

June 22, 2010

The City of Cynthiana Board of Commissioners met in regular session on June 22, 2010 at 5:30 P.M. in the Charles W. Feix Room of the Cynthiana-Harrison County Public Library Annex located at 101 E. Pleasant St. Present were Mayor John M. Keith, Jr., Attorney Lair, Commissioners Grayson, Mattmiller, Moore, and New.

Mayor Keith called the meeting to order. Mayor Keith welcomed Commissioner New back to the meetings. Commissioner New stated that he attended the State Baseball Championship game, and it inspired him.

MEETING CALLED TO ORDER

The first item on the agenda was to be a report on Code Enforcement.

CODE ENFORCEMENT REPORT

Mayor Keith recognized Wayland Quisenberry, Code Enforcement Officer.

Mr. Quisenberry stated he would answer any questions the Commission may have about his work log previously submitted. Mr. Quisenberry reported that in addition to the mowing and weeds, he is also working on wrecking yards and abandoned vehicles. He met with Planning and Zoning on these two issues, and they are going to form a committee to investigate. Mr. Quisenberry will be working with this committee. A junkyard is identified as two or more inoperable vehicles for more than 30 days. It is rumored that some of these junkyards are "grandfathered" in. That will need to be determined.

Mr. Quisenberry reported that he had been looking at sidewalks on Walnut Street from E. Pike Street to E. Pleasant Street at the request of Mayor Keith. The City will have to determine to whom the sidewalks belong.

Mayor Keith stated he would like to increase the citation fines.

Commissioner Grayson gave some pictures of property to Mr. Quisenberry to check out. Commissioner Mattmiller questioned if the first contact with a violator is a personal contact. Mr. Quisenberry stated that it is not always a personal call; cannot reach some by phone. He stated he tries to send a notice to expedite the matter.

Commissioner Mattmiller stated he prefers and wants to first make a personal contact. He wants to try to reach a violator before they are given a citation. Some people would take care of the problem if they knew there was a violation of a code.

Attorney Lair suggested a door hanger could be utilized when the violator cannot be reached otherwise.

Commissioner Grayson stated he just wants harmony – it is good for the City and good for all.

Mayor Keith advised the minutes of June 8, 2010 have been presented for approval.

MINUTES OF  
6/8/2010 APPROVED

Commissioner Moore made a motion to approve the minutes of June 8, 2010 as presented. Commissioner Mattmiller seconded. In favor: Commissioner Moore: yes; Commissioner Mattmiller: yes; Commissioner Grayson: yes; Mayor Keith: yes; Opposed: none. Commissioner New did not vote due to his absence from the June 8 meeting.

Mayor Keith asked Attorney Lair to report on legal issues.

LEGALS

Attorney Lair read Ordinance #1470 amending the budget FYE June 30, 2010. Commissioner Mattmiller made a motion to approve the first reading of Ordinance #1470 as presented. Commissioner Grayson seconded. In favor: Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Moore: yes; Commissioner New: yes; Mayor Keith: yes; Opposed: none. Motion carried.

ORDINANCE #1470  
(First Reading) –  
AMENDING FYE 2010  
BUDGET

Attorney Lair read Ordinance #1471 adopting the budget FYE June 30, 2011.

Commissioner Moore asked if an increase of 4% in the property taxes was included in this budget. Commissioner Mattmiller advised that the 4% was included. Charleen McIlvain stated the property tax rates have to be set by the Commission by ordinance once the certified assessment is received. This should occur in early September. Commissioner Moore questioned how the budget could be adopted with the 4% included, but the tax rate has not yet been set. Commissioner Mattmiller stated this was a projection and also, that he had previously discussed with the Board of why the state looks to a City to take advantage of every opportunity to generate what revenues they can.

ORDINANCE # 1471  
(First Reading) –  
ADOPTING BUDGET  
FYE 2011

Commissioner Mattmiller made a motion to approve the first reading of Ordinance #1471. Commissioner Grayson seconded. In favor: Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner New: yes; Mayor Keith: yes; Opposed: Commissioner Moore: no. Motion carried.

Commissioner Mattmiller noted that revenues are down due to the downturn in the economy. This, of course, is affecting City business in general. However, the previous Commissions were prudent when revenues were much more. They were able to increase the fund balance which allows us to weather this time. Other cities are not so fortunate and are now in bad situations. Commissioner Mattmiller advised the unemployment for Harrison County was 12.2% in February, 11.8% in March, and 10.7% in April. The figures for May are not available.

DISCUSSION ON  
BUDGET

Commissioner Mattmiller stated the revenues in the new budget are "bare bones", and Mayor Keith concurred. However, Mayor Keith noted that even though it is a tight year and the City cannot do anything extravagant, the City was able to take care of the employees with a wage increase, as well as, insurance and other benefits.

