

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

PRESIDING :

Mayor Edallen York Burtner

PRESENT:

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

City Manager Mike Flynn, HR/Risk Manager Tammy Shelton, Interim Finance Director Michelle Lucas, Deputy City Clerk Dianna Layne, 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 May 4, 2021 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

Parks & Recreation

Commissioner Cox reported on a meeting recently with the Parks Department relating to creation of an inventory of capital assets.

Ms. Debbie Fatkin, chair of the Parks & Recreation Board spoke about the decision to contract with KACO or KLC for lease arrangements like the Natatorium at the College Park Gym. With this arrangement the Parks Board would be able to bring the parks up to date. Ms. Fatkin noted all parks are in need of work - basketball courts, tennis courts, and shelters at parks.

County Magistrate Konstantopolous stated he would bring this issue before the Fiscal Court to gauge their interest in this program.

Fiscal Court Magistrate Daniel Konstantopolous, and Parks Board members Janna Smith and Gary Wiseman were present.

**5010 Old Boonesboro Road
Michael Honaker Complaint**

Mr. Michael Honaker, 5010 Old Boonesboro Road spoke regarding an issue he has been having with Winchester Municipal Utilities as it relates to WMU having water lines on his property without having easement documents with him.

WINCHESTER BOARD OF COMMISSIONERS REGULAR MEETING HELD

MAY 4, 2021

5:30 PM

185

He noted WMU had water pipelines, water service line taps and pipe, lateral waterline main, meter and meter boxes that feed properties across from his property and an above ground sanitary sewer manhole cover and waterline marker. He stated the only easement that WMU had was a temporary easement for a 30 foot strip of land for the purpose of constructing and laying pipe line.

He stated he had been in continuous contact with WMU and they had sent him a Memorandum of Understanding that he refused to sign until WMU had corrected the problems on his property. However, to obtain water service, he signed the document.

Mayor Burtner explained to Mr. Honaker that this issue was a matter for the WMU Commission to consider and he would convey Mr. Honaker’s concerns at the next WMU Commission meeting.

PROCLAMATION

Mayor Burtner proclaimed the week of May 2-8, 2021 as the 52nd Annual Professional Municipal Clerks Week, a time honored and vital part of local government throughout the world and to all Professional Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Ms. Dianna Layne, Deputy City Clerk and the City Clerk were recognized for their service.

MINUTES

On motion by Commissioner Cox, seconded by Commissioner Strode, and with unanimous vote, the minutes of the April 20, 2021 Regular (5:30 pm) meeting was approved.

DEPARTMENTAL AND AGENCY REPORTS

- A. Winchester/Clark County Tourism Commission minutes from the March 23, 2021 meeting
- B. Winchester/Clark County Tourism Commission financial reports as of March 31, 2021
- C. Winchester/Clark County Tourism Monthly transient Room Tax Receipts January 2016 to December 2019
- D. Winchester/Clark County Chamber of Commerce meeting packet for the April 26, 2021 meeting with March 22, 2021 minutes, financial statements, and miscellaneous information
- E. Winchester/Clark County Administrative Hearing Board minutes from the March 15, 2021 meeting
- F. Winchester/Clark county Industrial Development Authority minutes from the March 15, 2021 meeting
- G. Winchester/Clark County Industrial Development Authority Internal Financial Report for period ending March 31, 2021
- H. Winchester Municipal Utilities Commission Balance Sheet as of March 31, 2021

WINCHESTER BOARD OF COMMISSIONERS REGULAR MEETING HELD

MAY 4, 2021

5:30 PM

186

- I. Clark County Geographic Information System Consortium minutes from the March 23, 2021 meeting
- J. Clark County Geographic Information System Consortium Accounts Payable as of March 31, 2021
- K. Clark County Geographic Information System Consortium Financial and Budget Summary for March 2021
- L. Clark County Geographic Information System Consortium Staff Report for April 2021
- M. Winchester/Clark County Planning Commission meeting agenda for May 4, 2021
- N. Winchester/Clark County Board of Adjustments meeting agenda for May 6, 2021

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

INFORMATIONAL ITEMS

- A. Correspondence dated April 27, 2021 from City Manager Mike Flynn to Mr. Kelly Baker, Kentucky Department of Transportation regarding reinstalling the traffic light on US 60 and McCann Drive
- B. Keep Clark County Clean & Green - Pickup Roadside Litter Event
- C. City of Winchester Position Description - Class Title: Fire Chief
- D. Correspondence from Chad Walker regarding the sculpture installation at the North Main Street City parking lot "Many Friends Park"

NEW BUSINESS

**Request to Close Streets
D&S Hardware 5th Anniversary
July 17, 2021**

On motion by Commissioner Strode, seconded by Commissioner Reed, and with unanimous vote, the request to close Church Alley at the south end of Dairy Queen, side entrance to Church Alley off Highland at the alley, the D&S Hardware exits to Church Alley, and the Main Street entrance to the parking lot "Many Friends Park" contingent on the approval of the Main Street Winchester Board.

**Request for Out-of-State Travel Detective Matt Reed
HIDTA Task Force Conference, Gatlinburg, TN**

On motion by Commissioner Flynn, seconded by Commissioner Strode, and with unanimous vote, the request for out-of-state travel by Detective Reed was approved for May 25-27, 2021.

ORDERS (General)

**AN ORDER APPROVING AND PROVIDING FOR FUNDS NOT TO EXCEED \$50,000
FOR THE WINCHESTER/CLARK COUNTY PARKS & RECREATION FOR
PLAYGROUND EQUIPMENT AT COLLEGE PARK**

WINCHESTER BOARD OF COMMISSIONERS REGULAR MEETING HELD

MAY 4, 2021

5:30 PM

187

On motion by Commissioner Reed, seconded by Commissioner Cox, and with unanimous vote, this order was adopted. Order No. 2021-92.

AN ORDER APPOINTING PEGGY MCCALLISTER TO FILL THE UNEXPIRED THREE YEAR TERM OF SHERRY RICHARDSON ON THE MAIN STREET WINCHESTER BOARD

On motion by Mayor Burtner, seconded by Commissioner Strode, and with unanimous vote, this order was adopted. Order No. 2021-93.

PERSONNEL ORDERS (First Reading)

AN ORDER AMENDING THE POSITION DESCRIPTION OF FINANCE DIRECTOR (Finance Dept.) (Personnel and Pay Classification Plan)

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

AN ORDER AMENDING THE POSITION DESCRIPTION OF ASSISTANT FINANCE DIRECTOR (Finance Dept.) (Personnel and Pay Classification Plan)

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

PERSONNEL ORDERS (General)

AN ORDER TERMINATING THE EMPLOYMENT OF BRIANNE AYERS, DISPATCHER

On motion by Commissioner Cox, seconded by Commissioner Reed, and with unanimous vote, this order was adopted. Order No. 2021-94.

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

Commissioner Flynn:

- Reported he had received a phone call from Leo Shortridge with the Youth Soccer League regarding the Soccer Complex and the need for repairs. He noted he wasn't able to join those who had already visited the soccer park to see what was needed.

Commissioner Reed:

- Thanked everyone for the cards and calls to check on her while she had been recovering from foot surgery.

Commissioner Cox:

WINCHESTER BOARD OF COMMISSIONERS REGULAR MEETING HELD

MAY 4, 2021

5:30 PM

188

- Stated he would have a proposal regarding the fire department at the next meeting to review.

Commissioner Strode:

- Noted the flowers had not been planted yet due to the rain. She also commended Public Works for their assistance with painting the flower boxes and making new boxes.

Mayor Burtner:

- Thanked Interim Finance Director Michelle Lucas for planning the FY2022 budget work sessions. Those dates are May 17th from 9:30-4:00; May 20th 9:00-Noon; and May 21st 9:00-4:00, with another date if needed of May 25th.
- Noted May 6th at Noon the National Day of Prayer would take place in front of the Courthouse.
- Noted the EMS Committee would meet at 4:00 p.m. in the Commission Chambers of City Hall on Thursday, May 6th.
- Reported on the planning of the Memorial Day Event. He noted the local VFW plays a major role in this event.
- Complimented Main Street Winchester Director Rachael Boyd for the new Winchester postcards that were printed. He stated there were some in the foyer for the public.
- Noted the Farmers Market would start Saturday, May 7th and that several events were going on in the community this weekend.

ADJOURN TO CLOSED SESSION

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

- XX POTENTIAL LITIGATION KRS CHAPTER 61.810 (c)
- 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 Cox, seconded by Commissioner Strode, and with unanimous vote, the meeting was adjourned.

WINCHESTER BOARD OF COMMISSIONERS REGULAR MEETING HELD

MAY 4, 2021

5:30 PM

189

*

Edallen York Burtner, Mayor

Joy Curtis, City Clerk