

REGULAR MEETING
FRANKFORT BOARD OF COMMISSIONERS

October 26, 2015
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 meeting to order. The invocation was given by Reverend Derek Catron. The Pledge of Allegiance was recited.

It was moved by Commissioner Roach, seconded by Commissioner Bowers, that the minutes of the September 14, 2015 Work Session and the September 28, 2015 Regular Meeting be approved as presented. The question was put upon the motion, and the roll called. Those voting in favor of the motion were Commissioners Haynes, Sower, Roach, Bowers, and Mayor May (5). Those voting against the motion were none (0). The motion was thereupon adopted.

Citizens Comments

Lori Waters, a citizen of Frankfort, spoke to the Commission regarding various topics of Frankfort such as the hazards and dangers of road work, homelessness, the prison system, and bus services.

ORDINANCES

“AN ORDINANCE TO AMEND SECTION 111.40 OF THE CITY OF FRANKFORT CODE OF ORDINANCES TO ADD ADDITIONAL TYPES OF ALCOHOLIC BEVERAGE LICENSES CONSISTENT WITH STATE LAW, TO ADD FEES CONSISTENT WITH STATE LAW, AND TO AMEND SECTION 115.09 TO DELETE THE PROVISION PROHIBITING ENTITIES GRANTED A LICENSE TO SELL DISTILLED SPIRITS, BEER OR MALT BEVERAGES AND WINE AT RETAIL BY THE DRINK FROM SELLING SUCH PRODUCTS AT ANY TIME DURING WHICH THE POLLS ARE OPEN FOR ANY REGULAR, PRIMARY, SCHOOL OR SPECIAL ELECTION” was presented and read. This Ordinance had its first reading on September 28, 2015. It was moved by Commissioner Roach, seconded by Commissioner Haynes, that the Ordinance be adopted. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Haynes, Sower, Roach, Bowers and Mayor May (5). Those voting against the motion were none (0). The Ordinance was thereupon adopted (Ordinance No. 16, 2015 Series).

“AN ORDINANCE AMENDING ORDINANCE NO. 8, 2015 SERIES APPROPRIATING THE REVENUE TO BE RECEIVED BY THE CITY OF FRANKFORT SEWER DEPARTMENT FOR THE FISCAL YEAR 2015-2016 TO PROVIDE FOR A COMMUNITY DEVELOPMENT BLOCK GRANT” was presented and read.

ORDERS

“AN ORDER ADOPTING THE CITY OF FRANKFORT, KENTUCKY IT POLICY AND PROCEDURES MANUAL AND TO ALLOW THE MAYOR TO SIGN ANY RELATED DOCUMENTS” was presented. It was moved by Commissioner Haynes, seconded by Commissioner Roach, that the Order be adopted. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Haynes, Sower, Roach, Bowers, and Mayor May (5). Those voting against the motion were none (0). The motion was thereupon adopted (Order No. 5, 2015 Series).

Resolutions

“APPROVAL TO ADOPT A RESOLUTION NAMING THE “CAPITAL CITY MARCH” AS THE OFFICIAL MARCH OF THE CITY OF FRANKFORT AND TO ALLOW THE MAYOR TO SIGN ALL RELATED DOCUMENTS” was presented and read. It was moved by Commissioner Bowers, seconded by Commissioner Sower that the Resolution be adopted. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Haynes, Sower, Roach, Bowers and Mayor May (5). Those voting against the motion were none (0). The motion was thereupon adopted (Resolution No.19, 2015 Series).

Consent Calendar

The following miscellaneous and personnel items were presented:

