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Frankfort City Commission Meeting Notes

The information provided below is a preliminary, unofficial summary of the most recent meeting of the Frankfort City Commission. This information is not the official minutes of the meeting, which are required to be reviewed and approved by the City Commission. The official minutes of the meetings can be found on the City of Frankfort website at Frankfort.ky.gov, after the official minutes have been reviewed and approved by the City Commission.

**Monday, January 11, 2016 –
Frankfort City Commission Special Meeting – 4:30 p.m.
City Hall Conference Room**

Mayor/Commissioners in Attendance

Mayor William May
Commissioner Tommy Haynes
Commissioner John Sower
Commissioner Robert Roach
Commissioner Lynn Bowers

2014 – 2015 Audit Report

Finance Director Steve Dawson and representatives from the accounting firm of Charles T. Mitchell presented the City's 2014 – 2015 Audit Report to the Commission. After a brief discussion, the report was approved by the Commission.

**Monday, January 11, 2016 –
Frankfort City Commission Work Session – 5 p.m.
City Hall Conference Room**

Note – Typically at Work Sessions the Commission discusses items brought before them, Tentative Agenda items for the upcoming voting meeting, Old Business and New Business. Action is not typically taken during Work Sessions.

Mayor/Commissioners in Attendance

Mayor William May
Commissioner Tommy Haynes
Commissioner John Sower
Commissioner Robert Roach
Commissioner Lynn Bowers

Market Study Recommendation

Doug Howard of Downtown Frankfort, Inc. gave a report on the status of a Market Study for downtown Frankfort. DFI has contacted the consultants working with the Chamber's Branding Committee, an agreement was made to include a Market Study component for the additional amount of \$6,000.00. The Commission requested DFI approach the County regarding a cost share and asked that the item be put on the January 25 Voting Meeting Agenda.

Needle Exchange Program Proposal

Judy Mattingly of the Franklin County Health Department gave an update on the possible needle exchange program in Frankfort and Franklin County. After her update the Commission indicated they would like a resolution supporting the program to be placed on the January Agenda.

Sewer Adjustment Policy

Sewer Department Director Bill Scalf gave a report regarding the department's Sewer Adjustment Policy at the December Work Session. The department offers adjustments for citizens who have a leak in or outside their building. In December the Commission directed staff to conduct further research and Mr. Scalf presented a revised policy addressing internal and external leaks based on percentages of the customer's 12 month average usage. Keith Lee addressed the Commission regarding bills he had paid totaling over \$45,000 due to leakage. The Commission agreed to refund Mr. Lee half the amount paid (\$22,700.00) and requested the revised policy be placed on the January Voting Meeting Agenda.

Café' Permit Ordinance

During the December 21 Voting Meeting the Commission heard the first reading of a request amending Sections 119.02 and 119.04 (relating to KRS 244.120 which indicates permittees should not allow patrons to engage in disorderly conduct) of the City of Frankfort Code of Ordinances to reduce the percentage of gross revenue that must be derived from the sale of food in order to obtain a permit to operate an outdoor café from 60% to 10% and to sell alcoholic beverages at the outdoor café. The amendment also increases the period of time during each day of the week that outdoor cafes may serve alcoholic beverages to 11 a.m. until 10 p.m. Monday, Tuesday and Wednesday; from 11 a.m. until 11 p.m. Thursday, Friday and Saturday and from 1 p.m. until 10 p.m. on Sunday. A previous version of the amendment, which did not include the reference to KRS 244.120, was also introduced. The Commission discussed both versions and chose the KRS version for a Second Reading at the January Regular Voting Meeting.

Ambulance Transport Outside Frankfort

Fire Chief Eddie Slone gave a report regarding Ambulance Transport outside of Frankfort. Chief Slone indicated an increase of these transports would need to be accompanied by an additional ambulance and additional staff. His recommendation was to hold on a transport service and if more funds were to be spent they should be in the emergency service as opposed to the transport service. The Commission accepted Chief Slone's recommendation.

FPB Land Ownership

City Attorney Rob Moore gave a report on the Frankfort Plant Board's Land Ownership recommending that the City keep, transfer or sell this property. The Commission directed Mr. Moore to prepare deeds for all Plant Board Property. Commissioner Roach also requested that Mr. Moore research the recently formed Co-op regarding legality.

Department Vehicle Review

Commissioner Roach addressed the Commissioner to request a review of all City vehicles be conducted. The Commission agreed to the request and directed City Manager Tim Zisoff to meet with staff and gather requested information including vehicle inventory. Mr. Zisoff will report to the Commission at a future work session.

Goals/Action Items Schedule

The Commission discussed Goals and Action Items for 2015 and 2016. The Commission will receive a final report on 2015 goals in the next week. Goals that were not accomplished in 2015 will be combined with additional goals (3-5 per Commission member) and sent to the City Manager. The Commission will discuss these goals at a future meeting. The meeting has tentatively been set for February 15, 2016 at 5 p.m.