

CITY OF FRANKLIN
BOARD OF PUBLIC WORKS AND SAFETY
Meeting Minutes
April 7, 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, 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's Assistant Kathy Cragen, City Attorney Robert H. Schafstall

Mr. Ault 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 original agenda.

Resident Gary Moody alleged that numerous City trees along a City right of way were cut down by an adjacent business operation. Mayor Paris thanked Mr. Moody for bringing this to the Board's attention and stated that the City will look into this report.

Ray's Trash Service spokesperson Britter Matthews-Cook provided the monthly report concerning trash removal and recycling collections. A discussion was held. Ms. Matthews-Cook stated that an insert will be put in future sewer bills to inform the public about their services.

Consent Agenda

1. Minutes of the Regular Meeting held March 17, & Special Meeting of March 23, 2009
2. Accounts Payable Voucher Register
 - #032009 BOW Utilities in the amount of \$156,996.98
 - #032109 Sewer Utilities in the amount of \$825.06
 - #032809 Sewer Utilities in the amount of \$4,252.42
 - #032709 BOW Utilities in the amount of \$59,895.53
 - #032609 Payroll in the amount of \$686,310.94
 - #032909 TIF in the amount of \$9,297,370.85
 - #04/04/09 Sewer Utilities in the amount of \$3,505.89
 - #04/03/09 BOW Utilities in the amount of \$32,108.28

- #04/05/09 RDC-TIF in the amount of \$16.44
- #04/06/09 BOW Sewer in the amount of \$41,727.60
- #04/07/09 BOW Meeting in the amount of \$45,777.29

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

OLD BUSINESS

Fire Department Vacation Policy Update

Mayor Paris stated that he thought this needed to be tabled due to errors in the policy. Clerk-Treasurer Janet P. Alexander asked if we are still to use the 2002 policy until this is corrected. A discussion was held, and it was decided to table this issue until the next Board meeting.

Drug and Alcohol Testing Policy and Introduction of Resolution 09-02: A Resolution Establishing A Policy Regarding The Drug and Alcohol Screening of City of Franklin Employees

City Attorney Rob H. Schafstall announced proposed changes to the City's current employee drug & alcohol policy. A discussion was held. Mayor Paris made a motion to approve this resolution with a couple of wording changes.

- Page 1 under Scope: remove the word "out"

"This policy applies to all City of Franklin employees except law enforcement officers that carryout out authorized undercover operations or official duties, such as the handling or transporting of drugs and alcohol".

- Page 3 Section D. Positive Screening Results No. 3 remove the word "illegal"
 1. *A civilian employee who tests positive will be subject to termination pending a Board of Works hearing.*
 2. *A merit employee of the Police and/or Fire Department who tests positive will be subject to termination pending a Police or Fire Merit Board hearing.*
 3. *The City will pay for all illegal drug and alcohol tests given to its employees.*

Mr. Murray seconded the motion. The motion carried.

Agreement between the City of Franklin and JCCOAD for fuel usage.

Mr. Murray made a motion to approve, seconded by Mayor Paris. The motion carried.

Lochry Ditch Update

Flood Recovery and Grant Coordinator Tim Dobbs gave the Board a cost estimate for vacating this easement in Lochry Addition explaining that this would involve 53 property owners. Mayor Paris stated that the cost is prohibitive. A discussion was held. The Board members asked that patrolmen be informed that this is City property and they have permission to arrest people who are on this property illegally. Mr. Murray made a motion that signs be put up prohibiting unauthorized vehicles, seconded by Mr. Ault. The motion carried. Clerk-Treasurer Janet P.

Alexander suggested that letters be sent to property owners telling them that they may contact the Police Department if they have problems with unauthorized vehicles using the right-of-way.

NEW BUSINESS

Heritage Homeowners Association request for “Children at Play” signage

Mr. Dan Swidron came forward to request that the City install “Children at Play” signage in the Heritage Subdivision. Mr. Swidron stated that they are having problems with speeding and reckless driving. Mr. Swidron also asked about reducing the speed limits. A discussion was held. The Clerk Treasurer and Director of Engineering stated that they were under the impression that installation of these types of signs had been restricted by the State of Indiana. Mayor Paris offered to write a letter giving support to Mr. Swidron to take to the State to see if he could get help with this problem. The Clerk-Treasurer suggested that Mr. Swidron review information on the internet about this issue. Mr. Murray suggested that individual homeowners could put signs on their own property. It was decided that the Police Department will do a speed study of this area.

