

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 Reverend Glenn Spaulding, St. John AME. The Pledge of Allegiance was recited.

Mayor May moved the Presentations and Ceremonial Items prior to Citizen Comments.

Presentations

Mayor May and Commissioner Tippet presented a proclamation to Mr. Charles "Charlie" Tippet.

Ceremonial Items

Mayor May and Police Chief Adams recognized and congratulated the following promotions in the Police Department:

- Promotion of Derrick Napier from Police Captain to Assistant Police Chief
- Promotion of Lynn Aubrey from Police Captain to Assistant Police Chief
- Promotion of Dusty Bowman from Police Lieutenant to Police Captain
- Promotion of David Schroerlucke from Police Lieutenant to Police Captain
- Promotion of Scott Morgan from Police Sergeant to Police Lieutenant
- Promotion of Jon Fields from Police Sergeant to Police Lieutenant
- Promotion of Ryan Belcher from Police Officer to Police Sergeant
- Promotion of Tom Schmidt from Police Officer to Police Sergeant

Citizen Comments

Robin Antenucci, Executive Director of the Frankfort Tourist Commission, recognized Melanie Van Houten with Josephine Sculpture Park and Tony Davis of KY Knows for receiving the Midwest Travel Journalist Association's Gemmy award.

Daryl Casey inquired about the sidewalk between Tanglewood Drive and Leawood Drive. There has been recent construction there and he would like to know the status. Keith Parker, City Manager will speak to staff to investigate.

Richard Rosen asked about the funding for the Humane Society and leasing of the land at Carpenter Farm. Mr. Rosen also spoke about the Frankfort Plant Board Reservoir project.

Dustin Cole expressed concern that the City is allowing a small group of people to hold the citizens hostage in regards to the water supply and requested a survey be done.

Consent Calendar

The following miscellaneous and personnel items were presented:

1. **Minutes - June 10 & June 11, 2019 Special Meeting; June 10, 2019 Work Session; June 13, 2019 Special Meeting; June 20, 2019 Special Meeting; June 24, 2019 Regular Meeting**
2. **Moved to Action Items - Vaughn and Melton Amendment #2 for Construction Services, Two-Way Main - Public Works**
3. **Emergency Management Vehicle Purchase - EM**
Authorized the purchase of one (1) new F250 crew cab pickup truck from Paul Miller Ford Lexington for Emergency Management and authorized the Mayor to sign any related documents. Emergency Management attempts to maintain a quality fleet for response to calls and disasters. The EM Department needs to upgrade one of our frontline vehicles due to age and mileage. The vehicle we are replacing should not be surplus, but is still in good enough condition to serve other City departments. With approval, EM will purchase a 2019 F250 crew cab Ford pickup truck for \$36,444.00 on state contract. The total for the vehicle will be \$36,444.00 and will be paid out of the Capital Project Funds (Capital Improvement Account No.530-90-56551).
4. **Moved to Action Items - Bid Acceptance for Station 3 renovation - Fire**
5. **Vehicle Purchase 2019 Camry - Police**
Authorized the purchase of one (1) new unmarked vehicle from Frankfort Toyota and authorized the Mayor to sign any related documents. The Police Department attempts to maintain a quality fleet for officers to respond to calls for service and investigations. The Criminal Investigations (CID) fleet of unmarked vehicles continues to need upgrading due to years of neglect. One of the vehicles to be put into surplus, due to mileage and repair costs, was assigned to CID. With approval, the Police Department will purchase a 2019 Toyota Camry for \$22,750.00 on state contract. The up-fit for the vehicle will be completed by L&W Emergency Equipment, through approved state contracting, for \$3,720.00. The total for the vehicle and up-fit will be \$26,470.00 and be paid for from Federal Asset Forfeiture account, 645.00.51100.
6. **Vehicle Purchase 2020 Ford Explorer - Police**
Authorized the purchase of one (1) new unmarked vehicle from Paul Miller Ford and authorized the Mayor to sign any related documents. The Police Department attempts to maintain a quality fleet for officers to respond to calls for service and investigations. The Criminal Investigations (CID) fleet of unmarked vehicles continues to need upgrading due to years of neglect. This vehicle will be added to the fleet to offset the deficit of vehicles caused by repair costs and mileage. With approval, the Police Department will purchase a 2020 Ford Explorer for \$31,322.00 on state contract. The up-fit for the vehicle will be completed by L&W Emergency Equipment, through approved state contracting, for \$4,768.72. The total for the vehicle and up-fit will be \$36,090.72 and be paid for from Federal Asset Forfeiture account, 645.00.51100.

