

**NOTICE  
SPECIAL MEETING VIA VIDEO TELECONFERENCE**

As a result of the state of emergency declared by the President of the United States, Governor of Kentucky, and Mayor of the City of Frankfort due to the global COVID-19 pandemic, and in accordance with recommended and mandated precautions related thereto and Kentucky Opinion of the Attorney General 20-05, the following Meeting Notice is issued:

I, Layne Wilkerson, hereby call a Special Meeting of the Frankfort Board of Commissioners for Monday, January 25, 2021, at 5:00 p.m., in the Frankfort/Franklin County Emergency Operations Center, 300 West Second Street. This meeting will be in lieu of the Regular Meeting scheduled for Monday, January 25, 2021. All items on the agenda will be considered and action will be taken.

Per KRS 61.826, this meeting is a video teleconference meeting. One or more members of the Board of Commissioners will participate via Skype or a similar video teleconferencing system. The primary location will be in the Frankfort/Franklin County Emergency Operations Center, 300 West Second Street.

Per KY Attorney General Opinion 20-05, **public attendance will not be permitted** at this meeting because, due to the highly contagious nature of COVID-19, it is not feasible for the City to provide a central physical location for public viewing. Public comments on **agenda items only** will still be accepted for the meeting, by emailing comments to [bhecker@frankfort.ky.gov](mailto:bhecker@frankfort.ky.gov) by Monday, January 25 at 4:00 PM.

The meeting will be broadcast via Frankfort Plant Board Cable 10 Live and Facebook Live: Frankfort, Kentucky - City Hall [www.facebook.com/CityofFrankfortKY/](http://www.facebook.com/CityofFrankfortKY/).

Please see [www.frankfortema.org](http://www.frankfortema.org) for additional information.

S/Layne Wilkerson  
T/Mayor

SPECIAL REGULAR MEETING  
FRANKFORT BOARD OF COMMISSIONERS

January 25, 2021  
5:00 P.M. (EST)

PRESENT: Commissioner Katrisha Waldrige  
Commissioner Kyle Thompson  
Commissioner Kelly May  
Commissioner Leesa Unger  
Mayor Layne Wilkerson (5)

ABSENT: None (0)

Mayor Wilkerson called the meeting to order.

Chermie Maxwell, City Clerk, read a letter of support regarding the Shop Local Frankfort Program from Kaylah Smith, Executive Director of Downtown Frankfort Inc. (DFI).

**Consent Calendar**

The following miscellaneous and personnel items were presented:

1. **Minutes – December 3, 2020 Special Meeting; December 14, 2020 Special Work Session; December 21, 2020 Special Regular Meeting; December 30, 2020 Special Meeting**
2. **Contractor for the Blanton Acres Stormwater Improvements Project – Public Works**  
Authorized the construction contract with S. Walk Inc. DBA Seven Seas Construction, in the amount of \$286,198.13, for the Blanton Acres Stormwater Improvements project, and for the Mayor to sign all related documents.
3. **Request to Re-bid Bus Shelter Procurement – Public Works/Transit**  
Authorized to deem bid #2202101-67 (Bus Shelter Purchase) as Non-Competitive and receive permission to re-bid for the purchase of 5 (five) bus shelters, and for the Mayor to sign all related documents.
4. **Road Salt bid for 20-21 Fiscal Year – Public Works**  
Authorized spending up to the amount of \$178,000 as approved in the 2020-2021 fiscal year budget, for supplying road salt from Detroit Salt Company, LLC, and for the Mayor to sign all related documents.
5. **Professional Services Contract with Burgess & Niple – Sewer**  
Authorized a Professional Services Agreement with Burgess & Niple for engineering design services in the amount of \$53,651.00 for the Design of Capitol Ave. River Interceptor Phase 1, and for the Mayor to sign all related documents.
6. **Dolly Graham Park Playground Equipment – Parks**  
Authorized the purchase of the playground equipment for the Dolly Graham Park renovation project in the amount of \$201,644 and \$5,000 contingency funds and authorized the Mayor to sign all related documents.
7. **Mare Manor - Sewer**  
Authorized a sewer line extension at Mare Manor located at 367 Versailles Road and authorized the Mayor to sign all related documents.
8. **The following personnel items were presented:**
  - Appointment of Bobby Courtney in the Police Department as Patrol Officer III, effective 1/5/21 (Police).
  - Appointment of Daniel Henry in the Sewer Department as Plant Operator I, effective 1/19/21 (Sewer).
  - Resignation of Kendrick Harvey in the Sewer Department as Plant Operator I, effective 12/13/20, and authorize payout of accrued leave (Sewer).
  - Termination of Skippy Reado in the Sewer Department as Maintenance Tech I, effective 12/22/20 (Sewer).
  - Resignation of Cameron Wallace in the Fire Department as Firefighter II, effective 1/25/21, and authorize payout of accrued leave (Fire).
  - Resignation of Albert Woodrum in the Police/E911 Department as Telecommunicator I, effective 1/4/21, and authorize payment of accrued leave (Police/911).

Permission to make up to four (4) conditional offers of employment and two (2) alternate conditional offers of employment for the position of Firefighter/EMT Recruit. The request to make these conditional offers of employment is contingent upon successful completion of background, medical, psychological, polygraph, and drug screen examinations by each candidate.

It was moved by Commissioner Waldrige, seconded by Commissioner Thompson, that items of the Consent Agenda be adopted. All members being present, the motion to approve the consent agenda was adopted by voice vote without objection.

