

**NOTICE
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, the following Meeting Notice is issued:

I, Layne Wilkerson hereby call a meeting of the Frankfort Board of Commissioners for Monday, February 14, 2022, at 5:00 p.m., via GoToMeeting. All items on the agenda will be considered and action will be taken.

Per KRS 61.826, this meeting is a video teleconference meeting. The Board of Commissioners will participate via GoToMeeting. The City will provide a central primary physical location for public viewing of the virtual meeting in the City Hall Commission Chamber, 315 West Second Street. **The Board of Commissioners will not be there in person, but the televisions in the Commission Chamber will be broadcasting the virtual meeting.**

Public comments will still be accepted for the meeting, by submitting a citizen comments form via the City of Frankfort Website – www.frankfort.ky.gov {Government > Board of Commissioners> Citizen Comments} by Monday, February 14 at 4:00 PM.

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

Please see www.frankfortema.org for additional information.

S/Layne Wilkerson
T/Mayor

WORK SESSION
FRANKFORT BOARD OF COMMISSIONERS

February 14, 2022
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)

Following roll call, Mayor Wilkerson called the Work Session to order.

Commissioner Katrisha Waldrige recognized Black History Month and played a recording of the KSU Concert featuring the Black National Anthem.

Citizen Comments

City Clerk Chermie Maxwell read the following citizen comments that were submitted virtually:

- Dawn Hale spoke about several items such as Parcels B & C and the need for a convention center in Frankfort.
- Mike Fitzpatrick encouraged the Board of Commissioners to support an aquatic/sports indoor facility.

Staff Reports

Blair Hecker, Special Projects, gave a recap of Special Events of this past year and a look ahead for this year's events. In 2021 we hosted 28 events with over 10,000 people. Ms. Hecker thanked all the departments involved and will be bringing several Memorandums of Agreement to the voting meeting for the larger scale events.

Chuck Knowles, TIGER Project Manager, gave an update on Wayfinding signage on the inside and outside of downtown Frankfort. The signs have been received and will be installed in the next month.

Discussion Items

Just Say Yes Presentation

Amelia Berry, Just Say Yes, gave a PowerPoint presentation of their services and what they offer to the community of Frankfort. The focus of the organization which is part of the Franklin County Health Department is preventing substance abuse with youths.

Draft Scope of Services for NREL

Laura Hagg, City Manager, and Scott Haase with NREL, have been working on the draft scope and Mr. Hasse stated he preferred a summary of a scope of services. It would only take a small monetary effort to get started of \$30,000.00. There will be additional conversations with the Frankfort Plant Board and their involvement in this project.

The Grand Theatre Presentation

Bill Cull with the Grand Theatre spoke about the scheduling during COVID-19, tickets and how the numbers were down, and revenues will be 75% down. Mr. Cull is looking to move forward and reviewed some of the upcoming events. The Grand Theatre is ready to book the new season, however, they will still need the cities continued help.

Franklin County/Frankfort Joint Task Force on Invasives Presentation

Chris Schimmoeller spoke about the Invasive Task Force that was formed last spring and have been meeting over the last 9 months. There were several suggestions made and a resolution of support was requested. Mayor Wilkerson stated the resolution will be placed on the regular meeting agenda for 2/28/22.

Simon House Presentation

Rachelle Foley, Executive Director of the Simon House, gave an update and stated the emergency shelter has not been open due to COVID-19. A temporary shelter was set up at the Days Inn a year ago. Ms. Foley requested \$24,500.00 from the city to assist the shelter.

Strategic Plan Update

Penny Peavler, Strategic Initiatives Consultant, reviewed the draft of the Strategic Plan. The Mayor requested staff to place this item on the February voting meeting agenda for adoption.

Sewer Department Project Update

Kenny Hogsten, Director of Sewer, gave an update on current and upcoming Sewer projects.

Resolution in support of Kentucky State University

Laura Hagg, City Manager, and Penny Peavler, Strategic Initiatives Consultant, presented a draft resolution in support of Kentucky State University. The Board of Commissioners would like this item brought to the voting meeting.

