INVOCATION

Mayor Smith introduce Jillian from Civic Plus. Jillian explained that Civic Plus helps clerks with organizing agendas, zoom meetings, helps provide accountability and visibility. Commissioner Judy asked if there were more options like Civic Plus. She stated that other programs have more options. Jillian replied that there are more options with Civic Plus. Commissioner Griggs asked about cost and if it was an annual contract. Jillian the cost was \$3,675.00 per a year. It is a year to year contract.

Mayor Smith made a motion to use Civic Plus.
Commissioner Slade seconded. Vote: Commissioner Judy: yes;
Commissioner Mattmiller: yes; Commissioner Slade: yes;
Commissioner Griggs: yes; Mayor Smith: yes. Motions carried.

APPROVAL TO USE CIVIC
PLUS

Mayor Smith recognized Commissioner Mattmiller.

PAYABLES

Commissioner Mattmiller made a motion to pay the following bills:

General Fund: \$261,863.20

Water and Sewer Fund: \$168,271.18

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

Mayor Smith recognized Commissioner Slade.

Commissioner Slade made a motion to offer two individuals employment as part-time telecommunicator after successful completion of all pre-employment requirements.
Commissioner Griggs seconded. Vote: Commissioner Judy: yes;
Commissioner Mattmiller: yes; Commissioner Slade: yes;
Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

SAFETY REPORT

APPROVED TO OFFER 2
INDIVIDUAL
EMPLOYMENT AS PT
TELECOMMUNICATOR

Commissioner Slade made a motion to hire James Morrison II as a part-time Firefighter.

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

APPROVAL TO HIRE
JAMES MORRISON II AS
PR FF

Commissioner Slade made a motion to declare a 2012 Dodge Charger as surplus.

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

APPROVAL TO DECLARE
A 2012 DODGE CHARGER
AS SURPLUS

Commissioner Slade made a motion to transfer the 2012 Dodge Charger declared as surplus to the Harrison County Sheriff. Commissioner Judy seconded. Vote: Commissioner Judy: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

APPROVAL TO TRANSFER
2012 DODGE CHARGER
TO HC SHERIFF

Commissioner Slade reported:

- An update on the proposed Police Incentive Plan.

John Lair read the first reading of Ordinance 1613.

Commissioner Slade made a motion to accept the first reading of Ordinance 1613 amending Policy and Procedures for the Police Incentive Program.

FIRST READING OF
ORDINANCE 1613

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

APPROVAL OF 1ST
READING OF ORDINANCE
1613

Mayor Smith presented and discussed authorizing the Mayor and the Commissioners to sign inter local memorandum of agreement with the Department of Justice, DEA concerning local task force. Chief Robinson explained the task force.

MEMORANDUM OF
AGREEMENT WITH DEPT
OF JUSTIC, DEA

Mayor Smith made a motion to authorize the Mayor and Commissioners to sign.

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

Mayor Smith recognized Griggs.

PUBLIC WORKS REPORT

Commissioner Griggs reported:

- Pothole patching continues to be performed as needed.
- Preventative maintenance is being performed on all mowing equipment in anticipation of the upcoming mowing season.
- The storm drainage system for the W. Pike Street area was cleaned from debris and mud from high water events.
- Street cleaning is being performed as weather allows in the downtown area.

Mayor Smith made a motion to declare various items surplus to be placed in the county auction. Amended motion to add various desk.

ITEMS DECLARED
SURPLUS

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

Mayor Smith recognized Commissioner Judy.

Commissioner Judy reported:

- Waste Water Treatment Plant: covered manholes were discovered through camera work in the W. Pike and Walnut Street areas. There were uncovered and raised to proper grade levels.
- Successful operation of the HCSD site continues.
- The 3m lift station suffered an electrical failure and was repaired last week.
- Water Treatment Plant: the spring water distribution system flush is underway.
- The waterline relocation project for Bridge and Walnut Street is approximately 60% complete.

PUBLIC UTILITIES
REPORT

Commissioner Judy made a motion to award the bid to Citgo water for SCADA and instrumentation package upgrades for WWTP and WTP.

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

APPROVAL OF CITGO TO
DO UPGRADES TO
WWTP/WTP

Commissioner Mattmiller made a motion to approve the minutes for Commission meeting November 17, 2020.

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

APPROVAL OF MINUTES
NOV 17TH, DEC 1ST AND
15TH 2020

Commissioner Mattmiller made a motion to approve the minutes for Commission meeting December 1, 2020.

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

Commissioner Slade made a motion to approve the minutes for Commission meeting December 15, 2020.

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

Mayor Smith made a motion to authorize engineering amendment for Bridge Street project.

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

AUTHORIZE ENGINEERING
FOR BRIDGE STREET
PROJECT

Mayor Smith made a motion to participate in the KACO reverse salt auction.

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

APPROVAL KACO
REVERSE SALT AUCTION

Mayor Smith made a motion to approve an apprenticeship at the Water Treatment Plant.

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

APPROVE
APPRENTICESHIP AT
WTP

John Lair read the second reading of the Ordinance 1612.

Commissioner Slade made a motion to accept the second reading of the Ordinance 1612.

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

APPROVAL SECOND
READING OF ORDINANCE
1612

Commissioner Griggs made a motion to adjourn.

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

ADJOURN