

The Franklin, KY City Commission convened in **regular session** on **Monday, February 8, 2016** in the City Hall meeting room, 117 W. Cedar Street, Franklin, Kentucky. Mayor Ronnie Clark called the meeting to order at 12:00 noon and the City Clerk recorded the member roll as follows:

|                              |                                    |
|------------------------------|------------------------------------|
| Mayor Ronnie Clark           | Present and in the chair presiding |
| Commissioner Mason Barnes    | Present                            |
| Commissioner Larry Dixon     | Present                            |
| Commissioner Jamie Powell    | Present                            |
| Commissioner Wendell Stewart | Present                            |

Others present included City Manager, Kenton Powell; City Attorney, Scott Crabtree, City Chief of Police, Roger Solomon; City Clerk, Kathy Stradtner; City Finance Director, Shaunna Cornwell; City Personnel Director/Deputy Clerk, Rita Vaughn; City Community Development Director, Tammie Carey; City Utility Billing Supervisor, Jennifer Knight; Franklin Simpson Human Rights Commission Representative, Donzella Lee, and Franklin Favorite / WFKN media representative, Keith Pyles.

Eric Walker, Franklin Community Church pastor, offered an opening prayer.

#### **APPROVAL OF MINUTES**

**Motion was made by Commissioner Powell and seconded by Commissioner Stewart to approve as presented the minutes of the January 25, 2016 regular City Commission meeting. Voting aye: all. Motion carried unanimously.**

#### **RECOGNITION**

- Introduction of New City Employees

City Manager Powell introduced newly hired Utility Billing Supervisor Jennifer Knight. Today was Mrs. Knight's first day on the job. New City employee Norm Poppy, Water Distribution Service Maintenance Employee, was unable to be present,

#### **HEAR THE PUBLIC**

- Presentation by Wanda Tuck Regarding "Water 4 Flint" Committee

Mrs. Wanda Tuck was present to talk to the Board of Commissioners about an outreach project she is involved with. A group of concerned citizens have organized to form the "Water 4 Flint" Committee. The public water supply in Flint, Michigan is tainted with lead and is unsuitable for consumption. Several Franklin community members are organizing to collect clean water to deliver to the Flint citizens with a goal to raise over 1,000 cases of water by February 28, 2016 to send to the community. Mrs. Tuck gave information on how to get involved with this drive. Mr. Michael Tuck then discussed further particulars of the initiative. It was mentioned that gallons of water are preferred over individual bottled water. Negotiations are underway for FedEx to deliver the containers to Flint.

- Presentation by Habitat for Humanity of Simpson County Executive Director Cheryl Goodlad

Mrs. Cheryl Goodlad discussed the vision behind the Habitat for Humanity of Simpson County organization. The goal of Habitat is to eliminate poverty housing and homelessness by building adequate and basic, affordable housing. Mrs. Goodlad reported that in 2016 Habitat will celebrate their twentieth year of building here in Simpson County. The organization hopes to build two new homes for Simpson County families this year, which will bring the total to twenty-eight families realizing their dream of home ownership with the help of Habitat. Mrs. Goodlad stated they are actively looking for two locations to build on and ask the City to consider if any suitable properties might be available through the City programs. After the discussion, Mayor Clark requested Mrs. Goodlad furnish information to the Commission regarding the size of lot her organization is looking for.

#### **COMMUNITY SERVICES**

- Report from Kids on the Block Program Coordinators

Regina Pedigo, representing the Kids on the Block program, addressed the City Commission regarding their 2<sup>nd</sup> annual Shamrock Run scheduled for March 19<sup>th</sup> and sponsored by Citizen’s First Bank. Kids on the Block is a program that strives to provide students the opportunity, in a fun way, to learn about and accept the differences around them. This is only the second year the program has been available in Simpson County. Ms. Pedigo requested approval from the Commission for street closures during the run which is free for all children in grades 6<sup>th</sup> and younger, and all participants will receive a free t-shirt, goodie bag and finisher’s medal. Ms. Pedigo stated her organization will have volunteers all along the route insuring the safety of the race participants, and will also coordinate with the Police Department and Street Department regarding the course. **Motion was made by Commissioner Dixon and seconded by Commissioner Stewart to authorize the closing of portions of South College Street, Montague Street, Liberty Street, Chestnut Street, and Witt Road from 9:00 am until 12:00 noon on Saturday, March 19, 2016, for the Kids on the Block Shamrock Run. Voting aye: all. Motion carried unanimously.**

