

Follow us on Social Media



Frankfort, Kentucky - City Hall



Twitter.com/CityFrankfortKy

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, February 27, 2017 –
Frankfort City Commission Voting Meeting – 5 p.m.
City Hall Commission Chambers**

Mayor/Commissioners in Attendance

Mayor William May
Commissioner Tommy Haynes
Commissioner Scott Tippet
Commissioner Robert Roach
Commissioner Lynn Bowers

CEREMONIAL ITEMS

COMMISSIONER COMMENTS

Commissioners Haynes, Tippet, Roach and Bowers all expressed gratitude for the late Ann Gibbs.

CITIZEN COMMENTS

- Bill Cull, the Grand Theater, addressed the Commission indicating that although he was not in favor of Two-Way Traffic on Main Street, he hoped the Commission would “do it correctly” and follow the plan produced by an engineering firm.
- Whitney Lawson, representing Macy Hensley, asked the Commission to consider giving Ms. Hensley an employee hearing and remove an item terminating Ms. Hensley from the agenda. Mayor May made a motion to remove the item from the agenda and place it on the March 6 work session, Haynes seconded and the motion failed on a 2-3 vote. The item remained on the agenda and Ms. Hensley was terminated.
- Frank Hayden spoke against Two-Way Main Street.
- Natalie Wilkerson spoke in favor of Two-Way Main Street and asked the Commission to accept staff’s recommendation for a contractor.

ORDINANCES

Budget Amendment

FIRST READING: The Commission heard an Ordinance to consider appropriating the revenue to be received by the City of Frankfort for the Fiscal Year 2016-17 to provide for the funding for the purchase of electronic records management software, upgrade of phone system for City Hall, Finance Software, increase funding for attorney fees for increased foreclosures and collection efforts, Brownfield, Wetlands, and Recycling Grants, Frankfort Independent School Support, tree removal and Juniper Hill Pro Shop roof, payoff of an ambulance lease and purchase of an ambulance, sidewalk

improvement, completion of Main two way conversion, conversion to LED street lighting, and Structural Engineering to demolish the Old Y. The Second Reading for this ordinance is scheduled for the March Voting Meeting.

City Manager Pay Grade Amendment

FIRST READING: The Commission heard an Ordinance to consider amending the City's Code of Ordinances Pay Plan, Classification and Compensation Salary Schedule to move the City Manager position to grade 115 which will allow the pay band to be set appropriately for the City Manager position without impacting the pay or banding for other positions assigned to grade 114. The City Manager position will be the only position assigned to grade 115. Salary Schedule Q referenced in Section 37.32 of the City of Frankfort Code of Ordinances is amended to align the banding with historical pay issued to City Managers. Pay band 115 currently begins at \$63,472 and reaches the midpoint at \$95,218. If the City Manager position is assigned to pay grade 115, this request proposes that the starting pay for grade 115 be changed to \$95,000 and the midpoint be changed to \$155,000. The Second Reading for this ordinance is scheduled for the March Voting Meeting.

Retired Police Officers Hiring Policy

FIRST READING: The Commission heard an Ordinance to consider amending the City's Code of Ordinances to enable the City to hire retired Police Officers, for a term of one year, pursuant to the requirements of KRS 95.022. The purpose of the amendment to Section 40.52 is to provide that retired Police Officers hired pursuant to KRS 95.022 may be assigned by the Chief of Police to serve as a detective. The ordinance states that the retired police officers hired pursuant to this ordinance are to serve for a term not to exceed one year, which term is subject to annual renewal, describes the benefits that will be available to these police officers and provides the number of retired police officers that may be hired by the City. Police Officers hired pursuant to this ordinance will not be paid retirement benefits or health insurance benefits by the City of Frankfort and the City will not be required to make employer contributions to the Kentucky Retirement Systems or to state health insurance plans for these individuals. The Second Reading for this ordinance is scheduled for the March Voting Meeting.

ORDERS- NONE

RESOLUTIONS – NONE

CONSENT CALENDAR

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

Backflow Valve Preventer

The Commission authorized the installation of a backflow valve preventer at 802 Augusta Street and reimburse the property owner for the cost installation to prevent sewer backups from entering into the residence. The Sewer Department has a backflow valve installation program, which allows homeowners with a history of basement backup sewer overflows to request a reimbursement for installation of a backflow valve. Backflow valve preventers stop sewer from flowing back into a property during wet weather events, eliminating the possibility of a basement backup sanitary sewer overflow. The property owner at 802 Augusta Street has documented sewer overflows into the residence during wet weather events. This property is located in the Bellepoint combined sewer area. The backflow valve will be documented on the deed for the property. Cost for the project will be \$5,515.

