CITY OF FRANKLIN
BOARD OF PUBLIC WORKS AND SAFETY
Meeting Minutes
May 10, 2011

OPENING

Mayor Paris called the regular meeting of the Board of Public Works and Safety to order at 9:00 a. m. in City Hall.

ROLL CALL

The roll was called and Mayor Paris, Mr. Joe Ault and Mr. Dan Murray were present.

Also present were: Police Chief Tim O'Sullivan, Fire Chief James Reese, Assistant Parks Department Superintendent Rocky Stultz, Sewer Billing Office Manager Sherry Phillips, Cemetery Sexton and MS4 Director Richard Dewitt, Planning Director Krista Linke, Project Supervisor Todd Wilkerson, Street Commissioner Steve Compton, Clerk-Treasurer Janet P. Alexander, Communications Director Zachary Burton, Administrative Assistant Kathy Cragen and City Attorney Robert H. Schafstall.

Mayor Paris offered an invocation immediately followed by the Pledge of Allegiance.

PUBLIC COMMENTS

No one came forward to speak.

CONSENT AGENDA

Mayor Fred Paris presented the consent agenda for approval.

1. Approval of Minutes from meeting held April 19, 2011

2. Approval of Claims
    - Payroll May 10, 2011 in the amount of $300,973.14
    - Payroll ½ Death Benefit in the amount of $6,000.00
    - #042311 BOW Utilities & MS4 in the amount of $209,109.55
    - Pension Payroll for April 2011 in the amount of $57,096.12
    - #041711 RDC-TIF in the amount of $4,040.40
    - #042811 BOW Utilities in the amount of $13,772.68
    - #042911 Sewer Utilities in the amount of $3,267.50
    - Payroll for May 10, 2011 in the amount of $302,319.25
    - Payroll for May 10, 2011 in the amount of $62.40
    - #050111 Buy Out in the amount of $7,622.73
    - #050711 Sewer Utilities in the amount of $27,146.18
    - #050611 BOW Utilities in the amount of $19,853.38
    - Payroll for May 10, 2011 in the amount of $74.93
    - Payroll for May 10, 2011 in the amount of $114.24
    - #050811 Buy Out in the amount of $76,371.02
    - #050911 Sewer Utility in the amount of $3,638.07
    - #051011 BOW Meeting in the amount of $99,066.11

Mr. Ault made a motion to approve the consent agenda as presented, seconded by Mr. Murray. The motion carried.

OLD BUSINESS

Offer to Purchase 400 S. Main Street

Mayor Paris stated that we had received one bid for $10,000.00 from Scott Graham on this property. Mr. Ault stated that this item was tabled at the last meeting due to Mayor Paris being absent. Rob Shilts of Franklin Heritage came forward and stated that this property would need significant work to bring it up to code, and that Franklin Heritage would be willing to work with Mr. Graham if he purchased the property. A discussion was held. Mayor Paris made a motion to reject the $10,000.00 bid, seconded by Mr. Ault. The motion carried. Mayor Paris made a motion to put the property back on the market, seconded by Mr. Ault. The motion carried. Clerk Treasurer Janet P. Alexander asked who would be responsible for placing the legal ad for the sale of this property.

Request Permission to have a “No U-Turn” or a “No Commercial Trucks” sign posted at or near 296 E. Jefferson Street – Tabled from March 22nd meeting

Mr. Murray stated that he had tried to contact Mr. Million, but had no luck reaching him. Mayor Paris made a motion to remove this item, seconded by Mr. Murray. The motion carried.

Request for Cross Walk Signs by Community Park; Request Speed Limit verification on King Street – Tabled from April 19th meeting

Robin Hawhee came forward to discuss the speed limit and request the addition of stop signs to the area by Community Park. Police Chief O’Sullivan stated that they did a speed survey in this area, and the average speed was 22 m.p.h. Mr. Hawhee stated that when police are not in the area people go above the 30 m.p.h. limit, and he would like to have an extra stop sign added to give people less area to speed. A discussion was held. Mr. Ault made a motion to put in a temporary stop sign near the trail crossing along King Street, seconded by Mr. Murray. The motion carried.

Update on Cumberland Drive issues (basketball goal)

Planning Director Krista Linke stated she inspected the area and explained that this is a corner lot, so she cannot recommend a fence, as she does not think it will help the situation. Ms. Linke stated that she is not sure there is anything she can do from a zoning standpoint. A discussion was held. Mr. Murray made a motion that no official action be taken, seconded by Mayor Paris. The motion carried.

Quotes for Farmers Market Signs

Megan Sweany of Discover Downtown Franklin brought in three quotes for the Farmers Market signs that the Board had requested. Ms. Sweany stated that the Board of Zoning and Appeals had approved the signs. A discussion was held. Mayor Paris would like to take this under consideration before agreeing to pay for this signage. Mr. Murray made a motion to allow the Mayor to approve the signage once he finds money in the budget, seconded by Mr. Ault. The motion carried.

NEW BUSINESS

Bid Opening - 2011 Paving Program

Bids were opened and read by City Attorney Rob H. Schafstall. All bids will be taken under advisement, and will be discussed at the next Board of Works meeting.

