

BOARD OF PUBLIC WORKS
April 25, 2022

The Board of Public Works and Safety met in a regular meeting on April 25, 2022, 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 Greg Miller. Also present were, Clerk-Treasurer Carol Bartley, City Attorney Les Bergum, and others, as noted in the minutes. Megan Sheets was absent.

MINUTES

The minutes of the March 28, 2022, regular meeting were presented for approval. G. Miller 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

G. Miller 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

MAYORAL PROCLAMATION

Megan Shoup, a forensic nurse with IU Health, addressed the board regarding Sexual Assault Awareness Month and her duties in taking care of victims of crime in our area. She informed the board that April 27 is Denim Day in support of victims of sexual assault. Mayor Sheets issued a mayoral proclamation declaring April sexual assault awareness month for the city of Frankfort.

POLICE

Deputy Chief Jim Skinner spoke to the board and informed them that he has been working with Kimberly Black on setting up security for the concerts that will be taking place downtown this summer. Mr. Skinner has also been working with Les Bergum on an ordinance that will amend certain items of the traffic code and he will be presenting it to the council today.

FIRE

Fire Chief Matt Stidham advised the board he has been working on a fire hydrant issue on a property, the defibrillators have been calibrated, the special response truck has been updated, training is up 105 percent from last year, and he has firefighters that will be returning from injury leave soon. Mr. Stidham also advised the board that the battle of the badges will begin again and will take place on June 12, 2022, at 1:00 P.M.

STREET DEPARTMENT

Street Department Superintendent Jason Forsythe updated the board on the Community Crossings Grant, the ongoing paving projects, and the upcoming road closings due to construction. Mr. Forsythe advised the board that he will be working on a plan for a Washington Street detour during the hot dog festival to keep congestion to a minimum.

Mr. Forsythe asked the board to approve a request for quotes for paving the parking lot of the street department. He is expecting quotes from Milestone, Reith Riley, and Crenshaw Paving. G. Miller made

a motion to approve the request for quotes, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

BUILDING SERVICES

Director of Planning and Housing Initiatives Don Stock presented the board with the permit report for the month of March. His department issued 72 permits, for a total revenue of \$3,659.00.

Mr. Stock informed the board that ten of the lots in the Riley addition are owned by an outside source and a new record plat will need to be recorded to reflect the change. G. Miller made a motion to approve the signing of the corrective deed of dedication on the record plat, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

Mr. Stock advised the board that Governor Holcomb had passed an ordinance that will not allow the city to prevent residents from pursuing beekeeping. Mr. Stock will be working with Mr. Bergum on an ordinance for the city to put guidelines in place.

PARKS

Parks Department Superintendent Bart Kraning presented a property use permit application to the board for the COACH Kids mentor/mentee cookie decorating class that took place on April 14, 2022, at Prairie Creek Park. G. Miller made a motion to ratify the event, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

Mr. Kraning presented the board with a property use permit application for the American Legion and VFW to hold their Veteran's Memorial Day service at Prairie Creek Park on May 30, 2022, and requested that the city waive the fee for the event. G. Miller made a motion to approve the event and waive the fee, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

Mr. Kraning presented the board with a property use permit application for Center Township of Clinton County to hold their overdose awareness event on August 31, 2022, at Prairie Creek Park and requested the city waive the fee for this event. Center Township also requested street closure on the day of the event due, however, after a brief discussion the board decided that due to road construction that would not be feasible. G. Miller made a motion to approve the event and waive the fee, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

Mr. Kraning presented the board with a property use permit application for the Frankfort Christian Academy to hold a taco dinner fundraiser at Prairie Creek Park on May 6, 2022, and requested the city waive the fee for this event. G. Miller made a motion to approve the event and waive the fee, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

Mr. Kraning presented the board with a property use permit application for the Clinton County Republican Party to hold their election returns watch party at the neighborhood center on May 3, 2022, and requested the city waive the fee for this event. G. Miller made a motion to approve the event and waive the fee, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

Mr. Kraning presented the board with a property use permit application for Aaryn and Adrianna Cantu to hold their wedding at Prairie Creek Park on July 2, 2022. G. Miller inquired about their alcohol permit as they would like to serve alcohol. Mr. Kraning said he would follow up with the board of works to ensure that the permit was in place prior to the event. G. Miller made a motion to approve the event pending the

verification of the alcohol permit, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

