

September 28, 2010

The City of Cynthiana Board of Commissioners met in regular session on September 28, 2010 at 5:30 P.M. in the Commissioner's Room at City Hall. Present were Mayor Keith, Attorney Lair, Commissioners Grayson, Mattmiller, Moore, and New.

Mayor Keith called the meeting to order.

MEETING CALLED TO ORDER

Mayor Keith recognized Spencer Cathey and Janie Whitehead of WEDCO. WEDCO of Cynthiana has been informed that they are eligible for a grant in the amount of \$250,000 toward the construction of a Health & Wellness Activity Center. Two acres have been set aside behind the facility on Oddville Avenue. This grant must be matched with funds; no in-kind will be allowed. One-half of the funds are required in December and then another \$125,000 will be required in January 2011.

WEDCO REQUEST FOR MEMORANDUM OF UNDERSTANDING RE: GRANT APPLICATION

The deadline for the grant application is October 18, 2010. They are requesting memorandums of understanding from sponsors by this date. WEDCO has met with eighteen community partners, and WEDCO is now waiting for commitments from these entities. Ms. Whitehead advised that this facility will cost approximately \$1.3 million. She stated that WEDCO will have to do extensive fund raising in order to construct this building.

Mayor Keith and Commissioner Mattmiller both felt that a special meeting should be held in order to discuss this matter at length.

Mayor Keith acknowledged Richard Swartz, Firefighter Engineer, who heads up the Fire Prevention Program each year. The event this year will be held on October 2, 2010 with a Field Day Muster at the Wal-Mart location. Several visiting Fire Departments will be attendance and compete in various skills. There will be a parade and a chili cook off at Station I.

FIRE PREVENTION PROGRAM

The main function of this program is to educate our youth about fire hazards. A coloring contest is held in each of our elementary schools for Kindergarten through 3rd Grade. A poster contest is held for the 4th and 5th Grade. Prizes will be awarded to first and second place. The grand prize winners will also be invited to attend a Commissioner's meeting to be honored.

The Fire Department is currently trying to raise enough funds to purchase a Robotic Puppet which will be used for educating children in fire prevention. Firefighters Richard Swartz and Chris Ruth will be interviewed by Channel 18 at 12:30 P.M. Thursday, September 30, 2010.

Mayor Keith advised the minutes of September 14, 2010 have been submitted for approval. Commissioner Mattmiller made a motion to approve the minutes of 9/14/2010 as printed. Commissioner Moore seconded. In favor: Commissioner Mattmiller: yes; Commissioner Moore: yes; Commissioner Grayson: yes; Commissioner New: yes; Mayor Keith: yes; Opposed: none. Motion carried.

MINUTES OF 9/14/2010 APPROVED

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

PUBLIC FINANCE & PROPERTY REPORT

Commissioner Mattmiller made a motion to pay the following bills:

BILLS

General Fund	\$106,417.14
Water & Sewer Fund	43,631.47
Cash-in-Bank General Fund	\$225,120.62
Cash-in-Bank W & S Fund	\$192,992.96

Municipal Aid Road Fund \$ 29,264.33

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

The sewer line at the Flat Run Veteran's Park is installed. The Park is being used; there was a car show last weekend. Also, the Farmers Market building is being utilized.

UPDATE ON FLAT RUN VETERANS PARK

Commissioner Mattmiller noted that there is an area of the gym floor that is sagging. Gary Royalty is going to attempt to temporarily shore this area up. This area will be blocked off so that no one can stand or play on this area. However, it should not affect the wrestling event scheduled for this weekend. Hopefully, this area can be repaired before the Recreation Department season starts.

GYM FLOOR – PROBLEM WITH SAGGING AREA

A thank you note was received from Doug McCarty acknowledging the City's contribution to Harrison County Rescue.

The equipment and demolition crew are in place to take down 215 South Main Street, however, work is being held up because of a telephone line. Gary Royalty has contacted the telephone company regarding this line.

DEMOLITION OF 215 SOUTH MAIN ST.

Mayor Keith recognized Commissioner of Public Safety Amanda Moore.

PUBLIC SAFETY REPORT

Commissioner Moore stated she would like to request an executive session to discuss a personnel matter at the end of the meeting.

EXECUTIVE SESSION REQUESTED – PERSONNEL MATTER

Commissioner Moore advised that at the last meeting an E911 Interim Director was discussed. Commissioner Moore checked the candidate's records. This applicant has 4 years and 6 months of time to her credit. However, the job description requires 5 years of experience.

MOTION TO PROMOTE KENDRA JONES TO INTERIM E-911 DIRECTOR - MOTION FAILED

Commissioner Moore stated that she felt this applicant could bring a lot to the job, and by the time the probation period has ended, the 5 year requirement could be met.

Commissioner Mattmiller felt since the candidate does not meet the very clear requirements, it would set a dangerous precedent. Commissioner Moore questioned how long it has been since the job descriptions have been updated. City Clerk McIlvain advised the last update was probably at the end of 2006 or the beginning of 2007.

Commissioner Moore made a motion to promote Kendra Jones to E-911 Interim Director. Commissioner New seconded. In favor: Commissioner Moore: yes; Commissioner New: yes; Opposed: Commissioner Grayson: no; Commissioner Mattmiller: no; Mayor Keith: no. Motion failed.

