

**NOTICE  
SPECIAL 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, and in accordance with recommended and mandated precautions related thereto and Kentucky Opinion of the Attorney General 20-05, the following Meeting Notice is issued:

I, Layne Wilkerson, hereby call a Special Meeting of the Frankfort Board of Commissioners for Monday, April 26, 2021, at 5:00 p.m., in the Frankfort/Franklin County Emergency Operations Center, 300 West Second Street. This meeting will be in lieu of the Regular Meeting scheduled for Monday, April 26, 2021. All items on the agenda will be considered and action will be taken.

Per KRS 61.826, this meeting is a video teleconference meeting. One or more members of the Board of Commissioners will participate via Skype or a similar video conferencing system. The primary location will be in the Frankfort/Franklin County Emergency Operations Center, 300 West Second Street.

Per KY Attorney General Opinion 20-05, **public attendance will not be permitted** at this meeting because, due to the highly contagious nature of COVID-19, it is not feasible for the City to provide a central physical location for public viewing. Public comments on **agenda items only** will still be accepted for the meeting, by emailing comments to [bhecker@frankfort.ky.gov](mailto:bhecker@frankfort.ky.gov) by Monday, April 26 at 4:00 PM.

The meeting will be broadcast via Frankfort Plant Board Cable 10 Live and Facebook Live: Frankfort, Kentucky - City Hall [www.facebook.com/CityofFrankfortKY/](http://www.facebook.com/CityofFrankfortKY/).

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

S/Layne Wilkerson  
T/Mayor

SPECIAL REGULAR MEETING  
FRANKFORT BOARD OF COMMISSIONERS

April 26, 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 meeting to order.

#### **Recognition**

Mayor Wilkerson recognized April 30, 2021 as **"INTERNATIONAL JAZZ DAY"**. Dr. Keith McCutchen, D.M.A., Associate Professor of Music at Kentucky State University, presented the proclamation and spoke about the events on April 30<sup>th</sup>.

Mayor Wilkerson recognized the month of May as **"HISTORIC PRESERVATION MONTH"** and May 16-22, 2021 as **"HERITAGE WEEK"** – Mr. John Carlton spoke about Heritage Week and the events and history resources that will be available to the community during the week.

It was moved by Commissioner Waldrige, seconded by Commissioner Thompson, to move the executive session in front of the consent calendar. The motion was adopted by voice vote.

It was moved by Commissioner Waldrige, seconded by Commissioner Thompson, to go into Executive Session per KRS 61.810(1)(f), personnel, discussions which may lead to an appointment of a new City Manager. Action may be taken in open session. 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. The meeting went into closed session at 5:19 p.m.

It was moved by Commissioner Thompson, seconded by Commissioner May, that the meeting return to open session. The motion was adopted by voice vote. The meeting returned to open session at 6:05 p.m.

It was moved by Commissioner Waldrige, seconded by Commissioner Thompson, for Ms. Fields and staff to move forward in the hiring process and offer a \$150,000.00 salary for the position of City Manager to Thomas J. Hutka. 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.

#### **Consent Calendar**

The following miscellaneous and personnel items were presented:

- 1. Minutes – March 8, 2021 Special Work Session; March 22, 2021 Special Regular Meeting; March 26, 2021 Special Meeting; March 30, March 31 & April 1, 2021 Special Meeting**
- 2. Leslie Morris Park (Fort Hill) Roof Replacement Project Bid Acceptance – Parks**

Authorized the acceptance of a bid for the Leslie Morris Park (Fort Hill) roof replacement project for the Sullivan House and the Gippy Graham Activity Shelter and for the Mayor to sign all related documents. The previous City Manager and City Commission approved a capital improvement project to replace aging and leaky roofs at Leslie Morris Park (Fort Hill). The Parks Department put out a request for bids prior to Christmas. Two bids were returned to replace the roofs and there was a wide discrepancy in cost between the two. There was a \$23,000 difference. After reviewing the bids, the Interim City Manager and the Parks Director decided to not move forward with the lower bid and reevaluate the bid. The newly hired Historic Preservation Officer for the city was brought in on the discussion and to review and provide input on the bids. The bid package was tweaked, re-submitted and attempted to get a wider range of responses to ensure we are receiving the best price and the best quality roofs moving forward. After a 2nd round of bidding, only 2 bids again were received. Parks is recommending accepting the low bid of the 2nd round of bidding. The two bids received were from D&I General Contracting, LLC out of Georgetown, KY (low bidder) for a total bid amount of \$44,720.00 and Bri-Den Co., Inc. Roofing Contractors for a total bid amount of \$79,000.00. Funds are available in the city's capital project funds as well as the Fort Hill cell tower fund, meant for capital improvements at Fort Hill.