Petition to lower speed limits on Bryant Court

Police Chief Lynn told the Board that they conducted a speed study on Bryant Court using the radar trailer. During the study period of two days there were a total of 479 vehicles with an average speed of 15 mph, and a top speed of 30 mph was recorded. Mayor Paris moved to dismiss the request. He stated that this was because the person who brought this concern to the Board’s attention misrepresented himself by stating that he is a property owner when he is renting; this motion was seconded by Mr. Murray. The motion carried.

Request for Noise Ordinance Variance for Nicole’s Ride

Donna Richards requested a noise ordinance variance for Saturday, May 16th at the American Legion for “Nicole’s Ride” until 11:00 p.m. Mr. Ault made a motion to approve, seconded by Mayor Paris. The motion carried.

Parking request for Johnson County Community Foundation Gala Auction

Mayor Paris stated that Johnson County Community Foundation asked if the City would dedicate and allow them to auction off a parking spot for 6 months. Mr. Murray stated this sounds like we would be opening a can of worms. Mr. Ault made a motion to deny this request, seconded by Mr. Murray. The request was denied.

Acceptance of Proposals for Supplemental Insurance

City Attorney Rob Schafstall opened sealed bids that were received for Employee Supplemental Insurance. Bids were received from:

1. HM Insurance Group
2. JA Benefits
3. AFLAC
4. Sun Life Insurance
5. Assurant Employee Benefits

Mayor Paris made a motion to take these bids under advisement, and for the insurance committee of Mayor Paris, Zach Burton, Janet Alexander and John Auld to review, this was seconded by Mr. Murray. The motion carried.

Request for Removal of 1-Way Alley signs for 550 King Street

Mayor Paris received a request from a resident to have this sign removed, and to allow two-way traffic on this alley. Mr. Compton agreed that this should be two-way. Mr. Murray made a motion to remove this sign, seconded by Mayor Paris. The motion carried.

Discussion of MS4 Budget

Richard DeWitt brought in a copy of his proposed departmental budget. Mr. Murray suggested that the Board table any decisions on the MS4 budget until after their meeting next week with the consultant from Commonwealth, Mr. Don Larsen. This motion was seconded by Mr. Ault. The motion carried, and this item was tabled.

Discussion for RFP for design of Graham Street

Director of Engineering Todd Wilkerson is working on a proposal for improving Graham Street inside the railroad tracks after the TEA Main Street project is completed. The Mayor asked for this proposal due to the amount of traffic and parking issues. This proposal would be for reconstruction design of the streets including sewer and drainage improvements. He stated that Graham Street is classified as a collector street. Mr. Murray suggested that Todd continue on his current course.

Request for Approval and Acceptance of the Franklin Fire Station No. 23 Plat

Planning Director Krista Linke brought in the plat for Fire Station 23, which she explained is ready for approval. Mayor Paris made a motion to approve the plat seconded by Mr. Murray. The motion carried.

Policy for waiving ambulance fee

Mayor Paris stated that he has received a complaint about a fee charged for ambulance services which were not provided. The Mayor stated that the bill was issued in error. A discussion was held. Fire Chief Jim Reese stated that he will have Captain Matt Culp call the billing company and instruct them that in the event that a bill is issued in error the billing company will be notified by the department that a correction is needed they are permitted to follow that instruction but they are required for audit purposes to keep a record of each alteration.

Request for permission to enter into contract with Baker & Daniels Consulting

City Attorney Rob H. Schafstall stated that this contract was approved at last night's Council meeting. The money for the contract will come from the Board of Works professional services budget. Therefore the Board of Works also needs to approve the contract. Mr. Murray made a motion to approve, seconded by Mr. Ault. The motion carried.