**GENERAL GOVERNMENT**

- Discussion and Possible Action — Open Position on Planning & Zoning Board

The City received the resignation of Carter Munday from the F S Planning & Zoning Board. Mr. Munday has accepted a position with a company that will have him out of town frequently and unable to give the Board the attention he feels is needed, especially in his position as chairman Mr. Munday was appointed to the Planning & Zoning Board in 1991 by then Mayor Bill Young and has been a faithful and key member for the operation of this Board. At their recent meeting, the Planning & Zoning Board appointed Jay Savage to serve as chairman of the Board. Mr. Savage previously held the position of Vice-Chair, and has also been on the Board for some time. The Mayor will now need to appoint someone to serve the remainder of Mr. Carter’s term, which extended through December 31, 2017.

- Discussion — Surplus Property Sale

At their January 11, 2016 meeting, the City Commission approved the advertisement and award of surplus property. Per the advertisement, City Clerk Stradtner opened the sealed bids on February 2, 2016. Thirteen items were declared surplus and bids were received on every item by eleven different bidders, and below is listed the high bids received.

|                | <i>DESCRIPTION OF ITEM</i>       | <i>HIGH BID RECEIVED</i>        |
|----------------|----------------------------------|---------------------------------|
| <i>Item 1</i>  | <i>1995 Ford Ranger Pick-up</i>  | <i>Eric Stradtner \$ 250</i>    |
| <i>Item 2</i>  | <i>1995 ICM Tamper</i>           | <i>John Minnicks \$ 106</i>     |
| <i>Item 3</i>  | <i>2003 Ford Crown Vic</i>       | <i>Larry Fleming \$ 757</i>     |
| <i>Item 4</i>  | <i>2004 Ford F-350</i>           | <i>Doug Keiser \$ 1,002</i>     |
| <i>Item 5</i>  | <i>2004 Freightliner C-CAT</i>   | <i>John Minnicks \$ 4,778</i>   |
| <i>Item 6</i>  | <i>Military 6x6 Dump Truck</i>   | <i>Charles Deweese \$ 8,500</i> |
| <i>Item 7</i>  | <i>Military 6x6 Dump Truck</i>   | <i>Charles Deweese \$10,500</i> |
| <i>Item 8</i>  | <i>2004 Generator</i>            | <i>Miles Farms \$ 1,511</i>     |
| <i>Item 9</i>  | <i>Military Pump &amp; Tanks</i> | <i>Miles Farms \$ 500</i>       |
| <i>Item 10</i> | <i>2004 Kubota Mower</i>         | <i>Doug Kriser \$ 800</i>       |
| <i>Item 11</i> | <i>2004 Ford Crown Vic</i>       | <i>Bubba Eaton \$ 380</i>       |
| <i>Item 12</i> | <i>2002 Ford Crown Vic</i>       | <i>Bubba Eaton \$ 395</i>       |
| <i>Item 13</i> | <i>2003 Ford Crown Vic</i>       | <i>Bubba Eaton \$ 385</i>       |

- Discussion and Possible Action - Revision of Personnel Policies

City Attorney Crabtree discussed three changes that need attention and clarification in the City personnel policies. First, a modification regarding inclement weather and essential and non-essential employees; second, clarification of the military leave section and to re-write it based upon current state law; and third to clarify when certain employee benefits are available to correspond with employment probationary dates. A copy of the proposed amendment was

provided. Motion was made by Commissioner Barnes and seconded by Commissioner Stewart to approve the changes to the City of Franklin Personnel Policy Manual as discussed and presented. Voting aye: all. Motion carried unanimously.

