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Frankfort City Commission Meeting Notes

The information provided below is a preliminary, unofficial summary of the most recent meeting of the Frankfort City Commission. This information is not the official minutes of the meeting, which are required to be reviewed and approved by the City Commission. The official minutes of the meetings can be found on the City of Frankfort website at Frankfort.ky.gov, after the official minutes have been reviewed and approved by the City Commission.

**Monday, August 22, 2016 –
Frankfort City Commission Voting Meeting – 5 p.m.
City Hall Commission Chambers**

Mayor/Commissioners in Attendance

Mayor William May
Commissioner Tommy Haynes
Commissioner John Sower
Commissioner Robert Roach
Commissioner Lynn Bowers

CEREMONIAL ITEMS

None

CITIZEN COMMENTS

- Rev. Bob Browning announced that the First Baptist Church on St. Clair would be celebrating its 200 year anniversary this year.
- Dr. Houston Barber, Superintendent of Frankfort Independent Schools, said he was looking forward to giving a presentation to the Commission at its September Work Session on some partnership opportunities between the City and the school system.
- Eric Burke, speaking for the Holmes Street Neighborhood Association, gave some suggestions on upgrading the Holmes Street Corridor in response to a presentation given at the August 8 Work Session.
- Mayor May announced Fire Chief Eddie Slone was named the Fire Chief of the Year by the Kentucky Association of Fire Chiefs.

ORDINANCES

Lead Plant Operator Position

SECOND READING: The Commission authorized an Ordinance amending Section 37.31 of the Pay Plan Classifications to add the Job Title of Lead Plant Operator at grade 80. In the past the position existed but appears to have been removed.

Salary Schedule Inflation Increase

SECOND READING: The Commission authorized an Ordinance amending Section 37.32 of the Salary Schedules by 1.5% to adjust for inflation. Moving the starting pay for each pay band upward by 1.5% matches the cost of living increase the City issued in July, 2016.

Repeal Massage Parlor Regulatory License

SECOND READING: The Commission authorized an Ordinance to repeal the requirement for a massage parlor to obtain a specific regulatory license.

Historic Preservation Design Guidelines

FIRST READING: The Commission heard the First Reading of an Ordinance to amend the City of Frankfort’s Code of Ordinances – Chapter 152 –Article 16 by adding Historic Preservation Design Guidelines for properties within the Special Historic (SH) Zoning District and amending Article 17- Architectural Review Board. The Ordinance is scheduled to have its Second Reading on September 26, 2016.

Motor Vehicle Tax Rates

FIRST READING: The Commission heard the First Reading of an Ordinance fixing the rate of taxation for the year 2017 on all motor vehicles and levying said tax for all City purposes. The ordinance will set the tax rate for motor vehicles for the year 2016 at 22.7 cents per \$100 valuation. The tax rate must be set no later than 10-1-16 as required by the Kentucky Department of Revenue. The tax rate proposed for 2017 is the same rate as approved for 2016. This Ordinance is scheduled to have its second reading at the September voting meeting.

Property Tax Rates

FIRST READING: The Commission heard the First Reading of an Ordinance fixing the rate of taxation for the year of 2016 on all tangible property subject to tax, trust and insurance companies, public service companies and levying said tax for all City purposes. Proposed rates for 2016 are as follows (for General Fund Purposes): 1. Ad Valorem - 19.9 cents; 2. Insurance Taxable Capital - 15.0 cents; Rates are levied for each \$100 valuation. There is a reduction in property tax rate from 2015 to 2016 of 1 cent. This Ordinance is scheduled to have its second reading at the September voting meeting.

