

BOARD OF PUBLIC WORKS  
Special Meeting - January 18, 2023

The Board of Public Works and Safety met in a special meeting on January 18, 2023, at 9:30 A.M. in the Old Stoney Conference Room, 301 East Clinton Street, Frankfort, Indiana.

The following action was taken: Mayor Sheets called the meeting to order. The following members were present: Mayor Judy Sheets, Greg Miller, and Megan Sheets. Also present were, Clerk-Treasurer Carol Bartley, Attorney Alicia Albertson and others, as noted in the minutes.

**GOLF COMMITTEE RECOMENDATION**

**POLICE DEPARTMENT**

Golf Committee Representative Todd Corrie informed the board that the committee is recommending Shoups/Arborwood as the recipient of the Golf Course Management Contract. He noted that they have been successful managers for the last 4 years, and have invested many of their own resources in the Pro Shop Building.

A. Albertson stated that Board Consensus is needed to move forward with a public hearing. The board agreed and consensus was given. M. Sheets noted that that the contract is now for a 5 year period and won't require an annual renewal.

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

**PARKS DEPARTMENT**

Interim Parks Department Superintendent Jason Forsythe asked the board to approve the hiring of a part-time Zookeeper, Joel Krieg. He noted that all pre-employment testing has been completed.

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

Mr. Forsythe advised the board that he will be asking the board to approve a new part-time employee for the parks department after that individual has passed the background check and a drug screening. He also updated the board about the vandalism damages to the stage and green room at Prairie Creek Park as well as the repairs to the bird barn and greenhouse.

**STREET DEPARTMENT**

Street Department Superintendent Jason Forsythe asked the board to accept bids for a one ton and a two ton truck to be purchased based on the following bids. These items are in the 2023 budget.

One Ton Truck:

Pearson Ford	\$60631.90
Lebanon Ford	\$63910.00

M. Sheets made a motion to approve the purchase from Pearson Ford for \$60631.90, seconded by G. Miller. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Two Ton Truck:

Pearson Ford	\$78551.20
Peterbilt of Indiana	\$104677.00

G. Miller made a motion to approve the purchase from Pearson Ford for \$78551.20, seconded by M. Sheets. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

### **AQUATIC CENTER MANAGEMENT AGREEMENT**

Eric Kemeny appeared as representative from Aquatic Center Management Group to answer questions posed by the board. Mayor Sheets inquired as to the rules that the City will need to follow in conjunction with the management group. Mr. Kemeny stated that the Indiana State rules have been sent to Ms. Albertson for review. The Mayor requested how to incorporate water walking in the current operating hours to avoid additional expense. The question was posed if weather or other issues that force closing will affect the contract price. Mr. Kemeny answered that it will not affect the price, and that the mgmt. group intends to do additional staff training at these times. Mr. Kemeny was asked about private party rental. Discussion followed regarding outside food, party packages at the concession stand and pre-determined areas for private parties. A. Albertson stated that we will need to have a contract with the concession vendor regarding outside food. She also recommended a ticket system or package for food for private parties as well as a two week notice for scheduling. M. Sheets asked if pricing would be set for rental outside operating hours. A. Albertson stated that the management group would oversee this decision as they are the service provider, but that any lease agreement would be between the patron and the City as we do with other our other rental agreements. A. Albertson recommending setting up a separate fund (under the overview of State Board of Accounts) to accommodate funds moving in and out for private rentals. Community Development Director Kimberly Black expressed concern that private parties could affect the capacity numbers for the center, and that timely scheduling could alleviate that issue. Discussion followed about the need to set all party parameters and other logistics.

G. Miller inquired about a fee for water walking as well as the pricing schedule in general (ie. out of town residents/city employees). Ms. Sheets and G. Miller led discussion regarding staffing, number of lifeguards and overtime. Also mentioned were disciplinary action, signage, maintenance and repairs responsibility, attendance at progress meetings. E. Kemeny stated that the city is responsible for signage. A. Albertson informed the board that Envoy will have operational control and responsibility for the first 30 days under the BOT agreement.

Mayor Sheets questioned E. Kemeny regarding the water testing procedure for the center in conjunction with our current splash pad.

M. Sheets led a discussion involving responsibility for supplies.

Discussion followed regarding how soon the contract could be approved. A. Albertson suggested the cored elements could be approved and details could be later modified

### **PARK**

J. Forsythe gave an update on the George Dorney Fund improvements at Dorney's Park. He also discussed the tennis court project at TPA Park. A. Albertson advised the board of special purchase and bid rules for expenditures.

M. Sheets made a motion to adjourn the meeting, seconded by G. Miller. Mayor Sheets adjourned the meeting at 11: 07 A.M.