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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, September 28, 2015 –
Frankfort City Commission Voting Meeting – 5 p.m.
City Hall Commission Chambers**

Mayor/Commissioners in Attendance

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

CITIZENS COMMENTS

Eric Northcutt spoke to the Commission regarding June 1, 2017 which will be Kentucky's 225 Anniversary. Northcutt asked the Commission to consider appointing a committee to make plans to help celebrate the date.

Tabatha Camacho, Frankfort High School Spanish teacher, informed the Commission that the group of seven students she took to Ecuador this summer to help dig a well and bring clean water to a community in the Amazon had an amazing time. In June, 2016 she plans to take another group of students to the Dominican Republic. They will be collecting needed items over the next several months.

Eric Whisman of the Franklin Trust asked that item 7.15 be removed from the consent agenda. The item called for the demolition of structures at 300 Murray Street and 306 Murray Street. The Commission agreed to move the item to Old Business.

ORDINANCES

Motor Vehicle Tax Rates

SECOND READING: The Commission authorized an Ordinance fixing the rate of taxation for the year 2016 on all motor vehicles and levying said tax for all City purposes. The ordinance will set the tax rate for motor vehicles for the year 2016 at 22.7 cents per \$100 valuation. The tax rate must be set no later than 10-1-15 as required by the Kentucky Department of Revenue. The tax rate proposed for 2016 is the same rate as approved for 2015. This Ordinance was adopted by the Commission.

Property Tax Rates

SECOND READING: The Commission authorized an Ordinance fixing the rate of taxation for the year of 2015 on all tangible property subject to tax, trust and insurance companies, public service companies and levying said tax for all City purposes. Proposed rates for 2015 are as follows (for General Fund Purposes): 1. Ad Valorem - 20.9 cents; 2. Insurance Taxable Capital - 15.0 cents; Rates are levied for each \$100 valuation. There is no change in property tax rate from 2014 to 2015. This Ordinance was adopted by the Commission.

Salary Schedule Amendment

SECOND READING: The Commission authorized amending Salary Schedule Q referenced in Section 37.32 of the City of Frankfort Code of Ordinances by 1.5% to adjust for inflation. The current Salary Schedule Q was adopted in June of 2010 and has not been revised for 5 years. Moving the starting pay for each pay band upward by 1.5% matches the cost of living increase the City issued in July 2015 and assists with the City's market competitiveness.

Alcoholic Beverage Ordinance Amendment

FIRST READING: The Commission heard a first reading of a request amending Sections 111.40 and 115.09 of the City of Frankfort Code of Ordinances to add additional types of alcoholic beverage licenses consistent with state law and to delete the ordinance prohibiting the sale of these beverages while polls are open for any regular, primary, school or special election. This Ordinance is scheduled to have its second reading at the October voting meeting.

Parade Ordinance Amendment

FIRST READING: The Commission heard a first reading of a request amending Sections of the City of Frankfort Code of Ordinances dealing with holding of parades in the City of Frankfort. The ordinance revises the standards for submitting an application for a parade or a special event, provides for pre-determined routes, provides minimum pace requirements for races, provides for a security plan and reimbursement of the cost of implementing the plan. The ordinance also revises the event notice requirements and the penalties found in Section 71.99. This Ordinance is scheduled to have its second reading at the October voting meeting.

ORDERS

Open Records Policy

The Commission authorized an order to amend the City's Open Records Policy in which the City does not charge requestors for copies where the total is under \$2.00.00. Several additional revisions have been made to correct typographical errors and to address clarifications of the law made by the Office of the Attorney General.

Contract Approvals

The Commission discussed an order to amend the City's authorization policy to allow either the Mayor or the City Manager to execute contracts on behalf of the City where the amount to be paid by the City pursuant to the contract does not exceed \$20,000.00 and the equipment, materials, supplies or services to be purchased were included in the approved budget. The order failed and the Commission indicated it may be presented at a future meeting.

RESOLUTIONS

Transportation Alternative Grant Application for Wayfinding Signage

The Commission authorized a Resolution for the filing of an application for 2015 Transportation Alternative Grant funds and designating the Mayor to execute all documents pertaining to this grant. Kentucky Transportation Cabinet is currently accepting applications for projects for the 2015 Transportation Alternative grant program. Staff would like to submit an application for a Wayfinding Signage in the downtown. Estimates for the project should not exceed \$400,000.00.

CONSENT CALENDAR

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

Joint Funding Agreement – U.S. Geological Survey

The Commission authorized the signing of Joint Funding Agreement with the U.S. Geological Survey to operate the gauging station upstream of Lock 4 on the Kentucky River. The gauging station data is used extensively by the Sewer Department to monitor river flows relative to our discharge permit requirements. Without the use of this gauging station, the Department would be required to install adequate monitoring equipment to meet our permit. While the primary interest by the Sewer Department is in stream discharge to meet the nutrient limits required by our Kentucky

Pollutant Discharge Elimination System (KPDES), some of the additional data provided by the gauging station include water temperature, specific conductance, dissolved oxygen, water pH, and sediment concentration. The data collected by the station is used by USGS for a variety of purposes and is published annually and available to the public

QK4 Engineering Services

The Commission authorized an amendment to an engineering contract with QK4 to include manholes and gravity lines along U.S. 60 and Langford Avenue in the amount of \$22,104.79.

Annual Telemetering Fee

The Commission authorized payment to Mission Communications, LLC for the annual telemetering fee for the Sewer Department's pump stations. The metering is required by the state and the payment amount is approximately \$28,062 annually.

W Rogers Change Order

The Commission authorized change order #4 to a construction contract with W. Rogers Company for the construction of a 10 million gallon above ground storage tank and a 20 MGD pump station at 1100 Kentucky Avenue. The change order will result in a decrease of \$56,871.42 of the total contract amount.

River Bend Easement Release

The Commission authorized the partial release of a Sewer Easement for lots 6, 7 and 8 of River Bend Office Park.

ADE Construction Contract

The Commission authorized a construction contract with ADE Contracting, Inc. for construction of approximately 500 feet of 8 inch gravity line and related manholes located in the back of properties on Cline Street in Bellepoint Subdivision in the amount of \$178,200.00.

Pace Construction Contract

The Commission approved a contract for the construction of a channel grinder and replacing a 24-inch valve at the Capital Avenue pump station in the amount of \$237,000.00.

Schenkel Pedestrian Bridge Project

The Commission approved an Engineering Service Contract with Consulting Services Incorporated to complete a design for the bridge supports for the Schenkel Pedestrian Bridge Project in the amount of \$5,400.00.

Purchase of 2016 Mack Truck

The Commission authorized the purchase of a 2016 Mack Truck LR613 outfitted with a Wayne Automated Side Loader body from Worldwide Equipment in the amount of \$247,987.00.

Leaf Vacuum System Purchase

The Commission authorized the purchase of a self-contained Leaf Vacuum for Public Works from O.D.B. in the amount of \$39,917.

Historic Preservation Grant Extension

The Commission approved a time extension of the Historic Preservation Grant for the Robert Kirkman project the corner of St. Clair and Main Street. The deadline for the project has been extended until October 28, 2015.

Concur Technologies Agreement

The Commission authorized an agreement with Concur Technologies for a web-based paperless travel/training system in the amount of approximately \$3,300.00 annually.

Purchase of 2016 ¾ Ton Truck

The Commission authorized the purchase of a 2016 ¾ Ton Truck for the Fire Department. The truck is to replace a 2001 model with 115,000 miles.

Physio-Control Agreement

The Commission approved an agreement for the purchase of six (6) cardiac monitors/defibrillators for the Fire Department for \$35,155.10 over a three year period.

2016 Ambulance Bid Award

The Commission awarded a bid to Excellence, Inc. for the purchase of a new 2016 ambulance for the amount of \$196,757.92.

2015 Ford F-150 Truck Purchase

The Commission approved the purchase of a 2015 Ford F-150 Truck to be used as a detective vehicle in the Police Department. State contract price for the vehicle is \$36,219.95 and will be paid from the Police Department U.S. Justice Asset Forfeiture Account.

