

August 26, 2008

The City of Cynthiana Board of Commissioners met in regular session at 5:30 P.M. in the Commissioner's Room at City Hall. Present were Mayor Brown, Attorney Lair, Commissioners Doan, Keith, Martin, and New.

Mayor Brown called the meeting to order and welcomed visitors.

MEETING CALLED TO ORDER

The first order of business is the approval of the minutes as presented.

MINUTES

Commissioner Doan made a motion to approve the regular minutes of August 12, 2008 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.

APPROVAL OF MINUTES 8/12/2008

Commissioner New made a motion to approve the minutes of the joint meeting between City and County held on August 12, 2008. Commissioner Martin seconded. In favor: Commissioner Doan: yes; Commissioner Keith: yes; Commissioner Martin: yes; Commissioner New: yes; Mayor Brown: yes; Opposed: none. Motion carried.

APPROVAL OF MINUTES OF JOINT CITY/COUNTY MEETING 8/12/2008

Commissioner Martin made a motion to approve the minutes of a special meeting held on August 15, 2008. Commissioner New seconded. In favor: Commissioner Doan: yes; Commissioner Keith: yes; Commissioner Martin: yes; Commissioner New: yes; Mayor Brown: yes; Opposed: none. Motion carried.

APPROVAL OF MINUTES SPECIAL MEETING 8/15/2008

Mayor Brown recognized Karen Adams, representative of Champions for a Drug Free Harrison County. Ms. Adams was in attendance with about 15 members of this coalition. She advised the first meeting at Cynthiana Christian Church on underage drinking was a very successful meeting. The next meeting will be held on September 30, 2007 at 7:00 P.M. at the Extension Office. Dave Sallengs will be the speaker.

CHAMPIONS FOR A DRUG FREE HARRISON COUNTY

Ms. Adams advised this coalition of young people and adults have a vision of a drug-free Harrison County. They want to send a message that drugs and drug trafficking will not be tolerated in our community. They also have the support of the local law enforcement agencies. Champions for a Drug-Free Harrison County want to become more visible in order to help addicts get help and support while recovering. The end result will be an improved quality of life here.

Mayor Brown thanked all in attendance and stated their efforts are much appreciated by the Board. He concurred that the meeting on underage drinking was an excellent forum.

Mayor Brown acknowledged Attorney John Lair.

LEGALS

Attorney Lair advised that after the workshop on Solid Waste, he has revised the specifications. He has asked City Clerk Charleen McIlvain to review and make comments. She is to make copies for all the Board. He encouraged them to read and contact him with any comments or suggestions at once. The City is in dire need to move ahead on this project.

SPECIFICATIONS FOR SOLID WASTE DISPOSAL

Mayor Brown commended City Clerk McIlvain on the questions and answers that she had prepared for this workshop.

Attorney Lair advised he had received four copies of the Design

DESIGN AGREEMENT

Agreement from the Corp of Engineers regarding the Flood Control Project. Mayor Brown will need the Board's approval to sign this agreement.

FOR FLOOD CONTROL PROJECT

Commissioner Keith made a motion to authorize Mayor Brown and Attorney Lair to sign the Design Agreement with the Army Corp of Engineers for the Flood Control Project. Commissioner Doan seconded. In favor: Commissioner Doan: yes; Commissioner Keith: yes; Commissioner Martin: yes; Commissioner New: yes; Mayor Brown: yes; Opposed: none. Motion carried.

AUTHORIZATION FOR MAYOR BROWN AND ATTORNEY LAIR TO SIGN DESIGN AGREEMENT WITH CORP OF ENGS.

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

PUBLIC SAFETY REPORT

Commissioner Martin made a motion to promote Amanda Mudd from Telecommunicator II to Telecommunicator III effective August 16, 2008. Salary to be commensurate with position. This promotion is based upon the recommendation of the E-911 Coordinator and the acting Police Chief. 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 PROMOTE AMANDA MUDD TO TELE-COMMUNICATOR III EFFECTIVE 8/16/2008

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

PUBLIC FINANCE & PROPERTY REPORT

Commissioner Doan made a motion to pay the following bills through August 26, 2008:

BILLS

General Fund	\$40,989.44
Water Fund	\$41,614.49
Cash-in-Bank General Fund	\$359,442.02
Cash-in-Bank Water Fund	222,846.28
Municipal Aid Road Fund	18,228.68

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 reported that the City has received a check for \$7,139.88. This amount is the 2% discount received because the City of Cynthiana paid their insurance premiums before July 1, 2008.

