

BOARD OF PUBLIC WORKS

August 11, 2025

The Board of Public Works and Safety met in a regular meeting on August 11, 2025, 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, Jim Skinner, and Greg Miller. Also present were Deputy Clerk Wanda Mitchell, Attorney Alicia Albertson (virtual) and others, as noted in the minutes.

MINUTES

The minutes of the July 28, 2025, regular meeting were presented for approval. G. Miller made a motion to approve the minutes as presented, seconded by J. Skinner. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

CLAIMS APPROVALS

J. Skinner 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

Sam Payne presented the board with information on the horseshoe state tournament on September 5th, 6th, and 7th. He asked for permission from the board of works to park on the field south of the basketball court.

POLICE DEPARTMENT

Police Chief Scott Shoemaker presented the board with department reports. The department is currently accepting applications for the vacant police officer position. The applications are due August 29th. The physical agility testing, written testing, and interviews will occur on September 6th. The department's other vacant position will be filled by a lateral transfer police officer from Northern Indiana. The anticipated start date for that position will be September 1st.

Chief Shoemaker explained to the board that one of their crisis negotiators is currently in training this week. Once complete there will be 6 crisis negotiators in the department. The department received a grant from the Community Foundation of Clinton, Howard, and Carroll counties for all 6 negotiators to attend training in Columbus, Ohio next month.

FIRE DEPARTMENT

Fire Chief Matt Stidham presented the board with department reports. He explained to the board that the department is working on township contracts. The fire one and two classes started last week. It is hosted at the Frankfort Fire department on Tuesdays and Thursdays from 6pm-10pm. There are currently 11 individuals in the class this year. The class will run for several months. Chief Stidham explained to the board that the investigators are at a training conference for this year. It is a requirement to have so many hours to keep their certification. The conference is from 8/11/25-08/13/25.

STREET DEPARTMENT

Street Superintendent Brian Killman presented the board with department reports. He explained to the board that the paving is still on hold until about the middle of August. There are still six streets left to be completed. There has been significant progress on alleys. The Northeast is completed. There has also been progress with stop sign replacements. The department has been painting the curbs around fire hydrants to ensure there are no cars parking in front of them. The department repatched the railroad tracks on Jackson, Morrison, and Washington Ave.

BUILDING SERVICES

Building Inspector Rob Bogue presented the board with department permit reports. The department has issued 26 roof permits. Inspector Bogue asked the boards' approval to waive the permit fee, in the amount of \$248.52, for the Frankfort Building Trades house in the new Meadowbrook addition on lot 1. J. Skinner made a motion to waive the permit fee, seconded by G. Miller. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Inspector Rob Bogue asked the board approval to waive the permit fee, in the amount of \$45, for Electron to install the new city EV chargers. G. Miller made a motion to waive the permit fee, seconded by J. Skinner. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Director of Planning and Housing Initiatives Don Stock presented the board with department reports. He explained to the board that the mailboxes in Meadowbrook will now be at the entrance instead of each house per the post office. All the ADA projects have been completed for each department.

PARKS DEPARTMENT

Park Superintendent Ryan Edgar presented the board with department reports. He informed the board that they have started tearing the concrete out around the concessions and picnic tables at the TPA Park. It is almost complete. On Wednesday the 13th, the new playground equipment for 3rd Street Park will be installed.

Event Coordinator Emily Gray asked the board to approve seven contracts for the Raices Festival. The first contract is for Large Stage Sound Franciso Rameriez for \$2,200, the next one is for Grupo Kash for \$1,500, Mariachi Sol De America for \$700, Ballet Folklorico for \$700, Fuego Frio LLC for \$3,850, DJ Xstatis for \$350, and the last one is Los Landas for \$500. The total is \$9,800 for all. G. Miller made a motion to accept the contracts as presented, seconded by J. Skinner. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Event Coordinator Emily Gray asked the board to waive the fee for Frankfort Utilities Luncheon on September 26th at Prairie Creek Park. G. Miller made a motion to waive the fees, seconded by J. Skinner. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Event Coordinator Emily Gray asked the board to waive the fee for Healthy Communities Overdose Awareness event on August 27th at Prairie Creek Park. J. Skinner made a motion to waive the fees, seconded by G. Miller. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Event Coordinator Emily Gray asked the board to waive the fee for Healthy Communities Recover Out Loud event on September 24th at Prairie Creek Park. G. Miller made a motion to waive the fees, seconded by J. Skinner. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Event Coordinator Emily Gray asked the board to waive the fee for Danny Moreno, with Light of the World Church, wanting to use the stage at the TPA to perform church songs on September 6th. J. Skinner made a motion to waive the fees, seconded by G. Miller. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

COMMUNITY DEVELOPMENT

Community Development Director Kimberly Black asked the boards' approval for the intern job description. The intern would be Monday through Friday from 1pm-3pm. G. Miller made a motion to approve the job description, seconded by J. Skinner. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Community Development Director Kimberly Black informed the board that three new EV chargers will be installed to replace the old ones on August 18th.

Community Development Director Kimberly Black explained that the Hometown Hero signs at Veterans Park went out and the deadline for those are October 17th.

ATTORNEY

City Attorney Alicia Albertson explained to the board about the SS4A bid recommendation from American Structure Point. Attorney Albertson prepared a contract for American Structure Point. The recommendation from the board is to accept the proposal and approve the contract. G. Miller made a motion to approve the bid for SS4A from American Structure Point, seconded by J. Skinner. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

G. Miller made a motion to approve the contract with American Structure point, seconded by J. Skinner. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

UNFINISHED BUSINESS

None

J. Skinner made a motion to adjourn, seconded by G. Miller. Mayor Sheets adjourned the meeting at 5:37PM.