

CITY OF CYNTHIANA BOARD OF COMMISSIONERS

MINUTES

September 17, 2024

5:30 PM

1. Call to Order

The City of Cynthiana Board of Commissioners met in regular session September 17, 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. Pledge

Dallas Lawson - boyscout presented the pledge

3. Invocation

Mayor Smith presented the invocation.

4. VISITORS

A. Garnett Furnish - EDA Update

B. Kevin Sims - N. Church St
Request one way/ no street parking

5. Approve of Minutes

A. August 20, 2024 regular meeting minutes

Commissioner of Fire Safety and Emergency Services Dailey made a motion to Approve August 20, 2024 regular meeting minutes. Commissioner of Public Works/Utilities Conner seconded.

Vote:

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

B. September 5, 2024 special meeting minutes

Commissioner of Public Works/Utilities Conner made a motion to Approve September 5, 2024 special meeting minutes. Mayor Smith seconded.

Vote:

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

6. Legals

- A. Approve Municipal Order 2024-5 amending job description requirements in Maintenance Department.

Commissioner of Public Works/Utilities Conner made a motion to Approve Municipal Order 2024-5 amending job description requirements in Maintenance Department.. 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. Procurement Ordinance

Commissioner of Public Property and Finance Mattmiller made a motion to Approve Procurement Ordinance. 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

7. Mayors Report

- Bullard Cares Day 9/20/2024.
- Building kayak launch and riverwalk.
- Low Head Dam project moving to the construction phase.

- A. Accept the resignation of Stephanie Burden as the Executive Director of Cynthiana Main Street final day of employment will be October 4, 2024.

Mayor Smith made a motion to Approve Accept the resignation of Stephanie Burden as the Executive Director of Cynthiana Main Street final day of employment will be October 4, 2024.. 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

8. 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. Commissioner of Fire Safety and Emergency Services Dailey seconded.
General Fund - \$63,655.35
Water Fund - \$485,877.24
Municipal Road Aid Fund - \$11,663.17

Pay the following bills:

General Fund - \$118,794.31

Water Fund - \$154,646.76

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. Authorize to use DEA Asset Forfeiture Funds in the amount of \$12,600 to purchase four FLOCK ALPR cameras. This payment is based on four cameras, services, and implementation fees. Reoccurring yearly payment will be \$12,000.

Mayor Smith made a motion to Approve Authorize to use DEA Asset Forfeiture Funds in the amount of \$12,600 to purchase four FLOCK ALPR cameras. This payment is based on four cameras, services, and implementation fees. Reoccurring yearly payment will be \$12,000.. 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. Commissioner of Fire Safety and Emergency Services

1. Department Report

Dispatch State Audit was today.

2. Change status of Kelly Pack from a full-time Certified Telecommunicator to a part-time Certified Telecommunicator effective immediately.

Commissioner of Fire Safety and Emergency Services Dailey made a motion to Approve Change status of Kelly Pack from a full-time Certified Telecommunicator to a part-time Certified Telecommunicator effective immediately.. 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. Accept the resignation of Heather Ladick as a telecommunicator effective immediately.

Commissioner of Fire Safety and Emergency Services Dailey made a motion to Approve Accept the resignation of Heather Ladick as a telecommunicator effective immediately..

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

Several projects, brush, cleaning fence

2. Authorize the Mayor to sign papers to complete the purchase of a mini excavator that was put in the budget at state contract pricing.

Commissioner of Public Works/Utilities Conner made a motion to Approve Authorize the Mayor to sign papers to complete the purchase of a mini excavator that was put in the budget at state contract pricing.. 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

9. 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