

**CITY OF FRANKLIN
BOARD OF PUBLIC WORKS AND SAFETY**

Meeting Minutes
February 10, 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 February 10, 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 Zoning Administrator Krista Linke.

Approval of Minutes

The minutes of the previous meeting held January 27, 2004 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
2-10-04	Civil City	Vendor Claims # 30177 - #30192	113,169.27
2-10-04	Civil City	Vendor Claims # 30193 - #30311	2,183,826.58
		Total Civil City Claims	2,296,995.85
2-10-04	Sewer	Vendor Claims #6130 – 6133	411.43
2-10-04	Sewer	Vendor Claims #6134	1,260.00
2-10-04	Sewer	Vendor Claims #6135 - 6182	143,140.56
		Total Sewer Claims	144,811.99

Best Way Solid Waste & Recycling Collection Report

Mr. Rod Perkins presented his report of collections for the month of January 2004.

Oath of Office

Captain James Reese was called up by Mayor Blankenship to take the Oath of Appointment. Officer Reese was sworn in to serve as Deputy Fire Chief. The City Attorney directed the Clerk to note in the record that Officer Reese's merit and administrative rank remains unchanged.

OLD BUSINESS

Wrecker Service

Chief Borges repeated his request for direction from the Board of Works concerning the number of approved wrecker service vendors. Discussion held. Mr. Ault made a motion that the Board will approve four separate vendors to provide wrecker services. To qualify the vendors must provide proof of insurance with at least a \$1 million umbrella, have a local storage facility, and

the Board will review vendors annually. The motion was seconded by Mr. Hougland. The motion carried and was approved.

Wild Ivy Trail – Mailbox Issue

Planning Department Zoning Administrator Ms. Krista Linke requested that this issue be moved to Staff Status of Tasks. Approved.

Industrial Way - Finding Signage

Planning Department Ms. Krista Linke presented quotes for signage for 32 locations including major intersections where industrial and commercial signage would likely be placed. Discussion held. Mayor requested Ms. Linke to show the sample signs to the Franklin Chamber of Commerce and report back to the Board. This matter was moved to Staff Status of Tasks.

Lift Station Dedication – Johnson Industrial Park

The petitioner Mr. Ray Johnson and his attorney Tom Vander Luitgaren asked the City to accept a privately built lift station on his property which he would like to turn over to the City. Discussion held. Mr. Littleton and Mr. Buening provided the following list of items that need to be addressed prior to approval:

1. Acceptable detailed as-built plans and specifications for the lift station and force main should be provided. The installation should meet with all city standards.
2. Adequate easements for access, maintenance and repair should be provided.
3. An access drive over to the lift station should be provided to allow direct access.
4. Testing of the lift station to determine and verify that it is functioning properly should be done.
5. As with any dedicated lift station a 5 year pump warranty and 2 year station warranty per City maintenance bond requirements should be provided if the system is accepted.
6. A remote monitoring panel should be provided as required by section 6.10 of the Standards.
7. Any additional legal requirements per Rob Schafstall should be imposed on the dedication.

The Board recommended that the requirements outlined by the City Engineer and WWTP Superintendent need to be satisfied before being turned over to the City attorney, Robert H. Schafstall to begin any legal work. The Board also stated that a surety or some form of a security would be required. Tabled.

Amend Contract for Community Focus Fund

Krista Linke *requested the Board revise the* contract approved in January. Modifying the Project Proposal date from January 23, 2004 to July 9, 2004 and the final application date from April 2, 2004 to September 3, 2004. Approved.

Contract with Paul Bryan to administer Community Planning Grant

Krista Linke requested the Board approve contact with Paul Bryan to write a grant proposal for a \$50,000 planning grant. Mr. Bryan's fee would be \$1000.00.

Mr. Hougland made a motion to approve, seconded by Mr. Ault and the motion carried. Mayor Blankenship stated that he would sign the final contract tomorrow.

Hougham 2nd Addition Alley vacation between Monroe and Jefferson Street (Hougham neighborhood)

Belinda Williams came and asked the Board of Works to approve the vacation of the alley adjacent to their property between Hougham and Edwards Streets and adjacent to lots 30, 31 & 32 of Hougham 2nd Addition. The portion of alley requested to be vacated is approximately 12 feet in width and 120 feet in length and is located directly west of Hougham Street. Mr. Ault

asked whether the property owner who had objected to the first petition in 2001 had been contacted concerning this petition. The petitioner did not know if the neighbor had been contacted. Mr. Ault directed the planning department to contact the neighbor to inform them about the petition. Mr. Hougland made a motion to forward this petition to the City Council with a favorable recommendation. Mr. Ault seconded this motion and the motion carried.

