

**Board of Public Works and Safety
Regular Meeting Minutes
March 4, 2019**

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 Steve Barnett presiding. Board members Lisa Jones and Bob Swinehamer answered roll call.

Chief of Police Kirby Cochran, Fire Chief Dan McElyea, Parks Department Superintendent Chip Orner, Sewer Billing Office Manager Sherry Phillips, DPW Interim Superintendent Sally Brown, IT Director Rick Littleton, Community Development Director Krista Linke, City Engineer Mark Richards, Street Commissioner Brett Jones, Clerk Treasurer Jayne Rhoades, Records Clerk Kathy Cragen, and City Attorney Lynnette Gray were also in attendance.

Mayor Barnett led the Pledge of Allegiance.

Announcements, Presentations & Public Comments

Mayor Barnett introduced Sally Brown as the new Interim DPW Superintendent, and stated that former DPW Superintendent Rick Littleton has taken a new position as IT Director for the City as of February 25th. The Mayor thanked Mr. Littleton for his many years as DPW Superintendent & IT work, and stated that Ms. Brown has over 20 years' experience at the DPW and all of the certifications needed for this new position.

Consent Agenda

Mayor Barnett presented the consent agenda for approval.

1. Approval of Minutes from meeting held February 20, 2019
2. Board of Works Claims.
 - #022319 Sewer Utilities in the amount of \$4,395.28
 - #022519 RDC Contracts/Utilities in the amount of \$908,642.06
 - #022219 BOW Contracts/Utilities in the amount of \$21,884.40
 - Pension Payroll in the amount of \$56,208.64
 - Payroll in the amount of \$388,350.55
 - #030119 BOW Contracts/Utilities in the amount of \$15,669.45
 - #030219 Sewer Utilities in the amount of \$222.01
 - #030519 RDC Contracts/Utilities in the amount of \$11,436.55
 - #030419 BOW General Obligations in the amount of \$92,999.26
 - #030319 Sewer Utility General Obligations in the amount of \$137,129.05



Ms. Jones 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 to Close East Court Street from Jefferson to Monroe Streets, and Monroe Street from Water to Main Street, on Friday, July 12th from 3:00 p.m. to 11:00 p.m. for the Sixth Annual Daily Journal Street Party - Daily Journal Editor Michele Holtkamp came forward and stated this is the same request as previous years, and they would like the Boards permission for street closures from 3:00 p.m. to 11:00 p.m. on Friday, July 12th. Mayor Barnett stated that the Journal does all of the clean up after this event, and they hire an off duty police officer to work the event. A discussion was held. Mr. Swinehamer made a motion to approve, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of Projecting Sign (36" x 120") Over Public Sidewalk at 27 W. Monroe Street - Senior Planner, Alex Getchell stated there is a new business opening in this location, and they are asking permission to put up a projecting sign 36" x 120" over the public sidewalk at 27 W. Monroe Street for a Duckpin Bowling establishment. Mr. Getchell stated this does meet all of the requirements from the Planning Department. A discussion was held. Ms. Jones made a motion to approve, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of Interlocal Agreement with Bargersville to Utilize City Court - City Attorney Lynn Gray told the Board that she had been approached by the City of Bargersville about using City Court for all of their ordinance violation cases, in which they will pay a 16% fee to our City Court for processing these cases. Ms. Gray has provided the Board with an Interlocal Agreement, and stated that she has spoken with Mayor Barnett, Judge VanValer and her staff, & that the City Court Clerk will be administering this fund. A discussion was held. Ms. Jones made a motion to approve, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Reserve Officer Appointment - City Attorney Lynn Gray stated this is a notification that requires no official action. Ms. Gray stated under Merit Board procedures we have the authority for the reserve officer program. She stated under a new law Reserve Officers must be covered by health insurance. Chief Cochran had asked the Merit Board to approve our Evidence Technician, Mark Riley as a Reserve Officer since he is already an employee of the city so there is no problem with the health insurance or him carrying a gun. Chief Cochran stated this was

approved 4-0 by the Police Merit Board. A discussion was held.

