

PRESENT: Commissioner Kyle Thompson  
Commissioner Leesa Unger  
Commissioner Katrisha Waldrige  
Commissioner Kelly May  
Mayor Layne Wilkerson (5)

ABSENT: None (0)

Following roll call, Mayor Wilkerson called the Work Session to order.

### **Ceremonial & Recognition**

Commissioner Waldrige congratulated Fletcher Mazaheri who won the National US Fencing Championship.

Commissioner Waldrige stated what an amazing event that "Noise for Jordon" turned out to be, a true celebration of his life. Remember mental illness is real and reach out to your family and friends.

Commissioner Unger said thanks for all city staff responding to the recent storms and for handling the downtown events. The joint housing study is complete, and the consultant will be at the Paul Sawyier Public Library on June 19<sup>th</sup> to do a presentation and discuss.

### **Staff Reports**

Kathy Fields, Human Resources Director, spoke about an amendment to the paid parental leave ordinance which will require an employee to be past their probationary period to utilize this benefit.

### **Discussion Items**

#### *Fire Station Discussion – Fire Chief, Jason Monroe and Eric Chambers with Brandstetter Carroll*

Eric Chambers with Brandstetter Carroll gave a PowerPoint and spoke to the Board of Commissioners regarding the process of the new Fire Station. An RFP was put out by the City of Frankfort and a feasibility study was completed for City Hall and the Fire Department. Following a brief question and answer period the Board of Commissioners requested that staff place this item on the July voting meeting agenda.

#### *Police, Fire, Public Works, Finance and Sewer Pay Discussion - Kathy Fields, Dusty Bowman and Jason Monroe*

Kathy Fields, Human Resources Director, spoke about a pay discussion in several departments to help with the turnover which an increase in funds could help stabilize. Police, Fire, Public Works, Finance & Sewer would have an additional amount of pay issued in August. The total increase on August 4<sup>th</sup> would not exceed \$800,000.00. The Board of Commissioners agreed to place this item on the July voting meeting agenda.

#### *FEMA Riverview Park Project - Katie Beard*

Katie Beard, Director of Public Works, gave a slide presentation on the bank stabilization project of Riverview Park which FEMA funding will assist in the amount of \$300,000.00 with a \$30,000.00 city match. Scott Arends, representing Hazen and Sawyer, spoke about the stability of the riverbank and would like to see a permanent fix as soon as possible. The City of Frankfort should commit approximately \$1.4 million to the project with some items being taken care of in-house. The Board of Commissioners agreed to place this item on the July voting meeting agenda.

### **Action Items**

#### **Approval of City Manager Job Description**

It was moved by Commissioner Unger, seconded by Commissioner May, to approve the job description the same as in 2018. Following further discussion, the motion was withdrawn.

It was moved by Commissioner Thompson, seconded by Commissioner May, to alter the essential functions to match the job posting of 2021. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Thompson, Unger, May and Mayor Wilkerson (4). Voting against the motion was Commissioner Waldrige (1). The motion was thereupon adopted.

#### **Amendment to Strategic Initiatives Professional Services Agreement and Addition of Co-Interim City Manager Duties, Terms and Conditions**

It was moved by Commissioner Waldrige, seconded by Commissioner May, to approve the amended agreement. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Thompson, Unger, Waldrige, May and Mayor Wilkerson (5). Those voting against the motion were none (0). The motion was thereupon adopted.

#### **Memorandum of Agreement UPDATE - FIS Sports (Baseball, Softball, Tennis & Golf Teams)**

The purpose of this agenda item is to update the Board of Commissioners and seek approval for the Parks Department to enter into a memorandum of agreement (MOA) for Frankfort Independent Schools Sports (Baseball, Softball, Tennis & Golf Teams). Updating information from June 26<sup>th</sup> voting meeting consent item, moved to a discussion item. This is why the item is listed as an Action Item at the Work Session. Staff recommends that we approve the MOA for FIS sports. Once approved staff will plan to implement and manage the MOA.

