

**CITY OF FRANKLIN**  
**BOARD OF PUBLIC WORKS AND SAFETY**  
**Meeting Minutes**  
**September 20, 2011**

**Opening**

Mayor Paris called the regular meeting of the Board of Public Works and Safety to order at 9:00 a. m. in City Hall.

**Roll Call**

The roll was called and Mayor Paris, Mr. Joe Ault and Mr. Dan Murray were present.

Also present were: Police Captain Joe Gruss, Fire Captain Richard Lashbrook, Parks Department Superintendent Chip Orner, Sewer Billing Office Manager Sherry Phillips, Cemetery Sexton and MS4 Coordinator Richard Dewitt, DPW Superintendent Rick Littleton, Senior Planner Joanna Myers, Project Supervisor Todd Wilkerson, Street Commissioner Steve Compton, Clerk-Treasurer Janet P. Alexander, Communications Director Zachary Burton, Administrative Assistant Kathy Cragen and City Attorney Robert H. Schafstall.

Mayor Paris offered an invocation immediately followed by the Pledge of Allegiance.

**Public Comments**

Mr. Jeff Dixon of Fastenal came forward to provide information regarding the Fastenal Company. Mr. Dixon stated that their largest distribution center is located in Indianapolis. Mr. Dixon also stated that they are on the State of Indiana QPA list of providers. A discussion was held. Mayor Paris thanked Mr. Dixon for the presentation.

**Consent Agenda**

Mayor Fred Paris presented the consent agenda for approval.

1. Approval of Minutes from meeting held September 6, 2011
2. Approval of Claims
  - Payroll Docket for 9/9/11 in the amount of \$307,451.58
  - Payroll Correction for 9/9/11 in the amount of \$28.75
  - #091011 Sewer Utilities in the amount of \$51.31
  - #090911 BOW Utilities in the amount of \$18,412.86
  - Payroll Docket 9/9/11 in the amount of \$112.00
  - #091611 BOW Utilities in the amount of \$177,803.55
  - #091411 RDC-TIF in the amount of \$3,470.92
  - #091711 Sewer Utilities in the amount of \$1,860.73
  - #091911 Sewer Utilities in the amount of \$10,600.05
  - #092011 BOW Meeting in the amount of \$28,918.87
  - #092111 Buy-Out in the amount of \$17,183.86
  - September Pension Payroll in the amount of \$56,588.07
  -

Mr. Ault made a motion to approve the consent agenda as presented, seconded by Mr. Murray. A voice vote was taken with all members stating Aye. No members stating Nay. The motion carried.

## **OLD BUSINESS**

### **Request for Approval of Holiday Lighting - Franklin Chamber of Commerce**

Executive Director Tricia Bechman came forward and asked permission to host the downtown holiday lighting on December 3, 2011. She requested East and West Court Street be closed. She also stated that the parade will start at 5:30 p.m. using the same route as they have used in past years. She asked that the City street sweeper clean the streets at the conclusion of the parade. In the event that the Home Avenue Bridge is still closed, they will follow the same route as the Fall Festival parade. Clerk Treasurer Janet P. Alexander asked if someone would be salting the sidewalks and streets this year since last year there were issues with icing. Ms. Bechman stated that they would address this issue. Mayor Paris told Street Commissioner Compton to assign the Gateway workers to salt the sidewalks for this event. Ms. Bechman had questions about the insurance needed for this event. Clerk Treasurer Alexander stated that she, Mayor Paris, and Ms. Bechman could meet with the City's insurance agent, John Auld to discuss the requirements. Mayor Paris made a motion to approve, seconded by Mr. Ault. A voice vote was taken with all members stating Aye. No members stating Nay. The motion carried.

### **Garage Encroachment - Utility and Drainage Easement 1603 Younce Street**

Resident Bruce Ring appeared before the Board to request permission to encroach on the City's easement at 1603 Younce Street to build a detached garage. He stated that he had received letters back from utilities in this area, but has not heard from Comcast. Project Supervisor Todd Wilkerson stated that there is a storm sewer line running close to this area. Mr. Murray stated that he had some concerns about allowing an encroachment so close to the storm sewer. A discussion was held. Mr. Murray made a motion to deny this request, seconded by Mr. Ault. A voice vote was taken with all members stating Aye. No members stating Nay. The motion carried and the garage encroachment was denied.

### **Approval of Payment to MacDougall Pierce of \$22,000.00 for Fire Station #23**

Mayor Paris presented the request for payment to MacDougall Pierce for Fire Station #23 and requested legal counsel's opinion on whether this should be held or released. City Attorney Rob H. Schafstall made a recommendation that this item be released for payment. Mayor Paris made a motion to release for payment, seconded by Mr. Murray. A voice vote was taken with all members stating Aye. No members stating Nay. The motion carried.

### **Request Dedication & Acceptance of Public Right of Way Easements on Hudson St. & R.J. Parkway**

City Engineer Trent Newport appeared before the Board to request dedication and acceptance of easements on Hudson Street and R.J. Parkway. He explained that it is his recommendation that a 4" base be added to the top of this area. Mr. Newport went on to state that we should correct the grading to make sure the stone is the correct depth. He stated that the estimated cost of the project could be \$50,000.00. The City Attorney asked Mr. Newport whether this project would require engineering. Mr. Newport stated that it would not. Mr. Ault requested that a core sample be taken to determine the genuine depth of the base and the level of stone compaction. Mr. Newport suggested a geotech company should perform this test. He estimated that the cost of this test would run about \$500. A discussion was held. The Mayor requested that the City Attorney review the paving contract to determine whether or not the increased cost to perform this work would be allowable under the current bid. Mr. Murray made a motion that we go ahead and have core samples and density tests run and that this be tabled till the next meeting, seconded by Mayor Paris. A voice vote was taken with all members stating Aye. No members stating Nay. The matter was tabled.

## **NEW BUSINESS**

### **Request Permission to Temporarily Block Parking Spaces along Water Street on 9/27/11**

Joe Villanueva came forward to ask permission to block approximately seven (7) parking spaces for one day on September 27, 2011 between Jefferson and Water Streets to allow his in-laws to move into their new home on Water Street. Mr. Villanueva stated that the timeframe should be from 12:00 p.m. to 8:00 p.m. Mr. Murray made a motion to approve, seconded by Mr. Ault. A voice vote was taken with all members stating Aye. No members stating Nay. The motion carried.

### **Request Permission to Pay William E. Burd \$1002.21 for Fire Station #22**

Mayor Paris presented change orders on Fire Station #22, in the amount of \$1,002.21. Mayor Paris made a motion to approve this payment, seconded by Mr. Ault. A voice vote was taken with all members stating Aye. No members stating Nay. The motion carried.

### **Request Permission to Put up Sign for Fall Craft Fair on City Property**

Clerk Treasurer Alexander speaking on behalf of the Johnson County Extension Office who requested that a sign for the Fall Craft Fair be placed on the old Oren Wright property by the Purdue Extension office. This would be a yard card advertising the annual Fall Craft Fair for the Homemakers Extension Club. Mayor Paris made a motion to approve, seconded by Mr. Ault. A voice vote was taken, with all members stating Aye. No members stating Nay. The motion carried.

### **Request Approval of Clause & Affidavit to Verify Workers Eligibility Status**

City Attorney Rob H. Schafstall presented a proposed Clause and Affidavit to Verify Workers Eligibility Status. He explained that there are changes in the law that requires the City to look into contractor's workers eligibility status. This language will need to be put in all contracts for work to be done for the City, and contractors will need to sign off on eligibility status of all employees. Clerk Treasurer Alexander stated that all contracts must be signed by any type of contractor that does any work for the City regardless of how large or small. Mayor Paris made a motion that the Clerk Treasurer's Office send out notices to all vendors used in the last quarter, and then all department heads would need to follow up with all new vendors used in the future to make sure these contracts are signed, this was seconded by Mr. Murray. A voice vote was taken with all members stating Aye. No members stating Nay. The motion carried.