Request Approval of New SOP_FCSC Emergency Response Entry Plan_3.16 - Deputy Police Chief Chris Tennell presented a copy of the new SOP for the Franklin Community School Corporation Emergency Response Entry Plan 3.16. Deputy Tennell explained this SOP to the Board, and stated why it is necessary. A discussion was held. Mr. Swinehamer made a motion to approve, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Proposed Extinguisher Inspection Pricing/Services & Terms/Conditions from Nelbud - Fire Chief Dan McElyea stated that the previous company that handled our fire extinguisher inspections was sold out to Nelbud. Chief McElyea presented the inspection pricing/servicing, & terms & conditions from Nelbud for approval. It was stated this is not a contract, & we can terminate this service at any time. City Attorney Gray has looked over this paperwork. A discussion was held. Mr. Swinehamer made a motion to approve the pricing/ services & terms and conditions from Nelbud, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Request Acceptance & Execution of Storm & Sanitary Sewer Inspection Service Agreement, Earthwork & Paving Inspection Service Agreement for Franklin Gateway Development Section 2 (PC 2018-28) - City Engineer Mark Richards stated he is asking for acceptance & execution of the Storm & Sanitary Sewer Inspection Service Agreement, & the Earthwork & Paving Inspection Service Agreement for Franklin Gateway Development Section 2. A discussion was held. Ms. Jones made a motion to approve, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Request Approval & Acceptance of Secondary Plat for Franklin Tech Park - Lot 4 - City Engineer Mark Richards stated he is asking for approval & acceptance of Secondary Plat for Franklin Tech Park Lot 4. A discussion was held. Mr. Swinehamer made a motion to approve, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of Change Order 005 for the King Street Phase 4 Project - City Engineer Mark Richards stated this change order #005 is to add Booster Pumps for irrigation for the King Street Phase 4 Project at a cost of \$16,410.00, this is an 80/20 project. A discussion was held. Mr. Swinehamer made a motion to approve, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of Professional Services Agreement with Shrewsberry & Associates, LLC for Design of the School Zone Flashing Beacon Project - City Engineer Mark Richards stated this is a professional services agreement with Shrewsberry & Associates for the design of the School Zone Flashing Beacon Project which will provide signage & flashing lights with a total cost of \$30,200.00, this is a 90/10 project. A discussion was held. Mr. Swinehamer made a motion to approve, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of INDOT-LPA Contract for the School Zone Flashing Beacon Project - City Engineer Mark Richards stated he is requesting approval of an INDOT-LPA contract for the School Zone Flashing Beacon project which is a 90/10 project. City Attorney Gray gave the board information regarding issues she has with the contract. A discussion was held. Mr. Swinehamer made a motion to approve, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of Funding of \$225,000.00 from Board of Works - Capital Projects Fund to Supplement RDC Funding of \$1.4 million for the Arvin Road/Eastview Drive/Hurricane Road Roundabout Project, award the Construction Contract to Reith-Riley Construction Co., Inc. in the amount of \$1,623,820.18, and authorize City Engineer to send Notice of Award & Notice to Proceed (upon receipt of bonds, executed contract, & other required documents - City Engineer Mark Richards stated bids were opened for this project on February 22nd with Reith-Riley being the lowest most responsive bidder with a bid of \$1,623,820.18. Mr. Richards stated he is requesting approval of funding of \$225,000.00 from the Board of Works Capital Projects Fund to supplement RDC funding of \$1.4 million for the Arvin Road/Eastview Drive/Hurricane Road Roundabout project. Mr. Richards would also like approval to award the Construction Contract to Reith-Riley Construction Co., Inc. in the amount of \$1,623,820.18, and would like approval to send a notice of award & notice to proceed upon receipt of bonds, executed contract, & other required documents. A discussion was held. Mr. Swinehamer made a motion to approve funding, and authorizing Mr. Richards to send out a notice of award, & notice to proceed upon receipt of all necessary paperwork, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of Professional Services Agreement with CrossRoad Engineers, PC for the Forsythe Street Sanitary Sewer & Road Reconstruction Design Project - City Engineer Mark Richards stated this project is to clean up soil in this area that was contaminated by the former Amphenol site. Mr. Richards is requesting approval of a Professional Services Agreement with CrossRoad Engineers, PC for the Forsythe Street Sanitary Sewer & Road Reconstruction Design Project in the amount of \$70,000.00 for design service & \$75,000.00 for fees for construction safety with a total of \$145,000.00 paid by the City & reimbursed by Amphenol once the agreement is in place. The Mayor stated that this work must be done to our specifications. A discussion was held. Mr. Swinehamer made a motion to approve, seconded by Ms. Jones. 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

Police Chief Cochran stated there would be two new officers sworn in at the Council meeting later this evening. Chief Cochran stated there was a Merit Board election last week at which time Annette Sivels was re-elected. Chief Cochran also stated they were getting ready to fill two Lieutenant Positions, and will present to Merit Board tomorrow along with 2 sergeants that will be moving up in rank.

City Engineer Richards stated that the contractor had not closed Forsythe & King Street yet, but hopefully will be able to later this week weather permitting. Mr. Richards also stated they held a pre-construction meeting today for court project, issued the notice to proceed. Hopefully begin work March 18th. A discussion was held.

City Attorney Gray stated she had handed out reminders regarding Certification of Compliance with Law & insurance requirements that were approved in April 2011 to all department heads. Ms. Gray also stated that since the City is getting federal funds and state funds we have a non-discrimination form that must be given to all contractors doing work for the city. Ms. Gray stated that she, City Engineer Richards which is our ADA Compliant Officer, & Stephanie Shepherd must turn in a report that the city does not discriminate against anyone.

Adjournment

As there was no further business to come before the Board of Works, a motion and a second were made to adjourn at 5:52 p.m.

Respectfully submitted,



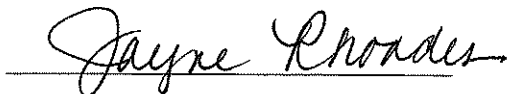
Jayne Rhoades, Clerk-Treasurer

Enrolled: 3/14/19



Steve Barnett, Mayor

Attest:



Jayne Rhoades, Clerk-Treasurer