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**WINCHESTER BOARD OF COMMISSIONERS SPECIAL MEETING HELD  
MAY 21, 2021 BUDGET WORK SESSION 9:00 AM 368**

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**PLEDGE OF ALLEGIANCE - City Manager Mike Flynn  
INVOCATION - Mayor Burtner**

**PRESIDING :**

Mayor Edallen York Burtner

**PRESENT:**

Commissioner JoEllen Reed  
Commissioner Ramsey Flynn  
Commissioner Kitty Strode

City Manager Mike Flynn, Deputy City Clerk Dianna Layne, Interim Finance Director Michelle Lucas, Purchasing Officer Teresa Henry, and the City Clerk were present.

Commissioner Cox was present via phone.

Upon determining that a quorum was present for the transaction of business, Mayor Burtner called the May 21, 2021 special budget work session to order at 9:00 a.m. in the Commission Chambers of City Hall.

**BUDGET WORK SESSION - FY 2022**

**CARES Act and  
American Rescue Plan**

Mayor Burtner reported on the CARES Act and the funds the City received in the amount of \$1.7 million which reimbursed expenses the City had already incurred during the pandemic.

Mayor Burtner noted the American Rescue Plan was a different source of money in that the City would receive in two Tranches. The City had to set up accounts to receive this funding, the first Tranche of 2.4 million in 2021 and the second 2.4 million Tranche in 2022. He noted there were still questions to be answered on how the funds can be spent. There will be additional funding coming through the Kentucky Infrastructure Authority for infrastructure towards WMU projects.

Mayor Burtner reported Randy Patrick with the Winchester Sun introduced Mr. Dillan Combs to him as the new government reporter for the newspaper. He stated Mr. Patrick was leaving the Sun. He noted that each Department needed to be diligent with releasing information on social media.

Police Chief Kevin Palmer was present to discuss the budget requirements for the Police and Communications Departments.

Chief Palmer stated his officers will need training in the next year and vehicle replacement. He requested software, Mobile Data Terminal (MDT's), a covert DVR, and an elliptical trainer for the gym. He stated he wanted to move weapons from Capital Funds to the General Fund  
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as handguns are under the \$1,000 cost. He also requested dispatch stations as they've been in constant use since 2002.

Captains James Hall, Dennis Briscoe, Harvey Craycraft, and Eric Campbell were present.

Public Works Director Pat Clark was present to discuss the FY 2022 budget for Public Works. He stated he had a Maintenance and Operator position open in his department. He requested a new Dump Truck and a new salt building. He stated the salt building needs repairs due to wood rotting but a new building would hold more salt. He requested the training and travel line item be increased for additional training for all employees at the Public Works Department.

Road Supervisor Brian Sewell and Administrative Assistant Bridgett Stidham were present.

**Recess**

The board recessed for lunch.

**Resume**

Mayor Burtner called the meeting back into session.

Purchasing Officer Teresa Henry requested on behalf of Personnel Director Tammy Shelton, the following capital items:

- Windows for City Hall - \$30,000
- Painting, new carpet, flooring, and window blinds for City Hall - \$20,000
- Six tables with wheels and 50 chairs without arms for the Commission Chambers - \$5,500
- Sprinkler System throughout City Hall - \$60,000
- Renovate kitchen on the second floor and all three restrooms of City Hall - \$24,000
- Mitigate mold in the basement and purchase a dehumidifier
- New stair treads and gutter repair \$6,400
- New furniture for Human Resources \$1,200

**TRANSFERS**

On motion by Commissioner Cox, seconded by Commissioner Reed, and with unanimous vote, the Board approved \$482,845 for Winchester/Clark County Parks & Recreation, \$250,000 for Parks & Recreation Capital, and \$57,000 for Recreation, total \$789,845 transfer.

On motion by Commissioner Flynn, seconded by Commissioner Reed, and with unanimous vote, the Board approved \$9,400 for the Winchester/Clark County Planning Commission.

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On motion by Commissioner Cox, seconded by Commissioner Flynn, and with unanimous vote, the Board approved \$2,000 for the Winchester/Clark County Board of Adjustments.

On motion by Commissioner Cox, seconded by Commissioner Flynn, and with unanimous vote, the Board approved \$3,000 for Fiscal Court- Operation Pride.

On motion by Commissioner Reed, seconded by Commissioner Strode, and with unanimous vote, the Board approved \$7,000 for the Tourism Beautification Program.

On motion by Mayor Burtner, seconded by Commissioner Cox, and with unanimous vote, the Board approved removing funding for FY 2022 from the Winchester Historic Preservation Commission.

On motion by Commissioner Flynn, seconded by Commissioner Reed, and with unanimous vote, the Board approved \$20,000 to the Winchester/Clark County Tourism Board.

On motion by Mayor Burtner, seconded by Commissioner Reed, and with unanimous vote, the Board approved \$25,000 for Leeds Theater conditioned upon the funds only to be used for physical improvements to the building, to the Winchester Council for the Arts.

On motion by Commissioner Flynn, seconded by Mayor Burtner, and with unanimous vote, the Board approved \$8,000 to the Winchester Labor Day Committee.

On motion by Commission Flynn, seconded by Commissioner Reed, and with unanimous vote, the Board approved \$2,000 to the Winchester/Clark County Administrative Hearing Board.

**Accounts**

**Commission:** On motion by Commissioner Flynn, seconded by Commissioner Reed, and with unanimous vote, the Board approved \$500 for Account 10.350 (Equipment and Furniture) and \$12,000 for Account 10.420 (Special Projects - Halloween Main-IA; Fourth of July Fireworks; and Leadership Class for Staff).

