

December 14, 2004

The City of Cynthiana Board of Commissioners met in regular session on December 14, 2004 at 7:00 P.M. Present were Mayor Wells, Attorney Lair, Commissioners Clayton, Conner, Doan, and Martin.

Mayor Wells called the meeting to order. The first item on the agenda was the recognition of Sanitation employees Jeff Sayre and John R. Aubrey III. Mr. Sayre and Mr. Aubrey assisted former Commissioner Ray Lancaster into his home after he had fallen on his porch. Mr. Lancaster called the front office to say how much he appreciated their help. Mayor Wells and the Board commended the gentlemen for assisting a citizen in distress.

MEETING CALLED TO ORDER

RECOGNITION OF JEFF SAYRE & JOHN R. AUBREY III

Mayor Wells also congratulated City Meter Reader Doug Brooks for earning the distinction of the Harrison County Volunteer Fire Fighter of the year.

DOUG BROOKS – VOLUNTEER FF OF THE YEAR

Mayor Wells recognized Mr. John Patterson of Map-Sync who made a presentation on the process of computerizing the mapping of the City's water and sewer lines. This mapping could provide layers of data gleaned from other local agencies since the software is compatible with several state and local agencies. Commissioner Clayton was instrumental in bringing this information before the Board. Commissioner Clayton thanked Mr. Patterson for his presentation.

MAP-SYNC PRESENTATION

Mayor Wells called for a five minutes recess.

After the recess, Mayor Wells advised the minutes of November 23, 2004 have been printed. Commissioner Conner made a motion to accept the minutes as printed. Commissioner Martin seconded. In favor: Commissioner Clayton: abstained due to absence; Commissioner Conner: yes; Commissioner Doan: yes; Commissioner Martin: yes; Mayor Wells: yes; Opposed: none. Motion carried.

MINUTES OF 11/23/2004 ACCEPTED

Mayor Wells advised she had attended the following meetings:

MAYOR'S REPORT – MEETINGS ATTENDED

November 22, 2004	Bluegrass Water Supply Commission – Lexington, Ky.
November 24, 2004	E-911 meeting @ Sheriff's office
November 30, 2004	Discussed recycling on WCYN with Sanitation Supervisor Tony Kearns
	Dr. Meinke came and brought his class from Northern Ky. University
December 2, 2004	Topic – Homeland Security
December 4, 2004	Economic Development Authority
	Christmas parade – Mayor participated in the parade.
December 6, 2004	Police Chief interview conducted by City Clerk McIlvain.
December 7, 2004	Met with Carla Deaton of Adelphia
December 10, 2004	Attended court in behalf of merchants and property owners
December 11, 2004	Collected for the Salvation Army @ Ken's New Market
December 13, 2004	Bluegrass Water Supply Commission in Georgetown @ the water utility on Clinton Street.

Mayor Wells and Commissioner Doan attended the open house of the new dialysis clinic located in Harrison Square. Mayor Wells stated this is

a wonderful service for Harrison County residents and citizens in surrounding counties.

Mayor Wells wrote the annual Christmas letter to employees, and discussed Cable TV updates with Attorney Linda Ain.

Mayor wrote a letter to Attorney Lair concerning the audit.

On 12/6/2004, Mayor Wells wrote a memo to Dave Kennedy concerning the appointment of David Conner to the Renaissance Board. She also advised Wayland Quisenberry has resigned from the Renaissance Board.

Mayor Wells wrote a letter of appreciation to Paul Colson for his donation of fall produce that the City used to decorate the town.

Mayor Wells advised she had met with new Congressman Geoff Davis who is representing the 4<sup>th</sup> District. This was his first visit since the election so Mayor Wells gave him an overview of the City's projects and the City's anticipated needs.

There will be a Community Appreciation luncheon at the High School Cafeteria on December 17, 2004.

Mayor Wells advised Frazer D. LeBus III has stored two of the City's old fire engines for more than four years. His company is converting the old tobacco warehouse into a storage operation, so he feels that he must start charging the City for this storage. Chief Stinson has been notified.

STORAGE OF FIRE ENGINES

Mayor Wells advised the City of Cynthiana did not receive any funds from the Homeland Security funds.

