

## SPECIAL MEETING CALL

I, William I. May, Jr. hereby call a Special Meeting of the Frankfort Board of Commissioners for Monday, October 21, 2019, at 5:00 p.m., in the Council Chamber of the Municipal Building, 315 West Second Street. This meeting will be in lieu of the Regular Meeting scheduled for Monday, October 28, 2019. All items on the agenda will be considered and action will be taken.

S/William I. May, Jr.  
T/Mayor

SPECIAL REGULAR MEETING  
FRANKFORT BOARD OF COMMISSIONERS

October 21, 2019  
5:00 P.M. (EDT)

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 Avinash Tope with the Interfaith Council. The Pledge of Allegiance was recited.

Mayor May and Commissioner Tippet spoke of Doug Young, the City's Neighborhood Inspector who recently passed away. A moment of silence for Mr. Young was observed.

### Ceremonial Items

Mayor May and Chuck Adams, Police Chief, congratulated Ken Hopkins in the Frankfort Police Department who is retiring with over 23 year of service.

Commissioner Sower requested to move Action Item No. 2 - Women's Suffrage Centennial March prior to the Consent Calendar without objection.

Authorized for the City of Frankfort to host a public event march in honor of the centennial anniversary of the ratification of the 19th amendment, to allocate staff time necessary to executing the event and authorized the Mayor to sign all related documents. It was moved by Commissioner Sower, seconded by Commissioner Waldrige that the event be approved. 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 Whisman requested a correction to the September 23, 2019 Regular Meeting minutes regarding FIS reimbursement and add the statement to "reflect the full amount spent to date". It was moved by Commissioner Tippet, seconded by Commissioner Waldrige to accept the correction to the minutes. The motion was adopted by voice vote without objection.

### Consent Calendar

The following miscellaneous and personnel items were presented:

#### 1. Minutes - September 9, 2019 Work Session; September 23, 2019 Regular Meeting

#### 2. Clothing Contract - Police

Authorized the City Solicitor to notify Galls LLC that we are ending our agreement as stipulated in our contract and award the clothing and equipment contract to Siegel's Uniform, further known as Siegel's, for the supply of officers' uniforms and accessories and for the Mayor to sign all related documents. The Police Department maintains a clothing and equipment contract with a uniform supplier for officers to order department approved uniforms and accessories to use in their daily duties as officers for the city. The current contract is with Galls LLC. For the first year of the current contract there have been multiple problems with orders being filled. The problems have been addressed in multiple meetings and phone calls without improvement in service. The contract allows for a cancellation with a 15 day advance notice. Siegel's has supplied the Police Department in the past and currently supplies the Fire Department, in which they have been satisfied with the service. Bid specifications were made available and the only proposal received was from Siegel's. Also, their pricing was cheaper than our current contract. The Fire Department has been using Siegel's for some time and this will allow us to use the same vendor. The spending comes from the Clothing account (100.43.54340). The current budget for that account is \$57,000 and officers are allotted an amount for replacement uniforms or equipment. The City Solicitor will send notification to Galls LLC about the contract cancellation. Once this bid is accepted, staff will prepare the contract to be signed by the Mayor and a representative of Siegel's Uniform. This contract will be in place for 3 years from the original agreement date with the option to mutually agree to a 1 year extension. Uniforms and accessories will be purchased from the Clothing Account No. 100.43.54340.

#### 3. Online Medical Direction Contract - Fire

Authorized a contract with HCA- EmCare Holdings LLC to provide online medical direction to the Frankfort Fire and Emergency Medical Services (FFEMS) and authorized the Mayor to sign all related documents. This contract is required to be maintained to ensure that FFEMS has the ability to contact a qualified physician to receive direct orders and other immediate medical consultation twenty-four (24) hours day. This requires contacting emergency physicians by either radio or telephone to seek expert consultation and treatment orders when utilized. There is no cost for this program and the program ensures comprehensive treatments. There is no budget impact.

