CITY OF FRANKLIN

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BOARD OF PUBLIC WORKS & SAFETY
Tuesday, January 25, 2000

MINUTES

TIME: **10:00 A.M.** **PLACE:** **City Council Room**

Voting Members Present:

Norman P. Blankenship, Presiding	Mayor
Joseph Ault	Member
Stephen D. Hougland	Member

Voting Members Absent: None

Non-Voting Members Present:

Jeffrey R. Bergman	City Planner
John Borges	Police Chief
David Denslaw	City Attorney
Richard Hughes	Street Commissioner
Rick Littleton	Supt. W.W. Treatment Plant
Jerry Ott	City Engineer
Brenda Poe	Sewer Office Manager
Mark T. Webb	Supt. Greenlawn Cemetery

Non-Voting Members Absent: None

No one from the media was present.

After the Invocation and the Pledge of Allegiance, Mr. Ault made a motion to approve the Minutes of the January 11, 2000 meeting as distributed. The motion was seconded by Mr. Hougland and the vote was unanimous.

Approval of Claims

A motion was made by Stephen Hougland, seconded by Joseph Ault, and passed unanimously to approve the following claims: 2643 - 2689, 16733, 16806 –16946, 90000 – 90006.

Old Business

Richard Russell: *Requesting a "Pull off" in front of his house for better mailbox accessibility*. Mr. Russell did not appear. The item is removed from the agenda until the citizen contacts the Board of Works.

Glendon Cline: *Requesting handicap parking space in front of her home*. Jeffrey R. Bergman was directed to contact the homeowner. The matter is tabled until that is accomplished.

Family Wealth Counseling: *Request to change address and request to vacate parking spaces at the Deer Building*. The owner Jay Link requested the city vacate two parking spaces in the center of the parking lot adjacent to the entrance of the building. Also the owner requested permission to place a decorative façade on the building with footers resting on city property. Mr. Link proposes purchasing the parking lot or the space in the immediate area of the door to allow him to construct the façade. The question about placing the façade on city property will be directed to the BZA and the possible sale of the lot was referred the City Attorney. (Tabled)

Jefferson Estates Commercial Park *Approval of the Street Light Proposal:* The Board is waiting for a response from Cinergy regarding spacing issues. Motion to table made by Mr. Hougland, seconded by Mr. Ault. Motion passed unanimously. (Tabled (2nd))

Jefferson Pointe Subdivision: *Final Plat Acceptance and Dedication of Public Improvements for Jefferson Pointe Subdivision and the East Jefferson Street Extension:* Mr. Bergman recommended that the Board approve the plat as presented by CKW and the street light proposal as presented by Cinergy - Motion made by Mr. Ault, seconded by Mr. Hougland. Motion passed unanimously.

Mayor Blankenship asked Mr. Bergman to work on developing illumination standards. Mr. Bergman and Mr. Ott, the City engineer will work on this project.

New Business

Elks Lodge Request: Mayor Blankenship read a request from the Lodge. The Elks are planning a blood drive for the Central Indiana Regional Blood Center, Monday February 14, 2000 from 1:00 p.m. – 7:00 p.m. The Club asked the City to reserve five parking spaces along Water St. at that time. Motion made by Mr. Hougland, seconded by Mr. Ault. Motion passed unanimously. Richard Hughes was directed to reserve five spaces along Water St. on February 14, 2000, from
1:00 p.m. – 7:00 p.m.

Office Pride Contract: Cleaning Services. City Attorney recommended changes to the contract. Tabled until next meeting. (Tabled)

City Attorney: Legal Department Contract: City Attorney recommended tabling. Tabled until next meeting. (Tabled)

City Engineer: City Engineer Contract: City Attorney recommended tabling. Tabled until next meeting. (Tabled)

Transitional Housing: Mayor Blankenship mentioned that he was contacted by Janet McDuffey and understands that she will be approaching the Board of Works regarding a grant she is pursuing to fund transitional housing. A copy of a document from her was provided to the members for review. This matter will be on the February 15, 2000 Board of Works Agenda.

Staff Reports

Chief of Police, John Borges: Reported on his department's efforts to address citizen reports of possible violations on Forsythe St. and Home Ave. Chief Borges asked the Board to approve the loan of three radios to the City of Greenwood Police Department for the period of one year. Motion to approve made by Mr. Hougland and seconded by Mr. Ault. Motion passed unanimously. The Chief also asked the Board to approve hiring two new full time staff, a Transcriptionist, Deanna Paddock and a Dispatcher, Michael Combs. Motion made by Mr. Ault to approve the appointments, seconded by Mr. Hougland. Motion passed unanimously.

