



DEPARTMENT REPORT

To: Board of Public Works and Safety

From: Chief O'Sullivan

Date: October 12, 2011

1. Working with 911 board on Spillman issues and implementation of the new GEO base to go live. Shelly Chesser, Office Manager, will be on the committee.
2. We are working on improving the security issues at the front window in the lobby of the Police Department. I am looking at adding a bullet resistant window with a pass through tray and eliminating the entry door. Details forthcoming.
3. Day shift officers assisted with the Heritage addition fall festival. The officers were available to answer questions for the children in the neighborhood.
4. On 10-13-11 at 1900 hours I will be involved in a reading program for the elementary students at Needham Elementary School.
5. Insurance inventory completed by Deputy Chief Tennell.
6. New SOP, 1.27, CUSTODIAL INTERROGATION. The purpose is to ensure compliance with the Indiana Supreme Court's amended Rules of Evidence which prohibits evidence of a suspect's statement taken during police station questioning unless it is electronically recorded. Exceptions to the Rule are included as well.
7. General Order 09/09 implemented for authorized wear of Class B uniforms.
8. Range qualifications.
9. Hillview Country Club wished to relay that they will be a SAFE place on Halloween. They will have free games, events, bonfire, and a haunted golf course.



Memorandum

To: Board of Public Works and Safety
From: Sherry Phillips, Sewer Billing Manager
Date: October 12, 2011
Re: Update

Update

I had 311 liens that had been paid and we were able to release through the Recorder's office this week. Individual releases for each lien had be printed, signed and notarized and cross-referenced for accuracy from our excel data source before submission.

I have been working on the employee evaluations and goal worksheets which are due by the end of the month.

I will be starting the "clean-up" of unpaid Sold accounts this month, and work on getting other projects finished up before December—because this is the month the new lien cycle will start for the office.

My office staff, Connie, Anna and Peggy continue to work hard at keeping up with their work loads as well.

****The Sewer Billing Office has no upcoming special events, contracts, or functions involving volunteers, who would need Certificates of Liability Insurance.**



DEPARTMENT REPORT

To: Board of Public Works and Safety

From: *Todd Wilkerson, Project Supervisor*

Date: 10/18/11

FEMA Revised Flood Insurance Study Review Professional Services

- Is at IDNR waiting approval

Main Street TEA21

- Working on completing Right-of-Way
- INDOT approval of Construction Inspection Consultant
- Are on December 14, 2011 Letting at INDOT

Gateway Project

- Consultant selection of Crossroad Engineers was approved by RDC on 5/18/10
- Consultant has started Survey work
- Had meeting with Indianapolis MPO on 6/21/10
- Has started working on design work and environmental work

South Home Bridge Project

- INDOT has release bid
- County has Invoiced our part of the project
- Scheduled to Start 3/23/11

Canary Ditch Detention Facility

- Talked with IDNR about project to set up Meeting

- Talked with FEMA Revised Flood Insurance Study Review Professional Services consultant about floodway area
- Started Delineation of Pond
- Received Delineation Report
- Have meet with USACE and IDEM on 2/15/11 about permitting

Westview Drive Pedestrian Bridge

- Advertisement for Design/Build sent out on 12/14/10
- Pre-bid meeting set for 12/21/10
- Working on IDNR Approvals
- Received preliminary design for approval
- Meet with County

Sign Replacement and Inventory

- Received Notice of Award of a Highway Improvement and Safety Program funding on 12/8/10
- Council approval for money.
- Received RFPs
- Working with Consultant on Price
- Have received contract bring to BOW on 9/20/11 for signature.

Sanitary Sewer in Franklin Tech Park

- Received Proposals on 2/3/11
- Received Approval of Consultant
- Waiting on to set schedule

International Drive Drainage

- Working on International Drive

Other Projects

- Working with MS4 and Street Department on various complaints
- Working with Parks Department on a few small projects.
- Worked with Rick on Mapping project



DEPARTMENT REPORT

To: Board of Public Works and Safety

From: Steve Compton/Street Department

Date: October 12, 2011

The cleaning of storm drain system in The Lockry and Bryant subdivision has been completed. The crew is working the area from U.S. 31 and N. Main to Graham south to Banta Street (between N. Main and U.S. 31).

Approx. 104 tons of debris has been removed from the storm drain system. All minor repairs have been noted, there were no major repairs needed. Minor repairs consist of mortaring brick and pipe connections.

Over two hundred Catch basins and close to 4.5 miles of storm drain pipe have been cleaned.

Trucks are being readied for the fall leaf and snow season. One Leaf crew has started the leaf pickup season, with a second crew starting Oct. 17th

Limb and Brush pick-up will end October 14th, 2011. There will undoubtedly be some limbs and brush to pickup for a few days after this cutoff date.



DEPARTMENT REPORT

To: Board of Public Works and Safety
From: Richard L. DeWitt / Cemetery and MS4 Utility
Date: October 12, 2011

Cemetery Report

CIMS – Ancestral Updates – Grave Markers

Work continues with ten sections of grave markers photographed and in CIMS, with final survey book review continuing.

Foundation Installation

One new foundation order received, with two now pending.

General Maintenance

Ground crews have seeded and mulched all bare graves that have settled. In addition, crews are using ground patch supplied by the Parks Department to treat other bare areas, too. Leaf mulching and collection has begun.

Funerals

Three (3) internments.
Two (2) inurnments.

Current staffing level:

Two (2) - Full Time
Four (4) - Part Time (Now at four-day work week)
One (1) – Administrative

Revenue Report

Opening/Closing	\$ 2,500.00
Grave Sales	5,600.00
Foundation Orders	371.20
Markers	.00
Other	<u>210.00</u>
Total	\$ 8,681.20

Upcoming Events/Contracts

No activity.

MS4 Utility Report**MS4 Construction Inspections**

No active construction sites were scheduled to be inspected.

Illicit Discharge Detection and Elimination

Three illicit discharge complaints were investigated regarding possible liquid pollutant discharge into a conveyance, sediment tracking and yard waste into a conveyance. All were investigated. The first reported discharge was of clean water and not a violation. The tracking complaint was in Johnson County's MS4 area and the Johnson County Coordinator was advised to investigate. For the third complaint a door card was left to notify the homeowner of a violation. One important point to note is that the liquid discharge report was the direct result of a city employee's alertness to the discharge based on information received in a recent MS4 training program provided to city departments.

DNR River Watch Training

On Tuesday, October 4th, I attended a River Watch Training program conducted in Lapping Park in Clarksville. This training is provided to MS4's, SWCD's and volunteers assisting in monitoring conditions of Indiana streams. While Franklin's IDDE program only requires outfall monitoring and testing, the River Watch program advances that to stream monitoring if ever applicable. A secondary goal was to obtain a better understanding of standards and equipment used by volunteers that are reporting on our local creek conditions.

IDEM Inspection

IDEM is scheduled to conduct a second inspection tomorrow, October 13 for MCM - Illicit Discharge & Elimination and MCM#4 - Good Housekeeping & Pollution Prevention. The inspector will be conducting these inspections at three locations which shall include both Street Department locations and the Parks Department maintenance building.

Upcoming Events/Contracts

Nothing at this time.

R. L. DeWitt



Memorandum

To: Board of Public Works and Safety

From: Rick Littleton, Superintendent

Date: October 12, 2011

Re: Status of Tasks

Collection System/WWTP

- MD Wesslers proposal to map all storm and sanitary sewers has been received and reviewed and is ready to be presented to the board for approval on the 18th.
- Construction progress meeting scheduled for October 20th.

Inter-local Agreement for Fueling of City Vehicles

- The final agreement is complete. Resolutions approving the agreement have been adopted by both the City of Franklin and Johnson County. Provided the county with personnel and vehicle information needed to move forward with the switch to using the county fueling island. County Highway is in process of selecting new equipment fuel system management.

