

CITY OF FRANKLIN
BOARD OF PUBLIC WORKS AND SAFETY
Meeting Minutes
April 21, 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, 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

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 agenda.

William Spencer a member of Lambda Chi Alpha fraternity requested a noise variance on the evening of May 2nd for an event on the lawn of the fraternity house following the Grizzly Grand Prix. They will have a band playing starting at 7:00 p.m. He explained that the area will be secured and that there will be security on duty. A discussion was held. Board members requested that the speakers be pointed in a diagonal direction away from the neighborhood and toward the college. Mayor Paris made a motion to approve this noise variance from 7:00 p.m. to 10:00 p.m. on May 2nd, with the speakers pointed toward the college, seconded by Mr. Murray. The motion carried.

Consent Agenda

1. Minutes of the April 7, 2009 Board of Works Meeting
2. Accounts Payable Voucher Register
 - #041109 Sewer Utilities in the amount of \$23,983.58
 - #041009 BOW Utilities in the amount of \$120,583.73
 - #041809 Sewer Utilities in the amount of \$22,624.52
 - #041909 RDC in the amount of \$441,193.96
 - #041709 BOW Utilities in the amount of \$132,387.67
 - #042109 BOW Meeting in the amount of \$98,177.09
 - #042009 BOW Sewer in the amount of \$25,613.73

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

OLD BUSINESS

Fire Department Vacation Policy

City Attorney Rob H. Schafstall stated that this document is now ready for approval. Programming charges for Kronos will be paid out of the Board of Works budget. Mr. Murray made a motion to approve, seconded by Mr. Ault. The motion carried.

Update on Proposals for Supplemental Insurance

Clerk-Treasurer, Janet P. Alexander stated that the committee is still reviewing proposals. The matter was tabled.

Discussion of proposed MS4 Budget

Mayor Paris stated that he and Mr. DeWitt would like to table consideration of the budget until more information is available concerning rates. Mayor Paris made a motion to table, seconded by Mr. Murray. The motion carried.

NEW BUSINESS

Request for Acceptance of Conflict of Interest Form

Mayor Paris submitted a Conflict of Interest form related to the proposed purchase of the Elks property. Mr. Murray made a motion to approve, seconded by Mr. Ault. The motion carried.

Memorandum of Understanding concerning Firefighter Randy Cox

Mr. Cox appeared and explained the benefits of participating in the Indiana Task Force One program and asked permission to be allowed to do this for the City of Franklin. Mr. Murray made a motion to approve Firefighter Cox joining this Task Force, seconded by Mr. Ault. The motion carried.

Relinquishment of Fire Station Rights at FCSC site

City Attorney Rob H. Schafstall reported that he had been contacted by Roger Young on behalf of Franklin Community School Corporation asking the City to release land they had set aside for the City. He reminded the Board that the school corporation had dedicated a section of ground near the new high school to the City to build the proposed north side fire station. However since we have begun building on land given to the City by NSK we no longer need this site. Mr. Murray made a motion to release the high school site back to Franklin Schools, seconded by Mr. Ault. The motion carried.

Acceptance of 400 S. Main Street

Senior Planner Joanna Myers told the Board that the property located at 400 S. Main Street was damaged in the flood but the owners received funds to pay off their mortgage. The owners agreed to donate the home to the City. Ms. Myers asked the Board to accept this property on behalf of the City. She stated that we may be eligible for DNR grants for flood proofing and other work to the property. Mayor Paris stated that he had spoken to John Auld of Franklin Insurance about insuring the property. He reported that the premium would be around \$250 per year. The Clerk-Treasurer stated that she will look into getting this insurance policy if the Board accepts the property. Mr. Murray made a motion to accept the donation of the property at 400 S. Main Street, seconded by Mr. Ault. The motion carried.

Request for Memorial Day Street Closures from the American Legion

Mayor Paris stated that this was an annual event put on by the American Legion, which takes place on Memorial Day (May 25th). Mr. Murray made a motion to approve, seconded by Mr. Ault. The motion carried.