General Obligation Refunding Bond

FIRST READING: The Commission heard the First Reading of an Ordinance providing for the issuance of the City’s General Obligation Refunding Bonds, Series 2016, for the purpose of providing funds necessary to currently refund the City’s outstanding General Obligation Bonds, Series 2006; setting forth the terms and conditions upon which the Series 2016 Bonds are to be issued and outstanding; ordering and providing for the levy of an annual tax, to the extent necessary, sufficient to pay the interest on and principal of the Series 2016 Bond. The City is expected to achieve a savings of approximately \$250,000 (based on market rates as of the date of this abstract) due to the pay-off of the outstanding Series 2006 Bonds through the issuance of the 2016 General Obligation Refunding Bonds. This Ordinance is scheduled to have its second reading at the September voting meeting.

ORDERS- NONE

RESOLUTIONS

Transportation Alternative Grant Application for Bicycle and Pedestrian Facilities

The Commission authorized a Resolution for the filing of an application for 2016 Transportation Alternative Grant funds and designating the Mayor to execute all documents pertaining to this grant. Kentucky Transportation Cabinet is currently accepting applications for projects for the 2016 Transportation Alternative grant program. Staff would like to submit an application for Bicycle and Pedestrian Facilities. The project should not exceed \$400,000.00.

BACKUPPS Interlocal Agreement

The Commission approved an amendment to a 2014 Inter-Local Agreement that created the Bluegrass and Central Kentucky Unified Police Protection System (BACKUPPS). The Inter-Local Agreement expands citizens’ protections, officer safety/protection, and increases efficiency in investigating offenses that extend beyond originating jurisdiction. The amended agreement is due to a change in legislation that assists new agencies to join.

CONSENT CALENDAR

Items below were on the August Consent Calendar and are considered to be routine by the Board of Commissioners. These items were enacted by one motion and one vote.

USALCO Fairfield Plant Contract

The Commission approved a contract with USALCO Fairfield Plant, LLC for Aluminum Sulfate (liquid alum) for Phosphorus Removal at the Wastewater Treatment Plant (WWTP).

Duke's Root Control Contract

The Commission approved a contract with Duke's Root Control, Inc. to provide chemical root control services in sewer mains.

Hazen and Sawyer Agreement

The Commission approved Amendment #1 to a Professional Services Agreement to Hazen and Sawyer, P.S.C. for an Engineering Study on repairing or replacing the interceptor line from Senate Drive to the Kentucky River near Springhill Drive. This amendment is to add detailed design services, bidding services, construction administration and resident representation to the professional services agreement. With this amendment the professional engineering fees are less than 10% of the estimated project costs.

Airgas-Mid America Contract Extension

The Commission authorized a contract extension to Airgas-Mid America to provide liquid oxygen for the ozone generating system. The Sewer Department took bids on July 15, 2014 for liquid oxygen for the purpose of generating ozone for disinfection of wastewater effluent prior to discharge into the Kentucky River. The contract was for one year with the option to renew annually for a period not to exceed 5 years total. This is the second contract renewal. Airgas Mid America bid a unit price of \$0.375 per 100 cubic feet of oxygen delivered.

Republic Services Contract Extension

The Commission authorized a contract extension Republic Services for disposal of biosolids at the Benson Valley Landfill. This contract with Republic Services covers 100% of the total annual production of biosolids generated at the wastewater treatment plant. A purchase order, in the amount of \$210,000, will be generated to cover the estimated annual cost to the Department for landfilling. In FY 15 the Sewer Department spent \$205,190 and in FY 16 spent \$204,828 for biosolids disposal.

Purchase of Recycling Baler

The Commission approved the purchase of the Baler from Municipal Equipment, Inc. from Kentucky State Master Contract MA-758-1600000557-1. The Recycling Division has outgrown their current baler and requested funding in the amount of \$130,160.00 in a grant application for the 2016-2017 Kentucky Recycling Program. The City was awarded funding for this project and the Recycling Division. This funding will cover the cost of the Baler.

Our Town Grant

The Commission authorized the submittal of a FY2017 Our Town Grant through the National Endowment of the Arts. Melanie Van Houten of Josephine's Sculpture Park along with several other artists in Frankfort and Franklin County have requested that the City be the lead agency for a FY2017 Our Town Grant application to support development of a Capital Arts Cultural Plan and enhanced networking among the arts community, the City's Parks and Recreation and Historic Sites Department, Downtown Frankfort, Inc., and the Riverfront Development Committee. The current project cost is estimated to be \$150,000.00. The grant will cover 50% of the cost and the local community is required to cover the additional \$75,000.00 with in-kind or cash match.

