

SPECIAL MEETING CALL

I, William I. May, Jr. hereby call a special meeting of the Frankfort Board of Commissioners for Monday, June 20, 2016, 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, June 27, 2016. 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

June 20, 2016
5:00 P.M. (EDT)

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

ABSENT: None (0)

Mayor May called the meeting to order. The invocation was given by Commissioner Haynes. The Pledge of Allegiance was recited.

It was moved by Commissioner Bowers, seconded by Commissioner Haynes, that the minutes of the May 9, 2016 Work Session; May 9, 2016 Special Meeting; May 13, 2016 Special Meeting; and May 23, 2016 Regular Meeting be approved with minor changes requested by Commissioner Bowers. It was moved by Commissioner Bowers, seconded by Commissioner Haynes, that the minutes be approved with changes. The question was put upon the motion, and the roll called. Those voting in favor of the motion were Commissioners Haynes, Sower, Roach, Bowers, and Mayor May (5). Those voting against the motion were none (0). The motion was thereupon adopted.

Ceremonial Items

A City of Frankfort Firefighter was promoted. Michael Felty was promoted from Captain to Battalion Chief. Mayor May and Chief Eddie Slone offered congratulations to Battalion Chief Felty for his great leadership and thanked his family for continued support.

Mayor May welcomed Boy Scout Troop 269. William Wallace, Bill Wallace, Gabriel True and Aaron True are currently working on the Citizenship Merit Badge and came to observe the process and procedures of a public meeting.

Mayor May called for citizens comments.

Citizens Comments

Ann Gibbs, a Frankfort resident, spoke regarding a number of items on the agenda. Ms. Gibbs is against the increase to Transit Demand Response Routes, does not agree with donating any City item, would like to know the current rate of the CPI, and was opposed to making W. Main a two-way street.

The following citizens spoke in favor of 2-way West Main Street:

- Scot Walters
- Shawn Dade
- Vicki Birenberg
- Joe Fiala
- Jen Williamson
- Roy Gray
- Brent Sweger

The following citizens spoke against 2-way West Main Street:

- Bill Cull
- Gina Morales – expressed concern over losing parking spaces
- Kim Strohmeier – expressed concern over losing parking spaces

Ordinances

“AN ORDINANCE TO AMEND SECTION 52.04(A)(1) OF THE CITY OF FRANKFORT CODE OF ORDINANCES TO PROVIDE THAT THE ANNUAL INCREASE IN SEWER RATES BASED ON THE CONSUMER PRICE INDEX SHALL BE AT LEAST 1.5% PER YEAR” was presented and read. This Ordinance had its first reading on May 23, 2016. It was moved by Commissioner Roach, seconded by Commissioner Haynes, 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 Haynes, Roach, Bowers and Mayor May (4). Those voting against the motion were Commissioner Sower (1). The Ordinance was thereupon adopted (Ordinance No. 8, 2016 Series).

“AN ORDINANCE TO AMEND CHAPTER 74, SCHEDULE I, ONE-WAY STREETS, IS TO MAKE WEST MAIN STREET BETWEEN ANN STREET TO WILKINSON BLVD GOING WEST BETWEEN ANN STREET AND WILKINSON BLVD A TWO-WAY TRAFFIC STREET” was presented and read. This Ordinance had its first reading on May 23, 2016. It was moved by Commissioner Haynes, seconded by Commissioner Sower, 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 Haynes, Sower, and Mayor May (3). Those voting against the motion were Commissioners Roach and Bowers (2). The Ordinance was thereupon adopted (Ordinance No. 9, 2016 Series).

“AN ORDINANCE AMENDING SECTION 52.48 OF THE CODE OF ORDINANCES OF THE LOCAL LIMITS FOR THE CITY OF FRANKFORT’S SEWER PRETREATMENT PROGRAM” was presented and read.

“AN ORDINANCE TO ACCEPT THE EXTENSION OF ARROWHEAD COURT, THE EXTENSION OF LEAWOOD DRIVE, AND BERRY HILL DRIVE INTO THE FRANKFORT CITY STREET SYSTEM FOR MAINTENANCE PURPOSES” was presented and read.

