

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

ABSENT: None (0)

Mayor May called the meeting to order. The invocation was given by Reverend John Opsata of First Christian Church. The Pledge of Allegiance was recited.

It was moved by Commissioner Bowers, seconded by Commissioner Roach, to remove item 11 (request for approval to waive the Payment in Lieu of Taxes (PILOT) for 2014 & 2015 for the Housing Authority of Frankfort) from the Consent Agenda and place under New Business and to go into Closed Session directly following citizen comments portion of the agenda pursuant to KRS 61.810 (1)(c) pending litigation discussion of potential litigation against the City related to the Frankfort Plant Board investigation. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Haynes, Tippet, Roach, Bowers and Mayor May (5). Those voting against the motion were none (0). The motion was thereupon adopted.

Ceremonial Items

Mayor May and Wayne Briscoe, Fire Chief, congratulated the following employees being promoted in the Fire Department - Promotion of Shawn Caldwell from Captain to Assistant Chief (was not in attendance), promotion of Scott Meyer from Sergeant to Captain and the promotion of Chuck Crittenden from Firefighter III to Sergeant.

Citizens Comments

Michelle Welch, owner and manager of Tri-Bond Properties, spoke about the recent Fire Marshal inspections at her properties. Ms. Welch encouraged the board to review the regulations and ordinances.

The Commission went into closed session at 5:16 p.m.

It was moved by Commissioner Bowers, seconded by Commissioner Tippet, that the meeting return to open session. The motion was adopted by voice vote. The meeting returned to open session at 5:49 p.m.

The meeting was called back to order at 5:53 p.m. with all members present.

Consent Calendar

The following miscellaneous and personnel items were presented:

1. **Minutes** – January 8, 2018 Work Session; January 22, 2018 Regular Meeting

2. **Professional Services Contract with Strand for Kentucky Avenue Phase 3 Project**

Authorized a Professional Services Agreement with Strand Associates, Inc. for Design, Construction Administration and Construction Inspection during the Kentucky Avenue Phase 3 project and authorized the Mayor to sign all related documents. There are two sewer interceptor lines supplying the wastewater treatment plant. One is a 27-inch vitrified clay line installed in the 1950's and the other is a 30-inch to 48-inch concrete line installed in the early 1980's. Both lines have been evaluated and are exhibiting signs of decay and distress. Phase 1 and 2 of this project is designed to install a new 48-inch line in a new route to replace the 1950 era 27-inch line and upsize part of the 1980 era line to 42-inch. Phase 3 will rehabilitate deteriorated sections to extend the life of the line. The engineer's estimate for construction is \$4,905,000 for all 3 phases. This is the last phase of the Kentucky Avenue project to insure that the interceptor lines in Bellepoint that directly feed the treatment plant are in reliable condition to convey sewage to the plant. Funds are available in account 300.68.56555, the budget for this account is \$9,310,000.00 and as of January 1, \$1,628,818.00 has been expended or encumbered. The project has been awarded a KIA loan of \$ 4,905,000.00 (Sewer).

3. **Purchase of Replacement Grinder Blades at East Frankfort Pump Station**

Authorized the purchase of replacement grinder blades for East Frankfort Pump Station (the vehicle it is replacing) and authorized the Mayor to sign all related documents. East Frankfort pump station was brought on line in 2012 and due to the size of the incoming pipe is required to have an in line grinder or a bar screen for debris handling. A grinder was installed to meet requirements for approval by Division of Water. With 5 years' service, the blades are showing signs of wear and have been causing call outs due to the blades getting stuck. This is a replacement that is only available from the original equipment vendor. This equipment is designed to grind up any debris that flows into the station to protect the pumps. The blades are heavy duty design and can grind up concrete blocks but do wear over time and it is a normal wear item. The purchase is for an internal part that is only available through the original manufacturer. This is the most cost effective way to exchange the blades. Not changing the blades will eventually cause a shutdown of the grinder letting debris pass to damage the pumps. Funding, in the amount of \$9,310,000, is available in account 300.68.56555 with \$100,000 budgeted for the pump station equipment repair. As of January 1, \$1,628,818 has been expensed and encumbered (Sewer).