Action Items

Direct Purchase of Lower Bearings from Guthrie Sales & Services – Sewer

The purpose of this memorandum is to request approval for a direct purchase of sealed bearings from Guthrie Sales and Services and to authorize the Mayor to sign all related documents. The WWTP has 3 screw pumps that pumps the sewer water that comes from collection system into the plant for treatment. The lower bearing for screw pump number 2 is failing and needs to be replaced. The Screw Pump lower bearings were installed in 1999 when the pumps were reconditioned and the other two bearings need to be replaced as well. The WWTP would like to purchase 3 new lower bearings to replace all bearings for the screw pumps. The lower bearing cost \$14,982.00 each for a total of \$44,946.00, this price includes shipping. The purchase would come out of the Plant Maintenance and Repairs 200.69.53250 and staff recommends approval. ***Due to the urgency of the replacement that is why approval is being requested at the Work Session.***

It was moved by Commissioner May, seconded by Commissioner Unger, to approve the purchase. 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.

USGS Joint Funding Agreement 2020-2021 – Sewer

The purpose of this memorandum is to request approval from the City Commission for a Joint Funding Agreement with the United State Department of Interior U.S. Geological Survey (USGS) and to authorize the Mayor to sign all related documents. Approximately 13 years ago USGS began shutting down gauges across the United States due to the federal budget cuts and looked for increased third party support to maintain the infrastructure in place. The Sewer Department was contacted at that time and was asked to participate to keep the gauging station operational and has been a financial partner in the maintenance of the gauging station ever since. The Sewer Department currently has a limit for nutrients in our Kentucky Pollutant Discharge Elimination System (KPDES) Permit which is dependent upon the amount of flow in the Kentucky River. When the U.S. Army Corps of Engineers turned over operation of Lock 4 to the Kentucky River Authority, the USGS took over operation of the gauging station located upstream of Lock 4. The gauging station data is used extensively by the Sewer Department to monitor river flows relative to our KPDES discharge permit requirements; specifically, as it relates to nutrient limits. Without the use of this gauging station, the Department would be required to install and maintain adequate monitoring equipment in the Kentucky River to meet our permit. Annual (October 1, 2021 – September 30, 2022) cost to maintain the gauging station is \$4,300.00 with the Sewer Department funding \$3,000.00; with USGS funding \$1,300.00. Funding is available in account 200.68.53295. Staff recommends approval. ***Due to the urgency of the funding agreement that is why approval is being requested at the Work Session.***

It was moved by Commissioner May, seconded by Commissioner Waldrige, to approve the agreement. 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.

2022 NEA Grants for Arts Projects

Staff requests permission to submit a 2022 National Endowment of the Arts (NEA) Grants for Arts Projects in the amount of \$50,000.00 for a community concert series in the activation of the Frankfort Arts and Cultural Master Plan and the Strategic Plan. The National Endowment for the Arts has grant funds available under their Grants for Arts Projects Program for various projects related to arts communities. The City was awarded an Our Town Grant in 2019 to create the Arts and Cultural Master Plan and adopted the plan in early 2021. The City would now like to apply for funding to initiate a concert series highlighting various cultures that make up Frankfort's heritage and community such as African American, Japanese, German and Irish. Staff proposes six to ten concerts over an 18-month period. The concerts would utilize the city's stage and be held in multiple locations including city parks and the Capitol. The Grants for Arts Projects Program does require a 1/1 match, making the local contribution \$50,000.00, however, the match can be partially in-kind and the use of the city stage as well as personnel cost does count toward the match. Staff anticipates the cash match required for this project, if fully funded, would be approximately \$30,000.00 budgeted over the FY2023 and FY2024 Fiscal year budgets. If fully funded that would be \$15,000.00 per budget cycle. ***The deadline for the grant application is Tuesday, February 22, 2022, that is why we are requesting Board of Commissioners approval at the Work Session.***

It was moved by Commissioner Waldrige, seconded by Commissioner May, to approve the submission of an application. 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.

Discussion of Tentative Agenda

The Mayor spoke about several items for the voting meeting agenda such as: Invasive Species Resolution, NREL, Special Events MOU's.

New Business/ Unfinished Business

Commissioner Waldrige spoke about putting a line item in the budget for the Town and Gown Association of \$25,000.00 and possibly a line item for special events.

Commissioner Waldrige talked about the indoor sports facility and the city needs an action plan. It was suggested that the City Manager create a committee.

Commissioner Thompson requested an update on the development plan for Parcels B & C.

Commissioner Thompson would like to speak about transient room tax.

Commissioner Thompson suggested that we set the stage cost and labor.

Commissioner Unger is looking forward to getting the compensation review and would like to revisit paid family leave.

Commissioner Waldrige suggested that any IRB's moving forward to include language to be energy focused.

It was moved by Commissioner May, seconded by Commissioner Waldrige, that the meeting adjourn. The question was put upon the motion and was adopted by voice vote. The meeting adjourned at 8:01 p.m.

Mayor

Attest:

City Clerk