#### 4. Supplemental Funding for 2019 Utility Repair Street Resurfacing Program - Public Works

Authorized additional funding for the current unit price resurfacing contract with Randle- Davies Company and authorized the Mayor to sign all related documents. All work is to be completed by November 30, 2019. In September 2018, the City of Frankfort entered into a contract with Randle- Davies to perform the work outline in the UPC Contract for Roadway Restoration. The original contract expired June 30, 2019. Commission approval was received in June 2019 to extend this contract through November 30, 2019. As a result, Randle-Davies will likely be able to complete additional utility repair paving, requiring additional funding. Therefore a change order to PO 2018-01087 for \$275,000 is being requested in order to complete the utility repair paving for both Stevenson Dr. and portions of Lyons Dr. Funding for this request is available in the Municipal Aid account (535.00.51100). A budget amendment will come before the Board to authorize spending of pavement repair fees and thus a transfer from the general fund to the municipal aid fund for this amount.

**5. 2 Ton Asphalt Hot Box/Recycler bid rejection & purchase from Sourcewell – Public Works**

Authorized the rejection of bids for the purchase of a 2 ton asphalt hot box/recycler, to purchase the 2 ton asphalt hot box/recycler from the Sourcewell contract, and authorized the Mayor to sign all related documents. The Street Department needs to purchase an asphalt hot box/recycler which will allow asphalt work to continue during cold temperatures when the asphalt plants have closed. This item was put out to bid and 2 bids were received. At the same time, the Street Division has been researching pricing and found the most inexpensive purchase can be made from the Sourcewell contract which has been through a public bidding process. The Asphalt Hot Box/Recycler pricing from Stringfellow (through Sourcewell) is \$30,234.00. Funding for this purchase is available in the Municipal Aid Account (535.00.51100).

**6. MOVED TO ACTION ITEMS - Playground Equipment Purchase – Parks**

**7. Vehicle Purchases- Parks**

Authorized the Parks Department to purchase one (1) new F150 regular cab pickup truck and one (1) new F150 super cab pickup from Paul Miller Ford Lexington and authorized the Mayor to sign any related documents. With approval, Parks will purchase a 2020 F150 XL 4WD Super Cab Short Bed Ford pickup truck for \$29,134.00 and a 2020 F150 XL 4WD Regular Cab Long Bed for \$28,260 on state contract. The funds are approved in the cities 2020 budget and will be paid out of the Capital Project Fund.

**8. Arcadis Contract Extension - Sewer**

Authorized a contract extension with Arcadis through December 31, 2019 for Hydraulic Modelling, and authorized the Mayor to sign all related documents. No additional funds are needed to complete the project. During this contract, Arcadis has identified many areas of FSD's system that was not correct in the GIS software which has led to delays in completing the model. The current contract will expire on October 31, 2019 and upon approval will extend the contract through December 31, 2019. This is a time extension only and does not require additional funding.

**9. Odor Control Contract-Source Technologies, LLC. - Sewer**

Authorized the renewal of the Odor Control contract with Source Technologies, LLC. and authorized the Mayor to sign all related documents. This contract extension is only for six months to allow the Sewer Department to evaluate all of the options available to control odors in the collection system. The other option would be to attempt to do the odor control in house. To achieve the level of service we would have to hire an additional employee to do odor testing and analysis that is included as part of this contract. With the additional personnel the cost would increase. This contract extension is only for six months to allow the Sewer Department to evaluate all of the options available to control odors in the collection system. Funding for this project is budgeted at \$330,000.00 in Account No. 300.68.54335.

**10. Boone National Guard construction contract - Sewer**

Authorized the award of a contract to JODA International for the Boone National Guard Sewer Rehabilitation Project, and authorized the Mayor to sign all related documents. The City of Frankfort has partnered with Boone National Guard Center to complete a rehabilitation project for the sewers located on the Center's property. The Center has agreed to pay for half of the cost of the project. This project consists of the rehabilitation of approximately 4800' of sanitary sewer lines. The Sewer Department budgeted \$1,000,000.00 in the Capital Budget line item 300.68.56555. The cost is well within the budgeted amount and the Center will reimburse the Sewer Department half of the total cost of the project. Recommend the City Commission approve the construction contract with JODA International, Inc. in the amount of \$490,340.00 and authorize the Mayor to sign all related documents.

