

**SPECIAL COUNCIL MEETING
WILLIAMSTOWN CITY COUNCIL
TUESDAY, FEBRUARY 9, 2016
7:00 P.M.**

PRESENT: Mayor Rick Skinner, Kim Crupper, Troy Gutman, Greg Middleton, Ken Stone, Liz Wagoner, Amanda Winters, Laura McClanahan, and Jeff Shipp

ALSO PRESENT: Tyler Clemons, Abe Thoroughman, Ben Thoroughman, Parker Schimpff, Ethan Brady, Doug Thoroughman, Doug Clemons, Josh Winters, and Caleb Tien.

Mayor Skinner called the meeting to order.

Mayor Skinner welcomed guests with request to sign in. Mayor Skinner welcomed the Boy Scouts to the Council Meeting who are attending the meeting and working toward their communications badge.

Second Reading of Ordinance 2016-02, Alcoholic Beverage Control Ordinance

Mayor Skinner explained to City Council that Steve Humphress, General Counsel for the State Alcoholic Beverage Control, had reviewed the ABC Ordinance and found that some corrections needed to be made to the ordinance due to KRS changes. Mayor Skinner told City Council that he was not comfortable proceeding with the ordinance until such time revisions were made and reviewed by Mr. Humphress to ensure compliance and everything was included within the ordinance that needed to be. Mayor Skinner told City Council that changes will be made and will be resubmitted to City Council for their review and the first reading of a revised ordinance at the March 7, 2016, Regular Council Meeting. Jeff Shipp said that no action on this topic needed to be taken during tonight's Council Meeting since the process is going to start over again with the first reading of the revised ordinance on March 7. Jeff Shipp explained to City Council that the City does not want to expose itself to a procedural due-process error, therefore, he feels that making the revisions and having the first reading of the ordinance is the correct procedure.

Second Reading of Ordinance 2016-03, Bond Ordinance in the Amount of \$4,900,000 for the New Water Treatment Plant Project

As directed by City Council, Jeff Shipp gave the second reading of Ordinance 2016-03, Bond Ordinance in the Amount of \$4,900,000 for the New Water Treatment Plant Project, in summary.

Mayor Skinner advised City Council that the pre-construction meeting with City Representatives, HDR representatives, and the contractors of the new water treatment plant construction project and the raw water construction project was held today. The raw water construction project is scheduled to begin on February 19, and the new water plant construction is scheduled to begin on March 1.

Mayor Skinner asked if there were any questions pertaining to Ordinance 2016-03. There were no questions or discussion. Therefore, Greg Middleton made the motion to accept Ordinance 2016.03. Liz Wagoner seconded the motion, and the vote was as follows:

Kim Crupper	yes	Ken Stone	yes
Troy Gutman	no	Liz Wagoner	yes
Greg Middleton	yes	Amanda Winters	yes

Majority voted in favor. Motion carried.

City Council Consideration/Approval of Mini Excavator Request for Bid

Mayor Skinner referred to Street Superintendent Shane Tucker's memo to City Council pertaining to the Request for Bid. There were a total of seven bids received. The bid specifications requested bids for a 2010 or newer used mini excavator, with minimum specifications equivalent to a Bobcat E35. Two bids were received from Bobcat Enterprises for new 2015 machines that exceeded the budget for the excavator. One bid was received from Bobcat of Indy for a 2008 Bobcat, which was older than what the bid specifications requested. Both Mayor Skinner and Shane Tucker reviewed all bids received and it is their recommendation to City Council to approve the bid submitted by Whayne Supply in the amount of \$28,500 for a 2010 Cat 303.5ECR with 879 hours.

Liz Wagoner asked if the purchase for the excavator was approved in the budget. Mayor Skinner stated that it was included within the budget and will be a shared expense among the Water, Wastewater, and Street Departments.

There were no further questions or discussion. Therefore, Liz Wagoner made the motion to accept the bid of Whayne Supply in the amount of \$28,500. Amanda Winters seconded the motion, and the vote was as follows:

Kim Crupper	yes	Ken Stone	yes
Troy Gutman	yes	Liz Wagoner	yes
Greg Middleton	yes	Amanda Winters	yes

All voted in favor. Motion carried.

