

**WINCHESTER BOARD OF COMMISSIONERS MEETING HELD
MARCH 20, 2018 5:30 P.M.**

**PLEDGE OF ALLEGIANCE - Commissioner Cox
INVOCATION - Commissioner Beach**

PRESIDING:

Mayor Edallen York Burtner

PRESENT:

Commissioner Shannon Cox
Commissioner Rick Beach
Commissioner Kenny Book
Commissioner Kitty Strode

City Attorney William A. Dykeman, City Manager Matt Belcher, and City Clerk Joy Curtis were present.

Upon determining that a quorum was present for the transaction of business, Mayor Burtner called the March 20, 2018 regular meeting to order at 5:30 p.m. in the Commission Chambers of City Hall.

Ms. Jennifer Gully was present to observe the meeting for the Leadership Winchester/Clark County requirement.

COMMENTS FROM THE GENERAL PUBLIC CONCERNING ITEMS NOT ON THE AGENDA

Mr. Joe Barnes addressed the Commission on the issue of the Nuisance Ordinance. He is concerned about all the properties that have nuisance issues, especially in the eastern part of the community. He would like the Codes Enforcement Officer to drive out to the eastern side of town.

OLD BUSINESS

**Application for Partial Street Closure from May 1 to November 1, 2018
Wall Alley and Ogden Alley**

Mayor Burtner noted letters had been sent out to the surrounding property and business owners before this meeting to inform them of the construction soon to start.

Mr. Steve Humble was concerned about the 12' trench that would be dug during the construction near Ogden Court and the heavy trucks traveling the alley to make deliveries would be damaged or could damage the street more.

Mr. Marty Stevens, resident of West Hickman Street, expressed his concerns regarding dust and damage mitigation. He also expressed concerns about debris on the street damaging tires. He asked if there were issues, who would be the contact for those issues.

Mr. Culbreath reported that they were going to be pulling the building down and if there were dust issues, they would water the site down to help keep the dust down. He also reported that the site contractor would be onsite while the work is proceeding if the neighbors had

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issues. They work will not start until 7 a.m. and end around 6 p.m. unless they are working inside.

Jason and Ginger Loughran, residents of West Hickman Street, spoke about the concerns they had regarding the exit on Ogden Court regarding increased traffic on Ogden Court from the drive thru. They were also concerned about the dumpsters being close to the alley and blocking views of traffic and turns from the CVS property. They were also concerned about lighting issues.

Commissioner Cox expressed his concerns regarding traffic in the Wall Street/Ogden Court area, due to visibility as the store is going to be built right on the property line. Also requested that the Police Chief closely monitor what a partial closing is.

On motion by Commissioner Book, seconded by Commissioner Beach, and with unanimous vote, this request was approved as presented.

Parks & Recreation Issues

Mayor Burtner noted concerns were raised at the last Commission meeting regarding closing times of the parks, traffic flow, and parking issues.

Mr. Jeff Lewis reported the Parks Board proposed changing the park hours to adjust for daylight savings time, December to February 5 a.m. to 6 p.m.; March to May 5 a.m. to 8 p.m.; June to August 5 a.m. to 10 p.m.; and September to November 5 a.m. to 8 p.m. The County received a copy of this, too. Met with Public Works to decide how to restripe the front of the park to assist with drop offs, moving one handicapped parking spot and lose one regular parking spot to make a three car length drop off. The park wants to also add lighting to the lower lot to assist with safety issues for patrons. Parks will move one sign down lower and possibly install a second "No Parking" sign in the area to not block neighbors' driveways.

Commissioner Book mentioned that the stepping stones from the 2nd parking lot to the front of the building when they get wet are slippery. He requested the Parks Board look into installing concrete walkway and install handrails for handicapped people.

Residents Ms. Trimble, Mr. Harris, and Mr. McKee were present.