**11. New ASL truck purchase - Public Works**

Authorized the purchase of a 2018 27yd Automated Side Loader (ASL) garbage truck from Municipal Equipment and authorized the Mayor to sign all related documents. Solid Waste would like to purchase a brand new 2018 Peterbilt 520 chassis with a brand- new 2019 New Way 27yd Roto Pack Automated side loading garbage truck. Even though the truck is a 2018 model year it is still considered a brand-new truck that includes all new factory warranties, because the truck has never been used or sold to anyone except the New Way company. Once authorized and a PO is issued, we will be able to order the truck, and have it delivered within a month. If a 2019/2020 model is ordered it would take 9-12 months for it to arrive. The City will be saving close to \$50,000 by purchasing this truck over a 2019/2020 model. The truck will be purchased under Kentucky State Master Contract MA 758-1600000557 with money available in the Capital Fund for this truck. This new truck will replace a truck a 2003 Freightliner FL 80 25yd rear loader with 116,000 miles the body is in bad shape due to rust and corrosion issues and frequent breakdowns. Along with the purchase of this truck it will allow the department to have a second backup side loading truck. Authorize the purchase of a 2018 27yd Automated Side Loader (ASL) garbage truck for Municipal Equipment in the amount of \$271,512.29 under Kentucky State Master Contract pricing.

**12. Dump Truck with Snow Equipment - Garage**

Authorized the purchase of a Dump Truck with Snow Equipment from KY Truck Sales and authorized the Mayor to sign all related documents. A dump truck with snow equipment was bid out on 8/29/19 and we received 4 bids as follows:

KY Freightliner	\$124,333.00	140 days for delivery
Worldwide Equipment	\$134,788.00	150-180 days for delivery
KY Truck Sales	\$120,998.00	170 days for delivery
Bluegrass International	\$126,308.19	No delivery date provided.

The dump truck purchase with snow equipment was awarded to KY Truck Sales as lowest bidder at \$120,998.00. Funds to purchase this dump truck should come from account 535-00-51100.

**13. The following personnel items were presented:**

- Appointment of Justin Miley in the PW/Solid Waste Department as Tech I, effective 10/15/19 (PW/Solid Waste).
- Appointment of Anita Gillispie in the Police/E911 Department as Telecommunicator I, effective 10/15/19 (Police/E911).
- Resignation of Jeff Perry in the Sewer Department as Collection Maintenance Foreman, effective 9/24/19 (Sewer).
- Resignation of Andrew Brewer in the Fire Department as Firefighter I, effective 10/10/19 (Fire).
- Resignation of Audrey Goodman in the Police/E911 Department as Telecommunicator I, effective 10/15/19 and authorize payment of accrued leave (Fire).
- Retirement of Ken Hopkins as Captain in the Police Department, effective 10/31/19 and authorize payment of accrued leave (Police).

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.

**Boards**

**1. Frankfort/Franklin County Planning Commission** - Appointment of Timothy Luscher (replacing Berea Bradshaw) for a term expiring 7-01-22.

It was moved by Commissioner Tippet, seconded by Commissioner Whisman, to accept the Mayor's recommendation. 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.

**2. Frankfort Electric & Water Plant Board** - Appointment of John Snyder for a term expiring 9-23-23.

It was moved by Commissioner Tippet, seconded by Commissioner Waldrige, to accept the Mayor's recommendation. 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 WALLACE AND STUCKER STREETS WITH THE ADDRESS OF 331 WALLACE AVENUE AND CONTAINING 0.30 ACRES, MORE SPECIFICALLY DESCRIBED AS PVA MAP #061-43-07-010.00, FROM RESIDENTIAL "C" DISTRICT (RC) TO LIMITED COMMERCIAL DISTRICT (CL)" was presented and read. Summary: This ordinance approves a zone map amendment for the 0.30 acre property located at the intersection of Wallace Avenue and Stucker Street with the address of 331 Wallace Avenue, more specifically described as PVA map #061-43-07-010.00, from Residential "C" District (RC) to Limited Commercial District (CL).

