

**Board of Public Works and Safety  
Regular Meeting Minutes  
March 21, 2016**

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 Jayne Rhoades, Records Clerk Kathy Cragen, and City Attorney Lynnette Gray were also in attendance.

Mayor McGuinness led the Pledge of Allegiance.

**Announcements, Presentations & Public Comments**

**Proclamation Designating April as Fair Housing Month** - Civil Technician Mark St. John came forward to explain this is something that is required for the OCRA Grant.

**Consent Agenda**

Mayor McGuinness presented the consent agenda for approval.

1. Approval of Minutes from meeting held March 7, 2016
2. Board of Works Claims.
  - #031216 Sewer Utilities in the amount of \$39,743.25
  - #030916 RDC Contracts/Utilities in the amount of \$40,687.30
  - Payroll in the amount of \$340,853.56
  - #031516 RDC Contracts/Utilities in the amount of \$146,598.12
  - #031816 BOW Contracts/Utilities in the amount of \$146,091.59
  - #031916 Sewer Utilities in the amount of \$1,071,509.77
  - Separate Payroll in the amount of \$129.25
  - #032016 Sewer Utility General Obligations in the amount of \$32,048.28
  - #032116 BOW General Obligations in the amount of \$88,269.10

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 Approval of Noise Variance for Concert on Franklin College Campus April 8, 2016** - Judy Yarnell, Administrative Assistant of Student Activities came forward and explained this request. Ms. Yarnell stated they would be having a concert for Franklin College students on the campus on Friday, April 8<sup>th</sup> from 7:00 to 10:30 p.m. Mayor McGuinness made a motion to approve, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

**Request Approval of Noise Variance for Grizzly Grand Prix Outdoor Celebration with a band On Franklin College Campus on April 30, 2016 from 8:00 p.m. to midnight** - Samuel Pollock, President of Tau Kappa Epsilon came forward and stated this would be the weekend of the Grizzly Grand Prix, and they would like to have a band on campus April 30<sup>th</sup> from 8:00 p.m. to 12:00 a.m. Mr. Swinehamer made a motion to approve, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

**Request to Close Gristmill Drive for Block Party April 23, 2016, from 6:00 to 11:00 p.m.** - Amy Noe came forward to request the closure of Gristmill Drive for her daughter's birthday party on April 23<sup>rd</sup> from 6:00 to 11:00 p.m. A discussion was held. It was suggested that the Street Department would put up signs to block parking in this area for the time period 48 hours in advance of the event. Mayor McGuinness made a motion to approve no parking signs for Gristmill Drive & Olympia to Cedarmill, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

**Request Approval to Use City Parking Lot on the Corner of Monroe & Water Street for Lions Club Fish Fry - May 26-30 and Oct. 6 – Oct. 10, 2016** - John White stated that he is requesting the use of the city parking lot on the corner of Monroe & Water Street for the Lions Clubs annual fish fry's. Mr. White stated that the second date requested was incorrect, and should be September 29<sup>th</sup> to October 3<sup>rd</sup>. 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 to Add Street Lights in Whispering Ponds Neighborhood** – Bill Wagner was not present to present his request. Mayor McGuinness stated that the Street Department, and the Planning Department had looked over the area in question, and found that lighting in this area was adequate. A discussion was held. Mayor McGuinness made a motion to deny the request, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The request was denied.

**Request No Parking Zone on Knollwood Ct.** - Randey Nelson came forward to present this request. Mayor McGuinness stated that City staff has looked over the area, and supported the request for the no parking zone. 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 Release of Performance Bonds for Heritage Section 5 & Acceptance of Maintenance Bonds for Heritage Section 5** - Senior Planner Joanna Myers stated this is a request for release of performance bonds, and approval of maintenance bonds for Heritage Section 5, and to accept new bonds for the same section. The bonds to be released are: Performance Bond #5042179 in the amount of \$105,949.92 Storm Sewer, Underdrain and Swales; Performance Bond #5042180 in the amount of \$109,589.28 Streets, stabilization, stone, binder, subsurface drains; Performance Bond #5042183 in the amount of \$16,113.60 Streets, surface only; Performance Bond #5042174 in the amount of \$17,314.56 Concrete roll curbs; Performance Bond #5042181 in the amount of \$7,920.00 Street Lights; Performance Bond #5042182 in the amount of \$2,400.00. Mr. Barnett made a motion to approve releasing all performance bonds, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried. Ms. Myers then listed the Maintenance Bonds to be accepted: Maintenance Bond #5043646 in the amount of \$22,072.90 Storm sewers, Swales and underdrains; Maintenance Bond #5043649 in the amount of \$22,831.10 Street stabilization, stone binder and underdrains; Maintenance Bond #5043648 in the amount of \$3,357.00 Street surface; Maintenance Bond #5043645 in the amount of \$3,607.20 Curbs; Maintenance Bond #5043647 in the amount of \$2,150.00 Street lights and street signs. Mr. Barnett made a motion to accept all maintenance bonds, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

