

CITY OF CYNTHIANA BOARD OF COMMISSIONERS

MINUTES

May 2, 2023
5:30 PM

1. Call to Order

The City of Cynthiana Board of Commissioners met in regular session May 2, 2023 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. Approve of Minutes

4. Legals

- A. Second reading Ordinance #1642-B Fireworks Ordinance
Commissioner of Fire Safety and Emergency Services Dailey made a motion to Approve Second reading Ordinance #1642-B Fireworks Ordinance. Commissioner of Public Works/Utilities Conner seconded.

Vote:

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

5. Mayors Report

- A. Harrison County Archery program proclamation
Proclamation

Whereas, With each new school year, the Harrison County School Archery Program continues to increase their number of students and coaches; and

Whereas, Harrison County Archery High School, Middle School, and Elementary School teams brought home state trophies and medals this year; and

Whereas, the excellent performance, dedication, and commitment of these student athletes, along with their coaching staff, have proven to be a source of admiration and inspiration to the citizens of the City of Cynthiana; and

Whereas, the City of Cynthiana Mayor and Board of Commissioners recognize the

significant positive influence that organized sports provides our youth by teaching sportsmanship as well as physical fitness and wellbeing; and

Whereas, special commendation is due to the entire Archery Program and coaching staff for an exciting and successful season; now

Therefore, I, James D. Smith, Mayor of City of Cynthiana, along with the entire Commission congratulate and applaud the Harrison County Archery Team players, coaches, and staff for all their accomplishments this season.



**Congratulations
Harrison County Archery Program**

In witness thereof, I have hereunto set my hand and caused the seal of City of Cynthiana to be affixed this

2nd Day of May, 2023

James D. Smith,

Mayor

Attest:

Jamie D. Hutchison, City

Clerk

- B. Resolution 2023-5 Land & Water Grant
Mayor Smith made a motion to Approve Resolution 2023-5 Land & Water Grant.
Commissioner of Fire Safety and Emergency Services Dailey seconded.
Vote:

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

**LAND AND WATER CONSERVATION FUND
2023 Grant Application
Attachments**

RESOLUTION 2023-5

WHEREAS, the City of Cynthiana/Harrison County proposes to DEVELOP
Four recreational playing fields at Veterans Flat Run Park, to provide for the health and well-being of the general public, and local recreational programs.

WHEREAS, the City of Cynthiana/Harrison County intends to make application to the Department for Local Government for assistance under the Land and Water Conservation Fund Act of 1965.

WHEREAS, the Land and Water Conservation Fund is limited to funding a maximum of fifty percent (50%) of proposed project costs estimated at (\$542,000.00).

NOW THEREFORE BE IT RESOLVED, that the City of Cynthiana/Harrison County hold in reserve fifty percent (50%) of the proposed project costs for the purpose of matching the Land and Water Conservation Fund assistance.

BE IT FURTHER RESOLVED, that in the event a grant is awarded, the City of Cynthiana/Harrison County understands that it will sign assurances to comply with all applicable Federal and State laws, rules and regulations, especially Title VI of the Civil Rights Act and Section 504 of the 1973 Rehabilitation Act.

James D. Smith, Mayor

5/2/2023

- C. Resolution 2023-4 -Hazard Mitigation
Mayor Smith made a motion to Approve Resolution 2023-4 -Hazard Mitigation.
Commissioner of Public Works/Utilities Conner seconded.
Vote:

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

RESOLUTION 2023-4

WHEREAS, the Disaster Mitigation Act of 2000 (DMA 2000) – Public Law 106-390 reinforces the importance of pre-disaster infrastructure mitigation planning to reduce disaster losses nationwide.

WHEREAS, the mitigation planning provisions outlined in Section 322 of the Act establish performance-based standards for mitigation plans and require states to develop County and City Government Hazard Mitigation plans; and

WHEREAS, a collaborative effort between the Kentucky Division of Emergency Management and Bluegrass Area Development District has resulted in the development of the Harrison County/City of Cynthiana/City of Berry Hazard

Mitigation Plan Measures and Goals & Objectives, thus fulfilling the stipulations of DMA 2000,

NOW, THEREFORE, BE IT RESOLVED, that the Cynthiana City Commission hereby authorizes:

Hazard Mitigation Plan Measures and Goals & Objectives as the official Hazard Mitigation Plan Measures and Goals & Objectives of Harrison County pending FEMA approval.

