

PRESENT: Commissioner Katrisha Waldrige
Commissioner Scott Tippet
Commissioner Eric E. Whisman
Commissioner John R. Sower
Mayor William I. May, Jr. (5)

ABSENT: None (0)

Mayor May called the meeting to order. The invocation was given by L.A. Newby, Pastor Emeritus. The Pledge of Allegiance was recited.

Mayor May moved the Ceremonial Items prior to Citizen Comments.

Ceremonial

Mayor May and Wayne Briscoe, Fire Chief, recognized and congratulated Paxton Fiegel who was promoted from Firefighter II to Sergeant.

Commissioner Whisman congratulated Robert Barker for his promotion in the Sewer Department to Deputy Director of Operations and thanked him for his many years of service.

It was moved by Commissioner Whisman to move Consent Calendar Item No. 8, Recycle Changes to Action Item No. 4. Motion adopted by voice vote.

It was moved by Commissioner Sower to move Consent Calendar Item No. 10, 2018-2019 Street Resurfacing Program Contract Extension to Action Item No. 5. Motion adopted by voice vote.

Citizen Comments

Carol Banks offered suggestions on the recycling problems. Solid Waste will be delivering Ms. Banks another small cart.

Katie Hedden spoke about recreation, utilizing KSU facilities and stated that kids need a multi-purpose recreation facility.

Skip Hayes offered additional suggestions on the recycle program.

Consent Calendar

The following miscellaneous and personnel items were presented:

1. Minutes - May 6, 2019 Special Meeting; May 13, 2019 Work Session; May 20, 2019 Regular Meeting

2. Uniform Bid Acceptance - Fire

Authorized a three (3) year contract with Siegel's Uniforms for the purchase of Fire Department service uniforms and authorized the Mayor to sign all related documents. The Fire Department has contracted uniforms purchasing, on a per item bases, my entire career. This ensures the Fire Department and the City are receiving appropriate pricing discounts while improving standardization and customer service. Siegel's Uniforms currently holds the contract for all daily and dress uniform apparel, embroidery or screen printing, uniform add-ons, i.e., badges, collar pins, nameplates, etc. on a price per item basis. Each member of the department is authorized to spend up to \$ 650.00 annually, and all ordering is done via the member's electronic account that is hosted and maintained by Siegel's. An invitation for bid, bid # 219001-42, was recently posted and Siegel's uniforms was the solebidder.

3. 2019 BUILD Grant Application - Grants

Authorized an application for 2019 "Better Utilizing Investments to Leverage Development" (BUILD) application to the U.S. Department of Transportation (DOT). Frankfort seeks BUILD planning dollars to support the revitalization of its Holmes Street Corridor, an economically-distressed area that serves as an entry to the community from the east and north. DOT assistance will help the City to prepare for infrastructure improvements that will calm traffic, enhance pedestrian opportunities, improve safety, promote economic development, and connect with previous TIGER-funded upgrades. The project estimate is \$770,000. The request for funding is approximately \$616,000 with the City contributing a \$154,000 which can be cash or in-kind services.

4. Final Balancing Change Order 1: Pipe Supply Contract for Glens Creek Interceptor Rehabilitation Project - Sewer

Authorized the Final Balancing Change Order for the Pipe Supply Contract for Glens Creek Interceptor Rehabilitation Project and authorized the Mayor to sign all documents related to the project. This will reduce the total contract from \$332,899.29 to a final total of \$312,413.38 for a total savings of \$17,485.91. This is a reducing Change Order so there is no impact on the budget.

5. Amendment #1 Glens Creek Interceptor – Tribute Contracting and Consulting, LLC. - Sewer

Authorized a time extension for the Glens Creek Interceptor Project. This is a no cost change order for the project and will allow the contractor and engineer to complete the final items needed for the project closeout.

6. Cleaning Service Contract Extension - Sewer

Authorized a Cleaning Service contract extension with Laura's Cleaning Service, LLC. and authorized the Mayor to sign all related documents. This extension is for \$21,600 for cleaning services for one year at the WWTP. Funding for this project is available in Account No. 200-68-53295. This account has \$150,000 budgeted and this service is budgeted in that account.