*Absences Due to Adverse Weather Conditions*

Since the City has essential services that must continue to operate during inclement weather, it is not practical to close municipal operations. In the event of extremely adverse weather conditions, any employee who does not report for scheduled duty assignments will be required to charge such absences to accumulated leave time (personal days, vacation leave, or holidays), or if necessary, leave without pay. If a formal state of emergency is declared by the Governor, Mayor, or City Manager directing people/employees to stay off the roads or to avoid work locations in Franklin, the City Manager may implement the following procedure to determine compensation for classified personnel:

1. Employees not required to work during a declared emergency will receive pay for their normal daily schedule at the employee's normal rate of pay.
2. Employees who are required by their supervisor to work during a declared emergency will, in addition to their normal compensation (including any overtime, if eligible), be allowed comparable time-off from work for their normal daily scheduled hours which shall be added to the employee's personal time. However, in no event shall time off be authorized in such a manner as will result in the payment of overtime compensation. "Comparable time off" shall be calculated as the number of hours that non-essential personnel in "1" above did not work during the emergency, but for which they received pay.
3. Employees shall not be entitled to the comparable time off during the declared emergency if they: were not scheduled to work; had scheduled vacation, holiday, personal/employee appreciation, bereavement, military, sick, or other accrued leave; are on maternity/paternity, injury or family medical leave, or leave without pay; or are out-of-town on business.

*Military Leave.*

1. Policy. In accordance with KRS 61.394, any employee who is a member of the Kentucky National Guard or any reserve component of the armed forces of the United States shall receive full pay while in the performance of duty or training in the service of the state or nation under competent orders, not to exceed 21 calendar days or 15 working days (based upon a five-day work week). If leave is not utilized within the federal fiscal year, the leave may be rolled over to the next year. Any unused military leave shall expire two years after it has accrued. There shall be no loss of service or benefits while the employee is on approved military leave. Leave shall be earned and used on the federal fiscal year, which starts October 1 and ends September 30. Leave exceeding this limit may be charged to accumulated vacation, holidays (if applicable), or personal days, or the employee may elect to take leave without pay. Employees on short term military leave (not active duty), including related leave without pay, shall continue to accrue vacation, sick and holiday leave.
2. Procedure. An employee required to report for military training shall show the appropriate orders to his supervisor. A leave request shall be completed and submitted noting the absence to be charged to military leave, leave without pay, or accrued leave in the event that the absence will exceed the allowed limit.

• Discussion – Financial Impact from Recent Inclement Weather Event

City Finance Director Cornwell provided and discussed an analysis of the overall costs and financial impact related to the most recent inclement weather event. Mrs. Cornwell discussed the impact to the employee payroll budget, and related repair costs as a result of damage to public property during the event.

*City of Franklin Summary of Costs Related to 01.21.2016 Weather Event*

*Prepared 02.04.2016*

|  | <i>Summary of Costs</i> |
|--|-------------------------|
| <i>Incremental Payroll Cost with Overtime for Street Clearing</i>                                      | <i>13,800.26</i>        |
| <i>Incremental Payroll Cost for Additional Appreciation Pay</i>  | <i>13,471.36</i>        |
| <i>Total Labor Cost (Less Regular Payroll)</i>   | <i>27,271.62</i>        |
| <i>Hotel Stays, Holiday Inn Express - Franklin Police Personnel who live outside of Simpson County</i> | <i>277.68</i>           |
| <i>Complimentary Meals - for Employee's and Inmates</i>  | <i>638.27</i>           |
| <i>Equipment Use - Per FEMA Rates</i>  | <i>18,643.16</i>        |
| <i>Road Salt</i>   | <i>9,317.76</i>         |
| <i>Water Treatment Plant Awning Repair</i>   |                         |
| <i>Electrical Repair (Estimate)</i>  | <i>480.00</i>           |
| <i>Awning Replacement (Estimate)</i>   | <i>3,622.17</i>         |
| <b><i>Total Costs of Weather Event</i></b>   | <b><i>60,250.66</i></b> |

- Discussion – Computer Network Security and Content Filtering

Community Development Director Tammie Carey spoke to the Commission regarding recently completed computer security enhancements at City Hall. Computer software was installed that allows additional security to the City network regarding website use and a Sonic Wall providing content filtering. Each City department has been educated regarding the filtering that will help insure the use and safety of our computer network.