- 7.1 Authorized an Annual Contract with Enviro Tech Chemical Services, Inc. to provide Peracetic Acid (PAA) for disinfection of effluent at the Wastewater Treatment Plant (WWTP) and authorized the Mayor to sign all documents associated with the contract. The Annual Contract, in the amount of \$154,000, will cover the Department's need through the fiscal year 2015-16. Funding is available in Account No. 300-68-54335. This account has \$650,000 budgeted and as of September 30 the account has \$297,645 expensed and encumbered (Sewer Department).
- 7.2 Awarded a contract with Bottoms Engineering & Services, Inc., for safety upgrades at the wastewater treatment plant and authorized the Mayor to sign all documents related to project. Funding for this project is available in Account No. 300-68-54390. This account has \$14,797,500 budgeted and as of August 31, \$2,767,417 has been expensed and encumbered (Sewer Department).
- 7.3 Awarded a contract to Hach Company for Real-Time Phosphorus Control at the Wastewater Treatment Plant (WWTP) and authorized the Mayor to sign all documents associated with the purchase. Funding for this project is available in Account No. 300-68-54390. This account has \$14,797,500 budgeted and as of August 31, \$2,767,417 has been expensed and encumbered (Sewer Department).
- 7.4 Awarded an Engineering Services Agreement to Strand Associates to evaluate the feasibility of the Sewer Department accepting waste from Buffalo Trace Distillery without pretreatment and preparing a report of findings and authorized the Mayor to sign all documents related to the project. Funds are available in account 200-68-53265. This account has \$100,000 budgeted and as of September 30, \$4,205 has been expensed and encumbered. Additionally, Buffalo Trace will reimburse the Sewer Department for the entire cost of the study (Sewer Department).
- 7.5 Authorized the filing of an application for 2015 Kentucky League of Cities Safety and Liability Grant funds and designating the Mayor to execute all grant documents pertaining to this application. The grant does require a 50/50 match and equipment was already planned for in the budget. This grant will help recoup up to \$3,000.00 for those expenses (Grants).
- 7.6 Awarded a contract to GeoConex Corporation for the replacement of the E-911 Computer Aided Dispatch System (CAD) and for the Mayor to sign all related documents. Annual lease for 5 years to include all service and maintenance for the 5 year period. Funding will come from E-911 Fund (E-911).

- 7.7** Awarded a contract to Windmill Enterprises, LLC for the mining of spent lead and copper from the impact berm on the City of Frankfort's firing range and authorized the Mayor to sign all related documents. This project will yield revenue to the City of Frankfort. The bid specifies that the contractor guarantees no less than \$5,000.00. However, depending on the amount of reclaimed lead/copper, and the market price at the time of reclamations, this amount could be substantially higher (Police).
- 7.8** **REMOVED**
- 7.9** Authorized a bid award for a one-year supply contract for road salt to Morton Salt and authorized the Mayor to sign all related documents. Funds are available in the Street Department Budget Account No. 100-62-54335 for the purchase of road salt (Public Works).
- 7.10** Authorized a contract award to ADE Contracting to construct approximately 2300 linear feet of sidewalk replacement along select streets in the Imperial Mobile Home Park (i.e., Commodore Drive, Imperial Drive, and Ensign Drive) and authorized the Mayor to sign all documents related to the project. Funds for this project are available in the Municipal Aid Account No. 535-00-51100 and included in the FY2015-2016 Budget (Public Works).
- 7.11** Authorized the purchase of three vehicles for the Transit Division. The vehicles, one Dodge Low Floor Mini Van from American Bus Sales and two Starcraft Cut-a-way Chassis from Central States Bus Sales, will be purchased via the KPTA Bid #6 and reimbursed by the Transit 5339 Capital Expenditure grant and authorized the Mayor to sign all related documents. The two 8x2 Cut-a-way chassis Starcraft Buses from Central States Bus Sales for \$42,703 each based on the KPTA Bid #6 and the Dodge Low Floor Mini Van from American Bus Sales and Accessories for \$34,913 based on KPTA Bid #6 (Public Works).
- 7.12** Approved a Change Order # 2 to Meyer Midwest for the Transit Wash Bay Contract and authorized the Mayor to sign all related documents. Funds for this change order amount are available in the Public Works Building Materials Account No. 100-64-54325 (Public Works).
- 7.13** Authorized the Mayor to execute a Financial Advisor Agreement between Raymond James & Associates and the City of Frankfort (City Manager) and all related documents. There is no projected cost for Raymond James & Associates to update the City's financial analysis and cash flow projections (Finance).
- 7.14** Authorized the Mayor to sign a Subordination Agreement with MSDG Frankfort, LLC and all related documents. There should be no cost to the City as a result of the execution of the Subordination Agreement (City Manager).
- 7.15** Authorized the Mayor to sign an agreement between Infinisource and the City of Frankfort and for the Mayor to sign all related documents. The financial impact will be \$1,914.00 (Human Resources).
- 7.16** Authorized the Mayor to sign a Trust Participation Agreement and all related insurance renewal documents between Kentucky League of Cities and the City of Frankfort regarding liability and property insurance and for the Mayor to sign all related documents. There will be no financial impact for the Trust Agreement; less than 1% increase for the annual liability and property insurance; \$687,360/year (Human Resources).
- 7.17** Authorized the Mayor to sign all related documents between One America and the City of Frankfort for group life insurance and disability insurance. The financial impact will be \$41,000/year based on current number of covered lives (Human Resources).