4. **Culy Construction Change Order 1**

Authorized Change Order No. 1 to a contract with Culy Construction for additional services in the Manhole Rehabilitation project, to extend the completion date to May 11, 2018, and authorized the Mayor to sign all related documents. In June 2017, the Commission approved a construction contract with Culy Contracting, Inc. for construction services to rehabilitate manholes in the Indian Hills, Cardinal Hills, Tierra Linda and Two Creeks Lower neighborhoods. Work includes Lining 870 vertical feet of manholes, 2 point repairs, 300 feet of lateral line replacements, 12 new manholes, and 990 miscellaneous manhole repairs. The Indian Hills, Cardinal Hills, Tierra Linda and Two Creeks Lower neighborhoods have all had the rehabilitation of the sewer pipes completed and manholes are the last portion of the public sanitary sewer infrastructure targeted for I/I elimination through rehabilitation. There are two parts to this change order. One is additional scope of work requested by the owner and the other is a time extension due to weather delays. The additional scope included rehabilitation items that the department discovered needed to be done in the Two Creeks neighborhood as well as some reconstruction of manholes that could not be lined as originally bid. The net increase in cost is \$1,207.45 as shown on the attached Change Order No. 1. The contractor has completed all of the work they can until warmer weather returns. The product that is being used to rehabilitate the manhole, a cementitious lining product, can only be applied as temperatures stay above 40 degrees. They plan to return to work in March weather permitting and complete the work by May 11, 2018. This project is included in the current budget. Funds are available in account 300.68.56555 which has a total budget of \$9,310,000.00 and as of December 31st, \$1,628,818.00 has been expensed and encumbered (Sewer).

5. Flow Monitoring, Spring 2018, Consultant Professional Services Agreement

Authorized a Professional Services Agreement with Gonzalez Companies, LLC and authorized the Mayor to sign all related documents. In 2016, the Sewer Department contracted out flow monitoring services for 1 year in the separate sanitary sewer system. This data is being used to identify and quantify areas and sources of inflow and infiltration. It will also be used to calibrate the system hydraulic model that will help the department identify locations with capacity problems and overflow potential. Now the department has issued an RFP for flow monitoring services in the combined sewer system and in boundary locations between the separate and combined areas. This will allow us to complete and calibrate a model of the entire city's systems. A full system hydraulic model will allow us to prioritize consent judgement projects as well as identify progress made in reducing overflows to date. The FSD received 6 proposals on February 12th and a panel of four staff members evaluated the qualifications of each firm based on the proposals prior to opening the price bids on February 15th. The panel then met and discussed evaluations, and developed a composite score for the panel. The price accounted for 15 points out of 100 and points were assigned to each firm's score based on the following criteria: 15 points for the lowest price, 0 for the highest price, and the remainder of the scores were distributed based on where they fell in that range. After completing evaluations, Gonzalez Companies, LLC had the highest total score of 89 points out of 100. They were also the lowest bid at **\$45,695.00**. This project is included in the current budget. Funds are available in account 300.68.56555 which has a total budget of \$9,310,000 and as of December 31st, has \$1,628,818 expensed and encumbered (Sewer).

6. Sewer Extension Contract 10 Hudson Hollow Rd.

Authorized a sewer extension to serve 10 Hudson Hollow Rd in Frankfort Kentucky and authorized the Mayor to sign all documents related to the contract. The Sewer Department has received application for plan review with plans to provide service for 10 Hudson Hollow Rd. The developer is FLYER1 LLC, 7316 Lagrange Road, Louisville, Kentucky 40222, who is proposing senior care apartments. The sewer plans have gone through the first review and Sewer personnel are working with the contractor to make changes for the final plan. The proposed extension would consist of 2 new manholes and 75 linear feet of 8-inch PVC gravity sewer main. This will serve 4 new apartment buildings that are proposed to be built on the property. The developer will cover the cost of the sewer installation and then dedicate the line and manholes to the Sewer Department at no cost to the city. Additional customers added by this sewer extension will increase revenue (Sewer).

