

City of Franklin

Minutes of the Board of Works and Safety

City Hall
55 W. Madison St.
Franklin Indiana 46131

Tuesday July 24, 2001 @ 6:00 P.M.

Presiding Officer: Mayor Norman P. Blankenship

Members Present: Mr. Joseph R. Ault
Mr. Stephen D. Hougland

Non-Voting Members Present:	Mr. John Borges	Police Chief
	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 Alexander	Clerk Treasurer

Karen Bridges a correspondent for the Indianapolis Star was 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 July 10, 2001 meeting as distributed. The motion carried.

The Clerk Treasurer presented the following claims for approval: Fifth Third Bank 23321 - 23544, Heartland Bank 4026-4090 Payroll (7-13-01) 90000 – 90006 & Payroll Quarterly Reports 90050 - 90054. Mr. Hougland moved to approve the claims as presented. Mr. Ault seconded this motion. The motion passed.

OLD BUSINESS

Wal-Mart Plaza (Final Plat) – Mr. Ault made a motion to allow the Mayor to sign upon receipt of the Letter of Credit, seconded by Mayor Blankenship. Mr. Hougland voted no. Motion carried.

Personnel Policy Manual Discussion – The Mayor stated that copies of the 4th draft have been distributed to Board Members and Department Heads. Tabled.

NEW BUSINESS

Alley Vacation in Houghams's 2nd Addition – Mr. Weir introduced Mr. & Mrs. Jeff Williams of 20 S. Hougham Street, Franklin, who have petitioned the City to vacate an alley adjacent to their property. Mr. Williams stated that they have two main reasons for the request: safety & parking. Mr. Weir requested the Department Heads review the request and report any concerns. Also Mr. Weir stated that the Mr. & Mrs. Williams' are required to send certified letters to all of the affected neighbors. Tabled.

Taxi Service – Mr. George Edwards – Mr. Edwards of 1552 W. 600 North, Whiteland IN 46184, appeared to petition the Board to certify that a taxi service is needed in the City pursuant to our Municipal Code. Discussion was held. Mr. Edwards stated that he plans to start this service between the first and middle of September. He stated that the business would operate 7 days a week, 24 hours per day. He also stated that he is considering operating three – four cars. Mayor Blankenship made a motion to certify the necessity of a taxi service in Franklin, seconded by Mr. Hougland. Motion carried.

Group Life and Medical Insurance – Status Report from Franklin Insurance – Mr. John Auld presented information to the Board of Works concerning the Group Life and Medical Insurance Program funded by the City. Mr. Auld provided spreadsheets outlining the actual costs to the City for 2000 and the actual costs for the period between January 1 and June 30, 2001. The claims have been higher than expected and therefore the Board requested that the Clerk Treasurer prepare a request for an additional appropriation of \$250,000.00 from General Fund to be transferred into the Employee Insurance Fund. Mr. Auld also reviewed the Property and Casualty coverage carried by the City and discussed options for the Board's consideration. One change discussed for 2002 includes the purchase of a blanket bond to cover all city employees who handle money – cash, checks, or credit cards. This is in response to a request made by the Clerk Treasurer in an effort to reduce the City's risks and to simplify the purchase and tracking of individual bonds required in nearly every City Department. Board Member Ault ask Mr. Auld to provide a list of all of the vehicles owned by the City.

Irrevocable Letter of Credit Template – Mr. Schafstall reported to the Board that the City's Subdivision Control Ordinance includes a template and guidelines for Letters of Credit; therefore Mr. Schafstall recommended that the City require full compliance with our existing codes in relation to Letters of Credit. The Board agreed.

Cumberland Trails Section I – Third Phase – Mr. Kenneth Zumstein appears and requests the Boards acceptance of Performance Bonds and the Execution of the Plat. Due to concerns about the bonds submitted Mr. Hougland made a motion to table seconded by Mr. Ault. Motion carried. Tabled until August 14, 2001.

STAFF REPORTS

Mr. David Weir, Planning Director

Submitted a report with his recommendation to the Board regarding proposed City truck routes and directional signage. Mr. Weir reviewed his proposal and requested the Board's permission to proceed with the plan as outlined. Mr. Hougland made a motion to allow the Planning Director to proceed with the plan as proposed. Mr. Ault seconded. Motion carried. The Clerk was directed to forward copies of the proposal to Mrs. Eggers and Mrs. Richards.

Ms. Brenda Poe, Sewer Billing Manager

Mrs. Poe reported that she had revamped the sewer bill. The new format is a single 8" ½ x 11 " sheet of paper which will be Z - folded and inserted into a window envelope and will include a return envelope for customer payments. The reasons given for the change included; customer complaints about the lack of a return envelope, the inability to write messages on the bill, new Post Office equipment that is unable to read the mailing address, and according to Mrs. Poe, the most important reason of all – The Mayor requested the change. In order to accomplish this; Mrs. Poe stated that new equipment was needed to print, prepare, fold and stuff the customer invoice. She provided the Board with an outline listing the planned equipment purchases and requested that the Board approve an additional appropriation for \$34,500.00. Mrs. Poe said that she had obtained quotes for each piece of equipment. Mr. Ault seconded by Mr. Hougland made a motion to approve the additional appropriation of \$34,500.00 from the Sewer Utility Fund. Motion carried.

Mr. Rick Littleton, Sewer Utility Superintendent No Report.

Mr. Richard Hughes, Street Commissioner

He stated that he spoke to the bricklayer about the wall at the corner of Jefferson St. and N. Main St. several weeks ago but has not heard from him since.

Mr. Jerry Ott, City Engineer

Mr. Ott reviewed his report titled City Engineer – Status of Tasks July 24, 2001

- Jackson Oil provided the Diesel Fuel Specifications as requested.
- He was not able to learn any more about the City of Columbus's fence removal project, neither the Columbus City Engineer nor the City Attorney had any recollection of a similar project.

Mr. Mark Webb, Cemetery Superintendent No Report.

Assistant Chief Michael Lewis, Fire Department No Report.

Chief John Borges No Report.

Janet P. Alexander, Clerk Treasurer

- Requested the Board's approval of a lighting plan provided by Cinergy for Cumberland Trails. The Clerk stated that Mr. Weir had discussed the proposal with the Cinergy representative and approved the plan. Mr. Ault made a motion to approve the street light proposal, seconded by Mayor Blankenship. Motion carried.
- Informed the Board that three new water hydrants had been installed increasing the City's monthly billing to \$18,775.56. There are 564 fire hydrants in the City for which the City pays \$33.29 each per month.

MAYORS COMMENTS

Mayor Blankenship stated that he had been asked by downtown business owners to remove the no parking signs limiting downtown parking after 9:00 p.m. A discussion was held. Mr. Ault made a motion to remove the signs, seconded by Mayor Blankenship. Motion carried. Mr. Hughes was asked to remove the signs.

The Mayor requested that the Boards permission to enter into an agreement with Mr. Robert H. Schafstall for legal services. The Board approved the request.

As there was no further business to come before the Board, the meeting adjourned at 8:09 p.m.

Respectfully submitted

Janet P. Alexander, Clerk-Treasurer
Secretary to the Board of Works and Safety
Enrolled Date: 8/7/01

Approved by Board of Works: _____
Date

Norman P. Blankenship, Jr. Mayor

Date