

**Board of Public Works and Safety  
Regular Meeting Minutes  
November 16, 2015**

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 Dan McElyea, Parks Department Superintendent Chip Orner, Sewer Billing Office Manager Sherry Phillips, DPW Superintendent Rick Littleton, Community Development Director Krista Linke, City Engineer Travis Underhill, Street Commissioner Brett Jones, Clerk Treasurer Janet Alexander, Records Clerk Kathy Cragen, and City Attorney Lynnette Gray were also in attendance.

Mayor McGuinness led the Pledge of Allegiance.

**Public Comments**

There were no public comments.

**Consent Agenda**

Mayor McGuinness presented the consent agenda for approval.

1. Approval of Minutes from meeting held November 2, 2015
2. Board of Works Claims.
  - #110715 Sewer Utility-Utilities in the amount of \$297.65
  - #110615 BOW Contracts/Utilities in the amount of \$23,626.06
  - #110415 RDC Contracts/Utilities in the amount of \$3,314.12
  - Payroll Docket in the amount of \$322,151.42
  - #111615 BOW General Obligations in the amount of \$90,931.53
  - #111515 Sewer Utility General Obligations in the amount of \$26,852.15
  - #111715 Buy-out in the amount of \$44,205.00
  - #111315 BOW Contracts/Utilities in the amount of \$524,509.31
  - #111415 Sewer Utility-Utilities in the amount of \$88,857.77
  - #111115 RDC Contracts/Utilities in the amount of \$20,071.00

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**

There was no old business presented.

## **New Business**

**Request Permission to Hold the 7th Annual Run for Rex 5k on Saturday, January 2, 2016, for ALS Fund** – Mr. Jared Campbell came forward and asked permission to run the same course as previous years, with proceeds to go to a local family with a member who is suffering with ALS. The course would start on the trail by Richard's Brick Oven Pizza, go around the cemetery through the park ending at the Masonic Home. Mr. Campbell stated he has spoken with Parks Superintendent Chip Orner, the Police Department, and has checked with the administrators of the Masonic Home for approval. This event will start no earlier than 11:00 a.m., and no later than 3:00 p.m., on January 2, 2016. Parks Superintendent Orner stated that they never know when there may be a funeral service at the cemetery and encouraged an earlier start. He also asked Mr. Campbell to contact him before the event to coordinate in case there is a funeral. . Mr. Barnett made a motion to approve the race, and for Mr. Campbell to coordinate with the Parks Department, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

**2016 Service Contracts between City of Franklin and: (1) Access Johnson County (2) Boys & Girls Club (3) Girl's Inc. (4) Helpline of Johnson County (5) Johnson County Senior Services (6) Discover Downtown Franklin (7) Leadership Johnson County - Mayor McGuinness** read the lists of contracts with local service groups, and stated that the contractual amounts are the same as last year. The funding for these contracts was approved by City Council in the 2016 Board of Public Works budget. Mr. Barnett made a motion to approve, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

**Request for Street Closures for Holiday Lighting** – Ms. Tara Payne of Discover Downtown Franklin explained that she is making this request for the Holiday Lighting event which is attended by hundreds of people annually. The requested streets to be closed include: East & West Court Streets, North Main Street from Jefferson Street to Madison Street, and Monroe Street from Jackson to South Main Street. A discussion was held. Mr. Barnett made a motion to approve, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

**Request Acceptance of Pavement Repair for Indiana American Water Company Valve Replacements at the Intersection of Walnut Street and King Street** - City Engineer Travis Underhill stated that the map that was given to the Board shows the area where valve replacement is necessary at the intersection of Walnut Street and King Street. Mr. Underhill explained that the City recently paved this intersection but due to valve failure Indiana American Water Company has asked to be allowed to do the replacement. Mr. Underhill stated that pursuant to the City ordinance this request requires the board's approval. Consistent with the ordinance, Indiana American Water Company will re-mill and overlay the street once the work is completed. He will personally inspect the work. A discussion was held. Mr. Barnett made a motion to approve, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

**Request Approval of LPA/Consulting Contract with Crossroad Engineers PC for the Design of a Roundabout at the Intersection of Westview Drive and Jefferson Street** - City Engineer Travis Underhill stated this contract is for consulting for the roundabout planned at the intersection of Westview Drive and Jefferson Street. Mr. Underhill stated we were awarded funding from the State of Indiana for this project and that the work is scheduled for 2020. Mr. Underhill explained that our match is 10%. The total funding for this contract will be \$150,000.00, and we will request project funding from the Redevelopment Commission (RDC). Mr. Underhill stated that we should receive reimbursement for this project in about ninety to one hundred and twenty days after we make payment. City Attorney Lynn Gray stated that she

reviewed this contract. A discussion was held. Mr. Barnett made a motion to approve, subject to RDC approved funding, and approving the Mayor to sign the contract. This was seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

