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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, December 21, 2015 –
Frankfort City Commission Voting Meeting – 5 p.m.
City Hall Commission Chambers**

Mayor/Commissioners in Attendance

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

CITIZENS COMMENTS

None

ORDINANCES

Parade Ordinance Amendment

SECOND READING: The Commission authorized a request amending Sections of the City of Frankfort Code of Ordinances dealing with holding of parades in the City of Frankfort. The ordinance revises the standards for submitting an application for a parade or a special event, provides for pre-determined routes, provides a minimum 18 minute pace requirement for races, provides for a security plan and reimbursement of the cost of implementing the plan. Four long-established events will be grandfathered in to the requirements: Gubernatorial Inaugurations, the Annual Jaycee's Christmas Parade, Frankfort High's Homecoming Parade and Kentucky State University's Homecoming Parade. The ordinance also revises the event notice requirements and the penalties found in Section 71.

Café Permit Ordinance Amendment – Version 1

FIRST READING: The Commission heard the first reading of a request amending Section 119.02 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 second version of the amendment was introduced (see below). The Commission will discuss which version will receive a second reading at the January Work Session. The chosen version will have its Second Reading at the January Regular Voting Meeting.

Café Permit Ordinance Amendment – Version 2

FIRST READING: 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 was introduced (see above). The Commission will discuss which version will receive a second reading at the January Work Session. The chosen version will have its Second Reading at the January Regular Voting Meeting.

RESOLUTIONS

Franklin County Health Department Syringe Exchange Program

The Commission did not approve a Resolution consenting to the operation of a syringe exchange program by the Franklin County Health Department. The program stated several factors including that Kentucky is suffering from an epidemic of heroin and other injection drug use as evidenced by the increases in all of the following: drug overdoses and untimely deaths, emergency room visits and hospitalizations due to heroin and other drug use, babies born to women with drug addiction, rates of communicable diseases, and law enforcement arrests and incarceration due to heroin and other drug possession and associated criminal activity. For a complete listing of factors please see the Agenda on the City Website. The Commission may revisit this at future meetings.

E-911 CAD Replacement

The Commission authorized the lease agreement between Kentucky Association of Counties Leasing Trust, PNC Equipment Finance, LLC, as Lessor, and the City of Frankfort, Kentucky with respect to the replacement of the E-911 Computer Aided Dispatch System (CAD). During the October 2015 meeting of the Board of Commissioners, the replacement of the E-911 Computer Aided Dispatch System was approved. The total cost for the new system, including 5 full years of 24/7 support is \$530,257.93. The CMRS grant monies will be used to make the initial payment due under the Lease with KACO. The total amount to be paid by the City under the Lease (excluding the grant monies) with KACO is \$357,519.12. The annual lease payments are in the approximate amount of \$106,000.00.

CONSENT CALENDAR

Items below were on the December Consent Calendar and are considered to be routine by the Board of Commissioners. These items were enacted by one motion and one vote.

Chemical Root Control Services

The Commission authorized the addition of funds to a contract with Duke's Root Control, Inc. to provide chemical root control services in sewer mains. Roots are an ongoing problem with aging sewers and the Department has a significant problem with root intrusion. The Sewer Department annually contracts to have roots chemically controlled throughout the system. In December 2011 a 5-year contract was awarded to Duke's Root Control, Inc. to perform chemical root control in sewers with significant root intrusion issues. This annual contract extension will allow the Department to treat approximately 5 miles of sewers. This is the final year of their 5-year contract with a \$50,000 annual limit and will be used during the 2016 calendar year.

QK4 Design Contract

The Commission authorized a Purchase Order for the Engineering Services Agreement with QK4 for design services to replace manholes and gravity lines along US 60 at Douglas Avenue and Langford Avenue due to the intersection redesign. The purchase order adds an additional \$7, 150.00 to the Original Contract of \$45,000.00; and Amendment 1 of \$22,104.70, making the approved amount \$74,254.79.

Re-bid Sewer Line Project – Second/Logan Streets

The Commission authorized staff to reject all bids and re-bid a project to repair sewer lines of the floodwall where there are two sewer pipe penetrations in the area of 2nd Street and Logan Street. Not only were all of the bids well above the engineer's estimate of \$170,000.00 but there was also a very significant spread between the bids.

Emergency Management License Agreement

The Commission authorized a license agreement between the City and the Commonwealth of Kentucky. City has purchased sirens to provide warning to residents of Frankfort in the event of an emergency. One of the sirens is to be installed on state property. The subject License Agreement provides authorization for the City to install a siren on property owned by the Commonwealth of Kentucky. The City will bear the cost of installing the siren and the cost of any repairs to same. However, there is no monthly or annual charge to be paid to the state.

Kentucky Division of Forestry Grant MOA

The Commission authorized a Grant Memorandum of Agreement between the City of Frankfort and the Kentucky Division of Forestry, for reimbursement up to but not to exceed \$2,200 to send Lorri Grueber, City Arborist, to the 2016 Municipal Forestry Institute (MFI) in Shepherdstown, WV.

IT Disaster and Recovery Contract

The Commission authorized entering into a contract with Dell to provide the hardware, software and installation for the City's back up disaster recovery plan, which will allow the City's network to be completely backed up off site and ensure no loss of information during a disaster.