On motion by Commissioner Cox, seconded by Commissioner Book, and with unanimous vote, the City Manager was instructed to prepare the joint ordinance for first reading at the April 3, 2018 meeting on the recommendation of the Parks Board.

NEW BUSINESS

Request to close Main Street from West Hickman Street to Cleveland Avenue for the annual Little League Parade

On motion by Commissioner Book, seconded by Commissioner Cox, and with unanimous vote, this request was approved as presented.

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Mayor Burtner noted this parade was a yearly event before the Little League Season opened.

Request from First Baptist Church, 37 North Highland Street to close West Washington Street

On motion by Commissioner Beach, seconded by Commissioner Cox, and with unanimous vote, this request was approved as presented.

Request from Rachel Alexander, Main Street Winchester Director to close streets for Main Street Winchester Events for 2018

On motion by Commissioner Strode, seconded by Commissioner Cox, and with unanimous vote, this request was approved as presented. Ms. Alexander was present.

Request from Clark County Homeless Coalition to close Main Street for the Big Cheesy 5K Run/Walk

On motion by Commissioner Strode, seconded by Commissioner Book, and with unanimous vote, this request was approved as presented. Ms. Alexander reported that this Run/Walk would be an extension of the Beer Cheese Festival along with the Rock the Block music series for this date.

Financial Statements December 2017 from City Treasurer

On motion by Commissioner Cox, seconded by Commissioner Book, and with unanimous vote, the Financial Statements for December 2017 were approved as presented. Mayor Burtner noted this was a departmental report that would normally appear on the 4:30 special meeting and needed to be approved.

ORDINANCES (Second Reading)

AN ORDINANCE AMENDING ORDINANCE NO. 4-2017 WITH RESPECT TO CERTAIN APPROPRIATIONS IN THE CITY OF WINCHESTER FY2018 BUDGET

On motion by Commissioner Cox, seconded by Commission Book, and with unanimous vote, this ordinance passed second reading and was adopted as presented. Ordinance No. 4-2018.

ORDINANCES (First Reading) (Joint)

A JOINT ORDINANCE AMENDING THE CITY OF WINCHESTER ORDINANCE NO. 10-2011 AND CLARK COUNTY ORDINANCE 11-07 BY CREATING A NEW SECTION 2-408A (A JOINT ORDINANCE ESTABLISHING AN ADMINISTRATIVE HEARING BOARD PROVIDING FOR THE ENFORCEMENT OF UNIFORM STANDARDS, VIOLATIONS AND PENALTIES, PROVIDING FOR JUDICIAL REVIEW, APPEALS, ISSUANCES OF LIENS, ADOPTING A NUISANCE CODE TO BE INCLUDED, PROPERTY MAINTENANCE CODE, DANGEROUS AND STRUCTURALLY UNSAFE BUILDINGS, PUBLIC

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NUISANCE, LITTER, ABANDONED VEHICLES AND APPLIANCES, OUTDOOR AND OPEN BURNING)

Mr. David Cantrell, Mr. Eric Sparks, Mr. Anthony Clark, and Mr. Greg Wood, members of the Landlord Association were present to discuss their concerns and opposition to this ordinance.

On motion by Mayor Burtner, seconded by Commissioner Strode, and with unanimous vote, this ordinance passed first reading.

Mayor Burtner instructed City Manager Belcher to send a copy of the ordinance to the County Judge Executive for their review and first reading before the City had second reading.

Commissioner Beach questioned if there was due process regarding this issue, if there was any recourse short of going to court.

Chief Kevin Palmer was present.

ORDERS (General)

AN ORDER PROVIDING FOR THE APPROPRIATION OF FUNDS FOR FISCAL YEAR 2018 TO THE FRIENDS OF THE CLARK COUNTY ANIMAL SHELTER, INC. TO PROVIDE ASSISTANCE IN A TRANSPORTATION VAN FOR THE CLARK COUNTY ANIMAL SHELTER WHICH WILL PERFORM PUBLIC PURPOSES AND FUNCTIONS

On motion by Commissioner Cox, seconded by Commissioner Strode, and with unanimous vote, this order was adopted. The funds will be distributed to the Clark County Fiscal Court. Order No. 2018-29.

