City of Franklin
Minutes of the Board of Works and Safety

City Hall
55 W. Madison St.
Franklin Indiana 46131

Tuesday September24, 2002 @ 6:00 P.M.

Presiding Officer: Mayor Norman P. Blankenship

Members Present: Mr. Joseph R. Ault

Members Absent: Mr. Stephen D. Hougland

Non-Voting Members Present:		
	Chief John Borges	Chief of Police
	Chief Mike Herron	Fire Chief
	Mr. Richard Hughes	Street Commissioner
	Mr. David Weir	Planning Director
	Mr. Rick Littleton	Wastewater Utility Superintendent
	Mr. Jerry Ott	City Engineer
	Mr. Robert H. Schafstall	City Attorney
	Mrs. Janet P. Alexander	Clerk Treasurer

Mrs. Karen Bridges a correspondent for the Indianapolis Star was present at this meeting.

After the Invocation and the Pledge of Allegiance, Mayor Blankenship stated that due to Mr. Ault's absence from the last meeting and Mr. Hougland's absence this evening, approval of the minutes would be deferred.

Clerk Treasurer Alexander presented the following claims for approval.

Date	Account	Description	Bank	Amount
9-6-02	Sewer	Payroll	Heartland	18,962.82
9-6-02	Civil City	Payroll	Fifth Third	205,118.81
9-20-02	Civil City	Payroll	Fifth Third	210,484.70
9-20-02	Civil City	Payroll (Manual checks)	Fifth Third	793.50
9-20-02	Sewer	Payroll	Heartland	18,787.44
9-24-02	Sewer	Vender Claims 4990 – 4992 & 4995 -5049	Heartland	208,114.20
9-24-02	Civil City	Vendor Claims 26600 – 26800	Fifth Third	353,289.57
				1,015,551.04

Mr. Ault made a motion to approve the claims as presented. Mayor Blankenship seconded the motion. The motion carried.

Due to various scheduling conflicts, the Mayor re-ordered the agenda allowing some items of New Business to be considered at the start of the meeting

NEW BUSINESS & OLD BUSINESS

<u>Heritage Festival Street Closing</u> – Mrs. Pam Gibson the Program Director for Franklin Parks and Recreation and Mr. Bob Schofield representing the downtown merchants requested the Board approve the following road closings for the festival: Main Street from Madison to Jefferson Street from October 4 through October 6th, & East and West Court Street Friday October 4th at Midnight until October 6th and a variance to the City Noise Ordinance. Approved

City Engineer's Report: Mr. Jerry Ott the City Engineer reviewed his report titled City Engineers Status of Tasks September 24, 2002 gave the following reports:

Branigin Boulevard – Asked the Board to authorize the Mayor to sign a letter to John Secor, President of the Louisville and Indiana Railroad stating the City's willingness to pursue a federal grant to improve the crossing and signalization for the railroad intersection located on State Street. Louisville Indiana Railroad agrees to timely authorize the required improvements. Approved.

Request to authorize the Mayor to sign a letter to the Johnson County Drainage Board agreeing to maintain all drainage improvements installed at the Storm Drain Outlet into Hurricane Ditch. Approved.

2002 Paving Project with Grady Brothers, Inc. – Requested that the Board authorize the Mayor to execute the contract and the notice to proceed to allow the company to begin some of this work immediately. Mr. Ault made a motion to allow the Mayor to sign the agreement upon final approval of the City Attorney.

Dilk Roofing – Mr. Ott submitted the bill from Dilk Roofing for the roof repair. Approved.

Dave O'Mara Contractor, Inc. – Change Order #2 – reducing the contract amount by 708.45. Contract total $127,075.05. Requested that the Board authorize the Mayor to sign the change orders. Approved.

Branigin Boulevard - Mr. Matt Taylor of Congdon Engineering asked to schedule the Branigin Boulevard bid opening October 17, 2002 at 2:00 p.m. Approved. Mr. Taylor also asked to extend the completion date of Phase I to May 15th, 2003. Mr. Ott estimates that the work will be completed by early July. The Board authorized him to re-issue the bids.

Mr. Taylor presented a Construction Engineering CEA Fee Summary from Congdon Engineering that was tabled to the next meeting.