7. Amendment 2 to Professional Services Agreement with AECOM for Home Depot Pump Station Project

Authorized Amendment 2 to a Professional Agreement with AECOM for the completion of design service for the Home Depot pump station project and authorized the Mayor to sign all related documents. In May 2013 the Sewer Department entered into a contract with AECOM to perform a preliminary assessment of the Home Depot Pump Station. In November 2014 the City approved Amendment #1 which provided for design of the replacement of the Home Depot Pump Station. Original Agreement \$31,533.00, Amendment #1 \$99,220.00, **Amendment #2 \$90,050.00**, total of \$220,823.00. During design there was found to be a significant capacity issue in the line that the pump station is currently pumping into. The subject line goes through the parking lot of Franklin Square Shopping Center and looking at the cost of pavement replacement and disruption to the local businesses, it was estimated to be cheaper and more desirable to construct a new line behind the shopping center in order to minimize disruption to businesses. A benefit to this reroute and new line will be the creation of sewer availability to a large piece of property for potential future development. The cost of this amendment is \$90,050.00. Funds are available in account 300.68.56555 (Sewer).

8. Amendment 2 to Professional Services Agreement with AECOM for Poplar Creek Pump Station Project

Authorized Amendment 2 to a Professional Agreement with AECOM for the completion of design service for the Poplar Creek Pump Station project and authorized the Mayor to sign all related documents. In May 2013 the Sewer Department entered into a contract with AECOM to perform a preliminary assessment of the Poplar Creek Pump Station. In November 2014 the City approved Amendment #1 which provided for design of the removal and redirection of flow from the Poplar Creek Pump Station. Original Agreement \$21,701.00, Amendment #1 \$61,840.00, **Amendment #2 \$13,450.00**, total of \$96,991.00. During design the potential development of a currently unserved lot was brought to the department's attention. This amendment is for AECOM to reroute the designed sewer to provide sewer to provide sewer access to the potential development. The cost of this amendment is \$13,450.00. Funds are available in account 300.68.56555 (Sewer).

9. SCADA, NPW System and Emergency Generator Change Order #5

Authorized Change Order #5 to SCADA, NPW System and Emergency Generator Contract with Herrick Co. and authorized the Mayor to sign all related documents. In January 2011 the Sewer Department experienced the first power outage of both incoming lines at the wastewater treatment plant. Subsequent to this power failure the Department entered into a contract with HMB to evaluate alternatives for providing emergency power to the wastewater treatment plant in the event of a power failure. During design of the backup generator it was recommended that the Department consider installation of a SCADA system since during installation of the emergency generator conduit for the SCADA system can be installed at the same time, substantially reducing the cost of the SCADA installation. The SCADA system will allow better control of the processes at the plant and allow remote assessment of the plant systems from offsite. In the event of a plant problem an experienced operator can assist a less experienced operator without having to return to the plant; thereby saving cost of overtime. The Sewer Department received bids on August 11th, 2016 for construction of the SCADA, Process Water system and an Emergency Generator and Herrick Company was the lowest responsible bidder at \$2,279,000.00. The budget impact will be \$34,000.00 as the budget for the RAS VFD's was \$100,000.00. By including the RAS VFD's in this project, we were able to save any additional cost that would have used for engineering and advertising of a separate project. Funding, in the amount of \$9,310,000, is available in the Capital Projects account 300.68.56555 with \$100,000 budgeted for the RAS VFD Replacement. As of January 31, \$961,283.00 has been expensed and encumbered (Sewer).

10. Hazen and Sawyer Professional Services Agreement

Authorized a professional services agreement with Hazen and Sawyer to complete bidding and construction phase services for the Holly Hills and Meadowview I&I reduction project, and authorized the Mayor to sign all related documents. In April 2012 the Sewer Department entered into a contract with O'Brien and Gere (OBG) to perform an SSES of the Holly Hills and Meadowview subdivisions. It was determined from the SSES performed by OBG that the collection system serving the Holly Hills and Meadowview service areas are suffering from excessive I&I. OBG's contract included design services, development of bid documents for the rehabilitation of identified deficiencies and for the provision of bidding and construction phase services. The total amount in their contract was \$277,477.50. OBG has closed their Kentucky office and has not completed bidding and construction phase services. They have submitted final stamped plans and specifications for us to submit for public bidding. Many of the OBG employees have now been employed by Hazen and Sawyer. OBG recommended assigning the contract to Hazen and Sawyer in order to complete this work. Hazen and Sawyer preferred a new professional services agreement so that they could include appropriate language about responsibility for the design. OBG still has offices open and will be responsible for their stamped design. Hazen and Sawyer will be responsible for overseeing and managing construction. OBG had fees broken down in their original proposal for all phases of the project. They had estimated \$179,720.00 for Construction Phase services. Their open purchase order has \$176,070.64 remaining. Many of the OBG staff has been employed by Hazen and Sawyer. OBG recommended assigning their Professional Services Agreement to Hazen and Sawyer to complete the work. In order to more clearly identify responsibilities, Hazen and Sawyer will have a new Professional Services Agreement rather than an assignment of contract. They have submitted a fee of \$133,530.00 plus time and materials in accordance with the attached rate schedule for KIA funding requirements, not to exceed \$20,000, for a total not to exceed price of \$153,530.00. Note that the OBG purchase order has \$176,070.64 remaining for this work so the Hazen agreement is well within the budgeted cost for the remaining work. Funds are available in account 300.68.56555. The budget for this account is \$9,310,000.00 and as of January 31, 2018, \$1,918,414.00 has been expended or encumbered (Sewer).

