

WINCHESTER BOARD OF COMMISSIONERS REGULAR MEETING HELD

May 5, 2020

5:30 PM

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**PLEDGE OF ALLEGIANCE - Commissioner Reed
INVOCATION - Mayor Burtner**

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, May 5, 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 shown on Facebook Live and play on Cable Channel 378.

PRESIDING:

Mayor Edallen York Burtner

PRESENT:

Commissioner Shannon Cox
Commissioner Ramsey Flynn
Commissioner JoEllen Reed
Commissioner Kitty Strode

City Manager Matt Belcher and City Clerk Joy Curtis were present. City Attorney was present via conference call.

Upon determining that a quorum was present for the transaction of business, Mayor Burtner called the May 5, 2020 regular meeting to order at 5:30 p.m. in the Commission Chambers of City Hall.

MINUTES

On motion by Commissioner Flynn, seconded by Commissioner Cox, and with unanimous vote, the minutes of the April 21, 2020 Regular (5:30 pm) were approved.

DEPARTMENTAL AND AGENCY REPORTS

- A. Winchester Municipal Utilities Commission Departmental Report dated April 16, 2020
- B. Winchester Municipal Utilities Commission Accounts Payable - Transactions for the Period March 30-April 8, 2020
- C. Winchester Municipal Utilities Commission Accounts Payable - Transactions for the Period March 16-27, 2020
- D. Winchester Municipal Utilities Commission minutes of the March 19, 2020 meeting
- E. Perry’s Inspection Bureau LLC electrical inspections for February and March 2020
- F. Winchester/Clark County Parks & Recreation attendance Log for July 2019-March 2020
- G. Winchester Municipal Utilities Balance Sheet as of March 31, 2020
- H. Winchester/Clark County Chamber of Commerce minutes from the November 25, 2019 meeting
- I. Winchester/Clark County Chamber of Commerce Financials for March 2020
- J. Clark County Geographic Information System Consortium minutes from the February 25, 2020 meeting
- K. Clark County Geographic Information System Consortium Accounts Payable as of February 29 and March 31, 2020
- L. Clark County Geographic Information System Consortium Financial and Budget Summary February and march 2020
- M. Clark County Geographic Information System Consortium Staff Report for March-April 2020

On motion by Commissioner Reed, seconded by Commissioner Strode, and with unanimous vote, the Departmental and Agency Reports were approved as presented.

INFORMATIONAL ITEMS

- A. Winchester/Clark County Transit Covid-19 Phases for transportation restart
- B. Thank you correspondence to the Winchester Fire/EMS Department from students at the Clark County Area Technology Center

NEW BUSINESS

Presentation of the Fiscal Year 2021 Annual Draft Budget

City Manager Belcher noted the budget had been passed out to the Mayor and Commissioners and would supply the Winchester Sun with their copy. He commended Interim Finance Director Michelle Lucas, HR Director Tammy Shelton, and the department heads for their assistance. He noted the FY 2021 draft budget was a work in progress.

The Board scheduled May 15th and May 19th to convene the City's Budget Work Session starting at 9:00 a.m. both days.

Request for Assistance to Firefighter 's Grant

On motion by Commissioner Cox, seconded by Commissioner Strode, and with unanimous vote, the Board approved the Fire/EMS Department to apply for the following Assistance to Firefighter's Grant (AFG) applications:

- EMW-2019-FG-100444: Fiscal Year 2019 - Request for two Zoll Cardiac Monitors, two electric auto-lift stretchers, and two Zoll ventilators (City match - \$14,984).
- EMW-2019-FG-09605: Fiscal Year 2019 - Fire Engine to replace Engine 4, a 36 year old active fire engine (City match \$23,333).
- EMW-2019-FG-00819: Fiscal Year 2019 - new set of Rescue Stabilization Struts (City match \$2,321).

Presentation of Updated City of Winchester Website

Engineering Tech Daron Stephens presented the updated website for the City. He noted the new website would go online May 14, 2020.

The Board commended the committee for their diligent work updating the website.

Commissioner Flynn noted the new website was a more user friendly site than the last one.

Commissioner Cox noted the website is www.winchesterky.com.

Proclamation

Mayor Burtner read a proclamation for the 51st Annual Professional Municipal Clerks Week for May 3-9, 2020.

On motion by Commission Reed, seconded by Commission Cox, and with unanimous vote, the Board approved the Municipal Clerks Week Proclamation.

Commissioner Reed commended staff for their diligent work.

ORDINANCES (Second Reading)

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 EXTENSION 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

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On motion by Commissioner Flynn, seconded by Commissioner Cox, and with unanimous vote, this ordinance passed second reading and was adopted. Ordinance No. 5-2020.

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

On motion by Commissioner Reed, seconded by Commissioner Strode, and with unanimous vote, this ordinance passed second reading and was adopted. Ordinance No. 6-2020.

ORDERS (General)

AN ORDER APPROVING A CONTRACT OF SALE BETWEEN THE CITY OF WINCHESTER, KENTUCKY AND WILLIAM FRANCIS FOR PROPERTY LOCATED AT 30 LINCOLN STREET FOR THE PURPOSE OF THE LINCOLN STREET CDBG REDEVELOPMENT PROJECT PHASE I

On motion by Commissioner Flynn, seconded by Commissioner Strode, and with unanimous vote, this order was adopted. Order No. 2020-78.

PERSONNEL ORDERS (General)

AN ORDER ACCEPTING THE RESIGNATION OF IAN SKINNER, FIREFIGHTER III/EMT

On motion by Commissioner Strode, seconded by Commissioner Cox, and with unanimous vote, this order was adopted. Order No. 2020-79.

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

Commissioner Strode:

- Noted there had not been any new cases of Covid-19 in Clark County in a while.
- Noted there was a virtual run for the Community Need Center and it had raised about \$24,000. She reported the Center was also supplying more residents with food boxes during this time.
- Noted they are in a holding pattern with regard to Rock the Block concert series.

Commissioner Cox:

- Noted there had been 625 new cases of Covid-19 in the State.
- He reported he had mask extenders made by his sister if anyone wanted to have them.

Commissioner Reed:

- Reported she had contacted Chief Palmer with regard to citizens' concerns on Alabama Street and commended the Police Department for their continued work to keep the community safe.
- Thanked the sanitation workers for their continued work during this pandemic and noted they were also working overtime.

Commissioner Flynn:

- Requested the Board have Deputy City Clerk Dianna Layne prepare a letter of congratulations signed by the Board of Commissioners to the Class of 2020 from George Rogers Clark. He also noted the letter could be posted on Social Media.
- He noted the seniors were working on a drive-thru graduation program.

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Mayor Burtner:

- Noted Clark County had 20 cases of Covid-19 and 18 of those cases had been cleared and the other two have not.
- Reported the Framers Market will open Saturday, May 9th with new policies to help keep market operators and patrons safe during this time. He also noted Police will close Depot Street during the market hours.

City Manager:

- Commended staff during this pandemic.

CLOSED SESSION

On motion by Commissioner Flynn, seconded by Commissioner Cox, and with unanimous vote, the Board went into closed session to discuss:

- XX PERSONNEL MATTERS KRS CHAPTER 61.810 (f)
- XX INDUSTRIAL PROSPECTS KRS CHAPTER 61.810 (g)

Mayor Burtner called the meeting back into open session.

ADJOURN

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

Edallen York Burtner, Mayor

Joy Curtis, City Clerk