

PRESENT: Commissioner Katrisha Waldrige
Commissioner Scott Tippet
Commissioner Eric E. Whisman
Commissioner John R. Sower
Mayor William I. May, Jr. (4)

ABSENT: None (0)

Mayor May called the meeting to order. The invocation was given by Dr. Marian Taylor of South Frankfort Presbyterian Church. The Pledge of Allegiance was recited.

Citizens Comments

Kathy Warren stated the new traffic markings on E. Main Street should be redone as they are dull and not visible. City staff will contact KYTC.

Nicole Konkol, a Frankfort citizen and professional archeologist, spoke about the expansion of the National Registry on Fort Hill and would like to offer her services for additional assistance.

David Hecker stated he grew up in Blanton Acres and was concerned regarding comments made at the Work Session from Mr. Louis McClain regarding Fort Hill. Mr. Hecker visited the site and found no erosion, a nice bridge, enhanced deer trails and thanked the volunteers. Also, stated he could support turf on some fields, but would like to see details.

Paul Harnice, Chair of the Frankfort YMCA Board of Directors, gave a brief presentation on the future of a new YMCA downtown and requested financial support in the amount of \$ 2.5 million over five years and use of the cities bonding capacity. Keith Parker, City Manager, suggested that Mr. Harnice attend a future meeting after the long term planning discussion.

Rodney Williams expressed that City support is needed for the YMCA by March 1, 2020. Mr. Williams also gave a brief update on the Franklin County Humane Society.

Rick Crombie spoke about the turf plan for Capitol View Park and the history of the fields. Mr. Crombie wants to see a better plan.

Commissioner Sower read a statement regarding giving taxpayer funds to the local schools when they have their own budget; it is not the government's job to fund school projects. This statement was entered into the record.

Keith Parker, City Manager, spoke about the long term planning item on the agenda for tonight. The numbers are conservative and will show an impact for personnel, pension, grant requests and many other requests that are on the table.

Margaret O'Donnell spoke about her concerns for recycling and is hopeful the City can get back to the full recycling program in the near future.

Connie Lemley spoke in support of the Local Foods and Local Places item on the agenda.

Jason Allen, representing the Franklin Center for Innovation, presented a plan for educational enrichment within the City of Frankfort and requested funding of \$60,000.00.

Presentations

Captain Kevin Mink, Officer in Charge, Lexington Medical Recruiting Station of the Army Medical Department (AMEDD) United States Army presented an award recognizing Mr. Joe Sebastian, EMS Director for assistance during training.

Commissioner Waldrige requested a moment of silence for Charlie Tippet and Jan Powe.

Consent Calendar

The following miscellaneous and personnel items were presented:

- 1. Minutes - December 9, 2019 Work Session; December 16, 2019 Regular Meeting**
- 2. Franklin and Meagher Final balancing change order - Sewer**
Authorized Balancing Change Order #1 for Akins Excavating Company, Inc. to finalize the Franklin and Meagher Sanitary Sewer Rehabilitation Project and authorized the Mayor to sign all related documents. During this project there were several unknowns that have caused delays in the project. One of the biggest issues that was encountered was a sewer line that was running under a house and garage. Staff found an alternate route but was not able to secure an easement through that property. After all of the changes that were made due to the issues that were found the final cost of the project will be \$658,543.00. This is a reduction of \$16,912.00 from the original bid price. This change order is for a reduction of \$16,912.00 for the project. The total cost budgeted for this project is \$700,000.00 and the total cost of the project will now be \$658,543.00.
- 3. Franklin and Meagher Time Extension with HMB - Sewer**
Authorized Amendment #2 to the Engineering Agreement with HMB for Engineering Services related to the completion of the Sewer Rehab for the Franklin and Meagher project and authorized the Mayor to sign all related documents. The Frankfort Sewer Department entered into a Professional Services Agreement with HMB in February 2017 for design, construction administration and inspection services for the Franklin & Meagher project. During this project there were several unknowns that have caused delays in the project. One of the biggest issues that was encountered was a sewer line that was running under a house and garage. Staff found an alternate route but was not able to secure an easement through that property. The engineer requested the contractor to provide a cost for this change in service. The additional work has caused delays in the construction of the project and will require a time extension. The final completion date for construction is now November 28th and this amendment will add the additional time needed for the engineer to complete all aspects of the project. This extension will continue the contract until March 31, 2020 to allow HMB to complete the KIA loan documentation and all of the closeout documentation. This is only a time extension to the agreement. All Terms, Conditions and Compensation will remain the same.
- 4. Kentucky Ave. Phase III Final balancing change order - Sewer**
Authorized a balancing change order with Flynn Brothers Contracting, Inc. for Kentucky Avenue Interceptor Rehabilitation Phase 3 and authorized the Mayor to sign all related documents. The construction of the project has been completed and this change order is to complete the final totals for the entire project. The project had a few items that were adjusted to represent the actual quantities and also to list damage that was done by the contractor. The original contract was for \$1,257,810.00, but after the total deductions of \$70,203.67, the final contract price will be for \$1,187,606.33. This project was budgeted for in the sewer construction account and was funded under a Kentucky Infrastructure Authority (KIA) Loan. With the closeout of this project, all 3 phases of this project were completed at \$660,393.77 under the approved budget.
- 5. Mowing Contract with T's Lawncare - Sewer**
Authorized a Mowing contract with T's Lawn Care and authorized the Mayor to sign all related documents. The Sewer Department and

Parks Department currently have several properties that they contract for mowing. A bid advertisement was issued for mowing services on December 8, and 4 responses were received December 18, 2019.

The Extended Bids are as follows:

Bid Tabulation Sheet			
City of Frankfort			
Project:	Parks & Sewer Mowing		
Bid Number: 219203-81	Date: December 18, 2019		
Bidders Name:	Amount	Local	Local Price
T's Lawn Care, LLC	\$33,975.00	Yes	\$32,276.25
Stans Lawn Care	\$38,950.00	No	
Leisure Lawn & Landscaping	\$32,300.00	No	
McClains	\$37,135.00	Yes	\$35,278.25

The contract is based on an estimated number of mowings per year so we would request a Purchase Order for \$35,000.00 in case there is a need for a couple extra rounds of mowing. Funding for this contract is budgeted with a budget of \$35,000.00 in Account No. 200.71.54390.

6. Payment of Yearly PVA Bill - Finance

Authorized payment to the Franklin County Property Valuation Association for providing the City with Frankfort properties valuations for tax billing. The PVA provides the valuation of Frankfort homes to finance's billing company to produce yearly property tax bills. With approval, the Finance Department will provide payment to the Franklin County Property Valuation Association in the amount of \$40,000.00. The funds are available in account 100.50.53295.

7. Aquatic Center Rate Changes 2020 - Parks

Authorized the Parks Department's updated aquatic center rates for the 2020 season. The Parks Advisory Board unanimously approved the changes to the 2020 private aquatic center rental rates. Due to the popularity of aquatic center rentals the current rate is not accurately covering the cost of maintenance, chemicals and staffing for those extended hours. The Parks Advisory Board discussed all the current park rates and chose to keep most rates the same as the previous season, including the daily rates of the aquatic center. The daily rates were increased slightly last year. The only change would be to the aquatic center private party rentals. To help with the cost and staffing for the extended hours that many time service anywhere from 20 patrons, up to a party of 600. The current rate for a private pool party is \$425.00. The increase would set the new rate at \$475.00, for all parties under 400 patrons and any parties over 400 patrons will have a rate of \$600.00. The Department recommends these minor rate increases be approved to help with deficits maintaining the aquatic center, especially during private parties. Once these changes are approved the new rates will be implemented.

8. NEA ArtWorks Grant - Grants

Authorized staff to apply for 2020 National Endowment of the Arts (NEA) ArtWorks grant funds in the amount not to exceed \$100,000 for the implementation of sculptures and murals in downtown Frankfort and authorized the Mayor to sign any related documents. The National Endowment for the Arts has grant funds available under their ArtWorks Program for various projects related to arts communities. The City would like to work with Josephine Sculpture Park and FrankArts to continue the partnership which recently installed sculptures and murals in downtown Frankfort. The project would include the installation of approximately three rotating sculptures and one permanent sculpture that would be located in the TIGER project area of Second Street. It would also include the installation of one large mural and several smaller murals possibly along the sidewalk or on utility boxes. The ArtWorks Grant does require a 1/1 match, making the local contribution \$50,000, however, \$7,000 of the match will be in-kind through local artists or property owner contributions. The remaining \$43,000.00 can be budgeted in FY2021 and FY2022, making the match \$21,500 for each budget cycle.

