

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

**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 William A. Dykeman was present via conference call.

Upon determining that a quorum was present for the transaction of business, Mayor Burtner called the May 19, 2020 regular meeting to order at 5:30 p.m. in the Commission Chambers of City Hall. This meeting was held on Facebook Live and recorded for playback on Cable Channel 378.

**MINUTES**

On motion by Commissioner Reed, seconded by Commissioner Flynn, and with unanimous vote, the minutes of the May 5, 2020 regular (5:30 pm) were approved.

**DEPARTMENTAL AND AGENCY REPORTS**

- A. Winchester/Clark County Parks & Recreation Profit & Loss Statement July 2019-March 2020
- B. Winchester/Clark County Parks & Recreation Balance Sheet as of March 31, 2020
- C. Winchester/Clark County Parks & Recreation Financial Statements and Supplementary Information Nine Month Periods Ended March 31, 2020 and 2019
- D. Winchester Municipal Utilities Commission minutes from the April 16, 2020 meeting
- E. Winchester Municipal Utilities Commission Accounts Payable - Transactions for the Period April 9-April 2020
- F. Winchester Municipal Utilities Commission Financial and Budget Summary for March 2020
- G. Winchester/Clark County Planning Commission minutes from the March 3, 2020 meeting
- H. Winchester Clark County Planning Commission Financial information reconciled April 8, 2020
- I. Winchester/Clark County Parks & Recreation Profit & Loss Statement July 2019 through April 2020
- J. Winchester/Clark County Parks & Recreation Balance Sheet as of April 30, 2020
- K. Winchester/Clark County Parks & Recreation Financial Statements and Supplementary Information - Ten Month Period Ended April 2020 and 2019

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

**INFORMATIONAL ITEMS**

- A. Letter to the Editor "I'm alive thanks in part to a 'top-notch' EMS crew"
- B. Clark County Complete Count Committee Census 2020 Update
- C. Information provided BAM Municipal Bond Debt Service Reserve Insurance Commitment (Stand Alone)
- D. Debt Service Reserve Agreement with Build America Mutual Assurance Company "BAM"

**NEW BUSINESS**

**Personal Usage of CBD Products**

**WINCHESTER BOARD OF COMMISSIONERS REGULAR MEETING HELD**

**May 19, 2020**

**5:30 PM**

**224**

City Manager Belcher reported in correspondence that certain CBD products could be seen as marijuana in drug tests and has contacted KLC to assist with personnel policy regarding this.

On motion by Commissioner Flynn, seconded by Commissioner Cox, and with unanimous vote, the Board prohibited personal use of CBD products until policy could be established.

**Guideline to Reopen City Hall**

City Manager Belcher reported in correspondence guidelines to reopen City Hall.

On motion by Commissioner Flynn, seconded by Commissioner Reed, and with unanimous vote, the Board deferred to the reopening of City Hall at City Manager Belcher's discretion, with the Board being informed of opening a few days prior notice.

**Cost Reduction Plan**

City Manager Belcher outlined in correspondence a cost reduction plan that could be implemented if the City needed to adjust costs due to lower revenue due to the Covid-19 pandemic.

This action was deferred.

**Request to Apply for Department of Justice  
Coronavirus Emergency Supplemental Fund**

On motion by Commissioner Reed, seconded by Commissioner Flynn, and with unanimous vote, the request from Captain Dennis Briscoe to apply for Department of Justice Coronavirus Emergency Supplemental Fund for communication equipment was approved in the amount of \$22,600.

No matching funds are required.