TEA 21 Grant / Bonar Design and Engineering – Contract Review:
Mr. Ben Carnahan of Bonar Group reviewed the proposed contract and asked for Board approval. Mr. Schafstall reviewed the cost estimates within the contract. Mr. Schafstall also stated that we should anticipate potential environmental problems along North Main because many years ago that route served as U.S. 31. The City's contact person was designated to be the City Engineer. Mr. Ault seconded by Mayor Blankenship to accept the contract. The motion to approve carried.

Telecommunications Commission Report
Mr. Frank Schumacher introduced Mr. Paul Johnson of Paul Johnson and Associates who summarized his report, which was presented to the Commission. Mr. Johnson stated that Sprint had under billed the City for services equal to $6,638.40, however Sprint charged the City taxes up to $1,134.00. All other communications billings – long distance, voice mail, Cingular cellular, and pager services, were found to be accurate. Mr. Johnson also reviewed the second part of his report that recommends reconfiguration of the City's telecommunication system. Mr. Johnson recommends a conversion to an 8 – 1 trunk ratio rather than the 1-1 trunk ratio (Centrex Service) currently in use. He stated that looking at a "36 month basis and 60 month basis" the City could save $60,000.00 annually by making this change. With the reduction in Centrex lines Voice Mail service costs would be reduced saving the City $15,000.00 over 60 months (5 years). He also stated that the long distance charges although accurate were not competitive – he stated that his recommendation would allow the City to save $5,000 in long distance charges over the next five years. He also recommended pooling the 40 cellular telephones and negotiating all of them as a common contract –he projected that this could save the City $22,000 over the next five years. He stated that no savings could be realized concerning data services or pagers services. He concluded stating that "by the City re-doing the way it handles its' communication systems, the City would save $102,060.20 over the next five years."

Mr. Johnson summarized his firm's three recommendations 1. The City of Franklin abandons the Centrex service in favor of a service that allows for sharing of lines. 2. That the city seeks to realize competitive savings in the areas of voice mail, long distance & cellular service. & 3. That the City retains P. J. A. to work with the communications committee to review all departmental applications and develop & implement a configuration which addresses cost reductions while meeting the City's needs.

Mr. Frank Schumacher provided copies of a report prepared by Sprint. Mr. Schumacher stated that doing nothing is not an option, as charges will increase at the first of the year. He also stated that the Telecommunications Council passed two resolutions. One resolution recommended that the City implement a Networked PBX Solution. The second resolution recommends not continuing the consulting agreement with Paul Johnson & Associates. He stated that the Telecommunications Commission reached a consensus that a competitive process should be employed for this project as the City does not have full time staff that can be assigned to the project. He also stated that the City’s current system is inefficient and antiquated. The Telecommunication Commission recommends that the City proceed quickly to implement a networked PBX solution and to provide additional data lines to police and fire. The Telecommunication Commission found that to improve the City’s communication systems would result in additional costs.

Mr. Schafstall pointed out that the Fire Department is required by law to report EMS call information to the State on a daily basis. The current data line is inadequate. Mr. Schumacher stated that at the first of the year Sprint will begin billing the City for the services currently being used, which will raise the bill $1,000 per month and the upgrade for data needs for the Fire Department would increase the bill by $1,200 per month. The hardware costs could be $250,000.00.

Mayor Blankenship stated that he recommends that the City engage Mr. Johnson and his firm on an hourly basis.

Relocation of Welcome to Franklin Signs
Street Commissioner Richard Hughes stated that he had been attempting to contact the owner of Franklin Garden Center’s who informed the City that he purchased land where the City placed a welcome sign several years ago. Mr. Hughes stated that there might be an area just south of the current location that could be used. Mayor Blankenship stated that the City would have the same problem with the sign located on Jefferson Street south of the hospital. Mr. Ault made a motion to authorize the City Attorney to pursue use of easement on the Garden Center’s property. The motion carried.

Street Department Employee Request for Leave of Absence
Mr. Andrew Duckworth a Street Department Employee has requested two months unpaid leave of absence. Mr. Duckworth wrote to the Board and explained that he needed to take this time off to harvest his crops. He offered to pay for his insurance during his absence. Mr. Hughes recommended that the Board approve the request. Mr. Ault made a motion to approve the request. The motion to approve carried.

