



**WINCHESTER BOARD OF COMMISSIONERS  
MEETING AGENDA  
TUESDAY, APRIL 21, 2020  
5:30 P.M.**

**PLEDGE OF ALLEGIANCE  
INVOCATION**

**1. CALL TO ORDER**

**2. TELECONFERENCE MEETING**

In accordance with KRS 61.823, KRS 61.826, Executive Order 2020-243 and OAG 20-05, the Winchester Board of Commissioners will meet on Tuesday, April 21, 2020 at 5:30 p.m. by teleconference. Due to the current public health situation, members of the public will not be allowed to attend; instead, the meeting will be live for the public at <https://zoom.us/j/535777829> and broadcast live on WWKY Winchester 102.9 FM with Tim Smith.

**3. MINUTES**

Minutes of the March 3, 2020 Special (4:00 p.m.) and Regular (5:30 p.m.) meetings and the March 17, 2020 Regular (5:30 p.m.) meeting

**4. DEPARTMENTAL AND AGENCY REPORTS**

- A. Winchester/Clark County Planning Commission Financial Statements as of March 3, 2020
- B. Winchester Municipal Utilities Commission Departmental Report for February 20, 2020
- C. Winchester Municipal Utilities Accounts Payable - Transactions for the Period February 17-28, 2020
- D. Winchester Municipal Utilities Commission minutes from the February 20, 2020 meeting
- E. EMA/CSEPP minutes from the February 10, 2020 meeting
- F. Winchester/Clark County Parks & Recreation Balance Sheet as of February 29, 2020
- G. Winchester/Clark County Parks & Recreation Profit & Loss July 2019 through February 2020
- H. Winchester/Clark County Parks & Recreation Financial Statements and Supplementary Information
- I. Main Street Winchester Director's Report for March 2020
- J. Main Street Winchester Financial Statements for July 2019 to February 29, 2020
- K. Bluegrass Area Development District minutes from the January 13, 2020 Regional Transportation Committee meeting
- L. Main Street Winchester minutes from the February 11, 2020 meeting
  
- M. Winchester/Clark County Parks & Recreation Attendance Log for 2019-2020
- N. Winchester/Clark County Parks & Recreation minutes from the February 10, 2020 meeting
- O. Winchester/Clark County Transit Monthly Ridership Trends and Report for February 2020
- P. Winchester Licensing Board minutes from the January 6, 2020 meeting
- Q. Winchester Urban Renewal & Community Development Agency Board minutes from the November 12, 2019 meeting

- R. Winchester Municipal Utilities Commission Departmental Report for March 19, 2020
- S. Winchester Municipal Utilities Financial and Budget Summary for February 2020
- T. Winchester Municipal Utilities Accounts Payable - Transactions for the Period March 2-13, 2020
- U. Winchester Municipal Utilities Commission minutes from the March 5, 2020 meeting
- V. Winchester Municipal Utilities Balance Sheet as of February 29, 2020

## 5. INFORMATIONAL ITEMS

- A. Memorandum from Engineering Tech Daron Stephens regarding rumble strip installation on Estes Drive
- B. Letters to the Editor regarding "Officer provides "angelic" service" from Amy Shumate, Winchester (Officer Kelly Webster)
- C. Correspondence from Carla Combs, Charter Communications (Spectrum) regarding on or after March 31, 2020, Spectrum MI Plan Latino monthly pricing will increase for **new** customers
- D. Thank you note to the Winchester Fire/EMS from the Powell County EMS for their assistance to Powell County during the recent funeral of Stanton Police Detective James Kirk
- E. Flyer from the Winchester Municipal Utilities for Fix a Leak Week - "Leaks can run, but they can't hide"
- F. Correspondence from the Arbor Day Foundation regarding Winchester earning recognition as a 2019 Tree City USA

## 6. NEW BUSINESS

- A. Office of the Attorney General correspondence regarding the OAG 20-05 regarding open meetings and the Covid-19 Pandemic
- B. Request from Relay for Life of Clark County to close the Courthouse Square - Court, Cleveland, Wall, and Main Street for the Annual Walk with Friends
- C. Request to close Rolling Hills Lane during the Rally for Recovery Race at Bluegrass Community & Technical College (Rolling Closures)
- D. Kentucky Division of Water 2019 General Permit Annual Compliance Report - Phase II Stormwater MS4

