

**WINCHESTER BOARD OF COMMISSIONERS REGULAR MEETING HELD  
OCTOBER 18, 2022 5:30 PM 414**

**PLEDGE OF ALLEGIANCE - Commissioner Reed**

**INVOCATION - City Manager Mike Flynn**

**PRESIDING:**

Mayor Edallen York Burtner

**PRESENT:**

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

City Manager Mike Flynn, Deputy City Clerk Dianna Layne, and the City Clerk were present.

City Attorney William A. Dykeman was present via telephone.

Upon determining that a quorum was present for the transaction of business, Mayor Burtner called the October 18, 2022 regular meeting to order at 5:30 pm in the Commission Chambers of City Hall.

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

Ms. Jennifer Wilson updated the Commission on the Halloween Main-ia event being held on October 29, 2022 downtown. She noted there are over 30 vendors ready to set up to give out candy and have hot dogs and popcorn. Ms. Wilson requested the City allocate \$500 towards the event to assist.

On motion by Commissioner Reed, seconded by Commissioner Cox, and with unanimous vote, this request was approved.

Ms. Wilson also requested those present to be on the courthouse steps for their children's costume parade.

Mayor Burtner asked Ms. Wilson to make contact with the Clark County Child Development Center to coordinate the two events for that night.

**PRESENTATION**

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**Parks & Recreation Update  
Jeff Lewis , Parks Director**

Mr. Jeff Lewis, Director of Parks & Recreation spoke on the continuing upgrades of the parks. He stated all basketball and tennis courts have been paved. He stated they started on the smaller neighborhood parks and then moved on to the bigger parks due to the summer usage of the bigger parks.

Mr. Lewis thanked Public Works, Detention Center personnel, and the County Road Department for their assistance. He stated the City had provided all capital funds for the playground equipment for the last seven parks. He stated they would request the County’s allocation of funds to assist with the playground equipment. He stated Massie Park will have all new equipment and the new equipment would be all inclusive for all children. He reported the Pop-Up in the Parks had gone well and kids enjoyed the activities. He also noted the roof on the College Park Library had been replaced.

Mr. Lewis stated there were a couple of items that they had not been able to complete which were a new truck and the shelter at Community Park.

Mr. Lewis noted staff from Frankfort had come to test the water at the north effluent retention basin at the Wastewater Treatment Plant and they found E.coli, which would require aeration of the water before it can be used for activities. He stated the Soccer Park is being maintained and there is new leadership with the WYSL.

**NEW BUSINESS**

**Request to Close Wall Street  
November 11, 2022**

On motion by Commissioner Reed, seconded by Commissioner Cox and with unanimous vote, the Board approved the closing of Wall Street from Cleveland to Court Street for the Annual Veterans Day Program on November 11, 2022 at 11:00 a.m.

**Public Works Department  
Pay Adjustment  
City Manager Mike Flynn**

City Manager Flynn reported on the proposal to adjust the pay for the Public Works Department as had previously been adopted for the Police Department. Mr. Flynn

noted the Human Resources Office had contacted several comparable cities for pay rates, but decided to use the Kentucky League of Cities 2022 Wage & Hour Survey.

Mr. Flynn stated the Public Works Department already have been receiving longevity and educational incentive salary increases so base pay would be different than actual pay per job description as outlined in his memo and attachments.

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On motion by Commissioner Reed, seconded by Commissioner Strode, and with unanimous vote, the Board approved a ten percent (10%) across the board pay increase for the Public Works Department.

**City Manager’s Report  
October 18, 2022**

Mayor Burtner commended City Manager Mike Flynn on his monthly report.

**RESOLUTIONS**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF WINCHESTER, KENTUCKY, APPROVING AN INTERLOCAL COOPERATION AGREEMENT WITH THE COUNTY OF CLARK, KENTUCKY, RELATING TO INDUSTRIAL BUILDING REVENUE BONDS TO BE ISSUED FOR THE FINANCING OF MANUFACTURING AND RELATED FACILITIES FOR CATALENT PHARMA SOLUTIONS, LLC, OR ANY AFFILIATE THEREOF OR ENTITY RELATED THERETO**

On motion by Commissioner Cox, seconded by Commissioner Chenault, and with unanimous vote, this resolution was adopted. Resolution No. R2022-9.

**A RESOLUTION APPROVING THE GRANTING OF AN INDUCEMENT TO TAICA CUBIC PRINTING KENTUCKY, LLC PURSUANT TO THE KENTUCKY BUSINESS INVESTMENT ACT CREATED BY HOUSE BILL 3 OF THE 2009 EXTRAORDINARY LEGISLATIVE SESSION, WHEREBY THE CITY OF WINCHESTER, KENTUCKY AGREES TO FOREGO THE COLLECTION OF ONE PERCENT (1%) OF THE OCCUPATIONAL LICENSE FEES THAT WOULD OTHERWISE BE DUE TO IT, WHICH SHALL BE RETAINED BY TAICA CUBIC PRINTING KENTUCKY, LLC FOR A TERM OF NOT LONGER THAN TEN (10) YEARS FROM THE ACTIVATION DATE ESTABLISHED BY THE KENTUCKY BUSINESS INVESTMENT PROGRAM, SUBJECT TO THE LIMITATIONS CONTAINED IN THE KENTUCKY BUSINESS INVESTMENT ACT, AND ANY AGREEMENT THE CITY OF WINCHESTER HAS WITH THE KENTUCKY ECONOMIC DEVELOPMENT FINANCE AUTHORITY RELATED TO THE PROJECT, AND TAKING OTHER RELATED ACTIONS**

On motion by Commissioner Reed, seconded by Commissioner Strode, and with unanimous vote, this resolution was adopted. Resolution No. R2022-10.