7. Road Salt Bid - Public Works

Authorized the acceptance of the bids for supplying road salt for the 2019-2020 fiscal year from Detroit Salt Company and authorized the Mayor to sign all related documents. Two bids were received. One bid from Cargill, Inc. in the amount of \$98.85 per ton, and another from Detroit Salt Company for \$86.00 per ton. Funds for the purchase of road salt were included in the FY 2019-2020 budget in the amount up to \$178,000.00 and are found in Account No. 100-62-54335.

8. Moved to Action Items - Recycle Changes - Public Works

9. Vaughn and Melton Amendment #1 for Design Services, Two-Way Main - Public Works

Authorized Amendment #1 to Vaughn and Melton's agreement for design services for the conversion of West Main from one way to two way traffic and authorized the Mayor to sign any related documents. In September 2016 an agreement was signed with Vaughn and Melton to provide engineering evaluation, construction plan and bid document preparation for a lump sum of \$45,240.00 and construction services at an hourly rate for the conversion of Two Way Main Street. The construction plans were bid and bids received were substantially higher than the engineer's estimate. In the following months the decision was made by the City to take the minimal approach to the conversion, meaning striping, signage and signalization changes would be made, but no curb and storm sewer

reconstruction. At this time an amendment to the agreement is required in order to revise the scope of work. Vaughn and Melton will be asked to revise the previously developed plans to include pavement markings, maintenance of traffic, signing and signal plans. Additionally, this amendment will ask for recommendations of any curb radii revisions based on using a passenger car as the design vehicle. Revised plans will exclude curb, drainage updates and ADA upgrades to existing curb ramps. The estimate for desired services is \$5,590.00. The existing PO for \$45,240.00 has a balance of \$1,740.00. Therefore, we are requesting an additional \$3,850.00 in order to fund this Amendment. Funding for this is available in the budget.

10. Moved to Action Items - 2018-2019 Street Resurfacing Program Contract Extension - Public Works

11. 2019 Street Resurfacing Program Contract Extension - Public Works

Authorized a time extension to the completion date and additional funds for the current unit price resurfacing contract with Randle-Davies Company and authorized the Mayor to sign any related documents. In August 2017, the City of Frankfort entered into a contract with Randle-Davies to perform the work outlined in the UPC Contract for Roadway Restoration. An additional time contract extension was approved in September 2018. The current contract expires June 30, 2019. Utility Companies reimburse the City 110% of all expenses associated with this contract for work related to excavations they perform in the City streets and roads. Payments will be made from account 535-00- 51100. Once reimbursement is received from the Utility Companies account 535-00-51100 will be reimbursed 100%, the remaining 10% (administration fees) will be deposited into account 100-00- 44345 for future resurfacing repairs. Due to weather and large amounts of utility work delays and other factors, Randle Davies will be unable to resurface all of the identified streets before the contract expires on June 30, 2019. In order to complete the resurfacing work outlined in the contract, Public Works is requesting to extend the contract through November 30, 2019. If we extend this it will allow us to review the current guidelines and rebid the contract prior to the asphalt plant opening in the spring of 2020. This will also allow identified work to be completed this season. There is an existing PO with approximately \$46,000 balance available. There is also an invoice for work completed in the amount of approximately \$105,000. There is an additional \$350,000.00 worth of paving identified, meaning a PO for the additional \$410,000.00 will be requested upon approval. Utility companies are currently being billed in excess of \$600,000 to cover these costs.

12. Memorandum of Understanding (MOU) with the Legislative Research Comm(LRC) - Fire

Authorized the continuation of the Memorandum of Understanding (MOU) with the Legislative Research Commission (LRC) and authorized the Mayor to sign all related documents. The Fire Department has provided a first responder during the Kentucky Legislature regular session for the last eight years. During the convening of the Kentucky Legislature it is not uncommon to see significant increases in both staff and visitors. All benefits and wages are covered by the City of Frankfort; however, the City will be reimbursed by the Legislative Research Commission at a rate of \$47.00 per hour and will be working under the authority and direction of the City of Frankfort.