It was moved by Commissioner Thompson, seconded by Commissioner Waldrige, to approve the MOA. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Thompson, Unger, Waldrige, May and Mayor Wilkerson (5). Those voting against the motion were none (0). The motion was thereupon adopted.

### **First Reading**

**"AN ORDINANCE AMENDING CITY OF FRANKFORT CODE OF ORDINANCES, SECTIONS 40.22 AND 40.24, RELATED TO FIRE DEPARTMENT AGE LIMITS AND PROMOTIONAL PROCEDURES"** was presented, read and sponsored by Commissioner Waldrige. Summary: This ordinance 1) amends Section 40.22 of the City of Frankfort Code of Ordinances to lower the age requirement for Fire Department appointments from nineteen to eighteen; and 2) amends Section 40.24 to a) redistribute the scoring percentages for Fire Department promotional examinations by raising the percentage assigned to performance assessment to 45% instead of 35%; b) delete the component percentage assigned to longevity, and instead assign one-half point for each year of service, up to 10 points, to be added to the total score; and c) change the promotional ineligibility for employees that have been suspended for three or more days within the previous 24 months to ineligibility for any suspension within the previous 24 months.

**First Reading**

**“AN ORDINANCE AMENDING CITY OF FRANKFORT CODE OF ORDINANCES SECTION 37.32 RELATED TO SALARY SCHEDULES AND PAY GRADE STRUCTURE”** was presented, read and sponsored by Commissioner May. Summary: This ordinance amends City of Frankfort Code of Ordinances Section 37.32 to update “COF Salary Schedule” to 1) reflect the recently adopted cost of living increase; 2) move starting positions in several departments one pay band higher and remove a reclassification structure for those positions; 3) add new job titles and pay grades for a restructuring of the Finance Department; and 4) add job titles for a Risk Manager and a Transit Driver-Non CDL.

**Discussion of Tentative Agenda**

The Board of Commissioners stated a few items that should be on the voting meeting agenda such as; second reading of ordinances, FEMA/Riverbank stabilization, pay increases, paid parental leave ordinance and the new Fire Station.

**New Business**

Commissioner Unger stated that you can donate cans to the Fuller Center on Owenton Avenue.

Commissioner Thompson mentioned overgrowth on the west side of town at the entrance to the city, in the medians, etc.

Commissioner Waldrige asked that citizens be respectful, please stop with the fireworks and end them at a decent time.

Commissioner Waldrige has studied the bus stops over the past few months. Someone should be checking them for trash and the homeless community staying in the shelters at the bus stops.

It was moved by Commissioner May, seconded by Commissioner Waldrige, to go into Executive Session pursuant to KRS 61.810(1)(b), property, “deliberations on the future acquisition of real property related to the implementation of the downtown master plan when publicity would be likely to affect the value” and KRS 61.810(1)(f), personnel, “discussion of an employee’s problem resolution complaint”. Action may be taken in open session. The motion was adopted by voice vote. The meeting went into closed session at 6:33 p.m.

It was moved by Commissioner May, seconded by Commissioner Waldrige, that the meeting return to open session. The motion was adopted by voice vote. The meeting returned to open session at 7:22 p.m.

It was moved by Commissioner Thompson, seconded by Commissioner Waldrige, to deny a hearing as is unnecessary and to direct the office of the interim City Manager to make necessary adjustments to address remediation for the employee granted in accordance with ordinance 37.42. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Thompson, Unger, Waldrige, May and Mayor Wilkerson (5). Voting against the motion were none (0). The motion was thereupon adopted.

It was moved by Commissioner Waldrige, seconded by Commissioner Thompson, to purchase 2.41 acres at 772 Wilkinson Blvd. and to authorize the Mayor to sign the contract. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Thompson, Unger, Waldrige, May and Mayor Wilkerson (5). Voting against the motion were none (0). The motion was thereupon adopted.

Commissioner Waldrige requested an update on Interapt at the next meeting.

It was moved by Commissioner Waldrige, seconded by Commissioner Thompson, that the meeting adjourn. The question was put upon the motion and was adopted by voice vote. The meeting adjourned at 7:30 p.m.

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Mayor

Attest:

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City Clerk