

PLEDGE OF ALLEGIANCE - Commissioner Book
INVOCATION - Commissioner Beach

PRESIDING:

Mayor Edallen York Burtner

PRESENT:

Commissioner Rick Beach
Commissioner Shannon Cox
Commissioner Kenny Book
Commissioner Kitty Strode

City Manager Ken Kerns, City Attorney William Dykeman, and City Clerk Marilyn Rowe were present.

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

PROCLAMATION

National Long-Term Care Residents' Rights Month

Mayor Burtner read a proclamation that proclaimed October 2012 as National Long-Term Care Residents' Rights Month.

Gene Layne, Nursing Home Ombudsman for Winchester and Clark County, was present to receive the proclamation. Mr. Layne provided the Board with an update on Fountain Circle Nursing Home and the extended care facility at the old Clark County Hospital. Mr. Layne noted that Fountain Circle Nursing Home has a new director and he has had fewer complaints from patients than under the previous administration.

The Board expressed their appreciation to Mr. Layne for his dedication as a Nursing Home Ombudsman and providing necessary assistance to residents of the nursing homes.

PRESENTATION

City of Winchester, Kentucky Accounting Manual - September 2012

City Treasurer Debbie Bailey and Betty Pendergrass, Governmental Management Advisory Services, presented the Board a Financial Administration and Accounting Manual for consideration. The manual has been organized in a manner that allows for updates as the City's needs change and can adapt our financial policies to address management of resources to accommodate those needs. The policies outlined in the manual highlight internal controls designed to safeguard the City's financial resources and ensure compliance with Federal and State laws and regulations as well as the City Commission's policies, ordinances, and resolutions. The Kentucky Auditor of Public Accounts 2009 (APA) recommendations for governing boards have been used as a benchmark for evaluating internal controls for the City and linked the City's policies and procedures to the APA recommendations. The manual identifies key internal control functions for each component of the Finance Department. The combination of internal controls and departmental policies and procedures provides a framework for how and why the Finance Department performs key functions and responsibilities. The manual includes a discussion of each function within Finance as well as examples of forms, letters, and internal reports used to document the daily routines and services. The Finance Office will continue to evaluate efficiencies and internal controls to ensure that professional and quality services are provided to the constituents. Any revisions or additions to the manual will be forwarded to the City Commission for their approval. The project has provided an opportunity to coordinate our daily routines and develop written guidance for both current and future staff. This project was a cooperative effort with input from the City's auditor, Finance staff, and the City's financial consultant.

Mrs. Bailey expressed her appreciation to Betty Pendergrass for her work on the manual and requested the Board adopt the Accounting Manual by order.

Mayor Burtner stated an order will be presented at the October 16, 2012 meeting for consideration by the Board.

ORDINANCE (First Reading)

AN ORDINANCE ACCEPTING THE 2012 TAX ASSESSMENT; IMPOSING AD VALOREM TAXES; PROVIDING A DUE DATE FOR PAYMENT OF TAXES AND PENALTY AND INTEREST FOR THE UNPAID TAXES, ALL FOR THE YEAR 2012. On motion by Commissioner Book, seconded by Commissioner Strode, with unanimous vote, this Ordinance passed first reading.

RESOLUTIONS

A RESOLUTION APPROVING THE GRANTING OF AN INDUCEMENT TO WALLE CORPORATION 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 THE ONE PERCENT (1%) OF THE OCCUPATIONAL LICENSE FEES THAT WOULD OTHERWISE BE DUE TO IT, WHICH SHALL BE RETAINED BY WALLE CORPORATION 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 Commissioner Beach, seconded by Commissioner Cox, with unanimous vote, the Board adopted R2012-10.

A RESOLUTION OF THE WINCHESTER BOARD OF COMMISSIONERS TO URGE THE KENTUCKY GENERAL ASSEMBLY TO DESIGNATE ALE-8-ONE AS THE OFFICIAL KENTUCKY ORIGINAL SOFT DRINK OF THE COMMONWEALTH OF KENTUCKY. On motion by Commissioner Cox, seconded by Commissioner Book, with unanimous vote, the Board adopted R2012-11.

A RESOLUTION BY THE WINCHESTER BOARD OF COMMISSIONERS URGING THE KENTUCKY GENERAL ASSEMBLY TO DESIGNATE CLARK COUNTY, KENTUCKY AS THE BIRTHPLACE OF BEER CHEESE. On motion by Commissioner Strode, seconded by Commissioner Book, with unanimous vote, the Board adopted R2012-12.

ORDERS (General)

AN ORDER AWARDING THE TUCKPOINTING OF THE BELL TOWER PROJECT TO ENGLAND CONSTRUCTION (FINAL CHANGE ORDER NO. 4). On motion by Mayor Burtner, seconded by Commissioner Beach, with unanimous vote, the Board adopted Order No. 2012-116

AN ORDER BY THE CITY OF WINCHESTER, KENTUCKY TO ENTER INTO AN AGREEMENT BETWEEN THE CITY OF WINCHESTER, KENTUCKY AND WALLE CORPORATION. On motion by Commissioner Cox, seconded by Commissioner Beach, with unanimous vote, the Board adopted Order No. 2012-117.