Resolutions

"A RESOLUTION AUTHORIZING THE SUBMISSION OF A FULL APPLICATION FOR HOMELAND SECURITY GRANT FUNDS FOR FIRE DEPARTMENT EQUIPMENT AND AUTHORIZE THE MAYOR TO SIGN ALL GRANT-RELATED DOCUMENTS" was presented and read. It was moved by Commissioner Bowers, seconded by Commissioner Roach, 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 Haynes, Sower, Roach, Bowers and Mayor May (5). Those voting against the motion were none (0). The Resolution was thereupon adopted (Resolution No. 9, 2016 Series).

"A RESOLUTION AUTHORIZING THE SUBMISSION OF A FULL APPLICATION FOR HOMELAND SECURITY GRANT FUNDS FOR THE POLICE DEPARTMENT AND AUTHORIZE THE MAYOR TO SIGN ALL GRANT-RELATED DOCUMENTS" was presented and read. It was moved by Commissioner Sower, seconded by Commissioner Haynes, 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 Haynes, Sower, Roach, Bowers and Mayor May (5). Those voting against the motion were none (0). The Resolution was thereupon adopted (Resolution No. 10, 2016 Series).

It was moved by Commissioner Bowers, seconded by Commissioner Sower that Item Nos. 7.4, 7.9 and 7.24 be moved to Old Business for additional discussion. The motion passed without objection.

Consent Calendar

The following miscellaneous and personnel items were presented:

