

BOARD OF PUBLIC WORKS
September 12, 2022

The Board of Public Works and Safety met in a regular meeting on September 12, 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 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 August 22, 2022, 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

Kent Brewer, with the Utility Service Board, spoke to the board about the need for 24-hour fire monitoring coverage for the utilities. If there were to be a fire in the city and the utilities are not notified, the water level in the tanks would be too low and would result in a boil order for the city. His department is working on a contract with central dispatch for \$12,000 per year to contact the appropriate utility department. No action was required by the board, the discussion was purely informational.

PUBLIC HEARING RESOLUTION 22-14:

Mayor Sheets called a recess of the meeting at 5:08 P.M. and opened a public hearing to discuss any comments or questions about the proposed sale of the property located at 1110 N. John Street. There were no comments or questions, Mayor Sheets closed the public hearing at 5:09 P.M. and reopened the board of works meeting.

M. Sheets made a motion to confirm resolution 22-14, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

POLICE DEPARTMENT

Mayor Sheets advised the board that the police department would like approval for the homecoming parade on September 23, 2022. M. Sheets made a motion to approve the homecoming parade route and all necessary road closures, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

FIRE DEPARTMENT

Fire Chief Matt Stidham asked the board to approve the retirement of firefighter John Kirby effective September 7, 2022. Mr. Kirby has been a firefighter for 24 years, and Mr. Stidham would like him to be paid the remainder of his benefits. M. Sheets made a motion to accept the retirement of John Kirby, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

Mayor Sheets thanked John Kirby for all he has done for the city and his department during his tenure as a firefighter.

STREET DEPARTMENT

RESOLUTION 22-16: A RESOLUTION AUTHORIZING THE ACQUISITION OF AUTOMATED LOADER GARBAGE TRUCKS AND EQUIPMENT BY THE CITY AS A SPECIAL PURCHASE

Street Department Superintendent Jason Forsythe presented the board with a special purchase resolution for the new trash totes, two new garbage trucks, one used truck, and the trade-in of three used vehicles. Per Mayor Sheets, the lease payments will decrease going forward and there will be no increase in the cost of trash pick-up beyond the currently scheduled increase. City Attorney Les Bergum informed the board that the leased equipment is financed by Huntington Bank and each annual payment will be subject to the council appropriation each year. M. Sheets made a motion to approve resolution 22-16, 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 August. His department issued 95 permits, for a total revenue of \$5,127.28 which is an increase over the last two years.

Mr. Stock informed the board that five homes have been constructed in the Riley Subdivision and five homes have been constructed in the Southridge Subdivision. He also informed the board that he will be meeting with the council today to discuss possible changes to the animal control ordinances.

PARKS DEPARTMENT

Parks Department Superintendent Bart Kraning informed the board that the Christmas barn is open and the decorating is beginning. His department has been working on a walking path for citizens to view the lights, and they have completed \$34,000.00 in electrical updates for the park.

Mr. Kraning advised the board that the dog park had opened this week and provided them with updates on the pickleball courts.

City Attorney Les Bergum presented the board with an invitation to bid for the reconstruction of the tennis courts at TPA Park. M. Sheets made a motion to approve the invitation to bid, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0. The bids are due by October 10, 2022, in the clerk-treasurers office.

Parks Department Events Coordinator Kaytianne Rottler presented the board with a property use permit for the Frankfort Unified Neighborhoods group to have their trunk or treat on October 29, 2022, at Veterans Park from 6:00 to 9:00 P.M. They have asked for rain dates of October 30, 2022, and possibly October 31, 2022. M. Sheets made a motion to approve the application, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

Ms. Rottler also presented the board with a property use permit for the Healthy Communities of Clinton County to host their Recover Out Loud event at Prairie Creek Park on September 28, 2022, from 12:00 to 5:00 P.M. She asked the board to waive the rental 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.

COMMUNITY DEVELOPMENT

Director of Community Development and Outreach Kimberly Black asked the board for permission to hire Jennifer Davis to take photographs of the Hispanic Heritage Festival for \$350.00. M. Sheets made a motion to approve the charge, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

Ms. Black advised the board that the Hispanic Festival will be taking place on September 17, 2022, and there are 32 vendors. She also informed the board that East Washington Street will be closed from noon to midnight that day.

ATTORNEY:

City Attorney Les Bergum presented the board with a personnel agreement for approval. M. Sheets made a motion to approve the agreement, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

Mr. Bergum opened the paving bids for the street department supplemental paving. The bids are as follows:

- E&B Paving - \$84,302.00
- Reith Riley - \$99,271.50
- Bluebird Contractors LLC. - \$115,891.10

M. Sheets made a motion to approve the bid from E&B Paving based on the recommendation of Mr. Forsythe, seconded by Mayor Sheets. Upon a roll call vote, two ayes were recorded. Motion carried 2-0.

UNFINISHED BUSINESS

The board had a brief discussion regarding changing Doyal Street to a two-way road. M. Sheets suggested addressing it at the next meeting or discussing it in a planning session. No changes were made at this time.

NEW BUSINESS

None

M. Sheets made a motion to adjourn the meeting, seconded by Mayor Sheets. Mayor Sheets adjourned the meeting at 6:00 P.M.