Mr. Kraning presented the board with a property use permit application for Genda Funeral Home to host Senior Olympics events on May 24, and May 27, 2022, at Dorner Park and TPA Park. G. Miller made a motion to approve the event, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

Mr. Kraning asked the board to approve a request for proposals for the operation of the concession stands for 2022. The board had a brief discussion about insurance coverage and state licensing. Mr. Bergum determined that the insurance and licensing can be done through the contract. G. Miller made a motion to approve the request for proposals, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

Mr. Kraning asked the board to approve a request for proposals for the watering of city flowers and pest control. G. Miller made a motion to approve the request for proposals, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

Mr. Kraning asked the board if his department would be able to post the updated position for the event coordinator and asked that they approve the updated job description for both the event coordinator and part-time administrative assistant. The board decided to table the decision on the positions until M. Sheets can review both job descriptions.

Mr. Kraning provided the board with an update on the vandalism repairs at the park.

COMMUNITY DEVELOPMENT

Director of Community Development and Outreach Kimberly Black advised the board that she would be tabling the discussion about the Thursday food truck events due to construction detours.

Ms. Black advised the board that an ice cream social will take place at Fresitas Artisan Ice Cream on April 27, 2022, from 6:00 to 8:00 P.M. The public is welcome to attend and socialize with the Mayor and the department heads. Ms. Black also invited the board and public to attend the National Day of Prayer services at Old Stoney on May 5, 2022, at noon.

Ms. Black presented the board with the Prairie Creek Park Beer Garden vendor application and agreement for approval. G. Miller made a motion to approve the application and agreement, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

ATTORNEY

City Attorney Les Bergum presented the board with a performance and payment bond for the Aquatic center for approval. G. Miller made a motion to approve the payment and performance bond and authorize Mayor Sheets to sign it, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

RESOLUTION 22-05: A RESOLUTION AUTHORIZING THE SPECIAL PURCHASE OF GOLF CARTS.

Mr. Bergum presented the board with resolution 22-05 which authorizes the city to trade in forty used golf carts and obtain fifty new golf carts and a utility vehicle for \$235,050.00. G. Miller made a motion

to pass resolution 22-05, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

RESOLUTION 22-06: A RESOLUTION DIRECTING THE SALE OF REAL ESTATE

Mr. Bergum presented the board with resolution 22-06 which allows the city to accept bids for two vacant lots at 1110 N. John Street. G. Miller made a motion to pass resolution 22-06, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

Mr. Bergum updated the board on the bidding process for the property at 16 N. Main Street and presented the bids to the board for review. G. Miller made a motion to authorize Mr. Bergum to notify the bidders and give them an opportunity to rebid the property, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

Mr. Bergum opened the bids for the 50/50 sidewalk program. The bid that was received was from Campos Construction. The board discussed details of the bid and spoke to Don Stock with building services regarding the sidewalk program last year. The bid from Campos Construction is:

Residential Sidewalk	\$7.50 per square foot
Curb/sidewalk combo	\$28.00 per linear foot
Installation of ADA Ramps	\$3.00 per square foot
Fill Material	\$20.00 per additional ton
Saw Cuts	\$3.75 per linear foot
Sealer- upon request	\$0.00 per linear foot
Removal and disposal of stumps and vegetation	Varies per job

G. Miller made a motion to approve the bid from Campos Construction, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

UNFINISHED BUSINESS

Mayor Sheets advised the board that when the new golf cart batteries are purchased by the Frankfort Commons there will be a credit of \$1,350.00 for the old battery cores and asked that the credit be applied to the cost of new batteries. G. Miller made a motion to approve the credit from the sale of battery cores being applied to the new battery cost, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

Mayor Sheets informed the board that she had met with Tom Little and Jordan Brewer about the HVAC repairs at Ivy Tech. The repairs are shared with the county 50/50, and the city has already paid for the rental of heating units. G. Miller made a motion to approve the mayor to sign for repairs at Ivy Tech, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

NEW BUSINESS

Clerk-Treasurer Carol Bartley presented the board with a conflict of interest form for Alison Robinson, owner of Ann Street Sweets. G. Miller made a motion to accept the conflict of interest form, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

G. Miller made a motion to adjourn the meeting, seconded by Mayor Sheets. Mayor Sheets adjourned the meeting at 6:23 P.M.