

August 18, 2015
Commission Meeting

The City of Cynthiana Board of Commissioners met in regular session August 18, 2015 at 5:30 P.M. in the Commissioner's Room at City Hall. Present were Mayor Smith, Commissioners Grayson, Mattmiller, Slade and Griggs and Attorney Lair.

Mayor Smith called the meeting to order. CALL TO ORDER

Mayor Smith recognized Jason Rice with New Beginnings Worship Center for the invocation. JASON RICE
INVOCATION

Mayor Smith reported that there are minutes to approve.

Commissioner Grayson made a motion to accept the minutes of the August, 4 2015 Regular Commission meeting. Commissioner Mattmiller seconded. Vote: Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried. APPROVE 8/4/15
MEETING MINUTES

Mayor Smith recognized Brian Williams. VISITORS

Mr. Williams is attendance with concerns about Reverend Ross Park. He has a list of 10 items of concern. Mr. Williams says that he went to the Recreation Board about 6 months ago stating that Reverend Ross Park needs the fence row cleaned out, trees trimmed, shelter work and various other housekeeping duties done. He said nothing has been done. Mr. Williams is very concerned. Mr. Williams said that Hero's Park looks great. Commissioner Mattmiller stated that he was just at Hero's Park and there are weeds up to your waist around the swing set. Mayor Smith added that Hero's Park is in as bad of shape as Reverend Ross Park. Commissioner Grayson would like the neighborhood to take ownership of the park and put pride into their park. Mr. Williams brought up replacing the lights. Commissioner Grayson reported that in the past, lights have been replaced on a Tuesday and are broken out by the weekend.

The Commission and Mayor will be looking into the parks. They are going to be checking with the Reverend Ross Park Board and Parks and Recreation Board. Mayor Smith asked Mr. Williams to leave a copy of the list of the 10 items.

Mayor Smith reported that some volunteers have been cleaning up at the City Cemetery and it looks very nice. Mayor Smith thanked Mr. Williams for coming.

Mayor Smith recognized Lennie Kinney, Ann Denham, and Nickie Jones of Harrison County Work Ready Committee. They are working with students to obtain a Career Preparedness Seal on their diploma. This program promotes attendance, work ethic and soft skills. The Harrison County Work Ready Committee needs assistance from the community for testing. Each test cost \$7.25. HARRISON COUNTY
WORK READY
COMMITTEE

Mayor Smith reported that there are only 14 counties in the state that are certified as Work Ready Communities. Harrison County Work Ready Committee wants to send in application to the state next month to became one of these Work Ready Communities.

Funding is needed to help with the cost of testing. Communities that have received this certification get pledges from local government and local businesses.

Mayor Smith made a motion for the City of Cynthiana pledge \$500.00 to the Work Ready program for testing and re-testing to include in the application. Commissioner Mattmiller seconded. Vote: Mayor Smith: yes; Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Slade: yes; Commissioner Griggs: yes. Motion carried.

Mayor Smith recognized Attorney Lair.

Attorney Lair opened the one bid for the demolition of 116 Webster Avenue. The bid was from McCauley Excavating in the amount of \$10,800.00

Commissioner Mattmiller made a motion to accept the bid from McCauley Excavating in the amount of \$10,800.00. Commissioner Grayson seconded. Commissioner Grayson inquired if the bid included the out building. Attorney Lair says the bid states that it does. Vote: Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Slade: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

Attorney Lair opened bids on 1998 Jeep Cherokee.

- | | |
|------------------------|-----------|
| 1. Jesse McKinney- | \$1527.00 |
| 2. Charlotte Cordonez- | \$650.00 |
| 3. Gary Cain- | \$1001.00 |
| 4. Wayne Eason- | \$1127.00 |
| 5. Kathie Tucker- | \$1177.93 |

Commissioner Slade made a motion to award the bid on the 1998 Jeep Cherokee to the high bidder, Jesse McKinney, in the amount of \$1527.00. Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

Attorney Lair stated that the Commission needed to authorize the Mayor to sign an agreement with the Harrison County Fiscal Court to share information in able to collect Net Profit and Occupational License Fees.

