

**WINCHESTER BOARD OF COMMISSIONERS REGULAR MEETING HELD  
JULY 19, 2022 5:30 PM**

**PLEDGE OF ALLEGIANCE - Commissioner Chenault**

**INVOCATION - City Manager Flynn**

**PRESIDING:**

Mayor Edallen York Burtner

**PRESENT:**

Commissioner JoEllen Reed  
Commissioner Joe Chenault  
Commissioner Shannon Cox  
Commissioner Kitty Strode

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

Upon determining that a quorum was present for the transaction of business, Mayor Burtner called the July 19, 2022 regular meeting to order at 5:30 p.m. in the Commission Chambers of City Hall.

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

Mr. Anthony Grisby, 151 Fifth Street requested an update on the cul-de-sac and police presence on Fifth Street. He also requested an update on the City cleaning and blacktopping the alleys in the area.

City Manger Flynn stated the progress on the Fifth Street cul-de-sac. He reported the residents of Fifth Street would be receiving notice that the next work session would be to update them on the Fifth Street Project. He stated the City was nearing the point of bidding the project out. He noted the utilities need to be moved as well as the fire hydrant which will be moved to the rear of the cul-de-sac area.

He noted the alleys would also be included in this construction work to save funds as it would be more economical to include the graveling of the alleys in this project.

**MINUTES**

On motion by Commissioner Chenault, seconded by Commissioner Cox, and with unanimous vote, the minutes of the July 5, 2022 Special (4:30 pm) and Regular (5:30 pm) meetings were approved with the change that Commissioner Reed was present via phone.

Commissioner Cox left the meeting for a previous appointment and was excused.

**DEPARTMENTAL AND AGENCY REPORTS**

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- A. Departmental Memorandum from Fire Chief Chris Whiteley for the period June 13-July 13, 2022
- B. Winchester/Clark County Transit Monthly Ridership Trends and Report
- C. Winchester/Clark County EMA/CSEPP minutes from the June 13, 2022 meeting

**INFORMATIONAL ITEMS**

- A. Memorandum from Personnel Director Tammy Shelton regarding Lieutenant Promotion in the Fire Department
- B. Memorandum from Personnel Director Tammy Shelton regarding Police Sergeant Promotion
- C. Correspondence from Carla Sandusky, Sr. Manager, Government Affairs of Charter Communications regarding Cessation of Programming

**OLD BUSINESS**

**Review and Approve the FY 2023 Paving Program**

On motion by Commissioner Chenault, seconded by Commissioner Reed, and with unanimous vote, the FY 2023 Paving Program was approved as presented.

**Review the Town Branch Building Demolition  
Rebid for 12-18 East Broadway**

City Manager Flynn spoke to the Board regarding the bids that were received for the demolition of 12-18 East Broadway. He stated there was a discrepancy in the November demolition bids and were re-bid. He stated the new bids received on June 28, 2022 were somewhat higher but these were the only bids received.

Mr. Flynn recommended the Board approve the bid provided by Sunesis and stated there was an order for approval. He stated the cost of the demolition is \$1,141,955.70. He noted no work on this portion of the Town Branch stormwater could be started until this building is demolished.

**NEW BUSINESS**

**Request for Out-of-State Travel**

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**Fire Department Personnel**

On motion by Commissioner Chenault, seconded by Commissioner Reed, and with unanimous vote, the Board approved out-of-state travel to Brandon, South Dakota for Fire Department personnel for final inspection of fire apparatus July 24-26, 2022.

**Request for Out-of-State Travel  
Det. Wattenberger**

On motion by Commissioner Strode, seconded by Commissioner Reed, and with unanimous vote, the Board approved out-of-state travel for Det. Wattenberger to attend DEA Training in West Virginia August 8-10, 2022.

**Request from the Daniel Boone Pioneer  
Festival Committee for Public Works Assistance**

On motion by Commissioner Reed, seconded by Commissioner Chenault, and with unanimous vote, this request for assistance from Robert Liggett, Jesse Jarman, Ronnie Manns, and Jacob Jones for the 43<sup>rd</sup> Annual Daniel Boone Pioneer Festival was approved.

**Request from the Daniel Boone Pioneer  
Festival Committee to Close Streets**

On motion by Commissioner Chenault, seconded by Commissioner Reed, and with unanimous vote, the request to close Main Street from Boone Avenue to Washington Street September 3-4, 2022 was approved.

