

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

May 22, 2023

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

The Franklin, Kentucky City Commission met in Regular Session at 12:00 Noon, Monday, **May 22, 2023**, in the City Hall meeting room located at 117 West Cedar Street, Franklin, Kentucky.

Members attending were as follows:

Mayor Larry Dixon	Present
Commissioner Jamie Powell	Present
Commissioner Herbert Williams	Present
Commissioner Dale McCreary	Present
Commissioner Wendell Stewart	Present

Others present included City Manager Kenton Powell; City Attorney Scott Crabtree; City Personnel Director Rita Vaughn; City Finance Director Carol Riggerbach; Franklin Police Chief Roger Solomon; City Clerk Cathy Dillard; F-S Human Rights Director Donzella Lee; Steve Akin; Daniel Reetzke; Robbie Mathews; Carter Munday; Darrell Mallory; F-S Chamber of Commerce Director Steve Thurmond; Kristin Wilson; Bailey Wilson; Brandon Johnson; Candice Johnson; Tammie Carey; and EMS Director Bob Palmer.

Mayor Larry Dixon called the meeting to order at 12:00 Noon, and Commissioner Williams offered the opening prayer.

HEAR THE PUBLIC

Kristin Wilson asked to address the Commission regarding mosquito spraying services provided by the City and asked that her home be placed on a “no spray” list. In addition, Ms. Wilson provided the Commission with statistical data regarding chemical spraying.

The Commission took no action regarding this matter.

APPROVAL OF MINUTES

Motion was made by Commissioner Powell and seconded by Commissioner Williams to approve the minutes as presented of the Franklin City Commission May 8, 2023, Regular Meeting and the May 8, 2023, Special Called Meeting and Budget Work Session.

Voting Aye: All members present. Motion carried unanimously.

RECOGNITION

Franklin Police Chief Roger Solomon asked the Commission to recognize Officer Brandon Johnson as the City's newest addition to the Police Department. City Attorney Scott Crabtree administered the Oath of Office for Officer Johnson. The Commission welcomed Officer Johnson to the Franklin Police Department.

COMMUNITY SERVICES

Public Works Director Steve Akin asked the Commission to consider approval of an emergency expenditure to repair the roof of the F-S Fire Station located at 401 Macedonia Road. The roof sustained wind damage in March and the estimated cost to repair is \$47,423.39. The estimated insurance reimbursement will be approximately \$47,000.00.

Motion was made by Commissioner McCreary and seconded by Commissioner Stewart to approve the emergency expenditure of \$47,423.39 to Walt Forshee Roofing for roof repairs at the F-S Fire Station located at 401 Macedonia Road and further authorized the Mayor to sign any documents required for this service.

Voting Aye: All members present. Motion carried unanimously.

City Manager Kenton Powell asked Steve Thurmond, Executive Director of Franklin-Simpson Chamber of Commerce, to address the Commission regarding the Garden Spot Run/Walk scheduled for Saturday, August 12, 2023, and the children's run scheduled for Friday, August 11, 2023.

In addition, Thurmond provided the Commission with an update of Chamber activities for the past year.

Motion was made by Commissioner Powell and seconded by Commissioner Williams to approve the request for street closures for the F-S Chamber of Commerce Garden Spot Run/Walk scheduled for Saturday, August 12, 2023 and to close portions of South College Street, Madison Street, Montague Street and Joker Phillips Drive for the evening of Friday, August 11, 2023 for the children's event, pending confirmation of notification to any businesses and residents along the run route.

Voting Aye: All members present. Motion carried unanimously.

GENERAL GOVERNMENT

EMS Director Robert Palmer asked the Commission to consider approval to share the cost of imagery services with the County and Simpson County PVA. The annual cost of this imagery service is \$39,000.00, with the City's portion to be \$13,000.00.

Motion was made by Commissioner McCreary and seconded by Commissioner Stewart to approve the expenditure of \$13,000.00 with Eagle-View Imagery and further authorized the Mayor to sign any and all documents necessary for this service.