- 7.1 Authorized the surplus and sell of vehicles no longer used by the Sewer Department and authorized the Mayor to sign all documents associated with their disposal. All items will be sold "as is" and each will have a minimum bid. Funds from the sale will be deposited in the sewer account (Sewer Department).
- 7.2 Approved a contract with PCS Technologies, LLC to provide integration of the Supervisory Control and Data Acquisition (SCADA) system to be installed in conjunction with the installation of an emergency generator located at the wastewater treatment plant and authorized the Mayor to sign documents related to this project. This contract amount is not to exceed \$221,960.00. Funding for this project is available in Account No. 300.68.54390 and Account No. 300.68.56555. These accounts have \$14,797,500 budgeted and as of April 30, \$6,129,298 has been expensed and encumbered. This project is being funded by a \$1.32M loan from Kentucky Infrastructure Authority at 1.75% (Sewer Department).
- 7.3 Approved a construction contract to Free Contracting, Inc. for the relocation of the force main for the Old Lawrenceburg pump station and authorized the Mayor to sign all documents related to the project. This contract amount is not to exceed \$407,620. Funding for this project is available in Account No. 300.68.54390 and Account No. 300.68.56555. These accounts have \$14,797,500 budgeted and as of April 30, \$6,129,298 has been expensed and encumbered (Sewer Department).
- 7.4 **MOVED TO OLD BUSINESS**
- 7.5 Approved a Change Order #2 to the construction contract to Layne Inliner, LLC for Thorn Hill Interceptor rehabilitation of approximately 4,100 linear feet of concrete pipe with sizes ranging from 12-inch to 24-inch in diameter using cured in place pipe (CIPP) and authorized the Mayor to sign all documents related to the project. The original contract is \$510,198.00 - change order #1 is \$178,874.00- change order #2 is \$ 10,412.00 – total contract amount is \$699,484.00. Funding for this project is available in Account No. 300.68.54390 and Account No. 300.68.56555. These accounts have \$14,797,500 budgeted and as of April 30, \$6,129,298 has been expensed and encumbered (Sewer Department).
- 7.6 Rejected all bids and re-bidding a project to construct a Pipe Storage Building and a Peracetic Acid (PAA) Building at the wastewater treatment plant and authorized the Mayor to sign documents related to project. All of the bids were well above the architect's estimate of \$75,000.00. The Sewer Department, along with the project architect, will meet to review some requirements on the project and see if some of the liabilities on the contractor can be reduced to attract additional bidders and possibly reduce the price of the contract. Rejecting the bids has minimal financial impact; the Sewer Department will incur some minor additional costs to rebid the project (Sewer Department).
- 7.7 Approved a construction contract with Smith Contractors, Inc. for construction of emergency bypass pump connections at 4 pump stations and authorized the Mayor to sign all documents related to the project. We received 3 bids and Smith Contractors, Inc. was determined to be the lowest responsible bidder at \$69,412.00. Funding for this project is available in Account No. 300.68.54390 and Account No. 300.68.56555. These accounts have \$14,797,500 budgeted and as of April 30, \$6,129,298 has been expensed and encumbered (Sewer Department).
- 7.8 Approved an Amendment #1 to the Professional Services Agreement with HMB Professional Engineers for Construction Administration and Resident Observation services for replacement of the Old Lawrenceburg Road Pump Station force main and authorized the Mayor to sign all related documents. The original contract is \$137,000.00 - Amendment # 1 is \$ 55,000.00 – total contract amount is \$192,000.00. Funding for this project is available in Account No. 300.68.54390 and Account No. 300.68.56555. These accounts have \$14,797,500 budgeted and as of April 30, \$6,129,298 has been expensed and encumbered. This project is being funded by a \$1.57M loan from Kentucky Infrastructure Authority at 1.75 % (Sewer Department).
- 7.9 **MOVED TO OLD BUSINESS**
- 7.10 Approved Change Order #2 to the contract with Todd Johnson Contracting Inc. for construction of the Kentucky Avenue Interceptor Project and authorized the Mayor to sign all documents associated with the contract. The original contract is \$3,064,981.32 - Change Order # 1 is \$2,739.75 – Change Order # 2 is \$42,996.63- total contract amount is \$3,110,717.70. Funding for this project is available in Account No. 300.68.54390 and Account No. 300.68.56555. These accounts have \$14,797,500 budgeted and as of April 30, \$6,129,298 has been expensed and encumbered. This project is being funded by a \$4.905M loan from Kentucky Infrastructure Authority at 1.75% (Sewer Department).
- 7.11 Approved of a Professional Services Agreement with Magna Engineers for engineering services during construction of the Supervisory Control and Data Acquisition (SCADA) system to be installed in conjunction with the installation of an emergency generator located at the wastewater treatment plant and authorized the Mayor to sign documents related to this project. The contract amount is not to exceed \$41,180.00. Funding for this project is available in Account No. 300.68.54390 and Account No. 300.68.56555. These accounts have \$14,797,500 budgeted and as of April 30, \$6,129,298 has been expensed and encumbered. This project is being funded by a \$1.32M loan from Kentucky Infrastructure Authority at 1.75% (Sewer Department).
- 7.12 Authorized the Mayor to sign a contract and all related documents with Siegel's uniforms to provide uniforms for the fire department. The contract will be for a period of two (2) years. Bids were received from three (3) different uniform companies and it was determined that Siegel's was the most complete and best bid (Fire).

- 7.13** To authorize the Mayor to sign a contract and all related documents to purchase a Physio-Control LUCAS 2.2 Chest Compression System and auxiliary equipment. The total cost of the equipment package is \$15,959.84. Funds are available in account 100-41-54365 for this expenditure (Fire).
- 7.14** Approved the sale of two (2) outboard motors and authorized the Mayor to sign all related documents. The motors will be sold on an auction website (Fire).
- 7.15** Authorized the Mayor to sign a one (1) year contract extension and all related documents with Med 3000 for EMS billing services. The extension will result in a .75% reduction in billing costs (Fire).
- 7.16** Authorized the signing of a Memorandum of Understanding with Franklin County Fiscal Court for the filing of a grant application for 2016 Edward Byrne Memorial Justice Assistance Grant (JAG) Program and authorized the Mayor to sign all grant documents. Cost for this project is estimated to be \$15,968.00. Under the Edward Byrne Memorial JAG Program, the City of Frankfort/Franklin County will be allocated \$15,968.00 for Community Policing. Any funds needed to complete the project will be the sole responsibility of Franklin County Fiscal Court (Police & Grants).
- 7.17** Authorized the Mayor to sign an Event Agreement with All A Classic, and Frankfort Independent Schools, concerning a boys and girls soccer tournament to be held at the City's Sower Field. There will be minimal cost to the City as a result of participation in this Event Agreement (Parks & Recreation).
- 7.18** Authorized the disposal of surplus property by public auction and authorized the Mayor to sign all related documents. Proceeds from this will generate revenue for the City of Frankfort (Finance).
- 7.19** Approved a contract with Vaughn & Melton Consulting Engineers, Inc. for services to develop a custom timing plan for the traffic signal at the intersection of Kings Daughters Drive, Leonardwood Drive and Doctors Drive and authorized the Mayor to sign all related documents. After evaluating the study, the Public Works Department recommends implementing custom timing plans to improve signal efficiency for a cost of \$5,500. The funds for this project are available in the Municipal Aid Account 535-00-51100 (Public Works).
- 7.20** Approved Change Order #1 to the Schenkel Sidewalk Phase 2 Consulting contract with Otis Engineering, LLC and authorized the Mayor to sign all related documents. Change Order #1 is for \$6,991.45. Funding is available in the Municipal Aid account # 535-00-51100 (Public Works).
- 7.21** Authorized the purchase of a 2016 Caterpillar D3K2XL Tractor/Bulldozer for the Streets Division of the Public Works Department from Wayne Supply and authorized the Mayor to sign all related documents. This proposed dozer was not included in the 2015-2016 budget, but there is money available to make the purchase this budget year. The cost of the requested Caterpillar dozer, per the State Master Agreement #MA 758 1300000667, is approximately \$81,087. A separate State Master Agreement quote for a new Case 650 LT Crawler Dozer was obtained for \$86,900. Funds for this purchase are available in the Floodwall-Maintenance and Repair (\$50,000) and Floodwall-Fuel (\$31,087) (Public Works).
- 7.22** Authorized a contract award to ADE Contracting to construct approximately 290 linear feet of sidewalk replacement along select streets in Bellepoint (Polsgrove, Brawner) and 100 linear feet of sidewalk replacement along Brighton Park Blvd. and authorized the Mayor to sign all documents related to the project. The total project price is \$21,306. Funds for this project are available in the Municipal Aid Account (Account No. 535-00-51100) and included in the FY2015-2016 Budget (Public Works).
- 7.23** Authorized Phase 2 contract award to ADE Contracting to construct approximately 1600 linear feet of sidewalk along the east side of Schenkel Lane from Shenkelwood Drive to Landings Drive and authorized the Mayor to sign all documents related to the project. The total project price is \$50,663.50. Funds for this project, \$60,760.20 (est. plus 20% contingency), are available in the Municipal Aid Account (Account No. 535-00-51100) and included in the FY2015-2016 Budget (Public Works).
- 7.24** **MOVED TO OLD BUSINESS**
- 7.25** Authorized the continuation of the Memorandum of Agreement (MOA) with the Legislative Research Commission (LRC) and authorized the Mayor to sign any related documents. Wages and benefits to be paid by the City from both the Fire and EMS personnel services budgets and to be reimbursed by the Legislative Research Commission at a rate of \$40.00 per hour. The rate of \$40 per hour is sufficient to cover the overtime and benefits of the employees working the stand-by shift (Fire).
- 7.26** **The following personnel items were presented:**
- Appointment of Brandon Mayes in the Sewer Department as Maintenance Tech I, effective 5/31/16 (Sewer).
 - Promotion of Michael Felty in the Fire Department from Captain to Battalion Chief, effective 6/21/16 (Fire).
 - Permission to make 5 conditional offers of employment for the position of Patrol Officer I. The request to make this conditional offer of employment is contingent upon successful completion of background, medical, psychological, polygraph, and drug screen examinations by the candidate. This will take the department to 62 sworn officers.

OLD BUSINESS

Item 9.1 is to amend the May 9, 2016 approval of the CTAA Transit Study to delete the requirement to pay a fee for bus ridership. Following a brief discussion, there was no action taken by the Commission to amend.