REFUND CHECK

Commissioner Doan commended Public Works for the good job performance this past weekend during the water main break. Mayor Brown commended all City personnel who worked on this break. All three water towers drained leaving the town without water.

WATER MAIN BREAK

Mayor Brown requested that Commissioner Keith revisit the problem of water pressure at the top of Raintree Drive. Some residents are still experiencing water pressure problems. Mayor Brown is concerned about the additional homes scheduled to be built in this area.

WATER PRESSURE ON RAIN TREE DRIVE

Commissioner Keith reported that he and Harry Johnson had interviewed an individual who has his Class III Water Treatment Plant Operator Certification. He felt this individual would make a desirable City employee.

Commissioner Keith made an offer of employment to an individual as a Class III Water Treatment Plant operator subject to pre-employment

OFFER OF EMPLOYMENT TO

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

CERTIFIED WTP  
OPERATOR

Commissioner Keith stated that HDR Engineers, Inc. has issued a work order to cover the cost of preparing specifications, etc. for the force main repairs. The cost is \$16,000.00.

APPROVAL OF WORK  
ORDER FROM HDR  
ENGINEERS, INC. FOR  
WORK ON FORCE  
MAIN REPAIRS

Commissioner Keith made a motion to authorize Mayor Brown to sign the work order to HDR Engineers, Inc. for services regarding the Force Main Repairs in the amount of \$16,000.00. Commissioner Doan seconded. In favor: Commissioner Doan: yes; Commissioner Keith: yes; Commissioner Martin: yes; Commissioner New: yes; Mayor Brown: yes; Opposed: none. Motion carried.

Commissioner Keith stated he would like to echo the sentiments regarding the Public Works crew, Water plant and distribution personnel, Police and Fire for their assistance in locating the leak, and thanks to Joe Rorer. Some of the City personnel were fourteen hours on the job. This situation could have become a disaster, but thanks to all these people, it was avoided. Commissioner Keith stated he was terribly proud.

WATER MAIN BREAK  
ON 8/23/2008

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

PUBLIC WORKS  
REPORT

Commissioner New stated the City was fortunate to have good employees, and he stated he would like to be able to do more for them.

Commissioner New made a motion to advertise for bids on paving. The list of streets was announced in the public hearing held at 5:15 P.M. Commissioner Martin seconded. In favor: Commissioner Doan: yes; Commissioner Keith: yes; Commissioner Martin: yes; Commissioner New: yes; Mayor Brown: yes; Opposed: none. Motion carried.

MOTION TO  
ADVERTISE FOR  
PAVING

Mayor Brown reported that he had received several complaints about the condition of the downtown area. He agreed that this area is filthy. He asked the Board what their thoughts were about revisiting the group that did the street sweeping several months ago. He would like to have them come into town and clean from Church Street to the Licking River and from Bridge Street to the viaduct on U.S. 27 North. This would be a one-time situation. This would give the Board an opportunity to evaluate the performance of this machine. Mayor Brown requested authorization to contact and proceed with hiring them for one-time to clean the streets as mentioned.

STREET CLEANING

Commissioner Martin made a motion to contact street sweeping firm and get a price to sweep from Church Street to Licking River and from Bridge Street to viaduct on U.S. 27 North for one time. If the price is feasible, authorization to proceed is given. Commissioner New seconded. In favor: Commissioner Doan: yes; Commissioner Keith: yes; Commissioner Martin: yes; Commissioner New: yes; Mayor Brown: yes; Opposed: none. Motion carried.

AUTHORIZATION TO  
CONTACT STREET  
SWEEPER BUSINESS  
FOR ONE-TIME  
CLEANUP

Mayor Brown stated that he had received complaints from Main Street merchants concerning the birds roosting in the trees lining main street. There is a fear of disease as well as ruining awnings, etc.

MOTION TO SEEK  
BIDS FOR TREE AND  
STUMP REMOVAL ON  
SOUTH MAIN STREET

Commissioner Keith made a motion to seek bids to take out the trees on Main Street and grind the stumps and motion to proceed if price is reasonable. Commissioner Doan seconded. In favor: Commissioner Doan: yes; Commissioner Keith: yes; Commissioner Martin: yes; Commissioner New: yes; Mayor Brown: yes; Opposed: none. Motion carried.

This tree removal should be done before any future concrete work in this area. City Clerk McIlvain advised that three competitive bids could be sought.

Mayor Brown advised he had received a letter request from Joe Rorer to accept the lift station at 673 Handyman Lane. He installed the lift station and has maintained it for two years. This would be in accordance with the City's policy.

REQUEST FOR AND  
AUTHORIZATION TO  
ACCEPT LIFT  
STATION AT 673  
HANDYMAN LANE

Commissioner Keith made a motion to accept the lift station at 673 Handyman Lane. 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 Brown reported the residents of Reynolds Avenue and Pine Street signed a petition circulated by Commissioner Martin to close the Reynolds Avenue/N. Church Street intersection until the viaduct is completed. All residents with the exception of one signed the petition. Mayor Brown would like to have official action to make Reynolds Avenue a dead-end street.

CLOSURE OF  
REYNOLDS AVENUE  
AT N. CHURCH  
STREET

Commissioner Keith made a motion to barricade the Reynolds Avenue exit onto Church Street until construction of the viaduct is complete. Commissioner Martin seconded. In favor: Commissioner Doan: yes; Commissioner Keith: yes; Commissioner Martin: yes; Commissioner New: yes; Mayor Brown: yes; Opposed: none. Motion carried.

MOTION TO CLOSE  
REYNOLDS AVENUE  
UNTIL VIADUCT  
BUILT

Mayor Brown reported that he was hoping to get the large plastic obstructions that can be filled with water, but the DOT cannot locate any available at this time. They will use concrete barricades instead. The State DOT will handle. Mayor Brown has contacted Travis Fryman for signs – NO THROUGH TRAFFIC.

Mayor Brown requested a report from Wayland Quesenberry on the TEA 21 Sidewalk project.

TEA 21 PROJECT

Columbia Gas should finish August 27, 2008 and the contractor, Neal Inc., will move their equipment in on the 27<sup>th</sup>. Weather permitting, Neal will try to do as much work as possible before the Taste of Harrison County.

Mayor Brown expressed dismay at the deplorable state of the burned houses in town. He also reported that there are high weeds and grasses in the Pearl Street area. The lots where the houses were demolished are also overgrown. Citations need to be issued to these homeowners.

CODE  
ENFORCEMENT-  
REQUEST TO ISSUE  
CITATIONS

Fire Chief Sanders advised the Fire Department is working with a business on Main Street to resolve his fire load problem.

Asst. Chief Johnson reminded the public of the 25 MPH on N. Church Street. Mayor Brown complimented the Police Department on their diligence of citing individuals who park on the sidewalks.

SPEED LIMIT ON N.  
CHURCH STREET

Asst. Chief Johnson reminded individuals holding yard sales to not tack their signs onto utility poles. This creates a hazard for utility linemen. He suggested that people holding yard sales fix a folding sign that can be placed on sidewalk and then removed. He reminded the public that City ordinance states that no person shall hold a garage sales in the city for more than one forty-eight hour period within any calendar year.

YARD SALE SIGNS

Brian Williams reported that the Community Service workers cleaned the parking lot on E. Pike St. and the lot behind the building on W. Pleasant Street and N. Locust Street. Mayor Brown thanked him for his assistance.

COMMUNITY SERVICE WORKERS

Commissioner Doan made a motion to adjourn. Commissioner Keith seconded. In favor: Commissioner Doan: yes; Commissioner Keith: yes; Commissioner Martin: yes; Commissioner New: yes; Mayor Brown: yes; Opposed: none. Meeting adjourned at 6:19 P.M.

ADJOURNMENT

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Charleen McIlvain, City Clerk

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James A. Brown, Mayor