

CITY OF FRANKLIN
BOARD OF PUBLIC WORKS AND SAFETY
Meeting Minutes
October 26, 2004

Executive Session

At 5:45 p.m. Mayor Norman Blankenship declared that the Board of Works would meet in City Hall Conference Room and hold an Executive Session to discuss pending or threatened litigation pursuant to Indiana Code 5-14-1.5-6.1 (b) (2) (B) Board of Works Member Mr. Joseph Ault, Clerk Treasurer Janet P. Alexander, Mayor Blankenship and City Attorney Robert H. Schafstall attended. Discussion held. The executive session adjourned at 6:08 p.m.

Regular Meeting

Opening

Mayor Blankenship called the regular meeting of the Board of Public Works and Safety to order at 6:10 p.m. in the City Hall Council Room.

Present

Mayor Norman Blankenship and Mr. Joseph Ault were present. Also present was City Attorney Robert H. Schafstall, Police Chief John Borges, City Engineer Mike Buening, Fire Chief Mike Herron, Street Department Supervisor Jackie Brockman, WWTP Superintendent Rick Littleton, Planning Director David Weir, and Clerk Treasurer Janet Alexander.

Mayor Blankenship made a motion to approve the claim settlement recommended by the City Attorney. Mr. Ault seconded the motion and the motion carried.

Approval of Claims

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

Docket Date	Type	Description	Amount
October 26, 2004	Sewer	Payroll for October 1, 2004	\$22,381.72
October 26, 2004	Sewer	Payroll for October 15, 2004	<u>\$23,609.12</u>
			\$45,990.84
October 26, 2004	Civil City	Payroll for October 1, 2004	\$250,531.46
October 26, 2004	Civil City	Payroll for October 15, 2004	\$244,934.08
October 26, 2004	Civil City	PERF Employer Contribution for City Judge	<u>\$18,901.41</u>
			\$514,366.95

Approval of Minutes

Mr. Ault made a motion seconded by Mayor Blankenship to approve the Minutes of the previous meeting held October 12, 2004. The motion carried.

OLD BUSINESS

None

NEW BUSINESS

Opening of Air Pack Bids

The City Attorney opened the bids received in response to the request for bids for Air Packs. The first bid opened was from Hoosier Fire Equipment in the amount of \$184,994 for Scott Air Packs. The alternate bid was for \$191,990. The second bid packet was from Five Alarm Fire and Safety Equipment for \$200,408. With trade allowances, the bid would be \$193,783.

Chief Herron was asked to review the bids and make a recommendation before the end of this meeting.

Request to close streets for Holiday Parade and for Holiday Lighting

Chamber Director Ms. Tricia Bechman presented a request that the City close streets for a parade Saturday December 4, 2004. The annual lighting ceremony has been moved to a Saturday to enable the Chamber to include other family activities, and a parade which will begin at 3:00 p.m. and will last for approximately one hour. Ms. Bechman explained that there will be 40 units participating in the parade. The requested road closures include Banta Street west of Walnut St. Walnut Street to Jefferson Street to Home Avenue concluding at Caisson Drive. They have already received a permit from INDOT to close Jefferson Street. The Holiday Lighting ceremony will take place at 7:00 p.m. Mr. Ault made a motion to approve, Mayor Blankenship seconded this motion. The motion carried.

Code Enforcement Procedures

Clerk Treasurer Janet Alexander presented a list of outstanding ordinance citations issued and unpaid as required in City Ordinance No. 04-05 which requires that the Clerk Treasurer present a list of unpaid citations. The Board reviewed the list and directed the City Attorney to begin legal action as necessary. Mayor Blankenship made the motion, approved by Mr. Ault directing Mr. Schafstall to proceed with legal actions.

Contract for the Provision of Services by and between the City of Franklin, Indiana and: Johnson Co. Senior Services, Boys & Girls Club, Girls Inc., Access Johnson County, and Helpline for 2005

Clerk Treasurer Janet P. Alexander presented individual contracts between the City of Franklin and Johnson County Senior Services, Boys & Girls Club, Girls Inc., Access Johnson County, and Helpline for 2005. The contracts are the same as those agreed to for 2004. Discussion held. Mr. Ault made a motion to approve, seconded by Mayor Blankenship. The motion carried.

Emergency Weather Alert System

Chief Herron introduced Mr. Rick Sauer General Manager for Owens Communication who brought Mr. Art Johannes from Federal Signal who presented location study and recommendation, and a quote for additional emergency sirens. Mr. Sauer reviewed the map including the existing siren at Franklin College and the Whiteland siren. He recommended adding four additional electro mechanical sirens installed for \$57,980. The price does not include poles or pole setting. The manufacturer's representative for Federal Signal Mr. Johannes explained that the sirens are motor driven units. As opposed to electronic sirens. Mr. Johannes explained that the useful life of these sirens is generally 60 to 75 years and that this siren has been installed in over 1000 locations throughout the State of Indiana including the City of Greenwood, Hamilton County, City of Indianapolis and Marion County. Discussion held. The vendor explained that the warrantee agreement is parts and labor warranty for the siren head for five years, and parts and labor on the control panel for two years.

Electronic Communication Systems, Inc. (ECS) Company President Mr. Michael Dyer introduced himself and stated that the company is the master distributor of Whelen Outdoor Warning Siren Systems. He recommended that the City install five Whelen Vortex R3 sirens. One feature of this siren is that users have the ability to run a silent test when needed. He explained that during this test the siren emits a high frequency tone at a pitch higher than that which can be heard by humans, but is audible to animals. He also recommended the City also purchase the two way control feature which will print a log of siren activations. The written proposal was \$69,104 including poles and installation with a five year warranty. He stated that the anticipated useful life of the Whelen Vortex siren is 30 years. At the conclusion of this presentation, Mayor Blankenship made a motion to table, seconded by Mr. Ault. Tabled.

Air Pack Bid (Award Recommendation)

The Board asked Chief Herron to report concerning the Air Pack bids. Chief Herron made a recommendation to accept the bid of Five Alarm Fire and Safety Company which he said he selected due to their meeting special technical requirements. Mr. Ault made a motion to table the award decision until Mr. Hougland returns at the next meeting. Mayor Blankenship seconded this motion. The motion carried.

OTHER BUSINESS

None

DEPARTMENT STATUS OF TASKS

Engineering

City Engineer Mike Buening introduced construction contractor Kevin McGinnis concerning the Franklin Tech Park Section 2 Bartram Parkway Extension

1. The inspection services agreement has been submitted and is ready for board acceptance. A check for \$5400 is included with the agreement.

2. The performance guarantee is being revised in accordance with staff and City Attorney Rob Schafstall comments the final version is expected in a couple days.
3. The final plat has been prepared and if approved, could be held by staff until the revised performance guarantee is provided.

Mr. Ault made a motion to approve the plat and instructed staff to hold the plat until the City Attorney sees and approves the original letters of credit. Mayor Blankenship seconded this motion. The motion carried.

Northpointe Commercial Subdivision Section I Main Source Bank (formerly known as) First Community Bank & Trust submitted an extension to the irrevocable letter of credit to January 5, 2005. Mr. Ault made a motion to accept, seconded by Mayor Blankenship. The motion carried.

Franklin Tech Park Temporary Lift Station – City Engineer Mr. Buening recommended that the Board accept the quote from Subsurface of Indiana for \$44,890. Four separate quotes were received. Mr. Ault seconded by the Mayor moved to approve the City Engineers recommendation. The motion carried.

Fire Department

Chief Herron stated that he had nothing to report.

Police Department

Police Chief Borges had nothing to report.

Waste Water Treatment Plant and Maintenance Department

Superintendent Rick Littleton reported that Mitchell Stark presented an invoice for stored materials for the construction of the Country View Lift Station – in the amount of \$4,260.13 and requested that the Board approve the invoice for payment and to authorize the payment from the Sewer Improvement Fund. Mr. Ault, seconded by Mayor Blankenship made a motion to authorize payment on the invoice from Mitchell Stark. The motion carried. Mr. Littleton also asked the Board of Works to appropriate \$20,500 received for the sale of surplus sewer utility equipment at Christy's auction last month. Mr. Ault, seconded by Mayor Blankenship made a motion to appropriate \$20,500 to 810-444. The motion carried.

Mr. Littleton presented the following new On Call policy for the Department of Public Works:

On Call Policy

As a collection system operator in the Department of Public Works, you will be required to be on call at least one week out of every month. You will be required to carry a pager and respond to any emergency within 15 minutes of receiving the call. While on call your personal activities will be regulated by your ability to respond to the emergency within 15 minutes.

If the employee who is on call is called into work he/she will be paid a minimum of two (2) hours. The employee will receive time and one-half for all actual time worked. If the employee works less than two hours, he/she will receive time and one half for actual time worked and straight time for the remaining portion of the minimum two hour pay. The employees work time will begin when they reach their work destination. The employee who is on call for the week will receive a stipend of \$125.00

Discussion held. Mr. Littleton explained that the FLSA requires compensation and limits response times. Mr. Ault made a motion to approve the proposed "On Call" policy for the Department of Public Works. Mayor Blankenship seconded the motion and the motion carried.

In regard to the telecommunications data system project, Mr. Littleton asked the Board to authorize the Clerk Treasurer to release the check submitted by G3 (Expanets) in lieu of a bid bond. The project has been completed. Mr. Ault, seconded by Mayor Blankenship authorized the release of this check to G3. The motion carried.

Planning Department

Planning Director David Weir asked for Board guidance concerning the extension of Commerce Drive. He had been asked how many street lights need to be installed and where and about the preferred type of fixture. The Board Members discussed the question and decided that lights should be installed at all intersections and that they should use the standard cobra head type fixture. Mr. Ault made a motion, seconded by Mayor Blankenship. The motion carried.

Mr. Weir also said that he was asked whether or not Industrial Drive is a dedicated City Street. Discussion held. Mayor Blankenship made a motion to declare that Industrial Drive is and has been a dedicated City Street. Mr. Ault seconded this motion, and the motion carried.

Street Department

Street Department Crew Leader Jackie Brockman did not have a report. The Mayor asked Mr. Brockman to contact Councilman Barrow to discuss his concerns about the quality of the paint used for street lines.

City Attorney

Attorney Robert H. Schafstall reported that he had expected Ray Johnson to appear at this meeting to discuss the pending lift station issue.

Clerk-Treasurer

The Clerk-Treasurer asked the Board to authorize her to cut a check for Jerry Ott to pay for an IDEM permit application fee related to the East Side Sewer Interceptor. Mayor Blankenship made a motion to approve seconded by Mr. Ault. The motion carried.

Board Members

Board Member Joe Ault thanked David Weir for providing him with a map to plot coverage areas for the siren systems. The Board Members asked Chief Herron to take custody of this map.

Adjournment

The meeting adjourned at 7:45 p.m. The next regular meeting will be held on November 9, 2004 at 6:00 p.m. in City Hall.

Signed copies available at the Clerk-Treasurer's Office:

55 W. Madison
Franklin, IN 46131