

PLEDGE OF ALLEGIANCE - Commissioner Reed
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 16, 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 and Facebook Live.

PROCLAMATION

GUY ROWLAND STRONG DAY
JUNE 15, 2020
PROCLAMATION

WHEREAS, Guy Strong faithfully served the United States Army in Korea as a Battery Commander and a First Lieutenant; and

WHEREAS, Mr. Strong attended the University of Kentucky, where he played basketball for the legendary Adolph Rupp from 1948-1951; played baseball for UK; and was a member of two SEC Championship Basketball Teams and one NCAA Championship Team from 1950-51; and

WHEREAS, Mr. Strong coached basketball and football at numerous schools including Madison High School, Male High School, Virginia Tech University, Kentucky Wesleyan College, Eastern Kentucky University, Oklahoma State University and George Rogers Clark High School; and

WHEREAS, Mr. Strong served as assistant principal and principal at George Rogers Clark High School and Administrative director of the Clark County Schools; and

WHEREAS, Mr. Strong has been a member and officer of numerous professional organizations, including the Kentucky and the National Associations of Secondary School Principals, the Fellowship of Christian Athletes, Kentucky and National High

School Coaches Associations, K-Men’s Association and the EKU’s Alumni Association; and

WHEREAS, Mr. Strong is the recipient of many prestigious awards, including The National Basketball Coaches Association Coach of the Year, 1996; the Distinguished Alumni Award, ECU, 1975; the ECU Hall of Distinguished Alumni, 1993; the Kentucky High School Athletic Hall of Fame, 1993; and

WHEREAS, Mr. Strong is highly regarded in his community, among his former fellow educators and by his former players as a man of character, strength and integrity.

NOW THEREFORE, I, Ed Burtner, Mayor of the City of Winchester, do hereby proclaim June 15, 2020 as Guy Strong day in the City of Winchester, and encourage all citizens to join me in honoring and celebrating Mr. Strong.

Signed this 15th day of June, 2020.

 Ed Burtner, Mayor

Mr. Guy Strong and Mr. Mike “Bear” Rogers were present.

PUBLIC HEARING

Mayor Burtner called the public hearing to order to take comments on the Municipal Road Aid Fund and the local Government Economic Assistance Program Funds.

**LEGAL PUBLIC NOTICE
 FY2021 BUDGET HEARING**

A public hearing will be held by the City of Winchester, Kentucky at City Hall on June 16, 2020 at or after 5:30 p.m. (during regular City Commission meeting) for the purpose of obtaining written and oral comments from citizens regarding possible use of Municipal Road Aid and Local Government Economic Assistance Program funds for the upcoming fiscal year.

	Municipal Road Aid Fund	Local Government Economic Assistance
Estimated balance carried forward	\$1,045,650	\$24,928
Anticipated receipts	\$ 445,000	\$12,000
Anticipated miscellaneous income	\$0	\$0
Anticipated interest income	\$ 25,000	\$100

Total Resources Available for Appropriation	\$1,515,650	\$37,028
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Public Inspection: The City’s proposed uses of Municipal Road Aid and Local Government Economic Assistance program funds are available for public inspection at City Hall in the City Manager’s Office during regular business hours.

All interest persons and organizations in Winchester, Kentucky are invited to the public hearing to submit oral or written comments on the proposed uses of the Municipal Road Aid and Local Government Economic Assistance Program funds.

Any person(s) who cannot submit written comments or attend the public hearing, but wish to submit comments, should call the City Manager, 744-2821, so that arrangements can be made to secure their comments.

**CITY OF WINCHESTER, KENTUCKY
 MUNICIPAL AID PROGRAM
 FY2021 BUDGET HEARING**

For the year beginning July 1, 2020 and ending June 30, 2021

<u>Resources Available:</u>		
Estimated Fund Balance Carried Forward from FY2020	1,045,650	
Anticipated Road Funds from State for FY2021	370,000	
Anticipated Road Bond Funds (JL04 Bond) for FY2021	75,000	
Anticipated Receipts from Other Income for FY2021	0	
Anticipated Interest Income for FY2021	25,000	
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Total Available for Appropriation		1,515,650
 <u>Proposed Projects for FY2021:</u>		
Paving	334,300	
Pavement Repair	35,000	
Advertising	400	
Construction Materials	35,000	
Salt	39,000	
Special Projects	0	
Miscellaneous Expenses	3,000	
Traffic Signs & Paint	25,000	
Engineering Services	0,000	
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Total Appropriations for Proposed Projects		471,700
Balance Available from Fiscal Year 2021		1,043,395

**CITY OF WINCHESTER, KENTUCKY
 LOCAL GOVERNMENT ECONOMIC ASSISTANCE PROGRAM
 FY2021 BUDGET HEARING**

For the year beginning July 1, 2020 and ending June 30, 2021

<u>Resources Available:</u>	
Estimated Fund Balance Carried Forward from FY2020	24,928
Anticipated Receipts from State for FY2021	12,000
Anticipated Receipts from Other Income for FY2021	0
Anticipated Interest Income for FY2021	<u>100</u>
 Total Available for Appropriation	 37,028
 <u>Proposed Projects for FY2021:</u>	
Curb Repair	0
Special Projects	<u>9,500</u>
 Total Appropriations for Proposed Projects	 <u>9,500</u>
 Balance Available from Fiscal Year 2021	 27,528

With no comments, Mayor Burtner closed the public hearing.

Those Present:

- Michelle Lucas, 32 Wall Street
- Rebecca Power, 16 South Maple Street
- Roy Hudson, 13 First Street
- Patrick Clark, 2450 Miller Hunt Road
- Matthew Belcher, 32 Wall Street
- JoEllen Reed, 32 Wall Street
- Ramsey Flynn, 334 Hanover Drive
- Mary T. Yeiser, 100 Teal Lane
- Cathy Rigney, 315 Carolina Avenue
- Candice Tackett, 302 Debbia Drive
- Seven Ivy, 3100 Blackford Pkwy, Lexington
- William Baker, 228 Third Street
- Robert Adams, 36 North Highland

- Greg Gullett, 364 S. Washington Street, Campton
- Ashley Moore, 501 White Turley Pike, Mt. Sterling
- Fred Petke, 20 Wall Street
- Sabrina Puckett, 541 South Maple
- Shannon Cox, 111 Ashland Avenue
- Ed Burtner, 103 Churchill Drive

Joy Curtis, 134 Cabin Creek Hts.

COMMENTS FROM THE GENERAL PUBLIC CONCERNING ITEMS NOT ON THE AGENDA

Mr. Bob Adams, 36 North Highland commented that he appeared at the June 2nd Commission meeting regarding a health incident he had experienced when the Winchester Fire/EMS could not find his home. He remarked if it had not been for his friend flagging the EMS down, they would have gone around the block for the third time.

He remarked he was concerned with the non-response he received from the City Commission regarding this incident.

Commissioner Strode noted the EMS more than likely did not realize that Mr. Adams lived at an address that was not depicted as a residence but a place of business at the time of the medical incident.

City Manager Belcher stated to Mr. Adams he would follow up.

NEW BUSINESS

Review Memorandum from City Manager Belcher Protocol Adjustments Effective July 1, 2020

City Manager Belcher reviewed a memorandum regarding protocol adjustments effective July 1, 2020 in which he recommended:

1. Mandatory direct deposit for full and part-time employees.
2. Even though across-the-board raises were not in the budget, longevity salary increases would be granted.
3. All educational reimbursements for college classes and educational incentive increases were discontinued until further notice.
4. Uniform policy would be handled by Purchasing Officer Teresa Henry and Accounts Payable Clerk Whitney Hood twice a year and will issue further guidelines.

On motion by Commissioner Strode, seconded by Commissioner Reed, and with unanimous vote, the recommendations by City Manager Belcher were approved.

July 4, 2020 Fireworks Event

On motion by Commissioner Flynn, seconded by Commissioner Cox, and with unanimous vote, the Board approved the Fourth of July fireworks at Lykins Park be scheduled for Friday, July 3rd.

Mayor Burtner noted the Clark County Constables would be asked to assist with parking at Lykins Park but there would be no food vendors or other booths set up and the six foot distancing would still be observed with those attending remaining in or around their vehicles.

He also noted that County Judge Pace had stated the Fiscal Court would take up this matter at their Fiscal Court meeting in the next week.

Commissioner Reed noted she would bring up the suggestion with Tim Smith of WWKY of having those attending the fireworks display Lykins Park turn their radios to 102.7 to listen to patriotic music during this time. She noted she would be on the radio Wednesday for the Mornings on Main segment.

Mayor Burtner noted a constituent had emailed the Clerk and asked that his recommendation be read into the minutes. Mayor Burtner stated the former Commissioner Kenny Book stated: "I would like for this to be read into the minutes for the 5:30 City Commission meeting. Concerning the fireworks, Lexington is having their fireworks. I think we should have ours too, because the citizens need to celebrate the 4th after being cooped up in the house. Even if they have to stay in their cars at Lykins. If we don't have the fireworks, people will be shooting them off for a week. And the city will be getting more complaints from the neighbors. And if we don't let the vendors set up and sell the fireworks, the city will lose money from the licenses and the Fire Department will lose money for Fire Prevention. And the citizens will just go to Jeffersonville, KY and buy the fireworks or to TN or IN to buy them."

**Proposal to Partner with
Breathitt/Wolfe EMS for Transfers**

On motion by Commissioner Reed, seconded by Commissioner Strode, and with unanimous vote, the Board approved working with Breathitt-Wolfe EMS for transfers from Clark Regional Medical Center.

Mr. Gregg Gullett, Breathitt-Wolfe EMS, Ms. Candace Tackett and Ms. Ashley Moore, Clark Regional Medical Center were present.

**City of Winchester, Kentucky
Cash Report for Month Ending
May 31, 2020**

The Board reviewed the Winchester, Kentucky Cash Report for the month ending May 31, 2020. City Manager Belcher reminded the Board that the \$4 million that was not discretionary funds and could only be spent on particular line items and not on the general fund.

**Street Closure Request
Together for Justice March**

**WINCHESTER BOARD OF COMMISSIONERS REGULAR MEETING HELD
JUNE 16, 2020 5:30 PM 190**

Ms. Mary T. Yeiser spoke regarding the Justice March for June 19th. She noted she and Mr. Mark McCammish met with Chief Palmer and came up with the march route. She noted they were not able to obtain the insurance the City required and asked the Commission to waive the required liability insurance.

On motion by Mayor Burtner, seconded by Commissioner Reed, and with unanimous vote, the Board approved waiving the liability insurance for this event. Mayor Burtner noted the Winchester Police Department would be providing assistance with the marchers' safety.

**Winchester/Clark Count
Parks & Recreation
Financial Administrator**

City Manager Belcher noted the Board discussed taking over the financials for the Winchester/Clark County Parks & Recreation during the past budget work sessions. He reported he had spoken with the Clark County Fiscal Court and had gotten concurred with the City's recommendation.

On motion by Commissioner Strode, seconded by Commissioner Cox, and with unanimous vote, the Board approved the City becoming fiscal agent for the Parks & Recreation.

OLD BUSINESS

**Request for Proposals
Medical Director Services**

On motion by Commissioner Reed, seconded by Commissioner Flynn, and with unanimous vote, the Board approved the Request for Proposals for the Medical Director.

Commissioner Reed noted her concerns regarding the possibility of the present medical director not receiving the approval of the Board after bidding was in, that the headline would read "Medical Director Terminated".

City Manager noted the Medical Director Agreement had a 30-day notice of termination the City or the current medical director could use to terminate the contract.

ORDINANCES (First Reading)

AN ORDINANCE AMENDING VARIOUS SECTIONS OF THE CITY OF WINCHESTER, ORDINANCE NO. 10-2011 AND CLARK COUNTY ORDINANCE NO. 11-07 (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 NUISANCE, LITTER, ABANDONED VEHICLES AND APPLIANCES, OUTDOOR AND OPEN BURNING)

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

AN ORDINANCE AMENDING ORDINANCE NO. 3-2005 AMENDING ARTICLE VI. BOARDS AND COMMISSIONS, DIVISION 4. RECREATIONAL, TOURIST AND CONVENTION COMMISSION SECTION 2-233 TO ADD THAT ADDITIONAL PENALTIES WILL BE ASSESSED IN THE EVENT LITIGATION OR ENFORCEMENT PROCEEDING IS INSTITUTED IN ORDER TO COMPEL COMPLIANCE WITH THIS SECTION, DEFENDANT, IF FOUND LIABLE SHALL IN ADDITION TO TAXES, PENALTY AND INTEREST, BE LIABLE FOR ALL COURT COSTS, INCLUDING REASONABLE ATTORNEY'S FEES

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

AN ORDER AMENDING ARTICLE V, SECTION 9-76 OF THE WINCHESTER CODE OF ORDINANCES RELATING TO OCCUPATIONAL LICENSE FEES - INTEREST AND PENALTIES

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

Winchester Licensing Board Chair Roy Hudson was present.