7. New Police Vehicle Purchase (4) 2020 Ford Police Interceptor Utility Patrol Vehicles -Police

Authorized the purchase of four (4) 2020 Ford Police Interceptor Utility patrol vehicles utilizing funds from FY 2019-2020 budget. These vehicles will be purchased from Paul Miller Ford through the state contract and authorized the Mayor to sign all related documents. The Police Dept. works to maintain the overall quality of the fleet vehicles. Generally, 6 new patrol vehicles are budgeted and purchased each year. For the FY 2019-2020 budget, only four (4) patrol vehicles were requested. The Police Dept. is asking that four (4) vehicles be purchased at this time. The purchase of these vehicles is included in the FY 2019-2020 budget. These vehicles will be purchased from Paul Miller Ford. The cost through state contract for the vehicles will be \$137,520. The up-fit will be completed by L&W Emergency Equipment, through approved state contracting, and will be \$64,485.16. The total price for this purchase, including up-fitting, will be \$202,005.16. These vehicles will be purchased and up-fitted through budgeted funds from account 100.92.56551.

8. Professional Services Agreement with Kenvirons - Capital View Park Sewer Project - Sewer

Authorized an Engineering Agreement with Kenvirons for the Capital View Park Sewer Project and authorized the Mayor to sign all documents related to the project. This Agreement is for Kenvirons to perform Design Services for the project. The cost of this agreement is \$57,212.00. The Capital View Park has been in need of a proper sewer system for many years. By upgrading the capacity of the sewer system, the park will be able to host and expand as needed for larger events. Kenvirons will provide all of the engineering for the project and the Sewer Department will construct the facilities per the engineering design. All record drawings and state submittals will be completed by Kenvirons to meet all requirements needed.

9. Louisville Hill Erosion Control Project - Sewer

Authorized the award of the construction contract for the Louisville Hill Erosion Control Project to Steve Hughes Excavating, LLC and authorized the Mayor to sign all related documents. Steve Hughes Excavating, LLC was determined to be the lowest qualified responsible bidder at \$100,811.00 and the Budget Total for this project is \$110,000.00. This contract is to complete a restoration of the outfall line that is part of the Louisville Hill Road Sewer Separation Project. This project was completed in 2014 and since its completion; severe erosion has caused the outfall area to erode to an unsafe level.

10. FY 2020 Sidewalk Hazard Repairs UPC– Contract Administration - Public Works

Authorized spending up to \$30,000 with Otis Engineering Inc. for the administration of and consulting/support services related to the 2019/2020 UPC for Concrete Projects (Bid No. 219001-535) and authorized the Mayor to sign all related documents. The City of Frankfort is in the process of updating, re-advertising, and awarding contracts for the 2019/2020 UPC for Concrete Projects. The contract for unit price work will allow for selection of contractor services as needed for individual projects throughout the year. Engineering services for the UPC Concrete Projects are based upon a negotiated fee equal to 12% of the actual construction cost. Construction costs for the 2019/2020 UPC are estimated at \$250,000.

11. Street Department & Parks Department New Mowers - Public Works & Parks

Authorized the Street Department to spend \$20,922.00, and the Parks Department to spend \$41,844.00 for a total of \$62,766.00 with Lyons Lumber Co. to purchase new Exmark mowers to replace their aging mowers, and authorized the Mayor to sign all related documents. The Street Department and Parks Department have started the process to begin replacing its aging fleet of zero turn mowers and other mowing equipment, as well as other types of maintenance equipment. Many of mowers in the fleet are over 10 years old and have high amount of hours on them. Multiple hours of maintenance time plus purchasing parts are required to keep the mowers operational as they are breaking down frequently. This slows down productivity and efficiency of maintenance work. These 6 mowers are the first step to improving the equipment of the Streets and Parks maintenance fleet. Funds to purchase these mowers are in the following accounts: 100.66.56550 – for Street Department & 100.80.56550 – for Parks Department.