Commissioner Mattmiller made a motion to authorize the Mayor to sign an exchange of information agreement with Harrison County Fiscal Court. Commissioner Slade seconded. Vote: Commissioner Mattmiller: yes; Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

Mayor Smith recognized Commissioner Grayson.

Commissioner Grayson made a motion to pay the following bills:

General Fund	\$ 54,175.25
Water & Sewer Fund	\$ 79,335.17

Commissioner Slade seconded. Vote: Commissioner Grayson: yes;

MOTION TO PLEDGE
\$500 TO HARRISON
CO WORK READY
COMMITTEE

LEGALS

OPEN BIDS DEMO 116
WEBSTER AVENUE

ACCEPT BID
MCCAULEY
EXCAVATING

OPEN BIDS 1998 JEEP
CHEROKEE

MOTION TO AWARD
BID 1998 JEEP
CHEROKEE JESSE
MCKINNEY

MOTION TO
AUTHORIZE MAYOR
TO SIGN EXCHANGE
INFORMATION
AGREEMENT WITH
FISCAL COURT

FINANCE REPORT

PAYABLES REPORT

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

Commissioner Grayson reported cash in bank:

General Fund	\$ 153,818.80
Water & Sewer Fund	\$ 180,432.15
Municipal Road Aid Fund	\$ 11,096.97

Commissioner Grayson reported that the City Hall Gym will be closed on August 27th and August 28th to refinish the floors. The lights have been replaced and some electrical work has been done. Commissioner Grayson also reported that Harrison County AFJROTC have painted the sidewalk grids downtown as part of Pick-a-Project.

WORK AT CITY HALL
GYM

Mayor Smith stated he would like to recognize Travis Franklin and the volunteers that he has recruited for the work that has been done at the Old City Cemetery.

Mayor Smith recognized Commissioner Slade.

PUBLIC SAFETY

Upon completion of all pre-employment requirements Commissioner Slade made a motion to offer employment to Edwin Quinn as a full-time certified Police Officer III; salary commensurate with position. Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Grayson: yes; Mayor Smith: yes. Motion carried.

HIRE EDWIN QUINN
FULL TIME POLICE
OFFICER III

After successful completion of pre-employment requirements, Commissioner Slade made a motion to offer employment to Josh Carson as a part-time firefighter; salary commensurate with position. Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Mattmiller: yes; Commissioner Grayson: yes; Mayor Smith: yes. Motion carried.

HIRE JOSH CARSON PT
FIREFIGHTER I

After successful completion of pre-employment requirements, Commissioner Slade made a motion to offer employment to Michael McClanahan as a part-time firefighter; salary commensurate with position. Mayor Smith seconded. Vote: Commissioner Slade: yes; Mayor Smith: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes. Motion carried.

HIRE M MCCLANAHAN
PT FIREFIGHTER I

After successful completion of pre-employment requirements, Commissioner Slade made a motion to offer employment to Richard A. Schwartz as a part-time firefighter; salary commensurate with position. Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Grayson: yes; Mayor Smith: yes. Motion carried.

HIRE R SCHWARTZ
PT FIREFIGHTER I

Having met pre-employment requirements, Commissioner Slade made a motion to offer employment to Shaun Brewer as a part-time firefighter; salary commensurate with position. Commissioner Mattmiller seconded. Vote: Commissioner Slade: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Commissioner Grayson: yes; Mayor Smith: yes. Motion carried.

HIRE SHAUN BREWER
PT FIREFIGHTER I

Having met pre-employment requirements, Commissioner Slade made a motion to offer employment to Stephanie Neace as a part-time telecommunicator; salary commensurate with position. Commissioner Griggs seconded. Vote: Commissioner Slade: yes; Commissioner Griggs: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Mayor Smith: yes. Motion carried.