New Ambulance Lease Agreement

The Commission authorized the Mayor to sign a credit application and lease agreement with Republic First National Bank for the purchase of a new ambulance. The lease is for one (1) of the ambulances that is currently on order. An initial payment of \$35,000 was budgeted for the purchase with the balance to be financed. The lease will be for five (5) years at an APR of 2.99% with a yearly payment of \$35,364.26. The first payment will be due in December of 2016.

Assistance to Firefighters Grant

The Commission authorized the fire department to apply for the Assistance to Firefighters Grant. The application period opens in December and will close in mid-January. The fire department will apply for stretcher lift assist devices for the ambulances. A total of seven (7) units will be requested at the cost of \$126,000. Other ambulance services that have implemented this equipment have seen an approximate 50% reduction in the number of back injuries associated with patient lifts.

Pinsly Engineering Contract

The Commission authorized the selection of Strand Engineering as design consultant for the Pinsly Trail Project from the respondents to the Request for Qualifications (RFQ). This project is a Transportation Alternative Project that is intended to connect areas of the city with walking/biking trails. The Consultant chosen will perform necessary surveys, studies, and models to develop a set of construction plans to complete the work and assist the City throughout the bidding process for the construction of the improvements. Strand Engineering was chosen as the Consultant because they exhibited the greatest knowledge of the site and the existing conditions and demonstrated the necessary expertise to perform the work.

Stretcher Inspection Agreement

The Commission authorized the Mayor to sign an agreement with EMSAR for inspection and maintenance of stretchers. The contract specifies that each stretcher will be inspected and serviced twice a year. This agreement was negotiated so that the fees associated with this service will be reduced from previous years.

Joint Training Agreement

The Commission authorized the Mayor to sign a Joint Training Agreement with the City of Georgetown permitting the two cities to conduct a joint firefighter recruit class, improving efficiency for both cities. The City of Frankfort and the City of Georgetown will each be responsible for compensating the personnel from their respective departments. The training will be scheduled using the facilities and instructors of both departments. Scheduling will be conducted in a manner that the City of Frankfort and the City of Georgetown have an equitable amount of both personnel and fiscal resources invested. The first joint cadet class will begin in January of 2016.

Personnel

Appointment of Joshua Dunmire, Fire/EMS, 1/5/16, Firefighter I
Appointment of Thomas Rankin III, Fire/EMS, 1/5/16, Firefighter I
Appointment of Jerry Clevenger, Fire/EMS, 1/5/16, Firefighter I
Appointment of Macy Hensley, Fire/EMS, 1/5/16, Firefighter I
Appointment of Andrew McCrystal, Fire/EMS, 1/5/16, Firefighter I
Appointment of Jeff Olson, E911/Police, 1/5/16, Telecommunicator I
Appointment of Derrick E. Taylor, E911/Police, 1/5/16, Telecommunicator I
Appointment of Derek Gray, Public Works, 1/5/16, Deputy Director of Public Works
Appointment of Katie Beard, Sewer, 1/5/16, Water Quality Engineer
Demotion of Tomba Brown, E911/Police, 12/14/15, from Telecommunicator II TAC to Telecommunicator II
Resignation of Tim Hopkins, Police, 12/29/15, Patrol Officer II
Termination of Randy Easton, Sewer, 12/14/15, Maintenance Tech I

BOARD APPOINTMENTS

Frankfort Human Rights Commission – Appointment of Sallye Hill Stumbo, for a term ending 12/1/18.

Frankfort Human Rights Commission – Appointment of Lisa Gabbard, for a term ending 12/1/18.

KCDC (CCEIDA) – Re-Appointment of James Inman, for a term ending 12/31/19.

OLD BUSINESS

Branding Committee Update

Mike Feldman and Carmen Inman of the Frankfort Area Chamber gave the Commission an update on the Branding initiative started in 2014. Mr. Feldman reported that Northstar, the branding consulting firm, had been in Frankfort in October, gathered information and talked with several groups to gain insight on Frankfort. Northstar has also been conducting surveys over the last few months. The Branding Committee expects Northstar to return to Frankfort in February for initial findings and have a final report in June of 2016.

Plant Board Agreement

The Commission authorized the Mayor to sign an agreement with the Frankfort Plant Board. The City and the Frankfort Plant Board have reached agreement on the amount of rent to be paid to the City by the Frankfort Plant Board, as well as the amount to be paid to the City for the use of City facilities. The Frankfort Plant Board has agreed to pay the amount of \$80,000.00 per year to lease the space it now occupies in the City Municipal Building, and the amount of \$109,000.00 for the use of City facilities, with adjustments to be made in the future.

Kentucky Avenue Interceptor Project

The Commission authorized Change Order #1 to the contract with Todd Johnson Contracting Inc. for construction of the Kentucky Avenue Interceptor Project. Bids were received on March 19, 2015 and Todd Johnson Contracting Inc. was determined to be the lowest qualified bidder at \$ 3,064,981.32 and was awarded the contract in April 2015. A total of 5 bids were received, the remaining bids were Norris Brothers Excavating for \$2,373,764.14, Lagco Excavation for \$3,754,711.00, Twin States Utilities for \$4,366,871.00 and Cleary Construction for \$5,085,424.00.