

PLEDGE OF ALLEGIANCE - Commissioner Flynn
INVOCATION - Interim City Manager Mike Flynn

PRESIDING:

Mayor Edallen York Burtner

PRESENT:

Commissioner Ramsey Flynn
Commissioner Kitty Strode

Due to the Covid-19 Mandate, there were only allowed ten (10) individuals in the meeting.

Commissioner JoEllen Reed was absent from the 4:00 p.m. meeting and excused.

Due to a previous commitment, Commissioner Shannon Cox arrived at 4:40 p.m. meeting.

City Manager Matt Belcher, Interim City Manager Mike Flynn, 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 July 21, 2020 special meeting to order at 4:00 p.m. in the Commission Chambers of City Hall.

COMMENTS FROM THE GENERAL PUBLIC CONCERNING ITEMS NOT ON THE AGENDA

Mr. Will Richardson, 27 North Main Street, spoke regarding the need for Winchester strengthening the maintenance requirements of vacant properties and to increase enforcement for property owners. He noted there are about 57 buildings from Lexington Avenue to Washington Street on Main Street. He noted there are 32 occupied and 25 empty.

Mr. Richardson noted the property owners need to be motivated to get the empty buildings occupied and they need to be aware of their obligations for those properties. He is requesting the City look into prepare a registry for vacant buildings within 30 days of vacancy. He also suggested a registration fee of \$200 per vacant building and make sure they property owner maintains insurance. Mr. Richardson also requested that vacant buildings be lit from dawn to dusk for safety.

Ms. Sherri Richardson was present.

Mayor Burtner spoke of strategies that Main Street Winchester and the City have put into place, the Tax Increment Financing District for the downtown and the Downtown Development Fund that was started to assist with the downtown to keep it a vital part of the community.

**WINCHESTER BOARD OF COMMISSIONERS SPECIAL MEETING HELD
JULY 21, 2020 4:00 PM**

MINUTES

On motion by Commissioner Strode, seconded by Commissioner Flynn, and with unanimous vote, the minutes of the July 7, 2020 special (4:00 pm) and regular (5:30 pm) meetings were approved.

DEPARTMENTAL AND AGENCY REPORTS

- A. Winchester/Clark County Planning Commission minutes from the June 9, 2020 meeting
- B. Winchester/Clark County Parks & Recreation Attendance Log for 2019-2020
- C. Winchester/Clark County Parks & Recreation minutes from the June 29, 2020 meeting
- D. Profit & Loss Detail Statement for Holly Rood July 2019 through June 2020
- E. Holly Rood Transactions by Account Statement as of June 30, 2020
- F. Holly Rood Financial Statements and Supplementary Information Years Ended June 30, 2020 and 2019
- G. Winchester/Clark County Board of Adjustments minutes from the June 11, 2020 meeting
- H. EMA/CSEPP minutes of the meetings from June 8, May 11, April 13, and March 9, 2020
- I. Winchester Licensing Board minutes from the June 1, 2020 meeting
- J. Winchester Municipal Utilities Commission minutes from the June 18 and July 2, 2020 meetings
- K. Winchester Municipal Utilities Commission Accounts Payable - Transactions for Period June 15-26 2020 and June 29-July 10, 2020
- L. Winchester/Clark County Parks & Recreation Financial Statements and Supplementary Information Years Ended June 30, 2020 and 2019 (Draft)
- M. Winchester/Clark County Parks & Recreation Profit & Loss Statement July 2019 through June 2020
- N. Main Street Winchester Board minutes from the June 9, 2020 meeting
- O. Main Street Winchester Interim Director's Report for July 2020
- P. Winchester/Clark County Administrative Hearing Board minutes from the February 3 and June 8, 2020 meetings
- Q. Winchester Municipal Utilities Commission Departmental Report for July 16, 2020
- R. Clark County KY-ASAP minutes from the June 18, 2020 meeting

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

INFORMATIONAL ITEMS

- A. Clark County Harm Reduction Program - Reporting Period: June 2020
- B. Correspondence from Mayor Burtner to Mr. Kelly Baker, PE, Kentucky Department of Transportation regarding Maple Street railroad tracks

Mayor Burtner noted a citizen had complained about the North Maple Street railroad crossing was rough.

C. Seventh Street and Fulton Road updates from Mr. Brian Ward, Palmer Engineering

Mayor Burtner noted the news on the Seventh Street Project was moving forward.

City Manager Belcher noted since the Seventh Street Project was in the Six-Year Plan, the City will need to match the funds from the State. He stated the City is required to match \$800,000 and hoped to get clearance to use the \$500,000 budgeted from the State as part of the \$800,000 match, with the City needing only \$300,000 more.

D. Kentucky Transportation Cabinet Six-Year Plan - Biennium Projects

E. Winchester Main Street Program Receives 2020 National Main Street Accreditation

F. Coronavirus Relief Fund Application - Reimbursement Funding Request Report

Mayor Burtner noted the report provided by Interim Finance Director Michelle Lucas represented the costs incurred by the City for Covid-19 Pandemic. He stated there was \$1.3 million to be used.

WORK SESSION

**Administrative Hearing Board
Ordinance Amendment**

The Board of Commissioners reviewed the draft of the Ordinance Amending the Administrative Hearing Board Ordinance to include Detached Trailers, Swimming

Pools, Temporary Storage Containers, Excess Vines, and Pressure Washing in the City Limits.

Commissioner Cox made the suggestion to change “Pressure Washing” to “Exterior Cleaning”.

Mayor Burtner commended Mr. Dykeman, Ms. Cecil, and Ms. Power for their diligent work on this draft of the ordinance.

**Ordinance Amending Section 14-81.3
Fire Hydrant Rental and Use**

The Board of Commissioners reviewed the draft ordinance relating to the Fire Hydrant Rental and Use fees. Mayor Burtner stated the Board had removed the rental costs of the fire hydrants in the City limits from the FY2021 budget. He explained he asked to have both the City and County removed from the ordinance as he thought it was unfair to ask the County to pay rental fees when the City would not.

**Ordinance Amending Section 10-101
Penalties of Ordinance No. 3-89 Parking Ticket Fees**

The Board of Commissioners reviewed the draft of the ordinance amending fees for parking violations in the City.

Mayor Burtner noted this ordinance would be on the 5:30 agenda for first reading.

ADJOURN TO CLOSED SESSION

On motion by Commissioner Cox, seconded by Commissioner Flynn, and with unanimous vote, the meeting was adjourned to closed session to discuss

XX PERSONNEL MATTERS KRS CHAPTER 61.810 (f)

CALL MEETING BACK INTO OPEN SESSION

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 to the 5:30 p.m. Regular meeting.

Edallen York Burtner, Mayor

Joy Curtis, City Clerk