The approval of the attached Harrison County/City of Cynthiana/City of Berry

- D. Authorize Mayor Smith to submit an application for a KPDI Grant for Economic Development and remit the \$500 application fee
Mayor Smith made a motion to Authorize Mayor Smith to submit an application for a KPDI Grant for Economic Development and remit the \$500 application fee. Commissioner of Public Works/Utilities Conner seconded.

Vote:

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

- E. Authorize Mayor Smith to execute lease of FEMA lot on West Pike Street to Gary Mitchell who owns the adjacent property located at 109 S Locust Street for a term of one-year for \$1.00 adhering to the terms required by FEMA

Mayor Smith made a motion to Approve Authorize Mayor Smith to execute lease of FEMA lot on West Pike Street to Gary Mitchell who owns the adjacent property located at 109 S Locust Street for a term of one-year for \$1.00 adhering to the terms required by FEMA. Commissioner of Public Property and Finance Mattmiller seconded.

Vote:

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

6. 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 \$304,435 Water Fund \$148,297 Commissioner of Fire

Safety and Emergency Services Dailey seconded.

Vote:

Yes: Commissioner of Public Property and Finance Mattmiller, Commissioner of Fire Safety and Emergency Services Dailey, Commissioner of Public Works/Utilities Conner, Mayor Smith

No: None

B. Commissioner of Police Safety

1. Department Report

2. Offer employment to an individual as a full-time certified police officer 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 full-time certified police officer 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

3. Accept resignation of Sergeant James Sexton effective May 10, 2023

Commissioner of Fire Safety and Emergency Services Dailey made a motion to Approve Accept resignation of Sergeant James Sexton effective May 10, 2023. 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

2. Terminate employment of Gabby Yazell as a part-time non-certified telecommunicator effective immediately

Commissioner of Fire Safety and Emergency Services Dailey made a motion to Approve Terminate employment of Gabby Yazell as a part-time non-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. Terminate employment of part-time telecommunicator Joe D. Hendricks effective immediately

Commissioner of Fire Safety and Emergency Services Dailey made a motion to Approve Terminate employment of part-time telecommunicator Joe D. Hendricks 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

4. Terminate employment of part-time telecommunicator Tammi Whitehead effective immediately

Commissioner of Fire Safety and Emergency Services Dailey made a motion to Approve Terminate employment of part-time telecommunicator Tammi Whitehead 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

5. Declare surplus a travel trailer in the Fire Department

Commissioner of Fire Safety and Emergency Services Dailey made a motion to Approve Declare surplus a travel trailer in the Fire Department. 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

6. Declare a Jon Boat surplus in the Fire Department

Commissioner of Fire Safety and Emergency Services Dailey made a motion to Approve Declare a Jon Boat surplus in the Fire Department. 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

- D. Commissioner of Public Utilities & Works

Commissioner of Fire Safety and Emergency Services Dailey made a motion to Approve Commissioner of Public Utilities & Works. 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

1. Department Report

2. Change the status of Chad Kilgore from WWTP Operator trainee to WWTP Operator II salary per pay grade

Commissioner of Fire Safety and Emergency Services Dailey made a motion to Approve Change the status of Chad Kilgore from WWTP Operator trainee to WWTP Operator II salary per pay grade. 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 at a full-time Water Treatment Plant Operator trainee contingent upon successful completion of all pre-employment requirements

Commissioner of Public Works/Utilities Conner made a motion to Approve Offer employment to an individual at a full-time Water Treatment Plant Operator trainee contingent upon successful completion of all pre-employment requirements.

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. Adjourn

Commissioner of Public Property and Finance Mattmiller made a motion to Adjourn 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

James D. Smith, Mayor

Jamie D. Hutchison, City Clerk