

MINUTES

March 8, 2016

The Winchester City Council met in a regular session at City Hall on Tuesday, March 8, 2016, beginning at 6:00 p.m.

Present and participating were: Mayor Terry Harrell presiding; Beth Rhoton, City Administrator; Judy Baker, City Recorder; Greg O'Neal, City Attorney; various Department Heads, audience members; news media; and the following Council members:

Present: Councilwoman Alexander  
Councilwoman Bates  
Councilman Spencer  
Councilman Womack

Absent: Councilman Snead

Mayor Harrell called the meeting to order with a prayer by Winchester Utilities Manager Roger Caldwell and the Pledge of Allegiance led by WCDT reporter Craven Inions.

Mayor Harrell opened the public hearing for any comments on Ordinance #980, an ordinance rezoning Property Map #75D, Group D, Parcel 001.02 in the 900 block of S. College Street to C-2 highway service district from the current multiple zoning classifications of R-2 and C-2. No one spoke for or against the ordinance and the public hearing was adjourned.

The regular Council meeting began immediately after the close of the public hearing.

Mayor Harrell introduced Craven Inions as the new reporter with the Herald Chronicle and welcomed him to the council meetings.

Under addresses, presentations and/or requests, Abby Pickett, Director for the Winchester Downtown Program Corporation, requested permission to have beer at two of their special downtown events. The first event is for their 1<sup>st</sup> annual "Rising Sun Redbud Summer Music Fest" to be held on June 4, 2016. The second event is for their annual "Farm to Table" dinner event on August 6, 2016. (Details of the two events are attached to the minutes). Motion for approval was made by Councilman Spencer, seconded by Councilwoman Alexander, and all voted in favor of said motion.

In the first order of unfinished business, the reading of the minutes of the February 9, 2016, regular Council meeting was dispensed and approved on a motion by Councilman Womack, seconded by Councilwoman

Bates, and all voted in favor of said motion.

In the first order of unfinished business, the reading of the minutes of the February 18, 2016, special called Council meeting was dispensed and approved on a motion by Councilman Spencer, seconded by Councilwoman Alexander, and all voted in favor of said motion.

Last under new business, the Council passed the third and final reading of Ordinance #980, amending Zoning Ordinance #506, to rezone a parcel of property in the 900 block of South College Street, further identified as Property Map #75D, Group D, Parcel 001.12 and belonging to Michael T. Rudder, to C-2 highway service district from the current multiple zoning category of R-2 medium-density residential district and C-2 classifications. Motion for approval was made by Councilman Womack, seconded by Councilman Spencer, and the motion passed unanimously by the following roll call vote:

Ayes: Councilman Alexander  
Councilwoman Bates  
Councilman Spencer  
Councilman Womack

Nays: None

Next under new business, Zackary Colescott, Airport Manager, requested approval of a storage hangar space rental agreement lease between the Winchester Airport Authority and Burt Aviation Corporation. The lease is for \$10,000 a year for Burt Aviation to have a guarantee to store their aircraft at the hangar for no more than 50 nights per year (\$200 per night). The lease is for an initial period of ten (10) years, but not less than seven (7) years, with a renewal option for an additional 10 years, at which time the rate of fee can be reviewed. This guaranteed spot the Airport is giving the lessee does not include exclusive use of the hangar as there is additional space to allow other aircraft to be stored in the hangar at nightly rates. (Copy of lease is attached to the minutes). Motion for approval was made by Councilwoman Alexander, seconded by Councilman Womack, and the motion passed by unanimous vote.

Next, City Administrator Rhoton presented the following bids listed below that were received for the Public Works Department for their two-year (2) cemetery mowing contract:

Yard Works	\$14,040.00
Caldwell Lawn & Landscaping	\$22,500.00

City Administrator Rhoton stated that she and Public Works Director Steve

Goodwin recommended the low bid by Justin Partin of Yard Works for his low bid of \$14,040. Motion approval was made by Councilman Spencer, seconded by Councilwoman Bates, and all voted in favor of said motion.

Next, City Administrator Rhoton presented change order #2 from the Tennessee Department of Transportation, for eight separate change orders compiled into one, totaling the amount of \$47,887.50 for Phase 4 of the current sidewalk project (Pin #114983.00) on both sides of First Avenue. She explained that this money is budgeted in the grant under contingencies because, when we do a project of this scope, there will be things that we are unaware of until we start the project. Motion for approval was made by Councilwoman Alexander, seconded by Councilman Spencer, and the motion passed by unanimous vote.

Next, Finance Director Martha Carol Luttrell stated that the City did a pre-implementation for credit card processing and submitted it to the State about a year ago. Now the State requires that, after a period of a year to eighteen months, we do a post implementation review of credit card processing and submit it to the State of Tennessee. Motion for approval was made by Councilman Spencer, seconded by Councilwoman Bates, and all voted in favor of said motion.

Next, City Administrator Rhoton presented an Information Security Policy recommended by Carl Marshall, our IT Network Administrator. This policy mirrors the Utility Policy and all our information runs through servers that Mr. Marshall handles. Mrs. Rhoton requested approval to add the Information Security Policy to our Personnel Policy. Motion for approval was made by Councilman Spencer, seconded by Councilman Womack, and the motion passed by unanimous vote.

Next, City Administrator Rhoton presented a request by Police Chief Dennis Young to hire another employee for his department. He recently hired an employee that has been with us in the past, but he is in need of another employee. Mrs. Rhoton stated that the money is not currently in our budget, but, after reviewing his budget and seeing that his department has been short for most of a year, there is enough money that could be used for the few months of salary needed to hire someone now. Motion for approval was made by Councilwoman Alexander, seconded by Councilman Womack, and the motion passed by unanimous vote.

Next, the Council passed the first reading of Ordinance #981, (amending Ord. #965) to establish absentee by mail ballot voting procedures for non-resident property owners in municipal elections. Ordinance #965 was passed and in effect in 2014 but MTAS has since made us aware of wording that needed to be clarified and rewritten. The rewording is the whole section "Title 20, Miscellaneous; Chapter 6, Section 20-501" found at the bottom of the first page of the ordinance). Motion for approval was made by Councilman Spencer, seconded by Councilwoman Bates, and the motion passed unanimously by the following roll call vote:

Ayes: Councilman Alexander  
Councilwoman Bates  
Councilman Spencer  
Councilman Womack

Nays: None

Next, the Council passed the first reading of Ordinance #982, providing that the Code of Ordinances be amended by revision to Title 12, upgrading to 2012 International standards for building, utility, codes, pools, etc. Motion for approval was made by Councilman Womack, seconded by Councilwoman Spencer, and the motion passed unanimously by the following roll call vote:

Ayes: Councilman Alexander  
Councilwoman Bates  
Councilman Spencer  
Councilman Womack

Nays: None

Next, the Council passed the first reading of Ordinance #983, amending Zoning Ordinance #506, to rezone property known as 1260 Lynchburg Road belonging to Twin Creeks Properties LLC to R-3A, high density residential alternative district from the current zoning of R-1 residential district. Motion for approval was made by Councilwoman Alexander, seconded by Councilman Spencer, and the motion passed unanimously by the following roll call vote:

Ayes: Councilman Alexander  
Councilwoman Bates  
Councilman Spencer  
Councilman Womack

Nays: None

Last under new business, the Council passed the first reading of Ordinance #984, amending Zoning Ordinance #506, to rezone two (2) tracts of land along State Highway 50 Lynchburg Road, belonging to Twin Creeks Properties LLC, to C-2, highway service commercial district from

the current classification of R-3A, high density residential alternative district. This rezoning is for future commercial development of the marina project. Motion for approval was made by Councilman Spencer, seconded by Councilman Womack, and the motion passed unanimously by the following roll call vote:

Ayes: Councilman Alexander  
Councilwoman Bates  
Councilman Spencer  
Councilman Womack

Nays: None

Under City Administrator, Council, and Departmental reports, communications, and updates: Councilwoman Alexander reported that the monthly Breakfast Fly-In at the Airport this past Saturday had about 20 to 25 planes fly in. She urges everyone to attend one of these breakfasts on the 1<sup>st</sup> Saturday of every month at 7:00 a.m. and the cost is only \$7.00 for all you can eat; Councilwoman Bates reported that the Beer Board approved a beer permit request for Robert Glasner, the new owner of John T's Barbeque; and Councilman Womack urged everyone to shop at home.

Under City Administrator communications, Mrs. Rhoton stated she and Special Projects Coordinator Yvonne Stewart met with Rural Development this afternoon and was made aware of a possible Rural Development Grant for something we have been looking into. She informed the Council that we have to have a resolution prepared and approved by their deadline of March 15, 2016. Mrs. Rhoton asked permission to hold a special called meeting for this grant and, after discussing dates with the council, Mayor Harrell scheduled the requested meeting for Tuesday, March 15<sup>th</sup>, at 8:00 a.m.

Under mayor communications, Mayor Harrell informed the press and the audience that for the next three (3) months the City Council meeting will be held at 5:00 p.m. instead of 6 p.m. and the monthly work sessions will be held at 8:00 a.m.

Mayoral Harrell stated that he appreciates everyone's patience with the construction that is going on downtown as well as with the resurfacing of the bridge coming up on the square. These projects will be completed in a few months and asks for everyone's continued patience as we continue to make improvements for our city. Mayor Harrell commented that he has heard many good things from citizens, as well as from tourists, about how beautiful our square is and said that we have a

square that we can all be proud of.

With no further business or communications to be brought before the Council, the meeting adjourned on a motion by Councilwoman Bates, seconded by Councilman Spencer, and all voted in favor.

City of Winchester's website is:

[www.winchester-tn.com](http://www.winchester-tn.com)

International Dogwood Festival website is:

[www.winchesterdogwoodfestival.com](http://www.winchesterdogwoodfestival.com)

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Terry Harrell, Mayor  
City of Winchester

Attest:

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Beth J. Rhoton, City Administrator

Minutes taken and typed by: Judy Baker

Date of Meeting: March 8, 2016