Commissioner Strode commended Ms. Wills for her tireless work.

Ms. Adreanna Wills, Animal Shelter Director was present.

AN ORDER OF THE CITY OF WINCHESTER, KENTUCKY ACCEPTING ON BEHALF OF THE CITY THE \$1 MILLION COMMUNITY DEVELOPMENT BLOCK GRANT FOR THE WINCHESTER LINCOLN STREET REDEVELOPMENT PROJECT (GRANT #17-037)

Commissioner Strode noted she was glad this project was being funded and undertaken to improve this area of the community.

Commissioner Beach noted that WMU could possibly be brought on board to help with the infrastructure development.

On motion by Commissioner Book, seconded by Commissioner Cox, and with unanimous vote, this order was adopted. Order No. 2018-30.

PERSONNEL ORDERS

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**AN ORDER ACCEPTING THE RESIGNATION OF DAVID A. SARGENT,
COMMUNICATIONS OFFICER III**

On motion by Commissioner Cox, seconded by Commissioner Strode, and with unanimous vote, this order was adopted. Order No. 2018-31

PERSONNEL ORDERS (Second Reading)

**AN ORDER AMENDING SECTION 315, USE OF SOCIAL NETWORKING MEDIA, OF
THE PERSONNEL POLICIES AND PROCEDURES OF THE CITY OF WINCHESTER'S
PERSONNEL CODE (Personnel Policies and Procedures)**

On motion by Commissioner Book, seconded by Commissioner Beach, and with unanimous vote, this order passed second reading and was adopted as presented. Order No. 2018-32

PERSONNEL ORDERS (First Reading)

**AN ORDER AMENDING THE POSITION DESCRIPTION OF LICENSE CLERK (Finance
Dept.) (Personnel and Pay Classification Plan)**

On motion by Commissioner Beach, seconded by Commissioner Cox, and with unanimous vote, this order passed first reading.

**AN ORDER REPEALING THE POSITION DESCRIPTION OF FINANCE CLERK (Finance
Dept.) (Personnel and Pay Classification Plan)**

On motion by Commissioner Book, seconded by Commissioner Strode, and with unanimous vote, this order passed first reading.

**AN ORDER AMENDING THE POSITION DESCRIPTION OF MECHANIC II AND
MECHANIC III (Public Works Dept.) (Personnel and Pay Classification Plan)**

On motion by Commissioner Strode, seconded by Commissioner Beach, and with unanimous vote, this order passed first reading.

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

Commissioner Book:

- Thanked Public Works for their work on the roads during the March 12th snow event.
- Requested an update on the Sphar Building roof collapse.
City Manager reported more of the roof collapsed on March 16th. The structural engineers would be coming in this week to give an assessment. The City was set to go to bid by April 15th and recommend that the City continue with this.

Commissioner Beach:

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- There are still questions with regard to the Farmers Market. There needs to be more communication regarding this. There should be a SOP regarding the property on Depot Street that the City owns. Get this settled before the season starts.
- Very mindful of Police and Fire personnels' safety while they are on duty.

Commissioner Strobe:

- Commended the good work on the Beer Cheese Festival and Rock the Block joining forces in June for the weekend events. The sponsors she contacted all agreed to sponsor the June event.
- Had the first Pioneer Festival planning meeting.

Mayor Burtner:

- Reported there was going to be an On the Table Event, a community event that will bring students from Baker, Campbell, and GRC who will be holding this event on March 26th and the adult session will be at the Opera House on March 29th. The topic will be School Violence.

ADJOURN

With no further business, on motion by, seconded by, and with unanimous vote, the meeting was adjourned.

Edallen York Burtner

City Clerk