

BOARD OF PUBLIC WORKS

November 8, 2021

The Board of Public Works and Safety met in a regular meeting on November 8, 2021, 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 and Megan Sheets. Also present were, Chief Deputy Administrator Wanda Mitchell, City Attorney Les Bergum, and others, as noted in the minutes. Greg Miller was absent.

MINUTES

The minutes of the October 25, 2021, regular meeting were presented for approval. M. Sheets moved to approve the minutes as presented, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

CLAIMS APPROVAL

M. Sheets moved to accept the claims as presented, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

PUBLIC COMMENTS

None

POLICE DEPARTMENT

Police Chief Scott Shoemaker asked the board to approve a request from Main Street to hold the Christmas Parade on December 4, 2021, at 3:00 PM and advised that the parade will follow the same route as last year. M. Sheets made a motion to approve the parade, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

Chief Shoemaker advised the board that he had performed a street light study in the 700 block of East Green Street at the recommendation of a private citizen. He recommended that the board of works install a new light on pole 18 to improve visibility in the area. M. Sheets made a motion to approve the installation of a light on light pole 18, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

Chief Shoemaker informed the board that he has been working with Wesley Manor in order to provide the city with a contract allowing officers to enforce laws on private property. At this time no contract is on record with the Clinton County Recorder, and Chief Shoemaker will work with Les Bergum if a change to the ordinance is required.

Chief Shoemaker informed the board that his department received a grant from Eli Lily Grant through the United Way in the amount of \$10,000.00. This grant will allow his department to receive instruction on peer support, crisis intervention, and mental health training without having to travel.

FIRE DEPARTMENT

Fire Chief John Kirby presented quotes to the board for bathroom renovations at fire stations two and three. The quotes are as follows:

Station 2

- Aaron's Flooring LLC - \$7,200.00

- Keck Contracting - \$5,250.00

Station 3

- Aaron's Flooring LLC - \$6,800.00
- Keck Contracting - \$4,750.00

Chief Kirby recommended using Keck Contracting due to the cost difference. M. Sheets made a motion to approve the quote from Keck Contracting for stations two and three, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

Chief Kirby informed the board that Captain Matt Stidam had applied for the Indiana Department of Natural Resources Hand Tool Grant. The fire department was awarded the grant which included several pieces of equipment used in wildland fires including a 2-wheeled handcart and a hand dolly.

Chief Kirby told the board that the fire department will be doing demonstrations as part of the Learning to Lead program on November 10, 2021, at the EMA training facility. They will also be participating in a confined space drill at Frito Lay on November 17, 2021.

STREET DEPARTMENT

Street Department Superintendent Jason Forsythe informed the board that his department will have a night shift beginning the second week of December to work on snow removal.

Mr. Forsythe updated the board on the Washington Avenue project. The sidewalk work is being done on the north and south sides of the street, more concrete work will be done November 11 and 12, 2021, and the surface of the road is projected to be installed Thanksgiving Week. He also informed the board that a blinking stop sign will be installed at the intersection of Washington Avenue and Washington Street near the post office to increase awareness and slow down traffic.

Mr. Forsythe advised the board that the public meeting concerning the project on State Road 28 will take place on November 18, 2021, at 7:00 PM. The meeting will be held in the Frankfort Community Public Library, and Gary Fox with INDOT will speak to the public.

Mr. Forsythe informed the board that the city has been awarded the Community Crossings Grant money in the amount of \$464,460.33. The paving projects will begin in March or April of 2022, weather permitting. Mayor Sheets reminded the board that with the grant, and the additional appropriations from the council the city will be able to proceed with over \$920,000.00 worth of paving next year.

BUILDING SERVICES

Director of Planning and Housing Initiatives Don Stock presented the board with the permit report for the month of October. His department issued 67 permits for total revenue of \$4,293.75.

Mr. Stock presented the board with a list of historic properties and will be working with the Historic Preservation Committee to inform homeowners as to the limitations on renovations or improvements to their homes.

Mr. Stock informed the board that the Riley School subdivision will go before the plan commission on December 1, 2021, for their provisional plot. He is also working on the flood plain designation on building permits to meet the DNR requirements.

PARKS DEPARTMENT

Parks Department Superintendent Bart Kraning informed the board that his department has spent \$27,000.00 on new Christmas displays and they will all be arriving this week. The parks department will be assembling them and are putting up the displays now.

HR

M. Sheets informed the board that there will be no increase in premium for city employees on their health, dental, or vision insurance for 2022. Mayor Sheets thanked the city employees for all they have done to keep the health care costs down.

ATTORNEY

City Attorney Les Bergum informed the board that Ed Cripe had filed a request for a hearing and a motion to stay. Mr. Bergum asked the board to approve an order he prepared indicating that the board will take no further action on the matter until the hearing takes place. M. Sheets made a motion to approve the order, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

RESOLUTION 21-15: A RESOLUTION APPROVING REDEVELOPMENT COMMISSION SIDEWALK PROJECT AND CONSENTING TO THE OWNER'S REPRESENTATIVE.

Mr. Bergum informed the board that resolution 21-15 designates the board of works as the owner's representative for a Redevelopment Commission project to work on a portion of sidewalk near Auto Zone. M. Sheets made a motion to pass resolution 21-15, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

M. Sheets made a motion to adjourn the meeting, seconded by Mayor Sheets. Mayor Sheets adjourned the meeting at 5:50 P.M.