City Council Consideration/Approval of Portable Pipeline Inspection System Bid for Wastewater Department

Mayor Skinner referred to Wastewater Superintendent Mark Miller's memo to City Council pertaining to the Request for Bid. There were two bids submitted. The lowest bid, submitted by Aries Industries, Inc., in the amount of \$54,931 was under budget. The budget allowed \$90,000 under capital improvement for the purchase of this system. Mayor Skinner told City Council that the current inspection system is approximately 15 years old and is not reliable and is obsolete.

There was no further discussion. Therefore, Ken Stone made the motion to accept the bid of Aries Industries, Inc., in the amount of \$54,931 for the purchase of the pipeline inspection system. Greg Middleton seconded the motion, and the vote was as follows:

Kim Crupper	yes	Ken Stone	yes
Troy Gutman	yes	Liz Wagoner	yes
Greg Middleton	yes	Amanda Winters	yes

All voted in favor. Motion carried.

Resolution 2016-02, Authorization for Mayor and City Clerk to Sign any and all Necessary Paperwork for the First Supplemental Assistance Agreement between the City and Kentucky Infrastructure Authority (KIA) Pertaining to the New Water Treatment Plant Project

As directed by City Council, Jeff Shipp gave the reading of Resolution 2016-02, Authorization for Mayor and City Clerk to Sign any and all Necessary Paperwork for the First Supplemental Assistance Agreement between the City and Kentucky Infrastructure Authority (KIA) Pertaining to the New Water Treatment Plant Project, in summary.

Mayor Skinner told Council that the resolution is being requested by KIA and they had made a mistake in the first "Whereas" paragraph by referring to the "Wastewater System" rather than the "Water System" for the project. The change was noted and will be reflected in the resolution.

Greg Middleton made the motion to accept Resolution 2016-02. Liz Wagoner seconded the motion, and the vote was as follows:

Kim Crupper	yes	Ken Stone	yes
Troy Gutman	no	Liz Wagoner	yes
Greg Middleton	yes	Amanda Winters	yes

Majority voted in favor. Motion carried.

City Council Authorization to Submit to the Grant County Planning Commission an Application for their Recommendation of a Text Amendment to the Official Williamstown Zoning Ordinance, Article X, (District Regulations), Section 10, A-1 (Agricultural-One) Zone

Mayor Skinner explained to City Council that the next nine Agenda items will be for proposed text amendments to the Zoning Ordinance and that he will ask Laura McClanahan to explain each of the agenda items/text amendments to City Council.

Laura McClanahan stated to City Council that the proposed text amendments came as a result of the Zoning Workshop that the Mayor, City Council, and she had on January 19.

This proposed text amendment to the Agricultural-One Zone included adding language as a Conditional Use for the following uses: "Boat and/or pontoon rentals; Short-term

vacation/housing rentals, not to exceed seven consecutive days, including but not limited to, Airbnb, Vacation Rental by Owner, etc.; Special events venue, including charitable events, receptions, parties, corporate picnics, wedding, or any other events/activities which are considered by the Board of Adjustment to be of the same general character as listed herein; and Wineries".

Kim Crupper expressed a concern about listing specific web sites for the vacation/housing rentals as Airbnb and Vacation Rental by Owner. He felt that listing the web sites could be considered an unfair advantage and would be consider advertising. General discussion took place pertaining to the wording for the vacation rentals as well as what was considered short-term. It was determined that the language shall read "short-term vacation/housing rentals, not to exceed 10 consecutive days".

Liz Wagoner had questions pertaining to the special events venue that would include receptions, parties, and corporate picnics. Liz Wagoner asked for clarification about how to control the amount of receptions and parties at a location. Discussion followed. Jeff Shipp stated that it is within the parameters of the Board of Adjustment to include conditions that would help safeguard someone opening a business within an Agricultural-One Zone that was just an outside party place.

There were no further questions or discussion pertaining to the Agricultural-One text amendment. Therefore, Amanda Winters made the motion to submit to the Grant County Planning Commission a Text Amendment Application for the Agricultural-One Zone with the noted corrections pertaining to the short-term vacation/housing rentals. Troy Gutman seconded the motion, and the vote was as follows:

Kim Crupper	yes	Ken Stone	yes
Troy Gutman	yes	Liz Wagoner	yes
Greg Middleton	yes	Amanda Winters	yes

All voted in favor. Motion carried.

