

# City of Frankfort

## Capital of Kentucky

815 West Second Street, P.O. Box 697  
Frankfort, Kentucky 40602  
(502) 875-8500

*Where History Is Made Every Day!*

**Mayor**  
William I. May, Jr

**Commissioners**  
Lynn Bowers  
Tommy Z. Haynes  
Robert E. Roach  
Scott Tippett

4-25-18

### SPECIAL MEETING CALL

I, William I. May, Jr. hereby call a Special Meeting of the Frankfort Board of Commissioners for Monday, April 30, 2018, at 5:00 p.m., in the Council Chamber of the Municipal Building, 315 West Second Street. This meeting will be in lieu of the Regular Meeting scheduled for Monday, April 23, 2018. All items on the agenda will be considered and action will be taken.

S/William I. May, Jr.  
T/Mayor



**Equal Opportunity Employer M/F/H**  
**Equal Housing Opportunity** 

Revised 4-27-18

**AGENDA**

**SPECIAL REGULAR MEETING  
BOARD OF COMMISSIONERS  
315 WEST SECOND STREET  
FRANKFORT, KY 40601  
502/875-8500 ~ [www.frankfort.ky.gov](http://www.frankfort.ky.gov)**

**April 30, 2018  
5:00 P.M. (EDT)**

**INVOCATION– RETIRED, REV. JACK BREWER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**CEREMONIAL ITEMS**

***Introduction of ICMA Fellows***

The City will once again be hosting two ICMA Fellows this spring. Our Fellows for this round are two gentlemen, Sum Sirey from Cambodia and Francis Gasgonia from the Philippines.

**Reforest Frankfort – Tee-shirt design winners**

- *Winner \$50*            *Madalyn Zeinart*
- *2nd Place \$35*        *Elsie Dominguez*
- *3rd Place \$20*        *Zachary Riggs*

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:**

Police Department - Lieutenant Herbert Wilson will retire May 1, 2018 with over 18 years of service.  
Police Department - Detective Mike Davidson will retire May 1, 2018 with over 15 years of service.

**Promotions:**

Police Department - Promotion of Travis Curtsinger in the Police Department from Sergeant to Lieutenant.  
Police Department - Promotion of Kenneth Keith in the Police Department from Officer to Sergeant.

**CITIZEN COMMENTS – PLEASE USE THE SIGN IN SHEET. INDIVIDUAL REMARKS ARE LIMITED TO FIVE MINUTES (AGENDA ITEMS ONLY).**

**CONSENT CALENDAR**

Items on the Consent Calendar are considered 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** – March 12, 2018 Work Session; March 13, 2018 Special Meeting; March 26, 2018 Regular Meeting

**2. Glenns Creek Interceptor—Hayes Pipe Supply, Inc**

The purpose of this memo is to recommend the approval of Pipe Procurement contract with Hayes Pipe Supply, Inc. for pipe supply for Glenns Creek Interceptor project and authorize the Mayor to sign all related documents. Glenns Creek interceptor is a major trunk line in the sewer system that starts near Versailles Road and conveys flow to the river crossing near 4th Street. The line was originally installed in the 1960's and upgraded in the early 1980's. The line is nearing capacity overload with the additional growth of the east end of Frankfort since the 1980's and is also experiencing structural issues due to the degradation of the concrete pipe used in the 1980's construction. This contract is to supply pipe only so that it will be owner supplied to the contractor. By purchasing directly this will be approximately a \$20,000.00 savings by not paying sales tax. Bids were received on March 13, 2018 and Hayes Pipe Supply, Inc. was determined to be the lowest qualified bidder at \$ 332,899.29. A total of 4 bids were received, the remaining bids were Core and Main, LP for \$337,545.68, CI Thornburg for \$342,035.35, and Ferguson Water Works for \$351,691.82. This project was budgeted for in the sewer construction account and is under a Kentucky Infrastructure Authority (KIA) Loan. Currently there is \$4,529,000 left available on the loan. We would request an authorization of \$366,189.22 which will include a 10% contingency for change orders to be approved administratively. The original contract is \$332,899.29 (Sewer).

**Attachments: Engineer's recommendation letter**

**Suggested Disposition: Receive and File; Approve**

**3. Glenns Creek Interceptor—Tribute Contracting and Consulting, LLC.**

The purpose of this memo is to recommend the approval of a construction contract with Tribute Contracting and consultants, LLC for the Glenns Creek Interceptor project and authorize the Mayor to sign all related documents. Glenns Creek interceptor is a major trunk line in the sewer system that starts near Versailles Road and conveys flow to the river crossing near 4th Street. The line was originally installed in the 1960's and upgraded in the early 1980's. The line is nearing capacity overload with the additional growth of the east end of Frankfort since the 1980's and is also experiencing structural issues due to the degradation of the concrete pipe used in the 1980's construction. Bids were received on March 22, 2018 and Tribute Contracting and Consultants, LLC was the determined to be the lowest qualified bidder at \$ 2,282,242.00. A total of 7 bids were received, the remaining bids were Cleary Construction, Inc. for \$3,189,760.00, Smith Contractors, Inc. for \$3,244,590.00, Norris Brothers Excavating LLC for \$3,474,725.00, Todd Johnson Contracting, Inc. for \$3,998,372.71, Lagco, Inc. for \$4,154,456.00, and Garney Companies, Inc. for \$4,528,020.00. The Engineers estimate was \$3,500,000.00. This project was budgeted for in the sewer construction account and is under a Kentucky Infrastructure Authority (KIA) Loan. Currently there is \$4,529,000 left available on the loan. We would request an authorization of \$2,521,466.20 which will include a 10% contingency for change orders to be approved administratively. The original contract is \$2,282,242.00 (Sewer).

**Attachments: Engineer's recommendation letter**

**Suggested Disposition: Receive and File; Approve**

**4. Glenns Creek Interceptor—Hazen**

The purpose of this memo is to recommend the approval of a contract amendment with Hazen for additional services related to the KIA loan for Glenns Creek Interceptor project and authorize the Mayor to sign all related documents. This interceptor line is approximately 3.25 miles starting along Senate Drive, then following the railroad down to the Kentucky River near Springhill where it connects to the 4th Street siphon. It provides service to the area bounded by the Kentucky River to the West, Main Street to the North, and Versailles Road to the East. The interceptor was constructed in the early 1980's of reinforced concrete pipe and during a recent evaluation it was determined to be in serious disrepair. Utilizing the information acquired during that evaluation, Hazen and Sawyer will consider lining/replacement alternatives to determine the most cost effective method of correcting the identified deficiencies. Hazen and Sawyer will also evaluate capacity to determine if the pipe requires upsizing to handle the growth that has occurred since the 1980's and also look at projected future growth including the proposed State office building at Sower Boulevard. This study will determine whether repair or replacement of the lines will be the most financially and technically beneficial.

**Amendment 1:** This amendment is to add detailed design services, bidding services, construction administration and resident representation to the professional services agreement. With this amendment the professional engineering fees are less than 10% of the estimated project costs. This amendment also includes \$81,000.00 credit for services that were not needed in the original contract. This project is being funded by an SRF loan. **Amendment 2:** This amendment is to cover additional services required by the KIA loan. As part of the requirements of the KIA loan there are additional submittals during design and bidding and monthly

reports that are required to be submitted during the project by the engineering firm on the project. This section of the contract will be billed on an hourly basis with a not to exceed amount of \$20,000.00.

Original Contract	\$171,000.00
Amendment 1	\$277,000.00
Amendment 2	\$ 20,000.00
Total Contract	\$448,000.00

This project was budgeted for in the sewer construction account and is under a Kentucky Infrastructure Authority (KIA) Loan. Currently there is \$4,529,000 left available on the loan. We would request an authorization of \$20,000.00 (Sewer).

**Attachments: Amendment 2 (draft)**

**Suggested Disposition: Receive and File; Approve**

**5. Sewer Cleaning Contract**

The purpose of this memorandum is to request approval of a Sewer Cleaning Contract with Pipe Eyes, LLC in the amount of \$49,899.65 and authorize the Mayor to sign all related documents. The Sewer Department has Capacity, Management, Operation and Maintenance (CMOM) annual goals for CCTV, sewer cleaning and manhole inspections. In previous years, at least half of this work has been contracted for a cost of \$150,000 per year. This fiscal year, the FSD camera crew has already completed 90% of the annual goal for CCTV and 60% of the cleaning goal. They are getting set up to complete the manhole inspections in house as well. An RFP was issued for contracted sewer cleaning of about 30% of our annual goal to supplement in house efforts. Three bids were received and Pipe Eyes, LLC was the low bid at \$49,899.65. The other two bids were \$82,326.00 and \$80,144.40. Our annual goals must be met by June 30, 2018. The amount of work the crews were able to complete in house this year will save the department \$100,000. The cost for this project is \$49,899.65. This project is listed in the current budget and funds are available in 300.68.56555, which has a budget of \$9,310,000.00 and as of February 28<sup>th</sup>, 2018, \$2,092,873.18 expensed and encumbered (Sewer).

**Attachments: Contract**

**Suggested Disposition: Receive and File; Approve**

**6. 2017 Historic Grant Extensions**

Staff requests a time extension of sixty days for four properties including 330 St. Clair Street, 517 Shelby Street, and 307 Logan Street for the 2017 Historic Preservation Grant. All four projects were scheduled to be completed by May 1, 2018, however, due to inclement weather over the past several weeks they may not be completed on time. This extension will give additional time to complete the work. Staff recommends giving the 60 day time extension. These projects have begun but were delayed due to poor weather. Time extensions have been given for similar projects during the last two funding cycles. There is no budget impact for this time extension (Grants).

**Attachments: None**

**Suggested Disposition: Receive and File; Approve**

**7. 2018 Recreational Trails Grant Application**

Staff requests approval to apply for grant funds for trail amenities under the 2018 Recreational Trails Grant Programs and to authorize the Mayor to execute all grant documents pertaining to this application. The Department for Local Government has asked for projects for the 2018 funding cycle. Staff recommends installing trail amenities to the Pinsky Trail. Total costs to complete the project will not exceed 100,000.00. Our grant request will be for \$80,000.00 and the City's match will be \$20,000.00 which can be met with cash or in-kind services. Amenities to be added to the Pinsky Trail with Recreational Trail funds include railing at the Clinton Street access, fencing along the trail edges, landings and curves, plantings for soil stabilization, kiosks, benches, signage and historical exhibits. If the City does not pursue these funds the amenities will be added at a later date when funds are available in the budget. Match for the project will be 20 percent of the overall project. Grants funds requested will not exceed \$80,000.00 which would make the city match \$20,000.00 in cash or in-kind contributions (Grants).

**Attachments: Resolution**

**Suggested Disposition: Receive and File; Approve**

**8. Panel Truck Replacement – Public Works Street Division**

Public Works is seeking approval to purchase a 2019 F450 4WD Supercab from Paul Miller Ford via the Master Commissioner’s Agreement to replace a truck that was damaged in an accident and to authorize the Mayor to sign all related documents. The truck being replaced was damaged in an accident that occurred on December 18, 2017. The cost estimate for repairing the damage to the truck due to the accident is \$8,348.18. There are other repairs that need to be done to the truck due to wear and tear; these are estimated to be \$1,664.72. The Master Commissioner’s Agreement has a 2019 F450 4WD Supercab available from Paul Miller Ford for \$46,337.28. The purchase of this truck was not included in the 2017-18; however, funds are available in the Street Division due to the lack of the need to purchase salt this year (Account 100.62.54315). This purchase would come from the Equipment Account (100.62.56550) (Public Works).

**Attachments: Paul Miller Quote**

**Suggested Disposition: Receive and File; Approve**

**9. Request for approval of Sturgill Turner Barker Maloney letter of engagement for continuing representation related to the Old Y court-ordered mediation and litigation (Legal).**

**Attachments: Engagement letter**

**Suggested Disposition: Receive and File; Approve**

**10. 2017 Phase II Annual Report**

Public Works is seeking approval for authorization for the Mayor to sign the 2017 Phase II Annual Report for the City of Frankfort and Franklin County on behalf of the City of Frankfort. Every year the City of Frankfort is required to submit a report to the Kentucky Division of Water summarizing the City’s Phase II program and its activities. The City of Frankfort, due to its size, is considered a Phase II City with regards to stormwater and, because of this designation, is required to have a program in place to perform tasks associated with preventing the storm runoff from becoming polluted. These tasks include education of the staff and public, preventative measures, and maintenance activities. Since Frankfort and Franklin County are co-permittees, a shared consultant assists in preparing the Annual Report each year and the report is required, by law, to be signed by the highest elected official in the governing body. The Mayor’s is the required signature for the City and the Judge-Executive will sign on behalf of Franklin County (Public Works).

**Attachments: 2017 Annual MS4 Report**

**Suggested Disposition: Receive and File; Approve**

**11. EMSCO DBA OP Aquatics – Pool Chemicals**

The purpose of this memorandum is to request approval of a bid for 200-250, 50lb drums of Calcium Hypochlorite Tablets and authorize the Mayor to sign all related documents. Item #2 listed on the Parks bid documents will be re-bid due to clerical error. The above chemicals are required for regular pool function and safety. The Parks Department received multiple bids for this project and EMSCO DBA OP Aquatics was evaluated as the best qualified. Their price was also the lowest at \$118.00 per unit. Proposals were also received from Spear Corporation at \$124.00 per unit and Brenntag Mid-South at \$192.50. Award the amount of \$26,550.00 (225 units at \$118.00 per unit) to EMSCO DBA OP Aquatics. Funds are available in account 100.82.54335, which has a budget of \$40,000.00 and as of March 2018, \$34,606.10 expensed and encumbered (Parks & Rec).

**Attachments: Bid documents**

**Suggested Disposition: Receive and File; Approve**

<b>12. Personnel</b>	<b>Employee</b>	<b>Department</b>	<b>Date</b>	<b>Other</b>
Appointment	Andrew Durrenberg	Fire	4/10/18	Firefighter I
Appointment	Justin Walker	Fire	4/10/18	Firefighter I
Appointment	Samuel Hillard	Fire	4/10/18	Firefighter I
Appointment	Thomas Lightfoot III	Fire	4/10/18	Firefighter I
Appointment	Andrew Brewer	Fire	4/10/18	Firefighter I

Appointment	Jarod Rhodus	Fire	4/10/18	Firefighter I
Appointment	Kevin Lilly	PW/Transit	5/1/18	Transit Driver
Appointment	Alysia Cook	E911/Police	5/1/18	Telecommunicator I
Appointment	Amanda Miller	E911/Police	5/1/18	Telecommunicator I
Appointment	Emily King	E911/Police	5/1/18	Telecommunicator I
Appointment	Charles Brammer	Sewer	5/1/18	Plant Operator I
Appointment	Daniel Quire	Police	5/1/18	Patrol Officer I
Appointment	Jonathan Dean	Police	5/1/18	Patrol Officer I
Promotion	Kenny Keith	Police	5/1/18	Patrol Officer III to Sergeant
Promotion	Travis Curtsinger	Police	5/1/18	Police Sergeant to Police Lieutenant
Retirement	Herb Wilson	Police	4/30/18	Police Lieutenant (authorize payment of accrued leave)
Retirement	Mike Davidson	Police	4/30/18	Patrol Officer III (authorize payment of accrued leave)

**Attachments: Herb Wilson, retirement letter; Mike Davidson, retirement letter.  
Suggested Disposition: Receive and File; Approve**

## BOARDS

### 1. Board Appointments

**1.1 Code Enforcement Board** – Reappointment of Brenda Allen expiring 4-24-21.

**Attachments: Letter from the Mayor & Resume**

**Suggested Disposition: Receive and File; Approve**

**1.2 Forestry Advisory Board (Tree Board)** – Reappointment of Henry Scott Hankla, Jr. expiring 5-8-21.

**Attachments: Letter from the Mayor & Resume**

**Suggested Disposition: Receive and File; Approve**

**1.3 Board of Park Commissioners** – Reappointment of Ann French Thomas expiring 5-1-22.

**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 are discussed under this section of the agenda. Public comments are not allowed except as authorized by the Mayor.

### 1. Second Reading

An Ordinance amending section 36.069(A) pertaining to the Director of Planning & Building Codes of the City of Frankfort Code of Ordinances. ***This Ordinance had its First Reading on March 26, 2018.***

**Suggested disposition: Receive and File; Adopt Ordinance**

- 2. Second Reading**  
An Ordinance amending section 40.23(A), section 40.45(A), section 40.48(A) and section 40.49(A) & (B) of the City of Frankfort Code of Ordinances relating to Police Department promotions. ***This Ordinance had its First Reading on March 26, 2018.***

**Suggested disposition: Receive and File; Adopt Ordinance**
- 3. Second Reading**  
An Ordinance amending the City of Frankfort Code of Ordinances Sections 71.52 related to Parades and Special Events. ***This Ordinance had its First Reading on April 16, 2018.***

**Suggested disposition: Receive and File; Adopt Ordinance**
- 4. Second Reading**  
An Ordinance amending Section 32.03(a) of the City of Frankfort Code of Ordinances regarding the regular meeting schedule of the Board of Commissioners. ***This Ordinance had its First Reading on April 16, 2018.***

**Suggested disposition: Receive and File; Adopt Ordinance**
- 5. First Reading**  
An Ordinance amending Ordinance No. 3, 2017 Series appropriating the revenue to be received by the City of Frankfort for the Fiscal Year of 2017-18.

**Suggested disposition: Receive and File; Adopt Ordinance**
- 6. First Reading**  
An Ordinance amending Chapter 119, Sections 119.01, 119.02, 119.03, 119.04, 119.05, 119.06 and 119.99 of the City of Frankfort Code of Ordinances relating to outdoor café permits

**Suggested disposition: Receive and File; Adopt Ordinance**
- 7. Surplus Scrap Metal & Order**  
The purpose of this memo is to obtain permission to haul scrap metal from the Wastewater Treatment plant to a local recycling center. The Sewer Department stockpiles any parts that can be recycled and usually once a year will take the scrap metal to the recycling center. This scrap metal is made up of broken manhole castings, broken manhole lids, old cast iron pipe, miscellaneous metal pipe, sheet metal and old filing cabinets; all of which are no longer useful to the department in any way. The Department is asking the commission to deem this as surplus so that staff can send the scrap metal to the recycling center. An Order is now required to declare certain property as surplus.

**Suggested disposition: Receive and File; Adopt Order**
- 8. Declaration of 4 Handguns as Surplus & Order**  
The purpose of this agenda item is to seek Commission approval to declare 4 city owned handguns as surplus for buy back by retired officers Herbert Wilson and Mike Davidson. Frankfort Code of Ordinance 40.03 (B) allows for the purchase of service weapons by retired officers. Retiring Officers Herbert Wilson and Mike Davidson have expressed interest in purchasing their city service weapons in retirement. In order to complete the transaction to permit the retired officers to purchase these weapons, the weapons must be declared surplus by the City Commission. Forms mentioned in 40.03 have been completed and are on file. An Order is now required to declare certain property as surplus.

**Suggested disposition: Receive and File; Adopt Order**
- 9. Resource Roadmap**

**10. CivicClerk Agenda Software presentation from the IT Department.**

**11. Discussion of agency requests and recap of proposed FY 18-19 budget to include final questions and direction.**

**12. Discussion of potential Special Meeting regarding the Old Y.**

**CLOSED SESSION PURSUANT TO KRS 61.810 (1)(C) LITIGATION TO DISCUSS STRATEGY IN CURRENT OLD Y MEDIATION AND KRS 61.810(1)(b) PROPERTY DELIBERATIONS ON THE FUTURE ACQUISITION OF REAL PROPERTY FOR RECREATIONAL PURPOSES WHEN PUBLICITY WOULD BE LIKELY TO AFFECT THE VALUE OF THE PROPERTY.**

**ADJOURNMENT**