

**Board of Public Works and Safety
Regular Meeting Minutes
November 18, 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, Interim DPW 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

Police Chief Kirby Cochran came forward and thanked the Wilcox family who recently moved here from Shelbyville for donating a bullet proof vest for one of our K9 officers. Chief Cochran read a Certificate of Recognition and Support to the family, and thanked them again for their support.

Consent Agenda

Mayor Barnett presented the consent agenda for approval.

1. Approval of Minutes from meeting held November 4, 2019
2. Board of Works Claims.
 - Payroll in the amount of \$398,545.72
 - #110619 RDC Contracts/Utilities in the amount of \$8,685.00
 - #110919 Sewer Utilities in the amount of \$300.53
 - #110819 BOW Contracts/Utilities in the amount of \$22,257.94
 - #111819 BOW General Obligations in the amount of \$179,807.25
 - #111719 Sewer General Obligations in the amount of \$22,565.96
 - #111319 RDC Contracts/Utilities in the amount of \$211.21
 - #111619 Sewer Utilities in the amount of \$23,806.36
 - #111519 BOW Contracts/Utilities in the amount of \$275,521.94

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

Requesting the City Allow the CVT Board to Make or Remake City Way Finding Signs to Include "Visitor Center" Signs at I65 and Exit Ramps, then Way finding signs to lead to Visitor Center -Also Seeking Facade Approval, Including Sign, Benches, Planters & Vinyl, & Request that the City Waive the Building & Sign Permit Fees, & Request Permission to Place a Dumpster in the Parking Spaces Just North of the Visitor Center and on the same side of the street during construction, or in the parking lot to the east - Ken Kosky, Johnson County CVT Board brought forward this request. Mr. Kosky would like permission to put up signs by I65 & exit ramps leading to the Visitors Center, and is seeking approval for Façade work including sign, benches, planters & vinyl & would like to request that the City waive the building & sign permit fees. They would also like to ask permission to place a dumpster in the parking spaces just north of the Visitor Center on the same side of the street during construction, or in the parking lot to the east. Mayor Barnett addressed the matter of the signs first, and stated that the city has bought all way finding signs and they are all in place, it was suggested that Mr. Kosky get with Community Development Director Krista Linke, and Senior Planner Alex Getchell to work with adding this signage to the current signs if possible. A discussion was held. The next item was the blade sign they are requesting for the edge of the building, and signage on the windows of the building, and lights above the transom windows. Mayor Barnett brought up the cost of fees to be waived which would be about \$500. The Mayor also brought up the dumpster in parking space during construction. Ms. Jones made a motion to approve all signage, façade approval, and waiving all fees requested, and approval to place dumpster in parking spaces to the north of the visitor's center during construction, all subject to a lease agreement being signed, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

CVT & Aspire Johnson County Inc. Lease Agreement - City Attorney Lynn Gray stated that this is the lease agreement for the space for the Visitors Center & Aspire Johnson County Inc. Ms. Gray went over all of the provisions of the lease agreement. Ms. Gray stated that insurance must be in place before the building is occupied or any construction is done. A discussion was held. Mr. Swinehamer made a motion to approve the lease agreement subject to the insurance being in place effective January 1st 2020, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Board of Works Budgetary Resolution No.: 19-03 Authorizing a Transfer from Sewer Maintenance Services 300 to Sewer Maintenance Capital 400 in the amount of \$10,689.23 - Interim DPW Superintendent Sally Brown stated she is requesting to transfer money from Sewer Maintenance Services to Sewer Maintenance Capital in the amount of \$10,689.23 to cover

expenses for the remainder of the year. 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 & Execution of Outdoor Lighting Service Agreement for Deer Meadows

Section 3 – City Engineer Mark Richards stated this is to request approval & execution of an Outdoor Lighting Service Agreement for Deer Meadows Section 3. Mr. Richards stated there were some changes made to the agreement based on customer name & mailing name, would like this approved subject to those changes, and having the Mayor sign on the Boards behalf. A discussion was held. Ms. Jones made a motion to approve with changes mentioned by Mr. Richards, and approving the Mayor signing, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Request Approval to Transfer 2006 Ford F250 Pickup Truck (VIN#1FTNF20546EB86214)

from MVH to Cemetery - Fleet Manager Brett Jones stated he is requesting to transfer a 2006 Ford F250 Pickup truck to the Cemetery. 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 Board of Works Pay Invoice for Yearly Weather Service Subscription from BAM

WX, LLC - MVH Superintendent Brett Jones stated he is requesting the Board of Works pay for the yearly subscription for BAM WX, LLC Weather Service, as this is a service that is used by multiple departments. A discussion was held. Mr. Jones stated there are currently twelve departments that use this system. Mayor Barnett stated that this will probably be paid next year by the IT Department. 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 Revised SOP 4.3 Record of Corrective Action Interview; Revised SOP 1.21 Traffic Standards for Patrol & Request Watch Guard in Car Video Systems Status be Changed to No Value

- Police Captain Scott Carter stated he has brought forward SOP 4.3 which is Record of Corrective Action Interview, and Revised SOP 1.21 Traffic Standards for Patrol. Captain Carter also stated he is requesting to have several Watch Guard in Car Video Systems deemed worthless, and of no value. A discussion was held. Ms. Jones made a motion to approve SOP 4.3, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried. Ms. Jones made a motion to approve SOP 1.21 Traffic Standards, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried. Ms. Jones made a motion to approve Watch Guard in Car Video Systems be deemed worthless and of no value, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

2020 Provision of Services Contracts between City of Franklin and: (1) Access Johnson County (2) Boys & Girls Club (3) Girl's Inc. (4) Helpline of Johnson County (5) Johnson County Senior Services (6) Discover Downtown Franklin (7) Leadership Johnson County (7) Franklin Education Connection - Mayor Barnett stated in the past we used to have these entities come to the meetings to explain what they do for the community, he would like to ask them to come forward next year to explain what they are doing, and how the money they receive is put to use. The Mayor read the dollar amounts that are given to these entities per year: Leadership Johnson County \$2,000; Helpline of Johnson County \$3,000; Girl's Inc. \$22,000; Discover Downtown Franklin \$15,000; Access Johnson County \$18,500; Johnson County Senior Services \$15,000; Franklin Education Connection \$3,000; & Boy's & Girl's Club \$13,000. A discussion was held. Mayor Barnett made a motion to approve, seconded by Mr. Swinehamer. 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

Interim DPW Superintendent Brown stated that construction was going well at the Wastewater Treatment Plant.

Community Development Director Linke stated there will be an RDC meeting tomorrow morning & an FDC meeting on Thursday.

City Engineer Richards stated there would be a public open house concerning the Bike & Pedestrian Master Plan at Beeson Hall from 4:00 to 7:00 pm. on Wednesday.

Clerk Treasurer Rhoades stated that the Request to file liens on unkempt properties was inadvertently left off of the agenda, and she would like to ask permission to file these liens. Mr. Swinehamer. made a motion to approve filing the liens, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Ms. Jones stated she was thinking maybe we should have a committee to review the needs of the organizations that receive the Provision of Services money, and to make sure they are being good stewards of the funds they are receiving.

Adjournment

As there was no further business to come before the Board of Works, a motion and a second were made to adjourn at 5:46 p.m.

Respectfully submitted,

Jayne Rhoades, Clerk-Treasurer
Enrolled: 11/21/19

Steve Barnett, Mayor

Attest:

Jayne Rhoades, Clerk-Treasurer