Commissioner Mattmiller stated that previous Commissions showed prudence and wisdom, but also made commitments such as the Business Park and Recreation Park that this Commission must now carry on. Commissioner Mattmiller requested City Clerk McIlvain review some of the extraordinary and ongoing commitments in the budget:

BUDGET  
COMMITMENTS FOR  
2010 AND 2011

2010:

- |   |              |
|---|--------------|
| 1. Legal fees for ongoing issues                                | \$18,000.00  |
| 2. Interest payment on Business Park                            | \$41,025.00  |
| 3. Police Department roof                                       | \$24,850.00  |
| 4. Other repairs and Replacement of A/C unit<br>At Police dept. | \$ 9,000.00  |
| 5. Flat Run Veterans Park Development                           | \$ 60,000.00 |
| 6. River Road Park Bathrooms                                    | \$ 13,800.00 |

- 7. 911 Support \$ 45,700.00
- 8. Two fire related issues \$116,500.00  
All utilities had rate increases.  
City committed to Code Enforcement. Abandoned houses were demolished.

2011:

- 1. Address the runoff drainage issue on Main Street from the parking lot, divert this and the problem at Main and Pleasant Streets to another storm drain on Poplar Street \$100,000
- 2. Demolition of 215 S. Main Street \$ 80,000
- 3. Business Park Note Interest \$ 42,400
- 4. Projects in progress at Flat Run Veterans Park \$ 30,000
- 5. On-going cleanup from old WWTP – 410 N. Locust \$ 15,000
- 6. E-911 Support \$ 44,600  
Retirement contribution and health insurance has increased.

Attorney Lair proceeded with the Trust Participation Agreements with the Kentucky League of Cities .

Commissioner Mattmiller made a motion to authorize Mayor Keith to sign the Trust Participation Agreements with KLCIS for workers compensation and liability policies. Commissioner Grayson seconded. In favor: Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Moore: yes; Commissioner New: yes; Mayor Keith: yes; Opposed: none. Motion carried.

MOTION TO AUTHORIZE MAYOR TO SIGN TRUST PARTICIPATION AGREEMENTS WITH KLCIS

Attorney Lair advised that at the last meeting he had reservations if the Board could take action that could bind future boards. Attorney Lair checked into this matter, and from a legal standpoint and in this situation, this Board can authorize this action. Mayor Keith asked if the Board had any questions. Commissioner Grayson questioned the advantage of signing a 3-year agreement. Commissioner Mattmiller replied that it meant a savings of \$141,000.00 over a 3-year period.

Commissioner Mattmiller made a motion to authorize Mayor Keith to sign a 3-year Rate Agreement with KLCIS. Commissioner Grayson seconded. In favor: Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Moore: yes; Commissioner New: yes; Mayor Keith: yes; Opposed: none. Motion carried.

MOTION TO AUTHORIZE MAYOR TO SIGN 3-YEAR RATE AGREEMENT WITH KLCIS

Mayor Keith recognized Commissioner of Public Finance and Property Mark Mattmiller.

PUBLIC FINANCE AND PROPERTY REPORT

Commissioner Mattmiller made a motion to pay the following bills:

BILLS

General Fund	\$67,079.64
Water & Sewer Fund	\$43,086.40
Cash-in-Bank General Fund	\$415,392.55
Cash-in-Bank Water & Sewer Fund	\$125,880.79
Municipal Aid Road Fund	\$163,930.51

Commissioner Moore seconded. In favor: Commissioner Mattmiller: yes; Commissioner Moore: yes; Commissioner Grayson: yes; Commissioner New: yes; Mayor Keith: yes; Opposed: none. Motion carried.

Commissioner Mattmiller congratulated the Harrison County High School Baseball Team on their 4<sup>th</sup> State Championship. The coaches and the

CONGRATULATIONS TO BASEBALL BREDS

team handled themselves in an exemplary manner and were a great reflection on the parents, teachers, and community. There were seven seniors on this team who provided great leadership.

– 4<sup>TH</sup> STATE  
CHAMPIONSHIP

Commissioner Mattmiller thanked Terry and Cindy Jones for the improvement at the corner of E. Pike St. and Elmarch Avenue.

THANKS TO TERRY &  
CINDY JONES

Commissioner Mattmiller made a motion to authorize the City Clerk to issue longevity checks. Commissioner Moore seconded. In favor: Commissioner Mattmiller: yes; Commissioner Moore: yes; Commissioner Grayson: yes; Commissioner New: yes; Mayor Keith: yes; Opposed: none.

MOTION TO  
AUTHORIZE CITY  
CLERK TO ISSUE  
LONGEVITY CHECKS

Commissioner New congratulated the Harrison County High School Girl's Softball Team on their great season. He is proud of how all the sports teams conduct themselves.

CONGRATS TO SOFT  
BALL TEAM

Commissioner Mattmiller made a motion to appoint Gary Dearborn to the Planning & Zoning Board of Adjustments to fill the unexpired term of Kevin Sullivan. Term to expire May 26, 2013. Commissioner Grayson seconded. In favor: Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Moore: yes; Commissioner New: yes; Mayor Keith: yes; Opposed: none. Motion carried.