Item 9.2 is to authorize the Planning and Building Codes Department to take further action with respect to the building owned by Old Y, LLC, located at 104 Bridge Street, Frankfort, Kentucky, including the inspection of the building. Based upon the inspection of the building, if circumstances warrant, to authorize the Planning and Building Codes Department to: 1) determine that the building presents an imminent danger and is required to be repaired or demolished within the time frames set forth in Section 108 of the Nuisance Code, or 2) determine that the building is so deteriorated or dilapidated or has become so out-of-repair as to be dangerous or unsafe, unsanitary or otherwise unfit for human habitation or occupancy, such that it is unreasonable to repair the structure, and order the owner to raze and remove the structure within sixty (60) days as set forth in Section 109 of the Nuisance Code. It was moved by Commissioner Roach, seconded by Commissioner Bowers, to authorize further action as stated above. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Haynes, Sower, Roach, Bowers and Mayor May (5). Those voting against the motion were none (0). The motion was thereupon adopted.

Item 9.3 is to authorize the Mayor to sign the Settlement Agreement and Release between the City of Frankfort and Ryan Fischer. The fiscal impact resulting from entering into this Agreement would be the amount of \$12,000. It was moved by Commissioner Roach, seconded by Commissioner Haynes, to authorize the Settlement Agreement and Release. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Haynes, Sower, Roach, Bowers and Mayor May (5). Those voting against the motion were none (0). The motion was thereupon adopted.

Item 7.4 is to approve a construction contract with Portland Utilities Construction Company, Inc. for the reconstruction of the Ewing Street pump station force main under Taylor Avenue and to authorize the Mayor to sign all documents related to the project. This contract amount is not to exceed \$745,000.00. Funding for this project is available in Account No. 300.68.54390 and Account No. 300.68.56555. These accounts have \$14,797,500 budgeted and as of April 30, \$6,129,298 has been expensed and encumbered (Sewer Department). After a brief discussion, it was moved by Commissioner Haynes, seconded by Commissioner Roach, to approve the construction contract. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Haynes, Sower, Roach, Bowers and Mayor May (5). Those voting against the motion were none (0). The motion was thereupon adopted.

Item 7.9 is to approve an Amendment #3 to a Professional Services Agreement with HMB Professional Engineers, Inc. for professional services associated with System Integrator Selection Assistance, State Revolving Fund Administration Assistance, Construction Administration and Part-Time Resident Observation during the 13-month construction period of a Supervisory Control and Data Acquisition (SCADA) system to be installed in conjunction with the installation of an emergency generator and an upgraded process water system located at the wastewater treatment plant and to authorize the Mayor to sign documents related to this project. The initial agreement is for \$19,500.00 - Amendment #1 is \$69,000.00 – Amendment #2 is \$45,000.00- Amendment #3 is \$102,740.00- the total contract is \$236,240.00. Funding for this project is available in Account No. 300.68.54390 and Account No. 300.68.56555. These accounts have \$14,797,500 budgeted and as of April 30, \$6,129,298 has been expensed and encumbered. This project is being funded by a \$1.32M loan from Kentucky Infrastructure Authority at 1.75% (Sewer Department). After a brief discussion, it was moved by Commissioner Roach, seconded by Commissioner Haynes to approve Amendment #3. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Haynes, Sower, Roach, Bowers and Mayor May (5). Those voting against the motion were none (0). The motion was thereupon adopted.

Item 7.24 is to approve the surplus and donation of a 12+2 passenger 2009 Ford Cutaway Transit bus to the Thorn Hill Learning Center and the surplus of two additional 12+2 passenger 2009 Ford Cutaway Transit Buses and to authorize the Mayor to sign all related documents (Public Works). Rob Moore, City Solicitor suggested the item be pulled. After further discussion it was decided to surplus all three (3) vehicles without donating any City property. It was moved by Commissioner Roach, seconded by Commissioner Bowers to surplus three (3) vehicles. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Haynes, Sower, Roach, Bowers and Mayor May (5). Those voting against the motion were none (0). The motion was thereupon adopted.

It was moved by Commissioner Haynes, seconded by Commissioner Roach, that the meeting adjourn. The question was put upon the motion and thereupon adopted by voice vote. The meeting adjourned at 6:58 p.m.

Mayor

Attest:

City Clerk