

CITY OF FRANKLIN
BOARD OF PUBLIC WORKS AND SAFETY
Meeting Minutes
May 11, 2004

Opening

Mayor Blankenship called the regular meeting of the Board of Public Works and Safety to order at 6:00 P.M. on May 11, 2004 in City Hall Council Room.

Present: Mayor Blankenship and Mr. Stephen D. Hougland were present. Board Member Joe Ault was absent. Also present was City Attorney Robert H. Schafstall, Police Deputy Chief Steve Hood, City Engineer Mike Buening, Fire Chief Mike Herron, Sewer Billing Manager Brenda Poe, Wastewater Treatment Facility Superintendent Rick Littleton, Planning Director David Weir, and Clerk Treasurer's Assistant Kristi Bruther.

Approval of Minutes

The minutes of the previous meeting held April 27, 2004 were approved as distributed.

Approval of Claims

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

Date	Type	Description	Amount
4/30/04	Payroll	Payroll Correction	(1,271.62)
4/30/04	Payroll	Civil City Payroll	242,148.48
4/30/04	Payroll	Sewer Payroll	21,263.88
5/11/04	Sewer	Claims #6333-#6344	1,565.58
5/11/04	Sewer	Claims #6345-6383	121,372.62
5/11/04	BOW	Vendor Claims #30750-#30755	17,402.93
5/11/04	BOW	Vendor Claims #30756-#30883	1,081,889.20

Best Way Disposal Co. Monthly Curb Side Trash Collection and Recycling Report

A representative from Best Way Disposal, Colleen Mason, presented an updated report for trash and recycling pick up through the month of April to the Board.

OLD BUSINESS

Additional Stop Signs in Canary Creek Subdivision

Mr. John Nelson presented a request for additional stop signs in the Canary Creek Subdivision. A discussion was held. Mr. Hougland made a motion to "remand this to a study by the Police and Street Departments and to report back to the Board at the next meeting", seconded by Mayor Blankenship. The motion carried.

Miller Flex Space Final Plat and Bonds

Mr. Steve Williams from Franklin Engineering presented the request to approve Miller Flex Space Final Plat. The plat has been modified and is acceptable to the City Attorney Robert

H. Schafstall with two exceptions, the drainage and sanitary sewer easements need to be approved by the Board and recorded.

Mike Buening made the following comments in regard to the Miller Flex Space project:

- Received an Irrevocable Standby Letter of Credit No.190004003 from Heartland Bank for the account of Dick Miller Construction Co., Inc. in the amount of \$15,600 for the improvements of sidewalks, increasing size of entrance, monumentation, detention outlet pipe and underdrain, erosion control and regrading detention basin is being submitted for acceptance.
- Received a 40 ft. sanitary sewer easement centered on the south property line needs Board approval, signatures, and recording. City Attorney Robert H. Schafstall has advised that Mr. Miller may need to be added to this easement if required by the County Recorder.
- Received a 30 ft. drainage easement to the north of the plat is required for site drainage. An easement has been submitted granting the easement to the City with maintenance by Miller Flex Space owners. The easement requires Board approval, signatures and recording.

Mr. Buening recommended that the Board approve the easements. Mr. Hougland made a motion to approve the easements and the plat with the condition of successful recording of the easements, seconded by Mayor Blankenship. The motion carried.

NEW BUSINESS

Budget Resolution No. 04-01 –Request to transfer funds from Developer’s Share-Municipal Improvement Fund to the Local Road and Street Fund

Ms. Kristi Bruther an assistant to the Clerk Treasurer presented a request to transfer funds from the Developer’s Share Municipal Improvement Fund to Local Road and Street for work completed in 2003 on Simon Road. Mr. Hougland made a motion to approve Budget Resolution 04-01, seconded by Mayor Blankenship. The motion carried.

Request to Approve Credit Application for Marbaugh Reprographic Supply Co.

Kristi Bruther presented a business credit application for Marbaugh Reprographic Supply Co. for the Planning Department. Mr. Hougland made a motion to authorize the Department Head to sign such credit applications, seconded by Mayor Blankenship. The motion carried.

Request to Close Walnut Street at Jefferson Street to Remove Gas Pumps

City Engineer Mike Buening reported to the Board that he contacted DeWees Construction to remind them that this request was on the agenda. No one from DeWees Construction appeared. A discussion was held. Mayor Blankenship made a motion to table this request, seconded by Mr. Hougland. The motion carried. Tabled.

Department Status of Tasks

City Attorney

City Attorney Robert H. Schafstall requested an Executive Session be held on Tuesday, May 25, 2004 at 5:30 p.m. to discuss pending litigation. Mayor Blankenship requested that the Clerk-Treasurer post the open door notice.

Clerk/Treasurer

The Clerk-Treasurer's assistant, Kristi Bruther reported the following items to the Board:

- The City received a reimbursement check from J.F. Molloy in the amount of \$20,719.92.
- Requested assistance from the Department Heads regarding the code enforcement ordinance that was passed by the Common Council.
- A request from Insight Cable for door-to-door solicitation. City Attorney Robert H. Schafstall advised Mayor Blankenship that he would address this request according to the City's ordinance.
- A request to purchase a Lexmark/IBM Printer from the Board of Works budget line item 101-5-444 Computer Network. Mayor Blankenship requested that the matter be tabled until he had time to research commitments from that line item. Mr. Hougland made a motion to allow Mayor Blankenship to act on the Board's behalf, seconded by Mayor Blankenship. The motion carried and the matter was tabled.

Police Department

Deputy Chief Steve Hood reported the following items to the Board:

- Distributed documentation on the number of recorded total incidents – 5157 (police responses) in Knollwood Farms as requested by the Board of Works at the last meeting. Mr. Hougland requested that the Police Department forward the report to Mr. Ken Austin, Knollwood Farms Homeowners Association.

Sewer Billing Office

Ms. Brenda Poe reported the following items to the Board:

- A request to hire Peggy M. Bechtel to fill the additional Office Clerk position approved for 2004. Mr. Hougland made a motion to hire the new employee, seconded by Mayor Blankenship. The motion carried.
- A request for the approval of a lease agreement for a new folder and inserter machine for sewer billing, including the maintenance and parts. Monies are currently available in the Sewer Billing Department's budget. Mayor Blankenship made a motion to approve the purchase if the lease is approved by the City Attorney, seconded by Mr. Hougland. The motion carried.

Sewer Department

Mr. Rick Littleton had nothing to report to the Board.

Engineering

- Mr. Mike Buening provided a copy of his report titled Board of Works Status Report dated May 11, 2004 and he discussed the following items included in that report:
- Knolwood Farms Stop Signs & Street Repairs
 - The staff has reviewed stop sign locations and recommends that 13 intersections have changes to the stop signs. An additional 21 stop signs would be required. Discussion held. Mayor Blankenship made a motion to table until a staff report is completed by the Police and Street Departments, seconded by Mr. Hougland. The motion carried. Tabled.
 - A street condition check identified that Christian Blvd., Israel Lane, William Ave, and Maria Ave all have areas that need full depth milling and paving. Approximately 9000 square yard, 32 lineal feet, of repair would be required at an approximate cost of \$90,000 to \$100,000 to complete the work. A discussion was held. The Board agreed that they would have to review budget constraints before approving the work on these roads.
- East Interceptor
 - IDEM permit dated 5/7/04 has been received.
 - City Attorney Robert H. Schafstall has easement work still in progress. Mr. Wayne Workman has advised that he has not signed any easement documents. The City Attorney stated that he would address this issue.
- Johnson County Highway Department has asked if the City wishes to participate in their repaving project for Graham Road from Musicland Drive to Whiteland Road. Approximately 200 ft north of Musicland and 1250 ft north of Earlywood are within the City limits. A discussion was held. The Board stated that they are willing to consider this request, but need cost information to determine budget constraints. Mr. Buening stated that he would contact the County to obtain this information.

Planning Department

Mr. David Weir had nothing to report to the Board.

Mayor's Comments

Mayor Blankenship requested that the street department remove a tree limb that is hanging over the sidewalk in front of City Hall. Mayor Blankenship reminded the audience that Saturday May 15th is the Police Officers' Memorial.

Fire Department

Chief Herron reported the following items to the Board:

- Bid specification packets for air packs have been prepared and he requests that the Board set a date for the bid opening and appoint a bid acceptance committee. A discussion was held. Mr. Hougland made a motion to set the

bid opening meeting for June 8, 2004, with a back-up date of June 22, 2004 if additional time is needed to comply with advertising requirements, and to appoint Janet Alexander, Robert H. Schafstall, and Chief Herron to be present at the opening at 10:00 a.m., seconded by Mayor Blankenship. The motion carried.

- Morgan County received the ambulance that was donated by the City and expressed gratitude for this donation.
- Mr. Tug Sutton confirmed the purchase of the Haz-Mat trailer through the County. The prices/quotes for a vehicle to pull the trailer have been delayed since they are no longer able to get the 2004 model.

Adjournment

The meeting adjourned at 7:00 p.m. The next regular meeting will be held on May 25, 2004 at 6:00 p.m. in City Hall.

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

55 W. Madison
Franklin, IN 46131