

**‘Board of Public Works and Safety
Regular Meeting Minutes
December 16, 2013**

The regular meeting of the Board of Public Works and Safety of the City of Franklin, Indiana was called to order at 5:00 p.m. at City Hall, 70 E. Monroe Street, with Mayor Joseph E. McGuinness presiding. Board members Stephen Barnett and Bob Swinehamer answered roll call.

Chief of Police Tim O’Sullivan, Fire Chief John Henderson, Parks Department Superintendent Chip Orner, Sewer Billing Office Manager Sherry Phillips, City Engineer Travis Underhill, Interim Street Commissioner Andrew Duckworth, Clerk Treasurer Assistant Stephanie Shepherd, Clerk Treasurer Assistant Kristi Bruther, and City Attorney Lynnette Gray were also in attendance.

Mayor McGuinness led the Pledge of Allegiance.

Public Comments

Ms. Marty Williams thanked the City and Discover Downtown Franklin for their help with the winter market held Saturday December 7, in conjunction with the Chamber sponsored Holiday Parade and Lighting.

Consent Agenda

Mayor McGuinness presented the consent agenda for approval.

1. Approval of Minutes from meeting held December 2, 2013
2. Board of Works Claims:
 - #111913 RDC Obligations in the amount of \$12,228.00
 - #120313 RDC Contracts/Utilities in the amount of \$220,860.72
 - Payroll Personal Day Payout in the amount of \$19,932.89
 - Payroll in the amount of \$302,172.13
 - #121513 Sewer Utility Gen. Obligations in the amount of \$41,398.31
 - #121613 BOW Gen. Obligations in the amount of \$56,392.17
 - #121313 BOW Utilities in the amount of \$789,430.49
 - #121413 Sewer Utilities in the amount of \$1,394.96

Mr. Barnett made a motion to approve the consent agenda as presented, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Old Business

King Street Traffic Study Revised Proposal

Mayor McGuinness made a motion to move this matter to new business following item A1, seconded by Barnett. A voice vote was taken with all members stating aye. The motion carried. The matter was moved to new business.

New Business

Board of Works Resolution No.: 13-06 A Resolution Approving Road Transfer Agreement Between the Indiana Department of Transportation (INDOT) and the City of Franklin, Indiana

Mayor McGuinness explained that a public meeting and a discussion between city officials was held concerning the proposed relinquishment of SR 44 from the State of Indiana to the City of Franklin. City Attorney Gray explained that she has reviewed the agreement and prepared the resolution before the Board, authorizing the City to move forward and authorizing the Mayor to sign the necessary documents. Mr. Barnett, seconded by Mr. Swinehamer, made a motion to approve Resolution 13-06. A voice vote was taken with all members stating aye. The motion carried.

King Street Traffic Study Revised Proposal (moved from Old Business)

Mayor McGuinness presented the King Street Traffic Study - Revised Contract Proposal. It was explained that funding for the project is available in the 2013 BOW budget and will be encumbered. A discussion was held regarding the timing for the completion of the study. Mr. Swinehamer, seconded by Mr. Barnett, made a motion to approve the King Street Traffic Study revised proposal from United Consulting in the amount of \$31,400.00 with an amendment to appendix C for the work to be completed within 21 days once they receive the notice to proceed from the City Engineer. A voice vote was taken with all members stating aye. The motion carried.

North Main Street Phase 2 Construction Engineering/Inspection Contract Proposal

City Engineer Underhill presented the North Main Street Phase 2 Construction Engineering/Inspection Contract Proposal in an amount not to exceed \$479,800.00, with Crossroad Engineers. Twenty percent of the contract will be paid by the City of Franklin and eighty percent will come from federal sources. City Attorney Gray has reviewed the contract and is okay with the form. She stated that the Redevelopment Commission (RDC) has discussed funding the City's share. Mr. Swinehamer, seconded by Mr. Barnett, made a motion to approve the contract with Crossroad Engineers in the amount of \$479,800.00, subject to the approval of the funding by the RDC. A voice vote was taken with all members stating aye. The motion carried.

Safe Routes to School Contract Proposal

City Engineer Underhill explained that the City partnered with the Franklin School System to participate in a safe routes to school grant study. He explained that it is a federal grant with a 20% match by the City equal to \$14,000. A request for proposals was submitted and HWC Engineering was described as having submitted the best offer in the amount of \$69,500.00. The school corporation will share a portion of the 20% cost. It was determined that the monies will be encumbered from the 2013 budget. Mr. Barnett, seconded by Mr. Swinehamer, made a motion to approve the safe routes to school contract. A voice vote was taken with all members stating aye. The motion carried.