AN ORDER AWARDING A BID FOR CURB REPAIR/REPLACEMENT PROGRAM (FOX ENTERPRISES). On motion by Commissioner Book, seconded by Commissioner Strode, with unanimous vote, the Board adopted Order No. 2012-118.

AN ORDER APPROVING A PREHOSPITAL CLINICAL AGREEMENT WITH CLARK COUNTY FISCAL COURT. On motion by Commissioner Beach, seconded by Commissioner Strode, with unanimous vote, the Board adopted Order No. 2012-119.

AN ORDER ACCEPTING THE RESIGNATION OF BEN HUBER FROM THE WINCHESTER HISTORIC PRESERVATION COMMISSION EFFECTIVE IMMEDIATELY. On motion by Commissioner Book, seconded by Commissioner Cox, with unanimous vote, the Board adopted

Order No. 2012-120.

PERSONNEL ORDER

AN ORDER EMPLOYING LOIS PATRICK TO FILL THE POSITION OF CROSSING GUARD.

On motion by Commissioner Strode, seconded by Commissioner Beach, with unanimous vote, the Board adopted Order No. 2012-121.

OLD BUSINESS

Update on Historic Marker for Pastime Theater

Mayor Burtner stated Mike Butler will be present at the October 16, 2012 City Commission meeting to discuss funding for the Pastime Theater Historic Marker. Mayor Burtner stated Winchester First will be contributing \$500 toward the purchase and installation of the historic marker.

NEW BUSINESS

Out of State Travel - Fire Department

City Manager Kerns stated that Fire/EMS Chief Eric Hunter provided the following information relating to the request for out of state travel for Battalion Chief Sam Byrd and Firefighter/Paramedic Josh Slugantz:

“In regard to your request for additional information on my request for out of state travel for BC Byrd and FF/P Slugantz (Memo2012-09-21), I submit the following.

The conference they will attend is put on by our EMS software vendor. Attendance allows our staff to learn more on how to more effectively use the software. They will have direct contact with personnel at the various levels of the company from the CEO to technical support.

In the past, we have found that establishing these contacts greatly assists us in resolving problems and learning how to better use the software.

BC Byrd has been working with the company in using a program feature to transfer cardiac data from the heart monitor to the computer the software resides upon via Bluetooth technology. The company is sufficiently impressed with BC Byrd’s work to invite him to be a presenter on the topic at this year’s conference and have waived his conference fees. FF/P Slugantz has been assisting BC Byrd on the project and is in-house program resource persons.

This is only the 2nd year we have been using this software for our EMS records and we are still learning the software and how to best leverage its features. This conference is one of the ways we do that and was budgeted for in our EMS training budget.

Consideration of a request from Fire/EMS Chief Eric Hunter to allow Sam Byrd and Josh Slugantz to attend a two-day EMS software conference in New Orleans, Louisiana.”

On motion by Commissioner Cox, seconded by Commissioner Book, with unanimous vote, the Board approved the request from Fire/EMS Chief Hunter to allow Battalion Chief Sam Byrd and Firefighter/Paramedic Josh Slugantz to attend a two-day EMS software conference in New Orleans, Louisiana.

Rescheduling November 6 and November 20, 2012 City Commission Meetings

On motion by Commissioner Book, seconded by Commissioner Strode, with unanimous vote, the Board rescheduled the November 6, 2012 (Election Day) and November 20, 2012 (Week of

Thanksgiving) City Commission meetings to November 13, 2012.

GENERAL COMMENTS FROM MAYOR, CITY COMMISSIONERS , AND CITY MANAGER

Commissioner Beach stated that a free Medicare Open Enrollment Event will be held at the Clark County Public Library from October 15th through December 7th. The SHIP Program, a non-profit agency specializing in public benefits, will provide Health and Prescription information and anyone wishing to receive this assistance should call 1-866-516-3041.

Commissioner Book made the following remarks:

- Congratulated Patrolman David Aldridge for being selected as Law Enforcement Officer and Firefighter III/EMT August Fisher for being selected as Firefighter of the year by the Readers Choice in the Winchester Sun
- Expressed his appreciation to the Public Works Department for trimming a tree in the alley behind the 100 block of College Street
- Stated a citizen has expressed their appreciation for the demolition of the house on Evans Street

Mayor Burtner made the following remarks:

- Stated a Blood Drive will be held in the Community Room at the Clark County Public Library Wednesday, October 10, 2012 from 11:00 am to 5:30 pm in honor of Breast Cancer Awareness Month
- Advised October is Breast Cancer Awareness Month
- Stated Kentucky First Lady Jane Besmear would be in front of the Clark County on October 4, 2012 at 1:00 pm for Domestic Violence Month Awareness

City Manager Ken Kerns made the following remarks:

- Stated Fire/EMS Fire Chief Eric Hunter would like to implement a voucher system that would encourage employees to work out at a gym. More information will be furnished to the Board at a later date.
- Advised the City needs school crossing guards and applications can be picked up at the Personnel Office in City Hall

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

/s/ Edallen York Burtner

Edallen York Burtner, Mayor

ATTEST:
/s/ Marilyn Rowe

Marilyn Rowe, City Clerk