

## SPECIAL MEETING CALL

I, William I. May, Jr., hereby call a Special Meeting of the Frankfort Board of Commissioners for Wednesday, September 7, 2016 at 5:00 p.m., in the Conference Room of the Municipal Building, 315 West Second Street. This meeting will be in lieu of the work session scheduled for Monday, September 12, 2016. This meeting will be a work session and all items on the attached agenda will be discussed.

S/William I. May, Jr.  
T/Mayor

SPECIAL WORK SESSION  
FRANKFORT BOARD OF COMMISSIONERS

September 7, 2016  
5:00 P.M. (EDT)

PRESENT: Commissioner Tommy Z. Haynes  
Commissioner John R. Sower  
Commissioner Robert E. Roach  
Commissioner Lynn Bowers  
Mayor William I. May, Jr. (5)

ABSENT: None (0)

Mayor May called the Work Session to order.

Mayor May called for citizen comments. There were no citizen comments or staff reports, therefore, the Mayor moved on to discussion items.

### Discussion Items

Renee True gave an update to the Commission regarding the Downtown Reinvestment Grant Process. Staff has created a Request for Proposal for the grant and suggested a committee be formed. The Commission asked for staff to proceed with the program.

Terri Bradshaw, KCDC Director, made a presentation regarding sewer tap fees. KCDC is concerned with Frankfort being competitive with the surrounding areas and requested to lower the tap fees. Following a brief discussion, the Commission decided to lower the 5/8 inch residential sewer tap fee to \$1000 and the item will be placed on the September 26<sup>th</sup> regular meeting agenda.

Dr. Houston Barber, Superintendent of Frankfort Independent Schools, proposed a partnership between the City and the school system with items such as the City providing wireless internet access points for families throughout the FIS school district, communications and marketing/branding for the Frankfort Independent Schools and the City of Frankfort. The Commission directed Rob Moore, City Solicitor, to work with KCDC and the Chamber of Commerce to share information and research options.

Bill Marshall gave an update regarding the status of the new Sister City, Shimamoto, Japan. The group will be here during the week of October 15, 2016 and Mr. Marshall reviewed the tentative agenda. The Commission agreed a letter could be signed by the Mayor to dissolve the current Sister City relationship. Also, Rob Moore, City Solicitor, will double check with the Sister City organization to see what additional steps must be taken.

Rob Moore, City Solicitor, gave an update on the Devils Hollow Road agreement with Franklin County. FEMA has indicated the project was approved for funding with a total project cost of approximately \$88,000.00. This makes the local share approximately \$11,000.00 and the City portion would be a little over \$5,000.00. Mr. Moore suggested that the City hold onto the agreement until the City receives the final word from FEMA. The Commission agreed without objection.

Gary Muller, Director of Planning and Zoning, and Eddie Slone, Fire Chief, gave a power point presentation giving the Commission various options to consider regarding the soon to be vacant Frankfort Plant Board building. Mr. Muller and Chief Slone suggested items such as selling the building, demolishing the building and using it for a business incubator. The Commission indicated staff should review even further and come back to the October Work Session.

Tom Bradley, Director of Public Works, offered recommendations to the Commission regarding the PAYT program and recommended that the City discontinue the garbage fees. Mr. Bradley is working on an amended Ordinance which will have a first reading at the October voting meeting.

Bobby Ripy, IT Manager, gave a brief presentation regarding Electronic Records Management. The Commission agreed to obtain quotes and offer more detailed information at the October Work Session.

Commissioner Roach presented recommendations to the Commission regarding the surplus of City funds. Recommendations included items such as eliminating the garbage fees, tree removal and replacement to enhance the view of the Capital, a match to new hires since 1/1/14 for retirement, electronic records, payroll and finance software, tearing down the Old Y, FIS Foundation, beautification efforts, Fire Station 1 improvements and City Hall improvements. Mayor May stated he would like to see the City work with FPB regarding fiber extensions and additional sidewalk repairs through Public Works. Tim Zisoff, City Manager, said he will review the list again and come back for additional direction at the October Work Session.

Commissioner Roach stated he would like to see a 3 . 4 year sidewalk plan from Tom Bradley, Director of Public Works. Current sidewalk repairs should be made before any new sidewalks are installed.

The Commission discussed meeting procedures and talked about the placement of citizens comments on the agenda. Following a brief discussion, it was decided to discuss further at the October Work Session to take citizens comments at the beginning of the agenda and after each discussion item and also take into consideration a sign in sheet for citizen's comments.

The Commission decided to poll 2 citizens that were at the meeting for their input on the citizen's comments topic:

- Ann Gibbs stated that there should be no time limit, questions should be allowed as some items are hard to understand, no objection to a sign in sheet. Ms. Gibbs prefers citizen's comments at the end of the agenda and would like to see the paper publish the agenda.
- Dawn Hale commented that citizen's comments should follow each discussion item. Ms. Hale further stated that the full agenda packet should be posted to the website. She believes that transparency for citizens is important.

Kathy Fields, Human Resources Director, offered the Commission several options for the replacement process of the City Manager. The Commission directed Ms. Fields to send an RFP to five executive recruiter firms with public sector experience.

It was moved by Commissioner Roach, seconded by Commissioner Haynes, that the meeting adjourn. The question was put upon the motion and was adopted by voice vote. The meeting adjourned at 8:42 p.m.

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Mayor

Attest:

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City Clerk