

May 1, 2006  
Special Meeting

The City of Cynthiana Board of Commissioners met in a special meeting on May 1, 2006 at 1:00 P.M. for the purpose of approving the 2<sup>nd</sup> stage of the Facilities Survey Recommendation and to authorize Chief Stinson and/or City Clerk McIlvain to proceed with the completion of the paperwork in order to submit a grant application to the State Fire Commission by June 1, 2006. Present were Mayor Wells, Attorney Lair, Commissioners Clayton, Doan, Martin, and New.

MEETING CALLED TO  
ORDER – PURPOSE  
STATED

Commissioner Doan addressed Dave Kennedy's facilities survey presented in February that contained recommendations for expansion for the departments located at City Hall. The Board of Commissioners only approved the 1<sup>st</sup> phase of the facilities survey: move the Police Department to the former health department building at 420 E. Pleasant Street. Commissioner Doan stated the Board of Commissioners need to move on to the 2<sup>nd</sup> phase of the survey which is building onto the eastside of the City Hall building that would house the Fire Department. Chief Stinson is preparing a grant application to the Fire Commission that is due June 1, 2006. Drawings need to be signed by a registered architect and a cost estimate must accompany the application. In order to submit this application, the Board needs to approve this 2<sup>nd</sup> phase.

REQUEST TO  
APPROVE PHASE 2  
OF FACILITIES  
SURVEY

Mayor Wells asked if completing this 2<sup>nd</sup> phase is dependent upon getting a grant. Commissioner Doan stated City employees are attempting to target different funding possibilities. The possibility and the advantages of using a design building team were discussed. Commissioner New asked about costs involved in getting the plans signed and a cost estimate. Dave Kennedy stated there may be some additional costs involved in getting the plans signed and a cost estimate, but cost should be minimal.

Commissioner Doan made a motion to accept the 2<sup>nd</sup> phase of facilities survey In order to add on to and move the Fire Department to the eastside of City Hall. 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 ACCEPT  
PHASE 2 OF  
FACILITIES SURVEY

Commissioner Doan made a motion to authorize Chief Stinson and/or Clerk McIlvain to proceed with the completion of the paperwork, obtaining services, advertising for proposals, qualifying proposals, and or anything necessary to complete and submit a grant application to the State Fire Commission by June 1, 2006. Commissioner New seconded. In favor: Commissioner Clayton: yes; Commissioner Doan: yes; Commissioner Martin: yes; Commissioner New: yes; Mayor Wells: yes; Opposed: none. Motion carried.

MOTION TO  
AUTHORIZE  
STINSON/MCILVAIN  
TO PROCEED WITH  
NECESSARY WORK  
TO SUBMIT GRANT  
APPLICATION

Mayor stated she occupies a cubby hole and sees all the work and things that keep getting put to the back burner, and she doesn't see how these two employees will find time to do this work.

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.

ADJOURNMENT

---

Charleen McIlvain, City Clerk

---

Virgie Florence Wells, Mayor

