



## DEPARTMENT REPORT

To: Board of Public Works and Safety

From: Steve Compton/Street Department

Date: November 10, 2011

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Storm Drain cleaning for 10-31-2011 through 11-5-2011:		11-7-11 through 11-10-11 (4 days)
Catch basins cleaned	93	84
Footage of pipe cleaned	3324	6563
Cubic yards collected	14	14

Currently three leaf collecting trucks with crews of three workers to each truck are working the City routes.

Some crews are working over-time and Saturday's collecting leaves.

The concrete crew has been doing repairs to catch basins that have been reported by the storm drain cleaning crew.

Scanned & emailed all dept.  
reports to Kathy 11-17-11

## Memorandum

To: Board of Public Works and Safety

From: Sherry Phillips, Sewer Billing Manager

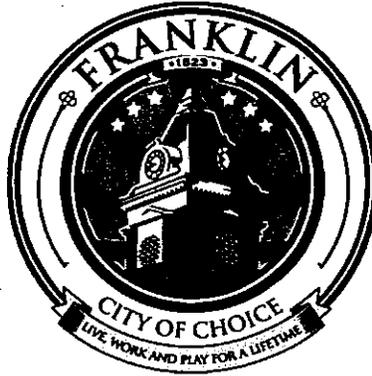
Date: November 15, 2011

Re: Update

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- **Employee health screenings are taking place this week. All are scheduled to participate.**
- **There must be an end-of-the-year push in home sales, we have had a larger number of assessment letter requests than usual-and those have been calculated and faxed to the closing companies.**
- **I am in the process of getting a “Disaster Recovery Plan” in place with Komputrol in case of any unforeseen problems that should arise.**
- **The office staff continues to do a great job keeping up with the daily work, while trying to fit in days they need to take off before the end of the year.**

**\*\*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: Richard L. DeWitt / Cemetery and MS4 Utility**

**Date: November 15, 2011**

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### **Cemetery Report**

#### **CIMS – Ancestral Updates – Grave Markers**

Work continues with thirteen sections of grave markers now photographed and in CIMS, with fifty percent of final survey book review completed.

#### **Foundation Installation**

Two new foundation orders were received, which will total five to be poured this week. For reporting purposes, typically foundation installations are suspended during the winter with exception to emergencies or warm trends.

#### **General Maintenance**

As leaf season winds down, efforts will soon shift to additional stone repair for the remainder of November. Part-time employee layoffs will occur accordingly as last season.

#### **Chapel Repairs**

Roof and steeple repairs are currently underway on the chapel. Right now two sides of the steeple were removed and going through a drying phase off-site. The stain glass is being cleaned with broken or brittle glass to be replaced with like kind and color. The steeple will also be insulated as the freshly painted sides are reinstalled so it can be opened for viewing from inside. Right now it is closed to prevent heat loss.

**Funerals**

Nine (9) internments.  
One (1) inurnment.

**Current staffing level**

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

**Revenue Report**

Opening/Closing	\$ 6,700.00
Grave Sales	1,400.00
Foundation Orders	627.20
Markers	.00
Other	<u>.00</u>
Total	\$ 8,727.20

**Upcoming Events/Contracts**

Nothing to report.

**MS4 Utility Report****MS4 Construction Inspections**

No inspections conducted.

**Illicit Discharge Detection and Elimination**

The City's storm drain cleaning progress report from 10/31/11-11/10/11 includes 9,917 feet of storm drains and 93 catch basins cleaned with 24 cubic yards of debris and sediment removed.

**Outfall Monitoring**

One outfall inspection was conducted on Hurricane Creek. In stream water samples were collected at specific sites along Young's Creek and Hurricane Creek for E.coli testing and submitted to WWTP for testing.

**IDEM Inspection**

The city received today IDEM's Rule 13 Permit Evaluation & Inspection results. It includes the City's MS4 inspection results as well as our participation as part of the Johnson County Partnership for Water Quality. I am pleased to announce that IDEM has found us in compliance to our Rule 13 requirements and that significant improvements to our SWQMP program is recognized. Due to file size the report is on file and available for review at the MS4 office and was not included as part of this report. With all the efforts over the past years, this was well earned.

**Upcoming Events/Contracts**

The Gideon-Drake Addition Mosquito Eradication & Drainage Modification Project was approved by the BOW and contracts are being signed this week to begin the project. The project is to be completed by Brusco, LLC at a total cost of \$22,345.

The Deer Trace – East Pond repair project is scheduled to begin this month. The project is to be completed by Brusco, LLC at a total cost of \$4,225.