Improvements to the City Parking Lot at the corner of Monroe and Water Street

Krista Linke introduced and explained the project. Tim Dobbs provided additional details about the quotes for resurfacing and striping the parking lot and for the section owned by Key Bank. We received three quotes. Mr. Murray made a motion to accept B & T Seal Coating bid for \$1,820 base bid for improvements to the parking lot, seconded by Mr. Ault. Mayor Paris abstained. The motion carried.

OTHER BUSINESS

City Attorney Rob H. Schafstall brought up the communications equipment bids for Fire Station #23. Mr. Schafstall stated that we should accept the bid from Owens Communications. Mayor Paris made a motion to approve the bid, seconded by Mr. Ault. The motion carried.

REPORTS BY DEPARTMENTS

Street Department

Street Commissioner Steve Compton told the Board that the oil emulsion tank would be in tomorrow.

Mr. Compton asked the Board for permission to increase the amount of money employees receive for annual safety shoe replacement from \$85.00 to \$100.00. This money would come from each individual department's budget. Mr. Murray made a motion to approve raising this to \$100, seconded by Mr. Ault. The motion carried.

He reported that the City received a favorable inspection report on the fuel storage tanks. However they were told that the tank walls are getting thin but that they have a monitoring system to let them know when they will need to be replaced.

Mr. Compton also told the Board that he had ordered door hangers to let the public know about regulations for leaf pick-up and a notice was placed in the Daily Journal.

Planning Department

Planning Director Krista Linke had nothing additional to report.

Engineering Department

Director of Engineering Todd Wilkerson stated that he had received a letter from Leadership Johnson County explaining that they will be doing volunteer landscape work for flood victims. The group will be working at 747 Yandes Street and asked that the City waive the homeowner's fees for sidewalk replacement. Mr. Murray made a motion to waive the fee for 747 Yandes Street; this was seconded by Mr. Ault. The motion carried.

Mayor Paris asked Mr. Wilkerson to look into a complaint he received from a West Jefferson Street homeowner who states that when his sidewalk was replaced by the City, it was lowered and he would like the City to fix the problem.

Mr. Wilkerson presented two invoices for drainage reports for tech review; one from Crossroads for \$230.00 and another from CKW Land Surveying for \$402.50. Mr. Wilkerson asked the Board of Works to pay these invoices. The Clerk-Treasurer Janet P. Alexander stated that the Board of Works has a drainage budget that these could and should be paid from. It was agreed that these will be turned in to be paid from this account.

Mr. Wilkerson stated that he recommends the Board hire Coe Engineering for the Bartram Parkway Project. Mr. Wilkerson was instructed to make this recommendation to the RDC.

DPW

Superintendent Rick Littleton reported that they have experienced delays on cleaning drains and inspections due to the weather.

Mayor Paris told Mr. Littleton that he has received many complaints from the Masonic Home about the odor. Mr. Littleton stated that they are trying to resolve these issues. Mr. Littleton is going to meet with Mr. Rose. He also said that they are going to replace the trees that were located on the mound between DPW and Masonic Home to help block some of the odor.

Cemetery

Cemetery Sexton Richard DeWitt told the Board that they only have ten sections in the cemetery left to be registered. The new data system is up and running. Mr. DeWitt hopes to have the maps in place by June. The maps are up to date at this time, except for the ten sections previously mentioned.

MS4

Mr. DeWitt stated that the MS4 emergency plan is on schedule.

Fire Department

Fire Chief Jim Reese asked the Board's permission to have an old television declared surplus so it could be discarded. Mr. Ault made a motion to declare the television surplus; this was seconded by Mr. Murray. The motion carried.

Police Department

Police Chief Stan Lynn stated that he has been looking into the fuel systems in the Ford vehicles but that Ford has not admitted that there is a problem. Mayor Paris would like the Chief to continue looking into this issue with Ford.

Board Members

Board member Joe Ault stated that he had witnessed some vandalism at Scott Park over the week-end. He called in a report to the police. Mr. Ault asked if anything had come from this report. Police Chief Lynn stated that he will check on it.

Adjournment

Mayor Paris made a motion to adjourn, seconded by Mr. Ault. The motion carried. The meeting adjourned at 11:36 a.m. The next meeting will be April 21, 2009 at 9:30 a.m.

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

Enrolled: 4-16-09

Approved by the Board of Works: 4-21-09