Voting Aye: All members present. Motion carried unanimously.

Tammie Carey asked the Commission to consider approval to hold an Independence Day Parade on Tuesday, July 4, 2023 beginning at 10:00 a.m. The parade will follow the traditional parade route.

Motion was made by Commissioner Stewart and seconded by Commissioner Powell to allow a parade to take place on Tuesday, July 4, 2023, in celebration of Independence Day.

Voting Aye: All members present. Motion carried unanimously.

Rita Vaughn asked the Commission to consider approval to renew the employee health, vision and dental insurance provided by Anthem.

Motion was made by Commissioner Powell and seconded by Commissioner Williams to renew the employee health and voluntary vision insurance with Anthem, the employee dental insurance with Delta Dental, through the Kentucky League of Cities Association for the fiscal year 2023-2024, keeping employee contributions the same; to continue to utilize the services of McGregor and Associates for the additional HRA and FSA benefits; and to further authorize the Mayor to sign any and all documents necessary for these renewals.

Voting Aye: All members present. Motion carried unanimously.

Daniel Reetzke asked the Commission to consider approval to enter into an agreement with Government Utilities Technology Services, Inc. (GUTS) to print and mail the City's property tax bills for 2023.

Motion was made by Commissioner Stewart and seconded by Commissioner Powell to authorize the Mayor to sign the Services Agreement with Government Utilities Technology Services, Inc. (GUTS) for the 2023 tax year.

Voting Aye: All members present. Motion carried unanimously.

Carol Riggerbach asked the Commission to consider a resolution amending the City's small purchases policy. The changes include raising the limit from \$30,000 to \$40,000 for small purchases pursuant to HB 522 adopted in this legislative session and increasing the purchases requiring three quotes from \$5,000 to \$15,000. The increase was requested due to the inflationary impact experienced in the last couple of years.

Motion was made by Commissioner Stewart and seconded by Commissioner Powell and the following resolution was unanimously adopted:

RESOLUTION NO. G-2023

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 \$40,000.00 which shall become effective July 1, 2023;

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

I. Purchase of Goods Under \$40,000.00

A. Purchases between \$15,000.00 and \$40,000.00 - For all individual purchases of goods between \$15,000.00 and \$40,000.00, the Department Head must contact providers and obtain at least three written quotes for said goods. The quotes shall not be made public until presented to the Board of City Commissioners for approval.

B. Purchases under \$15,000.00 - For all purchases of goods under \$15,000.00, 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 the Board of City Commissioners and the budget must be properly amended prior to making said purchase.

II. Contract for Services Under \$40,000.00

A. Contracts between \$15,000.00 and \$40,000.00 - For all contracts for services between \$15,000.00 and \$40,000.00, the Department Head must contact providers and/or contractors and obtain at least three written quotes for said services. The quotes shall not be made public until presented to the Board of City Commissioners for approval.

B. Contracts under \$15,000.00 - For all contracts for services under \$15,000.00, 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.

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 \$40,000.00.

III. 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.

IV. 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 22nd day of May, 2023, with an effective date of July 1, 2023.

City Attorney Scott Crabtree asked the Commission for two sponsors of a proposed ordinance to rezone property located on West Madison Street. The F-S Planning & Zoning Commission approved the rezone on May 2, 2023.

Commissioner Powell and Commissioner Williams asked to sponsor the proposed ordinance with first reading taking place during the ordinance portion of the meeting.

City Attorney Scott Crabtree asked the Commission for two sponsors of a proposed ordinance annexing property located on Highway 31-W North owned by FWB Properties LLC.

Commissioner Powell and Commissioner Stewart asked to sponsor the proposed ordinance with first reading taking place during the ordinance portion of the meeting.