R. L. DeWitt



## DEPARTMENT REPORT

To: Board of Public Works and Safety

From: *Todd Wilkerson, Project Supervisor*

Date: 11/22/11

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### 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 January 2012 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

### 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
- Received Drainage Board and IDNR approval

#### 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
- 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
- Worked with Rick on Mapping project



## Planning Department Report.

**To:** Board of Public Works and Safety

**From:** Department of Planning & Economic Development

**Date:** November 16<sup>th</sup> for the November 22<sup>nd</sup>, 2011 Board of Works Meeting

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- The Flood Area Re-Use Committee presented the findings to the Park Board at their meeting on November 15, 2011.
  - The Plan Commission will hear one petition at the November 22<sup>nd</sup> meeting:
    1. PC 2011-12 (FP) & PC 2011-15 (SPR): Franklin Tech Park – Lot 2A & Interstate Warehousing, Phases 4-6. Request for approval of replat to modify existing right-of-way and easements and approval of waiver requests related to sidewalks and street trees.
  - The Board of Zoning Appeals heard two cases at the November 2<sup>nd</sup> meeting:
    1. ZB 2011-15 (SE): Accessory dwelling at 101 Pitt Street – APPROVED WITH CONDITIONS
    2. ZB 2011-16 (UV): Two-family dwelling at 1630 Graham Road – CONTINUED TO JANUARY
  - There is an offer to purchase one of the properties in the Buyout Project currently being accepted and will be forwarded. We anticipate to close on the property by the end of November – early December.
  - Beaty Construction has mobilized and begun demolition on 400 Hemphill Street.
  - Richard Pfifer resigned from the Board of Zoning Appeals on November 10, 2011.
  - The Economic Development Commission reviewed one application at their November 8<sup>th</sup>, 2011 meeting:
    1. EDC 2011-03: Tippmann Realty Group/Interstate Warehousing LLC – Real and Personal Property Tax Abatement Requests
    2. The EDC recommended a 10 year real property and 7 year personal property tax abatement be approved to the City Council.
    3. Resolution 2011-08 will be heard at the November 21<sup>st</sup> City Council Meeting.

- Krista Linke attended High Performance Government – Collaborative Government Session 2 in Seymour along with other department heads on November 16.
- A public meeting was held on November 10<sup>th</sup> to present the façade plans for seven downtown properties as part of the planning grant through the Office of Community and Rural Affairs. Those drawings are available on the Planning Department website: [www.franklin-in.gov/planning](http://www.franklin-in.gov/planning).
- Krista Linke attended the first meeting of the Stellar Communities Grant Steering Committee on November 10, 2011.



**Parks  
Make  
Life  
Better!**

## **PARKS & RECREATION DEPARTMENT REPORT**

**To: Board of Public Works and Safety**

**From: Chip Orner, Superintendent**

**Date: November 16, 2011**

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### **Board Action Items**

We are requesting BOW approval for the real estate transfer between the Board of Works and Park Board of the 15 acres of land adjacent to Blue Heron Park. The Park Board has already approved this transfer at their October meeting.

### **Recreation & Community Events**

Upcoming Events:

-The Fall/Winter FUN GUIDE is now available at the Recreation Center and online at [www.franklinparks.org](http://www.franklinparks.org)

Multicultural Festival	Sat, Nov 19	11am-2pm
Parks & Recreation Open House	Thurs, Dec 8	6-9pm
Breakfast with Santa	Sat, Dec 10	9am

### **Parks & Trails**

-Several dead trees have been removed from Province Park due to safety reasons.

-Work is progressing on the master planning for the 15 acres of additional park land adjacent to Blue Heron Park.

-Work is progressing on establishing a new entrance to Scott Park from Commerce Drive.

-Work is progressing on bidding the trail extension project from Needham Elementary School to Heritage subdivision, along Eastview Drive and Hurricane Road.

-The Flood Buyout Area Committee presented their findings to the Park Board at their November board meeting.

-Park Operations staff will be removing all the downtown plants and planters in the next couple of weeks to store for the winter months.

-All park buildings and facilities have been winterized for the months. The only exception is Province Park restrooms, which will remain open as long as possible this fall.

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



## DEPARTMENT REPORT

**To:** Board of Public Works and Safety

**From:** Chief O'Sullivan

**Date:** 11-17-11

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1. Obtained funds from the 2011 Byrne Justice Assistance Grant (JAG) and will purchase a new radar and a use of force training simulator.
2. October Statistics: Total incidents= 1,599  
Citations= 79  
Warnings= 157  
Traffic Stops= 278  
Arrests= 51
3. Advanced Certification Medals issued to Lieutenant James Hoeing, Detective Sergeant Kevin Scheuermann, and Detective Scott Carter.
4. We are in the process of completing the end of the year mandatory training.
5. Holiday Parade Posts are posted



## **DEPARTMENT REPORT**

**To: Board of Works and Public Safety**

**From: Franklin Fire Department**

**Date: Nov 17,2011**

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**Please find enclosed activities:**

**Requested and received three new hire packets from the Merit Bd. Spoke to and received letter confirming that number one on the list is still interested in a position with the department. Background check is currently being done and then we will schedule him for physical. He will be ready to report to work the first pay period of 2012.**

**Crack in wall at Station 23# has not been repaired, Mayors office has not been able to get the Architect to respond to our request for meeting. Waiting for guidance on how to proceed in process of obtaining qualified opinion on cause, and plan of action for repair.**

**CPM has agreed that we will not accept any more attempts for repair of trench drain at St 22# and that it needs to be torn out and replaced. This is scheduled for Nov 28<sup>th</sup>. The failed attempt to correct the drainage from the parking lot due to improper installation of curb turnout will be torn out and replaced at this time.**

**The ADA Lawsuit was settled Nov 9<sup>th</sup>.**

**Chief Reese**