### 3. 2020-2021 Street Resurfacing Program Change Order No. 1 – Public Works

Authorized the Amending of the 2020-2021 Street Resurfacing Program Contract, with Flynn Brothers, and authorized the Mayor to sign all related documents. Flynn Brothers has already completed resurfacing of City streets in the amount of \$650,000. Public Works also requested additional services for the removal of curb and islands on Bypass Plaza Drive and there were additional unanticipated base repairs. Work completed has exceeded the approved amount by \$38,884.27. Considering the current contract unit prices have not increased at the rate of current market prices for asphalt materials, we would like to add an additional \$350,000 to the current contract prior to renegotiation of pricing. These funds will allow us to pave more streets for less cost in the long run. Money for this item is available in the Municipal Aid account 535.00.51100.

### 4. Contractor for the Holly Hills Stormwater Improvements Project – Public Works

Authorized a construction contract with R. W. Davidson Contracting in the amount of \$183,700.00, for the Holly Hills Stormwater Improvements Project, and for the Mayor to sign all related documents. The Holy Hills Stormwater Improvements Project will improve the drainage system in the Holly Hills neighborhood. Work includes removal of 120 linear feet of existing corrugated metal pipe (36" x 48" approximately) and replacement with 120 linear feet of Reinforced Concrete Box Culvert (36" x 60") with headwalls and 365 linear of concrete trickle channels. The project had a bid opening on April 8, 2021 and eight (8) bids were received as summarized in the attached Engineer's Recommendation Letter and Bid Summary. The design engineer reviewed the bids and contacted references for the low bidder. Everything was submitted correctly with the bid and they received positive references. We recommend awarding the contract to R. W. Davidson Contracting. This project will be funded by a Kentucky Infrastructure Authority (KIA) loan.

### 5. The following personnel items were presented:

- Promotion of Courtney Fallis in the IT Department from Telecommunicator II TAC to GIS Technician, effective 4/13/21 (IT).
- Promotion of Chris Wood in the Fire/EMS Department from Firefighter II to Sergeant, effective 5/11/21 (Fire/EMS).
- Promotion of Patrick Brooks in the Police Department from Sergeant to Lieutenant, effective 4/27/21 (Police).
- Promotion of Jason Gannone in the Police Department from Patrol Officer II to Sergeant, effective 4/27/21 (Police).
- Resignation of T.A. Rankin in the Fire Department as Fire Sergeant and to authorize payout of accrued leave, effective 4/12/21 (Fire).
- Resignation of Cody Allen in PW/Street Department as PW Tech III and to authorize payout of accrued leave, effective 4/21/21 (PW/Streets).
- Resignation of Jeffrey Cole Haney in the Fire Department as Firefighter I and to authorize payout of accrued leave, effective 4/1/21 (Fire).
- Appointment of Cory Porter in the Police Department as Patrol Officer II, effective 4/27/21 (Police).
- Appointment of Belinda Marcum in the Public Works Department as Administrative Aide, effective 4/13/21 (Public Works).
- Appointment of Jerel David Warner in the PW/Transit Department as Transit Driver, effective 4/13/21 (PW/Transit).

Permission to make up to four (4) conditional offers of employment for the position of Firefighter/EMT Recruit. The request to make these conditional offers of employment is contingent upon successful completion of background, medical, psychological, polygraph, and drug screen examinations by each candidate.

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

## Boards

### 1. Code Enforcement Board – Appointment of Will Prible, expiring 4-24-24 (filling vacant term).

It was moved by Commissioner Waldrige, seconded by Commissioner May, to accept the Mayor's recommendation. The motion was adopted by voice vote.

## Action Items

### 1. Second Reading

**"AN ORDINANCE REZONING PROPERTY located on Wilkinson Blvd with the address of 954 Wilkinson Blvd, more specifically described as PVA map number 061-00-00-080.00, from General Commercial District (CG) and Low Density Multifamily Residential District (RL) to High Density Multifamily Residential District (RH)".** This ordinance had its First Reading on March 22, 2021. Summary: This ordinance approves a zone map amendment for the property with the address of 954 Wilkinson Blvd more specifically described as PVA map Numbers 061-00-00-080.00, from General Commercial District (CG) and Low Density Multifamily Residential District (RL) to High Density Multifamily Residential District (RH).

It was moved by Commissioner Waldrige, seconded by Commissioner Thompson, 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. 7, 2021 Series).