MOTION TO APPOINT  
GARY DEARBON TO  
FILL UNEXPIRED  
TERM OF KEVIN  
SULLIVAN – P & Z  
BOARD OF ADJ.

Commissioner Mattmiller made a motion to appoint Lois Gross to the Planning and Zoning Board of Adjustments to replace Ken Morrison. Term to expire May 26, 2014. Mayor Keith seconded. In favor: Commissioner Mattmiller: yes; Commissioner Grayson: yes; Commissioner Moore: yes; Commissioner New: yes; Mayor Keith: yes; Opposed: none. Motion carried.

MOTION TO APPOINT  
LOIS GROSS TO RE-  
PLACE KEN  
MORRISON – P & Z  
BOARD OF ADJ.

Mayor Keith recognized Commissioner of Public Safety Amanda Moore.

PUBLIC SAFETY  
REPORT

Commissioner Moore made a motion to grant Anita Gann an unpaid leave of absence for two weeks for the purpose of continued recuperation since her Family Medical Leave will expire 7/1/2010. Commissioner New seconded. In favor: Commissioner Moore: yes; Commissioner New: yes; Commissioner Grayson: yes; Commissioner Mattmiller: yes; Mayor Keith: yes; Opposed: none. Motion carried.

MOTION TO GRANT  
ANITA GANN UNPAID  
LEAVE OF ABSENCE

Mayor Keith recognized Commissioner of Public Utilities Billy K. Grayson.

PUBLIC UTILITIES  
REPORT

Commissioner Grayson made a motion to promote Todd Blanton from WTP Class IV Operator to Assistant WTP Supervisor/Class IV Operator effective immediately. Salary to be commensurate with position. Commissioner Moore seconded. In favor: Commissioner Grayson: yes; Commissioner Moore: yes; Commissioner Grayson: yes; Commissioner New: yes; Mayor Keith: yes; Opposed: none. Motion carried.

MOTION TO  
PROMOTE TODD  
BLANTON TO WTP  
ASSISTANT  
SUPERVISOR/CLASS  
IV OPERATOR

Commissioner Moore said she had not been in the Water Treatment Plant until the open house, however, her husband said that it was such a big difference. Commissioner Grayson and Mayor Keith both stated they were pleased with the open house and the plant looks great.

OPEN HOUSE @ WTP

Commissioner Grayson received good news of the City Hall gym floor. The donor who had previously agreed to match any donation up to \$15,000.00 had been in town and agreed to go ahead and donate the \$15,000.00. The City is currently working in gym bathrooms. They will

DONATION SECURED  
FOR GYM FLOOR

be pressure washed, painted and sanitized. New fixtures and stalls will be installed in the ladies room.

Commissioner Grayson stated that grass clippings in the street are a real problem: they stop up the storm sewers. He wants to call everyone's attention to this fact. All the bottles, cans, and grass clippings accumulate in the storm drains when heavy rains come and cause tremendous problems. If you are blowing your grass in the streets, please sweep it up.

GRASS CLIPPINGS

Commissioner Grayson also cautioned citizens about placing signs on the utility poles. Commissioner Grayson stated he had seen enough signs to paper Harrison County. This is an illegal practice and needs to cease. It is dangerous for utility workers to have to deal with nails, staples, etc. The residents of Cynthiana and Harrison County need to keep our community clean and safe.

SIGNS ON UTILITY  
POLES

Commissioner Moore inquired if there was a place where a "community bulletin board" could be implemented to handle such things as garage sales. She felt this would resolve this situation.

COMMUNITY  
BULLETIN BOARD

Commissioner Grayson reiterated that these signs are illegal. It is going to take everyone being proud of our town and doing something about the unsightly things. That is why he implemented Pick-A-Project.

Commissioner New said the Board of Commissioners have been warning citizens for 25 years not to put signs on utility poles – it is dangerous for utility workers.

Mayor Keith advised that people are still parking on sidewalks causing pedestrians to have to walk into the street to pass. Mayor Keith would like to see the fine increased from \$5.00 to \$50.00. He wants this issue addressed.

PARKING ON  
SIDEWALKS

Commissioner Moore said a problem with parking on both sides of Walnut could perhaps be resolved by making it a one-way street and put slanted parking on one side between Pike Street and Pleasant Street. Commissioner Grayson inquired about the amount of the fine for parking the wrong way. Commissioner Moore said she would get with Chief Johnson about the amount of the fine and the feasibility of changing the parking on Walnut.

PARKING ON WALNUT  
STREET

There being no further business, Commissioner Mattmiller made a motion to adjourn. Commissioner New seconded. In favor: Commissioner Mattmiller: yes; Commissioner New: yes; Commissioner Grayson: yes; Commissioner Moore: yes; Mayor Keith: yes; Opposed: none. Meeting adjourned.

ADJOURNMENT

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Charleen McIlvain, City Clerk

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John M. Keith, Jr., Mayor