

April 25, 2006

The City of Cynthiana met in regular session on April 25, 2006 at 7:00 P.M. in the Commissioner's Room at City Hall. Present were Mayor Wells, Attorney Lair, Commissioners Clayton, Doan, Martin, and New.

Mayor Wells called the meeting to order. Since there were no visitors present, the first item on the agenda was the approval of the minutes of the 4/11/2006 meeting.

MEETING CALLED TO ORDER

Commissioner Doan made a motion to accept the minutes of the meeting held on 4/11/2006 as presented. Commissioner New seconded. In favor: Commissioner Clayton: yes; Commissioner Doan: yes; Commissioner Martin: yes; Commissioner New: yes; Mayor Wells: yes; Opposed: none. Motion carried.

MINUTES OF 4/11/2006 APPROVED

The next item on the agenda was the Mayor's report. Mayor Wells advised that Gary Morrison needed to be reappointed to the Planning & Zoning Board of Adjustments. His current term expires 5/6/2006, and he has agreed to serve again.

Commissioner Doan made a motion to reappoint Gary Morrison to serve on the Board of Adjustments in the Planning & Zoning office. This term will expire May 6, 2010. Commissioner Martin seconded. In favor: Commissioner Clayton: yes; Commissioner Doan: yes; Commissioner Martin: yes; Commissioner New: yes; Mayor Wells: yes; Opposed: none. Motion carried.

GARY MORRISON – REAPPOINTED TO BD OF ADJUSTMENTS TERM ENDS 5/6/2010

Mayor Wells advised she attended a breakfast hosted by the Business and Professional Woman's Club who were advocating Equal Pay Day for Women. A copy of the proclamation is hereto attached and made a part hereof.

BPW BREAKFAST

Mayor Wells made the following announcements:

MAYOR'S REPORT

- The Grand Opening of the Old Jail will be held at 2:00 P.M. on 4/26/2006. Mayor Wells is scheduled to speak.
- "The Secret Garden" play will be held at the Rohs Theater May 28, 29th and 30th.
- The Handy House Committee has a new fund raising project. There are three pictures of the Handy House that have been made into puzzles. The puzzles are \$10.00 each.
- There will be a benefit concert on Friday at the Harrison County High School to benefit 3 year-old Blaine Adams who is suffering from a form of leukemia.
- Grist Mill Day will be held May 27, 2006 on S. Walnut Street.
- Harrison Memorial Hospital will celebrate 100 years on April 26, 2006 with a reception at 3:00 P.M.
- The Battle of Cynthiana reenactment will be held on July 28-30 at the Elks Farm. Michael Brown is in charge.
- The Licking Valley RC&D Council will meet in Flemingsburg on April 27. Commissioner Doan to attend.
- On April 28, 2006 Mike Fryman will host a Veteran's Diploma Ceremony at the Covenant Presbyterian Church at 7:00 P.M. Mayor Wells to give the welcome.
- Mayor Wells announced the polling locations have been changed in Harrison County. Please contact the County Clerk if you do not know where you need to vote.
- A Pandemic meeting will be held on May 2, 2006.
- Community Action Council will host their regular board meeting on April 13, 2006 at 2:00 P.M. They have received some funds to assist with heating bills. Mayor has some vouchers.

Mayor Wells received the following correspondence:

- Thank you notes were received from Mrs. Jessie Bell Lemons and the Wrestling Team.
- Brigadier General Bruce A. Burwick of the Corp of Engineers wrote a note to Mayor Wells concerning the trip to Washington, D.C.
- Mr. Jay Hall of the Governor’s office notified the City of Cynthiana that they have been allocated \$250,000.00 for the upcoming budget year.
- Joe Hamm, Jr. has written to Mayor to request that his driveway be replaced since Public Works had to dig it up.
- The merchants on Joe B. Hall Court are requesting that the area be striped.
- A Flower & Tree Committee has been formed to maintain the new trees that have been planted this spring and last fall.
- A letter of support was requested from Mr. Jack Burch of Community Action. The City complied.
- Mayor Wells announced Fryman’s This and That, Parkside Manor, and Bridge Street Auto are three new businesses that have opened. She has written letters of welcome and encouragement to the owners. Zepplin Threads will also open soon.
- Mayor Wells received a request for another part-time E-911 telecommunicator.
- Mayor Wells prepared a letter for a client of James S. Thomas.

