

**MINUTES OF REGULAR SESSION
OF THE
CITY OF FRANKLIN
CITY COMMISSION**

December 12, 2016

**City Hall
117 West Cedar Street
Franklin, Kentucky**

The Franklin, Kentucky City Commission met in **Regular Session** at 12:00 PM, Monday, **December 12, 2016**, in the City Hall meeting room, 117 West Cedar Street, Franklin, Kentucky.

Members attending were as follows:

Mayor Ronnie Clark	Present
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 Personnel Director/Deputy Clerk, Rita Vaughn; City Finance Director, Shaunna Cornwell; City Police Chief, Roger Solomon; City Public Works Director, Chris Klotter; City Community Development Director, Tammie Carey; City Clerk, Cathy Dillard; F-S Human Rights Commission member, Donzella Lee; and, Franklin Favorite/WFKN media representative, Keith Pyles.

Honorable Mayor Ronnie Clark called the meeting to order at 12:00 PM, and Chris Morgan of Franklin First United Methodist Church offered an opening prayer.

RECOGNITIONS

Mayor Clark asked Community Development Director Tammie Carey to present the proclamation for the Franklin-Simpson Football Team to Franklin-Simpson High School Football Head Coach Doug Preston, Franklin-Simpson High School Principal Tim Schlosser, and Franklin-Simpson High School Athletic Director Joey Kilburn. School representatives offered comments thanking the community for its support throughout the season.

Simpson Circuit Judge Janet J. Crocker entered the meeting to swear in the new City Commissioners for their term beginning January 1, 2017.

APPROVAL OF MINUTES

Mayor Clark asked the Commission to review minutes of the November 28, 2016 Regular session and asked for a motion to approve.

Motion was made by Commissioner Barnes and seconded by Commissioner Stewart to approve the minutes as presented of the November 28, 2016, regularly scheduled City Commission meeting. Voting aye: All. Motion carried unanimously.

HEAR THE PUBLIC

None

COMMUNITY SERVICES

None

GENERAL GOVERNMENT

City Manager Kenton Powell presented a motion to cancel the December 26, 2016, Regular Session of the Franklin City Commission so that City employees and elected officials could enjoy the Christmas holiday with their families.

Motion was made by Commissioner Stewart seconded by Commissioner Dixon to cancel the December 26, 2016, Regular Session of the Franklin City Commission.
Voting aye: All. Motion carried unanimously.

City Personnel Director Rita Vaughn reminded the Commission and the public that City Hall Holiday hours are as follows: (a) City Hall will be closed Friday, December 23, 2016 and Monday, December 26, 2016; and, (b) City Hall will be closed Friday, December 30, 2016 and Monday, January 2, 2017.

Finance Director Shaunna Cornwell indicated that no water service cut-offs would be conducted during that time due to the Christmas and New Year's holiday hours.

City Attorney Scott Crabtree presented Resolution No. N-2016 which amends the City's small purchasing policy. The only change is the addition of a sentence authorizing the Mayor to sign small contracts where the purchase amount is already included in the budget. This change would eliminate formal Commission action for expenditures which had previously been approved.

***CITY OF FRANKLIN, KENTUCKY
RESOLUTION N-2016***

A RESOLUTION OF THE CITY OF FRANKLIN, KENTUCKY AMENDING PREVIOUS RESOLUTION NO. A-2012 SETTING FORTH GUIDELINES FOR GENERAL PURCHASING AND CONTRACT OF GOODS AND SERVICES UNDER \$20,000

WHEREAS, the City of Franklin Board of City Commissioners desire to enact a Resolution setting forth guidelines for general purchasing and contracting of goods and services under \$20,000.00;

NOW, THEREFORE, BE IT RESOLVED by the City of Franklin, Board of City Commissioners that the Municipal Order shall be amended as follows:

I. General Purchasing/Contracting Guidelines for all purchases and contracts under \$20,000.00

A. At the beginning of each fiscal year, the City Clerk shall place an advertisement in the local newspaper requesting any and all providers and contractors who desire to do business with the City of Franklin to send written notification to the City indicating what services or goods, i.e. electrical, plumbing, etc., they could provide to the City. Said advertisement shall specify that anyone desiring to provide services must supply a copy of the Contractor's General Liability Insurance Policy with limits not less than \$500,000.00, proof of workers compensation insurance and proof of a city occupational license must accompany said information. Upon receipt of said information, the City Clerk shall retain the original and deliver copies to each Department Head.