Pierce Manufacturing Contract

The Commission approved a contract with Pierce Manufacturing to refurbish a 2001 75' Pierce aerial truck. The scope of work includes removing the body from the frame and completing corrosion repairs, replacing all valves, rebuilding the pump, and testing to NFPA standards. The truck is 15 years old and has been on a year to year inspection plan.

2016 International Work-Star Dump Truck Purchase

The Commission approved the purchase of a 2016 International WorkStar Dump Truck for the Streets Division of the Public Works Department from Bluegrass International for the Public Works Department.

2017 Freightliner with a Labrie ASL Body Purchase

The Commission approved the purchase of a 2017 Freightliner with a Labrie ASL Body for the Solid Waste Division of the Public Works Department from Municipal Equipment.

2016 26' Ford Low Floor Bus Purchase

The Commission approved the purchase of a 2016 26' Ford Low Floor Bus from National Bus Sales and Leasing via KPTA #6 for the Transit Division of Public Works.

Surplus Items

The Commission approved the surplus of several pieces of equipment from several departments. The equipment included several Transit vehicles, a dump truck, a vertical baler and a chipper.

ADE Contract Award

The Commission approved a contract with ADE Contracting to construct approximately 1500 linear feet of sidewalk along Schenkel Lane from Quinton Court to Comanche Trail.

Otis Engineering Contract Award

The Commission approved a contract with Otis Engineering for engineering services related to the project Schenkel Lane Sidewalk Phase 3. Phase 3 of the Schenkel Road sidewalk project will take the sidewalk up to the intersection of with Thornhill Bypass and then over to Comanche Trail.

Karsner Construction Contract Award

The Commission approved a contract with Karsner Construction to construct approximately 720 linear feet of sidewalk along Westwood Drive from Bondurant Drive to Harrodswood Road.

Otis Engineering Contract Award

The Commission approved a contract with Otis Engineering for engineering services related to the construction of the Westwood Drive Sidewalk project.

Easement for Paul Sawyer Public Library

The Commission authorized the dedication of an easement to the Frankfort Plant Board to benefit the Paul Sawyer Public Library expansion. The Paul Sawyer Public Library has awarded a contract to expand its current facility on Wapping Street. In order to expand the library several FEWPB utility lines must be relocated. The library has formally asked the City to dedicate the appropriate easement to relocate the utility lines.

Contract with Nancy Bailey

The Commission authorized a contract and any related documents between the City of Frankfort and Nancy Bailey to assist in the collection of delinquent ad valorem tax, occupational license fees and net profits tax (Finance).

Personnel

The Commission also gave permission to make up to six (6) 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. These conditional offers will take staffing to 81.

BOARD APPOINTMENTS

Frankfort/Franklin County Tourist Commission – Appointment of Marc Stone for a term ending 6/30/19.

Frankfort/Franklin County Tourist Commission – Appointment of Jarrod Ross for a term ending 6/30/19.

Frankfort/Franklin County Tourist Commission – Appointment of Barry Kaderi for a term ending 6/30/19.

OLD BUSINESS

Marian Group Negotiation

The Commission authorized the negotiation of a lease of the property adjacent to 106 East Broadway, Frankfort, Kentucky for use as a parking lot with The Marian Group, an entity that would develop the property at 106 East Main Street for use as senior housing units.

Lease with Earth Tools Inc. – Solar Equipment

The Commission authorized a lease with Earth Tools Inc. for solar energy. Earth Tools Inc. proposes to partner with the City of Frankfort to install solar electric systems on City property and lease the systems to the City for a period of 15-20 years. As part of the agreement there will be no cost to the City for equipment, installation, maintenance and repair for the first 15 – 20 years. The first project would be installed at the Pro Shop at Juniper Hills Park. Estimated financial projections show the savings could range from \$40,999 (\$1640 a year) over a 25 year lease to \$10,485.00 (\$419 a year).

