

BOARD OF PUBLIC WORKS

March 9, 2020

The Board of Public Works and Safety met in a regular meeting on Monday, March 9, 2020 at 5:00 PM 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. Mayor Sheets, Megan Sheets, Mark Mitchell, John Kirby, Jason Forsythe, City Attorney Les Bergum, Annie Bacon, Scott Shoemaker, Bart Kraning, and Don Stock were present.

Mayor Sheets called Scott Shoemaker for the swearing in of a new police officer. Deputy Chief Scott Shoemaker introduced Charles Baetz as the new officer and stated that he had passed all the qualifications and proposed a start date of March 16th. Mayor Sheets made a motion to approve the hiring of Charles Baetz with the Frankfort Police Department with a start date of March 16th. Mark Mitchell seconded the motion. Motion passed 3-0

MINUTES: The minutes of February 29th were presented. Megan Sheets made the motion to approve the minutes for February 29th with a correction on spelling on the second page. Mark Mitchell seconded. The motion passed 3-0. The minutes of the special meeting on March 2nd were presented. Mark Mitchell made the motion to approve. Megan Sheets seconded. Motion passed 3-0

PUBLIC COMMENT: Dan Miller of the Frankfort Jaycees wanted to remind everyone of the Spaghetti Run on April the 18th. It will be the same route as last year. Mayor Sheets said it would be approved at the next meeting.

COMMUNITY DEVELOPMENT DIRECTOR: Annie Bacon reported on the Cloverleaf Trail Project. There is a railway appraisal in progress and a meeting was attended in Kokomo last Friday.

POLICE DEPARTMENT: Scott Shoemaker proposed moving Jay Large to fill time effective March 16th to replace Charles Baetz. Megan Sheets made the motion to approve and Mark Mitchell seconded it. Motion passed 3-0

Scott also brought to everyone's attention that Lt Brady Sorrells, Sgt Jeremy Rushton, and Sgt Josh Ruben completed an online Supervision of Police Personnel course from the Northwestern University Center for Public Safety. All three officers completed the course with an A grade.

FIRE DEPARTMENT: John Kirby, Fire Chief, said Fire Fighter Adam Lukas has completed his continuing education to be a fire inspector. The truck committee is going to Wisconsin this week to finalize the truck specs for the new truck that Center Township is providing. Mayor Sheets thanked Center Township.

Chief Kirby followed up on the bids for the restroom renovation. He presented copies of the BBB paperwork to the board and City Attorney Les Bergum. He requested permission to pay the additional \$3365.00 after the \$50,000 bid from his LIT budget. Megan Sheets made the motion to move forward with the bid. Mark Mitchell seconded. Motion passed 3-0

Chief Kirby also noted that he will be meeting with the Councilmatic Committee at 4:45 pm on March 10th regarding the Coronavirus preparedness.

STREET DEPARTMENT: Jason Forsythe, Street Superintendent, presented two quotes for a roller for alley work. The bid from CAT/Macallister was \$44,746.00, and the bid from Westside Tractor was \$43,622.00 but also included additional features for employee comfort and safety. Megan Sheets made the motion to approve the bid from Westside Tractor. Mark Mitchell seconded. Motion passed 3-0

Jason is also working with Jay Large regarding the parking situation at the Hinshaw Building. They are going to clean up the parking lot and replace the signs.

Several street department employees are going to Purdue Road School.

ERC discussion regarding having a second employee certified. Jason is having Mike Wheeler trained as the second certified employee.

BUILDING INSPECTOR: Don Stock met with Building Services staff and Liz Stitzel. On Tuesday, March 17th he will be attending the flood plain meeting with Liz.

The 50/50 sidewalk bids that were tabled at the last meeting were brought up. Mark Mitchell proposed accepting the Campos bid. Megan Sheets seconded. Motion passed 3-0

Resolution 20-01 authorizing Susan Palmer and Ashlee Bassett to sign building permits was introduced. Megan Sheets made the motion to approve the resolution. Mark Mitchell seconded. Motion passed 3-0

PARKS DEPARTMENT: Bart Kraning noted they have two positions open and proposed moving Brandon Eidmen and Jordan Clark to full time positions effective immediately. Mark Mitchell made the motion to approve. Megan Sheets seconded. Motion passed 3-0

Bart noted that they will halt breeding of animals effective 3/9/2020 and will no longer trade them as well.

Kyle Lueken with HWC Engineering offered options to reduce the pool bids. The options are to reduce the features or to remove the concessions building. They will turn it over to the council and the parks committee to work on options. Sub Committee meeting at 6 pm. Pool bids will remain tabled.

ATTORNEY: Les Bergum, Attorney, noted that golf season is about to start. Arborwood has taken over operations at the golf course. Les attended the Alcoholic Beverage Commission meeting and the alcoholic beverage permit was successfully transferred to Arborwood.

NEW BUSINESS: None

UNFINISHED BUSINESS: None

CLAIMS: Claims were presented. Mark Mitchell made the motion to approve the claims as presented. Megan Sheets seconded the motion. Motion passed 3-0.

ADJOURNMENT: There being no further business to come before the board Mayor Sheets adjourned the meeting.