

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

September 23, 2019

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

The Franklin, Kentucky City Commission met in Regular Session at 12:00 Noon, Monday, **September 23, 2019**, 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	Absent
Commissioner Brownie Bennett	Present
Commissioner Wendell Stewart	Absent

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; Public Works Superintendent Chris Klotter; City Clerk, Cathy Dillard; Franklin Favorite/WFKN media representative, Keith Pyles; ABC/Tax Administrator, Daniel Reetzke; Public Works Street Superintendent Darrell Mallory; Public Works Scheduler Steve Akin; and Kelly Bush.

Mayor Dixon called the meeting to order at 12:00 Noon and Commissioner Jamie Powell offered the opening prayer.

APPROVAL OF MINUTES

Motion was made by Commissioner Bennett and seconded by Commissioner Powell to approve the minutes as presented of the September 23, 2019, regular meeting of the Franklin City Commission

Voting aye: All members present. Motion carried unanimously.

RECOGNITION

Daniel Reetzke, City of Franklin Tax Collector/ABC Administrator, was named the Treasurer of the Kentucky Occupational License Association (“KOLA”) at their annual conference this month. Daniel was nominated by the President of KOLA to serve in this capacity.

COMMUNITY SERVICES

City Manager Kenton Powell asked the Commission to consider the hours for trick-or-treating in the City of Franklin on Thursday, October 31, 2019. After reviewing last year’s hours and consulting with Chief Solomon, Powell recommended 5:00 PM until 8:00 PM.

Motion was made by Commissioner Powell and seconded by Commissioner Bennett to set Halloween Trick-or-Treat hours in the City of Franklin from 5:00 PM until 8:00 PM on Thursday, October 31, 2019.

Voting Aye: All members present. Motion carried unanimously.

Community Development Director Tammie Carey addressed the Commission regarding the proposed neighborhood walk. The neighborhood walk scheduled for July 22, 2019, was cancelled due to rain and she proposed rescheduling the walk to Monday, October 14, 2019, and to have a special called meeting of the City Commission immediately following at the Gentleman’s Unlimited Club Pavilion at Lincoln Park.

Motion was made by Commissioner Bennett and seconded by Commissioner Powell to have a Neighborhood Walk and special called City Commission meeting on Monday, October 14, 2019, at the Gentlemen’s Unlimited Club Pavilion at Lincoln Park located on John J. Johnson Avenue. The walk will begin at 5:00 PM and the special called City Commission Meeting will begin at 6:00 PM. In addition, the regularly scheduled Noon meeting of the City Commission will be cancelled.

Voting Aye: All members present. Motion carried unanimously.

Community Development Director Tammie Carey asked the Commission to consider approval to expand the historic lantern tour at the Greenlawn Cemetery to include Friday, October 25, 2019 from 6:00 PM until 9:00 PM. It was also requested to allow the green space near the Cemetery office for parking, this additional tour date would not include the horse and wagon transportation.

Motion was made by Commissioner Powell and seconded by Commissioner Bennett to approve the expansion of the historic lantern tour at the Greenlawn Cemetery to include Friday, October 25, 2019, from 6:00 PM until 9:00 PM and to further approve the use of the green space near the Cemetery office for parking for walk participants if necessary.

Voting Aye: All members present. Motion carried unanimously.

GENERAL GOVERNMENT

Community Development Director Tammie Carey asked the Commission to approve the purchase and installation of a call recording system for the Police Department and Customer Service Department.

Motion was made by Commissioner Bennett and seconded by Commissioner Powell to approve the purchase of call recording services from Folco for the price of \$1,995.00 with an additional \$500.00 installation charge, and yearly maintenance and storage in the amount of \$1,548.00 and further authorized the Mayor to sign any and all documents necessary for this purchase.

Voting Aye: All members present. Motion carried unanimously.

City Clerk Cathy Dillard asked the Commission to approve sponsorship of a proposed ordinance to adopt the supplement to the City of Franklin Code of Ordinances. This supplement includes all ordinances and applicable changes to state statutes adopted in 2018.

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

City Finance Director Shaunna Cornwell asked the Commission to approve the Audit Engagement Letter for Audit of Fiscal Year 2018-2019 by Kirby & Moore, CPAs.

Motion was made by Commissioner Powell and seconded by Commissioner Bennett to approve and authorize the Mayor to sign the audit engagement letter with Kirby & Moore, CPAs for the fiscal year 2018-2019 audit.

Voting Aye: All members present. Motion carried unanimously.

City Finance Director Shaunna Cornwell provided an overview of the monthly financial reports provided to the Commission which includes each fund balance along with budget to actual comparisons.

No action was taken by the Commission on this matter.

PUBLIC SERVICES

City Attorney Scott Crabtree asked the Commission to consider approval of a proposed Sidewalk Policy and Construction and Maintenance Plan along with the Municipal Order adopting the Policy. Crabtree noted the policy includes the appointment of a Committee consisting of the Public Works Director, the Street Superintendent, the Community Development Director and the City Manager. This committee will meet at least annually, be required to have an agenda and all meetings will be open to the public.

Commissioner Bennett suggested an informational video highlighting the plan criteria.

