

BOARD OF PUBLIC WORKS
September 25, 2023

The Board of Public Works and Safety met in a regular meeting on September 25, 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 11, 2023, regular meeting were presented for approval. M. Sheets made a motion to approve the minutes as presented, seconded by G. Miller. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

REQUISITION APPROVAL

City Attorney Alicia Albertson informed the board that requisition number 15P in the amount of \$1,358.96 was for the police station interest on their bond and was the final payment. G. Miller made a motion to approve requisition number 15P, seconded by M. Sheets. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

CLAIMS APPROVAL

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

PUBLIC COMMENTS

None

POLICE DEPARTMENT

Deputy Chief Ceasar Muñoz asked the board to approve the hiring of a full-time crossing guard effective immediately. 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.

Deputy Chief Muñoz also informed the board that a yellow line needed to be painted on the southwest corner of Sims and Morrison that he would like the street department to mark. The board agreed to the painting by consensus.

The board asked Deputy Chief Muñoz to investigate a request for a street light at 1501 E. Ohio St. Deputy Chief Muñoz will investigate the request and report back to the board.

FIRE DEPARTMENT

Battalion Chief Mike Henry asked the board to approve the purchase of a new hazmat trailer from TC Trailers in the amount of \$11,187.00. M. Sheets made a motion to approve the purchase, seconded by G. Miller. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

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 94 permits for a total revenue of \$4,494.24.

Mr. Stock introduced JLG concrete leveling company to the board and they spoke about the possibility of lifting the sidewalks downtown without having to replace them as a way to reduce liability from tripping hazards.

PARKS DEPARTMENT

City Attorney Alicia Albertson presented a request for proposals for the striping of the Dorner Park Pickleball courts for the board to approve. M. Sheets made a motion to approve the request for proposals, seconded by G. Miller. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

Parks Department Superintendent Joel Tatum informed the board that he believes the striping can get done this year and the nets and poles can be installed before the striping.

HR

Clerk-Treasurer Carol Bartley presented a revised job description for the director of housing and development and also amended the change date. G. Miller made a motion to approve the updated job description, seconded by M. Sheets. Upon a roll call vote, three ayes were recorded. Motion carried 3-0.

ATTORNEY

City Attorney Alicia presented the board with the 2024 notice to bidders for the purchase of gasoline and diesel fuel. The board discussed the quantity of fuel purchased and agreed that by amending the notice to 70,000 gallons of unleaded fuel and 60,000 gallons of diesel it would be more beneficial to the city. G. Miller made a motion to approve the amended 2024 notice to bidders, seconded by M. Sheets. Upon a roll call vote, three ayes were recorded.

Ms. Albertson and the board discussed a city property at 758 Magnolia Street and the possibility of the board selling it. Mr. Stock said the property is buildable according to the setbacks. Ms. Albertson is going to prepare a resolution to begin a bidder's sale.

UNFINISHED BUSINESS

None

NEW BUSINESS

Mayor Sheets presented an applicant to the board for the building inspector position and asked the board to approve the hiring of Bud McQuade for the position with a start date of October 2, 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.

M. Sheets made a motion to adjourn the meeting, seconded by G. Miller. Mayor Sheets adjourned the meeting at 5:34 P.M.