HIRE STEPHANIE
NEACE PT
TELECOMMUNICATOR

Having met pre-employment requirements, Commissioner Slade made a motion to offer employment to Josey Stamper as a part-time telecommunicator; salary commensurate with position. Commissioner Grayson seconded. Vote: Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

HIRE JOSEY STAMPER
PT
TELECOMMUNICATOR

Having met pre-employment requirements, Commissioner Slade made a motion to offer employment to Derreck Hall as a part-time telecommunicator; salary commensurate with position. Commissioner Grayson seconded. Vote: Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

HIRE DERRICK HALL
PT
TELECOMMUNICATOR

Having met pre-employment requirements, Commissioner Slade made a motion to offer employment to Jason Perry as a part-time firefighter; salary commensurate with position. Commissioner Grayson seconded. Vote: Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

HIRE JASON PERRY PT
FIREFIGHTER

Commissioner Slade reminded everyone that the Cynthiana Rod Run will be this Saturday, August 22, 2015 and that some of the streets in town will be closed.

Commissioner Slade also asked for permission for the police department to use the house at 116 Webster for training purposes prior to demolition. Clerk Hutchison was directed to check with the insurance company.

Commissioner Griggs reported that she, Director Royalty and Clerk Hutchison have been reviewing the new pay classification plan and scale for the Maintenance Worker position. Currently in the new policy there are Maintenance Workers I & II. Commissioner Griggs would like to add a Maintenance Worker III position in the Maintenance Department. Attorney Lair will be preparing an ordinance to establish this position.

PUBLIC WORKS
REPORT

Commissioner Griggs made a motion to increase the salary of Maintenance Worker II by .50 per hour due to additional responsibility in this position. Commissioner Grayson seconded. Vote: Commissioner Griggs: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Slade: yes; Mayor Smith: yes. Motion carried.

MOTION TO INCREASE
MAINTENANCE
WORKER II SALARY BY
.50 PER HOUR

Commissioner Griggs made a motion to authorize advertising for full-time Maintenance Worker I and/or II. Commissioner Slade seconded. Vote: Commissioner Griggs: yes; Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Mayor Smith: yes. Motion carried.

MOTION TO
ADVERTISE FOR
MAINTENANCE
WORKER I/II

Mayor Smith recognized Commissioner Mattmiller.

PUBLIC UTILITIES
REPORT

Commissioner Mattmiller thanked the citizens for their patience during the water line and sewer line projects. Commissioner Mattmiller reported that Grant’s Excavating is now using a new technology to connect the sewer lines in the Sewer Rehab Project. This will save time, cost, and require less excavation in the city streets, resulting in less street paving.

MAYOR’S REPORT

Mayor Smith reported that he had been in contact with the Kentucky League of Cities regarding the LED lighting proposal. The City of Carlisle obtained a loan for their upgrade and the loan payment for Carlisle was less than their savings. KLC prepared a quote for Mayor Smith for a loan amount of \$100,000.00 to be paid in 36 payments. The payment would be \$3024.00 and according to the proposal, the savings on the utility bills after the upgrade would be \$2537.00 per month. Mayor Smith stated that the LED lights are supposed to last 20 years so after the initial expense, the City would benefit the savings for the remaining 17 years. Mayor Smith asked the Commission their thoughts on going forward with this project. Commissioner Grayson liked the idea and stated he thinks we should do partials due to the future plans of remodeling City Hall. Commissioner Grayson would like to do a portion of these upgrades. Mayor Smith asked that each Commissioner check with their department and decide which buildings they would like to upgrade so that it can be discussed at the September 1, 2015 meeting.

LED LIGHTING

Mayor Smith stated that a Strategic Planning Workshop is scheduled for August 25, 2015 immediately following the employee hearing scheduled at 4:30 p.m.

STRATEGIC PLANNING
WORKSHOP

Mayor Smith recognized Mia Williams with the Harrison County Heritage Council. Mia reported that she has enrolled the Heritage Council in Kroger Community Rewards Program. She asked that citizens enroll in the program with Kroger Plus card. She will be handing out cards at the Cynthiana Rod Run.

HARRISON CO
HERITAGE COUNCIL
COMMUNITY
REWARDS

Commissioner Slade made a motion to adjourn. Commissioner Grayson seconded. Vote: Commissioner Slade: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Griggs: yes; Mayor Smith: yes. Motion carried.

ADJOURN

Jamie Hutchison,
City Clerk

James Smith, Mayor