

**Board of Public Works and Safety
Regular Meeting Minutes
December 21, 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, Sewer Billing Office Manager Sherry Phillips, DPW Superintendent Rick Littleton, Street Commissioner Brett Jones, Clerk Treasurer Janet Alexander, Clerk-Treasurer's Assistant Stephanie Shepherd, and City Attorney Lynnette Gray were also in attendance. Mayor McGuinness led the Pledge of Allegiance.

Public Comments

No public comments were offered.

Consent Agenda

Mayor McGuinness presented the consent agenda for approval.

1. Approval of Minutes from meeting held December 7, 2015

2. Board of Works Claims
 - o Personal Day Payout in the amount of \$21,014.50
 - o Payroll in the amount of \$323,200.07
 - o #120915 RDC Contracts/Utilities in the amount of \$891,521.27
 - o #121115 BOW Contracts/Utilities in the amount of \$594,344.50
 - o #121215 Sewer Utility-Utilities in the amount of \$266,938.09
 - o #122115 BOW General Obligations in the amount of \$134,349.07
 - o #122015 Sewer Utility General Obligations in the amount of \$43,484.37
 - o #121915 Sewer Utilities in the amount of \$7,258.71
 - o #121815 BOW Contracts/Utilities in the amount of \$35,364.52
 - o #122215 RDC Contracts/Utilities in the amount of \$11,194.99

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

Board of Works Resolution No.: 15-13 A Resolution Approving and Adopting the City of Franklin Employee Handbook - City Attorney Lynn Gray presented the resolution and asked the members if they had any questions or concerns. There was no further discussion. Mr. Barnett made a motion to approve, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

New Business

Contract for Professional Community and Economic Development Services by and Between City of Franklin, Indiana and Johnson County Development Corporation - City

Attorney Lynn Gray presented the annual contract for services between the City of Franklin, and Johnson County Development Corporation. Mr. Swinehamer made a motion to approve, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

Other Business

Request to File Liens on Unkempt Property – Mr. Barnett made a motion to approve the request to file property tax liens, seconded by Mr. Swinehamer.

Ray's Trash & Recycling Report - The Mayor stated that the information was provided for informational purposes only and asked if there were any questions or concerns about the reports provided. There was no discussion.

Department Reports / Staff Reports

Police Chief Tim O’Sullivan stated that Officer Justin Stall will be promoted to Sergeant on January 5, 2016 due to a vacancy.

Clerk Treasurer Janet P. Alexander reported on the status of the record scanning project using Laserfiche software purchased over the summer. She stated that as of this date twenty seven thousand (27,000) documents have been scanned into searchable directories.

Mr. Swinehamer thanked Clerk Treasurer Alexander for her sixteen years of service.

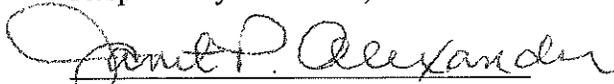
City Attorney Lynn Gray told the Board that she would be asking the Telecommunications Commission to address social media and electronic data security issues and to develop a protocol to protect the City’s electronic records. Ms. Gray stated that she thought the City should also consider the purchase of cyber security insurance.

Mr. Barnett thanked Clerk Treasurer Alexander for her many years of service.

Adjournment

As there was no further business to come before the Board of Works, a motion and a second were made to adjourn at 6:15 p.m.

Respectfully submitted,



Janet P. Alexander, Clerk-Treasurer
Enrolled: 12-30-2015

Joseph McGuinness, Mayor

Attest:

Clerk-Treasurer