

WORK SESSION
FRANKFORT BOARD OF COMMISSIONERS

November 9, 2015
5:00 P.M. (EST)

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 Work Session to order.

Mayor May called for citizen comments.

Citizens Comments

Keith Lee, a citizen of Frankfort, requested that the City Commission look at the Sewer Adjustment Rate Policy regarding multi-family and commercial properties. Tim Zisoff, City Manager, will review the Policy with Bill Scalf, Director of the Sewer Department, and report back to the Commission in December.

Charlie Booe, representing the Tanglewood Neighborhood Association, requested that the Commission check the Frankfort Plant Board's insurance to ensure the coverage is sufficient. Mr. Booe would like the Commission to share the information with the Tanglewood Neighborhood Association. Rob Moore, City Solicitor, stated that the City's Insurance agent is reviewing the information.

Frank Smith, a Frankfort small business owner, asked the Commission why the City charges an additional \$25.00 fee on top of the standard business license fee for a massage therapist license. Steve Dawson, Finance Director, stated there are many different levels of fees depending on the type of business and the rates were set several years ago. The Commission requested that Mr. Dawson and Tim Zisoff, City Manager, review the business license rates and report back to the Commission.

Discussion Items

Renee True spoke to the Commission regarding a Building Incentive Proposal which would assist in the rehabilitation of buildings downtown. The proposal would involve a competitive grant application for projects in the Central Business District and would include a minimum threshold of \$250,000.00 of private investment. The Commission indicated they would prefer the Downtown Market Study be conducted along with incorporating the findings of the Branding initiative. There will be another report at the December Work Session.

Marchele Jenkins, Director of the Franklin County Senior Citizen's Center, addressed the Commission regarding recent funding cuts to the program. Ms. Jenkins also requested that the Commission assist in forming a committee to help the center with fundraising efforts.

Judy Mattingly, Director of the Franklin County Health Department, gave a power point presentation regarding a proposal to begin a Needle Exchange Program in Frankfort and Franklin County. Senate bill 192 was passed to authorize this program. Local cities such as Lexington and Louisville have already started the program. Following a lengthy discussion, the Commission requested that Ms. Mattingly send profiles for cities similar in size to Frankfort for them to review. After a review, this item may be placed on the December regular meeting for a vote.

The Commission had a brief discussion regarding the November and December regular meeting schedule due to the holidays. It was decided that the November 23rd meeting will be changed to November 19th at 6:00pm and the December 28th meeting will be changed to December 21st at 5:00 p.m.

Rick Progrotsky, representing the Frankfort Plant Board, addressed the Commission and stated they have answered all questions raised by the Tanglewood Neighborhood Association at the Public Meeting in October. The first meeting with the Frankfort Plant Board and Tanglewood Neighborhood Association will be on November 12th. This meeting will involve choosing a mediator. Following a brief discussion, the Commission asked Mr. Progrotsky to report back at the December Work Session.

Gary Muller, Director of Planning and Zoning, spoke about a draft policy for Building Permits. This policy addresses building permits and violations. The Commission directed Mr. Muller to proceed.

Kathy Fields, Human Resources Director, presented information regarding the Onsite Clinic RFP's. Ms. Fields had a total of 4 responses, 2 in state and 2 out of state. The in state proposals ranged from \$270,000.00 to \$325,000.00 annually and do not seem to be cost efficient for the amount of employees in the City of Frankfort. The Commission agreed and asked that additional research be done to see if the firms could reduce pricing or we could approach the State to see if the City could be included in their onsite clinics. Ms. Fields will report back at the December Work Session.

Jeff Abrams, Chief of Police, gave an update on the 12 hour shift program. The program has been a success with the staff and the costs are much lower than originally estimated. 90% of the Police Officers surveyed agree to continue the program. Chief Abrams also stated the App for smartphones will soon be available. Commissioner Roach suggested that there be brochures and flyers available at the EOC and City Hall to advertise the new App to the citizens of Frankfort.