CITY OF FRANKLIN PAVING BIDS FOR 2011		
Company Name	**Total Bid**	**Alternate #1**
E & B Paving	$402,547.50	$47,950.00
Milestone Contractors	$408,962.30	$42,640.00
Grady Bros., Inc.	$477,975.40	$53,460.00
Harding Asphalt	$518,026.05	$47,008.12
Reith Riley Construction	$429,409.50	$49,380.00
Globe Asphalt Paving	$477,570.63	$51,172.00

Bid Opening - Curbside Recycling and Solid Waste Management Services
Bids for the Curbside Recycling and Solid Waste Management Services were opened and read by City Attorney Rob H. Schafstall. It was explained that the bid from Rumpke was opened in error yesterday, and then was immediately resealed. Bids were received by Best Way of Indiana, Inc.; Ray's Trash Service, Inc.; and Rumpke of Indiana, LLC. All bids will be taken under advisement, and will be discussed at the next BOW meeting.

Request concerning upgrade of drainage around Franklin College
Lisa Fears, Vice President, Planning, Plant and Technology from Franklin College came forward to talk about drainage issues around the campus. Ms. Fears stated that the college would like the city to evaluate drainage around the mall part of the campus; they have had flooding issues at the student center, resident's halls, and the chapel. An engineer hired by the college stated that storm drains in the area need to be cleaned of roots. Street Commissioner Steve Compton stated that they have been working on cleaning out drains on Vaught Street, which is on campus. Mr. Compton also stated that they had videoed several drains in this area to check for blockage. A discussion was held. Mayor Paris told Ms. Fears that the City will continue working with the College to help clean drains, and finding solutions to these problems.

Request for approval for outdoor seating on E. Court Street for Indigo Duck
Planning Director Krista Linke stated that the County is agreeable to the outdoor seating area on East Court Street. Joseph Hewitt came forward representing Indigo Duck. A discussion was held. Mr. Hewitt stated that the tables would not block the sidewalk. Mr. Murray made a motion to approve the outdoor seating, if they follow all requirements of the Planning Department, seconded by Mr. Ault. The motion carried.

Street Parking on Scarlet Drive
Police Chief Tim O'Sullivan stated they had received several complaints of parking tickets being issued on Scarlet Drive. Chief O'Sullivan would like to recommend that the Board consider taking down "No parking on this side of street" sign, and putting up a "No Parking from here to corner" sign. A discussion was held. Fire Chief Jim Reese stated that a lot of parking in residential areas is dictated by fire codes, to make sure there is room for fire trucks to get through these subdivisions. Mr. Murray made a motion to adopt the recommendation by Chief O'Sullivan, seconded by Mr. Ault. The motion carried.

Approval of edits / amendments to department SOPs
Police Chief Tim O'Sullivan brought forward edits to several SOPs, for the Boards approval. A discussion was held. Mayor Paris made a motion to approve the below list of SOPs, seconded by Mr. Ault. The motion carried.

SOP 1.7	Impaired/Drugged Driver Investigations
SOP 1.20	Submission of Reports and Forms
SOP 1.21	Traffic Standards for Patrol Personnel
SOP 1.22	No Trespass Ticket

SOP 1.23	Police Vehicle Operations
SOP 1.24	Media Relations
SOP 1.25	Motor Vehicle Inventories
SOP 3.5	Towing Services
SOP 4.1	Awarding Department Commendation Bars
SOP 4.4	Harassment in the Workplace
SOP 4.5	Covert Recording of Employees

Request for curb to be painted "No Parking" in front of residence at 989 Canary Drive
Larry Glidden was not present. Street Commissioner Compton stated he thought there was a parking issue in this area. Mayor Paris made a motion to table until Mr. Glidden could be present, seconded by Mr. Ault. Mr. Ault recommended that the Clerk Treasurer's office call Mr. Glidden to see if he wanted to come to the next meeting.

Approval of Conflict of Interest for Dr. William T. Murphy
Mayor Paris read the Conflict of Interest Form submitted by Dr. William T. Murphy. Mayor Paris made a motion to approve, seconded by Mr. Murray. The motion carried.

Quote for Demolition of 516 W. Madison Street
Code Compliance Officer Rhoni Oliver appeared before the Board to explain the quote regarding demolition of 516 W. Madison Street. Ms. Oliver explained that she had requested quotes from several companies, but had only received one quote for $13,102.00 from Ray's Trash. Ms. Oliver stated that there is money in the budget to cover this. A discussion was held. Mr. Murray made a motion to approve this quote, seconded by Mr. Ault. The motion carried.

Approval of Conflict of interest for Mayor Paris
Mayor Paris presented a Conflict of Interest Form for himself as it relates to the Curbside Recycling and Solid Waste Management Services Contract. Mr. Murray made a motion to approve, seconded by Mr. Ault. The motion carried.

Request approval of LPA Contract with INDOT for North Main Street
Project Supervisor Todd Wilkerson stated that this is a standard contract from INDOT stating that we are moving forward with North Main Street project. Mayor Paris made a motion to approve, seconded by Mr. Ault. The motion carried.