**Board of Works Budgetary Resolution No.: 15-01 A Transfer from WWTP Capital 400 to Services 300** - DPW Superintendent Rick Littleton stated this is a transfer within his existing budget from Capital 400 to Services 300 to cover services for the rest of the year. Mayor McGuinness made a motion to approve, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

**Board of Works Budgetary Resolution No.: 15-02 A Transfer from Sewer Maintenance Capital 400 to Supplies 200** - DPW Superintendent Rick Littleton stated this is a transfer within the existing budget from Capital 400 to Supplies 200 to cover supply purchases through the end of the year. Mayor McGuinness made a motion to approve, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

**Board of Works Resolution No.: 15-16 A Resolution Adopting a Partial Mortgage Release Policy for the Jefferson, Forsythe, and King Street Improvements** - City Engineer Travis Underhill stated that this request is similar to what was done for the walking trail project. This resolution allows flexibility for mortgage releases to purchase right of way to construct the trail, and make necessary improvements on Jefferson, Forsythe, and King Streets. City Attorney Lynn Gray stated there was a misspelling in the third paragraph of the word "trail" that needed to be corrected. A discussion was held. Mr. Swinehamer made a motion to approve with one amendment to correct spelling of the word "trail", and adding the wording "other necessary improvements", seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

**Board of Works Resolution No.: 15-17 A Resolution Authorizing the Local Match Commitment of the PBIF Application to the Indiana Office of Community and Rural Affairs** - City Engineer Travis Underhill stated that the Office of Community and Rural Affairs (OCRA) has an provided an opportunity to apply for a Place Based Investment Grant (PBIF) which could supply up to \$50,000.00, with a 1.5 to 1 ratio. Mr. Underhill stated this is for the buyout property located on Jefferson Street which we purchased and is located in the popular antique area on Jefferson Street. He explained that we would like to install a ten to fifteen space parking lot in this area with picnic tables and commemorative signage to reflect on the reason we received this property. This project will help businesses by providing off street parking. OCRA requires a resolution to apply for this grant approved by both the Board of Public Works and the City Council. Mr. Underhill stated that he has received a commitment from Discover Downtown Franklin (DDF) & Franklin Parks Department for a small amount of additional funding. A discussion was held. Mr. Barnett made a motion to approve, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

**Board of Works Resolution No.: 15-18 A Resolution Authorizing the Local Match Commitment of the Railroad Safety Improvements Application to the Indianapolis Metropolitan Planning Organization** - City Engineer Travis Underhill stated this is a Metropolitan Planning Organization (MPO) grant application. Mr. Underhill has been working with the Franklin Mayor, Johnson County Commissioners, Johnson County Highway Department, the City of Greenwood Mayor, and the Greenwood City Engineer, and the Town of Whiteland to produce a study for Louisville & Indiana railroad safety at crossings. This grant would be for the entire county with the exception of a few railroad crossings in Edinburgh. Mr. Underhill stated that this grant would cover installing gates, lights, crossing guards, and signage similar to what has been installed at Jefferson Street and Commerce Drive. The MPO funding is

90/10 with the railroad providing the 10% match. The exact amount needed is unknown at this time. A discussion was held. City Attorney Gray noticed a change that needed to be made in the resolution in the third paragraph which should read “and representatives”. Mr. Underhill stated that we have nine crossings in Franklin with two that are already completed. Each crossing can be made into an individual project if necessary. The average intersection will cost around \$250,000.00 to \$300,000.00 each. Mr. Underhill stated that this funding would be for 2021, with some crossings being completed before this date. Mr. Swinehamer made a motion to approve with word change in paragraph three, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

### **Other Business**

**Request Approval to File Liens on Unkempt Property** – Mr. Barnett made a motion to approve, seconded by Mayor McGuinness. A voice vote was taken with all members stating aye. The motion carried.

**Ray's Trash Report** – Recycling and Tonnage Reports from October provided – There was no discussion.

### **Department Reports / Staff Reports**

City Engineer Travis Underhill stated that Jefferson Street had the final pavement applied today, next will come landscaping items, installation of light poles, and striping. The street should be reopened next week. Mr. Underhill also reported that he heard from Dave O’Mara, the paving contractor, that they intend to get back to Franklin and potentially start work weather permitting. Young’s Creek Streambank Stabilization is moving forward, and that they will finish South Street, and move over to the Home Avenue bridge area shortly thereafter.

City Attorney Gray stated that the Police Merit Commission certified their list of candidates for promotion to lieutenant and sergeant at their November 3, 2015. Ms. Gray stated that the statute requires that this list be presented to the Board.

### **Adjournment**

As there was no further business to come before the Board of Works, a motion and a second were made to adjourn at 5:39 p.m.

Respectfully submitted,

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Janet P. Alexander, Clerk-Treasurer  
Enrolled: 12/01/2015

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Joseph McGuinness, Mayor

Attest:

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Janet P. Alexander, Clerk-Treasurer