12. The following personnel items were presented:

- Resignation of Josh Hutcherson in the PW/Floodwall Department as Public Works Tech II and authorize payout of accrued leave, effective 7/19/19 (PW/Floodwall).
- Resignation of Alysia Nicole Cook in the Police/E911 Department as Telecommunicator I and authorize payout of accrued leave, effective 7/5/19 (Police/E911).
- Resignation of John Jenkins in the Sewer Department as Sewer Tech III and authorize payout of accrued leave, effective 7/15/19 (Sewer).
- Retirement of Joseph Teasley in the Fire Department as Firefighter III and authorize payout of accrued leave, effective 7/31/19 (Fire).
- Promotion of Derrick Napier in the Police Department from Police Captain to Assistant Police Chief, effective 7/30/19 (Police).
- Promotion of Lynn Aubrey in the Police Department from Police Captain to Assistant Police Chief, effective 7/30/19 (Police).
- Promotion of Dusty Bowman in the Police Department from Police Lieutenant to Police Captain, effective 7/30/19 (Police).
- Promotion of David Schroerlucke in the Police Department from Police Lieutenant to Police Captain, effective 7/30/19 (Police).
- Promotion of Scott Morgan in the Police Department from Police Sergeant to Police Lieutenant, effective 7/30/19 (Police).
- Promotion of Jon Fields in the Police Department from Police Sergeant to Police Lieutenant, effective 7/30/19 (Police).
- Promotion of Ryan Belcher in the Police Department from Police Officer to Police Sergeant, effective 7/30/19 (Police).
- Promotion of Tom Schmidt in the Police Department from Police Officer to Police Sergeant, effective 7/30/19 (Police).
- Promotion of Kim Wainscott in the Finance Department from Accounting Specialist II to License Fee Administrator, effective 7/11/19 (Finance).

It was moved by Commissioner Waldrige, seconded by Commissioner Sower, 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. Agreement & Resolution between the Commonwealth of Kentucky Transportation Cabinet, Department of Highways and the City of Frankfort regarding curb box inlets along E. Main St. (US 60) - City Manager

It was moved by Commissioner Tippett, seconded by Commissioner Waldrige, to approve the Agreement and Resolution. 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. 16, 2019 Series).

2. Surplus Vehicles & Order - Police

The purpose of this memo is to request the surplus of four (4) Ford Crown Victoria (CV) police vehicles. These vehicles will be at online auction. The Police Department continues to maintain a quality fleet that will allow the officers to fulfill their duties throughout their work day. Part of that maintenance to the fleet includes ridding the department, through surplus, of vehicles that become fiscally irresponsible to maintain. The four (4) vehicles in question have reached their limits where it is not worth continuing the maintenance and upkeep. The 2005 Ford CV has over 100,000 miles on the vehicle. There are repairs totaling over a \$1,000.00 needed on the vehicle. The first 2009 Ford CV has over 106,000 miles on the vehicle. The second 2009 Ford CV has over 103,000 miles on the vehicle. The 2011 Ford CV has 100,646 miles on the vehicle. The repairs necessary for these vehicles is more than would be financially reasonable to have completed.

It was moved by Commissioner Waldrige, seconded by Commissioner Whisman, to adopt the order. 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 Order was thereupon adopted (Order No. 13, 2019 Series).

3. Sidewalk Hazard Repairs/Concrete Projects per UPC 219001-535 - Public Works

In conjunction with the recent budget approval, Public Works would like authorization to spend up to \$250,000 with ADE Contracting and Rush Paving for the repair of damaged sidewalks at multiple locations throughout the City of Frankfort and authorize the Mayor to sign all related documents. All potential sidewalk work will be inspected and action taken only if the site meets the "First Priority" as described in the 2010 Sidewalk Policy. ADA compliant ramps are added at these sites if they are not currently available. Funds for this project, \$250,000, are available in the recent budget approval for the City of Frankfort.

It was moved by Commissioner Waldrige, seconded by Commissioner Sower, to approve the repair of sidewalks. 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.