Request Approval and Acceptance of Secondary Plat for Franklin Business Park, Lot 1

Senior Planner Myers appeared before the Board to request approval and acceptance of the Secondary Plat for Franklin Business Park, Lot 1. Mr. Barnett, seconded by Mr. Swinehamer, made a motion to approve the secondary plat for Franklin Business Park, Lot 1. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of Precious Metal Dealer License Application Packet & License

Senior Planner Myers appeared before the Board to request approval of the precious metal dealer license application packet and license. The State of Indiana has issued new laws regarding precious metal dealer licenses that require the dealer to obtain a license from the local law enforcement agency, effective January 2014. Ms. Myers explained that this matter will be addressed again in 2014 with the adoption of the precious metal dealer ordinance, and amendment to the pawnbrokers' ordinance. Mr. Barnett, seconded by Mr. Swinehamer, made a motion to approve the precious metal dealer license application packet and license. A voice vote was taken with all members stating aye. The motion carried.

Revised SOP 1.11_Bank Robbery Alarm Response

Police Chief O'Sullivan presented a revised Standard Operating Procedure 1.11 regarding Bank Robbery Alarm Response. Chief O'Sullivan explained that many policies will be revised based on the county-wide consolidation of the 911 dispatchers. Mr. Barnett, seconded by Mr. Swinehamer, made a motion to approve the Revised SOP 1.11 Bank Robbery Alarm Response. A voice vote was taken with all members stating aye. The motion carried.

Request to Add Large Wrecker from Graham's Wrecker to the Large Wrecker Rotation

Police Chief O'Sullivan presented a request to add large wrecker from Graham's Wrecker Service to the Large Wrecker Rotation. Mr. Swinehamer, seconded by Mr. Barnett, made a motion to approve the request. A voice vote was taken with all members stating aye. The motion carried.

Request Destruction of Surplus Property from Armory with No Value

Police Chief O'Sullivan presented a request for property from the armory to be declared surplus and having no value so that the items may be destroyed. Mayor McGuinness, seconded by Mr. Barnett, made a motion to deem the property surplus with no value. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of Wellness Agreement with Johnson Memorial Hospital for 2014 - Option "A" or Option "B"

Ms. Eileen Williams of Johnson Memorial Hospital appeared before the Board to request approval of the 2014 Wellness Agreement with the hospital. She explained that there are now two options to the wellness agreement that offers the original plan of a flat rate for the City or a second option that requires the City to pay per person rather than a flat rate. The option to pay per person saves the City money. Mayor McGuinness, seconded by Mr. Barnett, made a motion to approve the Wellness Agreement with Johnson Memorial Hospital for 2014 with Option B - per employee fee. A voice vote was taken with all members stating aye. The motion carried.

Request Approval to Use 3601 N. Morton for Training

Fire Chief Henderson presented a request for approval to use 3601 N. Morton for training purposes. The Chief explained the necessary checks and inspections required by the State of Indiana and Johnson County. He said that this house will be used during arson investigation training in January and February. He also explained that the waivers have been prepared for use of individuals and other agencies using the property for training. City Attorney Gray has requested that a title search be completed on the property and to have a signed document by the

legal property owner as to consent to destroy the property. Mr. Swinehamer, seconded by Mr. Barnett, made a motion to approve the request subject to the clear title search and signed document. A voice vote was taken with all members stating aye. The motion carried.

Department Reports / Staff Reports

Superintendent Chip Orner announced that effective January 2, 2014, the hours at the recreation center during the months of January through April will be Monday-Thursday 5:30 a.m. to 11:00 p.m.; Friday 5:30 a.m. to 7:00 p.m.; Saturday 8:00 a.m. to 5:00 p.m.; and Sunday 12:00 noon to 5:00 p.m. During the months of May through September, the summer hours will then resume Monday through Thursday 5:30 a.m. to 8:00 p.m.; Friday 5:30 a.m. to 7:00 p.m.; Saturday 8:00 a.m. to 5:00 p.m.; and Sunday 12:00 noon to 5:00 p.m.

Police Chief O'Sullivan gave the November 2013 incident report:

Total Incidents: 1,350

Citations: 131

Warnings: 126

Traffic stops: 300

Arrests: 49

Interim Street Commissioner Andy Duckworth stated that it has been a rough week for leaf removal, but one more collection pass will be made. Mayor McGuinness recognized the Street Department for their work managing the snow over the past few weeks.

Adjournment

As there was no further business to come before the Board of Works a motion was made and seconded to adjourn. The meeting adjourned at 5:55 p.m.

Respectfully submitted,

Janet P. Alexander, Clerk-Treasurer
Enrolled: Enrolled 12-18-13

Joseph McGuinness, Mayor

Attest:

Janet P. Alexander, Clerk-Treasurer