City Wide Phone System

The Commission approved the installation of a new city wide phone system. The current system is failing and is broken up into several sub-systems causing multiple outages and difficulty in troubleshooting. Quotes have been received via State Contract. The price range to purchase the new phone system is \$88,903.00 to \$206,007.00.

Other Old Business

- Commissioner Roach asked Fire Chief Eddie Slone to discuss the loan of a Fire Truck to the County Fire Department after a collision damaged a County Truck. Chief Slone indicated he was working with the County and the City's insurance carrier regarding lending the Fire Truck. The Commission asked him to move forward.
- Commissioner Roach inquired about the status of the City Attorney and City Manager's evaluations and was told they are moving forward.
- Commissioner Roach asked if the September Work Session could be moved to September 7 since the City Manager, Tim Zisoff, will be unable to attend the regularly scheduled meeting. The Commission agreed to the change.

NEW BUSINESS

Kentucky Infrastructure Authority Loan Application Resolution

The Commission authorized the submission of several loan applications to the Kentucky Infrastructure Authority (KIA) for a FY 2017 Clean Water State Revolving Fund. The projects authorized for submission are Collins Lane, Franklin Ave., Holly Hills, Silverlake, Two Creeks and East Main.

Sewer Easement Release – Heritage Subdivision

The Commission authorized the Mayor to sign a Release of Sewer Easement between lots 115 and 116 in the Heritage Subdivision. The City currently has a sanitary sewer easement between lots 115 and 116 in the Heritage Subdivision. These lots are being consolidated into lot 116A and a house will be built on this consolidated lot over the sewer easement. Due to the consolidation of the lots into lot 116A, there is no need to retain the sanitary sewer easement between lots 115 and 116, and the sanitary sewer easement would impact the construction of the house on this lot. Accordingly, the Sewer Department requests the release of this sewer easement.

Kentucky Fire Commission Grant Application

The Commission authorized a Kentucky Fire Commission grant application. The fire department will be applying for two (2) thermal imagers using the Kentucky Fire Commission Thermal Image Grant program. The grant is a 50/50 match and will be awarded in early 2017.

Transit Wash Bay Deed of Restrictions

The Commission approved a Deed of Restrictions for the Transit Wash Bay. The Kentucky Transportation Cabinet Office of Transportation Delivery requires a Deed of Restriction to the property or improvements to property funded by monies from the Federal Transportation Authority. In this case the Building and equipment that make up the Transit Wash Bay and portions of the parking area that were resurfaced.

City Manager Retirement

The Commission approved the Retirement of Tim Zisoff, City Manager, 10/3/16

Other New Business

- Commissioner Sower asked Community Relations/Grants Manager Rebecca Hall to give information about an upcoming informational meeting. Hall indicated there would be a meeting at the Paul Sawyer Public Library at 5:30 on August 30 to discuss the third round of the City's Historic Preservation Grant.
- Commissioner Sower asked Chief Jeff Abrams to report on the fatal accident that occurred on Friday, August 19 on Wilkinson Boulevard. Chief Abrams gave a brief report, but indicated the accident was still under investigation.
- Commissioner Sower asked Frankfort/Franklin County Tourist Commission Director Joy Jeffries to give a report at the September Work Session on the upcoming 225 Anniversary of Kentucky. Events for the celebration are being planned by the Governor's Office.
- All members of the Board recognized that there would be upcoming Board appointments for the Frankfort Plant Board and voiced the desire to carefully select the incoming Board members.

Interim City Manager

After a closed session meeting the Commission approved current City Manager Tim Zisoff to act as Interim City Manager through January 1, 2017 unless a new City Manager is hired prior to that date. The Commission also agreed that if the position is not filled by January 1, 2017 the contract can be extended in 30 day increments.