# City of Franklin
# Minutes of the Board of Works and Safety

**City Hall**
**55 W. Madison St.**
**Franklin Indiana 46131**

Tuesday August 28, 2001 @ 6:00 P.M.

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| Presiding Officer: | Mayor Norman P. Blankenship | |
| Members Present: | Mr. Joseph R. Ault | |
| | Mr. Stephen D. Hougland | |
| Non-Voting Members Present: | Mr. John H. Borges | Chief of Police |
| | Mr. Robert H. Schafstall | City Attorney |
| | Mr. Michael Lewis | Assistant Fire Chief |
| | Mr. Rick Littleton | Wastewater Utility Superintendent |
| | Mr. Jerry Ott | City Engineer |
| | Mrs. Brenda Poe | Sewer Billing Office Manager |
| | Mr. Mark Webb | Cemetery Superintendent |
| | Mr. David Weir | Planning Director |
| | Mrs. Janet P. Alexander | Clerk Treasurer |

Karen Bridges a correspondent for the Indianapolis Star and Wynita Worley a staff reporter for the Daily Journal were present at this meeting.

After the Invocation and the Pledge of Allegiance, Mr. Ault, seconded by Mr. Hougland made a motion to approve the minutes of the August 14, 2001 meeting as distributed. The motion carried.

The Clerk Treasurer presented the following claims for approval: Fifth Third Bank 23545 - 23822, Heartland Bank 4099 – 4172, Payroll (8-24-01) 90000 – 90006. Mr. Hougland moved to approve the claims as presented. Mr. Ault seconded this motion. The motion passed.

**OLD BUSINESS**

**Greenlawn Cemetery – Proposed Rate Increase** – Superintendent Mark Webb reviewed his spreadsheet detailing the current rates charged by the Cemetery and the proposed increases. Mr. Hougland seconded by Mr. Ault made a motion to increase the charge for non-resident grave plots to $600. Motion carried. Mr. Hougland seconded by Mr. Ault made a motion to forward this petition to the Common Council with a favorable recommendation. Motion carried.

**Request for a Stop Sign at the corner of Williamsburg and Ridgewood Meadows** – The Petitioner Sonia Cochenour did not appear. The Mayor asked the Planning Director to review the request and report to the Board at the next meeting. Mr. Hougland seconded by Mr. Ault made a motion to table. Motion carried.

**Branigin Way Traffic Study –** The City Engineer, Mr. Jerry Ott reviewed the options outlined in the Traffic Analysis for the Wilson Street Reconfiguration (turn in from Jefferson Street) as proposed by A & F Engineering. Mr. Hougland seconded by Mr. Ault made a motion to accept the report. Motion carried.

The final alignment options presented for the Boulevard include Option A: to align Wilson Street with State Street, Option B: to align with Hurricane Street and to cross Hurricane Creek Mr. Ault made a motion to approve Option A seconded by Mr. Hougland. Motion carried.

Mr. Ott requested a motion to authorize the Clerk Treasurer to prepare an additional appropriation for $160,000.00 to cover costs associated with the field survey, preliminary engineering design, the final design, and bidding for the construction contract. Mr. Hougland seconded by Mr. Ault made a motion to authorize the Clerk to prepare an additional appropriation for Council consideration. Motion carried

Mr. Ott also asked for the Boards permission to begin negotiating with Congdon Engineering Associates to prepare the Preliminary Engineering report. The Board deferred the request and asked Mr. Ott to prepare project parameters and to request proposals from engineering firms including Congdon. The information will be discussed at the September 11, meeting.

**Review of Mosquito Control Program** – Mr. Jackie Brockman an employee of the City of Franklin tasked with the city's Mosquito Control Program, introduced Mr. Willy Cox a product representative from Clarke Environmental the vendor of the products used by the City for the control of mosquitoes. Mr. Cox gave a brief overview of the new product the Street Department recently began using known as Anvil 2 + 2. Mr. Jim Curry, a Franklin College Biology Professor asked to speak. Mr. Curry shared his concerns about the City's program and the product being used as described by Mr. Brockman and Mr. Cox. Ms. Kirsten Bouthier a concerned Franklin resident spoke and encouraged the City to improve its' education program, and to notify residents about scheduled spraying. The Mayor stated that the City will continue to look at this matter and will improve it's efforts to notify residents.

**Personnel Policy Manual Discussion** – Mayor Blankenship stated that the 5th draft of the Personnel Manual will be delivered to the Board prior to the September 11th, meeting.

**Board of Works Meeting Format** – Mayor Blankenship reviewed his plan to reduce the number of attendees and the length of the Board of Works meeting as of September. The Mayor proposed that the Board require only the City Engineer, City Attorney, Utilities Superintendent, and the Planning Director, to regularly attend the Board of Works meeting All other Department Heads would be required to attend if an issue arose requiring their input. The Board by consent approved this change.