11. Request for approval to waive the Payment in Lieu of Taxes (PILOT) for 2014 & 2015 for the Housing Authority of Frankfort - MOVED TO OLD/NEW BUSINESS

12. Public Safety Security Upgrade

Authorized a contract to Unified Technologies, Stanley Schultze Inc., and Frankfort Overhead Door for the Public Safety Building to be incorporated into the city wide security system and authorized the Mayor to sign all related documents. This contract will cover the inclusion of the PSB to the city network, eliminate fire hazards in the evidence area, and create an ability to manually egress from the sally port area. The city will pay the contractor and subcontractors directly. According to the contract, Unified Technologies will be paid \$32,806.18. This total includes the labor, access readers, controls, and alerts for inclusion into the system. Stanley Schultze Inc. will be paid \$6,270 for the physical changes to the doors in the evidence area, including materials and construction. Frankfort Overhead Doors will be paid \$1,024.52 for the work done to the sally port doors including materials and construction. The total for this project should be \$40,100.70. I have spoken with Fire, E-911, and Emergency Management about this project. FPD will pay \$20,100.70 from asset forfeiture account and asked the other three departments to split the remaining costs between the three departments. The other three departments have agreed to different amounts, but all have contributed a portion to pay off the balance. The longer we wait to complete the project the higher the bid and quote will continue to grow. All departments that utilize the Public Safety building should share in the building cost; however, Police should pay the biggest portion due to the fire safety issues that have been brought forward (Police).

13. Neighborhood Reinvestment Grant Reallocation/Area Extension

Authorized the reallocation of Neighborhood Reinvestment Grant funds in the amount of \$25,000 each from the Holmes Street and Bellepoint/Buttimer Hill Areas to the South Frankfort and Central Business District Areas. Staff also requests that the Holmes Street Area be extended to include Thornhill (map attached). The Neighborhood Reinvestment Grant application process was opened September 1, 2017. Funds for the South Frankfort Area and the Central Business Area were exhausted within 23 minutes of application acceptance on September 1. There is over \$61,000 in unfunded projects in those areas. The Holmes Street and Bellepoint/Buttimer Hill Areas have not received the number of applicants as the two previously mentioned Areas. As of January 2018, there was over \$116,000 remaining between the two Areas. Since the Holmes Street and Bellepoint/Buttimer Hill Areas have more funds than they will likely need in the remaining three months the City is accepting applications for these projects, staff requests to have \$25,000 from each Area moved to the South Frankfort and Central Business Areas to fund applications which have already been submitted and future applications if funding remains. Staff would further request that the Holmes Street Area be expanded to include Thornhill (map attached). These funds have already been approved as part of a \$300,000 Neighborhood Reinvestment Program. This change will not impact the budget (Grants).

