

BOARD OF PUBLIC WORKS  
May 22, 2023

The Board of Public Works and Safety met in a regular meeting on May 22, 2023, 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, Clerk-Treasurer Carol Bartley, and others, as noted in the minutes. Greg Miller was absent.

**MINUTES**

The minutes of the May 8, 2023, 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 made a motion to approve the claims as presented, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

**PUBLIC COMMENTS**

Sgt. Andrew Snyder, Officer Freddy Martinez, and Officer Madison Douglass were recognized for their bravery on April 3, 2023, as Police Chief Scott Shoemaker presented them with the esteemed Medal of Valor.

The Indiana House of Representatives also honored the trio by presenting them with Resolution 45, which was presented by State Representative Mark J. Genda.

**PARKS DEPARTMENT**

Interim Parks Department Superintendent Jason Forsythe asked the board to approve a contract with Justyn Underwood to perform at Prairie Creek Park on June 24, 2023, for \$100.00. M. Sheets made a motion to approve the contract with Justyn Underwood, seconded by Mayor. Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

Mr. Forsythe asked the board to approve a property use application for the Girl Scouts Bridging ceremony and dinner to take place at Prairie Creek Par on June 28, 2023, and asked them to waive the fee for the event. M. Sheets 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. Forsythe updated the board about the installation of speed bumps near Third Street Park and the ongoing construction of the pool.

**COMMUNITY DEVELOPMENT**

Community Development Director Kimberly Black asked the board to ratify a contract with Grupo Principe to perform at the Hispanic Heritage Festival for \$1200.00. M. Sheets made a motion to approve the contract, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

## **POLICE DEPARTMENT**

Police Chief Scott Shoemaker asked the board to ratify the road closures his department provided on May 20, 2023, for the Trinity Hope Center open house. M. Sheets made a motion to ratify the road closure, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

Mr. Shoemaker presented a proposal to the board from Flock Camera Systems to be paid with funds from a drug and alcohol grant. M. Sheets made a motion to approve the contract, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

Mr. Shoemaker asked the board to approve the July 4, 2023 parade and road closures at Harvard Terrace. M. Sheets made a motion to approve the parade and closures, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

Mr. Shoemaker advised the board that the ribbon cutting for the new police station will take place on June 21, 2023.

## **BUILDING SERVICES**

Director of Planning and Housing Initiatives Don Stock asked the board for authorization to advertise for the open position in his department, and the board decided they would like to review the job description before posting. M. Sheets made a motion to move forward with the posting of the open position pending the Board of Works approval of the job description, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

## **FIRE DEPARTMENT**

Fire Chief Matt Stidham informed the board that Engine 3 is down due to transmission issues and he will return to the board once a repair quote has been obtained.

## **UNFINISHED BUSINESS**

None

## **NEW BUSINESS**

The board reviewed a conflict of interest form for Marisol Douglass. M. Sheets made a motion to formally accept the conflict of interest, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

M. Sheets made a motion to adjourn the meeting, seconded by Mayor Sheets. Mayor Sheets adjourned the meeting at 5:30 P.M.

Following the conclusion of the meeting, Tino Santos, a resident of Norris Way, approached the board to express concerns about speeding on West Freeman Street, specifically between Third and Fourth Street. After a brief discussion with the board, Mr. Santos confirmed his attendance at the upcoming City Council meeting, during which he intends to speak during the public comment period.