

**CITY OF FRANKLIN**  
**BOARD OF PUBLIC WORKS AND SAFETY**  
Meeting Minutes  
July 13, 2004

**Opening**

Mayor Blankenship called the regular meeting of the Board of Public Works and Safety to order at 6:00 P.M. on July 13, 2004 in City Hall Council Room.

**Present:** Mayor Blankenship, Mr. Joseph Ault and Mr. Stephen D. Hougland were present. Also present was City Attorney Robert H. Schafstall, Deputy Police Chief Steve Hood, City Engineer Mike Buening, Fire Chief Mike Herron, Street Commissioner Richard Hughes, Wastewater Treatment Facility Superintendent Rick Littleton, Planning Director David Weir, and Clerk Treasurer Janet P. Alexander.

**Approval of Minutes**

Mayor Blankenship stated that the Minutes of the March 23, 2004 and the May 11, 2004 were not considered for approval and asked the members to consider them tonight. Mr. Hougland, seconded by Mr. Ault made a motion to approve the Minutes from March 23, 2004. The motion carried. Mr. Blankenship, seconded by Mr. Hougland made a motion to approve the Minutes of the meeting held May 11, 2004. The motion carried. Mr. Ault seconded by Mr. Hougland made a motion to approve the Minutes of the previous meeting held June 29, 2004. The motion carried.

**Approval of Claims**

The following claims were presented. Mr. Ault seconded by Mr. Hougland made a motion to approve the claims presented by the Clerk Treasurer. The motion carried.

Docket Date	Type	Description	Amount
7-13-04	Civil City	Vendor – Friday Claims July 2,9, &13	\$6,280,700.40
7-13-04	Civil City	1 <sup>st</sup> Quarter PERF, IN Police & Fire Pension	\$299,049.29
			<hr/> \$6,579,749.29
7-13-04	Sewer	Gross Payroll Transfer	\$46,631.96
7-13-04	Sewer	Vendor Claims # 6451 -6457	\$74,901.36
7-13-04	Sewer	Vendor Claim # 6458 Liens	\$1,494.00
7-13-04	Sewer	Vendor Claims #6461 - #6510	\$115,390.28
			<hr/> \$238,417.60

## **Best Way Solid Waste Collection Report for May and June, 2004**

Best Way Disposal represented by Colleen Mason provided written reports concerning solid waste collected in the months of May and June. Mayor Blankenship asked for clarification of Jefferson Street collection schedules from Forsythe Street west. Mr. Hougland and Mr. Littleton stated that the vendor should refrain from collecting in this area until 9:00 a.m. due to rush hour and school traffic.

## **OLD BUSINESS**

### **Uniform Conflict of Interest Disclosure Statement**

City Employee David Parsley submitted a Uniform Conflict of Interest Statement for Board Acceptance. Mr. Ault seconded by Mr. Hougland made a motion to accept David Parsley's conflict of interest form. The motion carried.

## **NEW BUSINESS**

### **Request for "Loading Zone" sign to be placed in front of Sparkle Cleaners on W.**

#### **Jefferson Street**

Mr. Sam Welliver owner of Sparkle Dry Cleaners requested the yellow curb be painted over in front of his property. Mayor Blankenship made a motion to have the Street Department paint over the curb yellow. The motion was seconded by Mr. Hougland. The motion carried.

### **Street Closings on July 17 for Johnson County Fair Parade**

Ms. Mindy Hensley spoke on behalf of the Fair Board and requested assistance from the City and specifically the Franklin Police Department in order to provide escort and to block streets along the parade route. The route begins at the High School on Banta Street, south on Walnut Street, east on Jefferson Street, turns south on Home Avenue ending at the Franklin Police Department parking lot. The parade will begin at 4:00 p.m. and last approximately 45 minutes. Ms. Hensley stated that General Martin Umbarger the Adjutant General of the Indiana National Guard will be the parade Master of Ceremonies. Mr. Ault seconded by Mr. Hougland made a motion to approve the request. The motion carried.

### **Request for "Children at Play" signs to be installed on Churchill Rd between Lochry and Schoolhouse Roads**

Ms. Elizabeth McMurray did not appear at this time, however she arrived later in the meeting and her requests were addressed just prior to adjournment.