## 7. ORDINANCE (First Reading)

- A. AN ORDINANCE CREATING AND ESTABLISHING FOR BID A NON-EXCLUSIVE NATURAL GAS FRANCHISE FOR THE PLACEMENT OF FACILITIES FOR THE TRANSMISSION, DISTRIBUTION, AND SALE OF NATURAL GAS FOR HEATING AND OTHER PURPOSES WITHIN THE PUBLIC RIGHTS-OF-WAY OF THE CITY OF WINCHESTER FOR AN INITIAL TEN (10) YEAR PERIOD WITH UP TO TWO (2) ADDITIONAL EXTENSIONS OF TIME OF FIVE (5) YEARS EACH, IMPOSING A FRANCHISING FEE OF THREE PERCENT (3%) OF EACH FRANCHISEE'S GROSS ANNUAL REVENUES FROM THE SALE, DISTRIBUTION, AND DELIVERY OF GAS WITHIN THE CITY OF WINCHESTER; AND RESERVING THE RIGHT TO IMPOSE A FRANCHISE

FEE NOT TO EXCEED FIVE PERCENT (5%) OF EACH FRANCHISEE'S GROSS ANNUAL REVENUES FROM THE SALE, DISTRIBUTION, AND DELIVERY OF NATURAL GAS WITHIN THE CITY OF WINCHESTER; ALL EFFECTIVE ON DATE OF PASSAGE

- B. SERIES A BOND ORDINANCE AUTHORIZING THE ISSUANCE OF APPROXIMATELY \$5,595,000 PRINCIPAL AMOUNT OF UTILITY SYSTEM REVENUE REFUNDING BONDS, 2020 SERIES A (WHICH AMOUNT MAY BE INCREASED OR DECREASED), OF THE CITY OF WINCHESTER, KENTUCKY; DESIGNATING THE PAYING AGENT AND REGISTRAR IN RESPECT THEREOF; APPROVING THE PREPARATION OF PRELIMINARY AND FINAL OFFICIAL STATEMENTS IN RESPECT THEREOF; AUTHORIZING AND APPROVING A CONTINUING DISCLOSURE AGREEMENT; PROVIDING FOR THE SALE OF SUCH BONDS TO THE LOWEST AND BEST BIDDER; AND AUTHORIZING THE EXECUTION OF DOCUMENTS ON BEHALF OF THE CITY

## **8. ORDERS**

AN ORDER APPROVING AN ENGINEERING SERVICE AGREEMENT SUBMITTED BY PALMER ENGINEERING FOR FULTON ROAD PERMIT UPDATE TO COMPLETE THE FULTON ROAD PROJECT

## **9. PERSONNEL ORDERS ( Second Reading)**

- A. AN ORDER AMENDING THE POSITION DESCRIPTION OF FIREFIGHTER III/EMT/PARAMEDIC
- B. AN ORDER AMENDING THE POSITION DESCRIPTION OF FIREFIGHTER II/EMT/PARAMEDIC
- C. AN ORDER AMENDING THE POSITION DESCRIPTION OF FIREFIGHTER I/EMT/PARAMEDIC
- D. AN ORDER AMENDING THE POSITION DESCRIPTION OF POLICE OFFICER III
- E. AN ORDER AMENDING THE POSITION DESCRIPTION OF POLICE OFFICER II
- F. AN ORDER AMENDING THE POSITION DESCRIPTION OF POLICE OFFICER I

## **10. PERSONNEL ORDERS (General)**

- A. AN ORDER PROVIDING FOR LEAVE UNDER THE FAMILIES FIRST CORONAVIRUS RESPONSE ACT
- B. AN ORDER RECLASSIFYING JACOB JONES FROM OPERATOR I TO OPERATOR II
- C. AN ORDER TEMPORARILY RECLASSIFYING RACHEL BOYD
- D. AN ORDER TERMINATING THE EMPLOYMENT OF PAUL MANNING, FIREFIGHTER/EMT
- E. AN ORDER GRANTING LONGEVITY SALARY INCREASES TO CERTAIN PERSONNEL
- F. AN ORDER ACCEPTING THE RESIGNATION OF MESHA DANIEL, COMMUNICATIONS OFFICER II

G. AN ORDER GRANTING EDUCATIONAL CERTIFICATION INCENTIVE SALARY INCREASES TO CERTAIN PERSONNEL

**11. GENERAL COMMENTS FROM MAYOR, CITY COMMISSIONERS, CITY ATTORNEY, AND CITY MANAGER**

**12. ADJOURN TO CLOSED SESSION**

- POTENTIAL LITIGATION KRS CHAPTER 61.810 (c)
- PROPERTY ACQUISITION KRS CHAPTER 61.810 (b)
- PERSONNEL MATTERS KRS CHAPTER 61.810 (f)
- INDUSTRIAL PROSPECTS KRS CHAPTER 61.810 (g)

**13. CALL MEETING BACK INTO OPEN SESSION**

**14. MOTION TO ADJOURN MEETING**