On motion by Commissioner Reed, seconded by Commissioner Flynn, and with unanimous vote, the Board approved the 2% COLA for all staff; Longevity Salary Increases; and Educational Incentives.

**Engineering:** On motion by Commissioner Cox, seconded by Commissioner Strode, and with unanimous vote, the Board approved \$105,000 for Account #17.220 (Professional Fees) and \$200 for Account #17.405 (Dues and Subscriptions).

**Planning:** On motion by Commissioner Cox, seconded by Commissioner Strode, the Board approved \$3,600 for Account #15.405 (Dues & Subscriptions).

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**Main Street Winchester:** On motion by Commissioner Reed, seconded by Commissioner Strode, and with unanimous vote, the Board approved removing \$2,500 from Account 16.214 (Car Allowance).

On motion by Mayor Burtner, seconded by Commissioner Cox, and with unanimous vote, the Board approved \$2,000 for Account #16.246 (Hardware/Software).

On motion by Commissioner Reed, seconded by Commissioner Cox, and with unanimous vote, the Board approved \$7,500 for Account #16.322 (Promotions/Education Materials).

**Police:** On motion by Commissioner Cox, seconded by Commissioner Reed, and with unanimous vote, the Board approved \$425,000 for Account #25.112 (Salaries/Wages - Overtime).

On motion by Commissioner Flynn, seconded by Commissioner Reed, and with unanimous vote, the Board approved \$50,000 for Account #25.222 (Narcotics Investigation).

On motion by Commissioner Cox, seconded by Commissioner Strode, and with unanimous vote, the Board approved \$395,000 for Account #25.135 (Medical & Dental Insurance).

On motion by Commissioner Flynn, seconded by Commissioner Reed, and with unanimous vote, the Board approved \$45,000 for Account #25.317 (Ammo, Weapons & Police Supplies).

On motion by Commissioner Reed, seconded by Commissioner Strode, and with unanimous vote, the Board approved \$130,000 for Account #25.326 (Motor Fuels & Lubricants).

On motion by Commissioner Reed, seconded by Commissioner Strode, and with unanimous vote, the Board approved \$25,000 for Account #25.405 (Dues & Subscriptions).

**Fire/EMS:** Accounts #110 (Salaries & Wages) and 111 (Salaries & Wages P/T) were deferred until the May 27, 2021 Special Meeting.

On motion by Commissioner Strode, seconded by Commissioner Flynn, and with unanimous vote, the Board approved \$3,000 for Account #26.228 (Rents & Storage).

On motion by Commissioner Reed, seconded by Commissioner Strode, and with unanimous vote, the Board approved \$40,000 for Account #26.246 (Hardware/Software Support).

**Public Works:** On motion by Commissioner Reed, seconded by Commissioner Strode, and with unanimous vote, the Board approved \$6,100 for Account #31.215 (Training & Travel).

On motion by Commissioner Strode, seconded by Commissioner Reed, and with unanimous vote, the Board approved \$2,000 for Account #31.228 (Rents & Storage).

On motion by Commissioner Strode, seconded by Commissioner Flynn, and with unanimous vote, the Board approved \$14,150 for Account #31.312 (Uniforms).

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**CAPITAL**

On motion by Commissioner Strode, seconded by Commissioner Cox, and with unanimous vote, the Board approved \$135,000 for Capital Account #615 for four police vehicles for the Police Department.

On motion by Commissioner Reed, seconded by Commissioner Flynn, and with unanimous vote, the Board approved \$35,500 for Capital Account #622 for a Swift Water Rescue Boat/Trailer and 10 dry suits for the Fire Department.

On motion by Commissioner Reed, seconded by Commissioner Strode, and with unanimous vote, the Board approved \$320,000 for Capital Account #650 for a Storage/Multi-purpose Building for the Fire Department.

On motion by Commissioner Flynn, seconded by Commissioner Reed, and with unanimous vote, the Board approved \$35,000 in the FY 2022 Budget for Capital Account #690 for a Knox Box System, with \$35,000 in the FY 2023 Budget.

On motion by Commissioner Cox, seconded by Commissioner Reed, and with unanimous vote, the Board approved \$97,000 for Capital Account #624 SCBA Breathing Air Compressor for Fire Station #1.

On motion by Commissioner Reed, seconded by Commissioner Strode, and with unanimous vote, the Board approved \$115,000 in the FY 2022 Budget for Capital Account #620 for an EC Unit for EMS with \$115,000 in the FY 2023 Budget.

On motion by Commissioner Strode, seconded by Commissioner Flynn, and with unanimous vote, the Board approved \$160,000 for Capital Account #620 Heavy Equipment for a dump truck for the Public Works Department.

**Capital Construction Projects**

On motion by Commissioner Strode, seconded by Commissioner Reed, and with unanimous vote, the Board approved \$125,000 for the Main/Broadway Handicapped Ramp.

On motion by Commissioner Strode, seconded by Commissioner Flynn, and with unanimous vote, the Board approved \$100,000 for the Frontier Way project.

**MAPS**

On motion by Commissioner Flynn, seconded by Commissioner Reed, and with unanimous vote, the Board approved \$30,000 for MAPS Account #709 (Traffic Signs, Paint, and Miscellaneous).

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**ADJOURN**

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

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Edallen York Burtner, Mayor

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Joy Curtis, City Clerk