

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

**PRESIDING :**

Mayor Edallen York Burtner

**PRESENT:**

Commissioner Shannon Cox  
Commissioner Ramsey Flynn  
Commissioner Kitty Strode

City Manager Mike Flynn, HR/Risk Manager Tammy Shelton, Interim Finance Director Michelle Lucas, City Attorney William A. Dykeman, and the City Clerk were present.

Commissioner JoEllen Reed was absent and excused.

Upon determining that a quorum was present for the transaction of business, Mayor Burtner called the April 20, 2021 regular meeting to order at 5:30 p.m. in the Commission Chambers of City Hall.

**PRESENTATION**

State Senator Ralph Alvarado was present to update the Commission on the recent activity in the 2021 General Assembly.

Senator Alvarado noted there were 850 bills brought before the General Assembly and 147 were passed in 30 days. Bills passed were HB 320 Broadband, HB 405 Kentucky State Police Lab funding, funding for Department for Child Based Services (DCBS) for foster prevention services, Covid Infection in jails, and funding for school construction due to the age of some schools across the state. The General Assembly also passed bills relating to funding all-day kindergarten, and funding for unemployment insurance loan repayment, funding for rural hospital loan repayment to keep the doors open, childcare reimbursement, jail performance pilot program that will allow inmates to get back into the workforce, and a bill passed for blighted properties and the actions the government can take regarding these properties.

Mayor Burtner thanked Senator Alvarado for his assistance with the Seventh Street project and for his service to the constituents of Winchester.

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

Mr. Sam Williams, North Main Street, reported his concerns regarding a shotgun house at 511 North Main that has five electric meters on it and is concerned there are at least five families living in this house that has been "patched up".

Mayor Burtner stated he would turn this issue over to City Manager Flynn and Code Enforcement for investigation.

Mr. Anthony Grigsby, Fifth Street, reported he had spoken with City Manager Flynn regarding the property on Sixth Street that is for sale. He noted he did not realize the property would be out for open bids and thought he was directly negotiating for the property.

City Manager Flynn reported he and Police Chief Palmer did investigate the parking issue Mr. Grigsby related to the Board at the April 6<sup>th</sup> Commission meeting and he stated they discussed extending the roadway down to the creek. The City owns the

right-of-way. He noted the property owner at 142 Fifth Street met with them at that time.

City Manager Flynn stated he needed to get a cost estimate for completing this project and he noted Chief Palmer said it would benefit his department to have this done so that officers

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could turn around here quicker than using a resident's driveway. He also stated there could be additional parking created in this area.

**PUBLIC HEARING**

The public hearing was held regarding the Community Development Block Grant (CDBG-CV) Program in response to the ongoing Covid-19 Pandemic. This program offers funding assistance for utilities delinquencies.

Mr. Grayson Evans with the Bluegrass Area Development District noted the City can get up to \$200,000 to assist citizens with water/sewer bills and the County can get up to the same amount for gas and electric. He stated the County could provide water and sewer to residents outside the city limits and provide for gas and electric assistance county-wide.

Mr. Evans noted this is a voluntary participation program so those needing assistance will have to contact the Kentucky River Foothills and the Community Services Center. Residents impacted income-wise by the pandemic will need to bring a recent pay stub to show they have been affected by the pandemic and the grant is not just low-to-moderate income families.

Tish Shupe and Debbie Fatkin from the Clark County Community Services were present.

Those present for the public hearing:

- Mayor Ed Burtner, P.O. Box 40
- Joy Curtis, 134 Cabin Creek Hts.
- Bill Dykeman, 31 West Hickman
- Michelle Lucas, 32 Wall Street
- Michael Flynn, 20 Churchill Drive
- Jacob Allen 110 Spring Ridge Way
- Cathy Rigney, 315 Carolina Avenue
- Gerald Tackett, 10 Willow Drive
- Anthony Grigsby, 135 Fifth Street
- Michael Boyd, 17 Short Street
- Rachael Boyd, 17 Short Street
- Tammy Shelton, 32 Wall Street
- Tish Shupe, 1055 Combs Ferry Road
- Debbie Fatkin, 12 Moundale Avenue
- Sam Williams, 604 North Main Street
- Scotty Bell, 44 North Maple Street
- Jason Keller, 44 North Maple Street
- Will Mayer, 2490 VanMeter Road
- Kitty Strode, 17 Windridge Drive
- Shannon Cox, 111 Ashland Avenue
- Ramsey Flynn, 207 Ashton Oak Way

**MINUTES**

On motion by Commissioner Cox, seconded by Commissioner Flynn, and with unanimous vote, the minutes of the April 6, 2021 Special (4:30 pm) and Regular (5:30 pm) meetings were approved.