### 2. First Reading

**"AN ORDINANCE AMENDING ORDINANCE NO. 12, 2020 SERIES APPROPRIATING THE REVENUE TO BE RECEIVED BY THE CITY OF FRANKFORT FOR THE FISCAL YEAR 2020-2021"** was presented, read and sponsored by Commissioner Waldrige. **Summary: This ordinance amends Ordinance No. 12, 2020 Series, appropriating the revenue to be received by the City for the Fiscal Year 2020-2021 by adding the following expenditures as noted above:**

- 1) General Fund-\$1,309,648 (aggregate total)
- 2) Capital Improvements-\$317,147 (aggregate total)

And by adding the following revenue:

- 1) General Fund -\$1,114,246 (aggregate total)

### 3. Homeland Security Grant Resolution – Fire

The purpose of this memo is to request the Board of Commissioners approve a resolution authorizing the Mayor to make application for and, upon approval, to enter into an agreement with the Kentucky Office of Homeland Security for the 2021 Kentucky Homeland Security (KOHS) grant. During the subsequent years following the tragic events of September 11, 2001, the City was awarded substantial grant funding to strengthen Hazardous Material Response capabilities. During this time, the fire department purchased several Hazardous Materials monitors to aid in identifying unknown chemicals. Unfortunately, like all technologies, the current Hazardous Materials monitors have become obsolete and non-maintainable. The grant covers 100% funding for approved projects, however, KOHS grants typically do not cover annual maintenance cost. The total grant request is for \$107,507.30. It is anticipated that, if approved, a conservative budget impact is estimated at \$13,000 in maintenance, warranty, and software upgrades annually.

It was moved by Commissioner May, seconded by Commissioner Waldrige, to adopt the resolution. 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 Resolution was thereupon adopted (Resolution No. 6, 2021 Series).

**4. Agreement for Use of Facilities with Kentucky State University (KSU) & Resolution – Parks**

It was moved by Commissioner Waldrige, seconded by Commissioner May, to adopt the resolution. 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 Resolution was thereupon adopted (Resolution No. 7, 2021 Series).

**5. Agreement for Use of Facilities (Baseball) with The Frankfort Christian Academy (TFCA) – Parks**

Following a discussion, it was moved by Commissioner Waldrige to table items 5 & 6 and for Parks to work with the schools regarding the agreements (motion died for lack of a second).

After additional discussion, it was moved by Commissioner Thompson, seconded by Commissioner Waldrige, to accept the agreement related to baseball facilities at Capitol View for 2021-2022. 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.

**6. Agreements for Use of Facilities (Spring Soccer) with The Frankfort Christian Academy (TFCA) & Frankfort Independent Schools (FIS) – Parks**

It was moved by Commissioner Thompson, seconded by Commissioner Waldrige, to approve the agreements. 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.

**7. A TIF Funding Percentage Resolution**

Laura Ross, City Solicitor, discussed the resolution and there are 60 days to execute the local participation agreement. After a lengthy discussion, it was moved by Commissioner Thompson, seconded by Commissioner Unger, to have 50% participation of taxes earned for the purpose of the TIF. Motion was withdrawn by Commissioner Thompson.

It was moved by Commissioner May to approve for the city to move forward with the TIF funding percentage at 75% for the city's commitment. Motion failed for lack of a second.

It was moved by Commissioner Thompson, seconded by Commissioner Waldrige, to have 50% participation of taxes earned for the purpose of the TIF, which included the resolution. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Waldrige, Thompson, Unger and Mayor Wilkerson (4). Voting against the motion was Commissioner May (1). The Resolution was thereupon adopted (Resolution No. 8, 2021).

**8. Discussion of the Broadway Bridge**

Tommy Russell, City Manager, stated that the State will take care of the piers and the City will maintain care of the right of ways. There has been no further communication from the State. Mr. Russell turned it over to Penny Peavler to speak about the status of the bridge.

~~It was moved by Commissioner Waldrige, seconded by Commissioner Thompson, to go into Executive Session per KRS 61.810(1)(f), personnel, discussions which may lead to an appointment of a new City Manager. Action may be taken in open session. The motion was adopted by voice vote. The meeting went into closed session at 7:10 p.m.~~

~~It was moved by Commissioner Thompson, seconded by Commissioner May, that the meeting return to open session. The motion was adopted by voice vote. The meeting returned to open session at 7:48 p.m. \*Note: The closed session was moved to before the consent calendar.~~

It was moved by Commissioner Thompson, seconded by Commissioner May, that the meeting adjourn. The question was put upon the motion and was adopted by voice vote. The meeting adjourned at 7:49 p.m.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk