

February 27, 2007

The City of Cynthiana Board of Commissioners met in regular session at 7:00 P.M. in the Commissioner's Room at City Hall. Present were Mayor Brown, Attorney Lair, Commissioners Doan, Keith, Martin, and New.

MEETING CALLED
TO ORDER

Mayor Brown called the meeting to order at 7:05 P.M.

The first order of business was the approval of the minutes of the meeting held on February 15, 2007.

Commissioner Doan made a motion to approve the minutes of the February 15, 2007 meeting as printed. Commissioner Martin seconded. In favor: Commissioner Doan: yes; Commissioner Keith: yes; Commissioner Martin: yes; Commissioner New: yes; Mayor Brown: yes; Opposed: none. Motion carried.

MINUTES OF
2/15/2007
APPROVED

Mayor Brown recognized Code Enforcement Officer Chief Terry Stinson.

CODE ENFORCE-
MENT REPORT

Chief Stinson advised that he was in the process of researching the ownership of fifteen (15) flood properties. Once ownership is determined, a notice will be served. This is the first step in condemnation.

FLOOD PROPERTIES

The Code Enforcement Board will hold a meeting on March 1, 2007 to discuss the burned property at 231 N. Church Street. This meeting will be held in the Commission Room at City Hall.

MEETING OF CODE
ENFORCEMENT
BOARD

Chief Stinson stated the Fire Dept. will start cleaning and washing down the streets the week of March 5.

STREET CLEANING

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

PUBLIC SAFETY
REPORT

Commissioner Martin reported the Police Department is currently writing tickets for parking on the sidewalk. There is an ordinance prohibiting parking on sidewalks.

Mayor Brown 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	\$61,393.91
Water Fund	58,818.25

Cash-in-Bank General Fund	\$1,088,662.01
Cash-in-Bank Water Fund	81,420.19
Municipal Aid Road Fund	600.35

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

Commissioner Doan commented that the Municipal Aid Road Fund bank balance is reduced because the General Fund was repaid a loan.

Commissioner Doan reminded the public that 2006 property taxes are delinquent as of March 1, 2007. A list of delinquent properties will be published in the local paper. A lien will be filed against the property and a publishing fee will also be added to the tax bill.

DELINQUENT
PROPERTY TAXES/
RENTAL LICENSE
FEES

Past due notices have been mailed for the rental license fee. After February 28, 2007, the fee will increase from \$10.00 per unit to \$20.00 per unit.

Commissioner Doan advised that budget preparation will begin soon FYE 2008. He encouraged each Commissioner and department head to look closely at the requests of their departments while preparing a list of needs. Increases in retirement expenses, as well as, the increases in the cost of gasoline will dictate a tight budget. Commissioner Doan requested that City employees not leave their vehicles running.

BUDGE
PREPARATION

Kenneth York and Tony Kearns have been to Paris to view the sanitation transfer station. Commissioner New will need to meet with these gentlemen and discuss this possibility.

TRANSFER
STATION

Commissioner Doan advised that in December 2006, former Commissioner Clayton declared certain equipment surplus. These items have been advertised for bids. The bid opening was held on February 27, 2007 at 3:30 P.M. in the City Clerk's office. The bids were as follows:

BIDS ON HYDRA-
STOP AND METER
BENCH

<u>Bidder</u>	<u>Hydra-Stop Machine</u>	<u>Meter Bench</u>
City of Danville	\$14,501.00	No Bid
City of Paris	2,500.00	No Bid
H20 Construction	3,000.00	\$ 500.00
C&T Enterprises	3,500.00	No Bid
Weston Waterworks	7,500.00	\$1,000.00

Commissioner Doan made a motion to accept the bid of the City of Danville in the amount of \$14,501.00 for the Hydra-Stop Machine and the bid of Weston Waterworks in the amount of \$1,000.00 for the Meter Bench. Commissioner Martin seconded.

BID ON HYDRA-
STOP REJECTED

Mayor Brown questioned why the City of Cynthiana is selling the Hydra-Stop Machine which cost the Cynthiana taxpayers approximately \$40,000.00 for a sum of \$14,501.00. This is a significant loss on this piece of equipment, and Mayor Brown stated that it was his understanding that this equipment had never been used. He felt that it was not prudent to use the taxpayer's money in such a manner. He also stated that our employees need to learn to use this state-of-the-art equipment.

The Commissioners agreed that they did not know the history on this piece of equipment, therefore, perhaps they should delay action. Mayor Brown called for the question. In favor: none. Opposed: Commissioner Doan: no; Commissioner Keith: no; Commissioner Martin: no;

Commissioner New: no; Mayor Brown: no. Motion defeated.

Commissioner Keith made a motion to delay the acceptance of the bid on the Hydra-Stop Machine until further study could be done.

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

MOTION TO DELAY
DISPOSAL OF
HYDRA-STOP
MACHINE

Commissioner Doan made a motion to accept the bid of Weston Waterworks in the amount of \$1,000.00 for the Meter Bench.

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

MOTION TO
ACCEPT BID ON
METER BENCH

Mayor Brown emphasized that each Commissioner give a lot of thought to the budget process. The Board must be fiscally responsible with their requests in view of the sudden downturn of the stock market this day.

BUDGET PROCESS

Commissioner Doan continued with a report on a plumbing issue in the City Hall gymnasium. He requested Kenneth York report to the Board. The bathrooms in the locker rooms are on the lower level of the gymnasium. The sewer line lays about 12' deep and empties into a line on Main Street. A plumber has been called several times in the last few months. The Wastewater Treatment Plant staff has attempted to camera this line. The line appeared to have collapsed after about 35'.

PLUMBING ISSUE
AT CITY HALL
GYM

After much discussion, a plan to abandon the old bathrooms and build new bathrooms on the ground level was deemed a very doable project. Quotations are being sought from local contractors. Mayor Brown requested that Mr. York delay making any decisions on this matter for a couple of weeks due to the possibility of another option that Mayor Brown is researching.

Mayor Brown recognized Commissioner of Public Utilities John M. Keith, Jr.

PUBLIC UTILITIES
REPORT

Commissioner Keith advised the new flocculators are being installed at this time. There has been a problem with the painting due to weather conditions. New handrails are being installed.

NEW
FLOCCULATORS
BEING INSTALLED

Commissioner Keith requested the Board grant him the authority to do some makeup maintenance on the raw water line from the Main Licking at Devil's Backbone. Commissioner Keith stated that he feels the water from the source would be of a better quality than from our current source of the South Fork.

DISCUSSION ON
RAW WATER LINE
FROM MAIN
LICKING RIVER

Mayor Brown commented that the City does indeed need to pursue with haste the possibility of withdrawing from the Main Licking, however, the City of Cynthiana will have to secure a permit to withdraw from this water source from the Division of Water. The raw water line is usable at this time, but the location of the pump is a problem since the pit control is in an area that floods each year. The City needs to research moving this pit control out of this flood prone area.

<p>Commissioner Keith also advised that two of the water towers (Northside and Bundy) are being fitted with altitude valves. The new Wastewater Treatment Plant construction is ahead of schedule. This plant is scheduled to go on line in June 2007.</p>	<p>ALTITUDE VALVES ON NORTHSIDE AND BUNDY WATER TOWERS</p>
<p>Commissioner Keith stated the Water Treatment Plant could use another telephone line. He feels that one line is just not enough for all the activity at this plant.</p>	
<p>Mayor Brown recognized Commissioner of Public Works, James R. New.</p>	<p>PUBLIC WORKS REPORT</p>
<p>Commissioner New made a motion to promote Kendall Gann from a part-time Maintenance Worker I to a full time Maintenance I effective February 28, 2007. Commissioner Martin seconded. In favor: Commissioner Doan: yes; Commissioner Keith: yes; Commissioner Martin: yes; Commissioner New: yes; Mayor Brown: yes; Opposed: none. Motion carried.</p>	<p>MOTION TO PROMOTE KENDALL GANN TO FULL-TIME MAINT. WORKER I</p>
<p>Mayor Brown recognized Beth Hutchinson, Renaissance Director, and asked her to report on the Tea-21 Project.</p>	<p>TEA-21 REPORT</p>
<p>Ms. Hutchinson advised that the original project of the construction in the intersection of South Main Street and E. Bridge Street is a dead project due to the inability to get an easement from the property owners. Mayor Brown questioned what the options are for the TEA-21 money.</p>	
<p>Ms. Hutchinson replied that one of the options was to return the money. Mayor Brown stated that he will not turn the money back in. Ms. Hutchinson stated the other option was the money could be devoted to new sidewalks.</p>	
<p>Mayor Brown recognized Attorney John Lair.</p>	<p>LEGALS</p>
<p>Attorney Lair read Ordinance #1432 amending the Code Enforcement Ordinance concerning issuance of citations to multiple offenders. Commissioner Martin made a motion to accept the second reading of Ordinance #1432. Commissioner New seconded. In favor: Commissioner Doan: yes; Commissioner Keith: yes; Commissioner Martin: yes; Commissioner New: yes; Mayor Brown: yes; Opposed: none. Motion carried.</p>	<p>ORDINANCE # 1432 – (2nd Reading) (Code Enforcement)</p>
<p>Attorney Lair read ordinance #1433 amending the Code Enforcement Ordinance with regard to the condemnation of unsafe/unfit structures. Commissioner Keith made a motion to approve the second reading of Ordinance #1433. Commissioner Doan seconded. In favor: Commissioner Doan: yes; Commissioner Keith: yes; Commissioner Martin: yes; Commissioner New: yes; Mayor Brown: yes; Opposed: none. Motion carried.</p>	<p>ORDINANCE # 1433 – (2nd Reading) (Code Enforcement)</p>
<p>Attorney Lair read Ordinance #1434 changing the time of the regular scheduled Commissioner’s meetings from 7:00 P.M. to 5:30 P.M. on the second and fourth Tuesday of each month. Commissioner Martin made a</p>	<p>ORDINANCE #1435 – (2nd Reading) – (Time change for</p>

Commission Meeting)
motion to accept the second reading of Ordinance #1434. Commissioner New seconded. In favor: Commissioner Doan: yes; Commissioner Keith: yes; Commissioner Martin: yes; Commissioner New: yes; Mayor Brown: yes; Opposed: none. Motion carried.

MAYOR'S REPORT
CABLE TV – FOX SOUTH
Mayor Brown stated that he and City Clerk Charleen McIlvain had attended a meeting on Cable TV at the BGADD building. He urged each Commissioner to e-mail or phone Time Warner stating that Cynthiana needs FOX South added to their viewing area.

EDA BY-LAWS AND MINUTES
Mayor Brown advised that all Commissioners should have received a copy of the by-laws of the Economic Development Authority. Each Board member will also receive a copy of the minutes of each EDA meeting.

SAFE ROUTES TO SCHOOL GRANT
Mayor Brown advised the City of Cynthiana will seek a grant to install sidewalks to the various schools. Superintendent Woodward is enthused about this project. This would be a federal grant with no match. The deadline is March 15, 2007. BGADD will assist with this grant.

BGADD EXECUTIVE BOARD
Mayor Brown has been appointed to the Executive Board of the BGADD. There will be a meeting February 28, 2007.

STREET CLEANING
In other areas, Mayor Brown reported that the City is looking at outsourcing the street cleaning, but one of the problems is the discrepancy in height between the street and curb.

TWO VACANCIES AT PLANNING & ZONING
Planning and Zoning Director Linden Smith has advised that the City has two vacancies that need to be filled. Mayor Brown advised the Board will revisit these appointments.

POLICE PRESENCE IN DOWNTOWN AREA
Mayor Brown thanked Chief Muntz for personally visiting the downtown businesses. He stated he had received very positive feedback about the police presence in the downtown area.

ADJOURNMENT
There being no further business to discuss, Commissioner Doan made a motion to adjourn. Commissioner Martin seconded. In favor: Commissioner Doan: yes; Commissioner Keith: yes; Commissioner Martin: yes; Commissioner New: yes; Mayor Brown: yes; Opposed: none. Meeting adjourned at 8:10 P.M.

Charleen McIlvain, City Clerk

James A. Brown, Mayor