ORDINANCES

City Clerk Cathy Dillard provided second summary reading of the following ordinances:

Ordinance No. 2023-018 titled: *An Ordinance Adopting New and/or Amended Zoning Regulations of the City of Franklin as Recommended by the Franklin-Simpson Planning and Zoning Commission*

Motion was made by Commissioner Powell and seconded by Commissioner Williams to adopt Ordinance No. 2023-018 and was unanimously approved by the following roll call vote:

Mayor Dixon	<u>Yes</u>	Commissioner McCreary	<u>Yes</u>
Commissioner Powell	<u>Yes</u>	Commissioner Stewart	<u>Yes</u>
Commissioner Williams	<u>Yes</u>		

Ordinance No. 2023-019 titled: *An Ordinance Rezoning Approximately 16.38 Acres Located on the South Side of North Street from R-2 (Single Family and Two-Family Residential District) to R-4 (Multi-Family High Density Residential) by North Mayeur Properties, LLC*

Motion was made by Commissioner Stewart and seconded by Commissioner Powell to adopt Ordinance No. 2023-019 and was unanimously approved by the following roll call vote:

Mayor Dixon	<u>Yes</u>	Commissioner McCreary	<u>Yes</u>
Commissioner Powell	<u>Yes</u>	Commissioner Stewart	<u>Yes</u>
Commissioner Williams	<u>Yes</u>		

City Clerk Cathy Dillard provided first summary reading of the following ordinance:

Ordinance No. 2023-020 titled: *An Ordinance Rezoning Approximately 2.7876 Acres Located on the East Side of West Madison Street (KY Hwy 383) From B-3 (Neighborhood Business District) to R-2 (Single Family and Two-Family Residential District) by Quy Le; Tom Phan; Tammy Yen Nguyen; and Prime Investment Group, LLC*

Ordinance No. 2023-021 titled: *Ordinance Annexing to the City of Franklin, Kentucky Approximately 7.5 Acres located on the West Side of U.S. Highway 31-W North in Accordance with the Comprehensive Plan of Annexation*

No Commission action is required on first reading of an ordinance.

EXECUTIVE SESSION

At 12:47 PM, motion was made by Commissioner McCreary and seconded by Commissioner Williams to enter into Executive Session for the purpose of: (1) Litigation – Discussion of proposed or pending litigation {KRS 61.810(1)(c)}; and, (2) Personnel – Discussions or hearings which might lead to the appointment, discipline, or dismissal of an individual employee or member {KRS 61.810(1)(f)}.

Voting Aye: All members present. Motion carried unanimously.

Entering Executive Session were Mayor Dixon and Commissioners Powell, McCreary, Williams and Stewart; City Manager Kenton Powell; City Finance Director Carol Riggerbach, City Attorney Scott Crabtree and Chief Roger Solomon.

At 1:05 PM, motion was made by Commissioner Williams and seconded by Commissioner Stewart to exit Executive Session and return to open session.

Voting Aye: All members present. Motion carried unanimously.

OTHER COMMISSION BUSINESS

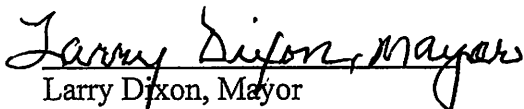
Motion was made by Commissioner Powell and seconded by Commissioner Williams to accept the resignation of Ryan Brown from the Franklin Police Department effective immediately.

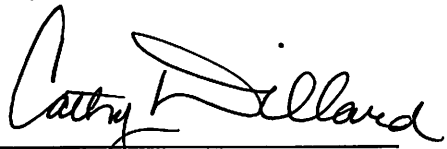
Voting Aye: All members present. Motion carried unanimously.

ADJOURNMENT

At 1:07 PM, motion was made by Commissioner Powell and seconded by Commissioner Williams to adjourn the regular meeting of the Franklin City Commission.

Voting Aye: All members present. Motion carried unanimously.


Larry Dixon, Mayor
City of Franklin, Kentucky


Cathy Dillard, City Clerk
City of Franklin, Kentucky