

CITY OF FRANKLIN
BOARD OF PUBLIC WORKS AND SAFETY
Meeting Minutes
February 17, 2009

Opening

Mayor Paris called the regular meeting of the Board of Public Works and Safety to order at 9:30 a.m. in City Hall.

Roll Call

The roll was called and members Joe Ault and Dan Murray were present.

Also present were: Police Chief Stan Lynn, Fire Chief Jim Reese, Sewer Billing Office Manager Brenda Poe, Planning Director Krista Linke, DPW Superintendent Rick Littleton, Parks Superintendent Chip Orner, Director of Engineering Todd Wilkerson, Street Commissioner Steve Compton, Cemetery Sexton Richard DeWitt, , Clerk-Treasurer Janet P. Alexander, Clerk-Treasurer Assistant Kathy Cragen, and City Attorney Robert H. Schafstall

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

Public Comments

Mayor Paris asked if anyone from the community had anything to bring before the board that was not on the agenda. Resident Gary Moody came forward to talk about the City snow plowing the streets. Mr. Moody did not feel like the plowing was done correctly, and stated that the City sidewalks were not cleared. Mayor Paris thanked Mr. Moody for his comments, and stated that we were working to improve.

Resident Rick Service owner of 39 & 49 E. Court Street came forward to talk about the Hazelett Building. Mr. Service stated that his property is located beside the vacant Hazelett Building, and that the condition of that building is affecting his building and businesses. Mr. Service showed the Board photos he had taken from the rooftop of his building. The sidewalks in front and back of the building have been blocked by the City due to the hazardous conditions. Mr. Service agreed to let the City's Code Enforcement Officer and any other City officials look at the view of the building from the rooftop of his building. Mayor Paris told Mr. Service that a representative of the owner of this building was supposed to be at today's meeting, but had notified us this morning that they would not appear. Mr. Service stated that it was not a surprise to him, as whenever he has tried to contact them he usually does not get any response. Mayor Paris stated that we are in the process of trying to get something done about this property, and that it will be brought up later in the meeting.

Consent Agenda

1. Minutes of the Regular Meeting held February 03, 2009
2. Accounts Payable Voucher Register
 - #020609 BOW Utilities in the amount of \$115,327.80
 - #020709 Sewer Utilities in the amount of \$23,719.62
 - #021709 BOW Meeting in the amount of \$161,667.34
 - #021609 BOW Sewer in the amount of \$29,748.92
 - #021309 BOW Utilities in the amount of \$80,985.19

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

OLD BUSINESS

BOW Appointment to Plan Commission, currently Ted Bishop

Mayor Paris stated that he had talked to Ted Bishop who currently holds this position, and Mr. Bishop declined reappointment due to other obligations. The Mayor has talked to Jim Martin and he would be happy to take over this position. Mr. Murray made a motion to appoint Mr. Jim Martin to the Plan Commission, seconded by Mr. Ault. The motion carried.

NEW BUSINESS

Resolution No.: 09-01 Of The City Of Franklin, Indiana's Board Of Works And Safety Relative To The Financing Operations Of The City's Sewage Works

Clerk-Treasurer Janet P. Alexander presented a proposed resolution creating a new fund. The sewer bonds require the creation of a fund titled Debt Service Reserve Fund which was not done before now. Mayor Paris made a motion to adopt this resolution, seconded by Mr. Ault. The motion carried.

Stuart Fire Prevention

Stuart Bridges presented his new rates for annual service of fire extinguishers and pressurized cylinders for the City. Mr. Stuart stated that he has been doing this job for the City for approximately 25 years. The contract was presented to the Board. Mr. Ault made a motion to approve this contract, seconded by Mr. Murray. The motion carried.

City Of Franklin Fire Department Standard Operating Policies and Procedures

Clerk-Treasurer Janet P. Alexander stated that she has reviewed the proposed policy and believes that it conforms to the City's holiday ordinance. The language in the proposed procedure states that designated holidays are the dates specifically listed on the calendar on which a holiday is commonly celebrated or observed, Good Friday is exchanged for Easter Sunday. The firefighter is paid \$80 if they are required to work on a holiday. Mr. Murray made a motion to approve the policy change for the Fire Department, seconded by Mr. Ault. The motion carried.

Sewer Evaluation

DPW Superintendent Rick Littleton introduced Heather Cheswick from Black & Veatch who presented a proposal to perform a sewer system evaluations survey. They would like to start in the area around Franklin College and downtown. They will inspect all pipes and evaluate them for rehabilitation. Mr. Littleton stated that the proposal from Black & Veatch is not to exceed \$139,600. A discussion was held. City Attorney Rob H. Schafstall stated that he had reviewed this agreement and felt it was ready for acceptance. Mr. Murray made a motion to accept the proposal and to authorize the Mayor to sign it, seconded by Mr. Ault. The motion carried.

