

REVISED 9-22-17

AGENDA

CITY OF FRANKFORT
BOARD OF COMMISSIONERS - REGULAR MEETING
315 WEST SECOND STREET
FRANKFORT, KY 40601
502/875-8500 ~ www.frankfort.ky.gov

September 25, 2017
5:00 P.M. (EDT)

INVOCATION – HAROLD GITAU – SALVATION ARMY

PLEDGE OF ALLEGIANCE

ROLL CALL

CITIZEN COMMENTS – PLEASE USE THE SIGN IN SHEET. INDIVIDUAL REMARKS ARE LIMITED TO FIVE MINUTES.

CEREMONIAL ITEMS

The Board of Commissioners traditionally recognizes city employees who are retiring or are being promoted. At this meeting, the following individuals will be recognized.

Retirements:

- *Jeff Abrams will retire from the Police Department following 20 plus years of service.*
- *Luther Cummins will retire from the Police Department following 5 plus years of service.*
- *Beverly Thornsberry will retire from the Fire Department following 26 plus years of service.*
- *John Haden will retire from the Fire Department following 19 years of service.*

CONSENT CALENDAR

Items on the Consent Calendar are considered to be routine by the Board of Commissioners and will be enacted by one motion and one vote. There will be no separate discussion of these items unless a Board member so requests, in which event the item will be removed from the Consent Calendar and considered separately. The City Manager will read the items recommended for approval.

1. **Minutes** – August 4, 2017 Special Meeting; August 14, 2017 Work Session; August 28, 2017 Regular Meeting; August 30, 2017 Special Meeting.
2. **Compensating Change Order for Stewart Richey Construction, Inc. for Rolling Acres Phase 1**
The purpose of this memorandum is to request approval from the City Commission for Change Order #1, the final compensating change order to a construction contract with Stewart Richey Construction, Inc. for close out of the Rolling Acres Phase 1 project and authorize the Mayor to sign all related documents (Sewer).
Attachments: Change Order No. 1
Suggested Disposition: Receive and File; Approve
3. **Surplus Peracetic Acid Totes and offer for sale to the General Public**
The Sewer Department utilizes Peracetic Acid (PAA) as a backup disinfectant. The product arrives in 330 gallon totes, which the supplier does not want returned. The options are either to crush the totes and pay to send to the landfill or offer the totes to the general public at no cost (Sewer).
Attachments: Order Declaring the Property Surplus, Release and Indemnity Agreement for Purchase of Surplus PAA Totes, Copy of Appraisal (To Be Provided)
Suggested Disposition: Receive and File; Approve

4. Purchase Rockwell Automation Software for SCADA Project

The purpose of this memo is to request authorization to purchase Rockwell Automation Software for the Sewer Department SCADA System from CED and authorize the Mayor to sign all related documents.

Attachments: Quotes

Suggested Disposition: Receive and File; Approve

5. SCADA, NPW System and Emergency Generator Change Order #4

The purpose of this memo is to recommend the authorization of Change Order #4 to SCADA, NPW System and Emergency Generator Contract with Herrick Co. and authorize the Mayor to sign all related documents (Sewer).

Attachments: Change Order #4

Suggested Disposition: Receive and File; Approve

6. Contract Extension with Airgas for Liquid Oxygen

The purpose of this memo is to recommend the authorization of a contract extension with Airgas-Mid America to provide liquid oxygen for the ozone system and authorize the Mayor to sign all related documents (Sewer).

Attachments: Contract (To be provided)

Suggested Disposition: Receive and File; Approve

7. Auction surplus items from Police Department

Police are in possession of numerous items that are no longer of use or service. Each year, in an effort to minimize maintaining unnecessary inventory, police seek Commission approval to declare such items as surplus property and authorize the Mayor to sign all related documents (Police).

Attachments: Surplus list

Suggested Disposition: Receive and File; Approve

8. Declaration of 2 Handguns as Surplus

The purpose of this agenda item is to seek Commission approval to declare 2 city owned handguns as surplus for buy back by retired Chief Abrams and authorize the Mayor to sign all related documents (Police).

Attachments: None

Suggested Disposition: Receive and File; Approve

9. 2018 Litter Abatement form

The purpose of this memo is to obtain the Mayor's signature on the 2018 litter abatement forms for funding made available by the Kentucky Natural Resources and Environmental Protection Cabinet (Public Works).

Attachments: Litter Abatement Forms (To be provided)

Suggested Disposition: Receive and File; Approve

10. Diamond Grinding of Sower Blvd.

The purpose of this memo is to request approval of a bid to WL Harper Co. for the diamond grinding of Sower Boulevard and authorize the Mayor to sign all related documents. Sower Blvd. is a 1,500 foot long, 4-lane concrete road leading from the new state office building to the East-West Connector. The road is in good structural shape but the overall ride quality is very poor and diamond grinding would create a more uniform driving surface (Public Works).

Attachments: Bid schedule

Suggested Disposition: Receive and File; Approve

11. Solid Waste Rear Loader

Staff requests approval to purchase a 2018 25 yd rear loading solid waste collection truck from Municipal Equipment and authorize the Mayor to sign all related documents (Public Works).

Attachments: None

Suggested Disposition: Receive and File; Approve

<u>12. Personnel</u>	<u>Employee</u>	<u>Department</u>	<u>Date</u>	<u>Other</u>
Retirement	Jeff Abrams	Police	8/31/17	Police Chief (authorize payment of accrued leave)
Retirement	Luther Cummins	Police	9/30/17	Patrol Officer II (authorize payment of accrued leave)
Retirement	Beverly Thornsberry	Fire	9/30/17	Administrative Specialist (authorize payment of accrued leave)
Retirement	John Haden	Fire/EMS	9/30/17	Fire Battalion Chief (authorize payment of accrued leave)
Appointment	Nancy Bailey	City Manager	10/03/17	Paralegal
Appointment	Josh Hutcherson	PW/Streets	9/19/17	PW Tech I
Appointment	Michael Marraccini	PW/Streets	9/19/17	PW Tech II
Appointment	Andrew Humphries	Police	9/5/17	Patrol Officer

Attachments: Letters of retirement – Jeff Abrams, Luther R. Cummins, Beverly Thornsberry, John Haden

Suggested Disposition: Receive and File; Approve

13. Station 2 Addition RFP

The purpose of the memo is to request approval to advertise for an RFP to add an addition to Fire Station No. 2, located on Holmes Street and authorize the Mayor to sign all related documents (Fire).

Attachments: RFP

Suggested Disposition: Receive and File; Approve

14. Surplus of Inventory from Fire Department

The purpose of the memo is to request approval to surplus inventory items deemed obsolete or unusable by the Fire Department and authorize the Mayor to sign all related documents (Fire).

Attachments: Surplus list

Suggested Disposition: Receive and File; Approve

15. Transit Van

Staff requests approval to purchase a 2017 Dodge Low Floor Minivan from American Bus & Accessories, Inc. via KPTA Bid #7 and authorize the Mayor to sign all related documents (Public Works).

Attachments: Purchase Request and Authorize from the State

Suggested Disposition: Receive and File; Approve

16. Website RFP

The purpose of this memorandum is to provide information on the City of Frankfort's website and to recommend the issuance of a Request For Proposal (RFP) for redesign and updating of the website and authorize the Mayor to sign all related documents (IT).

Attachments: RFP

Suggested Disposition: Receive and File; Approve

17. City of Frankfort & Franklin County Walk/Bike Master Plan

The purpose of this memorandum is to request Board of Commissioners' approval of the attached City of Frankfort & Franklin County Walk/Bike Master Plan and authorize the Mayor to sign all related documents.

Attachments: Master Plan

Suggested Disposition: Receive and File; Approve

18. Community Beautification and Collaboration Grant

The purpose of this memorandum is to request Board of Commissioners' approval of the creation of a Community Beautification Grant program for the City of Frankfort and authorize the Mayor to sign all related documents.

Attachments: None

Suggested Disposition: Receive and File; Approve

BOARDS

1. Board Appointments

1.1 Architectural Review Board– Appointment of Eric Whisman (replacing John Patrick Downs) expiring 9-12-20.

Attachments: Letter from the Mayor & resume

Suggested Disposition: Receive and File; Approve

1.2 Architectural Review Board– Reappointment of Irma Johnson expiring 9-12-20.

Attachments: Letter from the Mayor & resume

Suggested Disposition: Receive and File; Approve

1.3 Frankfort Electric & Water Plant Board – Appointment of Dawn Hale (replacing Scott T. Green) expiring 9-23-21.

Attachments: Letter from the Mayor & resume

Suggested Disposition: Receive and File; Approve

ACTION ITEMS

These are items where discussion is held by the City Commission. Items such as Ordinances, Orders and Resolutions. Public comments are not allowed except as authorized by the Mayor.

1. Second Reading

An Ordinance to establish the 2018 Motor Vehicle Tax Rates for the City of Frankfort. ***This Ordinance had its First Reading on August 28, 2017.***

Suggested Disposition: Receive and File; Adopt Ordinance

2. Second Reading

An Ordinance to establish 2017 Real and Personal Property Tax Rates for the City of Frankfort. ***This Ordinance had its First Reading on August 28, 2017.***

Suggested Disposition: Receive and File; Adopt Ordinance

3. Second Reading

An Ordinance amending the City of Frankfort Code of Ordinances, Chapter 38, Sections 38.01, 38.02 and 38.03 concerning purchasing and local preferences. ***This Ordinance had its First Reading on August 28, 2017.***

Suggested Disposition: Receive and File; Adopt Ordinance

4. Resolution for the 2017 Transportation Alternative Program Grant

A resolution authorizing the filing of an application for 2017 Transportation Alternative Program (TAP) Grant. TAP funding focuses on non-vehicular or alternative transportation such as pedestrian crossings, bicycle lanes and other safety issues. Staff would like to request authorization to apply for TAP funding for the implementation of recommendations made by the Greening America's Capitals Program in 2014 in the amount of \$1,500,000.00 and to authorize the Mayor to sign all related documents.

Attachments: Resolution

Suggested Disposition: Receive and File; Approve

5. First Reading

An Ordinance amending section 40.15 of the City of Frankfort Code of Ordinances relating to term limits of the Board of Civil Service.

Suggested Disposition: Receive and File; Adopt Ordinance

6. First Reading

An Ordinance amending the City of Frankfort Code of Ordinances, section 37.31 relating to the employee classification and compensation pay plan, section 37.33 relating to Mayor and Commission salary rates and section 37.38 relating to annual employee salary adjustments, and repealing section 32.02 related to Commissioner salaries.

Suggested Disposition: Receive and File; Adopt Ordinance

7. A Joint Resolution for the City and County

A Joint Resolution creating the City of Frankfort/Franklin County Community Engagement Advisory Committee for redevelopment of the Capital Plaza and associated areas.

Attachments: Resolution

Suggested Disposition: Receive and File; Approve

CITY COMMISSION UPDATES

CLOSED SESSION PER KRS 61.810 (1)(c) LITIGATION

ADJOURNMENT