Request release of Bond #400KG7818 by D & S Investment
Project Supervisor Todd Wilkerson presented a request to release Bond #400KG7818 by D&S Investment. He explained that this was a street cut bond from 2001, they are asking for the release of this bond and would like a letter stating that the bond is released. Mr. Murray made a motion to send letter releasing the bond, seconded by Mayor Paris. The motion carried.

Execute contracts and accept Performance & Payment bonds for Acquisition Project-Demolition Phases 03-18-11 & 04-05-11
Senior Planner Joanna Myers appeared before the Board to request approval on contracts and acceptance of performance and payment bonds on the Acquisition Project. Mayor Paris made a motion to approve the contracts subject to review by City Attorney Rob H. Schafstall, seconded by Mr. Ault. The motion carried.

Ms. Myers requested approval to have the contractor agree to contractor indemnification, rather than having them re-sign a new contract. Discussion held. Mayor Paris thanked the Department Heads for working on Indemnification project.

Request approval to rescind minutes from April 5, 2011 meeting and Request to approve amended minutes for April 5, 2011

Clerk Treasurer Janet P. Alexander stated that the reason for amending the minutes is due to the regulations for the Buy Out process which state that it is necessary to include bid information in the minutes. Mayor Paris made a motion to approve, seconded by Mr. Murray. The motion carried. Mr. Ault abstained from voting.

OTHER BUSINESS

Report on issues with Door to Door Solicitors

Clerk Treasurer Janet P. Alexander wanted the Board to be aware of recent issues concerning door to door solicitors from the Citizens Action Coalition. The Board reviewed police reports detailing allegations of indecent exposure and trespassing. Ms. Alexander suggested that the Board should send letter to the organizations notifying them about the issues. Mayor Paris stated that he would ask Communications Director Zach Burton to draft a letter to this voicing our concerns.

Information from Whitaker Engineering re: Canary Ditch Wetlands Restoration & Flood Mitigation Task List & Fees

Mayor Paris stated that he had been working with Whitaker Engineering on the Canary Ditch project. Mayor Paris requested Board approval to continue working with Whitaker to keep this project moving forward. The Mayor stated that this project will be funded from the Storm Water budget. A discussion was held. Mr. Murray made a motion to allow the Mayor to proceed with this project, seconded by Mr. Ault. The motion carried.

Clerk Treasurer Alexander stated that we are proposing adding a new agenda builder to our City Website. Ms. Alexander explained how this would work, and gave the Board examples of other cities who are currently using this software. The Clerk Treasurer explained that documents can be viewed, and printed from the website, and that the agendas may be built electronically as documents are added. The City would be using the CCI Fund appropriations to fund this technology. Mayor Paris suggested that we would need laptops for each Board or Council member. Mayor Paris made a motion to move forward with this project, and have the Telecommunications Council check into cost of laptops for members, seconded by Mr. Ault. The motion carried.

Clerk Treasurer Alexander told the Board that on June 1st we will be switching from Principal Financial Group to UMR for 3rd Party Administration of our healthcare plan benefits. There will be employee meetings the week of the 24th to explain what is happening to covered employees.

DEPARTMENT REPORTS / STAFF REPORTS

Street Commissioner Steve Compton stated that they have been working on patching streets and repairing pipes. Mr. Compton stated they would like to get concrete quotes for sidewalk repairs in Branigin Creek and North Pointe area. He explained that they can use the money from their budget for this project. Mayor Paris asked when they are going to fix the older parts of town, which has been waiting longer than the newer subdivisions. A discussion was held. Mr. Compton also stated that he had just found out that Brewer ditch is owned by the city, and work will need to be done on pipes in this area. Mayor Paris would like Mr. Compton and DPW Superintendent Littleton to get bids on moving fuel pumps and fuel to the new Street Department since the county option is not moving forward.

Project Supervisor Todd Wilkerson stated that the county is talking about reopening Home Avenue today so they could close South Main Street to do repairs on this bridge. Mr. Wilkerson stated that the county seems to think it will take 2 to 3 weeks to complete this project, and there will be a weight restriction. A discussion was held.

DPW Superintendent Rick Littleton asked for approval of application for Payment #1 to Reynolds. Mayor Paris made a motion to approve payment, seconded by Mr. Ault. The motion carried.

Mayor Paris stated that there are still issues with Fire Station #23, including the pond drainage. The Mayor also asked Chief Reese to set up a meeting with the builder of Station #23 to get the last few items addressed.

Assistant Parks Superintendent Rocky Stultz stated that the parks are being cleaned up again due to flooding. Mr. Stultz also stated that the pool will open May 21st.

Mayor Paris asked all department heads to be available next Monday at 9:00 a.m. for a department head meeting.

ADJOURNMENT

As there was no further business to come before the Board of Works a motion was made and seconded to adjourn. The meeting adjourned at 11:15 a.m.

Respectfully submitted,

Janet P. Alexander
Clerk Treasurer

Enrolled: 6/3/11 Approved by the Board of Works: 6/7/11