

WORK SESSION
FRANKFORT BOARD OF COMMISSIONERS

January 9, 2017
5:00 P.M. (EST)

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

ABSENT: None (0)

Following roll call, Mayor May called the Work Session to order.

It was moved by Commissioner Roach, seconded by Commissioner Bowers to recess the meeting to hold the Swearing-In Ceremony at 5:01 p.m. The question was put upon the motion and adopted by voice vote.

The meeting was called back to order by Mayor May at 5:34 p.m. with all members present.

Mayor May called for citizen comments and reminded everyone to use the sign in sheet.

Citizen Comments

Sallie Lanham presented a petition with 225 signatures requesting the City Commission to hold a public meeting regarding the Old Y Building.

Natalie Wilkerson spoke in favor of the two-way W. Main St. project and asked the Commission to take a closer look at the parking spaces that do not need to be removed.

Staff Reports

Gary Muller, Director of Planning & Building Codes, spoke about the Summary of Annual Sweep Report that was previously given to the Commission along with the Annual Department Report. A brief discussion took place regarding fines and inspections. Mr. Muller and Rob Moore will review the current Ordinance and recommend to the Commission if the fines should increase each time the property is sited.

Rebecca Hall, Grants/Community Relations Manager, stated the Downtown Revitalization Grant will be on the January 23 agenda and the Historic Preservation Grant winners will be drawn 30 minutes prior to the meeting on January 23rd. Ms. Hall also requested permission to apply for the Certified Local Government Grant and place on the January 23 agenda. The Commission approved without objection.

Commissioner Roach requested a cost benefit analysis on 11 lots that we are mowing and asked if the City should foreclose. Gary Muller, Director of Planning & Building Codes, stated that he is working with Rob Moore on a tax benefit cost analysis and will present at a future meeting.

Rob Moore, City Attorney, stated a letter has been provided to Steve Dawson, Finance Director, on the foreclosure work of Katie Glass. Currently, the City is looking to hire a Paralegal to help minimize attorney time. Mr. Moore also mentioned 2 lots in Cloverdale on Winston Way where the individual inherited the property. These are not buildable lots and the property owner wants to donate to the City. Mr. Moore will continue to work on this property issue.

Eddie Slone, Fire Chief, asked the Commission for permission to file for the accreditation application for the Paramedic Program and place on the agenda for January 23. Commission approved without objection.

Commissioner Roach requested an update on bids for financial institutions. Steve Dawson, Finance Director, stated the bids would include items such as how funds are pulled out of accounts, automated payroll and interest income on investments.

Discussion Items

Tom Bradley, Director of Public Works, and Rebecca Hall, Grants/Community Relations Manager, gave an update of two-way West Main Street and the response from the public. Following a brief discussion, the Commission gave direction to move forward according to the engineer's plan.

Travis McCullar, of the Frankfort Plant Board, gave a presentation regarding the cost saving that could come from replacing the current lighting with LED lights. Mr. McCullar also discussed filing an application of an Energy Efficiency and Conservation Grant. Rebecca Hall, Grants/Community Relations Manager, requested permission to add this item on the January 23 agenda. The Commission approved without objection.

Commissioner Roach suggested to the Commission that they consider having staff review projects underway by the Frankfort Plant Board. Some projects are being done on City property and some are titled to the City for the uses and benefit of the Frankfort Plant Board; therefore, Commissioner Roach feels it is important for the City to review the projects. Rob Moore, City Attorney; Gary Muller, Director of Planning and Building Codes, and Herbbie Bannister, Director of the Frankfort Plant Board, will discuss the issue and report back to the Commission.

Herbbie Bannister, Director of the Frankfort Plant Board, offered a brief update on TN Ai.

Commissioner Roach spoke about holding a Joint Meeting with the County to discuss the future of Downtown Frankfort Inc. (DFI). Following a brief discussion with suggested dates, interim City Manager Tim Zisoff will contact the County Judge to confirm a date and time.

Commissioner Roach talked about the City's current glass recycling program. Tom Bradley, Director of Public Works, stated that the City does collect recycled glass; however, Lexington's recycle center does not currently have a buyer for glass. The Commission requested Mr. Bradley do further research on the pros/cons and report back to the Commission.

Jeff Abrams, Police Chief, gave an update on the current 12-hour shift program for the Police Department. The program is completing its third year and overtime costs are going down, there were 250 more arrests in 2016 than in 2015, and the cost savings are really beginning to show.

Kathy Fields, Human Resources Director, gave a response to the request from the November Work session to report on Comp Time practices around the state as well as pros and cons from the staff. After a brief discussion, the Commission decided to continue with the current policy. No action was taken.

Bobby Ripy, IT Director, gave a recommendation regarding Electronic Records. Mr. Ripy recommended MCCI Lascarfiche-Avante at a cost of \$51,103. The Commission agreed it was time to move forward with Electronic Records and the item will be placed on the January 23 voting agenda. Mayor May asked staff to research any grants available from KDLA.

Tim Zisoff, interim City Manager, spoke about a reduction in Sewer Tap fees for commercial or industrial projects within the City limits to stimulate growth in Frankfort. Rob Moore, City Attorney, discussed the Annexation process with the Commission. Following a lengthy discussion, the Commission requested additional information regarding the commercial Sewer Tap fees and Annexation. The Commission directed staff to conduct further research and present at the February Work Session.

Commissioner Roach spoke about 2017 Goals/Action Item and how they should be handled. Tim Zisoff, interim City Manager, will resend the latest update to the Commission. Tentative discussion will be after the Joint Meeting.

Old Business

The Commission will conduct interviews regarding the City Manager position on Friday, January 27 and Saturday, January 28, 2017.

Rob Moore, City Attorney, discussed which entity will conduct the Police Department External Investigation. There are two proposals to consider: 1) Clay Mason . not to exceed \$17,500 and 2) LLRMI - \$35,000 plus expenses. The Commission authorized Mr. Moore to go with LLRMI and the item will be ratified at the January 23 voting meeting.

Commissioner Roach will be gone during the regularly scheduled Work Session date in February. After a brief discussion, the Work Session will be changed to February 6.

Commissioner Bowers requested information on how the agendas are being set and the process of making changes to the minutes. In the future, any changes to the minutes from the draft will be bold, italic and underlined for consideration at the meeting.

It was moved by Commissioner Roach, seconded by Commissioner Haynes, that the meeting go into closed session per KRS 61.810 (1)(c) Litigation and KRS 61.810 (1)(f) Personnel. The question was put upon the motion and thereupon adopted by voice vote. The meeting went into closed session at 9:00 p.m.

It was moved by Commissioner Roach, seconded by Commissioner Bowers, that the meeting return to open session at 9:20 p.m.. The question was put upon the motion and thereupon adopted by voice vote.

It was moved by Commissioner Roach, seconded by Commissioner Bowers, that the meeting adjourn. The question was put upon the motion and was adopted by voice vote. The meeting adjourned at 9:20 p.m.

Mayor

Attest:

City Clerk