

BOARD OF PUBLIC WORKS
May 28, 2024

The Board of Public Works and Safety met in a regular meeting on May 28, 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. Clerk-Treasurer Carol Bartley and others were also present, as noted in the minutes.

MINUTES

The minutes of the May 13, 2024, regular meeting, and May 20, 2024, special meeting were presented for approval. G. Miller made a motion to approve both of 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

None

POLICE DEPARTMENT:

Police Chief Scott Shoemaker asked the board to approve road closures for the annual Harvard Terrace July 4th parade. M. Sheets made a motion to approve the parade and subsequent road closures, seconded by G. Miller. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Chief Shoemaker presented the board with a resignation letter from Sergeant Andrew Snyder. He will resign effective August 1, 2024, due to moving out of state. G. Miller made a motion to accept the resignation of Sergeant Snyder, seconded by M. Sheets. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

FIRE DEPARTMENT

Fire Chief Matt Stidham spoke to the board about water issues they have been having in the basement of station three. He provided the board with a quote from Acculevel in the amount of \$5623.62 and asked them to approve the repairs. M. Sheets made a motion to approve the quote, seconded by G. Miller. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Chief Stidham updated the board on the repairs to engine 3. The vehicle is currently operational; however, they are waiting on other repairs. He will update the board at the next meeting on the repairs.

PARKS DEPARTMENT

Parks Department Superintendent Joel Tatum brought Mary Lynn Peter before the board to discuss the Frankfort Flea Market. Ms. Peter informed the board that the flea market would occur on the fourth Thursday of each month from 5-8 P.M. The only items allowed at the flea market would be antiques, handmade items, or collectibles. G. Miller made a motion to accept the flea market proposal, seconded by M. Sheets. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Mr. Tatum presented the board with a property use permit from the United Way to have their summer lunch program at Circle Park, 3rd Street Park, and the Neighborhood Center. Mr. Tatum asked the board to approve the permit and waive the fee. M. Sheets made a motion to approve the event and waive the fee, seconded by G. Miller. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Mr. Tatum presented the board with a property use permit from the United Way to host their Wacky Quacky Jeep Show at Praire Creek Park on June 19, 2024, and asked the board to waive the fee. M. Sheets made a motion to approve the event and waive the fee, seconded by G. Miller. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Mr. Tatum presented the board with a property use permit from the United Way to have their Duck Derby in the lazy river of Sapphire Bay on July 22, 2024. M. Sheets made a motion to approve the event, seconded by G. Miller. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Mr. Tatum presented the board with a property use permit from the Chamber of Commerce to host their member appreciation day at Veterans Park on July 1, 2024, and asked them to waive the fee. G. Miller made a motion to approve the event and waive the fee, seconded by M. Sheets. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Mr. Tatum presented the board with a property use permit for the FHS class of 2004 to hold their class reunion at Prairie Creek Park and have alcohol at the event. M. Sheets made a motion to approve the event, seconded by G. Miller. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Mr. Tatum asked the board to ratify the hiring of the following individuals as part-time laborers and seasonal zookeepers:

- Carter Tharp
- Caden Escareno
- Hailey Haley
- Hanna Alquezanda
- Katilyn Gabe
- Keyra Fisher
- Nick Morales
- Serena Morgan
- Tessa Tiedeman

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

Mr. Tatum provided the board with an update on the splash pad. New parts were picked up today, and they will perform a pressure test on May 29, 2024. The tentative grand opening date for the splash pad is June 1, 2024.

BUILDING INSPECTOR

Senior Building Inspector Ryan Haynes asked the board to waive the permit fee for reconstructing the press box at Frankfort High School. 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.

UNFINISHED BUSINESS

The board reviewed the bids that were received for the 50/50 sidewalk program. M. Sheets made a motion to award the bid to Campos Construction, seconded by G. Miller. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

NEW BUSINESS

Mayor Sheets presented the board with an insurance evaluation proposal from UVI. They will appraise the city and utility properties to ensure they are insured for the right amount. The quote for their services is \$6795.00, which will be split between the city and utilities. G. Miller made a motion to give the city permission to contract with UVI, seconded by M. Sheets. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Mayor Sheets presented the board with a translator/independent contract agreement between the city and Keren Garza to provide translation services to the city. M. Sheets made a motion to execute the independent contractor agreement, seconded by G. Miller. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

City Attorney Phil Triplett presented the board with a release for property damage from Cherokee Insurance. When the release is signed, the city will receive \$7,858.61 from the May 1, 2024 accident. G. Miller made a motion to accept the release, seconded by M. Sheets. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

M. Sheets moved to adjourn the meeting, seconded by G. Miller. Mayor Sheets adjourned the meeting at 5:29 P.M.