Sewer Department Brenda Poe: Requested an additional appropriation of $1,650 to her department budget to pay an outstanding invoice from Omega Rail (formerly known as Conrail). There is a contract between the City and Omega Rail. Motion to approve the additional appropriation of unappropriated funds to #358 was made by Stephen Hougland, seconded by Joseph Ault and passed unanimously.

City Engineer, Jerry Ott: Provided the Board with a copy of a bimonthly report titled *Franklin City Engineer's Status of Tasks Period Ending January 21, 2000.* Mr. Hougland and the Mayor recommended that Jerry Ott and Jeff Bergman contact the developer and the homeowner on Black Oak Court, in Oak Leaf Manor. The Mayor requested that they report at the February 15, 2000 Board of Works meeting.

Wastewater Treatment Plant, Rick Littleton: . The following is a summary of the presentation and the discussion.

Rick Littleton updated board members on the status of the biosolids improvement project at the Wastewater Treatment Plant. He reported that the preliminary engineering report (PER) is under review by IDEM and we are waiting for their approval. Following this approval, plans and specifications will be submitted to IDEM for final review and approval. In the meantime, Rick is working with the city attorney, city engineer, Webster Environmental (a company from Kentucky that specializes in odor control issues) and Jeff Ponist of Commonwealth Engineering Inc. (CEI) to finalize the contract for professional engineering services for the project design work.

Rick and Jeff Ponist of CEI discussed options available to the city to minimize and eliminate some of the odor conditions before the project is completed. Once begun, final construction will take up to a year to complete. Rick explained that the project submitted to IDEM includes the installation of a biofilter on the ATAD reactors to eliminate the odors at the plant site. Since the city was planning to contribute local sewer utility funds towards the total project costs, Rick recommended that the city proceed as soon as possible with the purchase and installation of the biofilter. Doing so would eliminate the odor issue at the plant site by late winter to early spring. Rick explained he had already met with Jeff Birk, the accountant for the Sewer Utility, and that this purchase would be a small portion of the nearly $500,000.00 of local funds that will eventually be used for the project. The cost of the biofilter is $40,000.00. Jeff Ponist informed the board that he and Rick recently visited two ATAD facilities in Canada that were using the same biofilter to solve their odor problems. The units were operating successfully and they were impressed with the effectiveness of the units.

Jeff Ponist explained the results of cost comparisons he had done involving the removal of the biosolids stored in the lagoons. As a short-term solution to the odor problem caused by the lagoons, he recommended removal of those solids on a monthly basis. Currently the biosolids are removed only twice per year. The lagoons account for approximately 75% of the odor problems during the summer months. CEI investigated the option of on-site mobile dewatering compared to contracting a hauler to truck the biosolids to the Indianapolis Belmont plant for incineration. It was recommended that the board approve hauling the biosolids to Indianapolis. The cost to haul to Indianapolis was approximately $0.08 - $0.09 cents per gallon and was the most cost-effective option.

Rick told the board that Jeff Birk is preparing the financial information they requested, regarding proceeding with all phases of the project. In the meantime Rick suggested that the board might wish to plan a trip to the Fishers Indiana Wastewater Plant to see their operation of mixing fly ash with the biosolids. This is the same as what is proposed for phase two of the project.

The board directed Rick and Jeff Ponist to proceed with preparing a purchase agreement for the biofilter for the board to act on. In addition the board asked for more information to be provided by Jeff Ponist regarding the cost comparison of the dewatering and hauling options for the boards consideration at the same time.

Following the discussion, the possibility of calling a special meeting to act on the recommendations was discussed. It was decided that if a special meeting were needed that a meeting would be scheduled in the late afternoon or evening on a date to be determined by the city attorney, otherwise action would take place at the next regular meeting of the board.

Mayor Blankenship Comments:

The Mayor and the Clerk Treasurer met with Ray Temple concerning his contract with the City regarding personnel projects.

Civilian Medical Leave - Information about civilian employees' accumulation of sick days was given to the Board for their review. The Mayor is anxious to move on this issue.

Mayor Blankenship cautioned Department Heads to be mindful of the fact that each department is a part of the whole "corporation", individual action effect the whole, particularly in the areas of personnel and purchasing.

Also the Mayor told the Department Heads that when they are notified by the Board to respond to citizens concerns and / or complaints. – the contact should occur as soon as possible and no later than three days following the Board meeting. If the response is to be in the form of a letter, a copy of the letter should be provided to the Mayor.

As there was no further business to come before the Board of Works, the meeting was adjourned.

Norman P. Blankenship, Jr. Mayor

Janet P. Alexander, Clerk-Treasurer
Secretary to the Board of Works