

## BOARD OF PUBLIC WORKS

October 6, 2023

The Board of Public Works and Safety met in a regular meeting on October 6, 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, Greg Miller, and Megan Sheets. Also present were, Clerk-Treasurer Carol Bartley, and others, as noted in the minutes.

### **MINUTES**

The minutes of the September 25, 2023, regular meeting were presented for approval. G. Miller made a motion to approve the minutes as presented, seconded by M. Sheets. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

### **CLAIMS APPROVAL**

M. Sheets made a motion to approve the claims as presented, seconded by G. Miller. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

### **PUBLIC COMMENTS**

None

### **POLICE DEPARTMENT**

Police Chief Scott Shoemaker asked the board to approve the purchase of two Motorola radios at a cost of \$9,720.82. G. Miller made a motion to approve the motion, seconded by M. Sheets. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Chief Shoemaker asked the board to approve the official Trick-or-Treat hours for the city on October 31, 2023, from 5:00 P.M. to 9:00 P.M. M. Sheets made a motion to approve the hours, seconded by G. Miller. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Chief Shoemaker followed up with the board regarding a street light on East Ohio Street and made a recommendation to the board that a light be placed on pole 4723. G. Miller made a motion to approve the street light, seconded by M. Sheets. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Chief Shoemaker updated the board on the hiring process and the candidates he is interviewing. He believes he will have the candidates presented to the board within the next month.

The board had a discussion with Chief Shoemaker regarding the former police station and the possibility of having an auction for the remaining contents inside. City Attorney Alicia Albertson advised the board that they could advertise the auction and receive sealed bids with the highest bidder winning. The building is still being used for storage and some training and Chief Shoemaker expressed a desire to winterize the building.

### **FIRE DEPARTMENT**

Fire Chief Matt Stidham updated the board on the repairs to Engine 3 and advised them that as of today they have been unable to get the parts necessary to fix it. He will keep the board updated on the process and let them know when it is completed.

Chief Stidham advised the board that he would be coming before the council to ask for additional appropriations in order to be able to purchase equipment necessary for new hires. He also informed them that Fire Prevention Week will be from October 9, 2023, to October 13, 2023, and all of the schools in the Community Schools of Frankfort will be participating.

### **STREET DEPARTMENT**

Street Department Superintendent Jason Forsythe asked the board to approve the hiring of Jordan Lanum effective October 4, 2023. M. Sheets made a motion to approve the hiring, seconded by G. Miller. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Mr. Forsythe informed the board that his department will be participating in free training provided by LTAP. They will have snow plow training on October 13, 2023, and chain saw and bucket truck training on November 16, 2023. The parks department will also be joining his department in the training.

Mr. Forsythe spoke to the board about a section of land owned by the city at the end of Short 4<sup>th</sup> Street and the need for the city to provide access to a duplex that will be constructed. He recommended that the city provide a stone alley versus a paved road in the interest of saving money. The lot will have to be cleared and go before the Board of Zoning Appeals and the City Planning Commission per City Attorney Alicia Albertson.

### **PARKS DEPARTMENT**

Parks Department Kristie Martin informed the board that the summer concert series had ended and they will have a concert on October 12, 2023, performed by For Pete's Sake.

Ms. Martin also updated the board on the preparations for Christmas beginning at the parks. Their department was assisted by 59 sophomores from local schools who helped them prepare for the Festival of Lights and also winterize the parks.

### **COMMUNITY DEVELOPMENT**

Community Development Director Kimberly Black asked the board for approval to take a class on marketing provided by Indiana Wesleyan University from November 2023 through January 2024. The cost of the class will be \$1,982.00. M. Sheets made a motion to approve the training, seconded by G. Miller. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Ms. Black also informed the board that the Veterans signs will be placed in Veterans Park beginning November 6, 2023.

### **ATTORNEY**

City Attorney Alicia Albertson opened a bid for the Dorner Park pickleball court painting and installation of posts and nets from AG sports surfaces for \$38,856.90. M. Sheets made a motion

to table the bid until further consideration was made with the parks department superintendent and after they could discuss the funds available for the project, seconded by G. Miller. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

Mayor Sheets swore in Bud McQuade as Building Inspector for the City of Frankfort.

M. Sheets made a motion to adjourn the meeting, seconded by G. Miller. Mayor Sheets adjourned the meeting at 5:40 P.M.