

BOARD OF PUBLIC WORKS
May 13, 2024

The Board of Public Works and Safety met in a regular meeting on May 13, 2024, at 5:00 P.M. in the Council Chamber, 301 East Clinton Street, Frankfort, Indiana.

The following action was taken: Mayor Sheets called the meeting to order and led the assembly in the Pledge of Allegiance. The following members were present: Mayor Judy Sheets, Greg Miller, and Megan Sheets. First Deputy Wanda Mitchell and others were also present, as noted in the minutes.

MINUTES

The minutes of the April 22, 2024, regular meeting were presented for approval. G. Miller made a motion to approve the minutes as presented, seconded by M. Sheets. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

CLAIMS APPROVAL

M. Sheets made a motion to approve the claims as presented, seconded by G. Miller. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

PUBLIC COMMENTS

Ivy Tech Chancellor Aaron Baute, CSF Superintendent Dr. Matt Rhoda, and Georgia Everett from the Wildcat Creek Career Co-op spoke to the board about combining to form a career center at the Ivy Tech Building. They will offer CNA, criminal justice, building trades, advanced manufacturing, and many other programs. The group will make decisions as a co-op, and the different schools in the community will determine whether this will move forward, with everyone contributing.

Dr. Rhoda mentioned that the annual operational cost of the building, along with hiring a secretary, would be approximately \$150,000. Ivy Tech will cover the expenses until December 2026, at which point Frankfort will assume responsibility. Dr. Rhoda also stated that they plan to move into the building next year once all of their CTE classes are in place.

The board gave their approval via consensus toward the group moving forward with their plans.

POLICE DEPARTMENT:

Deputy Chief Ceasar Munoz asked the board to ratify the sale of the 2015 Ford Explorer at a sale price of \$708.18. M. Sheets made a motion to ratify the sale, seconded by G. Miller. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Deputy Chief Munoz advised the board that his department is fully staffed for the first time in a long time, they are doing lots of training, and they have three officers at the academy right now.

FIRE DEPARTMENT

Lieutenant Scott Freeman advised the board that Engine 3 is back in service, and his department

is obtaining estimates on the basement water issues at Station 3. He also informed the board that they are working on lots of training and classes for the firemen.

City Attorney Alicia Albertson presented the board with the two year fire contract with Center Township. G. Miller made a motion to accept the Cent Township Fire Agreement for two years, seconded by M. Sheets. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

STREET DEPARTMENT

Street Department Superintendent Jason Forsythe presented the board with the city auction contract with Rick Gates. The auction will be held at the street department on June 22, 2024. M. Sheets made a motion to approve the auction contract, seconded by G. Miller. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Mr. Forsythe asked the board to approve the invitation to bid for the 2024 road paving project and the 2024 Community Crossings road paving project. G. Miller made a motion to approve the invitations to bid, seconded by M. Sheets. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

BUILDING INSPECTOR

Senior Building Inspector Ryan Haynes presented the board with the building report for the month of April 2024.

Mr. Haynes asked the board to waive the permit fee for the Chamber of Commerce for the construction they are doing in the Iron Block building. M. Sheets made a motion to waive the fee, seconded by G. Miller. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Mr. Haynes asked the board to approve the downtown staging plans for the construction at the Farmers Bank, which will affect downtown parking and close some sidewalks. The construction will block the area till at least August. M. Sheets made a motion to accept the proposal, seconded by G. Miller. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Mr. Haynes asked the board to approve the placement of a dumpster for the Chamber of Commerce Iron Block construction project. The sidewalk and parking areas will also be closed, but this will not affect any events planned downtown. G. Miller made a motion to approve the memorandum for the construction, seconded by M. Sheets. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

PARKS DEPARTMENT

Parks Department Superintendent Joel Tatum asked the board to ratify the hiring of two part-time employees who started working on May 13, 2024. M. Sheets made a motion to ratify the hiring, seconded by G. Miller. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Mr. Tatum and Mary Lynn Peter spoke to the board about a property use agreement for the farmers market at Veterans Park. She has had some people approach her about selling items that

are not homemade. The board asked Mary Lynn Peter to find out exactly what items people wanted to bring and then agreed by consensus to table the decision until she obtained that information.

Mr. Tatum told the board that the park had their USDA inspection and passed without issues. The hanging baskets are being put out, and the flowers will be planted soon.

COMMUNITY DEVELOPMENT

Community Development Director Kimberly Black asked the board to ratify an agreement with Stillwell and Company to help advertise our summer events. M. Sheets made a motion to ratify the agreement, seconded by G. Miller. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Ms. Black asked the board to approve a Memorial Day service on the south side of the courthouse, which will block some streets. Ms. Black has already spoken with the Police Chief and Street Department Superintendent about the road closures. G. Miller made a motion to approve the service, seconded by M. Sheets. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Ms. Black informed the board that she would have an update on the housing and parking study. She also mentioned that the PSI IOTA XI would like to place a mural on the wall by the play area at Prairie Creek Park, and she will be working with them on that.

HOUSING AND PLANNING

Director of Housing and Planning Initiatives Don Stock asked the board to approve the installation of an awning in front of the Frankfort VFW, located at 309 N. Main Street. The Frankfort Main Street board has already approved the canopy installation. G. Miller made a motion to approve the installation of the awning, seconded by M. Sheets. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Mr. Stock informed the board that he is undergoing flood training certification, and his department is doing lots of training.

CITY ATTORNEY

City Attorney Alicia Albertson opened the bids for the 50/50 sidewalk program. The bids that were received were from Campos Construction and C&A Landscaping. The board discussed the details of the bids. M. Sheets made a motion to take the bids under advisement, seconded by G. Miller. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Ms. Albertson presented the board with an addendum to the public-private agreement for the fire station construction and remodel project and approval of the project scoping proposal. Per Ms. Albertson, Envoy cannot complete the design for the new fire station without acquiring the land. This addendum will allow Envoy to purchase the land and move forward with the design. M. Sheets made a motion to approve the addendum and scoping proposal, seconded by G. Miller. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

UNFINISHED BUSINESS

None

NEW BUSINESS

Kim Stevens from Frankfort Main Street asked the board to approve the band Hotel California to perform on Friday, July 22, 2024, at the hot dog festival. G. Miller made a motion to approve the Hotel California performance and have Jason Pritchett do the sound, seconded by M. Sheets. Upon a roll call vote, three ayes were recorded. Motion carried 3-0

Ms. Stevens provided the board with an update on all the events and work done by Main Street and their many volunteers. Main Street had over 4000 volunteer hours in 2023, and Ms. Stevens thanked the city for all the help with the events that were put on.

G. Miller moved to adjourn the meeting, seconded by M. Sheets. Mayor Sheets adjourned the meeting at 6:15 p.m.