**DEPARTMENTAL AND AGENCY REPORTS**

- A. Winchester/Clark County Board of Adjustments agenda for the April 8, 2021 meeting with March 4<sup>th</sup> minutes and staff reports
- B. Winchester/Clark County Parks & Recreation Attendance Log for July 2020 to March 2021
- C. Winchester/Clark County Parks & Recreation minutes from the March 15, 2021 meeting
- D. Winchester/Clark County Transit Monthly Ridership Trends and Report for July 2020 to March 2021
- E. Winchester/Clark County EMA/CSEPP April 12, 2021 agenda and minutes from the March 8, 2021 meeting

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- F. Main Street Winchester Interim Director’s Report for April 2021
- G. Main Street Winchester Fund Summary from the Blue Grass Community Foundation - Winchester Downtown Development Investment Fund
- H. Main Street Winchester Treasurer’s Report - April 13, 2021
- I. Main Street Winchester April 13, 2021 meeting agenda and minutes from the March 9, 2021 meeting
- J. Main Street Winchester 2021 Promotions
- K. Winchester Municipal Utilities Commission Departmental Report for April 15, 2021
- L. Winchester Municipal Utilities Financial and Budget Summary March 2021
- M. Winchester Municipal Utilities Accounts Payable - Transactions for the period March 29-April 9, 2021
- N. Winchester Municipal Utilities Commission minutes from the April 1, 2021 meeting
- O. Winchester/Clark County Parks & Recreation Balance Sheet as of March 31, 2021
- P. Winchester/Clark County Parks & Recreation Statement of Cash Flows - March 2021
- Q. Winchester/Clark County Parks & Recreation Financial Statements and Supplementary Information
- R. Winchester/Clark County Parks & Recreation Profit & Loss - January-March 2021
- S. Winchester/Clark County Parks & Recreation Statement of Assets, Liabilities, and Net Assets - Modified Cash Basis January 1-March 31, 2021
- T. Winchester/Clark County Parks & Recreation Statement of Revenues and Expenses by Month - Three month period ended March 31, 2021
- U. Winchester/Clark County Parks & Recreation Statement of Cash Flows - January through March 2021
- V. Winchester/Clark County Parks & Recreation Statement of Revenues and Expenses - Modified Cash Basis - Period ended January 1-March 31, 2021
- W. Winchester/Clark County Parks & Recreation Statements of Revenues and Expenses - Modified Cash Basis Period ended March 31, 2021
- X. Winchester/Clark County Parks & recreation Statement of Revenues and Expenses by Month Period ended March 31, 2021
- Y. Clark County KY-ASAP minutes from the March 18, 2021 meeting

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

**INFORMATIONAL ITEMS**

- A. Fiscal Year 2021 - April 2021 Finance Packet from Interim Finance Director Michelle Lucas
- B. Correspondence from Thomas VanderMaas, Community Mitigation Analyst from the Insurance Services Office regarding the Building Code Effectiveness Grading Schedule Survey Results for Winchester/Clark County
- C. Correspondence from the Kentucky Transportation Cabinet regarding the Municipal Road Aid Fund Cooperative Program
- D. Joint Committee on EMS Contract and Operations agenda from the April 12, 2021 meeting
- E. Environmental Protection Agency (EPA) Risk & Resilience Assessments and Emergency Response Plans newsletter
- F. Clark County Health Department Harm Reduction Program Report for March 2021
- G. Email and sample correspondence from Karen Leverenz, Bluegrass Area Development District to citizens of communities regarding the CDBG-CV Covid-19 Utility Bill Assistance Grant

**NEW BUSINESS**

**City Manager’s Report**

City Manager Flynn presented his monthly report to the Board of Commissioners on the progress of projects and departmental operations.