**STAFF REPORTS**

**Mr. David Weir, Planning Director –** Mr. Weir reported:

- ❖ A Public Meeting to discuss the Comprehensive Plan is scheduled September 4, 2001 at Northwood Elementary School at 7:00 p.m.
- ❖ Preliminary report from Bonar Group regarding TEA 21 Grant Proposal will be reviewed by the Plan Commission September 18th, and by the City Council on October 10.
- ❖ The Planning Office is attempting to contact the owner of a burned out home located at 500 W. Adams Street. The Planning Dept. has sent letters to the property owners directing them to board up the building but they had received no response. The owners have not applied for a permit to renovate or demolish the property. According to the Unsafe Structure Ordinance, the City can hire a contractor to tear the building down, but first there should be a hearing in front of the Board of Works. The Board agreed to schedule this hearing September 25th. In the meantime, Planning Department will try to contact the property owner by mail.

**Ms. Brenda Poe, Sewer Billing Manager –** Reported that her office will be issuing the newly redesigned sewer bills to City residents beginning September.

**Mr. Jerry Ott, City Engineer – reviewed his report titled " City Engineer - Status of Tasks August 28, 2001**

- ❖ Stated that Mr. Claxton, 1560 E. Jefferson St., (Jefferson Meadows) had contacted him, concerning a drainage problem involving adjoining properties. The Board requested more information about who and what caused the problem. Mr. Ott will get more information and report back to the Board
- ❖ Proposed Water St. Alley Drainage Project – The City has received $5,000 from Mutual Savings Bank. He expects checks from the Elks Lodge and from Attorney Andy Woods.
- ❖ Paving Program – Mr. Ott suggested road projects the Board could consider undertaking this year. Mr. Hougland made a motion seconded by Mr. Ault to complete the North Main Street Project (approximately $80,000.00 and Hudson Drive (approximately $28,300). this year. Motion carried.
- ❖ Sidewalk Repair Project – They are prepared to begin three projects within the next two to three weeks. Some property owners have already paid for their portion.

- INDOT – Pending

  Forsyth & King Street Double Dog Leg - To be bid in April – construction planned next summer.
  Walgreen's & CVS intersection issues – suggests that the City construct an additional lane East of Vaught Street. No decision was made by the Board of Works.
  Signalization at State Road 44 and Westview Drive "round – about" turning device – INDOT agrees that signalization is warranted however the "round-about" would be shelved if a signal was requested.

**Mr. Rick Littleton, Sewer Utility Superintendent** No Report.

**Assistant Chief Michael Lewis, Fire Department –** Provided the Board with information about the age and condition of Fire Department equipment with a suggested replacement schedule. Mr. Lewis asked the Board to consider purchasing two ambulances and a new aerial fire truck. Assistant Chief Lewis suggested the use of Fire Medic Service Fund monies (Fund 61) for these purchases. Mayor Blankenship made a motion to allow the Fire Department to immediately begin to put together specifications for an ambulance, to initiate the bidding process, seconded by Mr. Hougland. Mr. Hougland requested that the specification be as wide open as possible with a limited time frame for delivery and to request copies of the manufacturer's financial reports. . Motion carried.

Mr. Lewis also stated that he was working with Indiana American Water Company representative, Mr. Chris Woods on the matter of replacing old fire hydrants.

**Mr. Mark Webb, Cemetery Superintendent** No Report.

**Mr. John H. Borges, Chief of Polic**e – Reported The following

- Dispatcher Mike Combs has resigned and requested Board's permission to offer the post to Shawna Duke. Mr. Hougland made a motion to approve, seconded by Mr. Ault. Motion carried.
- Asked the Board to increase the speed limits on Arvin Road and Earlywood Drive from 30 mph to 40 mph. The City Attorney will review this request and report back to the Board.
- Request the Boards permission to increase the hourly rate of the crossing guard from $9.00 per hour to $10.00 per hour. The Board requested that the Chief discuss options with the Clerk-Treasurer.
- Asked the Board on behalf of Ms. Findley to close South St. between Home and State between 7:00 a.m. – 7:00 p.m. – Approved. The Chief also asked the Board to reconsider allowing the stage to block the entire street. The Chief stressed the importance of allowing a throughway for emergency vehicles. A discussion was held and the Mayor agreed to ask Ms. Findley to modify the arrangement of the stage.

**CLERK TREASURER'S COMMENTS**

Requested the Boards approval for the payment of three claims to the State Revolving Loan Fund for the Bio-Solids project, which had been reviewed by Mr. Littleton.

1. Maddox Contractors for installation of a water line $11,700
2. Dunlap – Construction $125,809.24
3. Commonwealth Engineering for $3,405.00

Mr. Hougland, seconded by Mr. Ault made a motion to approve the claims to be submitted to SRF. Motion carried.

**MAYORS COMMENT'S**

- Reminded the Board that Heritage Festival will be held Saturday September 8th.
- Requested that the Board consider allowing the Historical Society to charge a fee for providing guided historical tours through Greenlawn Cemetery during the Heritage Festival. The Mayor asked Mr. Schafstall to confirm that there is no legal issue related to charging a fee for a tour in a public cemetery. Mr. Blankenship seconded by Mr. Ault made a motion to allow the Historical Society to conduct the tours and charge a nominal fee as planned pending the City Attorney's final approval. Motion carried.

As there was no further business to come before the Board, the meeting adjourned at 8:45 p.m.

Respectfully submitted

Janet P. Alexander, Clerk-Treasurer
Secretary to the Board of Works and Safety
Enrolled Date: 9/5/01

Approved by Board of Works: ____________
Date

Norman P. Blankenship, Jr. Mayor        Date