**Resolution No. 04-02 – A Resolution Establishing “Approved Items” for Purchase Pursuant to Ordinance No. 04-12**

City Attorney Rob Schafstall provided a revised Exhibit A – explaining that the Fire Chief had requested to add some additional vendors. Mr. Schafstall stated that the list is a master list compiled by the Police and Fire Departments. He also said that he wanted to disclose that he has not looked through the list to determine whether they should be included. He reminded the Board Members that the presumption is that if the officers purchase from the list there will not be any (income) tax consequences. Deputy Chief Hood and Chief Herron said that the Chiefs will sign off on any purchases that are submitted to the City. Discussion held. Mayor Blankenship stated that the Board has two options which are the following: 1. to except the list as is with the authority to amend it as time goes by or 2. to table it for two weeks. Mr. Ault suggested amending the list by striking Dicks and Wal-Mart from the list. Mr. Houglan made a motion to strike Dick's and Wal-Mart, seconded by Mr. Ault. Mr. Ault made a motion to approve the amended list excluding Dicks Sporting Goods Store and Wal-Mart. Mr. Houglan seconded the motion. The motion carried.

**OTHER BUSINESS**

**City of Franklin Medical and Dental Benefit Plan Documents**

City Attorney Robert H. Schafstall requested that the Board table this matter until he has time to study the Plan Document Summary provided by J.F. Molloy. The Mayor asked that Molloy representatives come to the next meeting to review the document with the Board. The Clerk Treasurer was asked to invite J.F. Molloy representatives to the next meeting to discuss the documents. Tabled.

**Franklin Community High School – Irrigation Meters**

Franklin Community School Corporation Energy Manager Bill Dody requested permission to use D-duct meters for the irrigation systems on the schools athletic fields to reduce the sewer bill. Mr. Houglan seconded by Mr. Ault to approve the request subject to City approval of the meters type equipment.

**Johnson County Shrine Club - Permit for the Fall Festival Parade**

Mr. Dick Dennis from the Johnson County Shrine Club – Requested that the Board of Works approve the Right-of-Way Permit for the Fall Festival Parade. The Parade will be held October 2, 2004. Mr. Houglan made a motion, seconded by Mr. Ault to approve the Right-of-Way Permit. The motion carried.

## **Department Reports**

### **Police Department**

Deputy Chief Steve Hood reported that Jim Hix called and stated that he would not be purchasing a lot in Franklin at this time but he is still willing to haul off our junk vehicles for free in exchange for the opportunity to remain on our towing list. Discussion held. Mr. Schafstall stated that he looked into the matter and the City can accept the offer to tow abandoned vehicles for free. Mr. Schafstall stated that technically this offer would be classified as a gift, which must be approved. Mr. Schafstall stated that perhaps the Police Department should report the number of free tows provided to the City on a monthly basis for the record and ask the Board to approve them. This report would be reflected in the Minutes by the Clerk Treasurer. Mr. Hougland made a motion to accept the proposal for free tows in exchange for staying on the large vehicle towing list from Hix Towing Service. Mr. Ault seconded the motion.

Deputy Chief Hood Reported that Police Officer Charleen Kennedy attended an Alcoholic Beverage Commission meeting yesterday and learned that Jeff Street Pub had complied with all of the State's requirements. Mr. Weir stated that the matter is on the Plan Commission Agenda. Discussion held. The City has informed the proprietor that placement of tables and chairs on the sidewalk along Water Street obstructing passage on the city sidewalk is in conflict with the ADA and is contrary to local codes. Mr. Weir is working on new ordinance.

### **Fire Department**

Fire Chief Mike Herron reported that he is still working on the plan to relocate the tornado sirens and to place the fourth. He also stated that he will forward sample specifications to the City Attorney which were provided by Hoosier Fire.

### **Sewer Department**

Mr. Rick Littleton presented an Inspection Services Agreement for Windstar Section 4, for the construction of storm and sanitary sewers. Mr. Ault seconded by Mr. Hougland made a motion to approve the inspection agreement. The motion carried. Mr. Littleton reported that bids were accepted for the Countryview Lift Station Rehabilitation project on July 2, 2004. Two bids were received. Mitchell and Stark Construction Co. \$96,133 (low bid) and Industrial Contractors, Inc. bid \$99,750.00. Mr. Littleton recommended that the Board accept the low bid of \$96,133. Mr. Ault made a motion to approve the recommendation, Mr. Hougland seconded. The motion carried.