**RESOLUTIONS**

**A RESOLUTION APPROVING THE GRANTING OF AN INDUCEMENT TO INFILTRATOR WATER TECHNOLOGIES PURSUANT TO THE KENTUCKY BUSINESS INVESTMENT ACT CREATED BY HOUSE BILL 3 OF THE 2009 EXTRAORDINARY LEGISLATIVE SESSION, WHEREBY THE CITY OF WINCHESTER, KENTUCKY AGREES TO FOREGO THE COLLECTION OF ONE PERCENT (1%) OF THE OCCUPATIONAL LICENSE FEES THAT WOULD OTHERWISE BE DUE TO IT, WHICH SHALL BE RETAINED BY INFILTRATOR WATER TECHNOLOGIES FOR A TERM OF NOT LONGER THAN TEN (10) YEARS FROM THE ACTIVATION DATE ESTABLISHED BY THE KENTUCKY BUSINESS INVESTMENT PROGRAM, SUBJECT TO THE LIMITATIONS CONTAINED IN THE KENTUCKY BUSINESS INVESTMENT ACT, AND ANY AGREEMENT THE CITY OF WINCHESTER HAS WITH THE KENTUCKY ECONOMIC DEVELOPMENT FINANCE AUTHORITY RELATED TO THE PROJECT; AND TAKING OTHER RELATED ACTION**

On motion by Mayor Burtner, seconded by Commissioner Cox, and with unanimous vote, this resolution was adopted. Resolution No. R2020-1.

**A RESOLUTION APPROVING THE GRANTING OF AN INDUCEMENT TO DANIMER SCIENTIFIC, KENTUCKY, INC. PURSUANT TO THE KENTUCKY BUSINESS INVESTMENT ACT CREATED BY HOUSE BILL 3 OF THE 2009 EXTRAORDINARY LEGISLATIVE SESSION, WHEREBY THE CITY OF WINCHESTER, KENTUCKY AGREES TO FOREGO THE COLLECTION OF ONE PERCENT (1%) OF THE OCCUPATIONAL LICENSE FEES THAT WOULD OTHERWISE BE DUE TO IT, WHICH SHALL BE RETAINED BY DANIMER SCIENTIFIC, KENTUCKY, INC. FOR A TERM OF NOT LONGER THAN TEN (10) YEARS FROM THE ACTIVATION DATE ESTABLISHED BY THE KENTUCKY BUSINESS INVESTMENT PROGRAM,**

**WINCHESTER BOARD OF COMMISSIONERS REGULAR MEETING HELD  
May 19, 2020 5:30 PM 225**

**SUBJECT TO THE LIMITATIONS CONTAINED IN THE KENTUCKY BUSINESS INVESTMENT ACT, AND ANY AGREEMENT THE CITY OF WINCHESTER HAS WITH THE KENTUCKY ECONOMIC DEVELOPMENT FINANCE AUTHORITY RELATED TO THE PROJECT; AND TAKING OTHER RELATED ACTION**

On motion by Commissioner Reed, seconded by Commissioner Flynn, and with unanimous vote, this resolution was adopted. Resolution No. R2020-2.

**ORDERS (General)**

**AN ORDER AUTHORIZING THE PURCHASE OF DEICING SALT FOR FY2021**

On motion by Commissioner Strode, seconded by Commissioner Reed, and with unanimous vote, this order was adopted. Order No. 2020-80.

**PERSONNEL ORDERS (First Reading)**

**AN ORDER DECLARING AN EMERGENCY AND AMENDING CERTAIN SECTIONS OF THE CITY OF WINCHESTER PERSONNEL AND PAY CLASSIFICATION PLAN**

This order was deferred.

**PERSONNEL ORDERS (General)**

**AN ORDER GRANTING LONGEVITY SALARY INCREASES TO CERTAIN PERSONNEL**

On motion by Commissioner Flynn, seconded by Commissioner Reed, and with unanimous vote, this order was adopted. Order No. 2020-81.

**AN ORDER GRANTING EDUCATIONAL CERTIFICATION INCENTIVE SALARY INCREASES TO CERTAIN PERSONNEL**

On motion by Commissioner Reed, seconded by Commissioner Cox, and with unanimous vote, this order was adopted. Order No. 2020-82.

