

BOARD OF PUBLIC WORKS

May 26, 2020

The Board of Public Works and Safety met in a regular meeting on Monday, May 26, 2020, at 5 p.m. in the Council Chamber at 301 East Clinton Street, Frankfort, Indiana. The meeting was also presented via GoToMeeting. The following action was taken:

Mayor Sheets called the meeting to order and led the assembly in the Pledge of Allegiance. In attendance upon roll call were Mayor Judy Sheets and Board member Mark Mitchell. Board member Megan Sheets attended via phone. Also present were City Attorney Les Bergum, Clerk-Treasurer Carol Bartley, and others via GoToMeeting and as mentioned in the minutes.

MINUTES

The minutes of the May 11, 2020, regular meeting were presented for approval.

Board member Mitchell moved seconded by Board member M. Sheets to approve the minutes of the May 11, 2020, regular meeting as presented. Upon roll call vote three ayes were recorded. Motion carried 3-0.

PUBLIC COMMENT None

FIRE

Fire Chief John Kirby gave the Board an update on the EMT certification class that started earlier this year. Eight students have not been able to get their clinical hours as of yet due to the COVID pandemic. Indiana State EMS Commission says they can get their hours at the Fire Department riding on Squad One. He would like these students to have ride-a-longs with the Fire Department to get these hours.

Board member M. Sheets moved seconded by Board member Mitchell to allow these students to complete this part of the licensure with Squad One activity and to make sure PPE is being worn and limit the number of persons in Squad one. Upon roll call vote three ayes were recorded. Motion carried 3-0.

Fire Chief John Kirby presented two conflicts of interest for approval for Brad Pickard who owns Five Star Carpet and Upholstery Cleaning and Dustin Phillips who owns Phillips Greenhouse.

Board member Mitchell moved seconded by Board member M. Sheets to approve both of the conflicts of interest statements from Dustin Philips and Brad Pickard. Upon roll call vote three ayes were recorded. Motion carried 3-0.

BUILDING SERVICES

Director of Planning and Housing Initiatives Don Stock presented a request for building permit extension for Eric Watkins. This would be an extension of 90 days.

Board member M. Sheets moved seconded by Board member Mitchell to grant the 90-day building permit extension for Eric Watkins. Upon roll call vote three ayes were recorded. Motion carried 3-0.

POLICE

Deputy Chief of Police Scott Shoemaker stated Resolution No. 20-05 A Resolution Authorizing Sale of Used Police Dell laptops at Private Sale was not ready on his end to be approved.

Deputy Chief Shoemaker asked the board to ratify the hiring of a new police officer John Brett Dale. Officer Dale was sworn in by Mayor Sheets at a private ceremony due to the COVID pandemic on Friday, May 22, 2020. His effective date to start employment is today, May 26, 2020.

Board member Mitchell moved seconded by Board member M. Sheets to ratify the hiring of Officer John Brett Dale. Upon roll call vote three ayes were recorded. Motion carried 3-0.

Deputy Chief Shoemaker stated they have been reviewing policies and have one policy 702 for vehicle use that needs to be changed. He would then like to review this again in 36 months.

Board member M. Sheets moved seconded by Board member Mitchell to accept the changes to policy 702 Vehicle use. Upon roll call vote three ayes were recorded. Motion carried 3-0.

Mayor Sheets asked Deputy Chief Shoemaker to give an update on the hiring process for the Code Enforcement Officer. He stated they have interviews scheduled for Thursday, May 29, 2020, and he hopes to have a recommendation next week. The current officer is back to work this week.

PARKS

Park Superintendent Bart Kraning was present to request approval for the watering contract with Dustin Phillips of Phillips Greenhouse. This has been sent to City Attorney Les Bergum for review and revision. The price of the contract had to be adjusted by \$950.00 due to the amount of liability insurance Phillips Greenhouse had to acquire. Discussion followed. This makes the total cost of the contract \$8,450.00 to be paid in two equal installments of \$4,225.00 each. Mr. Phillips does not have to supply a certificate of liability as the City will have its own liability insurance coverage.

Board member Mitchell moved seconded by Board member M. Sheets to approve the contract with Phillips Greenhouse at the total amount of \$8,450.00. Upon roll call vote three ayes were recorded. Motion carried 3-0.

Mr. Kraning also had a new hire to ratify. He would like to hire Avery Rice as the facility manager. Board member Mitchell moved seconded by Board member M. Sheets to ratify hiring Avery Rice as the Facility Manager effective June 1, 2020. Upon roll call vote three ayes were recorded. Motion carried 3-0.

HUMAN RESOURCES

None

CITY ATTORNEY

Les Bergum presented Resolution 20-06 A Resolution extending temporary work rules from the original Resolution 20-03 that expired on May 22, 2020. The extension would be for another 30 days from today's date.

Board member M. Sheets moved seconded by Board member Mitchell to accept Resolution 20-06. Upon roll call vote three ayes were recorded. Motion carried 3-0.

Mr. Bergum stated he has been working with Don Stock on various properties on clean up and possible demolition. He also stated it is time for the annual Old Stoney Corporation meeting.

STREET

Street Department Superintendent Jason Forsythe stated he would like to hold the city auction on July 18th. Board member Mitchell moved seconded by Board member M. Sheets to approve having the city auction at the Street Department on July 18, 2020. Upon roll call vote three ayes were recorded. Motion carried 3-0.

The landfill will be having their free day on June 27th. So the Street Department would like to hold their spring cleanup from June 29-July 4, 2020. Board member M. Sheets moved seconded by Board member Mitchell to proceed with having spring cleanup at the Street Department from June 29-July 4, 2020. Upon roll call vote three ayes were recorded. Motion carried 3-0.

Mr. Forsythe stated he did send the MVH 2019 operational report to LTAP today. He also stated he has three bids for a new F250 truck. The board did not see these bids before the meeting today. The specifications are for a 2020 F250 crew cab 4X4 with a 6 ¾ ft. bed with 6.2 L V8 engine with a snowplow package and cruise control. The bids are as follows:

Mike Raisor \$31,193.00, Pearson Ford \$31,304.96, and Lewis Ford \$30,465.00

Jason would like the Board to approve the Lewis Ford bid at \$30,465.00. Board member Mitchell moved seconded by Board member M. Sheets to approve the bid from Lewis Ford in the amount of \$30,465.00. Upon roll call vote three ayes were recorded. Motion carried 3-0.

Clerk-Treasurer Carol Bartley stated she received a letter from the Indiana Recycling Coalition addressed to Superintendent Forsythe. The Street Department has been awarded a stipend of \$750.00 to use at their discretion for the recycling program. Allison Mitchell of the IRC visited the Street Department and was given a tour of the facility and the program.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

CLAIMS APPROVAL

Board member M. Sheets moved seconded by Board member Mitchell to accept the claims as presented. Upon roll call vote three ayes were recorded. Motion carried 3-0.

Meeting adjourned at 5:45 p.m.