

**WINCHESTER COMMON COUNCIL SPECIAL MEETING  
WITH FREDERICK COUNTY BOARD OF SUPERVISORS  
TUESDAY, OCTOBER 20, 2009  
MINUTES**

**PRESENT:** President Jeff Buettner; Councilor Evan Clark, John Hill, Milt McInturff, Les Veach and John Willingham; Vice-President Art Major and Vice-Mayor Michael Butler (8)

**ABSENT:** Mayor Elizabeth Minor (1)

**Present for Frederick County:** Chairman Richard Shickle and Supervisors Charles DeHaven, Gary Lofton, Gene Fisher, Bill Ewing, Philip Lemieux, and Gary Dove.

President Buettner and Chairman Shickle called the meeting to order at 5:33 p.m.

- Chairman Shickle distributed a list of items for discussion developed at the previous joint meeting. The consolidation of the Parks and Recreation Departments and the Fire and Rescue Departments were chosen for discussion. Chairman Shickle introduced Kevin Anderson, Chair of the Consolidation Task Force for Parks and Recreation.

Mr. Anderson presented a timeline and summary of the consolidation meetings. He stated their purpose what to facilitate the “how phase” of consolidation and answer if it could be done. Some of the recommendations would need to change with the opening of the Active Living Center at Jim Barnett Park.

President Buettner asked if the task force discussed cost savings and if service would be better. Mr. Anderson stated it was discussed by they could not come up with a yes or no answer.

After further discussion on cost savings, equipment, and staff levels, the governing bodies asked that a committee be formed to discuss why the departments should be consolidated. The committee will consist of Councilor Butler, Supervisor Philip Lemieux, Brad Veach, Jason Robinson, and Kevin Anderson as Chair. The committee is to look at the efficiencies of the two departments, the start up cost to get to the organization chart presented by the task force, and improvements in the quality of service and efficiency. Mr. Anderson thought a report could be presented by the beginning of the year.

- President Buettner introduced Fire and Rescue Chief Frank Wright to present on the consolidation of the Fire and Rescue Departments.

Chief Wright presented a summary of the task force report. He stressed the importance of supporting the Volunteer/Combination System during the consolidation process while

not affecting each stations individual identity, character and pride. The volunteers must understand that they will still manage their own stations and maintain their current funding levels.

Chief Wright stated the task force highly recommended consolidating the Emergency Communications but did not include Emergency Management in their discussions. He then presented a summary of the gains and improvements that could be made from the consolidation.

After further discussion, a consensus from both bodies was that it is critical to combine Emergency Communications and the interoperability of the radio systems for better service to the communities. A committee was asked to look at how to make the consolidation work. The committee will consist of Supervisor Dove, Mayor Minor, and the City and County's Fire and Rescue Chiefs and Emergency Communications Directors.

The City will look at the cost to add the County to the RFP with Kimball Associates.

- Supervisor Lemieux commented on the need for an operating agreement for Tourism.
- With no further business to discuss between the two governing bodies, President Buettner requested a motion for the Common Council to convene into executive session for the discussion of personnel matters pursuant to §2.2-3711(A)(1) of the Code of Virginia.

The motion was made by Councilor Willingham, seconded by Councilor Clark, then unanimously approved by voice-vote.

Upon returning, the council members approved a motion to return to open meeting and each member certified that only public business matters lawfully exempted from open meeting requirements of the Virginia Freedom of Information Act were discussed during the closed meeting, and that only those public business matters identified in the motion which convened the closed meeting were heard, discussed, or considered during the closed meeting.

*A roll call vote was taken, the ayes and nays being recorded as shown below:*

<b><u>MEMBER</u></b>	<b><u>VOTE</u></b>
Councilor Buettner	Aye
Councilor Butler	Aye
Councilor Clark	Aye
Councilor Hill	Aye
Councilor Major	Aye
Councilor McInturff	Aye
Mayor Minor	Absent

Councilor Veach  
Councilor Willingham

Aye  
Aye

ADJOURNMENT

With no further business to discuss, the meeting adjourned at 8:08 p.m.

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Kari J. Van Diest  
Deputy Clerk of Council