Mayor Wells advised she would like for the Board to consider the following items to vote on at the next regular meeting:

NAMING OF PARKING LOTS

The signage money will be available from the TEA-21 grant. Mayor would like to name the following parking lots:

1. Main Street lot across from Joe B. Hall Park – *Amelia’s Parking Lot* (In memory of Amelia Biancke – 1894)
2. City lot on South Main – *Judge Mac’s Lot* (In memory of Federal Judge Mac Swinford)
3. City lot by railroad on Pike Street – *George Slade Parking Lot* (In memory of George Slade for all his work on the history of Cynthiana.)

Mayor Wells recognized Attorney Lair for legal issues:

LEGALS

Attorney Lair read Resolution 2006-#3 approving and authorizing an assistance agreement between the City of Cynthiana and the Kentucky Infrastructure Authority to provide \$5,804,150 loan funds for wastewater system improvements. Commissioner Martin made a motion to approve Resolution 2006-#3. Commissioner Clayton seconded. In favor: Commissioner Clayton: yes; Commissioner Doan: yes; Commissioner Martin: yes; Commissioner New: yes; Mayor Wells: yes; Opposed: none. Motion carried.

RESOLUTION 2006-#3
APPROVING &
AUTHORIZING
AGREEMENT
BETWEEN KIA &
CITY

Attorney Lair read Resolution 2006-#4 for the adoption of the Open Records Policy.

RESOLUTION 2006-#4
– (TABLED)
OPEN RECORDS
POLICY

City Clerk McIlvain stated her office was currently charging 15 cents per copy. She questioned if she would have to change the rate to 10 cents as stated in this Resolution. Attorney Lair suggested City Clerk check with Kentucky League of Cities about this issue, and perhaps this item could be postponed until the next regular schedule meeting on May 9.

Attorney Lair advised the Mayor needs the Board’s authorization to execute the deed to Lee and Nona Sparks for 2.74 acres of Business Park II. This deed needs to be released from the mortgage.

Commissioner Clayton made a motion to authorize Mayor to issue a partial release of mortgage on 2.74 acres of Business Park II sold to Lee and Nona Sparks. Commissioner Martin seconded. In favor: Commissioner Clayton: yes; Commissioner Doan: yes; Commissioner Martin: yes; Commissioner New: yes; Mayor Wells: yes; Opposed: none. Motion carried.

MAYOR
AUTHORIZED TO
ISSUE A PARTIAL
RELEASE ON 2.74
ACRES OF BUSINESS
PARK II

Attorney Lair advised a letter has been received from the Department of Transportation requesting the City of Cynthiana dedicate the right-of-way on five pieces of property owned by the City. This will enable the construction of the new viaduct to proceed. Commissioner Clayton questioned how the City is to handle the utilities that might be buried beyond our reach on Pearl Street. Attorney Lair feels this question has been considered. He suggested Commissioner Clayton contact Joe Lewis of Quest Engineers, Inc. Attorney Lair requested the City Clerk check on the address on these 5 pieces of property so that they will correspond with the E-911 addressing of these properties. This would eliminate any confusion in the future about these parcels.

D.O.T. REQUEST FOR
CITY TO DEDICATE
RIGHT-OF-WAY ON
FIVE PIECES OF
PROPERTY FOR
VIADUCT

Mayor Wells recognized Beth Hutchison, Renaissance Director.

RENAISSANCE
REPORT

Ms. Hutchison advised she had met with Land Plan to discuss some charges and was presenting the contract for City approval. However, Attorney Lair did have some questions. He advised he will review during this report and perhaps have a suggestion.