NEW BUSINESS

Turning Point Grant Application

Mr. Pat Smith, Executive Director and Ms. Lori Adams, Johnson County Community Service Director of Domestic Violence Services requested that the Board of Works sponsor their grant application to the Indiana Criminal Justice Institute for a \$20,000 federal grant titled Stop Violence Against Women Act. Mr. Smith explained that Turning Point is the only provider in Johnson County. They receive an average of 220 crisis calls per year from Johnson County. Discussion held. Tabled.

INDOT Disclosure – Branigin Road Turn Lane

City Engineer Mike Buening reported that Projects Plus has submitted revised plans for the turn lane at US 31 and all City comments are addressed in the 2/2/04 version of their plan. He stated that In order for the developer to get an INDOT permit, the state has a disclosure form that must be completed by the City which he presented to the Board for approval. Mr. Buening stated that the developer must provide performance guarantees. Mr. Hougland made a motion to approve (the disclosure agreement) pending the receipt of final agreement between Beazer Homes and Mr. Maguire. This motion was seconded by Mr. Ault and carried.

OTHER BUSINESS

None

STAFF REPORTS

Street Department

Mr. Richard Hughes requested to retain Mr. Radford since he has completed his 90 day probation period. Mr. Hougland made a motion, seconded by Mr. Ault. Motion approved.

Police Department

Chief John Borges had no report.

Planning Department

Ms. Linke reported there would be a Public Meeting concerning 1) Downtown Master Plan; 2) City of Franklin becoming a formal Main Street Community; 3) Community Planning Grant to the Department of Commerce at Beeson Hall on February 26, 2004 at 7:00 pm.

Engineering

City Engineer, Mike Buening gave a report. He referred to his memo to the Board of Works dated February 10, 2004, titled: "Board of Works Status Report" which he provided to the members this evening. He specifically noted the following matters:

- Mr. Mark Henry notified his office that his vehicle was damaged due to a chuckhole on Westview Drive.
- Met with Richard Hughes, Franklin Street Commissioner, Glenda Seal, and Joe Jones of INDOT regarding the SR 44 detour and damage to Eastview Drive. INDOT has agreed to pay a portion (% not yet determined) of full depth repairs if the City has a repair project this year.
- Westview Drive also is in need of repairs.

Mr. Buening asked the Board to allow him to investigate repairing both Eastview and Westview Drive. Mr. Ault made a motion to approve, seconded by Mr. Hougland. Motion carried.

Wastewater Utility

Mr. Littleton stated that he and City Engineer are working with Commonwealth Engineers on the lift station located between the Johnson County Juvenile Detention Center and Countyview Mobile Home Park. The facility needs new chopper pumps and he plans to advertise project. He is concerned about the size of the easements and the project will be paid from the Sewer Improvement Fund.

Fire Department

Chief Mike Herron complimented the new Assistant Deputy Chief Jim Reese.

City Attorney

City Attorney Robert H. Schafstall reported that he had provided the Board some reading material that requires no action. He stated that he would be introducing a proposal umbrella enforcement policy at the next meeting. Also, he stated that when he receives a notice of a tort claim he forwards the information to John Auld, of Franklin Insurance. Mayor Blankenship requested that he resend his letter to Department Heads regarding tort claims.

Clerk Treasurers Comments

Clerk Treasurer Janet P. Alexander presented the following contracts for the Boards approval:

1. Johnson County Senior Services in the amount of \$10,000 with one payment due on the 13th day of February 2004.
2. Helpline Johnson County in the amount of \$3,000.00 with one payment due on the first day of July 2004.
3. Girls, Inc. in the amount of \$22,000 with four payments each being due on the first day of January, April, July and October 2004
4. Boys & Girls Club, Inc. in the amount of \$26,000 with two payments due on the first day of February and July 2004
5. Access Johnson County in the amount of \$18,500 with one payment due on the first day of July 2004.

Mr. Hougland made a motion "to approve the contracts with Senior Services in the amount of \$10,000, Girls, Inc. in the amount of \$22,000, Boys and Girls Club \$26,000, Access Johnson County \$18,500 and Helpline Johnson County \$3,000 and the number of payments as presented by the Clerk Treasurer.", seconded by Mr. Ault. Motion carried.

Board Member Comments

Mr. Hougland inquired of City Engineer Mike Buening and Zoning Administrator Krista Linke concerning the site plan in the Wal-Mart Plaza under Sandor Development. Mike Buening stated that the plan for the Lowe's Development includes all of the items required by the City. Mr. Hougland stated that the Planning office would need to stay on top of Sandor Development to insure compliance.

Mayor's Comments

Mayor Blankenship made no specific comments.

Adjournment

The meeting adjourned at 7:40 P.M. p.m. The next regular meeting will be held on February 24, 2004 at 6:00 p.m. in City Hall.

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

55 W. Madison
Franklin, IN 46131