### **Request Approval of Payment #4 for Reynolds, Inc. for WWTP Project**

WWTP Superintendent Rick Littleton stated that they received an invoice for \$92,082.00 for work that has been completed on the WWTP project from Reynolds, Inc. Mr. Littleton recommended approval of payment. Mr. Murray made a motion to approve payment, seconded by Mr. Ault. A voice vote was taken with all members stating Aye. No members stating Nay. The motion carried.

### **Request Approval of Contract for Curbside Recycling & Solid Waste Management Services**

WWTP Superintendent Rick Littleton stated that the Board had previously awarded the contract for Curbside Recycling and Solid Waste Management Services to Ray's Trash, and that the contract just needed to be signed. City Attorney Schafstall stated that he felt that the insurance for Ray's needed some additional items added before it is signed. Mr. Murray made a motion to table this item until Mr. Schafstall was satisfied with the insurance coverage; this was seconded

by Mr. Ault. A voice vote was taken with all members stating Aye. No members stating Nay. The matter was tabled.

### **Request Approval of Agreement for Way Finding Signage with INDOT**

Senior Planner Joanna Myers stated that they had received approval from INDOT for the Way Finding Signage agreement, and that this agreement needs to be signed and returned to INDOT. A discussion was held. Mayor Paris made a motion to approve, seconded by Mr. Ault. A voice vote was taken with all members stating Aye. No members stating Nay. The motion carried.

### **Request Approval of LPA Consulting Contract between Schneider Corporation and the City of Franklin**

Project Supervisor Todd Wilkerson presented the LPA Consulting Contract between Schneider Corporation and the City for sign replacement plans. City Attorney Rob H. Schafstall stated he does not feel this incorporates the City's standard insurance requirements for workers compensation. Mr. Wilkerson stated that this was the standard INDOT contract. Mr. Schafstall stated that normally we should have a standard form from the City stating our insurance requirements. Mayor Paris made a motion to approve the contract once it has met with the City Attorney's approval; this was seconded by Mr. Murray. A voice vote was taken with all members stating Aye. No members stating Nay. The motion carried.

### **Other Business**

Mayor Paris inquired about who was responsible for the "Trick Your Trunk" event this year. Parks Superintendent Chip Orner stated that this will be hosted by the Parks Department.

Mayor Paris advised the Board that the golf cart ordinance failed at last night's City Council meeting. Mayor Paris asked about using golf carts in the Fall Festival Parade. Mr. Ault stated that he felt specialized vehicles should be allowed in parades, but otherwise be considered illegal. A discussion was held. Mr. Murray made a motion to have a special meeting to discuss this policy, Mr. Ault seconded this motion. A voice vote was taken with all members stating Aye. No members stating Nay. The motion carried, and a special meeting will be held.

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

Parks Superintendent Chip Orner asked the Board for permission to close North Main Street from Jefferson to Madison Street from Friday September 30, 2011 until Sunday October 2, 2011 for the Fall Festival. Mayor Paris made a motion to approve, seconded by Mr. Murray. A voice vote was taken with all members stating Aye. No members stating Nay. The motion carried.

WWTP Superintendent Rick Littleton provided a brief report on a meeting that was held with Project Supervisor Todd Wilkerson, Dan Murray, and Rick Wessler of Wessler Engineering regarding the findings on the alley next to The Artcraft. Mr. Littleton stated that it was their recommendation to move the sewer line back and that the west half of the alley have a reverse crown replacement estimated at approximately \$20,000.00 for resurfacing and \$20,000.00 for moving the sewer line. A discussion was held. Mr. Murray made a motion that Mr. Littleton request that Wessler Engineering prepare a quote for this project, seconded by Mr. Ault. A voice vote was taken with all members stating Aye. No members stating Nay. The motion carried.

Street Commissioner Steve Compton advised the Board that his department had started storm drain cleaning and have cleaned over 6,000 feet in the last seven days.

## **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 10:29 a.m.

Respectfully submitted,

Janet P. Alexander  
Clerk Treasurer

Enrolled: 9/30/2011

Approved by the Board of Works: