CITY OF FRANKLIN
BOARD OF PUBLIC WORKS AND SAFETY

Meeting Minutes
January 13, 2004

Opening

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

Regular Meeting

Present: Mayor Norman P. Blankenship, Jr., Mr. Joseph Ault and Mr. Stephen D. Hougland were present. Also present was Clerk Treasurer Janet P. Alexander, City Attorney Robert H. Schafstall, Police Chief John Borges, City Engineer Mike Buening, Fire Chief Mike Herron, Street Commissioner Richard Hughes, Wastewater Treatment Facility Superintendent Rick Littleton and Staff Planner Joe Csikos.

Approval of Minutes

The minutes of the previous meeting held December 9, 2003 and the Executive Session held December 8, 2003 were approved as distributed.

Approval of Claims

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

Date	Type	Description	Amount
12-01-03	Civil City	Payroll Police & Fire Longevity	164,691.07
12-12-03	Civil City	Payroll	227,373.12
12-26-03	Civil City	Payroll	271,276.24
12-26-03	Civil City	Payroll Pension	48,788.40
12-31-03	Civil City	Payroll	22,985.13
		Total Civil City Payroll	735,113.96
12-12-03	Sewer	Payroll	21,186.51
12-26-03	Sewer	Payroll	24,540.23
12-31-03	Sewer	Payroll	10,571.54
		Total Sewer Payroll	56,298.28
1-13-04	Civil City	Vendor Claims – 29943 – 30011	800,297.85
1-13-04	Civil City	Vendor Claims – 30012 – 30137	410,517.35
		Total Civil City Claims	1,210,815.2
1-13-04	Sewer	Vendor Claims # 6063	70.79
1-13-04	Sewer	Vendor Claims # 6067-6119	147,512.66
		Total Sewer Claims	147,583.45

Mayor Blankenship welcomed Boy Scout troop #228 and Scout Master Schwartz who were present for this meeting.

Annual Liability Insurance Review John Auld of Franklin Insurance representing the City of Franklin reviewed the City's 2004 liability insurance policies. He reported that overall the 2004 premiums are 13% higher than last year. However initial estimates anticipated higher increases overall. The cost of the coverage for 2004 is $421,762.00, which will be paid out of the Board of Works budget. Discussion held. Mr. Hougland made a motion seconded by Mr. Ault to authorize the Mayor to sign the documents presented. Approved.

OLD BUSINESS

Branigin Road Turn Lane
Removed.

Resolution No. 04-01 – Jury Parking Permits

A resolution authorizing the Chief of Police to issue up to 15 Business District Parking Permits to each of the Johnson County Courts allowing jurors to park any city parking space without fear of receiving a ticket as long as they display the permit in their car. Mr. Ault made a motion to approve, seconded by Mayor Blankenship. Mr. Hougland voted Nay. The motion to approve carried.

Wrecker Service

At the last Board of Works Meting Chief John Borges reported that a new wrecker company was recently added to the Police Department's approved list. A local wrecker company complained about the loss of business due to the addition of a fourth vendor. The Board of Works discussed the topic and considered limiting the number of wrecker companies. Chief Borges asked the Board to clarify whether this type of decision is his to make or whether the Board would prefer to make the decision. The Chief repeated the question. A discussion was held. The Board agreed that the Chief should cap the number of vendors to five (5). Mr. John Cross, owner of Cross Towing, asked to speak. He asked the Board to look at zoning issues and capacity problems in Franklin. He stated that in his opinion the county needs more towing yards. He explained that he had attempted to convert an area to a towing yard but local zoning ordinances restricted the use of the area because it was unpaved, needed trees, and privacy fencing. Discussion held. Mayor Blankenship asked the Planning Department to contact IDEM for information concerning paving. Mr. Ault requested that the Planning Department look at the zoning questions. Tabled.

NEW BUSINESS

Flooding on Hamilton Avenue

Ms. Sherri Cook a resident of Hamilton Avenue requested relief due to flooding and drainage problems at her home. Mr. Fred Brunner the property owner asked to speak to the Board explaining that he has been trying to get the ditch fixed but didn't realize that he owned it however he pointed out that the ditch is not exclusively on his property. Mr. Schafstall suggested that the owner work with the City Engineer to resolve the issue. Mr. John Kennedy spoke from the audience stating that the Indiana Department of Environmental Management considered the ditch a wildlife habitat and had required Arvin to plant trees along it up to the property. Randy Brown the former owner of the ditch from 1992 until 1998 spoke reporting that he frequently cleaned out the sediment from the ditch himself to control flooding. Tabled.

Request to Close a portion of Monroe St. on Martin Luther King Jr. Day January 19, 2004

Mr. Ellis Hall, a professor at Franklin College requested a noise ordinance variance and a brief close of Monroe Street to Branigin Boulevard for a symbolic march by a small group of college students from 6:15 p.m. until 7:00 p.m. Mr. Ault, seconded by Mayor Blankenship made a motion to approve. The motion carried.

Request to place Dumpster in the alley behind City Hall

Mr. John Kennedy requested permission to place a dumpster in the alley behind the business located at 62 W. Jefferson Street. He explained that either a truck or a dumpster would be present for three days at a time from Friday until Monday. He anticipates the work to take nine (9) days total for demolition and clean up, Mr. Hougland made a motion to approve, and Mr. Ault seconded the motion. Mayor Blankenship requested that he notify police dispatch each time a dumpster is placed. Approved.

E-Gov Contract

Mr. Rick Littleton presented the final contract from E-Gov Strategies, a government sector web page design firm. Mayor Blankenship made a motion to approve, seconded by Mr. Ault motion carried. Approved. The contract was signed and returned to Mr. Littleton

West Parke Subdivision on Hospital Road - Wild Ivy Trail – Mailbox Issue

At the December 9, 2003 meeting Chief Borges asked the Board of Works to consider the parking situation in the subdivision known as Wild Ivy Trail. The Chief suggested limiting parking to one side of the street and relocating the mailboxes. Staff Planner Joe Csikos reported that he spoke to the Post Office about the matter. He said that the subdivision doesn't have a homeowners association and that most residents are tenants. He also pointed out that there is only one street with very high density of parking. Mr. Csikos has spoken to many residents and all complained about cars parking in front of the mailboxes. Chief Herron reported that the Fire Department attempted to drive Engine 21 through the neighborhood and it was difficult. The Mayor asked the Planning Department to send a letter to the neighborhood to let them know about the concerns and what is being discussed.

Industrial / Business District Signage

Krista Linke reviewed some examples of signage. Establish a policy using larger letters on a larger base, with large Street names. A discussion was held. The Board requested that Ms. Linke obtain a sample with pricing of street signs for the next meeting. Tabled.

Telecommunications Project Bills

Chief John Borges requested the Board pay two bills for work done at the police station in conjunction with the telecommunications project. One from Davis Electric for $535.09 and another from Vertical Integrated Applications $1,806.00. The Board approved payment of these claims from the Cumulative Capital Improvements Fund from the 2004 appropriation for Telecommunications.

OTHER BUSINESS
None

STAFF REPORTS

Street Department
Mr. Richard Hughes asked what should be done with the red recycle bins left by Rumpke, which have not been picked up. Mr. Littleton reported that he has discussed this with Rumpke and with Best Way and they have some ideas. Mr. Hughes also reported that citizens are bringing garbage to the City dumpster and he suggested that the City begin taking trash straight to the transfer station thereby removing the dumpster and eliminating the opportunity for residents to continue using it illegally. The current hauler Best Way owns and operates the transfer station.

Police Department
Chief John Borges reported that retired Police Department dispatcher Larry Fleener passed away last night. He also stated that the department would need to purchase additional software to track licensing and permits.

Engineering
City Engineer, Mike Buening requested approval of a work order for the 2003 Paving project. Mr. Hougland seconded by Mr. Ault to approve.

Wastewater Utility
Mr. Littleton updated the Board on the Telecommunications system project. He stated that the

phone programming sheets are in from departments, fieldwork is ongoing, and the technicians should be on site soon to install cabinets. He also requested approval of Trak Engineering annual maintenance for the gas pump software. This is an annual agreement for $1720. Mayor Blankenship seconded by Mr. Hougland made a motion to approve the agreement. He also requested the Board approve the payment of the twenty (20) year lease to the Indiana Masonic Home for the use of the farm land to be paid from unappropriated utility funds. Mayor Blankenship made a motion to approve, seconded by Mr. Ault. The motion carried.

Fire Department
Chief Herron stated that Firefighter Michael Jackson resigned. And he announced that the department has received word that they will receive funds from a Homeland security grant.

City Attorney
Mr. Schafstall reported that he brought a release for Electro Spec for the Board's approval. Requested Ms. Krista Linke present the agreement for grant writing services for a Community Focus Fund grant from the Indiana Department of Commerce. The Planning Department wants to hire Paul Bryan. The Board approved the agreement between Mr. Bryan and the City of Franklin. Mr. Ault made a motion to approve seconded by Mr. Hougland. The motion carried. Mr. Schafstall informed the Board that Mr. Bob White had agreed to an easement for the City to install Sewer line on his property but he had built his new home and the footprint of the home overlaps the agreed upon easement. Mr. Schafstall will prepare a second agreement stipulating that the City will make an effort not to damage his home during the installation of the sewer in the easement and he will agree not to hold the City responsible for damages. Mr. Hougland made a motion to accept the recommendation of the Planning Department and City Engineer. Approved.

Clerk Treasurers Comment
Mrs. Janet Alexander reported that the City received a letter from Insight Cable advising that a rate increase would be effective this month. She reported that Indiana American Water has installed three (3) fire hydrants in Heritage Trails subdivision increasing the total number of hydrants to 601 at $36.27 each per month for total charge of $21,798.27. Concerning the use of Purchase Orders and Claim Forms, the Clerk informed the Board Members and the Department Heads present that as of February 1, 2004 they will not be required to use Purchase Orders except for Capital Expenditures costing $5000 or more, bid purchases, contracts with installment payments, encumbrances, and in circumstances where the vendor requires them. In all other instances the traditional claim form may be used. She also explained that an approved claim form would be available to them in Microsoft Word, Excel and Access formats.

Mayor's Comments
Mayor Blankenship had no comments.

Adjournment

The meeting adjourned at 8:36 p.m. The next regular meeting will be held on January 27, 2004 at 6:00 p.m. in City Hall.

Signed copies available at the Clerk-Treasurer's Office:
55 W. Madison
Franklin, IN 46131