The *America in Bloom* project is in progress. Public Works helped break up paving to do a plant bed in the parking lot on Main Street. Ms. Hutchison requested hostas if anyone had some to donate.

Ms. Hutchinson will also be handing out brochures on the *America in Bloom* project at the Home and Garden show on April 29, 2006. Clean up efforts are increasing. The areas scheduled for pickups are River Road, Stokely Lane and Creekview, Chelsea, Charlotte and White Oak Estates.

After review by Attorney Lair, Commissioner Doan made a motion to accept the contract for the Land Plan proposal. Commissioner Clayton seconded. In favor: Commissioner Clayton: yes; Commissioner Doan: yes; Commissioner Martin: yes; Commissioner New: yes; Mayor Wells: yes; Opposed: none. Motion carried.

MOTION TO ACCEPT
THE CONTRACT FOR
THE LAND PLAN
PROPOSAL

Mayor Wells recognized Terry Stinson, Code Enforcement Officer.

CODE
ENFORCEMENT
REPORT

Mr. Stinson reminded landlords that the last date to purchase a Renter's license is April 30, 2006. After that date, the fee will double. He will be arranging an inspection schedule soon.

He stated he had received several complaints about high grass. He understands that this is very unsightly, but our ordinance states that a property owner has 10 days in which to rectify a situation after receiving a notice. He advised he had issued 35 notices this week alone.

Mayor Wells recognized Commissioner of Public Utilities Tommy L. Clayton.

PUBLIC UTILITIES
REPORT

Commissioner Clayton advised he had received a letter of retirement from Donnie Brooks at the Water Treatment Plant effective 4/28/2006.

MOTON TO ACCEPT
RETIREMENT OF
DONNIE BROOKS
FROM WTP

Commissioner Clayton made a motion to accept the retirement of Donnie Brooks from the WTP effective 4/28/2006. Commissioner Doan seconded. In favor: Commissioner Clayton: yes; Commissioner Doan: yes; Commissioner Martin: yes; Commissioner New: yes; Mayor Wells: yes; Opposed: none. Motion carried.

Commissioner Clayton made a motion to terminate immediately Susan Butts, a Water Treatment Plant Operator IV for being absent 24 scheduled hours without notifying the department director. Commissioner Martin seconded. In favor: Commissioner Clayton: yes; Commissioner Doan: yes; Commissioner Martin: yes; Commissioner New: yes; Mayor Wells: yes; Opposed: none. Motion carried.

MOTION TO TERMINATE SUSAN BUTTS AS WTP OPERATOR

Commissioner Clayton made a motion to award the various chemical bids to the following suppliers:

MOTION TO AWARD CHEMICAL BIDS

UNIVAR:

Chlorine	150# Cylinders	\$.44/#	\$100.00 Drum Deposit
Chlorine	1 Ton	\$.2750/#	\$750.00 Drum Deposit
HTH Chlorine (Granular)	100# Drum	\$1.12/#	
Potassium Permanganate	55 Gal. Pail	\$1.93/#	
Sulfur Dioxide	150# Cylinder	\$.48/#	\$100.00 Cylinder Deposit

APPLIED SPECIALITIES INC.

Alummer	100# Drum	\$298.00 NT or \$.149/#
Aluminum Chlorhydrate (AS-3020)		\$930.00 NT or \$.465/#
Sodium Permanganate (AS-5415)	55 Gal Drum	\$342.00 = .684/#
Polyaluminum chloride		\$780.00 NT or \$.39/#

CARMEUSE NATURAL CHEMICAL:

Lime	50# Bags	\$215.30/NT (20T Minimum)
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KLEAR CHEMICAL:

Filter Wall Cleaner	55 Gal. Drum	\$5.95/Gallon
98% Sulfuric Acid	5 Gal Cont.	\$8.95/Gallon
Floculant	35 Gal. Drum	\$19.80/Gallon
Aluminum SS Cleaner		\$6.25/Gallon

PREMIER PRODUCTS & SERVICES:

Degreaser (100% D'Limonene)	5 Gal. Cont.	\$78.40/5 Gal. Or \$15.68/Gal
Sewer Solvent		\$64.94/50#
Deoderant Blocks		\$46.80/Each
Latex Examination Gloves		\$59.00/Case
Instant Hand Sanitizer		\$39.00/Case

GENERAL PRODUCTS & SUPPLY INC.