City Council Authorization to Submit to the Grant County Planning Commission an Application for their Recommendation of a Text Amendment to the Official Williamstown Zoning Ordinance, Article X, (District Regulations), Section 10, R-2 (Residential-Two) Zone

As requested, Laura McClanahan explained the text amendment for the Residential-Two Zone that would include as a Conditional Use for short term vacation/housing rentals, which is consistent with the Agricultural-One Zone, the additional of Children day care/adult day care, and additional language that would require nursery schools and children day cares within the residence to be regulated and comply with all State licensure requirements. Laura McClanahan stated that she would change the language for the short-term vacation/housing rentals to be consistent with the change in the Agricultural-One Zone as requested by City Council.

Laura McClanahan explained to City Council that the same text amendment language found in the proposed Residential-Two Zone text amendment was being included within the Residential-Three, Residential-Four, and Residential-Five Zones that are included on the Agenda as Item numbers 10, 11 and 12. Jeff Shipp explained to City Council that one motion to could be made and voted upon to make the text amendment changes for the Residential-Two, Residential-Three, Residential-Four, and Residential-Five Zones since it was the same language for all. Therefore, Greg Middleton made the motion to submit to the Grant County Planning Commission a Text Amendment Application for the Residential-Two, Residential-Three, Residential-Four, and Residential-Five zones with the noted corrections pertaining to the short-term vacation/housing rentals. Troy Gutman seconded he motion, and the vote was as follows:

Kim Crupper	yes	Ken Stone	yes
Troy Gutman	yes	Liz Wagoner	yes
Greg Middleton	yes	Amanda Winters	yes

All voted in favor. Motion carried.

City Council Authorization to Submit to the Grant County Planning Commission an Application for their Recommendation of a Text Amendment to the Official Williamstown Zoning Ordinance, Article X, (District Regulations), Section 10, R-3 (Residential-Three) Zone

Motion and vote for the Residential-Three proposed text amendment was made under Agenda Item Number 9.

City Council Authorization to Submit to the Grant County Planning Commission an Application for their Recommendation of a Text Amendment to the Official Williamstown Zoning Ordinance, Article X, (District Regulations), Section 10, R-4 (Residential-Four) Zone

Motion and vote for the Residential-Four proposed text amendment was made under Agenda Item Number 9.

City Council Authorization to Submit to the Grant County Planning Commission an Application for their Recommendation of a Text Amendment to the Official Williamstown Zoning Ordinance, Article X, (District Regulations), Section 10, R-5 (Residential-Five) Zone

Motion and vote for the Residential-Four proposed text amendment was made under Agenda Item Number 9.

City Council Authorization to Submit to the Grant County Planning Commission an Application for their Recommendation of a Text Amendment to the Official Williamstown Zoning Ordinance, Article X, (District Regulations), Section 10, HC (Highway Commercial) Zone

As requested, Laura McClanahan explained the proposed text amendment to the Highway Commercial Zone to City Council that would delete "except medical professional offices" from Item 51 (Office buildings) in the Permitted Uses; would add the following to the Permitted Uses: "Rental car agency; City/County-Routed bus terminal; Taxi terminal; Wedding chapel with or without reception center; Packaged liquor, wine, and malt beverage store to include drive-

through and/or drive-up window; Microbrewery; and Mobile food trucks and/or food carts"; and would add Adult Day Care Centers as a Conditional Use.

Liz Wagoner asked about the language being added for packaged liquor, wine, and malt beverage store. She asked about the number of liquor licenses that would be allowed for the county. Mayor Skinner said that it is based on population, and there should be approximately 10 liquor licenses available to be shared throughout the cities and the county.

There were no further questions or discussion. Therefore, Troy Gutman made the motion to submit to the Grant County Planning Commission a Text Amendment Application for the Highway-Commercial Zone. Ken Stone seconded the motion, and the vote was as follows:

Kim Crupper	yes	Ken Stone	yes
Troy Gutman	yes	Liz Wagoner	yes
Greg Middleton	yes	Amanda Winters	yes

All voted in favor. Motion carried.

City Council Authorization to Submit to the Grant County Planning Commission an Application for their Recommendation of a Text Amendment to the Official Williamstown Zoning Ordinance, Article X, (District Regulations), Section 10, NC (Neighborhood Commercial) Zone

As requested, Laura McClanahan explained the proposed text amendment to the Neighborhood Commercial Zone to City Council that would add the following as Permitted Uses: "Adult Day Care Centers; Packaged liquor, wine, and malt beverage store to include drive-through and/or drive-up window; and Carry-out convenience stores".