HOMELAND SECURITY FUNDS

Mayor Wells received a letter of thanks from Political Science Professor Dean Minix of NKU concerning the Homeland Security forum that was held at City Hall. Dean Minix complimented the City on their hospitality and the information supplied to his students.

NOTE OF THANKS FROM NKU

Mayor Wells reported that Emery H. Withers has applied for a beer license to operate On the River Café.

BEER LICENSE

Mayor Wells is in receipt of an update from the Licking River Valley RC&D Council. The walking trail at the Handy Farm Park is under construction, and the walking trail in Berry is completed. The Farmers Market has been a reality for three years now. Mayor Wells expressed her gratitude to Mr. Leith and the LRV RC&D for all their assistance.

LRV RC&D

Mayor Wells advised the City's letter of intent for the acquisition and demolition of nine properties in the 1997 flooded area has been accepted. The City will be responsible for a 13% match.

FLOOD PROPERTIES

Former City of Cynthiana Firefighter Fred Marino has submitted a written request for a formal firefighter funeral. Mr. Marino retired after 27 years of service to the City.

REQUEST FOR FF FUNERAL

Mayor Wells advised Quest Engineers Inc. has requested a resolution by the end of the year, but the past few years the last meeting of the year has been cancelled.

Commissioner Martin made a motion to cancel the regularly scheduled meeting for December 28, 2004. Commissioner Doan seconded. In favor: Commissioner Clayton: yes; Commissioner Conner: yes; Commissioner Doan: yes; Commissioner Martin: yes; Mayor Wells: yes; Opposed; none. Motion carried.

MOTION TO CANCEL 2<sup>ND</sup> MEETING IN DEC. 2004

Attorney Lair advised the Board needed to set a date to hear the Planning and Zoning referral on the property located at 223 N. Church St.

PUBLIC HEARING  
FOR P & Z  
REFERRAL ON 223  
N CHURCH ST

Commissioner Clayton made a motion to call a special meeting on 1/4/2005 at 4:30 P.M. for the purpose of hearing the testimony in the zone change request for 223 N. Church Street. Commissioner Martin seconded. In favor: Commissioner Clayton: yes; Commissioner Conner: yes; Commissioner Doan: yes; Commissioner Martin: yes; Mayor Wells: yes; Opposed; none. Motion carried.

Mayor Wells advised the next item of business was the employment of a Renaissance Director, but Mayor Wells stated she felt that this individual could not possibly be productive when he/she had to answer to 17 members and three executives. Mayor Wells stated she would like to see this position put under the supervision of the Public Affairs. Commissioner Clayton and Commissioner Doan agreed.

EMPLOYMENT OF  
RENAISSANCE  
DIRECTOR

Commissioner Clayton made a motion to empower City Attorney John Lair to amend Renaissance Director classification to be placed under the Public Affairs Department with Mayor Wells as the supervisor. Commissioner Doan seconded. In favor: Commissioner Clayton: yes; Commissioner Conner: yes; Commissioner Doan: yes; Commissioner Martin: yes; Mayor Wells: yes; Opposed; none. Motion carried.

MOTION TO  
AUTHORIZE  
ATTORNEY TO  
AMEND  
CLASSIFICATION  
FOR RENAISSANCE  
DIRECTOR  
OFFER OF  
EMPLOYMENT TO  
INDIVIDUAL FOR  
RENAISSANCE  
DIRECTOR

Mayor Wells made a motion to make an offer of employment to an individual to serve as a Renaissance Director subject to pre-employment requirements. Commissioner Conner seconded. In favor: Commissioner Clayton: yes; Commissioner Conner: yes; Commissioner Doan: yes; Commissioner Martin: yes; Mayor Wells: yes; Opposed; none. Motion carried.

Mayor Wells recognized Attorney Lair.

LEGALS

Attorney Lair read Ordinance # 1391 referring to weeds and high grass.

ORDINANCE #1391  
(2<sup>nd</sup> Reading)

Commissioner Conner made a motion to approve the second reading of Ordinance #1391. Commissioner Martin seconded. In favor: Commissioner Clayton: yes; Commissioner Conner: yes; Commissioner Doan: yes; Commissioner Martin: yes; Mayor Wells: yes; Opposed; none. Motion carried.