9. REMOVED - Right of Way Policy Update - Public Works

10. REMOVED - Solid Waste "Recollect" App Contract Approval - Public Works

11. MOVED TO ACTION ITEMS - Fire Gear Bid Acceptance - Fire

12. Budget Amendment - Replacement of Totaled Vehicles - Police

Authorized the Frankfort Police Department for \$66,923.58 to purchase 2 vehicles, including up- fitting and its corresponding expenditure appropriation to replace a 2014 and 2019 Ford Explorer and authorized the Mayor to sign all related documents. During fall of 2019, the Police Department was involved in two (2) separate collisions where the officers were determined to not be at fault, but resulted in both police vehicles being totaled and not salvageable. In late 2016, the Police Department ordered two (2) 2017 Ford Explorer Interceptor Utility patrol vehicles. These vehicles were issued to the Patrol Captains and it was determined they would not need all the extra equipment usually installed in a patrol vehicle. They were given the stripe and light package every other marked patrol vehicle receives. Most of the equipment from the two (2) totaled vehicles is reusable and can be transferred to the 2017 Ford Explorers. The city published a request for bids and two were received, both unacceptable due to cost. The purchase price of two 2020 Ford Edges on state contract is \$29,579 each, for a total of \$59,158. These vehicles would be unmarked vehicles, purchased from Paul Miller Ford and up-fitted by L&W Emergency Equipment, with admin light packages. The up-fit cost would be \$2,932.79 per vehicle for a total of \$5,865.58. Total payout from the insurance company for the two totaled vehicles is \$44,547.53. The total cost of vehicle purchase and up-fitting at \$65,023.58 minus the insurance payout of \$44,547.53 will be \$20,476.05. The Police Department is asking for funding to transfer the reusable equipment from the totaled police vehicles to the 2017 Ford Explorers. The cost will be \$950.00 per vehicle for a total of \$1,900.00 and this work would be performed by L&W Emergency Equipment, through approved state contract. Reject the two (2) bids that were received and approve the budget amendment for \$66,923.58 and the purchase & up- fitting of the two (2) vehicles and the costs to transfer useable equipment to existing 2017 Explorers.

13. The following personnel items were presented:

- Appointment of Laura Daum in the PW/Transit Department as Transit Driver, effective 1/2/20 (PW/Transit).
- Appointment of Jeffery Smith in the PW/Transit Department as Transit Driver, effective 1/13/20 (PW/Transit).
- Promotion of Trey Troxell in the Planning and Community Development Department from PW Tech III to Neighborhood Inspector, effective 1/7/20 (Planning).
- Resignation of Anna Satterley in the PW/Transit Department as Transit Driver, effective 1/31/20.

Permission to make up to two (2) conditional offers of employment and one (1) alternate conditional offer of employment for the position of Firefighter/EMT Recruit. The request to make these conditional offers of employment is contingent upon successful completion of background, medical, psychological, polygraph, and drug screen examinations by each candidate. The final offers will bring staffing for hazardous duty employees to 83.

It was moved by Commissioner Tippet, seconded by Commissioner Waldrige, that items of the Consent Agenda be adopted. All members being present, the motion to approve the consent agenda was adopted by voice vote without objection.

It was moved by Commissioner Sower, seconded by Commissioner Waldrige to take a 5 minute recess. The motion was adopted by voice vote.

Mayor May called the meeting back to order at 6:53 p.m. with all members present.

Boards

1. Board of Ethics - Reappointment of Jim Ashcraft expiring 12-31-22.

It was moved by Commissioner Tippet, seconded by Commissioner Waldrige, to approve the reappointment. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Waldrige, Tippet, Whisman, Sower and Mayor May (5). Those voting against the motion were none (0). The motion was thereupon adopted.

Action Items

1. First Reading

"AN ORDINANCE REZONING PROPERTY LOCATED NEAR THE INTERSECTION OF DARBYSHIRE CIRCLE AND RIVER BEND ROAD WITH THE ADDRESS OF 101 DARBYSHIRE CIRCLE AND CONTAINING 0.85 ACRES, MORE SPECIFICALLY DESCRIBED AS PVA MAP #048-00-00-030.03, FROM PLANNED COMMERCIAL DISTRICT (PC) TO LOW DENSITY MULTIFAMILY DISTRICT (RL)" was presented and read.