## Boards

- 1. Board of Park Commissioners – Appointment of Chuck Geveden, expiring 5-01-24 (filling vacant term)**  
It was moved by Commissioner Waldrige, seconded by Commissioner Thompson, to approve the Mayor's appointment. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Waldrige, Thompson, May, Unger and Mayor Wilkerson (5). Those voting against the motion were none (0). The motion was thereupon adopted.

## Action Items

1. Laura Ross, City Solicitor, explained that when an Ordinance is brought before the Board of Commissioners for a first reading it is proposed that a Commissioner will "sponsor" the Ordinance. The Board of Commissioners agreed without objection.
- 2. First Reading**  
**"AN ORDINANCE AMENDING SECTION 37.31(E) OF THE CITY OF FRANKFORT CODE OF ORDINANCES RELATING TO PAY PLAN, CLASSIFICATION AND COMPENSATION"** was presented, read and sponsored by Commissioner Waldrige. Summary: This ordinance amends Section 37.31(E) of the City of Frankfort Code of Ordinances relating to Pay Plan, Classification and Compensation to change the job title of Parks Curator to Museum and Historic Sites Supervisor; and to amend the pay grade to 80 for the following positions: Museum and Historic Sites Supervisor and Golf Course Superintendent.
- 3. Broadway Parking Lot Transfer**  
Following a discussion, it was moved by Commissioner Thompson to amend the deed to change terms to lessor of fair market value or \$20,000.00 whichever is less at the time. Motion died for lack of a second.

Charlie Jones suggested striking out Fair Market Value in the deed, which would remove that sentence on page 2, paragraph 3.

After additional discussion regarding the terms of the deed, it was moved by Commissioner Thompson, seconded by Commissioner Unger, to transfer property to The Broadway Building, LLC and amend the deed with changes stated by Charlie Jones. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Waldrige, Thompson, May, Unger and Mayor Wilkerson (5). Those voting against the motion were none (0). The order was thereupon adopted (Order No. 3, 2021 Series).

- 4. Declaration of 2 Handguns as Surplus Order – Police**  
The purpose of this agenda item is to seek Commission approval to declare 2 city owned handguns as surplus for buy back by retired Lieutenant Jon Fields and to authorize the Mayor to sign all related documents.  
  
It was moved by Commissioner Waldrige, seconded by Commissioner May, to adopt the order. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Waldrige, Thompson, May, Unger and Mayor Wilkerson (5). Those voting against the motion were none (0). The order was thereupon adopted (Order No. 4, 2021 Series).
- 5. Lease Agreement for Pic Pac Building & Resolution**  
After a brief discussion, it was moved by Commissioner Waldrige, seconded by Commissioner Unger, to approve the lease agreement with Pace Contracting and resolution. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Waldrige, May, Unger and Mayor Wilkerson (4). Voting against the motion was Commissioner Thompson (1). The resolution was thereupon adopted (Resolution No. 1, 2021 Series).
- 6. Small Business Grant Update – Grants**  
Rebecca Hall, Community Relations/Grants Manager, spoke about the Small Business Grants. 118 businesses applied and 93 were funded with approximately \$926,600.00 distributed. Note, a future budget amendment will be required.

*Note; Mayor Wilkerson changed the order of Action Item Nos. 7 & 8 to discuss the Shop Local Frankfort Program first. The order of items was changed without objection.*

- 7. Shop Local Frankfort Program**  
Blair Hecker, Community Relations, presented a program that would help local businesses in the community. Yiftee is an online platform where any small locally owned business can be a participating merchant as long as they take Mastercard. The City would invest \$100,000.00 into 4,000 preloaded \$25.00 gift cards to encourage citizens to shop local at the businesses listed on the website.

It was moved by Commissioner Waldrige, seconded by Kyle Thompson, to move forward and allow the Mayor to sign off on paperwork and follow up on all questions and come back to the Board of Commissioners. Those voting in favor of the motion were Commissioner Waldrige (1). Voting against the motion were Commissioner Thompson, Unger and Mayor Wilkerson (3). The motion failed. *Note; Commissioner May recused himself.*

Following additional discussion, the Board of Commissioners requested more detailed information be brought back before them for discussion at the next meeting.

- 8. Strategic Initiatives Consultant**  
Mayor Wilkerson stated that the City has an opportunity to hire a consultant to focus on community and economic development. The consultant will be out in the community. The City Manager is the administrative in the office position. A brief discussion was held regarding the contract and terms.  
Laura Ross, City Solicitor, stated that the contract will come back for approval once someone has been picked with a recommendation.

It was moved by Commissioner Unger, seconded by Commissioner May, to proceed with the contract. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Waldrige, Thompson, May, Unger and Mayor Wilkerson (5). Those voting against the motion were none (0). The motion was thereupon adopted.

It was moved by Commissioner May, seconded by Commissioner Waldrige, to go into Executive Session per KRS 61.810 (1)(f), personnel, discussions which may lead to the appointment or dismissal of an employee. This meeting is for the purpose of discussing the City Manager position. Action may be taken in open session. The motion was adopted by voice vote. The meeting went into closed session at 6:45 p.m.

It was moved by Commissioner Waldrige, seconded by Commissioner Thompson, that the meeting return to open session. The motion was adopted by voice vote. The meeting returned to open session at 8:47 p.m.

It was moved by Commissioner Waldrige, seconded by Commissioner Thompson, that the meeting adjourn. The motion was adopted by voice vote. The meeting adjourned at 8:48 p.m.

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Mayor

Attest:

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City Clerk