**Request Approval and Acceptance of Secondary Plat for Meijer Franklin Subdivision** - Senior Planner Joanna Myers stated the Secondary Plat for Meijer Franklin Subdivision was ready to be accepted. 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 and Execution of Storm & Sanitary Sewer Inspection Service Agreement, Earthwork & Paving Inspection Service Agreement and Platover easements related to Heritage, Sec. 7 (PC 2015-21)** - Senior Planner Joanna Myers stating these items were ready for acceptance at this time. Ms. Myers stated there were two platover roadway easements, one drainage easement & two utility easements for approval. Mr. Barnett made a motion to approve, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

**Review of Proposed Ordinance Regulating Traffic, Vehicles, Street, Sidewalks, and Public Places** - Senior Planner Joanna Myers stated this was a draft of an ordinance they are planning to purpose to City Council at their April 4<sup>th</sup> meeting, regarding traffic, vehicles, streets, and sidewalks in public places. There are currently two ordinances on the books for these items, and they are wanting to combine all of these items into one ordinance. A discussion was held.

**Board of Works Resolution No.: 16-03 A Resolution Clarifying the City of Franklin Employee Handbook and Amending by Interlineation** - City Attorney Lynn Gray told the Board that in December the Employee Handbook was adopted, and there were some items that needed to be clarified. The first item was in the heading it stated “the use of city” without using the word vehicle, so the word vehicle needs to be added; the second item was in regard to Merit Police Department sick leave it states they will be paid 72 hours which equals eight (8) days at nine (9) hours a day, they are now working twelve (12) hour shifts so this should be changed to read they will be paid 72 hours for sick leave but are working twelve (12) hour shifts. 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 to Modify Article 4 of the Franklin Fire Department's Rules & Regulations** - Fire Chief Dan McElyea stated this is to modify the language in article four (4) in the Fire Department Rules & Regulations. City Attorney Lynn Gray stated that she has reviewed these modifications. 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.

**Cover Sheet Signatures for Jefferson/Forsythe/King Street Project** – City Engineer Travis Underhill told the Board this was a cover sheet for the Jefferson/Forsythe/King Street project requiring signatures.

**Request Approval of Contract with Dave O'Mara Contractor, Inc. for Construction of the E. King Street Improvements Project** - City Engineer Travis Underhill stated at the last meeting information was given regarding the bids received for this project. Mr. Underhill stated that the lowest bid received was from Dave O'Mara Contractor, Inc. in the amount of \$491,276.94. This was the lowest, and most responsive bid. Mr. Underhill also stated that all necessary documents regarding this contract are on file. This agreement will be subject to funding by the Redevelopment Commission (RDC), and is on their meeting agenda tomorrow. A discussion was held. Mr. Swinehamer made a motion to approve subject to funding by RDC, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion

carried.

**Request Approval of Professional Services Contract CrossRoad Engineers, PC for Wayne Street Design** - City Engineer Travis Underhill told the Board that at the last RDC meeting Mayor McGuinness shared his desire for a large scale economic development project at the old garment factory. The City will be responsible for street reconstruction & a parking lot, which will be overseen by the Planning Department. This contract shows complete design and reconstruction of Wayne Street from S. Main to Home. Mr. Underhill stated that he would like to see this work happen this year, and it will be funded by money that is being refunded from the legislature. The total amount for the design portion is \$178,500.00, under \$600,000.00 for the road, and \$330,000.00 for the parking lot. This would be around a 1.1 million dollar total project. This funding could be available as soon as May. Mr. Underhill stated that he would like to put this out for bids by June, subject to the funding being received. A discussion was held. Mr. Swinehamer made a motion to approve subject to acquisition of property for parking lot, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

#### **Other Business**

There was no other business presented.

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

City Engineer Travis Underhill stated that regarding the contract that was just signed construction signs will go up this week, with work to begin the first week of April. Mr. Underhill also stated that at the last meeting he had presented a notice from Indiana American Water stating that the City would owe fees for around \$8,000.00 for a new water main they would be putting in. Mr. Underhill received notice from Indiana American Water yesterday that they have decided to waive the fees to the City.

Mr. Swinehamer asked when bids for the I-65 corridor would be received. Mr. Underhill stated that they should be received by April 1<sup>st</sup>.

#### **Adjournment**

As there was no further business to come before the Board of Works, a motion and a second were made to adjourn at 5:47 p.m.

Respectfully submitted,

---

Jayne Rhoades, Clerk-Treasurer  
Enrolled:3/23/2016

---

Joseph McGuinness, Mayor

Attest:

---

Jayne Rhoades, Clerk-Treasurer