

**Board of Public Works and Safety  
Regular Meeting Minutes  
June 1, 2020**

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 member Lisa Jones & Bob Swinehamer answered roll call.

Fire Chief Matt Culp, Parks Department Superintendent Chip Orner, Sewer Billing Office Manager Sherry Phillips, DPW Superintendent Sally Brown, IT Director Rick Littleton, Community Development Director Krista Linke, City Engineer Mark Richards, Street Commissioner/Fleet Manager Brett Jones, Clerk Treasurer Jayne Rhoades, and City Attorney Lynnette Gray were also in attendance. Police Chief Kirby Cochran was not in attendance.

Mayor Barnett led the Pledge of Allegiance.

**Announcements, Presentations & Public Comments**

There were no announcements, presentations or public comments.

**Consent Agenda**

Mayor Barnett presented the consent agenda for approval.

1. Approval of Minutes from meeting held May 18, 2020
2. Board of Works Claims.
  - Payroll in the amount of \$400,169.96
  - #052320 Sewer Utilities in the amount of \$195,348.88
  - #052020 RDC Contracts/Utilities in the amount of \$80,836.82
  - #052220 BOW Contracts/Utilities in the amount of \$42,932.24
  - Fire Dept. Longevity in the amount of \$81,290.48
  - Police Dept. Longevity in the amount of \$70,305.28
  - #060120 BOW General Obligations in the amount of \$95,292.38
  - #052720 RDC Contracts/Utilities in the amount of \$18.26
  - #053020 Sewer Utility-Utilities in the amount of \$39,200.24
  - #060220 Sewer Utility General Obligations in the amount of \$27,196.89
  - #060120 BOW General Obligations in the amount of \$95,292.38
  - #052720 RDC Contracts/Utilities in the amount of \$18.26
  - #052920 BOW Contracts/Utilities in the amount of \$188,933.18
  - #053020 Sewer Utilities in the amount of \$39,200.24
  - #060220 Sewer General Obligations in the amount of \$27,196.89

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 Permission to Apply for the FY21 Indiana Homeland Security Foundation Grant Program** - Fire Chief Matt Culp stated he is requesting permission to apply for the FY21 Indiana Homeland Security Foundation Grant which has a maximum award of \$4,000.00 with no matching funds. The deadline for application is June 15<sup>th</sup>. Chief Culp stated that if the grant money is received it would be used for training & protective equipment. 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 Street Closures for 2020 Festival Events** - Discover Downtown Franklin, Jess Giles stated she is requesting street closures for “Strawberries on the Square” which will be held Friday, July 31<sup>st</sup>, & “Franklin Hops & Vines” which will be held Friday, October 9<sup>th</sup>. Ms. Giles gave an overview of the streets that will be closed for each event, and stated they are the same streets as previous years. 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 Renewal & Updated Kronos Contract** - IT Director Rick Littleton stated we had received an updated renewal contract from Kronos, and he is requesting approval of this contract. Mr. Littleton stated this is for the city timekeeping system which needs to have updates on time clocks, and software. This will be around a \$3,800 & is budgeted each year in the Clerk Treasurer’s budget. There will also be a onetime \$2,000 fee to switch to the updated system. City Attorney Gray stated she had reviewed the contract. There are two quotes, one is for time clocks & the other is for software licenses. A discussion was held. Mr. Swinehamer made a motion to approve the contracts with the Mayor signing on behalf of the Board, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

**Request Approval of Supplement #1 to the Professional Services Agreement with Strand Associates for the Graham St. Storm Sewer Replacement Project** - City Engineer Mark Richards stated he is requesting approval for Supplement #1 to the Services Agreement with Strand Associates for the Graham St. storm sewer replacement project. Mr. Richards stated this supplement will bring the total cost to \$138,405.00, which is an increase of \$28,000. City staff will make contract with property owners regarding purchasing of easements that are necessary in this area. 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 Professional Services Agreement for Design & Inspection of the CR 500 E (Jim Black Rd.) Reconstruction Project** - City Engineer Mark Richards stated he is asking for approval of professional services agreement with CrossRoad Engineers, PC for improvements to Jim Black Rd. from SR44 to County Rd. 100 North with a project cost of \$355,100 for total estimated project & design fee. This project is being proposed as part of the second Sunbeam building, & annexation & rezoning of about 340 acres east of Jim Black Rd. 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**

Parks Superintendent Orner stated the pool is scheduled to open on July 4<sup>th</sup>, and they are working on procedures to be implemented. Mr. Orner also stated that rentals opened last weekend, and they had spent the day getting the building ready for voting which will be held there tomorrow.

Community Development Director Linke stated that they had received 41 applications for Small Business Loans, & there would be a public hearing on Wednesday at 3:00 p.m., and they hope to announce the grant recipients at that time.

Street Commissioner/Fleet Manager Jones stated that on behalf of the Fair Board they wanted to let the city know there would be no Fair Parade this year.

City Engineer Richards stated the West Jefferson Urban Trail project is moving forward. Mr. Richards also stated the intersection of Westview & W. Jefferson street is closed & the roundabout is expected to be open August 3<sup>rd</sup>. Mr. Richards also stated that South Main Street & South Street intersection is closed until June 12<sup>th</sup>. This area will close again June 19<sup>th</sup> and will remain closed with a projected completion date of October or November. Mr. Richards also stated that Paving bids will be opened on June 8<sup>th</sup> at 2:00 p.m., and bids would be opened for the Amphitheatre on June 9<sup>th</sup> at 2:00 p.m.

Community Development Specialist Monson stated that the Dumpster Enclosure agreement was signed with Mr. Woods so building of the dumpster enclosure will move forward.

**Adjournment**

As there was no further business to come before the Board of Works, a motion and a second were made to adjourn at 5:30 p.m.

Respectfully submitted,

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Jayne Rhoades, Clerk-Treasurer  
Enrolled:6/3/20

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Steve Barnett, Mayor

Attest:

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Jayne Rhoades, Clerk-Treasurer