Commissioner Moore advised that Trick-or-Treat will be held on October 30, 2010 from 6:00 P.M. – 8:00 P.M. for children 12 years and under. Commissioner Moore cautioned everyone to be careful and watch for all the children out that night. The siren will be blown to start and end Trick-or-Treat.

TRICK-OR-TREAT OCTOBER 30, 2010

Mayor Keith acknowledged Commissioner Grayson, Commissioner of Public Utilities.

PUBLIC UTILITIES REPORT

Commissioner Grayson reported that a bid was received on the surplus transformers from the Solomon Group. However, award of the bid was

MOTION TO AWARD BID ON SURPLUS

postponed until Gary Royalty could review.

TRANSFORMERS TO
SOLOMON GROUP

Commissioner Grayson made a motion to accept the bid of \$1085.00 from Solomon Group for three surplus transformers. Commissioner Mattmiller seconded. In favor: Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Moore: yes; Commissioner New: yes; Mayor Keith: yes; Opposed: none. Motion carried.

Commissioner Grayson was happy to report that CSX has taken the old platform down and cleaned up their property on Bridge Street. Commissioner Grayson stated that this has been an ongoing project with several people involved. It is nice to see this project resolved.

UPDATE ON CSX
LOT

Commissioner Grayson reported that the A. Keller Dam project has received three recommendations, but unfortunately they will involve some fees. This committee will continue to work diligently on this project.

A KELLER DAM
PROJECT

Commissioner Grayson announced that access to the viaduct will be closed as of September 30, 2010 with all traffic being diverted to N. Church St. During this time, the Water Department will be installing new water line services from E. Pleasant Street and go north. When the project is completed, all new blacktop will be laid.

NEW WATER LINES
TO BE INSTALLED
FROM PLEASANT
STREET TO NORTH
MAIN DURING
VIADUCT
CONSTRUCTION

Commissioner Grayson reported that he has looked at the parking lot at 122 South Main known as Amelia's Lot. This lot is in bad condition. However, the City is intending to tackle the drainage problem there, but the lot is so bad, Commissioner Grayson feels that perhaps a temporary fix would be in order since it will 18 months to 2 years before a permanent fix can be started.

MOTION TO CHIP
AND SEAL PARKING
LOT AT 122 S. MAIN
STREET

Commissioner Grayson has looked into tar and chip. He was concerned about carrying tar into businesses in the downtown area; however, he did not find it to be a problem. The original price on tar and chip was \$5300.

Commissioner Mattmiller advised the money has been budgeted for this project. However, the City would need to see if the Harrison County Fiscal Court was still on board with this project.

Commissioner Grayson made a motion to chip and seal the parking lot at 122 South Main Street known as Amelia's lot at a price of \$5300 in conjunction with Harrison County Fiscal Court. Commissioner Mattmiller seconded. In favor: Commissioner Grayson: yes; Commissioner Mattmiller: yes; Commissioner Moore: yes; Commissioner New: yes; Mayor Keith: yes; Opposed: none. Motion carried.

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

PUBLIC WORKS
REPORT

Commissioner New announced the chipper schedule will run from October 4, 2010 through October 22, 2010. Leaf Pickup will not start until November 1, 2010. Do not rake leaves to the curb as they will stop up the storm sewers.

CHIPPER AND LEAF
SCHEDULE

Commissioner Grayson thanked the City Clerk staff and the firefighters for all the work on the City Employee picnic.

THANKS FOR EFFORT
ON CITY EMPLOYEE
PICNIC

Harrison County Baseball Coach Mac Whitaker was presented a commendation from the City of Cynthiana on winning their 4th State Baseball Championship in June. This presentation was delayed due to

COMMENDATION TO
THE HARRISON CO.
THOROBREDS

Commissioner New's illness. Coach Whitaker expressed his appreciation for this acknowledgement and stated that he was so pleased that Commissioner New was doing so well health wise.

BASEBALL TEAM

Mayor Keith advised the appointment to the Planning and Zoning Board would be delayed until the next regularly scheduled meeting. Commissioner Moore advised that she would forgo her request for an executive session.

APPOINTMENT
DELAYED UNTIL NEXT
MEETING

Mayor Keith welcomed all visitors to join in a reception for two retiring employees, Kathy Brooks and Asst. Fire Chief Robbie Lyons. Both will retire as of September 30, 2010.

RETIREMENT OF
KATHY BROOKS AND
ASST. FIRE CHIEF
ROBBIE LYONS –
EFFECTIVE 9/30/2010

Fire Chief Sanders and Commissioner Moore presented a gift to Asst. Chief Lyons and City Clerk Charleen McIlvain and Commissioner Mattmiller presented Kathy Brooks with a gift from the City of Cynthiana.

There being no further business to discuss, Commissioner Moore made a motion to adjourn. Commissioner New seconded. In favor: Commissioner Moore: yes; Commissioner New: yes; Commissioner Mattmiller: yes; Commissioner Grayson: yes; Mayor Keith: yes; Meeting Adjourned.

ADJOURNMENT

Charleen McIlvain, City Clerk

John M. Keith, Jr., Mayor