Jacobs Engineering Contract Amendment

The Commission approved an amendment to an engineering contract with Jacobs Engineering Group, Inc. for additional construction needed at the Two Creeks Pump Station in the amount of \$6,000.00.

Personnel

Transfer/Voluntary Demotion of Paul Daniels, Sewer, 9/8/15, from Firefighter III/EMT to Plant Operator Trainee

Lateral Transfer of Matt Tate, Sewer, 9/8/15, from Maintenance Tech III to Sewer Tech III

Appointment of Zach Smith, PW/Streets, 9/8/15, Tech I

Promotion of Brandon Loman, PW/Solid Waste, 9/8/15, from PW Tech II to Tech III

Resignation of Cody Neal, Police/E-911, 9/17/15, Tele-communicator I

All A Classic Event Agreement

The Commission approved an 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.

BOARD APPOINTMENTS

Frankfort/Franklin County Planning Commission – Appointment of David I. Boggs, for a four-year term ending 7/1/19.

Electric and Water Plant Board – Appointment of Anna Marie Pavik Rosen, for a four-year term ending 9/23/19.

Electric and Water Plant Board – Appointment of Walt Baldwin, for a four-year term ending 9/23/19.

OLD BUSINESS

Tanglewood Neighborhood Discussion

Representatives of the Tanglewood Neighborhood Association came before the Commission to request a Frankfort Plant Board Project currently underway in Tanglewood be halted. Representatives included Suzanne Gray, Guthrie True and Tom Hewlitt. Representatives indicated they had not been informed of the project and the size and scope of the project was not appropriate for a residential neighborhood. They asked that the project be halted and moved to a more appropriate location, such as the Carpenter Farm. Herbie Bannister of the Frankfort Plant Board addressed the Commission and the Tanglewood Neighborhood Association indicating that, although they did discuss the project at the public board meetings and it was posted on their website, they regret not being more pro-active in communicating the project. He also indicated the Plant Board would like to work with the neighborhood. Representatives from the project engineers GRW were also present. Vice President Shane Lyle and Aron Dickerson discussed landscaping options for the project. After much discussion the Commission decided to enter into closed session at the end of the meeting to

discuss the issue further. No decisions were made, however, the Commission will be holding a Special Meeting on the issue on Thursday, October 1, 2015.

Discussion with Property Owner Gregory Geisler Swigert Ave.

Mr. Geisler was not present at the time this discussion was brought to the floor, so it will be moved to the next meeting.

Demolition of 300/306 Murray Street

Eric Whisman of the Franklin Trust asked the Commission not to authorize the demolition of 300 and 306 Murray Street as his organization was currently working with property owners to save the structures. The Commission agreed to not demolish the structures at this time.

NEW BUSINESS

Fire Alarm System Purchase Order

The Commission authorized a Purchase Order with Simplex Grinnell for installation of a fire alarm system in the laboratory and make necessary upgrades to the fire alarm system in the main building at the wastewater treatment plant. The amount of the project is \$34,150.00.

Taylor Avenue Sewer Project

The Commission approved a contract for the Sewer Department not to exceed \$35,600.00 for the replacement of the force main on Taylor Avenue.

Litter Abatement Grant

The Commission authorized staff to apply for a litter abatement grant through the Kentucky Natural Resources and Environmental Protection Cabinet. This funding is available to City's and County's throughout the Commonwealth to support litter clean up on public roadways. This program is funded through House Bill 174 and requires permitted solid waste landfills to collect an additional \$1.75/ton to pay for litter abatement programs and proper closures of abandoned landfills. The funding level received is based upon public street miles within the City limits.

Integrated Engineering Contract

The Commission authorized an Engineering Service Contract with Integrated Engineering, PLLC. to complete an evaluation of the asphalt surface conditions of the City's Streets.

Two-Way Traffic Study Contract

The Commission authorized a Contract with Integrated Engineering, PLLC. to complete an evaluation of effects of two-way traffic on West Main Street.