**AN ORDER RECLASSIFYING JACOB WALSON FROM POLICE OFFICER III TO POLICE OFFICER II**

On motion by Commissioner Reed, seconded by Commissioner Flynn, and with unanimous vote, this order was adopted. Order No. 2020-83.

**AN ORDER RESCINDING ORDER NO. 2020-52 "AN ORDER PROMOTING JACOB ALLEN FROM FIREFIGHTER III/PARAMEDIC TO EMS OFFICER (MAJOR) "**

On motion by Commissioner Flynn, seconded by Commissioner Reed, and with unanimous vote, this order was adopted. Order No. 2020-84.

**AN ORDER PROMOTING JACOB ALLEN FROM FIREFIGHTER III/PARAMEDIC TO EMS OFFICER (LIEUTENANT)**

On motion by Commissioner Reed, seconded by Commissioner Strode, and with unanimous vote, this order was adopted. Order No. 2020-85.

**AN ORDER ACCEPTING THE RESIGNATION OF JOSEPH BREEDING, POLICE OFFICER**

On motion by Commissioner Flynn, seconded by Commissioner Reed, and with unanimous vote, this order was adopted. Order No. 2020-86.

Commissioner Reed thanked Mr. Breeding for his service to the community.

**AN ORDER TERMINATING THE EMPLOYMENT OF KRISTIN WINTERS, PATIENT TRANSFER SPECIALIST**

On motion by Commissioner Strode, seconded by Commissioner Cox, and with unanimous vote, this order was adopted. Order No. 2020-87.

**AN ORDER TERMINATING THE EMPLOYMENT OF WILLIAM REED, PATIENT TRANSFER SPECIALIST**

On motion by Commissioner Cox, seconded by Commissioner Flynn, and with unanimous vote, this order was adopted. Order No. 2020-88.

**AN ORDER TERMINATING THE EMPLOYMENT OF SHANE LONG, PATIENT TRANSFER SPECIALIST**

On motion by Commissioner Flynn, seconded by Commissioner Cox, and with unanimous vote, this order was adopted. Order No. 2020-89.

**AN ORDER TERMINATING THE EMPLOYMENT OF ALITIA HILL, PATIENT TRANSFER SPECIALIST**

On motion by Commissioner Reed, seconded by Commissioner Strode, and with unanimous vote, this order was adopted. Order No. 2020-90.

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

Commissioner Flynn:

- Commended City Manager Belcher, Interim Finance Director Michelle Lucas, HR Director Tammy Shelton, and department heads for a job well done on the draft budget.
- Reminded everyone during this tight budget that the Board kept the employees and services in mind while scaling back costs.

Commissioner Reed:

- Noted the grueling two days of budget workshops and the sweat equity.
- Noted the #1 job was to be fiscally responsible to the taxpayers and to cut spending and not employees.

Commissioner Cox:

- Noted that while other cities were badly flooded, he noted per Public Works Director Pat Clark, the city had just a few streets closed, noting “we take care of things with what we have.”

Commissioner Strode:

- Thanked employees for their work during this time. Commended City Manager Belcher, Interim Finance Director Michelle Lucas, and HR Director Tammy Shelton for their work on this budget, noting how tough this budget was.

Mayor Burtner:

- Noted there will be a different normal to come, when businesses reopen, there will still be self-distancing.
- Noted Zoom meetings serve a purpose but face-to-face meetings were better even though there were still requirements for safe experiences.
- Considering when to make buildings open to the public while still protecting employees and citizens.
- Noted the Farmers Market opened on May 16<sup>th</sup> and held the self-distancing requirements.

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**WINCHESTER BOARD OF COMMISSIONERS REGULAR MEETING HELD**

**May 19, 2020**

**5:30 PM**

**227**

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- Noted churches would soon be opening back up for congregations to gather.

**ADJOURN**

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

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Edallen York Burtner, Mayor

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Joy Curtis, City Clerk