

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

Meeting Minutes
March 9, 2004

Opening

Mr. Stephen D. Hougland called the regular meeting of the Board of Public Works and Safety to order at 6:00 P.M. on March 9, 2004 in City Hall Council Room. Mr. Hougland immediately moved to adjourn the open meeting and the members met in an advertised executive session. The following persons were present at the Executive Session, Board of Works Member Stephen Hougland, Board of Works Member Joe Ault, City Attorney Robert H. Schafstall, Attorney Wayne Uhl, Planning Director David Weir, City Engineer Mike Buening, Clerk Treasurer Janet P. Alexander. The executive session adjourned at 6:45 p.m. and the regular meeting of the Board of Public Works and Safety resumed at that time.

Regular Meeting

Present: Mr. Joseph Ault and Mr. Stephen D. Hougland were present. Also present was Clerk Treasurer Janet P. Alexander, and Ms. Kristi Bruther on behalf of the Clerk Treasurer. City Attorney Robert H. Schafstall, Deputy Police Chief Steve Hood, City Engineer Mike Buening, Fire Chief Mike Herron, Mr. Jackie Brockman on behalf of the Street Commissioner, Wastewater Treatment Facility Superintendent Rick Littleton and Planning Director David Weir.

Absent: Mayor Norman P. Blankenship, Jr.

Approval of Minutes

The minutes of the previous meeting held February 24, 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
02-06-04	Civil City	Payroll	268,605.51
02-20-04	Civil City	Payroll	243,463.29
02-26-04	Civil City	Payroll Pension	48,060.26
		Total Civil City Payroll	560,129.06
02-06-04	Sewer	Payroll	21,910.49
02-20-04	Sewer	Payroll	21,373.24
		Total Sewer Payroll	43,283.73
03-09-04	Civil City	Vendor Claims – # 30350 - # 30367	273,187.90
03-09-04	Civil City	Vendor Claims – # 30368 - # 30468	1,141,640.56
		Total Civil City Claims	1,414,828.46
03-09-04	Sewer	Vendor Claims # 6194 - 6196	35,306.63
03-09-04	Sewer	Vendor Claims # 6199 - 6249	145,730.00
		Total Sewer Claims	181,036.63

Clerk Treasurers Comments

The Clerk Treasurer requested permission to present the following items of business:

Business Associate Addendums to the J. F. Molloy and Molloy Medical Management Administration Contracts: Clerk Treasurer Janet Alexander presented two individual business addendums to the existing J.F. Molloy Business agreements for the Board's approval. City Attorney Robert H. Schafstall has reviewed the contracts and stated that they were acceptable to him. A motion to approve was made by Mr. Hougland and seconded by Mr. Ault. Motion carried.

Consulting Agreement between Michael A. Reuter Consulting Services: Clerk Treasurer Janet Alexander requested the Board of Works to approve an agreement for Financial Consulting Services with Michael A. Reuter. The services offered include the development of an initial three year fiscal plan, cash flow monitoring, computation of revenue shortfalls, and investment strategies, for an initial fee of \$6,000.00, and upon completion of the initial plan, a monthly fee of \$1,100.00 for maintenance and consulting. Mr. Hougland made a motion to approve, seconded by Mr. Ault. The motion carried.

OLD BUSINESS

Franklin College Grizzly Grand Prix

Mr. Adam Zborowski on behalf of the Franklin College Student Foundation, Ms. Jessica Dunham, and Ms. Carrie Ellenton presented a request to close the four main roads around the Franklin College Campus Saturday May 1, 2004 from 10:00 a.m. until 3:30 p.m. for the 25th Annual Grizzly Grand Prix Bike Race. This request was tabled during the last meeting pending recommendation from the Police Department. Deputy Chief Hood reported that Chief of Police Borges was not in favor of using City streets for the race. Deputy Chief Hood stated that it presented several inherent dangers and would require a minimum of nine (9) officers to provide adequate safety. Mr. Ault inquired about a back-up plan, to which Mr. Zborowski stated that the race has been held at the Masonic Home in the past. Mr. Ault made a motion to deny the request; seconded by Mr. Hougland.

Acceptance of a Final Plat for Farm Bureau Co-Op

City Engineer Mr. Buening reported that there are still concerns about the proposed Farm Bureau Co-Op plat and he requested that this matter be tabled. Mr. Hougland made a motion to table; seconded by Mr. Ault. Tabled.

NEW BUSINESS

Renew Letter of Credit for Hurricane Industrial Park

Steve Williams representing Hurricane Industrial Park requested new guarantees for the development:

- Performance I.L.O.C. #5030000232 in the amount of \$20,000 from Republic Bank for uncompleted earthwork and erosion control
- Maintenance Bond #400TC6676 from USF&G in the amount of \$1,508 for asphalt paving
- Maintenance Bond #400TC6964 from USF&G in the amount of \$1,508 for sanitary sewers. The bond was supposed to be written for \$1,708.
- Maintenance Bond #400TC6965 from USF&G in the amount of \$3,784 for storm sewers and erosion control.

City Engineer Mike Buening requested that the existing \$110,000 performance bond be released and the new guarantees be accepted with the amended amount. Motion was made by Mr. Ault, seconded by Mr. Hougland. Motion carried.

Annual Contract for Fire Extinguisher Maintenance

Mr. Stuart Bridges had submitted a request to the Board of Works to renew his annual service agreement for the maintenance and testing of Fire Extinguishers. Mr. Hougland presented for approval the annual contract for Fire Extinguisher Service in which there are no changes in the terms or charges. A motion was made by Mr. Ault; Mr. Hougland seconded. Motion carried.

Branigin Woods Subdivision Plat Acceptance

David Weir and Mike Buening requested that this matter be continued until all documents that are needed have been submitted. A motion was made by Mr. Hougland, seconded by Mr. Ault. This matter was tabled until the next meeting, March 23, 2004.

OTHER BUSINESS

Mr. Hougland asked if anyone from the public had any comments.

No comments.

STAFF REPORTS

Street Department

Mr. Jackie Brockman had no report.

Planning Department

Planning Director David Weir had no report.

Engineering

City Engineer, Mike Buening referred to his memo dated March 9, 2004, titled: "Board of Works Status Report" which he provided to the members prior to the start of the meeting. He specifically commented on the following matters:

- Adult and Child Mental Health Center, Inc. – An executed right of way agreement for Drake and Hospital Road is ready for acceptance. A motion was made by Mr. Hougland, seconded by Mr. Ault to accept the right-of-way. The motion carried.
- Indianapolis Metropolitan Planning Organization (MPO) and the Indianapolis Regional Transportation Improvement Program (IRTIP) have notified the Planning Department that the City of Franklin has been accepted as a voting jurisdiction within the urban planning district. Future federal funding will have to go through the MPO Plan, therefore the City of Franklin will no longer be able to participate in TEA 21 Grants. Discussion was held. A designated member to the Technical and Policy Committees will need to be appointed. Mr. Hougland requested that Mr. Buening and Mr. Weir be involved in policy committees until further direction is given by the Mayor. The first meeting of the Technical and Policy Committee is Thursday, March 11, 2004 which Mr. Joe Csikos will attend.

Wastewater Utility

Mr. Rick Littleton had the following report:

- Reiterated the need to upgrade the Country View Lift station that services the Country View Mobile Home Park and Johnson County Juvenile Detention Center. A dedicated easement does not exist for this lift station. Upon acquiring the easement, Mr. Littleton will request permission to seek bids for the upgrade.
- Reported that all City of Franklin departments have moved over to the new phone system as of March 8, 2004. He requested that departments notify him about voice quality issues.

Fire Department

Deputy Chief of Police Steve Hood presented the following report for Fire Chief Mike Herron:

- Requested approval of a new service maintenance agreement with Motorola for current radios. Discussion was held. City Attorney Rob Schafstall approved the extension. Mr. Ault made a motion to approve, seconded by Mr. Hougland. Motion carried.

Police Department

Deputy Chief of Police Steve Hood had the following report:

- The new traffic trailer has been placed in two locations: Arvin Road and King Street. Along King Street there were 10,600 vehicles traveling at an average speed of 23 mph with posted speed of 20mph. Equipment recorded 3500 vehicles traveling on Arvin Road, of which 2700 were operating at speeds above the posted speed limit of 30mph. The average traveling speed was 36mph.
- Reported at the request of Chief Borges that the gas pumps ran out of gas. Mr. Jackie Brockman reported that there was an oversight on the part of the Street Department due to a transfer of positions. Discussion was held.

City Attorney

The City Attorney Robert H. Schafstall had no report.

Board Member Comments

Mr. Ault inquired about the status of the City's website. Mr. Littleton reported that there is currently a layout in place to be considered. Department heads are providing feedback about the current design. Representatives will be meeting with Departments next week regarding content. Mr. Littleton will provide the Board Members with the website address for them to review.

Mr. Ault requested that the Street Department coordinate with Mrs. Suzanne Findley to install a concrete ramp within the Greenlawn Cemetery for the cannon.

Adjournment

The meeting adjourned at 7:30 p.m.

The next regular meeting will be held on March 23, 2004 at 6:00 p.m. in City Hall.

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

55 W. Madison
Franklin, IN 46131