

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

**PRESIDING :**

Mayor Edallen York Burtner

**PRESENT:**

Commissioner JoEllen Reed  
Commissioner Shannon Cox  
Commissioner Ramsey Flynn  
Commissioner Kitty Strode

City Manager Mike Flynn, Deputy City Clerk Dianna Layne, HR/Risk Manager Tammy Shelton, City Attorney William A. Dykeman, and the City Clerk were present.

Upon determining that a quorum was present for the transaction of business, Mayor Burtner called the March 16, 2021 regular meeting to order at 5:30 p.m. in the Commission Chambers of City Hall.

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

Following discussion at the 4:30 p.m. special meeting, City Manager Mike Flynn made the recommendation to move forward with partnering with the Royal Oak Homeowners Association (Plantation Drive) to repair access streets in the subdivision (three locations). The recommendation was to have the City pay for material and perform the work on the access streets and the Homeowners Association cover the costs of providing to the City core samples from those access streets. Upon review of the access streets core samples, the City would determine if the streets could be recommended for acceptance and perpetual maintenance.

On motion by Commissioner Reed, seconded by Commissioner Strode, and with a 4-0 vote, Commissioner Flynn recusing himself, the request of the Royal Oaks Homeowners Association (Plantations Drive) to partner with the City on repair and resurfacing of the access streets along Plantations Drive was approved.

**PRESENTATIONS**

**Service to Winchester Award**  
**Robert Pritchett and Bobby Wolfe**

Mr. Robert Pritchett and Mr. Bobby Wolfe were presented with a Service to Winchester Award stating "For exemplifying what it means to be a caring volunteer to the City of Winchester! We appreciate your thoughtful and sacrificial service to

Winchester Public Works, Clark County Road Department, first responders, medical personnel, and the citizens of our community on Monday, February 15, 2021, by providing hot meals, a friendly smile, and great customer service!”

Ms. Melanie Pritchett was also present.

**Report on Homelessness in Winchester  
Winchester Police Department  
Sergeant Monty Corbett**

Sgt. Corbett reported that Chief Palmer spoke with him regarding the problem of homelessness in the community and requested him to educate the public with regard to this issue. He stated they do get a lot of calls regarding the homeless population in the community, but not every call constitutes a crime as being homeless is not a crime.

He stated the Police Department, when called, will check out the call to make sure the homeless are not suffering. He noted the police can interact with the homeless population, but must do so in the same manner as they interact with other individuals.

He stated the police can take action when a citizen contacts them if individuals are on their personal property, if someone sees a crime being committed, articulate suspicious activity, and performing welfare checks. He noted the Department had already been receiving training to aid the homeless.

**Winchester/Clark County Farmers Market  
Pavilion Construction  
Stefan Fink and Brian Ward**

Mr. Brian Ward updated the Commission with regard to the Depot Street Farmers Market project. He noted they were still in the process of finalizing the design phase and sent the specs for the pavilion to five manufacturers and received four quotes back. He stated the pavilion in Phase I would be 24 x 272 feet, with the recommended taking the second lowest bid from Recreational Concepts of \$214,000. He noted the total price for this Phase I project would be \$660,000. He stated upon Commission acceptance, they would schedule manufacturing and delivery of the canopy structure. Once construction starts, the project should take approximately three months for completion.

On motion by Commissioner Reed, seconded by Commissioner Strode the proposal for the Depot Street Canopy/Pavilion was approved as presented.

City Attorney Dykeman has approved the legality of the procurement process for this project.

**INFORMATIONAL ITEMS**

- A. City of Winchester, Kentucky Cash Report for Month Ending February 28, 2021
- B. City Manager’s Report March 16, 2021

**NEW BUSINESS**

**Fiscal Year 2022 Sidewalk Replacement Program**

On motion by Commissioner Flynn, seconded by Commissioner Reed, and with unanimous vote, the Sidewalk Replacement Program for Fiscal Year 2022 was approved and adopted.

**Request for Out-of-State Travel  
National Association of Drug Diversion Investigators Training  
Detective Michael Wattenberger**

On motion by Commissioner Reed, seconded by Commissioner Cox, and with unanimous vote, this request was approved for out-of-state travel. It was noted the funds would come from local forfeiture funds.

**Request for Street Closure  
October 2, 2021  
Main Street Arts Fair**

On motion by Strode, seconded by Commissioner Reed, and with unanimous vote, this request was approved. It was noted Chief Palmer and Interim Main Street Director Rachael Boyd were informed of the request and there are no conflicts.

Mr. Elizabeth Chalfant noted the Main Street Arts Fair would be held along the same route as last year and stated everything went well.

**Request to Close Depot Street  
May 15, 2021  
Janet Gentry Car Show**

On motion by Commissioner Flynn, seconded by Commissioner Cox, and with unanimous vote, this request was approved. It was the consensus of the Commission to schedule the time of the car show from 2-6 p.m. to give time for the Farmers Market participants to have time to clean up and leave. Chief Palmer reviewed and approved the request based on final approval from the Commission.