Professional Services – HMB

The Commission authorized a Professional Services Agreement with HMB Professional Engineers for the production of drawings, bid documents and construction administration for rehabilitation of an interceptor line from Franklin Ave. to Willow Street pump station and to address and mitigate storm water issues in the Meagher Street and Willow Street areas. The contract is not to exceed \$216,890.00.

Logco Excavation Change Order #1

The Commission approved Change Order #1 to the contract with Lagco Excavation for repair to sewer lines in the area of 2nd Street and Logan Street. This is a balancing change order to close out the project. The Change Order #1 consists of two items: First, due to poor soil conditions, the Corp of Engineers required that the backfill be structural flow-able fill in order to stabilize the floodwall in the area of the excavation; second, the moving of a manhole to address an unknown buried pipe discovered during excavation. Moving the manhole required additional digging and subsequent backfill. Cost of the Change Order is \$2,970.00

Herrick Company Change Order #1

The Commission approved Change Order #1 to the contract with Herrick Company for modifications to the Septage Building located at the wastewater treatment plant. The Change Order #1 leaves a rock trap and the associated davit crane out of the construction. Change Order #1 is a deduction of \$4,000.00.

Professional Services Contract – Burgess & Niple

The Commission approved an amendment to a professional service contract to Burgess & Niple (B&N) to provide a final bid package for construction, assist with bidding, and provide construction services for the Two Creeks Lower, Indian Hills, Cardinal Hills, & Tierra Linda Subdivisions Manhole I/I Reduction Project. During the course of design for this project the City of Frankfort added additional manholes to the project scope from other areas of the sewer system in an attempt to get better unit pricing. Sewer construction between the time B&N performed investigations and the bidding date necessitated B&N to incorporate several GIS updates into plans that were already produced. B&N also investigated several rehab technologies with the City of Frankfort to select technologies that FSD found acceptable and preferable. B&N reached their not to exceed fee before the final bid package for these plans were complete. This amendment covers \$16,590 to be added to their contract to complete the final bid package and assist with bidding. In addition, the Sewer Department intends to retain B&N to provide construction administration services and resident project representation throughout construction of the manhole rehabilitation project. This amendment covers an additional \$89,916 for B&N to provide those services for the Two Creeks Lower, Indian Hills, Cardinal Hills, & Tierra Linda Subdivisions Manhole Rehabilitation construction project.

Construction Contract Change Order – Herrick Company

The Commission approved Change Order #2 with Herrick Company for the construction and installation of the Supervisory Control and Data Acquisition (SCADA) system, Process Water System and Emergency Generator located at the wastewater treatment plant. The Change Order includes several items including the direct purchase of the emergency generator by the City to save the cost of sales tax. Total savings for Change Order #2 is \$375,715.65.

Aurora Access Control System

The Commission authorized the Mayor to sign a contract with Unified Technologies to install a new access control system in the Frankfort Public Safety Building. The City of Frankfort is currently upgrading its access control systems citywide to secure an efficient operation with swifter response to security issues. Unified Technologies was chosen for the project due to cost and experience in installing access control systems for local businesses in Frankfort and statewide.

Juniper Hill Golf Pro Shop Roof

The Commission authorized the installation of a roof membrane to support the solar panel project at the Juniper Hill Pro Shop. In 2016 a solar panel energy project was discussed for the flat roof at Juniper Hill Pro Shop. It was decided to proceed with the project with Earth Tools (Andy McDonald) purchasing the panels and leasing the roof space from the City. After examining the roof area it was determined the membrane needed replacing to support the panels. Rob Moore is finalizing the roof lease agreement between Earth Tools and the City.

Personnel

Resignation of Timothy Wise, Fire/EMS, 2/3/17, Firefighter II/EMT

Resignation of Tammy Fields, Sewer, 2/15/17, Office Manager

Appointment of Kayla Newton, Police/E911, 2/14/2017, Tele-communicator 1

Appointment of Matthew Dean, PW/Solid Waste, 2/14/2017, PW/Tech 1
Appointment of Todd Carpenter, PW/Solid Waste, 2/14/2017, PW/Tech 1
Appointment of Crystal Smith, City Manager/City Clerk, 2/7/2017, Paralegal
Termination of Macy Hensley, Fire/EMS, 2/8/17, Firefighter Recruit
Resignation of Allen Schneble, Police, 2/23/17, Patrol Officer III

Permission to make 4 conditional offers of employment for two positions of Patrol Officer I and two positions of Patrol Officer III. The request to make these conditional offers of employment is contingent upon successful completion of background, medical, psychological, polygraph, and drug screen examinations by the candidates for Patrol Officer I and completion of background, physical fitness, and drug screening for the accelerated hire of a Patrol Officer III.

BOARD APPOINTMENTS

Civil Service for Police & Fire – Re-Appointment of Kevin Mason, for a term ending 2/28/21.

Civil Service for Police & Fire – Appointment of Dawn Welch, for a term ending 2/28/21.

OLD BUSINESS

- Commissioner Bowers asked that Branding information be brought to the Commission for review and acceptance. Branding will be discussed at the March 6 Work Session.
- Commissioner Bowers also asked that an Assistant City Manager and/or Interim City Manager position be considered by the Commission. Internal applications will be discussed at the March 6 work session.
- Commissioner Roach asked that Goals and Objectives be discussed at the March 6 Work Session and that past Goals and Objectives that have been accomplished be publicized.

NEW BUSINESS

March Work Session

Commissioner Scott Tippettt will not be able to attend the March 13 Work Session and the Commission agreed to hold a Special Work Session on Monday, March 6, 2017.

Lakeview Park Golf Course

The Commission authorized Golf Pro Kirk Schooling to continue participating in teaching golf at Lakeview

Replacement of City Attorney

The Commission briefly discussed the replacement process for the City Attorney. Current City Attorney Rob Moore offered an advertisement from the City of Nicholasville, who is currently going through a similar process. One issue discussed is whether the position will be part-time, full-time or a personal service contract. No decisions were made. Further discussion will occur at the March 6 Work Session.

Kentucky State University MOU

The Commission authorized the Mayor to execute a Memorandum of Understanding between KSU and the City for the Police Department to assist in performing the U.S. Office of Minority Health grant entitled "Please Call Me Mister: An Afterschool Program for African American and Hispanic Males." The MOU states that the Police Department will provide monthly visits and discussion/training sessions for program youth, families, staff, volunteers and mentors on a variety of social and criminal justice topics relative to police involvement in the community; make available the Citizens' Police Academy to eligible program staff, families, adult volunteer and college student mentors; make available to program youth the Frankfort Police Explorer program to observe and learn the interworking of the police department duties and procedures and serve as an advocate for the program and make referrals for eligible youth participants. The MOU is for a term of four years, although it can be terminated with 30 days written notice.

Sewer Equipment Purchase

The Commission authorized the purchase of a hydraulic power unit and one 8-inch pump head from Xylem, Inc. Currently the sewer department has 1 trailer mounted stand-by pump and 1 skid mounted bypass pump to cover 53 pump stations. Additional pumps are needed to insure compliance with Division of Water, US EPA, and Consent Judgment requirements to maintain service in the event of a power outage. Xylem, Inc. represents the sewer department's current brand of bypass pumps and has a GSA contract (FS-07F-9491G) for supplying this pump. The Cost is \$84,807.25.

Homeland Security Grant – Police

The Commission approved of a resolution authorizing the submission of a full application for the Homeland Security Grant Funds to purchase a Robotex Avatar III. This is a live-saving tool that will prevent citizens, police officers, and fire personnel from being exposed to hazardous conditions, both from potentially dangerous suspects and hazmat situations by giving the police department the ability to see and hear without getting too close to the situation before the scene is safe. The cost for the Robotex Avatar III is \$61,167.00. The funding does not require a match from the city.

Homeland Security Grant - Fire

The commission approved of a resolution authorizing the submission of a full application for Homeland Security Grant Funds to purchase ropes and rescue equipment for the Fire Department. The total cost for the project is \$7,454.00. The funding does not require a match from the city.

Finance Services

The Commission authorized contracting with Independence Bank for financial services after hearing from Finance Director Steve Dawson. Mr. Dawson explained the Finance Department had advertised a Request for Proposals for Financial Services and had received six proposals. The proposals were reviewed by an independent committee and the committee selected Independence Bank.

City Manager Contract Addendum

The Commission authorized the Mayor to sign the Third Addendum to the Agreement with Tim Zisoff as the Interim City Manager. The Second Addendum to the Agreement extends the contract to April 3, 2017.

Two Way Main Construction

The Commission decided to table this item for further discussion at the March 6 Work Session.