13. The following personnel items were presented:

- Promotion of Robert Barker in the Sewer Department from Engineering Tech I to Deputy Director of Operations, effective 6/11/19 (Sewer).
- Promotion of Paxton Fiegel in the Fire/EMS Department from Firefighter II to Sergeant, effective 6/25/19 (Fire/EMS).
- Appointment of Charles King in the Police/E911 Department as Telecommunicator I, effective 6/11/19 (Police/E911).
- Appointment of Audrey Smith in the Police/E911 Department as Telecommunicator I, effective 6/25/19 (Police/E911).
- Appointment of Melissa Ballard in the PW/Transit Department as Transit Driver, effective 6/12/19 (PW/Transit).
- Appointment of William Johnston in the Police Department as Patrol Officer I, effective 6/25/19 (Police).
- Appointment of Robert Ridgeway in the Sewer Department as Plant Operator I, effective 6/25/19 (Sewer).
- Resignation of Tammy Brown in the Finance Department as License Fee Administrator, effective 7/10/19 and authorize payment of accrued leave (Finance).
- Resignation of Marshall Robinson in the Planning & Community Development Department as Senior Community Planner, effective 5/23/19 (Planning).
- Retirement of Brad Durr in the Fire Department as Fire Sergeant, effective 5/30/19 and authorize payment of accrued leave (Fire).
- Termination of John Conway in the Sewer Department as Plant Operator I, effective 5/10/19 (Sewer).

Permission to make up to eight (8) 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 cap staffing for hazardous duty employees at 85.

It was moved by Commissioner Whisman, 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.

Action Items

1. Resolution - Police

A Resolution authorizing the Mayor to make application for and, upon approval, to enter into an agreement with the Kentucky Office of Homeland Security for 2019 Kentucky Homeland Security (KOHS) grant funds for training with Norse Tactical and to act as the authorized correspondent for this project. It was moved by Commissioner Whisman, seconded by Commissioner Waldrige, 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 Waldrige, Tippett, Whisman, Sower and Mayor May (5). Those voting against the motion were none (0). The Resolution was thereupon adopted (Resolution No. 15, 2019 Series).

2. Bourbon on the Banks MOA - City Manager

Following a brief discussion, it was moved by Commissioner Whisman, seconded by Commissioner Waldrige, that the MOA be approved contingent upon the insurance language being altered and approved by the City Attorney and allow the Mayor to enter into the contract. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Waldrige, Tippett, Whisman, Sower and Mayor May (5). Those voting against the motion were none (0). The motion was thereupon adopted.

Commissioner Whisman requested that staff explore if the non-profit for this event ceases the City of Frankfort will have first option on the event. Laura Ross, City Solicitor, stated this would be a separate addendum to the MOA and she will speak to the non-profit for options and come back to the Board of Commissioners.

Commissioner Waldrige requested the City consider working with Carmen Inman of the Chamber of Commerce and Wendy Kobler of KSU to provide bag handouts at the event. A booklet of \$5-\$10 that would discount local businesses, bringing people in to spend money. The coupon would end up giving back to the business instead of taking away from the business owner.

3. Second Reading

"AN ORDINANCE APPROPRIATING THE REVENUE TO BE RECEIVED BY THE CITY OF FRANKFORT FOR FISCAL YEAR 2019-2020" was presented and read. This Ordinance had its First Reading on June 20, 2019. SUMMARY: This ordinance appropriates revenue to be received by the City of Frankfort for Fiscal Year 2019-2020 in accordance with the budget submitted and hereby approved. It was moved by Commissioner Sower, seconded by Commissioner Waldrige, 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 Waldrige, Tippett, Whisman, Sower and Mayor May (5). Those voting against the motion were none (0). The Ordinance was thereupon adopted (Ordinance No. 9, 2019 Series).

Commissioner Waldrige requested that the City increase the funding for the Women's Shelter, which would happen at a later date with a budget amendment. There was no objection.

4. Recycle Changes - Public Works

This memo is to request approval from the Board of Commissioners to temporarily reduce the cost of upsizing the trash cart and cost of overflow bags, as well as to phase out the small 32 gallon trash and recycling carts. Customers do not have to return the small carts, but new ones will not be distributed in the future. Division of Solid Waste would like to temporarily reduce the cart upsize fee from \$50 to \$25 for a larger trash cart effective July 8th thru September 9th. Only the property owner will be allowed to upsize their current trash cart during this time period and renters must have written permission from the owner. Once this period is over the cart upsize fee would revert to \$50 again. Solid waste will not be downsizing any recycle carts at this time, as we will be phasing out all 32 gallon carts for trash or recycle. The small carts are hard to empty any of the contents, which has caused numerous call backs and complaints. The 64 gallon will become the standard size, as for any new or existing medical exemptions or special situations we will give those residents the blue overflow bags to use. Along with reducing the cart upsize fee, would like to temporarily lower the price of overflow bags from \$6 per roll to \$4 per roll. This change would be in effect from July 8th to October 1st after this period the price would revert to \$6 per roll.