**ORDINANCE (Second Reading)**

**AN ORDINANCE OF THE CITY OF WINCHESTER, KENTUCKY, AMENDING THE WINCHESTER CODE OF ORDINANCES SECTION 3-1 AND ESTABLISHING OPERATING HOURS FOR LICENSEE S FOR SUNDAYS**

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On motion by Mayor Burtner, seconded by Commissioner Chenault, and with a 4-1 vote, Commissioner Cox voting no, this ordinance passed second reading and was adopted. Ordinance No. 15-2022.

**ORDINANCE S (First Reading)**

**AN ORDINANCE AMENDING CHAPTER 9, ARTICLE IV, BUSINESS LICENSE TAX, SECTION 9-2 AND SECTION 9-57 RELATING TO RENTAL PROPERTY LICENSE FEES**

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

**AN ORDINANCE AMENDING SECTION 2-229 TRANSIENT ROOM TAX OF THE WINCHESTER CODE OF ORDINANCES TO INCLUDE RENTALS THROUGH ON-LINE TRAVEL COMPANIES**

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

**AN ORDINANCE AMENDING CHAPTER 2, SECTION 2-247 OF THE CODE OF ORDINANCES OF THE CITY OF WINCHESTER, KENTUCKY CHANGING THE NAME OF MAIN STREET WINCHESTER TO WINCHESTER FIRST BOARD AND DECREASING THE NUMBER OF MEMBERS ON THE BOARD**

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

**ORDERS (General)**

**AN ORDER ACCEPTING A CONTRACT FROM PRIME AE GROUP, INC. TO PERFORM A STORM SEWER ASSET INVENTORY FOR THE CITY OF WINCHESTER, KENTUCKY**

On motion by Commissioner Cox, seconded by Commissioner Reed, and with unanimous vote, this order was adopted. Order No. 2022-214.

**AN ORDER APPROVING A GRANT AGREEMENT BETWEEN THE CITY OF WINCHESTER, KENTUCKY AND THE COMMONWEALTH OF KENTUCKY DEPARTMENT FOR LOCAL GOVERNMENT FOR THE EUGENE GAY SPLASH PARK (#21-01612)**

On motion by Commissioner Reed, seconded by Commissioner Cox, and with unanimous vote, this order was adopted. Order No. 2022-215.

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**AN ORDER AUTHORIZING THE PURCHASE OF ONE 2023 1¼ TON 4500 REGULAR CAB CHASSIS 4X4**

On motion by Commissioner Reed, seconded by Commissioner Strode, and with unanimous vote, this order was adopted. Order No. 2022-216.

**AN ORDER APPROVING AN EASEMENT BY AND BETWEEN THE CITY OF WINCHESTER, KENTUCKY ON BEHALF OF WINCHESTER MUNICIPAL UTILITIES TO RELOCATE, OPE RATE, AND MAINTAIN WATER SERVICE LINES**

On motion by Commissioner Cox, seconded by Commissioner Chenault, and with unanimous vote, this order was adopted. Order No. 2022-217.

**PERSONNEL ORDERS (General)**

**AN ORDER GRANTING EDUCATIONAL CERTIFICATION INCENTIVE SALARY INCREASES TO CERT AIN PERSONNEL**

On motion by Commissioner Chenault, seconded by Commissioner Reed, and with unanimous vote, this order was adopted. Order No. 2022-218.

**AN ORDER EMPLOYING BENJAMIN LAY TO FILL THE POSITION OF PART TIME PARAMEDIC**

On motion by Commissioner Chenault, seconded by Commissioner Reed, and with unanimous vote, this order was adopted. Order No. 2022-219.

**AN ORDER EMPLOYI NG LUKE NELTNER TO FILL THE POSITION OF FFIII/EMT**

On motion by Commissioner Cox, seconded by Commissioner Strode, and with unanimous vote, this order was adopted. Order No. 2022-220.

**AN ORDER EMPLOYING RODNEY BROWN TO FILL THE POSITION OF FFIII/PARAMEDIC**

On motion by Commissioner Reed, seconded by Commissioner Chenault, and with unanimous vote, this order was adopted. Order No. 2022-221.

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

Commissioner Strode:

- Thanked Public Works for watering the downtown flowers over the summer and stated the work crew from the detention center would be replacing the flowers with bushes next week.

Commissioner Reed:

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- Noted the October 8<sup>th</sup> Fire Prevention event that took place on Depot Street was a success. She requested the Fire Department distribute “Tot Finders” stickers to local businesses.

Mayor Burtner:

- Noted November 11<sup>th</sup> was Veterans Day and last year the City provided boxed lunches to Veterans at the Program outside City Hall and requested the Board consider providing boxed lunches this year.

On motion by Commissioner Cox, seconded by Commissioner Strode, and with unanimous vote, the Board approved funds up to \$500 for boxed lunches for Veterans on November 11<sup>th</sup>.

**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 L. Curtis, City Clerk