14. Fire Engine Bid Acceptance

Authorized to accept the bid by Ferrara Fire Apparatus, Inc. for the purchase of a custom built fire engine in the amount of \$584,673.00 and authorized the Mayor to sign all related documents. During the planning and development of the FY 17/18 budget, the Fire Department budgeted one half of the cost of a replacement Engine with the second half of the cost planned in the FY 18/19 budget. During the Board of Commissioners voting meeting on November 27, 2017, the Board approved the request by the Fire Chief to publish an RFP for a new Fire Engine. The RFP was published December 10, 2017 with bid opening on January 5, 2018. The RFP publication resulted in the submittal of one (1) bid. This bid was received from Ferrara Fire Apparatus, Inc. in the amount of \$584,673.00. While the bid amount was nearly \$20K more than originally anticipated, it is our intent to make alterations once the bid is accepted to lessen the overall cost of the engine by the \$15-\$20K. As noted in the original memo, account 42.56550 currently contains \$275K which is reserved for the purchase of a new fire engine. Recent surplus sales and a cut in equipment spending has allowed for the savings of additional funds for a total of \$300K in our current budget cycle. With \$275K being earmarked for the FY 18/19 budget, a total of \$575K will be available with no alterations or budget amendments. There will be a budget impact of an estimated total of \$575K - \$300K from FY 17/18 and an estimated \$275K in FY 18/19. The \$300K funds are currently available in account 42.56550 with \$275K due for FY 18/19 (Fire).

15. The following personnel items were presented:

- Resignation of DeJanee White in the Police Department as Patrol Officer I effective 2/8/18, and authorize payment of accrued leave (Police).
- Resignation of Eric Bugay in the E911 Department as Telecommunicator I effective 2/6/18, and authorize payment of accrued leave (E911).
- Resignation of David Stivers in the Sewer Department as Sewer Tech III, effective 2/12/18 (Sewer).
- Appointment of Erik Ferguson in the PW/Solid Waste Department as Tech I, effective 2/20/18 (PW/Solid Waste).
- Promotion of Mark Luttrell in the Sewer Department to Pump Maintenance Superintendent, effective 2/20/18 (Sewer).
- Promotion of Amanda Hockensmith in the Public Works Department from Administrative Secretary in Sewer to Administrative Aide in Public Works, effective 2/20/18 (Public Works).
- Promotion of Shaun Caldwell in the Fire Department from Captain to Assistant Fire Chief, effective 2/13/18 (Fire).
- Promotion of Scott Meyer in the Fire Department from Sergeant to Captain, effective 2/13/18 (Fire).
- Promotion of Chuck Crittendon in the Fire Department from Firefighter III to Sergeant, effective 2/13/18 (Fire).
- Appointment of Shane Weber in the Police Department as Patrol Officer I, effective 3/16/18 (Police).
- Reassignment of Sharon Ganote in the City Manager Department as Administrative Aide to Administrative Aide in the Police Department, effective 3/6/18 (Police).

It was moved by Commissioner Haynes, seconded by Commissioner Tippet, 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.

1. Board Appointments

1.1 Frankfort Electric & Water Plant Board - Appointment of Stephen A. Mason (replacing John Cubine) expiring 9-23-19.

Mr. Mason answered questions from the Board of Commissioners.

It was moved by Commissioner Haynes, seconded by Commissioner Tippet, to accept the Mayor's recommendation for the appointment of Stephen A. Mason. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Haynes, Tippet, Roach, and Mayor May (4). Voting against the motion was Commissioner Bowers (1). She complimented Mr. Mason and explained her position that pending FPB issues need to be resolved before a new board appointment was made and stated she was voting "no" for the same reason she voted "no" for the previous nominated individual. The motion was thereupon adopted.

1.2 Civil Service Board – Reappointment of Raymond Carter expiring 2-28-21.

It was moved by Commissioner Bowers, seconded by Commissioner Haynes, to accept the Mayor's recommendation for the reappointment of Raymond Carter. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Haynes, Tippet, Roach, Bowers and Mayor May (5). Those voting against the motion were none (0). The motion was thereupon adopted.

1.3 Civil Service Board – Reappointment of Corey Bellamy expiring 2-28-21.

It was moved by Commissioner Bowers, seconded by Commissioner Haynes, to accept the Mayor's recommendation for the reappointment of Corey Bellamy. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Haynes, Tippet, Roach, Bowers and Mayor May (5). Those voting against the motion were none (0). The motion was thereupon adopted.