**ORDERS (General)**

**AN ORDER APPROVING FUNDING FROM THE DOWNTOWN DEVELOPMENT INVESTMENT FUND FOR DOWNTOWN REVITALIZATION OF PROPERTIES IN THE DOWNTOWN**

On motion by Commissioner Reed, seconded by Commissioner Flynn, and with unanimous vote, this order was adopted. Order No. 2021-56.

City Manager Flynn reported there were three individuals that reviewed the application for grant funding which included Robert Blanton, Alex Rowady, and himself. He commended Ms. Rachael Boyd for her assistance.

**AN ORDER AUTHORIZING THE INSTALLATION OF ONE (1) STREETLIGHT ON BREEZE HILL DRIVE**

On motion by Commissioner Flynn, seconded by Commissioner Reed, and with unanimous vote, this order was adopted. Order No. 2021-57.

**PERSONNEL ORDERS (Second Reading)**

**AN ORDER AMENDING THE POSITION DESCRIPTION OF MAIN STREET WINCHESTER COORDINATOR (City Hall) (Personnel and Pay Classification Plan)**

On motion by Commissioner Strode, seconded by Commissioner Cox, and with unanimous vote, this order passed second reading and was adopted. Order No. 2021-58.

**PERSONNEL ORDERS (General)**

**AN ORDER PROMOTING JOE WHEELING FROM FIREFIGHTER III/EMT TO FIRE MARSHALL (LIEUTENANT)**

On motion by Commissioner Flynn, seconded by Commissioner Reed, and with unanimous vote, this order was adopted. Order No. 2021-59.

Fire Chief Rigney and personnel were present.

**AN ORDER ACCEPTING THE RESIGNATION OF SHERILYN WILCOXIN, SCHOOL CROSSING GUARD**

On motion by Commissioner Reed, seconded by Commissioner Cox, and with unanimous vote, this order was adopted. Order No. 2021-60.

**AN ORDER RESCINDING ORDER NO. 2020-241, AN ORDER EMPLOYING HOWARD HAMILTON TO FILL THE POSITION OF PATIENT TRANSFER SPECIALIST-PARAMEDIC**

On motion by Commissioner Flynn, seconded by Commissioner Strode, and with unanimous vote, this order was adopted. Order No. 2021-61.

**AN ORDER ACCEPTING THE RESIGNATION OF ASHA BORSMAN, FIREFIGHTER III/EMT**

On motion by Commissioner Cox, seconded by Commissioner Reed, and with unanimous vote, this order was adopted. Order No. 2021-62.

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

Commissioner Strobe:

- Stated the City needs to be aware and assist the Parks & Recreation with current issues facing the department.
- Thanked Public Works for agreeing to make new flower boxes and paint and repair those that are still usable.

Commissioner Cox:

- Stated the Winchester Group Work Camp had a total of 88 homes to work on during July. He noted applications were still coming in.
- Noted he'd met people in Salyersville that knew Brian Ward and had good things to say.
- Noted the assistance that people on Amster Grove Road were receiving from the community to clean up from the March flooding.
- Stated there were two unlicensed vehicles parked on the roadways that need to be ticketed and moved.
- Stated he had been on the radio with Tim Smith one day and during his time on the program, a train had been stopped on the Main Street railroad crossing for an extended period of time.

Commissioner Reed:

- Stated 2020 had been a bad year but very thankful for the individuals in the room and City employees, hats off to the Police, Fire, and Public Works Departments.

Commissioner Flynn:

- Stated something had to be done to assist with the Parks & Recreation budget so that they can purchase new playground equipment.
- Stated the City and County needed to set up a joint meeting at College Park and go over all parks equipment and needs of the Parks Department.

Mayor Burtner:

- Stated he had visited Baker Intermediate and was glad to see the halls filled with children and noted citizens need to be aware children are now out and about and to be careful.
- Sent best wishes to the Girls and Boys GRC basketball teams for the Championship games.
- Noted the Local Government Day for Leadership Winchester would be held on March 25<sup>th</sup>.
- Winchester Design has partnered with individuals to hold storytelling events at the parks on Saturday, March 20<sup>th</sup>.
- A special event at the Elks Lodge on Thursday, March 18<sup>th</sup> at 2 p.m. to inform and educate the public and State and Federal Officials on the Camp Lejeune contaminated groundwater from the last 30-40 years. A local citizen Brian

**WINCHESTER BOARD OF COMMISSIONERS REGULAR MEETING HELD  
MARCH 16, 2021 5:30 PM 189**

Amburgey is spearheading a national registry to track these Marines who drank the well water.

- Agreed with Commissioner Reed that the citizens have lived through Covid-19, ice, snow, floods and now need to be prepared for severe storms.

City Manager Flynn:

- Stated the information has been submitted to Bluegrass Area Development District regarding grant funds for past-due water/sewer bills. Most of the work was handled by WMU and Kentucky River Foothills as they will be handling the grant funds.
- Stated he and Interim Finance Director Michelle Lucas are starting on the Fiscal Year 2022 budget.
- Noted there would be a meeting of the EMS Committee on March 29 at 5:30 p.m.
- Stated there were some problems with the sanitary sewer installation on the Lincoln Street Project but are being worked out.

**ADJOURN MEETING**

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