**2. MOVED PRIOR TO CONSENT** - Women's Suffrage Centennial March

**3. KOHS Grant MOU - Legal**

Authorized the request from the Kentucky Office of Homeland Security (KOHS) to execute a Memorandum of Understanding between the City and KOHS to allow KOHS to utilize 2019 federal Homeland Security Grant Program Funds for support of the Kentucky Intelligence Fusion Center and authorized the Mayor to sign all related documents. KOHS has submitted a letter and accompanying documents requesting the City to enter into an MOU to allow KOHS to utilize and retain federal Homeland Security Grant Program (HSGP) funds for the state Kentucky Intelligence Fusion Center (See attachments). In Its letter, KOHS indicates that the HSGP will provide \$319,775.00 in funding to KOHS, which will allow the office to continue its intelligence operations, including training and other emergency management preparedness functions to local first responder agencies as well as public and private sector partners in the state. The grant allows for local government units to provide written consent to allow KOHS to retain and utilize the funds in the manner specified by KOHS. KOHS has provided written assurance that the City will have no obligations or any other responsibilities or liabilities associated with the MOU or related grant funding and programs. It was moved by Commissioner Sower, seconded by Commissioner Waldrige, that the request be approved. 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. Surplus Bus and Order - Transit**

Authorized the surplus of (1) one 24 +2 Cut-A-Way Bus and authorized the Mayor to sign all related documents. This bus will be sold at online auction. Transit received grant funding to replace the aging vehicle in 2017. The grant funds were requested due to the age, condition and increasing maintenance costs of the current bus. Transit has been using the bus as a spare parts vehicle for the past year. Transit requests to surplus the bus due to the arrival of the replacement bus. As a result of the bus being used for parts, it is no longer operable. The bus is a 2008 Chevy 5500 Kodiak with over 246,538 miles on the vehicle. Transits requests to surplus the bus 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 Whisman, seconded by Commissioner Waldrige, 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 Waldrige, Tippet, Whisman, Sower and Mayor May (5). Those voting against the motion were none (0). The Order was thereupon adopted (Order No. 19, 2019 Series).

**5. An Order Proclaiming Monday, December 23, 2019 as a Holiday During Which the Public Offices of the City Shall Be Closed – Legal**

It was moved by Commissioner Waldrige, seconded by Commissioner Tippet, 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 Waldrige, Tippet, Whisman, Sower and Mayor May (5). Those voting against the motion were none (0). The Order was thereupon adopted (Order No. 20, 2019 Series).

**6. Frankfort Independent Schools Interlocal Agreement & Resolution- Legal**

It was moved by Commissioner Tippet, seconded by Commissioner Sower, that the agreement be approved and the Resolution adopted. 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. 23, 2019 Series).

**7. Independence Bank Treasury Agreements & Resolution - Finance**

Authorized the Mayor to sign all grant documents for Treasury Management Services with Independence Bank. The Finance department intends to use remote capture technology to scan check receipts to the bank instead of making physical deposits. Utilizing this technology will increase efficiency in the cash management process, provide quicker deposit of the funds into city's bank account, and reduce manual errors. There is no budget impact for the new service. It was moved by Commissioner Waldrige, seconded by Commissioner Whisman, that the agreement be approved and the Resolution adopted. 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. 24, 2019 Series).

**8. Playground Equipment Purchase - Parks**

Authorized the Parks Department to purchase new playground equipment to replace the current equipment at Juniper Hill Park and authorized the Mayor to sign any related documents. With approval, parks will purchase a 5-12 year old play structure, new 4 bay belt swings and a ten spin (merry go round), as well as safety fall protection mats, surfacing containment timbers and certified playground mulch. Please note that the current play equipment for ages 2-5, which is separate from the main 5-12 year old structure, is in decent shape and can remain in place for now. Equipment will be purchased through Miracle Recreation of KY/TN and using Sourcewell approved through the City's Finance department and meets state and city procurement regulations. Sourcewell (formally National Joint Powers Alliance or NJPA) is a cooperative purchasing membership where procurement is conducted by, or on behalf of, governmental entities for use by other governmental entities, similar to State Master Contracts. Total cost for this equipment is \$75,000 and the funds are approved in the cities 2020 budget and will be paid out of the Capital Project Fund. Following clarification on this item from staff, it was moved by Commissioner Whisman, seconded by Commissioner Waldrige, that the request be approved. 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.

It was moved by Commissioner Whisman, seconded by Commissioner Tippet, that the meeting adjourn in memory of Doug Young. The motion was adopted by voice vote. The meeting adjourned at 5:39 p.m.

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Mayor

Attest:

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City Clerk