REPORTS
Planning Department – Director David Weir
Mr. Weir presented the right of way easements for Hurricane Industrial Park – Right of Way & Utility Easement Dedication for signature by the Board of Works. Tabled.

Presented modified job descriptions for his Department including: 1. Code Compliance Officer – approved for hire in 2003, 2. Revised Zoning Administrator and Staff Planner, 3. Modification of title for the Administrative Assistant to Office Manager. Mr. Weir stated that he would like the Board to consider these changes in October and stated that no action was required at this time.

Waste Water Treatment Plant – Superintendent Rick Littleton
Presented a contract change order – Change Order #1 for the Clarifier Addition Project – $5,692.00. Mr. Ault made a motion to approve. The motion to approve carried.

Fire Department – Chief Mike Herron

Chief Herron reported that two firefighters off on sick leave would be returning to full duty this month. The third will return in eight weeks.

The Chief also reported that the department advertised Engine 21 R for sale but no offers were received in a year and a half until Coxe Emergency Services expressed an interest in purchasing Engine 21 for $1,555. He stated that he spoke with Charlie Pride from the State Board of Accounts who stated that local agencies should be given the first option when selling municipal equipment. Indiana National Guard recently sent a letter expressing an interest in the Tanker as a result of conversations between the Mayor and the Commander. The City Attorney stated that the City could enter into an interlocal agreement with Camp Atterbury to lease the International Tanker Truck. Mayor Blankenship stated that he would like to “sit on” the sale of the engine and ladders for the time being. Mr. Ault made a motion to proceed with the development of an interlocal agreement to lease the tanker truck to Camp Atterbury, seconded by Mayor Blankenship. The motion carried.

Chief Herron reported that the Aerial Ladder passed its recent test at Indianapolis Fire Department with flying colors. He was very pleased with the results and says that it appears that all problems have been resolved.

Mayor Blankenship complemented Project Safe-T.

Chief Herron reported that the new ambulance would be delivered this week. The Mayor and Mr. Littleton discussed the possibility of paying for the ambulance(s) from sewer funds. Mr. Littleton reported that the current bond documents do not contain language restricting (a loan). He also stated that the State Board of Accounts requires that the City pass an enabling ordinance authorizing this action under Home Rule. The Mayor stated that originally they discussed the purchase of both ambulances using sewer monies but because of the timing the Mayor concluded that they would be unable to pursue this option for the payment of the ambulance scheduled for delivery this week. The option to purchase a second ambulance for the same price is six-months from the date of delivery of the first ambulance.

Police Department – Chief Borges

Requested that the City hold a City Auction. Mr. Littleton stated that he contacted the other departments and asked whether an auction would be needed. Chief Herron stated that the Fire Department has a number of items that could be declared surplus that could be used by other Fire Departments. The Mayor stated that he wants a proposed list of items brought to the next meeting.

Mayor Blankenship announced that Chief Borges received an appointment to the FBI Academy in Quantico Virginia. Chief Borges is only the second police officer from Franklin to receive this training. The Chief will leave September 26, 2002.

City Attorney – Mr. Robert H. Schafstall

Purchase of Easements - Reported that he is working on acquiring easements for the Franklin Tech Park project and Branigin Boulevard. He stated that an appraiser should be hired. Mayor Blankenship made a motion to allow the City Attorney to hire an appraiser to be billed to each project respectively. Seconded by Mr. Ault. The motion to hire an appraiser was approved.

Franklin Tech Park Addendum to the Memorandum of Understanding – Mr. Schafstall presented the first addendum to the Memorandum of Understanding. Approved.

Clerk Treasurer – Mrs. Janet P. Alexander
Requested permission to pay for the ambulance $101,595.00 from the Fire Medic Fund. Approved.

Board Members – Mr. Joseph Ault
Stated that the State Museum has informed him that there is a lot of interest in the Stedman Cannon and they have asked for a history of the cannon.

The Mayor stated that the next meeting would begin at 6:00 p.m. and last for one hour only due to a City Council Meeting scheduled at 7:00 p.m. that same evening.

As there was no further business to come before the Board of Works, the meeting adjourned at 8:15 p.m.

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Janet P. Alexander
Clerk Treasurer
Secretary to the Board of Works and Safety

Enrolled 10-15-02

Approved by the Board of Works: _____________
Date

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Norman P. Blankenship, Jr. Mayor Date