The City Attorney presented a corrected Permanent Sanitary Sewer Easement for Countryview MHC Limited Partnership Permanent Sanitary Sewer Easement and Temporary Construction Easement. Mr. Ault seconded by Mr. Hougland made a motion to accept. The motion carried.

### **Engineering**

Mr. Mike Buening reported a quote for the installation of pipe to address the Hamilton Avenue drainage project \$3,290 to have the work done in the City's alley / right-of-way. The Board approved paying for the project from the Board of Works Drainage line item. Mr. Hougland seconded by Mr. Ault made a motion to approve. The motion carried. Cumberland Commons submitted an off-site drainage easement for approval. Mr. Schafstall states that the homeowner's covenants will bind them to maintain. Mr. Ault seconded by Mr. Hougland made a motion to approve the drainage easement. The motion carried

### **Planning Department**

Mr. Weir No report

### **Street Department**

Street Commissioner Richard Hughes had no reports. Informed the Board that he recently purchased a paint machine for line painting.

### **City Attorney**

Informed the Board that according to a federal act protecting individual privacy rights relative to health care known as HIPAA, he has prepared a third party confidential health information agreement between the City of Franklin and Mitch Ripley, of HR Unlimited the City's human resource consultant. Mr. Ripley has already signed the agreement. Mr. Ault seconded by Mr. Hougland made a motion to approve the third party agreement between the City of Franklin and Mitch Ripley. The motion carried.

Mr. Schafstall told the Board that he was contacted by Suzanne Findley with a request to prepare a quit claim deed to clear title on a small section of property owned by the City of Franklin and the Parks Department located along King Street. Franklin Heritage owns and is selling a property adjacent to the Park. After identifying a problem with the documents prepared by the title company, Mr. Schafstall recommended delaying approval. Mr. Hougland made a motion to authorize the Mayor to act on behalf of the Board when appropriate. Mr. Ault seconded this motion. The motion carried.

## **Clerk Treasurer**

Janet Alexander informed the Board that current spending indicates that the gasoline line item, the hydrant line item, and solid waste collection line item will run out of money before the end of the year. The Board directed her to prepare an additional appropriation to cover the projected deficits.

### Uniform Conflict of Interest Disclosure Statement

City Employee Mike Herron submitted a Uniform Conflict of Interest Statement for Board Acceptance. Mr. Ault seconded by Mr. Hougland made a motion to accept Mike Herron's conflict of interest form. The motion carried.

### Uniform Conflict of Interest Disclosure Statement

City Employee Dale Saucier submitted a Uniform Conflict of Interest Statement for Board Acceptance. Mr. Ault seconded by Mr. Hougland made a motion to accept Dale Saucier's conflict of interest form. The motion carried.

## **Board Members**

Mr. Ault asked about the signage located around the bridge sidewalks on Monroe Street. Neither Richard Hughes nor Mike Buening knew anything of this problem. Richard Hughes speculated that Johnson County officials are responsible for these signs. Mr. Ault asked the City Engineer to check with Johnson County about this situation.

## **PUBLIC COMMENT**

Ms. Elizabeth McMurray 1452 Churchill Road Franklin asked to speak to the Board of Works about some issues in her neighborhood.

1. Asked about a six foot privacy fence put up by her neighbor which blocks the view of the sidewalk. Mr. Weir said that the Planning Department was aware of the situation and they have been trying to establish when the fence was installed. Mr. Weir stated that his department will follow through.
2. Pointed out a visibility problem at the intersection of 14<sup>th</sup> Street & North Main Street. A large shrub is obstructing the view at this intersection. Mr. Hughes stated that his department trimmed the shrub earlier this summer.
3. Requested "Children at Play" signs on Churchill Street due to the number of small children (estimated 15). Mr. Ault asked Deputy Chief Hood to place the speed trailer in the area and to increase law enforcement presence. Ms. McMurray stated that the speeders seem to be worst between 3:00 p.m. and 6:00 p.m.

4. She also asked whether a tree could be removed, explaining that the roots are damaging the sidewalk. The Mayor asked the Department Heads to look into the requests and report to the Board at the next meeting under staff reports.

Mr. Ault also asked Mr. Hughes to look at a tree on Lochry Court. The roots of the tree are raising the sidewalk at the joint and creating a hazard.

**Adjournment**

The meeting adjourned at 7:20 PM. The next regular meeting will be held on July 27, 2004 at 6:00 p.m. in City Hall.

Respectfully submitted by,  
Janet P. Alexander, Clerk Treasurer