- Discussion – Award Contract to Replace City Hall Carpet

The carpet at City Hall is worn and stretched beyond repair, with areas in the hallways and doorways creating a trip hazard. The current City budget contains \$20,000 toward the project. The City advertised for and received three bids for replacing the carpet throughout the City Hall building, excluding the area of the building leased by Region's Bank.

| <i>BIDDER</i>                    | <i>AMOUNT</i>      |
|----------------------------------|--------------------|
| <i>Shop at Home Carpet</i>       | <i>\$11,477.00</i> |
| <i>Gregory's Floor Coverings</i> | <i>\$15,193.15</i> |
| <i>AI Flooring</i>               | <i>\$24,135.60</i> |

After full discussion, motion was made by Commissioner Stewart and seconded by Commissioner Dixon to award the City Hall carpet installation contract to Shop at Home Carpet in the amount of \$11,477 and authorize the Mayor to sign any documents necessary per this motion. Voting aye: all. Motion carried unanimously.

## **PUBLIC SERVICES**

- Discussion and Possible Action – Emergency Purchase of Road Salt

Due to the recent Winter Storm that dumped nearly one foot of snow in Franklin, the City has nearly depleted its road salt inventory. Public Works Supervisor Joe Link contacted Youngblood Excavation & Contracting to purchase and deliver one-hundred tons of additional salt. Delivery was made Wednesday, February 3<sup>rd</sup> for approximately \$91 per ton, for the total price of \$10,000, which included deliver. The City's previous purchase of salt back in 2015 from the State exchange was \$93 per ton. Motion was made by Commissioner Barnes and seconded by Commissioner Stewart to declare an emergency purchase to exist and authorize the purchase, not to exceed \$10,000, from Youngblood Excavation & Contracting for one-hundred tons of road salt delivered, and authorize the Mayor to sign all necessary documents per this motion. Voting aye: all. Motion carried.

## **PUBLIC SAFETY**

None

## **UTILITIES**

None

## **ORDINANCES**

None

**EXECUTIVE SESSION**

Motion was made by Commissioner Powell and seconded by Commissioner Barnes to enter executive session for the purposes of Litigation — Discussion of proposed or pending litigation {KRS 61.810(e)}, and Personnel — Discussions or hearings which might lead to the appointment, discipline, or dismissal of an individual employee or member {KRS 61.810 (f)}. Voting aye: all. Motion carried unanimously at 1:24 pm. Entering executive session was the Mayor and four Commissioners, City Manager and City Attorney.

Entering executive session at 1:24 pm was Police Chief Solomon, who exited the session at 1:55pm.

Motion was made by Commissioner Dixon and seconded by Commissioner Barnes to return to open session. Voting aye: all. Motion carried unanimously at 1:55 pm.

Motion was made by Commissioner Powell and seconded by Commissioner Dixon to hire T J Burnett and Adam Bennett to the Franklin Police Department subject to successfully completing all pre POPS and employment requirements. Voting aye: all. Motion carried unanimously.

**CITY ATTORNEY REPORTS**

None

**CITY MANAGER REPORTS**

None

**OTHER COMMISSION BUSINESS**

None

**ADJOURNMENT**

Motion was made by Commissioner Powell and second by Commissioner Barnes to adjourn the City Commission meeting. Voting aye: all. Motion carried unanimously at 1:62 pm.

*Approved the 22nd day of February, 2016*

  
\_\_\_\_\_  
Ronnie Clark, Mayor

  
\_\_\_\_\_  
Kathy Stradtner, City Clerk

\*\*\*\*\*

