

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

**PRESIDING:**

Mayor Edallen York Burtner

**PRESENT:**

Commissioner Rick Beach  
Commissioner Kenny Book  
Commissioner Shannon Cox  
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 special meeting to order at 4:30 pm in the Commission Chambers of City Hall.

**PRESENTATION**

Strodes Creek Conservancy Director Shanda Cecil updated the Board on progress on the Notice of Violation issued to the City on December 22, 2010. Mrs. Cecil advised a letter dated November 7, 2012 had been received from Michelle M. Rice, Environmental Enforcement Specialist, Compliance and Operations Branch of the Kentucky Department of Environment Protection and advised the following:

“The Kentucky Department for Environmental Protection (KDEP) has determined that you have taken sufficient action to address the violations cited in the Notice of Violation (NOV) issued on December 22, 2010. Thank you for your efforts to address the violations cited in this document.

The KDEP does not presently intend to pursue a formal enforcement action, including the assessment of civil penalties, for the violations cited in the NOV listed above. The KDEP, as part of the Energy and Environment Cabinet (EEC), reserves its rights under Chapter 224 of the Kentucky Revised Statutes and its administrative regulations to undertake formal enforcement action as it deems appropriate. These formal enforcement actions may include consideration of the compliance issues addressed by the NOV as deemed appropriate by the Cabinet.

Thank you for your efforts in addressing these violations.”

Mrs. Cecil stated that she and Engineering Technician Joe Tincher will continue the public education for citizens and training to contractors relating to stormwater compliance. Mrs. Cecil said she is focusing on non-commercial portions and Mr. Tincher is focusing on the commercial portions of the stormwater requirements.

Mr. Tincher stated he is working with two (2) engineering firms to prepare a manual that can be handed out to contractors.

**MINUTES**

On motion by Commissioner Book, seconded by Commissioner Beach, with unanimous vote, the minutes from the October 16, 2012 special meeting (4:30 pm) and October 16, 2012 meeting (5:30 pm) were approved as presented.

**DEPARTMENTAL AND AGENCY REPORTS**

- Bluegrass Heritage Museum Board minutes from the July 2, 2012 meeting
- Clark County Veterans Council minutes from the September 19, 2012 meeting
- Urban Renewal & Community Development Agency minutes from the August 20, 2012 and September 19, 2012 meetings

**WINCHESTER BOARD OF COMMISSIONERS SPECIAL MEETING HELD  
NOVEMBER 13, 2012 - 4:30 PM**

- Winchester-Clark County Tourism Commission minutes from the September 18, 2012 meeting
- Winchester-Clark County Tourism Commission Financial Information - September 2012
- Winchester Municipal Utilities Commission Department report for the October 18, 2012 Board of Commissioners meeting
- Clark County Geographic Information System Consortium minutes from the September 25, 2012 meeting
- Clark County Geographic Information System Consortium Financial Information - September 2012
- Clark County Geographic Information System Consortium Coordinator report for the October 23, 2012 Clark County Geographic Information System Consortium meeting
- Lower Howards Creek Watershed Management Plan Revised report submittal by Palmer Engineering
- Winchester-Clark County Industrial Development Authority minutes from the September 17, 2012 meeting
- Winchester-Clark County Industrial Development Authority Financial report for September 2012
- Police Service Fees through FY2013 4<sup>th</sup> quarter
- Nursing Home Ombudsman Agency minutes from the September 18, 2012 Board meeting
- Winchester Licensing Board minutes from the October 1, 2012 meeting
- **Parking Ticket report - May 2012**
- **City of Winchester Planning Department Detail Fees Report - October 2012**
- Winchester Municipal Utilities Commission minutes from the October 4 and October 18, 2012 meetings
- Winchester Municipal Utilities Commission Accounts Payable, Operation and Maintenance and all other funds, for the meeting of October 4 and November 1, 2012 (Transactions for the period September 17 through September 28 , 2012 and October 15 through October 29, 2012)
- Winchester Municipal Utilities Commission Financial Information - September 2012

On motion by Commissioner Strode, seconded by Commissioner Cox, with unanimous vote, the Board approved the Departmental and Agency reports as submitted.

**INFORMATIONAL ITEMS**

- Notice dated October 15, 2012 advising that the yard waste program will be ending on Thursday, November 15, 2012 and will resume again in March of 2013
- Information from Commissioner Kenny Book from the 2012 Annual Kentucky **Waterways Alliance meeting held October 26 - October 28, 2012**
- Completed work orders by the Public Works Department

**COMMITTEE REPORTS**

Commissioner Book stated he had attended a Kentucky Waterways Alliance (KWA) meeting held October 26 - October 28, 2012 at General Butler State Park and had been re-elected to the KWA Board.

**ADJOURN TO CLOSED SESSION**

On motion by Commissioner Book, seconded by Commissioner Beach, with unanimous vote, the Board adjourned to closed session to discuss the following items:

- XX   POTENTIAL LITIGATION KRS CHAPTER 61.810 (c)
- XX   PROPERTY ACQUISITION KRS CHAPTER 61.810 (b)
- XX   PERSONNEL MATTERS KRS CHAPTER 61.810 (f)

\_\_XX\_\_ INDUSTRIAL PROSPECTS KRS CHAPTER 61.810 (g)

Mayor Burtner called the meeting back into open session.

With no further business, on motion by Commissioner Strode, seconded by Commissioner Cox, with unanimous vote, the meeting was adjourned to the 5:30 pm meeting.

/s/ Edallen York Burtner

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Edallen York Burtner, Mayor

ATTEST:

/s/ Marilyn Rowe

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Marilyn Rowe, City Clerk

Minutes approved as presented at the December 4, 2012 meeting.