4. Transit Surplus Vehicle & Order - Transit

Transit requests permission to surplus 1 (one) Transit contact truck and to authorize the Mayor to sign all related documents. This truck will be sold at online auction. Transit received a contact truck as a donation from the Sewer Department to provide transportation for the Transit Mechanic. Transit received grant funding to replace the aging vehicle in 2018. The grant funds were requested due to the age, condition and increasing maintenance costs of the current contact truck. Transit requests to surplus the truck due to the arrival of the replacement vehicle. The contact truck has several areas of rust damage and is not worth continuing costs of maintenance and upkeep. The vehicle is a 2016 Ford F-150 with over 137,000 miles on the vehicle. Transit requests to surplus the truck and allocate the revenue into the Transportation Improvement Account (530-00-46300). This revenue can be used to purchase new transit vehicles in the future when the Toll Credits that are currently being used to match grant funding run out.

It was moved by Commissioner Waldrige, seconded by Commissioner Whisman, to adopt the order. 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 Order was thereupon adopted (Order No. 14, 2019 Series).

5. A Resolution Pledging a Commitment to Lease Real Property to the Franklin County Humane Society - City Manager

Following a brief discussion, it was moved by Commissioner Waldrige, seconded by Commissioner Tippet, to adopt the 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. 17, 2019 Series).

6. A Resolution to Repeal Resolution No. 4, 2019 Series Naming Property Known as The Pinsly Trail to The Bourbon Road Rail Trail and Renaming it as Thorobred Trail - City Manager

A discussion regarding the location of the trail and map was reviewed to clarify. It was moved by Commissioner Waldrige, seconded by Commissioner Tippet, to adopt the Resolution. 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 Resolution was thereupon adopted (Resolution No. 18, 2019 Series).

7. Vaughn and Melton Amendment #2 for Construction Services, Two-Way Main - Public Works

This memo is requesting approval of Amendment #2 to Vaughn and Melton's agreement for construction services for the conversion of West Main from one way to two way traffic and to authorize the Mayor to sign all 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. In June 2019 an amendment to the agreement was approved in the amount of \$5,590 for Vaughn and Melton to revise the plans for striping, signage and Ann Street signalization. During construction, oversight will be provided by Vaughn and Melton. The estimate for desired services is \$3,680.00.

It was moved by Commissioner Tippet, seconded by Commissioner Sower, to approve the amendment. 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.

8. Bid Acceptance for Station 3 renovation - Fire

The purpose of this memo is to recommend the Board of Commissioners accept a bid by Stonehaven Construction for the renovation of station 3 for the construction of a second restroom and authorize the Mayor to sign all related documents. Adding an additional restroom at Station 3 has been in discussion since 2012. In 2014 monies were encumbered in two separate purchase orders – RG027688 and RG027687– totaling \$64,782. Funding for this project is available in two separate encumbered PO's from previous budget years – RG027688 and RG027687 totaling \$64,782.

After a discussion regarding the bid process and reaching out to get more bids, it was moved by Commissioner Sower, seconded by Commissioner Whisman, to reject the bid and re-bid the project. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Tippet, Whisman, Sower and Mayor May (4). Those voting against the motion were Commissioner Waldrige (1). The motion was thereupon adopted.

Unfinished Business / New Business

Commissioner Tippet asked where we are in the process of the splash pad at Dolly Graham Park. Keith Parker, City Manager stated we are waiting on the grant.

Commissioner Whisman requested an update on E. Frankfort Park, removal of the pool house, etc. Keith Parker, City Manager is trying to set up a time for a visit with the Director of Parks and Recreation to determine the next step.

Commissioner Sower wanted to remind everyone about the Police Departments National Night Out on August 6, 2019 at Second Street School from 6-8:30 pm. The community is invited to attend.

Commissioner Waldrige commended Chuck Adams, Police Chief, on the recent promotions and great job of the Police Department.

It was moved by Commissioner Whisman, seconded by Commissioner Tippett, 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 6:31 p.m.

It was moved by Commissioner Tippett, 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 7:07 p.m.

It was moved by Commissioner Tippett, seconded by Commissioner Waldrige, that the meeting adjourn. The motion was adopted by voice vote. The meeting returned to open session at 7:07 p.m.

Mayor

Attest:

City Clerk