Attorney Lair advised the City has received a request from the First Church of God for annexation. Attorney Lair stated no action has been taken because the City needs a copy of the plat, but the gentleman who has been handling this matter is very ill.

FIRST CHURCH OF  
GOD REQUEST FOR  
ANNEXATION

Attorney Lair advised he has received a request from Dr. Henry Norfleet and Jack Owen to accept 50 feet of blacktopped right-of-way on Chelsea Drive. Attorney Lair stated the water and sewer lines were not included in this request. Attorney Lair advises the plat is registered at the County Clerk's office. Commissioner Conner stated blacktop must be up to code. Attorney Lair suggested Quest Engineers Inc. needs to make sure the blacktop is up to specs. The Board can address at the next meeting.

REQUEST FROM  
NORFLEET/OWEN  
TO ACCEPT 50 FT.  
OF CHELSEA DRIVE

Attorney Lair requested City Clerk check on who paid for initial installation of street lights. He also stated the installer must maintain water and sewer lines for two years before the City can accept. Commissioner Clayton advised that the two year probation includes water drains also.

Commissioner Doan suggested Attorney Lair contact the Norfleet/Owen

attorney and tell them the City is taking this under advisement.

Mayor Wells recognized Dave Kennedy who stated he did not have a report.

Mayor Wells recognized Commissioner of Public Utilities Tommy L. Clayton. Commissioner Clayton stated a company named Spatial will be in attendance at the January 25, 2004 meeting to make a presentation on GPS.

PUBLIC UTILITY  
REPORT

Mayor Wells recognized Commissioner of Public Works David Conner.

PUBLIC WORKS  
REPORT

Commissioner Conner reported the last day for leaf vacuum will be December 17, 2004. There will not be garbage pickup on December 24, 2004 – the sanitation crew will be off for the holiday. However, they will work on Friday, December 31, 2004.

Mayor Wells recognized Commissioner of Public Finance and Property.

PUBLIC FINANCE  
AND PROPERTY  
REPORT

Commissioner Doan made a motion to pay the following bills:

BILLS

General Fund	\$81,235.78
Water Fund	75,538.44

Cash-in-Bank General Fund	\$911,995.91
Cash-in-Bank Water Fund	340,901.96

Commissioner Martin seconded. In favor: Commissioner Clayton: yes; Commissioner Conner: yes; Commissioner Doan: yes; Commissioner Martin: yes; Mayor Wells: yes; Opposed; none. Motion carried.

Mayor Wells recognized Commissioner of Public Safety James H. Martin.

PUBLIC SAFETY  
REPORT

Commissioner Martin thanked James Swinford and his Scout Troop for remembering the Board with a Christmas gift of food.

Commissioner Martin made a motion to promote Meridyth Patterson from a Telecommunication Officer II to a Telecommunications Officer III effective December 11, 2004. Salary to be commensurate with position. Commissioner Clayton seconded. In favor: Commissioner Clayton: yes; Commissioner Conner: yes; Commissioner Doan: yes; Commissioner Martin: yes; Mayor Wells: yes; Opposed; none. Motion carried.

MOTION TO  
PROMOTE  
MERIDYTH  
PATTERSON TO  
TELECOMMUNICATI  
ONS OFC III

Commissioner Martin commended Police Officer David Osborne for having the most DUI arrests in the department, and Police Officer Gary Downs was voted Officer of the Year.

OFC OSBORNE &  
OFC. DOWNS  
COMMENDED

Commissioner Martin wished everyone a very Merry Christmas.

Commissioner Clayton stated that it had been a pleasure to work with Commissioner Conner the last four years. Commissioner Conner stated he had enjoyed the last four years. He felt the City has good employees and the City was moving in the right direction.

COMMISSIONER  
CONNER'S  
FAREWELL

There being no further business, Commissioner Clayton made a motion to adjourn. Commissioner Doan seconded. In favor: Commissioner Clayton: yes; Commissioner Conner: yes; Commissioner Doan: yes; Commissioner Martin: yes; Mayor Wells: yes; Opposed; none. Meeting adjourned at 9:03 P.M.

ADJOURNMENT

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Charleen McIlvian, City Clerk

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Virgie Florence Wells, Mayor