Hazelett Building

Code Enforcement Officer Rhoni Oliver stated that the original notice was mailed December 18, 2008 to the owner Kevin Miller, Court Street Associates. The notice stated that the building must be repaired to a safe condition and that the owner would need to supply a safety report from a structural engineer. Ms. Oliver stated that the owner had complied with the structural engineer

report. Mr. Murray and Fire Chief Reese stated that the truss system is exposed. The trusses are leaning 3 to 4 feet. Ms. Oliver stated that the trusses were supported in 1998, and the engineer report states that this is still considered safe. The only thing they still consider unsafe is the veneer on this building. Mr. Miller is getting bids on repairing the veneer. Mayor Paris stated that he thinks we need to get this building fixed so sidewalks are not blocked, and for safety sake. Mr. Ault asked about sending a stronger message to the owner. City Attorney Rob H. Schafstall stated that he could institute legal proceedings if the board wanted him to. Mr. Ault made a motion to direct the City Attorney to act on the Board's behalf to begin legal action, seconded by the Mayor. The motion carried.

Duke Energy

Tom Ordway, Forester with the Operations Division of Duke Energy came forward to explain Duke's tree maintenance program. Mr. Ordway had questions about requirements from the Tree Board and what steps are required to get their approval to do necessary tree trimming. The Mayor told Mr. Ordway that he would have the Street Commissioner get back with him on this issue, and asked Mr. Ordway to take care of emergencies only, until further notice.

OTHER BUSINESS

Mayor Paris stated that in regards to the City Court benches, that Barnhizer Home Improvement was awarded the bid. Mr. Murray stated that he would like the minutes from the last meeting amended to specify that Barnhizer Home Improvement was awarded this bid, seconded by Mr. Ault. The motion carried.

Mayor Paris stated that the TEA 21 Project is moving forward. The engineers have begun re-scoping this project. A discussion was held.

Resident Gary Moody asked the board to change the course of Roaring Run.

Clerk-Treasurer Janet P. Alexander stated that last week Mr. Auld, Zach Burton, Ellen Craig, and she had a meeting with a representative from AFLAC concerning their insurance products. The Clerk-Treasurer stated that it is important for the Department Heads to understand that as the employer we have an obligation to ensure that every employee has an opportunity to discuss these options with the selected providers. The Department Heads will have to make sure that everyone in the department is informed, and be given a chance to accept or decline these options.

Mayor Paris brought up a concern with the purchase of a regular grave for a baby. Mayor Paris made a motion that we charge the regular fee for the grave but only charge the baby fee for the open and closing of the grave, seconded by Mr. Ault. The motion carried.

Mayor Paris stated that he still wants to move City Hall to the Deere Building and he is waiting on an engineering report. He requested a quote from Steve Alexander of Prince Alexander Architects for a preliminary design. The quote received was for \$650. Mayor Paris made a motion to hire Prince Alexander to prepare a preliminary design, seconded by Mr. Murray. The motion carried.

REPORTS BY DEPARTMENTS

Street Department

Street Commissioner Steve Compton gave a report about the amount of salt, salt brine, and geo melt that he has in storage. Mr. Compton asked for approval to purchase a Durapatch Oil Emulsion Tank at a cost of \$39,775. A discussion was held. The Clerk-Treasurer asked Mr. Compton if he had the money in his budget for this item. Mr. Compton stated that he would need an additional appropriation to purchase this tank. The Board of Works members recommended that this request be forwarded to the council for an additional appropriation.

Planning Department

Planning Director Krista Linke gave a short report on a trip to Bloomington last week to work on ordinance revisions. Ms. Linke also thanked the Parks Department for their help with moving old furniture out of the Planning Department. Mayor Paris stated that they have been interviewing Planners and Code Enforcement officers.

Engineering Department

Director of Engineering Todd Wilkerson stated that Grady Brothers requested that the retainage fee from their paving project be dropped down to a lower percentage. Mayor Paris told Todd that he does not want to drop the retainage fee until all the work is done and done correctly.

DPW

Superintendent Rick Littleton had nothing to report at this time.

Sewer Billing

Billing Manager Brenda Poe had nothing to report at this time.

Cemetery

Cemetery Sexton Richard DeWitt stated that the heating system has been installed in their outside work building.

Fire Department

Fire Chief Jim Reese stated that the three new full time paramedics started work last week. Chief Reese also stated that he has received quotes for replacement windows for station #21.

Police Department

Police Chief Stan Lynn stated that a new patrol officer started Saturday. Chief Lynn reported that they have six reserve officers working at this time. He told them that it will probably be summer before the next group will be hired.

Parks Department Superintendent

Chip Orner asked that the board waive fees for building permits for the new shelter house in Province Park and for the new concession stand and restroom being built in Scott Park. The money for these projects was donated years ago by Dr. Province. Mayor Paris made a motion to approve, seconded by Mr. Ault. The motion carried.

Mr. Murray asked how much the revenue has gone up since they have been enforcing membership fees, and scanning of membership cards. Chip stated that they had doubled the

collection of these fees. The Mayor asked about the Parks FEMA projects. Chip stated that Kristi Bruther is working on the softball diamond and the baseball diamonds. Chip stated that all work is done at Scott Park, and they are expanding the parking area.

Adjournment

Mr. Murray made a motion to adjourn; this was seconded by Mr. Ault. The motion carried. The meeting adjourned at 11:15 a.m. The next meeting will be March 3, 2009 at 9:30 a.m.

Respectfully submitted by,
Janet P. Alexander, Clerk-Treasurer

Enrolled: 2-26-2008 Approved by the Board of Works: 3-3-09