Enzymes	35 Gallon Drums	\$9.80/Gallon
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CHEMICAL RESOURCES:

Carbon (pac)	50# Bags	\$.467/# or \$934.00/NT
Flouride (HFS Acid)		\$.136/# or \$272.00/NT + \$50.00 Drum Deposit
Caustic Soda	55 Gal. Drum	\$.155/# or \$108.00/55 Gal. Drum (700#) + \$50.00 Drum Deposit

ULRICH CHEMICAL:

HTH Chlorine	3” Puck	\$1.56/#
Ferric Chloride	55 Gal. Drum	\$.1375/# + \$50.00 Drum + \$5.00 Environmental Fee

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

Commissioner Clayton made a motion to award the bid on laboratory fees for fiscal year 7/1/2006 – 6/30/2007 to Fouser Environmental Laboratories. Commissioner Martin seconded. In favor: Commissioner Clayton: yes; Commissioner Doan: yes; Commissioner Martin: yes; Commissioner New: yes; Mayor Wells: yes; Opposed: none. Motion carried.

MOTION TO AWARD LABORATORY BID TO FOUSER ENV.

Commissioner Clayton advised the Wastewater Treatment Plant has lost an RBC. Supervisor McCarter will return Monday, May 1, 2006. Any repairs or replacement will be handled at that time.

RBC LOST AT WWTP

Mayor Wells recognized Commissioner of Public Works James R. New.

PUBLIC WORKS REPORT

Commissioner New advised that the chipper had been down for repairs, but as of 4/26/2006- 4/28/2006 it will run on the eastside of town. The westside of town will be picked up 5/1/2006 – 5/5/2006.

CHIPPER SCHEDULE

Commissioner New made a motion to promote Larry Williams from Public Works Assistant Maintenance Supervisor to Public Works Supervisor effective April 15, 2006. Salary to be commensurate with position. Commissioner Clayton seconded. In favor: Commissioner Clayton: yes; Commissioner Doan: yes; Commissioner Martin: yes; Commissioner New: yes; Mayor Wells: yes; Opposed: none. Motion carried.

PROMOTION TO LARRY WILLIAMS TO PUBLIC WORKS SUPERVISOR

Due to this promotion, Commissioner New made a motion to post the vacancy of Public Works Assistant Maintenance Supervisor within the organization. Commissioner Clayton seconded. In favor: Commissioner Clayton: yes; Commissioner Doan: yes; Commissioner Martin: yes; Commissioner New: yes; Mayor Wells: yes; Opposed: none. Motion carried.

MOTION TO POST VACANCY OF PUBLIC WORKS ASST. MAINT. SUPERVISOR

Commissioner New advised no bids were received on the 1999 John Deere backhoe. Public Works is seeking quotations for additional mowing equipment.

NO BIDS ON BACKHOE

Commissioner New thanked Pete Gross for cleaning the S. O. Ross Park and the River Road Park. He is doing this on his own time and without pay.

Mayor Wells recognized Commissioner of Public Finance and Property William C. Doan.

PUBLIC FINANCE & PROPERTY REPORT

Commissioner Doan made a motion to pay the following bills:

BILLS

General Fund	\$103,472.35
Water Fund	\$ 91,780.82
Cash-in-Bank General Fund	\$976,434.63
Cash-in-Bank Water Fund	\$308,446.07
Municipal Aid Road Fund	\$ 8,505.18

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

Commissioner Doan made a motion to hire Elizabeth Ann Ankeny as a part-time Office Assistant in the City Clerk’s Office at an hourly rate of \$8.86 effective

MOTION TO HIRE ELIZABETH A.