Action Items

1. Second Reading

"AN ORDINANCE AMENDING SECTION 36.197(A) OF THE CITY OF FRANKFORT CODE OF ORDINANCES REGARDING TERMS AND APPOINTMENTS OF THE CAPITAL COMMUNITY ECONOMIC/ INDUSTRIAL DEVELOPMENT AUTHORITY (DOING BUSINESS AS KENTUCKY CAPITAL DEVELOPMENT CORPORATION)" was presented and read. This Ordinance had its First Reading on January 22, 2018. It was moved by Commissioner Haynes, seconded by Commissioner Tippett, that the Ordinance be adopted. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Haynes, Tippett and Mayor May (3). Those voting against the motion were Commissioners Roach and Bowers (2). The Ordinance was thereupon adopted (Ordinance No.1, 2018 Series).

2. Second Reading

"AN ORDINANCE AMENDING ALL SECTIONS OF THE CITY OF FRANKFORT CODE OF ORDINANCES CHAPTER 53 EROSION CONTROL AND SEDIMENT CONTROL MEASURES" was presented and read. This Ordinance had its First Reading on February 8, 2018. It was moved by Commissioner Haynes, seconded by Commissioner Roach, that the Ordinance be adopted. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Haynes, Tippett, Roach, Bowers and Mayor May (5). Those voting against the motion were none (0). The Ordinance was thereupon adopted (Ordinance No. 2, 2018 Series).

3. Second Reading

"AN ORDINANCE AMENDING THE CITY OF FRANKFORT CODE OF ORDINANCES CHAPTER 54 ILLICIT DISCHARGES, SECTION 54.03 DEFINITIONS, SECTION 54.06 RULES AND REGULATIONS, AND SECTION 54.08 ENFORCEMENT" was presented and read. This Ordinance had its First Reading on February 8, 2018. It was moved by Commissioner Haynes, seconded by Commissioner Roach, that the Ordinance be adopted. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Haynes, Tippett, Roach, Bowers and Mayor May (5). Those voting against the motion were none (0). The Ordinance was thereupon adopted (Ordinance No. 3, 2018 Series).

4. Second Reading

"AN ORDINANCE AMENDING ALL SECTIONS OF THE CITY OF FRANKFORT CODE OF ORDINANCES CHAPTER 55 POST-CONSTRUCTION RUNOFF" was presented and read. This Ordinance had its First Reading on February 8, 2018. It was moved by Commissioner Haynes, seconded by Commissioner Roach, that the Ordinance be adopted. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Haynes, Tippett, Roach, Bowers and Mayor May (5). Those voting against the motion were none (0). The Ordinance was thereupon adopted (Ordinance No. 4, 2018 Series).

5. Second Reading

"AN ORDINANCE AMENDING THE CITY OF FRANKFORT CODE OF ORDINANCES, SECTION 37.31 RELATING TO THE EMPLOYEE CLASSIFICATION AND COMPENSATION PAY PLAN" was presented and read.. This Ordinance has its First Reading on December 18, 2017. It was moved by Commissioner Tippett, seconded by Commissioner Bowers to remove this item for further discussion at the March Work Session. Motion adopted by voice vote with Commissioner Roach voting against the motion.

6. First Reading

"AN ORDINANCE REZONING PROPERTY FROM GENERAL COMMERCIAL (CG) AND SPECIAL CAPITAL (SC) TO ONLY GENERAL COMMERCIAL (CG) FOR AN APPROXIMATELY 3.1 ACRE PARCEL OF PROPERTY OWNED BY CHARLES & RISA BOOE; THAT IS LOCATED AT 111 CAPITAL AVENUE IN FRANKFORT, KENTUCKY AND BEING THE SAME PROPERTY AS PVA MAP #062-31-07-001.00" was presented and read.

7. First Reading

"AN ORDINANCE AMENDING THE CITY OF FRANKFORT CODE OF ORDINANCES SECTIONS 71.50, 71.51, 71.52, 71.53, 71.54, 71.55, 71.56, 71.57, 71.58, 71.59, 71.60, 71.61 AND 71.62 RELATED TO PARADES AND SPECIAL EVENTS" was presented and read.