**City Manager’s Report  
July 19, 2022**

The Board commended City Manager Mike Flynn for his consistent monthly report on the daily work of the City.

**Review of Joint Ordinance  
Amending Appendix A, Zoning Ordinance,  
Article 12, Definitions to Amend “Accessory Structure or Use ”**

The Board reviewed the draft joint ordinance amending language in Appendix A, Article 12 - Definitions to Amend “Accessory Structure or Use”. Mr. Rob Jeffries,

Planning Director reported with the new phrasing included, “...maximum height requirement in the zoning district, full bathrooms and kitchens shall not be permitted, and the total square footage of an accessory building within a residential

district shall not exceed more than 800 square feet, unless a variance for a larger structure is granted by the Board of Adjustments...”

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Mr. & Mrs. Mark Poole, 110 Stratford Glenn and Ms. Cammy Grant, 115 Stratford Glenn were present.

**ORDINANCE (First Reading)**

**AN ORDINANCE AMENDING THE CITY OF WINCHESTER, KENTUCKY ORDINANCE NO. 12-2020, AS AMENDED BY ORDINANCE NO. 5-2018 AND ORDINANCE NO. 10-2011 TO AMEND SECTION 2-406 . - "ABANDONED VEHICLES AND APPLIANCES "**

On motion by Commissioner Strode, seconded by Commissioner Chenault, and with unanimous vote, this ordinance passed first reading.

**ORDERS (General)**

**AN ORDER CHANGING WALL STREET FROM A TWO-WAY TRAFFIC STREET TO A ONE-WAY TRAFFIC STREET TRAVELING SOUTH BETWEEN LEXINGTON AVENUE AND HICKMAN STREET**

This order was deferred. Engineering Tech Daron Stephens spoke regarding traffic in this area. Commissioner Reed recommended installing a "No Right Turn" sign at the intersection of Wall Street and Lexington Avenue.

**AN ORDER AWARDING A BID TO SUNESIS FOR THE TOWN BRANCH BUILDING DEMOLITION**

On motion by Commissioner Reed, seconded by Commissioner Strode, and with unanimous vote, this order was adopted. Order No. 2022-142.

**PERSONNEL ORDER (First Reading)**

**AN ORDER AMENDING THE CITY OF WINCHESTER PERSONNEL POLICIES AND PROCEDURES**

On motion by Commissioner Strode, seconded by Commissioner Reed, and with unanimous vote, this order passed first reading.

**PERSONNEL ORDERS (General)**

**AN ORDER GRANTING EDUCATIONAL CERTIFICATION INCENTIVE SALARY INCREASES TO CERTAIN PERSONNEL**

On motion by Commissioner Chenault, seconded by Commissioner Reed, and with unanimous vote, this order was adopted. Order No. 2022-143.

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**AN ORDER RECLASSIFYING MARKUS JONES FROM MAINTENANCE WORKER I TO MAINTENANCE WORKER II**

On motion by Commissioner Reed, seconded by Commissioner Strode, and with unanimous vote, this order was adopted. Order No. 2022-144.

**AN ORDER PROMOTING APRIL AMBURGEY FROM CITY HALL MAINTENANCE WORKER TO ADMINISTRATIVE ASSISTANT/RECEPTIONIST**

On motion by Commissioner Chenault, seconded by Commissioner Strode, and with unanimous vote, this order was adopted. Order No. 2022-145.

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

Commissioner Reed:

- Noted the runs for Cross Medical were May - 84, June - 113, and up to July 18<sup>th</sup> - 59.
- Offered condolences to City Manager Flynn and his family on the loss of his mother-in-law.

Commissioner Strode:

- Expressed her condolences to City Manager Flynn on the loss of his mother-in-law.
- Stated the rescheduled July Rock the Block will be held Friday, July 22<sup>nd</sup> with Boogie G and the Titanics.

Mayor Burtner:

- Expressed his condolences to City Manager Flynn’s family on the loss of his mother-in-law.
- Noted there would be tree work on Boone Avenue by the Kentucky Department of Transportation and commended City Manager Flynn on his work on this project.
- Stated Commissioner JoEllen Reed had been appointed to the Kentucky Board of EMS (KBEMS) by Governor Beshear.

- Stated the 2022 Group Work Camp was going on this week and everything was going well. He noted there were about 150 kids from across the US that paid to come to Winchester to help work and improve citizens’ homes.

**ADJOURN**

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

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Edallen York Burtner, Mayor

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Joy L. Curtis, City Clerk