Amanda Winters voiced a concern about the packaged liquor, wine, and malt beverage stores being permitted within the Neighborhood Commercial Zone where the zones are close to residential areas. She feels that the Neighborhood Commercial Zone shall be somewhat commercial, but, also, protect the neighborhood integrity. She said that it bothers her to have liquor stores close to neighborhoods, close to schools, and that she is not comfortable with it. Discussion followed. Amanda Winters said that she would be okay with allowing the "Packaged liquor, wine, and malt beverage store to include drive-through and/or drive-up window" as a Conditional Use for the Neighborhood Zone. Further discussion took place.

After no further questions or discussion, Amanda Winters made the motion to submit to the Grant County Planning Commission a Text Amendment Application for the Neighborhood Commercial Zone with the correction of adding "Packaged liquor, wine, and malt beverage store to include drive-through and/or drive-up window" as a Conditional Use rather than a Permitted Use. Greg Middleton seconded the motion, and the vote was as follows:

Kim Crupper	no	Ken Stone	no
Troy Gutman	yes	Liz Wagoner	yes
Greg Middleton	yes	Amanda Winters	yes

Majority voted in favor. Motion carried.

City Council Authorization to Submit to the Grant County Planning Commission an Application for their Recommendation of a Text Amendment to the Official Williamstown Zoning Ordinance, Article X, (District Regulations), Section 10, CBD (Central Business District) Zone

As requested, Laura McClanahan explained the proposed text amendment to the Central Business District which would add language to the Permitted Use of "Eating and Drinking Places, excluding drive ins" that would include outdoor dining and the requirements that would need to be met; and adding the following as Permitted Uses: "Museums; Wedding chapel with or without reception center; Packaged liquor, wine, and malt beverage stores, excluding drive through or drive-in windows; Microbrewery; Mobile food trucks and/or food carts; and Carry-out convenience stores". The proposed text amendment would add the following Conditional Uses: "Adult Day Care Centers" and "Short-term vacation/housing rentals over business establishment, not to exceed 10 consecutive days."

There were no questions or discussion, therefore, Troy Gutman made the motion to submit to the Grant County Planning Commission a Text Amendment Application for the Central Business District Zone with the additions. Ken Stone seconded the motion, and the vote was as follows:

Kim Crupper	yes	Ken Stone	yes
Troy Gutman	yes	Liz Wagoner	yes
Greg Middleton	yes	Amanda Winters	yes

All voted in favor. Motion carried.

City Council Authorization to Submit to the Grant County Planning Commission an Application for their Recommendation of a Text Amendment to the Official Williamstown Zoning Ordinance, Article XIV, (Sign Regulations), Section 14

As directed, Laura McClanahan explained the proposed text amendment to the Sign Ordinance that would add a temporary "A" frame style sign to the Central Business District, a Class 15 Sign with specifications, and a Class 16 Sign with specifications to various zones.

Discussion took place pertaining to the "A" frame style temporary signs for the Central Business District and if they would meet the vision or branding of the downtown area that Sheila Lewis is working on. Mayor Skinner said he did not think everyone would have this type of sign and that it would be for lunch specials, sales, etc.

After there were no more questions or discussion, Liz Wagoner made the motion to submit to the Grant County Planning Commission a Text Amendment Application for the Sign ordinance. Troy Gutman seconded the motion, and the vote was as follows:

Kim Crupper	yes	Ken Stone	yes
Troy Gutman	yes	Liz Wagoner	yes

Greg Middleton yes

Amanda Winters yes

All voted in favor. Motion carried.

First Reading of Ordinance 2016-04, Electrical Inspections

As directed by City Council, Jeff Shipp gave the first reading of Ordinance 2016-04, Electrical Inspections. Jeff Shipp explained to City Council that the State is requesting this ordinance pertaining to electrical inspectors and exhibits are attached to the ordinance listing the electrical inspectors that the City is in contract with and their fee schedules.

There were no questions or discussion.

Adjourn

Amanda Winters made the motion to adjourn. Liz Wagoner seconded the motion, and the vote was as follows:

Kim Crupper yes
Troy Gutman yes
Greg Middleton yes

Ken Stone yes
Liz Wagoner yes
Amanda Winters yes

All voted in favor. Motion carried.
Meeting adjourned.

Signed:

3/8/16
DATE

Vivian Link
Vivian Link
City Clerk/Treasurer

Rick Skinner
Rick Skinner, Mayor
City of Williamstown, Kentucky

Laura McClanahan
Laura McClanahan, Administrative Office Manager/
Zoning Administrator, recording Minutes on behalf
of City Clerk's Office