7.18 To authorize the Mayor to sign all related documents between Cooper Wellness Strategies and the City of Frankfort. The financial impact will be \$2,900/year based on current number of covered lives (Human Resources).

7.19 The following personnel items were presented:

- Appointment of Nick Erskine in the Police/E911 Department to Telecommunicator I, effective 10/13/15 (Police/E911).
- Appointment of Randy Easton in the Sewer Department to Maintenance Tech I, effective 10/6/15 (Sewer).
- Appointment of Michael Hogan in the PW/Solid Waste Department to PW Tech I, effective 10/27/15 (PW/Solid Waste).
- Resignation of Shayla Black in the Fire Department as Firefighter I and authorized payment of accrued leave, effective 9/29/15 (Fire).
- Resignation of Timothy Johnson in the Police/E911 Department as Telecommunicator II and authorized payment of accrued leave, effective 10/15/15 (Police/E911).

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

Old Business

Commissioner Sower requested an update on the construction of Louisville Road. Tom Bradley, Director of Public Works, stated that Chris Slone with the State indicated the contract ends on 11/5/15.

Commissioner Sower asked for an update on Devils Hollow Road. Tom Bradley, Director of Public Works, said that the documents are still under an initial review by FEMA.

Commissioner Sower requested the status of the paving on Holmes St. Tom Bradley, Director of Public Works, indicated with weather permitting it should be finished tomorrow (10/27/15).

Commissioner Sower directed Rebecca Hall, Grants/Public Relations, to do a press release regarding Frankfort's Historic Preservation Grant as applications are due November 13, 2015.

Commissioner Roach requested the Mayor to give an update on the expired board appointments. Following a lengthy discussion, Mayor May indicated most vacancies will be filled in November and placed on the agenda. The Commissioners would like a quarterly update from all boards to review.

New Business

Item 10.1 To authorize the Mayor to sign a Memorandum of Understanding with the Commonwealth of Kentucky concerning the installation/attachment of wi-fi equipment on light poles and other facilities owned by the City in downtown Frankfort. There will be no cost to the City to implement this Memorandum of Understanding (City Manager). It was moved by Commissioner Haynes, seconded by Commissioner Roach to authorize the Memorandum of Understanding. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Haynes, Sower, Roach, Bowers and Mayor May (5). Those voting against the motion were none (0). The Memorandum of Understanding was thereupon approved.

Item 10.2 To approve the installation of a backflow valve preventer at 300 East Third, reimburse the property owner for the cost installation and for the Mayor to sign all documents related to the project. Funds are available in account 400-68-53295. The budget for this account is \$250,000 and as of September 30 this account had \$2,071 expensed and encumbered (Sewer Department). It was moved by Commissioner Roach, seconded by Commissioner Sower to authorize the installation. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Haynes, Sower, Roach, Bowers and Mayor May (5). Those voting against the motion were none (0). The installation was thereupon approved.

Item 10.3 Approval to make 8 conditional offers of employment for the position of Firefighter I. The request to make this conditional offer of employment is contingent upon successful completion of background, medical, psychological, polygraph, and drug screen examinations by the candidate. This will take the department to 81 sworn Firefighters. It was moved by Commissioner Sower, seconded by Commissioner Haynes to approve the conditional offers of employment. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Haynes, Sower, Roach, Bowers and Mayor May (5). Those voting against the motion were none (0). The conditional offers of employment were thereupon approved.

At the request of Commissioner Sower, Bobby Ripy, IT Manager, will research the effects of Cyber Attacks and report back at the November Work Session.

Commissioner Sower requested Tom Bradley, Director of Public Works, to research the last time the bridges at Riverview Park were inspected. Mr. Bradley will speak to his contact at KYTC and report back to the Commission.

Commissioner Sower confirmed with Tom Bradley, Director of Public Works, that all garbage collection notices are being sent certified with return receipts.

Commissioner Sower stated he feels very strongly about the inconvenience to the citizens and the idea KYTC has given that the Singing Bridge may be closed permanently. Commissioner Sower requested that the City Solicitor construct a Resolution demanding the Singing Bridge be fully restored. Following a brief discussion, the Commission directed the City Solicitor to draft a Resolution.

It was moved by Commissioner Roach, seconded by Commissioner Bowers that the meeting adjourn. The question was put upon the motion and thereupon adopted by voice vote. The meeting adjourned at 5:55 p.m.

Mayor

Attest:

City Clerk