*No upcoming special events, contracts, or updates to volunteer roster



DEPARTMENT REPORT

To: *Board of Works and Public Safety*

Chief Reese

From: Franklin Fire Department

Date: Oct 12, 2011

Please find enclosed activities

Year to date runs; 1915

Attempt to repair concrete on trench drain at station 22# failed and crack in bay floor at station 22# was unacceptable. CPM has been directed to replace front trench drain and cut out bad section of bay floor and replace.

The drainage swales that were not initially cut have been completed approved.

Swales and areas that had suffered from erosion have been reseeded, dead plantings have been replaced this includes shrubs and trees; discussion concerning additional tree replacement is ongoing.

Limestone cap on sign has been replaced.

This week is Fire Prevention Week, conducting daily fire drills at all the schools and daily public education events.

The 1951 International Fire Truck has been returned and we are currently putting equipment back on it, plan to have it ready for the Christmas Lighting Ceremony.



Planning Department Report

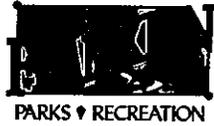
To: Board of Public Works and Safety

From: Department of Planning & Economic Development

Date: October 12th for the October 18th, 2011 Board of Works Meeting

- As of September 28th, the City of Franklin owns 58 of the 66 homes in the Buyout Project. Two additional offers to purchase have been accepted, however; closing has been delayed as we try to work through obtaining clear title. Two additional offers to purchase are currently pending.
- Beaty Construction has completed the fifth phase of demolition. Seed and straw mats continue to be placed throughout the Buyout Project.
- Quotes for the demolition of 400 Hemphill Street have been requested and the asbestos inspection has been conducted.
- The Flood Area Re-Use Committee met October 10th to begin going through the information received from the public. The information will be presented to the Park Board at the November meeting.
- Kevin Tolloty updated the zoning map and has completed a map showing the history of annexations.
- Four sign permits were issued in September.
- New trash can liners were ordered to replace the broken ones in the black downtown trash receptacles.
- Two letters of support were prepared, one for the JCDC regarding the Franklin Business Park and working towards making it a shovel ready park and the other for Franklin Heritage and their grant application to the Department of Natural Resources to restore the marquee on the Artcraft Theatre.
- The October Economic Development Meeting was canceled.
- Krista Linke wrote an article about Discover Downtown Franklin that appeared in the October edition of the Business Leader.

- Research is being done on tax abatement fees and examples will be presented to the EDC at their November meeting.
- Employee evaluations are under way.
- The Planning Department participated in the 5K run/walk along with other city employees on Tuesday, October 11th.
- The Super Bowl Pub Crawl has been set for Friday, February 3rd. The Tailgate Party has been set for Saturday, February 4th. Planning continues for these events between Discover Downtown Franklin, Franklin Heritage, the Parks and Recreation Department and the Chamber of Commerce.
- Several other super bowl related activities are being planned.



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Life
Better!**SM

PARKS & RECREATION DEPARTMENT REPORT

To: Board of Public Works and Safety

From: Chip Orner, Superintendent

Date: October 13, 2011

Recreation & Community Events

Upcoming Events:

Pumpkins in the Park 5K Run/Walk	Friday, October 14
FREE! Costume Swap	Friday/Saturday, October 14-15
Trick your Trunk	Saturday, October 29
Multicultural Festival	Saturday, November 19

-We are working to create a partnership with Johnson County REMC for their employee wellness program.

Parks & Trails

- The new Disc Golf Course at Blue Heron Park is currently under construction. Grand opening is scheduled for October. Duke Energy donated \$7800 towards the construction of the new disc golf course.
- We are working on a feasibility/design for the new entrance for Scott Park as well as a 200+ car parking lot.
- We are ready to bid the Greenway Trail expansion on Hurricane Road from Heritage subdivision to Needham Elementary School.
- We are in the process of removing 10 trees in Province Park, many damaged from the flood of 2008. We are working with the City Arborists on a removal and replanting plan.
- We are receiving quotes for the replacement to the partitions in both restrooms in the pool bathhouse.
- We are working with Todd Wilkerson, Project Coordinator on a repaving plan for the roads in Province Park. Several sections of the roads are heavily damaged.

Please feel free to contact me at 736-3689 (office) if you have any questions or concerns related to parks and recreation issues.