SUMMARY: This ordinance approves a zone map amendment for the 0.85 acre property located at the intersection of Darbyshire Circle and River Bend Road with the address of 101 Darbyshire Circle more specifically described as PVA map #048-00-00-030.03, from Planned Commercial District (PC) to Low Density Multifamily District (RL).

2. First Reading

"AN ORDINANCE AMENDING THE CITY OF FRANKFORT CODE OF ORDINANCES, SECTION 37.33 RELATING TO MAYOR AND COMMISSIONER SALARY RATES" was presented and read. Summary: This ordinance amends Section 37.33 of the City of Frankfort Code of Ordinances to reflect the salaries of City elected officials as of July 1, 2019 and clarify that salaries of City elected officials shall be annually adjusted by the lesser of the annual salary adjustment granted to City employees in Ordinance §37.38, or the increase in the consumer price index for the previous year as calculated by the Kentucky Department for Local Government.

Staff expressed to the Board of Commissioners this ordinance is for clean up only and the language matches the intent. Following a brief discussion the item will be reviewed again at the February Work Session.

3. Local Foods, Local Places Plan Adoption & Resolution- Grants

Authorized the adoption of the Local Foods, Local Places (LFLP) Plan created by community through the efforts of the LFLP Federal Technical Assistance Team and the Local Steering Committee and authorized the Mayor to sign all related documents. The City received Technical Assistance through the EPA's Local Foods, Local Places Program to increase economic opportunities for local farmers and businesses, give better access to healthy, local food, especially among disadvantaged groups and to revitalize downtown streets and neighborhoods. Through the guidance of the LFLP Technical Assistance Team a local Steering Committee was formed. They met on their own and met with the Technical Assistance Team on a total of five conference calls. The entire group met on September 24 and 25 for an on-site visit, tour, public meeting and workshop in Frankfort. Over 70 people participated in the public meeting and workshop. After the workshop the Steering Committee, along with additional interested citizens, continued to meet on their own and via conference call with the Technical Assistance Team to fine tune the plan goals and action items. Goals include 1) Determine a pathway to permanence for the Franklin County Farmers Market; 2) Establish food-related infrastructure and services to boost local economic-development; 3) Incorporate food into quality-of-life/place making initiatives to attract and retain residents and visitors; 4) Increase access to fresh, locally grown food through initiatives to facility individuals, businesses and institutions sourcing more of these foods.

It was moved by Commissioner Whisman, seconded by Commissioner Tippet, to adopt the Local Foods, Local Places Plan and Resolution. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Waldrige, Tippet, Whisman, Sower and Mayor May (5). Those voting against the motion were none (0). The Resolution was thereupon adopted (Resolution No. 1, 2020 Series).

4. Renewal of Sustainable Strategies DC Contract for 2020 - City Manager & Grants

It was moved by Commissioner Sower, seconded by Commissioner Tippet, to renew the contract for 2020. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Waldrige, Tippet, Whisman, Sower and Mayor May (5). Those voting against the motion were none (0). The motion was thereupon adopted.

5. TABLED TO THE NEXT MEETING - Discussion of stage purchase - City Manager

6. Fort Hill/Leslie Morris Park Historic Designation

It was moved by Commissioner Tippet, seconded by Commissioner Sower, to allow appropriate staff to send out an RFP for a consultant to process with an application to the KY Heritage Council

for Leslie Morris Park in its entirety. The question was put upon the motion and the roll called.

Those voting in favor of the motion were Commissioners Waldrige, Tippet, Whisman, Sower and Mayor May (5). Those voting against the motion were none (0). The motion was thereupon adopted.

7. Discussion on City insurance agent of record change from Roeding Insurance Group to Chenault & Hoge Insurance. Action may be taken.

A lengthy discussion occurred regarding insurance with questions from the Board of Commissioners to Roeding Insurance Group and Chenault & Hoge Insurance.

The following citizens spoke:

- Sue Porter
- Michael Turner
- David Brooks
- Susan Coblin
- Granville Coblin
- Will Coblin

It was moved by Commissioner Sower, seconded by Commissioner Tippet, that beginning February 1, 2020 and expiring February 1, 2022 to move the City insurance to Chenault & Hoge as agent of record. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Tippet and Sower (2). Those voting against the motion were Commissioners Waldrige, Whisman and Mayor May (3). Therefore the motion failed.