B. Any person or business entity providing any service to the City of Franklin for which said person or business entity would not be covered under the City of Franklin's Workers Compensation Insurance, shall have a written Contract for Service with the City of Franklin regardless of the amount of said Contract. Said Contract shall be approved by the Board of City Commissioners prior to the commencement of the duties under said Contract.

C. Regardless of any provision herein to the contrary, unless an emergency exists as defined herein, or unless included in the annual budget as adopted or amended and which has been approved by the City Commission, the Board of City Commissioners shall be notified prior to any expenditure by the City's staff in excess of \$5,000.00 for services, equipment or capital improvements.

II. Purchase of Goods Under \$20,000.00

A. Purchases between \$5,000.00 and \$20,000.00 - For all individual purchase of goods between \$5,000.00 and \$20,000.00, the Department Head must contact providers and obtain at least three written quotes for said goods. When possible, the Department Head shall contact those providers who provided the City information pursuant to Section I herein indicating a desire to provide goods to the City of Franklin. The quotes shall not be made public until presented to the Board of City Commissioners for approval. Provided, however, that if the good(s) or service(s) are included in the budget that was duly adopted by the Board of City Commissioners and the cost/purchase price is within the budgeted amount(s), no further action is necessary other than approval by the City Manager and/or Finance Director.

B. Purchases under \$5,000.00 - For all purchases of goods under \$5,000.00, quotes are not necessary. If said funds are not approved in the budget, then the Department Head desiring to purchase said goods, shall be required to get approval of Board of City Commissioners and the budget must be properly amended prior to making said purchase.

III. Contract for Services Under \$20,000.00

A. Contracts between \$5,000.00 and \$20,000.00 - For all contracts for services between \$5,000.00 and \$20,000.00, the Department Head must contact providers and/or contractors and obtain at least three written quotes for said services. When possible, the Department Head shall contact those contractors who have provided the City information pursuant to Section I herein indicating a desire to work for the City.

B. Contracts under \$5,000.00 - For all contracts for services under \$5,000.00, quotes are not necessary. However, the Board of City Commissioners must approve said Contract prior to the purchase of goods or commencement of services. Provided, however, that if the good(s) or service(s) are included in the budget that was duly adopted by the Board of City Commissioners and the cost/purchase price is within the budgeted amount(s), no further action is necessary other than approval by the City Manager and/or Finance Director. Contracts for \$2,500.00 or less do not need to receive prior approval from the Board of City Commissioners. By and through the adoption of this Resolution, the Commission hereby authorizes and directs the Mayor to sign any and all documents necessary or required to effectuate the intent of this section III.B. with regard to purchases/contracts under \$5,000.00.

C. Contract Requirements - All contracts entered into under Section A and B must be in writing and the Contractor's general liability insurance policy with limits not less than \$500,000.00, proof of workers compensation insurance and proof of a city occupational license must be attached to said Contract prior to commencement of services.

D. Exceptions - For those businesses who have an annual contract for services, i.e. landscaping, said contract may be renewed one time without obtaining new quotes so long as said Contractor has performed a satisfactory job and the compensation is under \$20,000.00.

IV. Contracts for Professional Service - In accordance with KRS 424.260, contracts for professional service shall not be subject to this order, regardless of the amount.

V. Emergency Circumstances

An emergency circumstance is defined as any event in which persons or property is in immediate danger or harm. In such situations, if quotes and written Contracts for Services cannot be obtained, then the Mayor may approve said purchase of goods or contract for services. Said contractor shall still provide a copy of his/her general liability policy for not less than \$500,000.00, workers compensation certificate and occupational license.

RESOLVED this 12th day of December, 2016.

Motion was made by Commissioner Powell seconded by Commissioner Dixon to approve Resolution No. N-2016.

Voting aye: All. Motion carried unanimously.

City Finance Director Shaunna Cornwell discussed amending the Occupational Fee Ordinance. The proposed amendments to the existing Ordinance 220.7-9-90; et. seq. are as follows: (1) implement a gross receipts minimum of \$4,000.00 before requiring any independent individuals, sole proprietors and/or independent contractors to purchase a business license; and, (2) remove Social Security cap on occupational taxes on gross wages.

No action was taken on this item at this time. Mayor Clark indicated that first reading of the ordinance regarding these changes would take place later in this meeting.

Upon completion of the Request for Proposal pursuant to Bid #2016-03, City Finance Director Shaunna Cornwell presented a proposal to award the City fuel services. The City received four inquiries for proposals, with two vendors submitting bid proposals. After review and consideration, the lowest and best responsive, responsible bidder was A.L. Johnson Distributors, LLC dba Rapid Fueling.

Motion was made by Commissioner Barnes seconded by Commissioner Stewart to award the City fleet fuel contract to A.L. Johnson Distributors, LLC for a period of 60 months beginning January 1, 2017. Voting aye: All. Motion carried unanimously.

The office of Mayor Pro Tem and several local Board Members were appointed or re-appointed as follows:

Board or Office	Appointment	Term of Office	Appointment Expires
Mayor Pro Tem	Jamie Powell	Life of Office	12/31/2018
Boys and Girls Club	Wendell Stewart	Life of Office	12/31/2018
Electric Plant Board	Mason Barnes	Life of Office	12/31/2018
F-S Ambulance Board	Jennifer Delk	Two Years	12/31/2018
F-S Industrial Authority	Wendell Stewart	Life of Office	12/31/2018
F-S Parks Board	Jamie Powell	Life of Office	12/31/2018
F-S Parks Board	Derfra Holt	Four Years	12/31/2020
F-S Renaissance	Larry Dixon	Life of Office	12/31/2018
Housing Authority of Franklin	Larry Dixon	Life of Office	12/31/2018
Housing Authority of Franklin	Larry Smith	Four Years	12/31/2020

Motion was made by Mayor Clark seconded by Commissioner Dixon to approve the above-described Office and Board member appointments.

Voting aye: All. Motion carried unanimously.

In 2013 the City submitted a letter of support for Industrial Automation's KBI application through the Kentucky Economic Development Cabinet. The Cabinet asked the City to revise the letter to reflect the name change from Industrial Automation to Industrial Automation of Kentucky, LLC dba Industrial Automation L.L.C. Due to the name change and the time that has lapsed since the City issued the initial letter of support, the City Manager recommended the Commission take action to approve the Mayor's signature on this letter.

Motion was made by Commissioner Powell, and seconded by Commissioner Barnes to authorize the Mayor to sign a letter of support for Industrial Automation of Kentucky, LLC dba Industrial Automation, L.L.C.

Voting Aye: All. Motion carried unanimously.

City Attorney Scott Crabtree discussed the Kentucky League of Cities Legislative Agenda for the upcoming 2017 Kentucky General Assembly Legislative Session. Two of the top priority items are Road Aid Formula Modernization and County Employees Retirement System (CERS) Pension Stability and Spiking Reform.

City Attorney Crabtree was re-nominated and re-elected to serve on both the Legislative Board of Directors and the Executive Board of Directors for the Kentucky League of Cities for the next two years. The Legislative Board of Directors seeks to assist the General Assembly in adopting legislation that will benefit Kentucky cities.

PUBLIC SERVICES

Public Works Superintendent Joe Link presented a proposal to purchase a dump truck. The City received three bids for this purchase and the Fiscal Year 2017 budget allows for \$103,000.00 plus trade-in of the existing dump truck. Superintendent Link recommended the Freightliner model from the second lowest bidder, Tri State International, due to product specifications and performance. It was noted that the local state bid vendor, Hunt Ford, does not sell trucks of this size and could not submit a bid.

Motion was made by Commissioner Powell and seconded by Commissioner Barnes to award the bid for purchase of a dump truck to Tri-State International in the amount of \$103,229.97 plus trade-in of the existing dump truck and approve the Mayor to sign any and all necessary documents for this purchase.

Voting Aye: All. Motion carried unanimously.

PUBLIC SAFETY

No Scheduled Business

UTILITIES

Water Distribution Superintendent Daniel Brown presented a proposal to purchase a utility truck. The City received two bids from Hunt Ford for a Dodge 3500 and a Ford F350. Superintendent Brown recommended the Dodge 3500 truck. This purchase with trade-in allowance was approved in the Fiscal Year 2017 budget.

Motion was made by Commissioner Powell and seconded by Commissioner Barnes to approve the purchase of a service truck from Hunt Ford in the amount of \$39,931.00 plus trade-in of the existing service truck for Water Distribution and authorize the Mayor sign any and all necessary documents.

Voting Aye: All. Motion carried unanimously.