After a lengthy discussion and suggested changes, it was moved by Commissioner Whisman, seconded by Commissioner Sower, to approve changes with the upsize of carts date to be extended to 10/1/19. 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. 2018-2019 Street Resurfacing Program Contract Extension - Public Works

This memo is requesting a time extension to the completion date for the current unit price resurfacing contract with H.G. Mays and to authorize the Mayor to sign all related documents. In March 2018, the City of Frankfort entered into a contract with H.G. Mays to complete resurfacing work outlined in the 2018-2019 Street Resurfacing Program. Per the contract, this work was to be completed on or before June 30, 2019. The estimated total for the street resurfacing listed in the contract is \$470,000. A PO in the amount of \$249,000 was opened in 2018 with \$198,000 expensed. The contract includes a list of streets identified for resurfacing, derived using a pavement rating system and status of past or current utility work that degrades street surfaces. Due to delays in utility work and other factors, H.G. Mays will be unable to resurface all of the identified streets before the contract expires on June 30, 2019. In order to complete the resurfacing work outlined in the contract, Public Works is requesting to extend the contract through July 31, 2019. There is an existing PO with \$51,000 balance available. The estimated total to complete the work is \$100,000, meaning a PO for the additional \$49,000 will be requested upon approval. Funding for the 2018-2019 Street Resurfacing Program is available in the Municipal Aid Account 535-00-51100.

It was moved by Commissioner Sower, seconded by Commissioner Waldrige, to approve the extension until 9/30/19 and post the streets to be resurfaced to the public. 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.

Unfinished Business

Commissioner Whisman thanked Public Works for quick action downtown after suggestions were made regarding signage and potholes.

Commissioner Sower commented that the 2-Way West Main estimates were much lower than expected, thank you to City Manager and Public Works.

Commissioner Waldrige spoke to the former naming of the Pinsky Trail. It was moved by Commissioner Waldrige, seconded by Commissioner Tippet, to name the trail from the bottom of the hill to Kentucky State University "Thorbred Trail". The rest of the trail could be left as the previous name or leave for a later time. 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.

Commissioner Waldrige commented on the Fort Hill Trail. It was moved by Commissioner Waldrige to repeal the decision and direct the City Manager to bring together a team to revisit the decision. A team consisting of Parks, Economic Development, Historic Society, Bicycle Association and the local neighborhood. Motion died for lack of a second.

New Business

Commissioner Whisman took inventory of the parks last week and requested that East Frankfort Park be looked at to remove the old pool house, fence and upgrade the look at that park. Following further discussion, the City Manager will work with the Parks and Recreation Director and come back with a report to the Board of Commissioners. There was no objection.

Commissioner Whisman spoke about the closing of Pic-Pac and the effect on the surrounding neighborhoods. The Board of Commissioners should review alternatives to support grocery services in the area.

Commissioner Tippet agreed and was also concerned of the effect to South Frankfort. The Board of Commissioners should research economic issues and look at all options.

Commissioner Sower asked if the Opportunity Zone was available on Second Street. Keith Parker, City Manager, stated not in that location.

Commissioner Sower stated that the Public Safety building is dirty and needs to be pressure washed.

Commissioner Waldrige reminded everyone that on Friday, June 28 is the Swim Bash at Juniper Hills for all high schoolers in Frankfort. Thank you to all Parks staff, Police and Fire. Also, thanks to Broken Fork, Danny Strong, who is a partial sponsor.

It was moved by Commissioner Whisman, seconded by Commissioner Tippet, to go into closed session per KRS 61.810 (1)(c)litigation -to discuss options regarding the Old Y litigation. The meeting went into closed session at 6:30 p.m.

It was moved by Commissioner Tippet, seconded by Commissioner Waldrige, that the meeting return to open session. The motion was adopted by voice vote. The meeting returned to open session at 6:50 p.m.

It was moved by Commissioner Tippet, seconded by Commissioner Waldrige, that the meeting adjourn. The motion was adopted by voice vote. The meeting returned to open session at 6:50 p.m.

Mayor

Attest:

City Clerk