**Bluegrass Recreation Sales & Installation  
Little Tykes Commercial Playground Equipment**

**College Park**

The Board of Commissioners reviewed the quote from Bluegrass Recreation Sales & Installation on the playground equipment for College Park. No action was taken at this time.

**Request for Street Closure  
Rock the Block Events**

On motion by Commission Cox, seconded by Commissioner Strode, and with unanimous vote, this request was approved. The dates for the Rock the Block events are June 11<sup>th</sup>, July 9<sup>th</sup>, and August 6<sup>th</sup>. Interim Main Street Director Rachael Boyd reported she had spoken with Captain Craycraft about these events.

**Request for Street Closure  
Car Show**

On motion by Commissioner Strode, seconded by Commissioner Cox, and with unanimous vote, the request to block North Main Street from Broadway to Washington Street for a car show on June 11<sup>th</sup>, July 9<sup>th</sup>, and August 6<sup>th</sup>, and Depot Street on August 21<sup>st</sup> from 2 p.m. to 7 p.m. for a car show was approved.

City Clerk Joy Curtis noted Police Chief Palmer had approved the street closures and Mr. Fountain had provided insurance for these events. She also reported the Janet Gentry Car Show scheduled for May 15, 2021 for Depot Street was moved to a private lot due to insurance costs.

**Earth Day at the Legacy Grove Park**

Mayor Burtner noted there would be an event for Earth Day at Legacy Grove Park on Thursday April 22<sup>nd</sup> from 2-6 p.m. He stated no action was needed.

City Manager Flynn reported the Police Department was made aware of this event in case there needed to be traffic control on Lexington Avenue.

**OLD BUSINESS**

City Manager Flynn updated the Commission regarding annexations that was discussed at the March 16, 2021 meeting. He stated he had contacted all four

property owners and three had returned his calls. He has set up meetings with two and is involving Todd Denham, Industrial Development Authority Director.

**RESOLUTION**

**A RESOLUTION APPROVING AND ACCEPTING THE GRANT FROM THE DEPARTMENT FOR LOCAL GOVERNMENT LAND AND WATER CONSERVATION FUND (LWCF) FOR THE EUGENE GAY SPLASH PARK**

On motion by Commissioner Strode, seconded by Commissioner Flynn, and with unanimous vote, this Resolution was adopted. Resolution No. R2021-3.

**ORDERS (General)**

**AN ORDER ACCEPTING THE RESIGNATION OF JOHN G. ROCHE FROM THE WINCHESTER HOUSING AUTHORITY BOARD**

On motion by Mayor Burtner, seconded by Commissioner Strode, and with unanimous vote, this order was adopted. Order No. 2021-79.

**AN ORDER AUTHORIZING THE PURCHASE OF DEICING SALT FOR FY2022**

On motion by Commissioner Flynn, seconded by commissioner Strode, and with unanimous vote, this order was adopted. Order No. 2021-80.

**AN ORDER AWARDING A BID FOR THE DEMOLITION OF 43 5<sup>TH</sup> STREET TO INNOVATIVE DEMOLITION**

On motion by Commissioner Flynn, seconded by Commissioner Strode, and with unanimous vote, this order was adopted. Order No. 2021-81.

**AN ORDER AWARDING A BID FOR PRESSURE WASHING ON THE NORTH MAPLE STREET RETAINING WALL**

On motion by Commissioner Flynn, seconded by Commissioner Strode, and with unanimous vote, this order was adopted. Order No. 2021-82.

**AN ORDER AUTHORIZING THE TRANSFER OF SURPLUS EQUIPMENT TO THE CLARK COUNTY BOARD OF EDUCATION**

On motion by Commissioner Strode, seconded by Commissioner Flynn, and with unanimous vote, this order was adopted. Order No. 2021-83.

**AN ORDER ACCEPTING THE RESIGNATION OF SHERRY RICHARDSON FROM THE MAIN STREET WINCHESTER BOARD**

On motion by Mayor Burtner, seconded by Commissioner Strode, and with unanimous vote, this order was adopted. Order No. 2021-84.

**AN ORDER DECLARING CERTAIN CITY OF WINCHESTER PROPERTY TO BE OBSOLETE AND SURPLUS**

On motion by Commissioner Cox, seconded by Commissioner Flynn, and with unanimous vote, this order was adopted. Order No. 2021-85.

**AN ORDER ACCEPTING AND ENTERING INTO AN INTERLOCAL AGREEMENT WITH THE CLARK COUNTY FISCAL COURT FOR COUNTY-WIDE EMERGENCY MEDICAL SERVICES**

On motion by Mayor Burtner, seconded by Commissioner Strode, and with a three to 1 vote, Commissioner Cox voting no, this order was adopted with specified corrections of "Ninety days written notice at the end of the fiscal year" in Sections 2 and 8A, and removing the sentence "These percentages approximate the most recent reliable percentages of incorporated and unincorporated population figures for Clark County" in Section 4. Order No. 2021-86.

**AN ORDER APPROVING THE APPLICATION TO THE DEPARTMENT OF HOMELAND SECURITY FOR A HAZMAT TRUCK FOR THE WINCHESTER FIRE/EMS DEPARTMENT**

On motion by Commission Cox, seconded by Commissioner Strode, and with unanimous vote, this order was adopted. Order no. 2021-87.

**AN ORDER APPROVING THE APPLICATION TO THE DEPARTMENT OF HOMELAND SECURITY FOR A LUDLUM RADIOLOGICAL METER AND A MULTI-RAY GAS METER**

On motion by Commissioner Flynn, seconded by Commissioner Strode, and with unanimous vote, this order was adopted. Order No. 2021-88.

**AN ORDER APPROVING THE APPLICATION TO THE DEPARTMENT OF HOMELAND SECURITY FOR AN URBAN SEARCH AND RESCUE CAMERA TO REPLACE A 20-YEAR OLD CAMERA**

On motion by Commissioner Strode, seconded by Commissioner Flynn, and with unanimous vote, this order was adopted. Order No. 2021-89.

**PERSONNEL ORDERS (General)**

**AN ORDER ACCEPTING THE RESIGNATION OF HAYDEN AYERS, PTS/EMT**

On motion by Commissioner Flynn, seconded by Commissioner Cox, and with unanimous vote, this order was adopted. Order No. 2021-90.

**AN ORDER PROMOTING RACHAEL BOYD FROM ADMINISTRATIVE ASSISTANT TO MAIN STREET WINCHESTER DIRECTOR**

On motion by Commissioner Strode, seconded by Commissioner Flynn, and with unanimous vote, this order was adopted. Order No. 2021-91.

Mr. Michael Boyd was present.

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

Commissioner Cox:

- Stated he had recommended at one time the merger of the City and County fire departments and recommended a committee be set up with Commissioner Strode and himself on the committee from the City to investigate the merger process.
- Noted the Winchester Group Work Camp was still collecting donations.

Commissioner Strode:

- Stated she was pleased with the quote from Little Tykes for the possibility of new playground equipment at College Park and the funding for the Splash Park.
- Thanked Public Works for building the flower boxes at the Chamber of Commerce office and painting the other boxes.
- Noted she was glad to have the Rock the Block events back downtown and the Beer Cheese tribute. She also noted the car shows taking place downtown this summer would bring more business to the downtown area.

Commissioner Flynn:

- Noted citizens were really getting interested in the Farmers Market since there was an article in the newspaper and was posted on the City’s Information Facebook page.

Mayor Burtner:

- Reported the Joint EMS Committee was scheduled to have a meeting on May 6<sup>th</sup> at City Hall.
- Noted that events and activities were starting to pick up in the community.

**ADJOURN TO CLOSED SESSION**

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

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

**CALL MEETING BACK INTO OPEN SESSION**

Mayor Burtner called the meeting back into open session.

**ADJOURN MEETING**

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

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Edallen York Burtner, Mayor

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Joy Curtis, City Clerk