Following additional discussion, the Board of Commissioners decided that questions would be submitted in writing to Laura Ross, City Solicitor. The questions will be researched and answered by the end of the week. Upon review by the Board of Commissioners, a decision will be made at the February 10th Work Session.

8. Discussion of Long Term Planning

It was moved by Commissioner Tippet, seconded by Commissioner Waldrige, to pull from the agenda. All members being present, the motion was adopted by voice vote without objection.

Keith Parker, City Manager, will work towards scheduling a Special Meeting for Long Term Planning.

It was moved by Commissioner Sower, seconded by Commissioner Tippet to take a 5 minute recess. The motion was adopted by voice vote.

Mayor May called the meeting back to order at 9:27 p.m. with all members present.

9. Fire Gear Bid Acceptance - Fire

Authorized the acceptance of a bid by America's Bravest Equipment for Two (2) year contract for the purchase of protective clothing for structural firefighting and authorized the Mayor to sign all related documents. An RFP, bid # 219002-42, was published in accordance to current practices by the Finance Department and received one (1) qualified bid that meets bid specifications. America's Bravest Equipment has had the current bid for structural protective gear and has offered excellent service and pricing. The bid is for a term of two (2) years and contains the option of 3 additional one (1) year contract extensions should the department wish to extend after year 2. As noted, the fire department budgets funds in each annual budget to purchase new or replace aging or non-serviceable gear and thus will not result in any additional budget impacts. The cost per set of structural protective gear is \$2,447.00.

Following a brief discussion, it was moved by Commissioner Whisman, seconded by Commissioner Tippet, to accept the bid. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Waldrige, Tippet, Whisman, Sower and Mayor May (5). Those voting against the motion were none (0). The motion was thereupon adopted.

New Business/Unfinished Business

Commissioner Whisman requested a financial report monthly that the Board of Commissioners can review at each Work Session. Jennifer Jenkins, Finance Director, stated a written narrative is provided quarterly.

Commissioner Waldrige offered her comments on recycling and conclusions on Westrock. Katie Beard, Director of Public Works, will be adding to February bid documents and seeking pricing for hauling. Public Works is continuing to explore all options on recycling.

Commissioner Sower had a constituent raise concerns of affordable housing in Frankfort and asked that the City Manager explore.

Keith Parker, City Manager, stated that he attended a presentation from the developer of Parcels B & C last week and they would like to make a formal ask for a TIF. Mr. Parker suggested that the Mayor call a Special Joint Meeting with Franklin County prior to the Work Session on February 10th.

Commissioner Waldrige would like to move ahead with first two items of the Master Plan. \$150,000.00 for Downtown Master Plan use for a feasibility study of Blanton Landing floating dock and a feasibility study for an estimate of string lights on St. Clair and Broadway. Both of these would give an economic boom to downtown.

It was moved by Commissioner Waldrige, seconded by Commissioner Tippet, to move forward with the master plan. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Waldrige, Tippet, Sower and Mayor May (4). Those voting against the motion were Commissioner Whisman (1). The motion was thereupon adopted.

Commissioner Sower requested that the Downtown Reinvestment Grant funds be an item on the budget.

Commissioner Waldrige stated that Chief Briscoe has an ambulance engine that has failed and it needs to be replaced as soon as possible. This item will be on the upcoming budget amendment for \$32,000.00 but is seeking approval tonight. The Board of Commissioners authorized Chief Briscoe to move forward with the replacement engine.

Commissioner Tippet introduced Charles Bogart with Friends of Fort Hill. Mr. Bogart has done extensive research on Fort Hill and gave a brief presentation.

Commissioner Whisman requested that they City Curator along with Shawn Pickens, Director of Parks, put together a group to develop a program that would offer civil war reenactments. Have ready for review at the May meeting.

Commissioner Whisman spoke about the recent trip to the Westrock recycling center in Louisville. Anna Marie Rosen stated that city staff is planning another trip this Thursday at 10 a.m. if any of the public would like to attend.

It was moved by Commissioner Sower, seconded by Commissioner Waldrige, that the meeting adjourn. The question was put upon the motion and was adopted by voice vote. The meeting adjourned at 10:17 p.m.

Mayor

Attest:

City Clerk