Bill Scalf, Director of the Sewer Department, reported that the Frankfort Sewer Department has been involved in conversations with the County and the Farmdale Sanitary District, which is mainly an environmental issue. Mr. Scalf indicated that the Farmdale Sanitary District is not operating efficiently and the City Sewer Department has been approached to take over a portion of the facilities. Tim Zisoff, City Manager, stated that this is important for future development, jobs and tax growth. The Commission directed Mr. Scalf to continue to work with the County and Farmdale to reach a solution.

Staff Reports

Jim Parrish, Director of Parks and Recreation, reminded everyone of Veterans Day Celebration on November 11th at the Farmers Market starting at 11:00 a.m.

Gary Muller, Director of Planning and Zoning, requested to add a demolition abstract to the agenda. Item to be added without objection.

Rob Moore, City Solicitor, requested direction from the Commission regarding a letter to the State about the repair/replacement of the Singing Bridge. Following a brief discussion, the Commission agreed to hold off due to the new administration.

Rebecca Hall, Public Relations/Grants Manager, requested permission to send the grant application for the Go Greenfields Grant prior to the Commission meeting due to the deadline. The Commission agreed Ms. Hall could proceed.

Tom Bradley, Director of Public Works, requested to add a change order for the Gooch House to the agenda. Item to be added without objection.

Tim Zisoff, City Manager, spoke about the upcoming Economic Incentives meeting tentatively set for December 7, 2015 at 11:30 a. m. This will be a joint meeting with the City and County. Mr. Zisoff will keep everyone up to date on the confirmed date and time.

Old Business

Commissioner Sower wanted to express his appreciation for the Frankfort Plant Board providing copies of documents regarding the headend project, which are available at the front desk of City Hall.

Commissioner Roach inquired about the CSX Building on Regan St. The Kentucky Railroad Museum in Versailles has submitted a Transportation Grant Application to use the building as their museum.

Commissioner Roach requested the Parade Ordinance, which has been revised, be added to the Regular Voting meeting agenda.

Commissioner Roach suggested we hold quarterly meetings with Fiscal Court and ask someone representing the new Governor's office to attend future meetings.

Commissioner Roach asked for the Fort Hill Ad Hoc Committee to be removed from the Board Listing since they are no longer active.

Commissioner Roach requested an update on the cost of foreclosures. Rob Moore, City Solicitor, will update in December.

Commissioner Roach asked about board members who do not attend meetings regularly. Mayor May stated that different boards have different requirements; however, the Commission can ask any board member to step down at any time.

Commissioner Haynes asked for an update on Devils Hollow Road. Rebecca Hall, Public Relations/Grants Manager, stated the maintenance costs were given to FEMA last week. No word from FEMA as of today.

Commissioner Haynes stated a citizen questioned why we only paved a portion of Holmes St. and left out a particular section. Tom Bradley, Director of Public Works, said the area was a concrete intersection, we do not pave over concrete.

New Business

Commissioner Sower asked Public Works to look at the railroad tracks on Broadway due to loose pavers crossing the tracks. Tom Bradley, Director of Public Works, will contact the railroad.

Commissioner Haynes requested that Public Works look into a blocked culvert on Douglas Avenue, past the KSU campus.

Commissioner Roach asked Steve Dawson, Finance Director, to look into the Firefighters Pension Plan that was created in 1988 and currently has 14 participants to determine if the City would want to change the managing of the fund and report back at the December Work Session.

Mayor May offered a reminder of the Governor's Inauguration on December 8, 2015.

It was moved by Commissioner Roach, seconded by Commissioner Haynes, that the meeting adjourn to closed session per KRS 61.810 (1)(b) Property, KRS 61.810 (1)(c) Litigation and KRS 61.810 (1)(f) Personnel. The question was put upon the motion and the motion was adopted by voice vote. The meeting went into closed session at 7:55 p.m.

It was moved by Commissioner Bowers, seconded by Commissioner Roach, that the meeting return to open session. The question was put upon the motion and the motion was adopted by voice vote. The meeting returned to open session at 8:32 p.m.

It was moved by Commissioner Bowers, seconded by Commissioner Roach, that the meeting adjourn. The question was put upon the motion and was adopted by voice vote. The meeting adjourned at 8:32 p.m.

Mayor

Attest:

City Clerk