April 19, 2006. All pre-employment requirements have been met. Commissioner Martin seconded. In favor: Commissioner Clayton: yes; Commissioner Doan: yes; Commissioner Martin: yes; Commissioner New: yes; Mayor Wells: yes; Opposed: none. Motion carried.

ANKENY AS PT
OFFICE ASSISTANT
EFFECTIVE 4/19/2006

Commissioner Doan advised \$80,000.00 of the General Fund payment was for a payment on the Handy Farm. There is one remaining payment of \$50,000.00.

Commissioner Doan advised the Fiscal Court has approached the City about purchasing a 70 or 80 HP tractor with a 16 foot batwing mower. The City's half of this mower would be approximately \$30,000.00. Commissioner Doan stated that the City cannot purchase this equipment at this time because there is no money in the budget for this type of purchase. He strongly feels this size of equipment is way too big for the task at hand. Commissioner Doan stated he felt this type of work could be contracted out for a reasonable rate. Mayor Wells advised that last year mowers and tractors were donated. At this time, the Recreation Department is mowing the nature trail.

MOWING
EQUIPMENT FOR
HANDY FARM PARK

Mayor Wells stated she feels it is to the City's benefit to purchase equipment instead of hiring this work done, but if there is no money in the budget, it can't be done. Commissioner Martin questioned if the backhoe could be traded in on a piece of equipment.

Commissioners Clayton, Martin, and New agreed with Commissioner Doan that the City should seek bids to mow this property.

Commissioner Doan and Commissioner Clayton to meet with Judge Peak after April 27, 2006 to discuss with him the City's position and suggestion that this work be bid out.

COMMISSIONERS TO
MEET WITH JUDGE
PEAK ABOUT
BIDDING OUT WORK

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

PUBLIC SAFETY
REPORT

Commissioner Martin made a motion to hire Joseph Wilder as a Certified Police Officer at an hourly rate of \$10.78 per hour effective May 22, 2006. All pre-employment requirements have been met. Commissioner Clayton seconded. In favor: Commissioner Clayton: yes; Commissioner Doan: yes; Commissioner Martin: yes; Commissioner New: yes; Mayor Wells: yes; Opposed: none. Motion carried.

MOTION TO HIRE
JOSEPH WILDER AS
CERTIFIED POLICE
OFFICER EFFECTIVE
5/22/2006

Commissioner Martin advised that Officer Wilder come to the City of Cynthiana from Ohio as a certified officer. Kentucky recognizes this training. Mr. Wilder will need four weeks of certain classes at the academy to complete the Kentucky requirements.

Commissioner Martin asked both Chiefs if they had a report. Chief Stinson advised the Fire Department is selling tickets to a Cincinnati Reds game to raise money for the Relay for Life team.

Chief Stinson advised there was a fire at the Hillside Apartments with one unit lost and nine units displaced.

Chief Muntz did not have a report.

Favorable comments were received about the Easter Egg Hunt at the Handy Farm. It was very well managed and a very nice event.

Mayor Wells thanked Jamie Hutchison, Water Clerk, for all her efforts recently in handling a difficult situation. Commissioner Doan recognized the efforts of all five employees in the City Clerk's office.

Commissioner New expressed get-well wishes to Jeremy Walker who was injured while on duty in Campbell County.

There being no further business to discuss, Commissioner Clayton made a motion to adjourn. Commissioner Doan seconded. In favor: Commissioner Clayton: yes; Commissioner Doan: yes; Commissioner Martin: yes; Commissioner New: yes; Mayor Wells: yes; Opposed: none. Meeting adjourned at 8:47 P.M.

ADJOURNMENT

Charleen McIlvain, City Clerk

Virgie Florence Wells, Mayor