ORDINANCES

City Clerk Cathy Dillard gave second reading of Ordinance No. 2016-015 entitled *An Ordinance of The City of Franklin, Kentucky Approving an Interlocal Agreement for Sharing The Contribution and/or Equalization of Occupational Fees Used for Inducements for the Acquisition and Construction of Industrial Projects Pursuant to the Kentucky Business Investment Program (KRS 154.32-010 to 154.32-100)*

Motion was made by Commissioner Barnes and seconded by Commissioner Stewart to adopt Ordinance No. 2016-015. Roll Call vote as follows: Mayor Ronnie Clark Aye; Commissioner Barnes Aye; Commissioner Stewart Aye; Commissioner Powell Aye; and, Commissioner Dixon Aye. The motion carried unanimously.

City Clerk Cathy Dillard gave first reading of Ordinance No. 2016-016 entitled *An Ordinance Amending Franklin's "Gross Receipts License Fee" and "License Fee for Employees" Ordinances Under Ordinance 220.7-5-90, et seq, of the City of Franklin Code of Ordinances*. No action was taken at this time.

EXECUTIVE SESSION

At 12:40 PM, motion was made by Commissioner Dixon and seconded by Commissioner Powell to enter into Executive Session for the purpose of discussion of proposed, or pending litigation {KRS 61.810(c)}, and discussions, or hearings, which might lead to the appointment, discipline, or dismissal of an individual {KRS 61.810(f)}, and to discuss business between a public agency a representative of a business entity concerning a specific proposal, where open discussions would jeopardize the siting, retention, expansion, or upgrading of the business {KRS 61.810(g)}. Voting Aye: All. Motion carried unanimously.

Entering Executive Session were Mayor Clark; Commissioners Powell, Barnes, Dixon and Stewart; City Manager Kenton Powell; and City Attorney Scott Crabtree and Chief of Police Roger Solomon.

At 1:10 PM Chief of Police Roger Solomon exited Executive Session.

At 1:30 PM Commissioner Larry Dixon exited Executive Session

At 1:30 PM, motion was made by Commissioner Stewart and seconded by Commissioner Barnes to exit Executive Session and return to open session. Voting Aye: All remaining present. Motion carried unanimously.

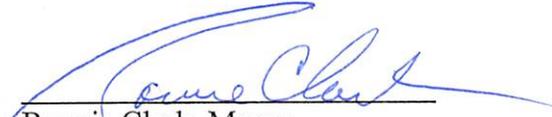
OTHER COMMISSION BUSINESS

Motion was made by Commissioner Powell and seconded by Commissioner Barnes to hire two new police officers. Leer Young and Caleb Holloway were approved for hiring contingent upon the candidates passing all pre-Peace Officer Professional Standards requirements beginning mid-February, 2017. Voting Aye: All remaining present. Motion carried unanimously.

ADJOURNMENT

At 1:33 PM, motion was made by Commissioner Powell and seconded by Commissioner Stewart to adjourn the regular meeting of the Franklin City Commission. Voting Aye: All remaining present. Motion carried unanimously.

Commissioners Barnes, Stewart and Powell wished everyone Happy Holidays.



Ronnie Clark, Mayor
City of Franklin, Kentucky



Cathy Dillard, City Clerk
City of Franklin, Kentucky

**MINUTES OF REGULAR SESSION
OF THE
CITY OF FRANKLIN
CITY COMMISSION**

January 9, 2017

**City Hall
117 West Cedar Street
Franklin, Kentucky**

The Franklin, Kentucky City Commission met in **Regular Session** at 12:00 PM, Monday, **January 9, 2017**, in the City Hall meeting room, 117 West Cedar Street, Franklin, Kentucky.

Members attending were as follows:

Mayor Ronnie Clark	Present
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 Personnel Director/Deputy Clerk, Rita Vaughn; City Finance Director, Shaunna Cornwell; City Police Chief, Roger Solomon; City Public Works Director, Chris Klotter; City Clerk, Cathy Dillard; F-S Human Rights Commission member, Donzella Lee; and, Franklin Favorite/WFKN media representative, Keith Pyles.

Honorable Mayor Ronnie Clark called the meeting to order at 12:00 PM, and Brian Staron, Youth and Family Minister of the Franklin Church of Christ offered an opening prayer.

APPROVAL OF MINUTES

Mayor Clark asked the Commission to review minutes of the December 12, 2016 Regular session and asked for a motion to approve.

Motion was made by Commissioner Powell and seconded by Commissioner Stewart to approve the minutes as presented of the December 12, 2016, regularly scheduled City Commission meeting. Voting aye: All. Motion carried unanimously.

RECOGNITIONS

Mayor Clark recognized two former City employees who had recently passed away. Leroy Anderson died on December 31, 2016. Mr. Anderson retired from the City after over 10 years of service. Robert "Butch" Forshee died on December 16, 2016, he retired from the