Motion was made by Commissioner Powell and seconded by Commissioner Bennett and unanimously approved Municipal Order #2019-001 as follows:

MUNICIPAL ORDER #2019-001

A MUNICIPAL ORDER ADOPTING A SIDEWALK POLICY AND CONSTRUCTION AND MAINTENANCE PLAN AND APPOINTING A SIDEWALK COMMITTEE

WHEREAS, the Board of Commissioners of the City of Franklin has and/or will approve a capital projects program fund which includes an annual budgeted line item to be earmarked for the maintenance and construction of sidewalks in the public right-of-way; and

WHEREAS, City funding for the maintenance and construction of sidewalks is finite and it is necessary to prioritize limited resources; and

WHEREAS, the City has for numerous years utilized an unwritten Sidewalk Policy prepared by the Street Department for purposes of directing limited City resources; and

WHEREAS, the City desires to formally adopt said Sidewalk Policy, by means of a written Sidewalk Policy and Construction and Maintenance Plan, and maintain a Sidewalk Committee to oversee the sidewalk program.

NOW, THEREFORE, BE IT ORDERED BY THE BOARD OF COMMISSIONERS OF THE CITY OF FRANKLIN, KENTUCKY, AS FOLLOWS:

Section 1. The City of Franklin Sidewalk Policy and Construction and Maintenance Plan is hereby adopted and shall be used by the City of Franklin, through the Sidewalk Committee, to implement procedures and practices to construct and maintain sidewalks in the public right-of-way. A copy of the current Sidewalk Policy and Construction and Maintenance Plan is attached hereto.

Section 2. This Sidewalk Committee shall be comprised of the Public Works Director, the Street Superintendent, the Community Development Director, and the City Manager.

Section 3. The Board of Commissioners hereby authorizes the Mayor and City Manager to sign any and all other documents which are deemed necessary to the furtherance of the authority outlined herein.

INTRODUCED, PUBLICLY READ, AND FINALLY APPROVED ON ONE READING, this the 23rd day of September, 2019.

PUBLIC SAFETY

Public Works Street Superintendent Darrell Mallory presented the Commission with a proposed plan and timeline for removal of the tobacco warehouse located on West Madison Street. This site was purchased by the City of Franklin in December 2018 and is the proposed site for a new police station.

The plan and timeline for cleanup and removal follows:

1. Asbestos testing – October thru November 2019
2. Cleanup of remaining outside debris – December 2019
3. Surplus any remaining equipment at the site – December 2019
4. Removal of 84,000 cubic feet of roof – January thru March 2020
5. Begin removal of concrete slab – April 2020

Mallory noted that over 400,000 pallets have already been removed from the site.

Mayor Dixon commended the Public Works Department for their commitment to this project and for their willingness to assist community organizations with their annual downtown events.

ORDINANCES

City Clerk Cathy Dillard provided second summary reading of Ordinance No. 2019-021 titled: *An Ordinance Amending a Prior Ordinance Setting Forth the Dates and Times of Regularly Scheduled Joint Meetings of the Franklin City Commission and Simpson Fiscal Court*

Motion was made by Commissioner Bennett and seconded by Commissioner Powell to approve Ordinance No. 2019-021 and was approved by the following roll call vote:

Mayor Dixon	<u>Yes</u>	Commissioner Bennett	<u>Yes</u>
Commissioner Powell	<u>Yes</u>	Commissioner Stewart	<u>Absent</u>
Commissioner Williams	<u>Absent</u>		

City Clerk Cathy Dillard provided second summary reading of Ordinance No. 2019-022 titled: *An Ordinance Rezoning a 2.67 Acre Tract of Land Located on the South Side of East Cedar Street/KY Highway 73 and the North Side of KY Highway 100 on the East Bank of Drakes Creek from AG (Agriculture) to B-4 (Highway Business District)*

Motion was made by Commissioner Powell and seconded by Commissioner Bennett to approve Ordinance No. 2019-022 and was approved by the following roll call vote:

Mayor Dixon	<u>Yes</u>	Commissioner Bennett	<u>Yes</u>
Commissioner Powell	<u>Yes</u>	Commissioner Stewart	<u>Absent</u>
Commissioner Williams	<u>Absent</u>		

City Clerk Cathy Dillard provided first summary reading of Ordinance No. 2019-023 titled: *An Ordinance Enacting and Adopting a Supplement to the Code of Ordinances of the City of Franklin, Kentucky.*

No action is taken at first reading of an ordinance.

EXECUTIVE SESSION

At 12:47 PM, motion was made by Commissioner Bennett and seconded by Commissioner Powell to enter into Executive Session for the purpose of:

LAND ACQUISITION – Deliberations on the future acquisition or sale of real property by a public agency where publicity would be likely to affect the value of a specific piece of property to be acquired for public use or sold by a public agency {KRS 61.810(1)(b)}, and;

LITIGATION – Discussion of proposed or pending litigation {KRS 61.810(1)(c)}.

Voting Aye: All members present. Motion carried unanimously.

Entering Executive Session were Mayor Dixon; Commissioners Powell and Bennett; City Manager Kenton Powell; and City Attorney Scott Crabtree.

At 1:32 PM, motion was made by Commissioner Bennett and seconded by Commissioner Powell to exit Executive Session and return to open session.

Voting Aye: All members present. Motion carried unanimously.

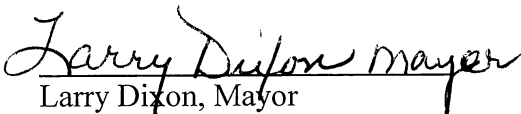
OTHER COMMISSION BUSINESS


Commissioner Bennett invited everyone to attend the Bicentennial Community Day at the Park on Saturday, September 28, 2019. Activities begin at 10:00 AM and will continue throughout the day.

ADJOURNMENT

At 1:34 PM, motion was made by Commissioner Powell and seconded by Commissioner Bennett 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