

BOARD OF PUBLIC WORKS
April 10, 2023

The Board of Public Works and Safety met in a regular meeting on April 10, 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 March 27, 2023, regular meeting were presented for approval. Megan Sheets moved to approve the minutes as presented, seconded by Mayor Sheets. Upon a roll call vote, one abstained and two ayes were recorded. Motion carried 2-0.

CLAIMS APPROVAL

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

PUBLIC COMMENTS

None

POLICE DEPARTMENT

Chief of Police, Scott Shoemaker gave updates on the new police station. He confirmed that furniture has been ordered and should arrive by the end of May. The building should be open to the public by the end of June.

Chief Shoemaker discussed complaints that have been made to the department regarding speeding on Freeman Street, near the park. He proposed a stop sign at the intersections of Freeman and Third Street to reduce speed in the area. Greg Miller made a motion to accept the proposal for a stop sign at Freeman and Third Street, seconded by Megan Sheets. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Chief Shoemaker stated that there are two officers returning from the Academy and when they return, two more will begin classes at the Academy. Madison Douglass has been asked to throw out the first pitch at the Purdue Softball game.

FIRE DEPARTMENT

Joshua Uitts, filling in for Chief Matt Stidham while he is attending training, presented a contract for fire services for Center Township. Megan Sheets made the motion to execute the fire protection contract, seconded by Greg Miller. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Mr. Uitts discussed updates and remodeling projects completed at the fire stations. New hires are training and the department will be hosting a retiree lunch soon.

BUILDING SERVICES

The Director of Planning and Housing Initiatives, Don Stock, proposed that the city would waive fees for permits that are required to repair properties damaged during the storm. There are 6 permits that he would like to waive the fees due to storm damage. Megan Sheets made a motion to waive permit fees for storm damage repairs, seconded by Greg Miller. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Mr. Stock and Ms. Albertson discussed the 50/50 Sidewalk Program and stated that there was not enough time to publish the Request for Bids for the next meeting, but that the bids would be due at noon May 8, 2023 and opened at the Board of Works meeting that evening. Greg Miller made a motion to approve the date for opening bids, seconded by Megan Sheets. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Mr. Stock introduced engineer, Dale Davis, who is coordinating the demolition of the old Regions building and construction of the new county annex building. Mr. Davis and his colleague answered questions regarding the flow of traffic and downtown parking during the construction. Greg Miller made a motion to accept the proposal for parking and closures as outlined, seconded by Megan Sheets. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

PARKS DEPARTMENT

Interim Parks Department Superintendent Jason Forsythe presented a contract for Stella Luna and the Satellites to perform at Prairie Creek Park on August 10, 2023. Discussion followed regarding refunds and the ability to reschedule. Megan Sheets made a motion to approve the contract for Stella Luna and the Satellites, seconded by Greg Miller. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Mr. Forsythe also presented a contract for Chase Wright to perform at Prairie Creek Park on September 30, 2023. Greg Miller made the motion to approve the contract, seconded by Megan Sheets. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

STREET DEPARTMENT

Street Department Superintendent Jason Forsythe presented information on two new stop lights that will be placed on State Road 28. The first will be at State Road 28 and 200 West and will begin around the middle of June. The second will be erected in November near State Road 28 and Hoke Avenue, near Speedway Gas Station.

Mr. Forsythe said that both the Street Department and the Parks Department had done an excellent job cleaning up after the storm. The parks received significant damage, including the bleachers for the little league field at Eastside Park. Trucks were out every day with loaders to clean up debris that residents cleaned out of their yards. They also ordered a tripod light to assist them when there are power outages.

COMMUNITY DEVELOPMENT

Community Development Director, Kimberly Black presented the board with information on RecDesk software that will be used at the new pool and can be used to reserve the Neighborhood Center, Prairie Creek Park, and shelters at the TPA Park. Megan Sheets made a motion to approve the RecDesk Software purchase, seconded by Greg Miller. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

ATTORNEY

City Attorney Alicia Albertson discussed Requisition Certificate 11-P for \$865,288.86. Greg Miller made the motion to accept Requisition Certificate 11-P, seconded by Megan Sheets. Upon a roll call vote 3 ayes were recorded. Motion carried 3-0.

Ms. Albertson discussed the Requisition Certificate Change Order 3/27 for the amount of \$100,000 for payment from the Construction Fund necessary for the Frankfort Police Station project. Megan Sheets made the motion to approve the change order, seconded by Greg Miller. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Megan Sheets Amended the Motion to a Motion to Ratify the Change Order, seconded by Greg Miller. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Ms. Albertson presented Requisition Certificate 11-A for \$347,823.64. Greg Miller made a Motion to Ratify Requisition Certificate 11-A, seconded by Megan Sheets. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Ms. Albertson presented Requisition Certificate FFE-12A for \$7,310.75. Motion to approve Requisition Certificate FFE-12A made by Megan Sheets, seconded by Greg Miller. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Ms. Albertson presented Requisition Certificate FFE-13A for \$1,451.00. Megan Sheets made a Motion to Approve Requisition Certificate FFE-13A, seconded by Greg Miller. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Ms. Albertson presented Requisition Certificate FFE-14A for \$5,314.03. Motion to accept Requisition FFE-14A Greg Miller, seconded by Megan Sheets. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Ms. Albertson presented an Independent Contractor Agreement with Platinum Landscaping for landscaping at Old Stoney and the entrances to the city. Megan Sheets made a motion to approve the Independent Contractor Agreement, seconded by Greg Miller. Upon a roll call vote three ayes were recorded. Motion carried 3-0.

Ms. Alberston presented a Concessions Agreement with Kevin Townsley for Sapphire Bay Aquatics Center. Greg Miller made a motion to accept the Concessions Agreement, seconded by Megan Sheets. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Ms. Albertson also presented a Concessions Agreement with Big Country BBQ for the TPA Park Concession Stand. Megan Sheets made a motion to accept the Concessions Agreement, seconded by Greg Miller. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Ms. Albertson presented a bid for sidewalk construction on Main Street as proposed by the Redevelopment Commission. Megan Sheets made the motion to approve the Independent Contractor Agreement with Campos Construction and to waive the permit fee, seconded by Greg Miller. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Ms. Albertson also presented the board with a conflict of interest form for Charity Keller. Greg Miller made a motion to accept the conflict of interest, seconded by Megan Sheets. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

NEW BUSINESS

Kim Stevens, Director of Main Street, presented a packet with information on the Hot Dog Festival and 4 contracts relating to the festival. Megan Sheets made a motion to approve the packet from Main Street for Prairie Creek Park, seconded by Greg Miller. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

The Board discussed a MOU for CORE Community Center to accept the Corporate Rate for membership for city employees. Greg made a motion to accept the Corporate Membership, seconded by Megan Sheets. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Megan Sheets made a motion to adjourn the meeting, seconded by Greg Miller. Meeting adjourned at 6:10 PM.