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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, November 9, 2015 –
Frankfort City Commission Work Session – 5 p.m.
City Hall Commission Chambers**

Note – Typically at Work Sessions the Commission discusses items brought before them, Tentative Agenda items for the upcoming voting meeting, Old Business and New Business. Action is not typically taken during Work Sessions.

Mayor/Commissioners in Attendance

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

Citizens Comments

Citizen Keith Lee asked the Commission to consider looking at the Sewer Adjustment Policy in relation to multi-use or multi-family properties. Staff will research the suggestion and bring information for review at the December Work Session

Citizen Charles Booe asked the Commission to review the Frankfort Plant Board's insurance to see if it is sufficient and to determine the City's risk of liability. City Attorney Rob Moore said the City's insurance agent is reviewing the policy.

Citizen Frank Smith addressed the Commission regarding a business license with the City he currently obtained. He indicated he was charged an additional \$25 as a Massage Therapist and inquired about the reason. Finance Director said Mr. Smith was correct and that there were a number of categories and prices for business licenses depending on the business. He further indicated that the rates were set several years ago and he could not comment on the reasons behind the rates. He and City Manager Tim Zisoff were asked to research business license rates and report back to the Commission.

Building Incentive Proposal

Renee True addressed the Commission regarding a Building Incentive Proposal which would aid in the rehabilitation of buildings downtown. The proposal would be a competitive grant application for projects in the Central Business District and would include a minimum threshold of \$250,000 of private

investment. The Commission indicated that before any further conversation about this proposal was given consideration they would like to see a Downtown Market Study conducted and incorporate findings of the Branding initiative. Doug Howard of Downtown Frankfort, Inc. indicated that former DFI Director Brittain Skinner has begun research on a Market Study and DFI would bring more concrete information to the Commission at the December 14 Work Session.

Senior Citizen Report

Marchele Jenkins of the Franklin County Senior Citizens' Center addressed the Commission regarding funding cuts to the program and creating a committee to help with fundraising.

Needle Exchange Program Proposal

Judy Mattingly of the Franklin County Health Department addressed the Commission regarding a proposal to begin a Needle Exchange Program in Frankfort and Franklin County. Ms. Mattingly indicated that the passage of Senate Bill 192 paved the way for such a program and Lexington, Louisville and Pendleton County had started programs. Ms. Mattingly's presentation included statistic on Hepatitis C and HIV in the state, both blood borne diseases which would be affected by a Needle Exchange Program. The Commission asked for data related specifically to Franklin County. After data is reviewed a resolution supported the program may be placed on the December Agenda.

Plant Board Report

Rick Pogrotsky of the Frankfort Plant Board reported to the Commission that the Plant Board had answered questions formerly brought up at a public meeting in October. Mr. Pogrotsky also indicated that the Plant Board would be meeting with citizens of the Tanglewood Neighborhood Association on Thursday, November 12 to begin mediation.

Building Permit Term Proposal

Planning and Zoning Director Gary Muller brought a draft of Permit Term changes related to code violations to the Commission at their request. The proposal addresses building permits and violations. The proposal states that on properties where there are multiple code violations (roof repair, failing gutters, trash in the yard) if a building permit is obtained to correct some of the violations (roof repair, gutters), those issues are suspended, however, violations not addressed in the building permit (trash in the yard) will not be suspended and will be forwarded to the appropriate governing body. The Commission requested Mr. Muller to move forward.

Onsite Clinic RFP Report

Human Resources Director Kathy Fields presented information regarding Request for Proposals received by the City on the implementation of an On-site Clinic. Ms. Fields indicated that they did receive two in-state proposals and two out-of-state proposals. The in-state proposals ranged from \$275,000 to \$325,000 annually and did not seem to be cost efficient for the number of City employees. The Commission agreed with Ms. Fields' findings and asked that she conduct some follow-up with the firms to determine if the price could be lowered and also to approach the State to determine if the City could be included in their on-site clinics. Ms. Fields will report her findings in December.

Police 12-hour Shift Report

Police Chief Jeff Abrams gave an update on the Police Department's current 12-hour Shift Program. Chief Abrams indicated cost of the program were considerably less than originally anticipated. Estimates had been as high as \$179,000 annually and if current trends hold the increase for built-in overtime will be approximately \$85,000.

Farmdale Sanitary Sewer

Sewer Department Director Bill Scalf reported that the Frankfort Sewer Department has been in conversations with the County and Farmdale Sanitary District. He indicated the Farmdale Sanitary Sewer System was not currently operating efficiently and the Frankfort Sewer Department had been approached to take over at least three of the plants. He indicated that if directed he would work with both Farmdale and the County to negotiate a proposal for the operation of the plants. He further indicated FSD is not interested in operating the collection system. He was directed to continue to work with Farmdale and the County.

Old Business

- Commissioner Sower announced that a report by Strand Engineering regarding the reservoir in Tanglewood was available in the lobby of City Hall
- Commissioner Roach inquired about the CSX Maintenance Building on Regan Street. Staff indicated the Kentucky Railroad Museum of Versailles had submitted a Transportation Enhancement Grant application to obtain the building.
- Commissioner Roach asked that the Parade Permit ordinance amendment be put on November's Voting Agenda. Due to revisions the amendment will be a first reading.
- Commissioner Roach requested that the City and County have joint meetings each quarter and invite State Legislators to participate.
- Commissioner Roach inquired about appointed Board Members of various Boards not attending meetings. Mayor May and City Attorney Rob Moore indicated that each Board has specific guidelines, but ultimately members could be asked to step down if appropriate.
- Commissioner Haynes asked for an update on Devil's Hollow Road. Staff indicated FEMA had requested maintenance records from the City and County and the project was still under review.
- Commissioner Haynes also inquired about an intersection on Holmes Street that was not included in the recent paving. Public Works Director Tom Bradley indicated it was a concrete intersection and would not have been paved.

New Business

- Commissioner Sower asked Public Works to look into the railroad tracks on Broadway as there seemed to be loose rubber pavers.
- Commissioner Haynes asked Public Works to look into a blocked culvert on Douglas Ave.
- Commissioner Roach asked Finance Director Steve Dawson to look into a Firefighters' Pension Plan that was created in 1988, and currently has 14 participants, to determine if the City would want to alter the current managing of the fund and report back at the December Work Session.