ORDINANCES (Second Reading)

AN ORDINANCE AMENDING ORDINANCE NO. 6-2019 WITH RESPECT TO CERTAIN APPROPRIATIONS IN THE CITY OF WINCHESTER, KENTUCKY FY 2020 BUDGET

On motion by Commissioner Cox, seconded by Commissioner Flynn, and with unanimous vote, this ordinance passed second reading and was adopted. Ordinance No. 7-2020.

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 second reading and was adopted. Ordinance No. 8-2020.

ORDERS (General)

**WINCHESTER BOARD OF COMMISSIONERS REGULAR MEETING HELD
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**AN ORDER CONFIRMING THE SALE AND AWARDING A NON-EXCLUSIVE GAS
FRANCHISE TO COLUMBIA GAS COMPANY OF KENTUCKY, INC.**

On motion by Commissioner Flynn, seconded by Commissioner Strode, and with unanimous vote, this order was adopted. Order No. 2020-103.

**AN ORDER ACCEPTING THE RESIGNATION OF TODD DENHAM FROM THE MAIN
STREET WINCHESTER BOARD**

On motion by Mayor Burtner, seconded by Commissioner Strode, with regret, and with unanimous vote, this order was adopted. Order No. 2020-104.

**AN ORDER REAPPOINTING LEANNA COMER TO THE WINCHESTER-CLARK
COUNTY RECREATIONAL, TOURIST AND CONVENTION COMMISSION FOR A
THREE YEAR TERM (Joint City/County Appointment)**

On motion by Mayor Burtner, seconded by Commissioner Reed, and with unanimous vote, this order was adopted. Order No. 2020-105. Mayor Burtner reported that since this was a joint City/County appointment, County Judge Pace concurred with this recommendation.

**AN ORDER APPROVING A STANDARD AGREEMENT BETWEEN THE CITY OF
WINCHESTER AND WRECKER SERVICE OPERATORS**

On motion by Commissioner Flynn, seconded by Commissioner Strode, and with unanimous vote, this order was adopted. Order No. 2020-106.

AN ORDER APPROVING AN AGREEMENT FOR A CITY ATTORNEY FOR FY2021

On motion by Commissioner Flynn, seconded by Commissioner Reed, and with unanimous vote, this order was adopted. Order No. 2020-107.

**AN ORDER APPROVING AN AGREEMENT FOR MEDICAL DIRECTOR SERVICES FOR
FY2021**

On motion by Commissioner Cox, seconded by Commissioner Reed, and with unanimous vote, this order was adopted. Order No. 2020-108.

**AN ORDER TRANSFERRING A 2005 CROWN VIC FROM THE WINCHESTER POLICE
DEPARTMENT TO THE CITY MANAGER'S DEPARTMENT (VIN NO.
2FAHP71W36X103763)**

On motion by Commissioner Strode, seconded by Commissioner Flynn, and with unanimous vote, this order was adopted. Order No. 2020-109.

**WINCHESTER BOARD OF COMMISSIONERS REGULAR MEETING HELD
JUNE 16, 2020 5:30 PM 193**

AN ORDER APPROVING A CONTRACT WITH DATAMAX CORPORATION, ASSUMED BUSINESS NAME OF CBHBC CORP, LLC FOR TAXPAYER LOCATION AND DISCOVERY SERVICES

On motion by Commissioner Cox, seconded by Commissioner Reed, and with unanimous vote, this order was adopted. Order No. 2020-110.

AN ORDER APPROVING AN AGREEMENT BETWEEN THE CITY OF WINCHESTER, KENTUCKY AND CUSTOM SOLUTIONS, INC. FOR SOFTWARE/HARDWARE LEASE FOR PROPERTY TAX PREPARATION AND COLLECTION

On motion by Commissioner Flynn, seconded by Commissioner Strode, and with unanimous vote, this order was adopted. Order No. 2020-111.

AN ORDER ACCEPTING INTO THE CITY STREET SYSTEM FOR MAINTENANCE AND REPAIR CODELLA DRIVE EXTENSION AND WILDCAT WAY

On motion by Commissioner Strode, seconded by Commissioner Flynn, and with unanimous vote, this order was adopted. Order No. 2020-112.

Public Works Director Patrick Clark and Engineering Tech Daron Stephens were present and recommended approval.

AN ORDER AUTHORIZING A MUTUAL AID AGREEMENT BETWEEN THE CITY OF WINCHESTER FIRE/EMS AND BREATHITT-WOLFE EMS FOR EMERGENT AND NON-EMERGENT TRANSFERS

On motion by Commissioner Flynn, seconded by Commissioner Strode, and with unanimous vote, this order was adopted. Order No. 2020-113.

PERSONNEL ORDERS (Second Reading)

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

On motion by Commissioner Cox, seconded by Commissioner Reed, and with unanimous vote, this order passed second reading and was adopted. Order No. 2020-114.

PERSONNEL ORDERS (General)

AN ORDER RECLASSIFYING CHRISTOPHER HALL FROM FIREFIGHTER II/EMT TO FIREFIGHTER III/EMT

On motion by Commissioner Reed, seconded by Commissioner Flynn, and with unanimous vote, this order was adopted. Order No. 2020-115.

AN ORDER RECLASSIFYING MATTHEW MOSES FROM FIREFIGHTER II/EMT TO FIREFIGHTER III/ EMT

On motion by Commissioner Flynn, seconded by Commissioner Reed, and with unanimous vote, this order was adopted. Order No. 2020-116.

AN ORDER RECLASSIFYING ZACHARY SEGO FROM FIREFIGHTER II/EMT TO FIREFIGHTER III/EMT

On motion by Commissioner Strode, seconded by Commissioner Reed, and with unanimous vote, this order was adopted. Order No. 2020-117.

AN ORDER RECLASSIFYING KELLEN WALKER FROM FIREFIGHTER II/EMT TO FIREFIGHTER III/EMT

On motion by Commissioner Cox, seconded by Commissioner Reed, and with unanimous vote, this order was adopted. Order No. 2020-118.

AN ORDER RECLASSIFYING BLAKE GABBARD FROM POLICE OFFICER II TO POLICE OFFICER I

On motion by Commissioner Flynn, seconded by Commissioner Reed, and with unanimous vote, this order was adopted. Order No. 2020-119.

AN ORDER RECLASSIFYING TREVOR BLOOM FROM POLICE OFFICER II TO POLICE OFFICER I

On motion by Commissioner Flynn, seconded by Commissioner Strode, and with unanimous vote, this order was adopted. Order No. 2020-120.

AN ORDER GRANTING LONGEVITY SALARY INCREASES TO CERTAIN PERSONNEL

On motion by Commissioner Flynn, seconded by Commissioner Strode, and with unanimous vote, this order was adopted. Order No. 2020-121.

AN ORDER GRANTING EDUCATIONAL CERTIFICATION INCENTIVE SALARY INCREASES TO CERTAIN PERSONNEL

On motion by Commissioner Reed, seconded by Commissioner Flynn, and with unanimous vote, this order was adopted. Order No. 2020-122.

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

Commissioner Strode:

- Thanked Bill and Matt for working on the ordinances that were up for first reading.

- Thanked Public Works for watering the flowers in the boxes on Main Street. She noted they water the Main Street flowers three times a week.
- She noted she was looking forward to the march on Friday night.

Commissioner Cox:

- Thanked the City Manager for the Meadowbrook signage.
- Requested the City look into getting a new insurance carrier.

City Manager Belcher remarked there should be a meeting of the Insurance Committee set up soon.

Commissioner Reed:

- Noted she was pleased to thank the first responders at each meeting for their service.
- Thanked Clark Regional Medical Center for their work with the Fire/EMS to keep services running smoothly.
- Noted there would be a Public Works Committee meeting on July 6th.
- Thanked Matt and Michelle for their hard work on the new budget.

Commissioner Flynn:

- Reminded the Board of his previous request to start working on design standards for the City/County and look into setting up a committee of commissioners, citizens, designers, and planning department personnel to get this committee started.
- Thanked Engineering Tech Daron Stephens on his work with the parking lot on North Main Street.

Mayor Burtner:

- Thanked Commissioner Flynn for his assistance with the proclamation for Mr. Guy Strong for his 90th birthday.
- Recognized Steven Ivy who was in attendance.

Commissioner Cox noted Mr. Ivy was the treasurer of the Madison/Clark County Habitat for Humanity.

- Recognized William Baker in the audience and noted Mr. Baker is a member of the Winchester Municipal Utilities Commission.

Commissioner Reed noted her appreciation for Mr. Baker's "Letters to the Editor" that had recently been published in the Winchester Sun.

ADJOURN

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

Edallen York Burtner, Mayor

Joy Curtis, City Clerk