

**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, October 11, 2021, 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](http://www.frankfort.ky.gov) {Government > Board of Commissioners> Citizen Comments} by Monday, October 11 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/](https://www.facebook.com/CityofFrankfortKY/).

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

S/Layne Wilkerson  
T/Mayor

WORK SESSION  
FRANKFORT BOARD OF COMMISSIONERS

October 11, 2021  
5:00 P.M. (EDT)

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.

A moment of silence was held for the two Frankfort residents who perished in the recent fire at Leawood Square Apartments.

Laura Hagg, City Manager, announced the City of Frankfort recently received an award on the Arts Master Plan.

**Staff Reports**

Laura Ross, City Solicitor and Alicia Boyd, Finance Director, spoke about the Alcohol License Fee Waiver for FY 2023. Following a discussion, the Board of Commissioners decided to go with Option #2 on the memorandum that was provided.

Option #2-Recommendation if waiver {FY23} is approved for those businesses meeting the ABC guidelines, allowing for the following exceptions:

- a. If not already paid and considered delinquent {allowing for a waiver of P & I when payment is made). Payment due by June 30, 2022, for FY23.
- b. New business not opened as of previous mandatory closing.
- c. Businesses not current on occupational taxes and net profit taxes due the City.

The Board of Commissioners directed staff bring back Option #2 to the voting meeting on October 25, 2021.

Blair Hecker, Project Manager for Community Engagement, gave an update on the festival lights downtown. The lights will hang across the Saint Clair Mall and DFI has proposed handling the legwork to contact all businesses that will be impacted. The target is to have ready for Candlelight. Rebecca Hall, Community Relations/Grants Manager, requested permission to have a resolution for the CDBG Utility Relief Fund on the voting meeting for October 25, 2021. The Board of Commissioners agreed without objection.

Kathy Fields, Human Resources Director, stated that she has been working on employee benefits and the employee handbook. Open enrollment is 10/25/21 – 11/8/21 and there is no change to employee benefits this year. Ms. Fields continues to work with KLC to update the employee handbook and is also working on a dress code policy and adding awareness related to the Crown Act.

Wayne Briscoe, Fire Chief, gave an update on staffing. Some part time staff has been hired and the department is in mandatory overtime. The monthly call volumes have continued to go up and it has been difficult to keep up the pace. Staffing will be re-evaluated next month. A reminder that Fire Safety Night is Saturday, October 16<sup>th</sup> at Western Hills High School.

**Discussion Items**

*Presentation - Industrial Revenue Bonds Prescient*

Tim Eifler, Sarah Bishop and Stephen Bolt representing Stoll Keenan and Ogden spoke about a project being considered and the industrial revenue bonds are a type of economic development incentive. The Board of Commissioners asked questions; however, no decision was made.

*IT Software Purchases*

Bobby Ripy, IT Director, spoke about three software items he would like to purchase. See Click Fix is a mobile app that will increase efficiency and better response times. Additional software will rebuild the Parks website and software for Parks. These items will be added to the voting agenda in October.

### *Recycling Options*

Katie Beard, Director of Public Works and Byron Roberts, Solid Waste Superintendent, gave a presentation regarding the options for recycling services. Several ideas were discussed and Mayor Wilkerson stated we may place this item on either the October or November voting meeting.

### *Parks Department Proposal of Fees for 2022*

Shawn Pickens, Director of Parks and Recreation, spoke about the fees for 2022. Mr. Pickens spoke about the fee structures for Baseball & Softball. Fees for the golf course and carts were also reviewed. Laura Hagg, City Manager, suggested that she and Mr. Pickens will sit down with each member of the Board of Commissioners to review the proposal prior to a formal vote.

It was moved by Commissioner Thompson, seconded by Commissioner Unger to take a recess. The motion was adopted by voice vote.

The Mayor called the meeting back to order with all members present.

### **Action Items**

#### **Public Hearing & Second Reading**

Mayor Wilkerson opened the Public Hearing at 8:35 p.m. with all members present. There were no public comments.

It was moved by Commissioner Waldrige, seconded by Commissioner Thompson, to close the Public Hearing. All members being present, the motion to close the hearing was adopted by voice vote without objection at 8:36 p.m.

**“AN ORDINANCE FIXING THE RATE OF TAXATION FOR THE YEAR OF 2021 ON ALL REAL AND TANGIBLE PERSONAL PROPERTY SUBJECT TO TAX, PUBLIC SERVICE COMPANIES AND LEVYING SAID TAX FOR ALL CITY PURPOSES”**. This ordinance had its First Reading on September 27, 2021. Summary: That the 2021 City of Frankfort ad valorem tax rate is Nineteen and Six Tenths Cents (19.6 cents) on each One Hundred Dollars (\$100) valuation of all real and personal property; Nineteen and Six Tenths Cents (19.6 cents) on each One Hundred Dollars (\$100) valuation on public utilities and public service companies taxable on a franchise basis.

It was moved by Commissioner Thompson, seconded by Commissioner May, to adopt the Ordinance. 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 Ordinance was thereupon adopted (Ordinance No. 20, 2021 Series).

#### **Discussion of Tentative Agenda**

Mayor Wilkerson would like to request recycle and Parks fees on the next agenda.

Commissioner Thompson requested a Resolution for October Cancer Awareness Month.

Commissioner Waldrige brought up the Christmas decorations with the Parks Department. Laura Hagg, City Manager has already spoken to Parks and there will be a different tree and decorations than last year.

#### **Unfinished/New Business**

Commissioner Thompson referenced a recent article in The State Journal regarding occupational tax numbers that was misleading.

Commissioner Waldrige requested for the sign at the entrance of Frankfort to be repaired. Laura Hagg, City Manager stated Parks is getting estimates for the repairs.

Commissioner Waldrige spoke about drainage issues at the LA Nails in Franklin Square.

Commissioner May stated he would like a resolution regarding sustainable, renewable energy with a focus on intent and a clear direction. After a brief conversation, staff will work with Commissioner on the Resolution, and it will be added to the October voting meeting.

It was moved by Commissioner Waldrige, seconded by Commissioner Thompson, to go into Executive Session per KRS 61.810(1)(f), personnel discussion of an employee's request for a hearing. The motion was adopted by voice vote. The meeting went into closed session at 8:58 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 9:05 p.m.

It was moved by Commissioner Thompson, seconded by Commissioner Unger, per the discussion related to the Executive Session, the Board of Commissioners agrees and adopts the recommendations of the City Manager in relation to the employee discussed. 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 Waldrige, seconded by Commissioner Thompson, that the meeting adjourn. The question was put upon the motion and was adopted by voice vote. The meeting adjourned at 9:07 p.m.

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Mayor

Attest:

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City Clerk