8. Removed

9. Police Department Surplus of Three Vehicles and Order

Authorized the surplus of three (3) Ford Crown Victoria (CV) police vehicles and authorized the Mayor to sign all related documents. These vehicles will be used for trade for future vehicle purchases. The three (3) vehicles in question have reached their limits where it is not worth continuing the maintenance and upkeep. The 2005 Ford CV has over 103,000 miles on the vehicle. There are repairs totaling over a \$1000.00 needed on the vehicle, including the replacement of at least one catalytic convertor and repair to the heating system. The first 2009 Ford CV has over 100,000 miles on the vehicle. The transmission needs to be replaced, totaling over \$2500.00 to complete the work. The second 2009 Ford CV has rusted out floorboards that the ground can be seen through. The mileage could not be determined at the time of this submission. An Order is now required to declare certain property as surplus. It was moved by Commissioner Haynes, seconded by Commissioner Tippett, that the Order be adopted. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Haynes, Tippett, Roach, Bowers and Mayor May (5). Those voting against the motion were none (0). The Order was thereupon adopted (Order No. 2, 2018 Series).

10. FY2019 Transportation (Transit) Grants and Resolutions

Adopted two resolutions allowing for the submission of applications for FY2019 Operating and Capital Funds and committing the Local Share associated with the applications under the Fixing America's Surface Transportation Act (FAST Act) to be filed with the Department of Transportation, United States of America and authorized the Mayor to sign all related documents. The City is required to pass one resolution to apply for funding and one resolution to commit the local share of the projects. Many citizens within the City of Frankfort rely on the Transit system to get them to work, shopping and doctor's appointments. Ridership for Frankfort Transit has been consistent over the past several years with peaks during times of high gas prices. Staff has indicated the funding required to match these grant funds above. Requested funding under the operating grant has been increased by 10% to allow for the possibility of rising fuel costs. Although we have included match requirements for Capital funding in the past several years the City has been allowed to take advantage of Federal Toll Credits and additional match was not required (Transit/Grants). It was moved by Commissioner Haynes, seconded by Commissioner Roach, that the two resolutions be adopted. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Haynes, Tippett, Roach, Bowers and Mayor May (5). Those voting against the motion were none (0). The Resolutions were thereupon adopted (Resolution No. 2, 2018 Series & Resolution No. 3, 2018 Series).

11. KOHS Law Enforcement Protection Program Grant and Resolution

Authorized the filing of an application for the 2017 Kentucky Office of Homeland Security Grant for the purchase of Body Armor for 30 officers and authorized the Mayor to sign all related documents. The Kentucky Office of Homeland Security has grant funds available under the Law Enforcement Protections Program for safety vests and other related items. The City of Frankfort's Police Department is in need of this protective equipment. Overall costs for 30 vests will be \$19,500.00. The LEPP grant will reimburse 100% for these safety vests. The Police Department is in dire need of replacement vests for 30 of its officers. Current vests are old and outdated and are on the verge of expiring in the next several months. The availability of these grant funds will offset the cost of replacing these vital pieces of safety equipment. The entire purchase price of \$19,500.00 will be reimbursed by the KOHS LEPP Grant (Police/Grants). It was moved by Commissioner Haynes, seconded by Commissioner Tippett, that the resolution be adopted. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Haynes, Tippett, Roach, Bowers and Mayor May (5). Those voting against the motion were none (0). The Resolution was thereupon adopted (Resolution No. 4, 2018 Series).

12. AFG Fire Alarm Grant

Authorized the application for the 2017 Assistance to Firefighters Grant (AFG) to purchase and install smoke detectors and bed shake alert system for hearing impaired and elderly citizens and authorized the Mayor to sign all related documents. FEMA is currently taking applications for the Assistance to Firefighters Grant. Staff would like to apply under Fire Prevention and Safety for funds to purchase and install 560 smoke detectors designed for the hearing impaired and elderly. The specialized smoke detectors send a signal to a bedside unit which results in a flashing light and a small unit under the citizen's pillow that results in vibrations or shaking to alert and wake the citizen. Cape Coral Florida's Fire Department is currently implementing a similar project. Staff feels this project will be beneficial to Frankfort and its citizens. The program would be voluntary and assist some of our most vulnerable citizens. The AGF does require a 5% match from the City. The specialized smoke detector and bed shake alert systems cost \$215.99 for each unit with an overall cost of \$120,954, which means a match from the City of \$6,047.70. This amount would come from the Fire Department's budget (Fire/Grants). It was moved by Commissioner Haynes, seconded by Commissioner Tippet, that the grant application be approved. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Haynes, Tippet, Roach, Bowers and Mayor May (5). Those voting against the motion were none (0). The motion was thereupon adopted.

13. Discussion of a contract amendment for Frankfort Plant Board investigation

The contract amendment which will require an additional \$10,000 was discussed by the Board of Commissioners. Following a lengthy discussion, it was moved by Commissioner Haynes, seconded by Commissioner Tippet to extend a \$10,000.00 increase to the contract and to end by Friday, March 2, 2018. * See note

Old Business/New Business

It was moved by Commissioner Bowers, seconded by Commissioner Roach, to schedule a Special Meeting on March 12, 2019 at noon to review the report regarding Frankfort Plant Board. Motion was withdrawn.

It was moved by Commissioner Roach, seconded by Commissioner Bowers, to schedule a Special Meeting on March 12, 2018 at 2:00 p.m. Motion was withdrawn.

It was moved by Commissioner Roach, seconded by Commissioner Bowers, to schedule a Special Meeting on March 12, 2018 at 7:30 p.m. to take action on the report. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Haynes, Tippet, Roach, Bowers and Mayor May (5). Those voting against the motion were none (0). The motion was thereupon adopted.

It was moved by Commissioner Bowers, seconded by Commissioner Roach, to rescind the motion of a Special Meeting on March 12, 2018 at 7:30 p.m. Motion was adopted by voice vote.

Laura Ross, City Solicitor, offered available times and dates from the attorney.

There will be a Special Meeting on Tuesday, March 13, 2018 at 3:00 p.m.

14. Request for approval to waive the Payment in Lieu of Taxes (PILOT) for 2014 & 2015 for the Housing Authority of Frankfort

Commissioner Bowers requested that this item be removed from the consent agenda and city staff have the Housing Authority submit a new request for waiver of PILOT reflecting the accurate amount (current request has inaccurate amount).

Commissioner Bowers suggested that staff and board consider the consent agenda follow action items on the agenda, this change may allow staff to leave sooner. She also requested that agenda attachments be available on the website to the public. Bobby Ripy, IT Manager, gave an update on the progress.

Commissioner Bowers brought back to the table the issue of training in Open Records and Open Meetings for new board appointees.

Commissioner Bowers inquired about a program with the Police Department where citizens can register their surveillance cameras. Chief Ellis addressed the board and stated he will bring to the March Work Session.

Commissioner Roach requested that the City hire the efficiency firm and bring back for more discussion at the March Work Session.

Commissioner Roach stated the City Manager does need someone to assist, such as an Assistant City Manager, and would like to discuss the position further at the March Work Session.

Commissioner Tippet would like to commend the City Manager. She has been asked to do many things with money, grants and she has answered the call - need to consider the Assistant City Manager position.

Commissioner Tippet suggested that the City continue to look at the programming and facilities to replace the Hammon/McClendon Gym. Cindy Steinhauer, City Manager, has been working with the local schools and a possible Americorp spot could be available. Staff is continuing to work on this project. Commissioner Tippet thanked Commissioner Roach for offering to partner with Capital City Christian Church.

Commissioner Bowers stated she thought the job title change for the Planning Director would be on the agenda for March. Laura Ross, City Solicitor, confirmed the Ordinance would be listed in March.

It was moved by Commissioner Tippet, seconded by Commissioner Bowers, to go into closed session pursuant to KRS 61.810(1)(b) for deliberations on the possible future sale of real property because publicity would be likely to affect the value of the property, KRS 61.810 (1) (f) personnel discussion which may lead to the discipline or dismissal of an employee, KRS 61.810 (1)(c) pending litigation to meet with legal counsel to update the board on the progress of Old Y mediation and a discussion of potential litigation against the city related to the Frankfort Plant Board investigation. The motion was adopted by voice vote. The meeting went into closed session at 7:38 p.m.

It was moved by Commissioner Roach, seconded by Commissioner Tippet, that the meeting return to open session. The motion was adopted by voice vote. The meeting returned to open session at 9:00 p.m.

It was moved by Commissioner Bowers, seconded by Commissioner Haynes, that the meeting adjourn. The question was put upon the motion and was adopted by voice vote. The meeting adjourned at 9:04 p.m.

Attest:

Mayor

City Clerk

*Note: In reference to Action Item 13- The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Haynes, Tippet and Roach (3). Those voting against the motion was Commissioner Bowers and Mayor May (2). The motion was thereupon adopted.