

PRESENT: Commissioner Tommy Z. Haynes  
Commissioner Scott Tippet  
Commissioner Robert E. Roach  
Commissioner Lynn Bowers  
Mayor William I. May, Jr. (5)

ABSENT: None (0)

Following roll call, Mayor May called the Work Session to order.

Mayor May called for citizen comments and reminded everyone to use the sign in sheet.

#### **Citizen Comments**

David Hecker stated his concern with the uncertainty of the Frankfort Plant Board and the KYMEA contract.

Andy McDonald urged the Commission to rescind the vote of December 18, 2017 regarding the Frankfort Plant Board.

Chris Schimmoeller said she was saddened by the community being in such turmoil over the Frankfort Plant Board.

Jim Daniel expressed his opposition to removing the two members of the Frankfort Plant Board.

#### **Staff Reports**

Wayne Briscoe, Fire Chief, requested to add the Assistance to Firefighters Grant to the January 22, 2018 agenda. The Commission agreed without objection.

Rebecca Hall, Grants/Public Relations Manager, requested to add the CLG Grant application to the January 22, 2018 agenda. The Commission agreed without objection.

Cindy Steinhauser, City Manager, presented a number of items:

- A handout for review of the Board of Commissioners and Department Heads informational brochure.
- A draft itinerary was given out for the January Sustainable Strategies DC trip.
- A draft Goals & Priorities for Fiscal Year 2018-2019 was submitted for approval.
- The strategy for DC was discussed and the Mayor will be visiting in January. Ms. Steinhauser proposed another trip in February and would like to take a Commissioner and a staff member.
- Ms. Steinhauser has spoken to a firm and has requested prices to perform an Operations & Efficiency study.
- Working on finding a solution to prevent the Youth Center at Walter Todd from closing. Options and recommendations will follow at the January Regular Meeting.
- Ms. Steinhauser will attend the KCCMA Winter Conference on February 8 and February 9 in Lexington.
- The office in the front reception area has been updated and is ready for the Board of Commissioners to use.

Laura Ross, City Solicitor, suggested an amendment to an Ordinance regarding KCDC appointments. This amended ordinance will appear on the January 22, 2018 Regular Meeting Agenda for a first reading.

Commissioner Haynes requested additional information on the amended Stormwater Ordinances. Tom Bradley, Public Works Director, stated that the language of the ordinances needs to be updated due to revised EPA requirements.

#### **Discussion Items**

David Denton, Interim General Manager of the Frankfort Plant Board, spoke about the 3 phases of the Tanglewood Landscaping plan. FPB is hoping for the fencing, landscaping and demolition of the parking lot to be completed in the spring of this year.

Travis Ellis, Chief of Police, gave a presentation for the Police Department regarding ways to make the department more efficient and have more Police Officers on the roads. An organizational chart was offered for the Board of Commissioners review that will include eliminating 5 supervisor positions over time. The individuals now occupying those positions would go back to patrolling the streets.

Cindy Steinhauser, City Manager, gave a brief presentation on a proposed Special Events Permit Application. The new application requires applicants who want to hold a parade, race or other special event to complete a detailed application with information pertaining to their event including location, time duration, number of expected participants, etc. Once the application has been received, each department involved would be given the opportunity to review the application and give input. The application would also be routed to Downtown Frankfort, Inc. and the Tourism Office for date and location reviews. The Commission gave its approval to move forward with the process. A public meeting will be held for event organizers to give their thoughts on the proposed process before any action is taken.

Cindy Steinhauser, City Manager and Laura Ross, City Solicitor, spoke about an Order to perform City Manager duties when the City Manager is unable to attend to them. Following a brief discussion, the order will be placed on the January 22, 2018 Regular Meeting agenda for adoption.

Cindy Steinhauser, City Manager, along with Department Heads, presented a recap of findings from the 2017 Neighborhood Enhancement Program. Over 600 courtesy notices were issued to properties within the City during this sweep. Staff also reviewed issues in the City right-of-way and plans to address those issues. Staff made recommendations to reallocate funds from the Neighborhood Reinvestment Grants and set aside funds from the Community Beautification and Collaboration Grants for areas with a high number of violations. The Commission agreed to the recommendations presented.

#### **New Business**

Commissioner Roach stated that it is critical that the General Assembly pass a five year phase in for the pension costs and asked the City Solicitor how the Board of Commissioners could help. Laura Ross, City Solicitor, suggested the Board of Commissioners adopt a resolution or draft a letter.

Commissioner Roach was concerned that the City has not been well represented at the Housing Authority Meetings and suggested if the Mayor is not available to attend that the Mayor Pro-Tem or a city staff member attend the meeting.

Commissioner Roach stated that even though the City has received multiple Open Meetings Complaints, he does not believe the City violated the Open Meetings Law. In response to Commissioner Roach's concerns, Laura Ross, City Solicitor, agreed that the City did not commit a violation, however, her suggestion to alleviate public concern was that the Board of Commissioners could schedule a Special Meeting and simply rescind the vote from December 18, 2017 and vote again.

Amy Bensenhaver, former Attorney General Staff, was in attendance and at the request of Mayor May offered information regarding Open Meetings and Open Records.

After a brief discussion, Laura Ross, City Solicitor, will place an item to rescind and revote on the January 22, 2018 agenda and the City will make every attempt to accommodate the public.

It was moved by Commissioner Bowers, seconded by Commissioner Roach, that the meeting adjourn. The question was put upon the motion and was adopted by voice vote. The meeting adjourned at 8:45 p.m.

Attest:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk