

**PLEDGE OF ALLEGIANCE - Commissioner Strode**  
**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 June 2, 2020 regular meeting to order at 5:30 p.m. in the Commission Chambers of City Hall. This meeting was recorded for playback on Cable Channel 378.

**COMMENTS FROM THE GENERAL PUBLIC CONCERNING ITEMS NOT ON THE AGENDA**

Mr. Bob Adams, 36 North Highland, expressed his appreciation for assistance when he had a health incident. He also expressed his concerns with regard to the issue of crime in the community where he lives.

Mayor Burtner thanked Mr. Adams for his comments.

**INFORMATIONAL ITEMS**

Correspondence from Chase Bank regarding City of Winchester, Winchester Municipal Utilities, Utility System Taxable Revenue Bonds, Series 2020A

**PRESENTATION**

**Winchester/Clark County Farmers Market Update**

Mr. Stefan Fink presented the Commission with the proposed costs of the Depot Street Project for the Farmers Market canopies and pavilion with the funding sources including receiving the Kentucky AG Development Grant, Clark County Ag Development Grant, and the USDA Rural Development Grant.

**Winchester Clark County Farmers Market**

*Depot Street Project - Canopies & Pavilion*

**Funding Sources**

<i>Secured</i>	
Greater Clark Foundation	\$ 150,000
	\$
City of Winchester	50,000
	\$
WCCFM Savings	50,000
KY AG Development	\$ 210,000
	\$
Clark Co Ag Development	25,000
	<b>\$ 485,000</b>
<i>Pending</i>	
USDA Rural Development	\$ 100,000
KY AG Development (Remaining if needed)	\$

	15,000
	<b>\$ 115,000</b>

**Project Budget**

Building Kits	\$
Pavilion	42,420
	\$
Restroom/Kitchen Building	20,875
	\$
Canopies (6)	68,970
	\$ 132,265
Construction/Installation (80% kit cost)	\$ 105,812
	\$
Silo Restoration	73,500
	\$
Site Prep/Dirt Work (estimate)	60,000
	\$
Engineering Fees (estimate)	20,000
	\$
Utilities (estimate)	15,000
<b>Total Costs</b>	<b>\$ 406,577</b>
<b>Total Costs w/ Contingency (20%)</b>	<b>\$ 487,892</b>

On motion by Commissioner Cox, seconded by Commissioner Reed, and with unanimous vote, the Board instructed Mr. Fink and City Manager Belcher authority to get bids for the engineering portion of the project.

City Manager Belcher noted that after the Farmers Market received the Memorandum of Agreement for the Federal Ag Grant, they would work on getting a grant administrator.

Mayor Burtner commended Mr. Fink on his work for funding for this project but reminded those in attendance about the past few months and the City’s possible funding issues.

Mr. Stefan Fink and Ms. Julie Staton, Farmers Market President, were present.

**NEW BUSINESS**

**Review City of Winchester Medical Director Agreement**

The Board reviewed the Medical Director Agreement. Mayor Burtner noted the City had to have a medical director for the EMS. Commissioner Reed noted she had received a call from a constituent interested in applying for the Medical Director position and considered there may be more physicians interested.

On motion by Commissioner Cox, seconded by Commissioner Reed, and with unanimous vote, the Board voted to bring back to the next meeting an RFP for Medical Director.

Mayor Burtner noted there was a thirty-day timeline to discontinue the agreement between the medical director and the City that could be instituted at any time of the agreement.

City Manager Belcher noted the Medical Director Agreement expires June 30<sup>th</sup>.

**Review City of Winchester City Attorney Agreement**

The Board reviewed the City Attorney Agreement. No action was taken on this issue.

**Review City of Winchester Wrecker Service Agreement**

The Board reviewed the Wrecker Service Agreement. No action was taken on this issue.

Captain Briscoe informed the Board that the Police Department contacts the Wrecker Service Operators that have a contract with the City on a rotating basis unless the vehicle owner requests a particular wrecker service for assistance.

**Review City of Winchester RFQ for Mowing Services**

City Manager Belcher noted the City contracts out for mowing services on a rotating basis. Codes Enforcement Officer Power contacts the mowing services to mow properties with violations as well as the Public Works Department.

City Manager Belcher noted he was investigating some other options with regard to the mowing issues.

Patrick Clark, Public Works Director was present.

**OLD BUSINESS**

**City Hall Reopening Guidelines**

On motion by Commissioner Flynn, seconded by Commissioner Strode, and with unanimous vote, the Board approved the City Manager’s recommendation for the reopening of City Hall to the public.

City Manager Belcher noted that City Hall would reopen to the public on June 22<sup>nd</sup>.

**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.

He noted there was a personnel order on the agenda for first reading regarding this matter.

**ORDINANCES (First Reading)**

**AN ORDINANCE AMENDING ORDINANCE NO. 6-2019 WITH RESPECT TO CERTAIN APPROPRIATIONS IN THE CITY OF WINCHESTER, KENTUCKY FY2020 BUDGET**

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

**AN ORDINANCE ADOPTING THE CITY OF WINCHESTER, KENTUCKY ANNUAL BUDGET FOR THE FISCAL YEAR JULY 1, 2020 THROUGH JUNE 30, 2021, BY ESTIMATING REVENUES AND RESOURCES AND APPROPRIATING FUNDS FOR THE OPERATION OF CITY GOVERNMENT**

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

**ORDERS (General)**

**AN ORDER REAPPOINTING PAUL HOWARD TO THE LOCAL CODES APPEALS BOARD FOR A THREE YEAR TERM**

On motion by Mayor Burtner, seconded by Commissioner Reed, and with unanimous vote, this order was adopted. Order No. 2020-91.

