

**MINUTES OF THE COMMON COUNCIL  
WORK SESSION  
September 18, 2012  
City Council Chambers – Rouss City Hall**

**PRESENT:** President Jeff Buettner; Councilor Evan Clark, John Tagnesi and Les Veach; Vice-Mayor Milt McInturff; Mayor Elizabeth Minor (6)  
**ABSENT:** Councilor John Hill and Ben Weber; Vice-President John Willingham (3)

President Buettner welcomed the participants of the INSIGHT Academy and stated this meeting is where Council discusses items before voting on them at the regular Council meeting. He asked that if anyone has a question about the proceedings to raise their hands.

**Items for Discussion:**

**R-2012-72:** Resolution – Approval of the Information Technology Strategic Plan – Tom Lloyd and BerryDunn Representatives

Information Technology Director Tom Lloyd introduced Chad Snow and Seth Hedstrom of BerryDunn.

Mr. Snow presented a summary of the strategic plan including the top 5 initiatives for the first year, the funding levels for the next 5 years, and the processes to continually update and govern the plan.

After a brief discussion, Council directed staff to prepare a proposal that shows all 3 proposals.

**R-2012-69:** Resolution – Approval and authorization to execute the new Water Supply Agreement with Middletown

Utilities Director Perry Eisenach presented the 30 year Water Supply Agreement based on the terms presented to Council in June.

Councilor Clark moved to forward R-2012-69 to Council. *The motion was seconded by Councilor Veach then approved 6/0.*

**O-2012-29:** AN ORDINANCE TO AMEND AND RE-ENACT SECTIONS 29-16, 29-19, AND 29-20 OF THE WINCHESTER CITY CODE PERTAINING TO UTILITY BILLING TERMS AND DEPOSITS

Mr. Eisenach stated the General Assembly adopted significant changes to water and sewer this past session. For the City to be compliant with the State Code,

changes will need to be made to provide additional protection to property owners who rent out their property. One change is an increase in the water/sewer deposit to cover 3 months of charges. This will increase the amount of the deposit from \$90.00 to \$150.00 this year and to \$170.00 next year. Also, we will no longer be able to refund the deposit to a tenant until they move out. Property owners can still receive a refund after one year with a good payment history. A new provision in State Code is that a tenant who can show documentation that they receive assistance will not have to pay a deposit if the property owner agrees with it. Another change is any lien the City puts on a property cannot exceed 3 months of charges. If a tenant does not pay the water bill and moves out before a lien has been filed but a new tenant wants to move in, the City will no longer be able to use it as leverage to get the bill paid.

Vice-Mayor McInturff moved to forward O-2012-29 to Council. *The motion was seconded by Councilor Tagnesi then approved 6/o.*

### **Motion** to approve Fund Balance Policies

Finance Director Mary Blowe stated Council adopted the Fund Balance Policy in December 2003. This is the first time it has been amended to update the definitions and create a policy to spend the Capital Reserve Fund.

Vice-Mayor McInturff moved to forward the Fund Balance Policies to Council. *The motion was seconded by Councilor Veach then approved 6/o.*

### **R-2012-71:** Resolution – Authorization to designate of a portion of Christianson Familyland Pavilion and Shuffleboard Court in Jim Barnett Park as a Skate Park

Parks & Recreation Director Brad Veach presented a proposal to designate a portion of the Christianson Familyland Pavilion and Shuffleboard Court as a Skate Park. He stated the site, which does not get a lot of activity, was endorsed by the Parks Board. He asked Council for endorsement to open the area up for skateboarding now. He also requested Council work with the committee on a matching program for the fundraising with a cap of \$35,000. He stated the funds would be requested in the FY14 budget to get time to do fundraising. He stated they are currently pushing away skaters but they want to provide a safe, legal spot for them to skate. The proposal is to take modular equipment to get started today and to build on it in the future. The current concession and shuffle board areas would be used. The restrooms would be kept but skating will not be allowed in that area.

Councilor Clark moved to forward R-2012-71 to Council. *The motion was seconded by Councilor Tagnesi then approved 6/o.*

### **Report of Liaisons**

## **Monthly Reports**

Police Department

Fire & Rescue Department

## **Adjourn**

Vice-Mayor McInturff moved to adjourn the meeting at 7:15 p.m. *The motion was seconded by Mayor Minor then approved 6/0.*