**AN ORDER REAPPOINTING LEONARD SHORTRIDGE TO THE WINCHESTER/CLARK COUNTY BOARD OF ADJUSTMENTS FOR A FOUR YEAR TERM**

**WINCHESTER BOARD OF COMMISSIONERS REGULAR MEETING HELD  
JUNE 2, 2020 5:30 PM 233**

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On motion by Mayor Burtner, seconded by Commissioner Cox, and with unanimous vote, this order was adopted. Order No. 2020-92.

**AN ORDER AUTHORIZING DENTAL RENEWAL RATES**

On motion by Commissioner Reed, seconded by Commissioner Flynn, and with unanimous vote, this order was adopted. Order No. 2020-93.

**AN ORDER APPOINTING SHERRY HAMPTON TO THE WINCHESTER URBAN RENEWAL AND COMMUNITY DEVELOPMENT AGENCY BOARD TO A FOUR YEAR TERM**

On motion by Mayor Burtner, seconded by Commissioner Reed, and with unanimous vote, this order was adopted. Order No. 2020-94.

**AN ORDER APPOINTING TERRY MYNK TO A FOUR YEAR TERM ON THE WINCHESTER/CLARK COUNTY PLANNING COMMISSION**

On motion by Mayor Burtner, seconded by Commissioner Flynn, and with unanimous vote, this order was adopted. Order No. 2020-95.

**AN ORDER APPOINTING GARY WISEMAN TO THE WINCHESTER/CLARK COUNTY PARKS AND RECREATION BOARD FOR A FOUR YEAR TERM**

On motion by Mayor Burtner, seconded by Commissioner Reed, and with unanimous vote, this order was adopted. Order No. 2020-96.

**AN ORDER APPOINTING WES HARRIS TO A FOUR YEAR TERM ON THE WINCHESTER/CLARK COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY**

On motion by Mayor Burtner, seconded by Commissioner Reed, and with unanimous vote, this order was adopted. Order No. 2020-97.

**PERSONNEL ORDERS (First Reading)**

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

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

**PERSONNEL ORDERS (General)**

**AN ORDER ACCEPTING THE RESIGNATION OF CALEB SHULTEN, PTS/EMT**

On motion by Commissioner Reed, seconded by Commissioner Cox, and with unanimous vote, this order was adopted. Order No. 2020-98.

**AN ORDER RECLASSIFYING KELLY SMITH FROM FIREFIGHTER II/PARAMEDIC TO FIREFIGHTER III/PARAMEDIC**

On motion by Commissioner Strode, seconded by Commissioner Flynn, and with unanimous vote, this order was adopted. Order No. 2020-99.

**AN ORDER RECLASSIFYING JAMES GRIFFITH FROM FIREFIGHTER II/EMT TO FIREFIGHTER III/EMT**

On motion by Commissioner Reed, seconded by Commissioner Strode, and with unanimous vote, this order was adopted. Order No. 2020-100.

**AN ORDER RECLASSIFYING HUNTER MCFARLAND FROM FIREFIGHTER I/EMT TO FIREFIGHTER III/EMT**

On motion by Commissioner Reed, seconded by Commissioner Cox, and with unanimous vote, this order was adopted. Order No. 2020-101.

**AN ORDER RECLASSIFYING MATTHEW BOWLING FROM FIREFIGHTER I/EMT TO FIREFIGHTER III/EMT**

On motion by Commissioner Strode, seconded by Commissioner Reed, and with unanimous vote, this order was adopted. Order No. 2020-102.

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

Commissioner Cox:

- Noted if not for the strange times, he'd be in Illinois with the first Work Camps.

Commissioner Strode:

- Thanked the Police Department for their hard work especially during this particularly hard time.
- Commended the Public Works Department for watering the flowers in the downtown area.
- Stated the Pioneer Festival has been cancelled for 2020.
- Stated she would like to see Codes Enforcement issues on the agenda for a future meeting.

Commissioner Reed:

- Commended Commissioner Strode and the Public Works Department for keeping the downtown beautiful.
- Commended staff for their hard work on the budget and noted the board had made very hard decisions with regard to the FY 2021 Budget.

Commissioner Flynn:

- Noted there needed to be a committee set up to discuss design standards for downtown and the community so that everything looks uniform.
- Requested that the Planning Director put together a committee regarding this matter.

Mayor Burtner:

- Noted Alisha Combs had requested a parade for the 2020 high school graduates.

On motion by Commissioner Flynn, seconded by Commissioner Reed, and with unanimous vote, this request was approved. Mayor Burtner noted Police Chief Palmer stated the Police Department was ready to provide assistance with regard to the parade on Sunday, June 7<sup>th</sup> at 3:00 p.m.

- Thanked all emergency personnel for their extraordinary work during this rough time. He commended the Police, Fire/EMS, and Public Works Departments.

**ADJOURN**

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

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Edallen York Burtner, Mayor

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Joy Curtis, City Clerk