OTHER BUSINESS

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

Clerk-Treasurer, Janet P. Alexander told the Board that this had already been signed by the Board, but there had been clerical errors that were corrected. The Clerk-Treasurer also stated that this policy had been given out to all Department Heads.

Mr. Murray made a motion to approve changes, seconded by Mr. Ault. The motion carried.

Agreement between City of Franklin and JCCOAD for fuel usage

This agreement was approved at the last Board of Works meeting. The agreement was sent to JCCOAD who then added Johnson County United Way to the agreement. Mr. Ault made a motion to approve the amended agreement, seconded by Mr. Murray. The motion carried.

NTH Consultants, Ltd., Authorization for Additional Services Phase I ESA regarding 980 Hurricane Road

Mr. Ault made a move to strike this item from the agenda, seconded by Mayor Paris. The motion carried.

REPORTS BY DEPARTMENTS

Police Department

Police Chief Stan Lynn did a traffic survey at Heritage Subdivision. Chief Lynn stated that they left a trailer at this location for 7 days; the average speed was 14 mph. He recommended that a speed limit reduction is not warranted at this time.

Chief Lynn stated that he had spoken with Mr. Paszek of Bastin & Logan about trees that had been cut down by the Cemetery. Mr. Paszek told Chief Lynn that they cut some trees down when DNR requested that they clean up the property. Mr. Paszek stated that they did not realize the trees were on City property. Mayor Paris asked that the Chief give a letter to Senior Planner Joanna Myers including this information.

Fire Department

Fire Chief Jim Reese had a quote for telephone /communications for the new fire station. Chief Reese stated that the Board had approved a two way radio proposal but that the phone system was not included. Rick Littleton stated that we received a low bid from Van Arsdell in the amount of \$14,425.54. Mr. Ault made a motion to approve this quote, seconded by Mr. Murray. The motion carried.

Chief Reese stated that Mr. Ault and fire department staff have met to discuss the planned purchase of a new fire engine. He was not sure when they will be ready to bid.

Sewer Billing

Billing Manager Brenda Poe stated that they had filed liens in March. New monthly rates will be issued this month.

Cemetery

Cemetery Sexton Richard DeWitt stated that there is an MS4 meeting soon for department heads which will get everyone up to speed on where the project stands. Mayor Paris asked if he had a timeline for installation of a new fence or gates. Mr. DeWitt stated that they had about 6 months to use the FEMA money before it would have to be returned.

DPW

DPW Superintendent Rick Littleton stated that Apex Communications has completed their annual review of our phone systems and he provided the Board a letter outlining their recommendations. He explained that this was taken to the Telecommunications Board yesterday, and they recommended that the Board of Works also review the recommendations. Mayor Paris made a motion to approve the recommended changes, seconded by Mr. Ault. The motion carried.

Engineering Department

Director of Engineering Todd Wilkerson brought in a letter from Bernardin Lochmueller & Associates explaining that Johnson County plans to upgrade the Home Avenue bridge and would like us to work with them to extend the sidewalk. Mr. Wilkerson stated that the design and construction costs for the work, and to upgrade the shoulder would be around forty-five to fifty thousand dollars. Mayor Paris made a motion to table this item until a further study has been done, seconded by Mr. Ault. The motion carried.

Mr. Wilkerson stated that Request for Proposals have been sent out for MS4. Todd explained that he would like Mr. Murray, Mr. DeWitt, and Mr. Littleton to review the proposals as a committee. Mayor Paris stated that he would like to be included in the review also.

Mr. Wilkerson gave Board members information on a drainage issue in Knollwood. He explained that the drainage ditch has been plugged up but that it is five feet from our utility easement. Mr. Wilkerson stated that the property owner at this location built a structure over this area which appears to have caused the ditch to become plugged and then causes the neighbor's yard to flood. A discussion was held. Mayor Paris asked the City Attorney to look into this issue.

Mayor Paris stated that he had received a letter from Norman Hickman from the Franklin Parks neighborhood reporting drainage problems in the area.

Planning Department

Planning Director Krista Linke made a request to block the intersection of Jefferson Street and North Main and Madison and Main Streets from 5:00-10:00 p.m. on the following dates: May 22, June 26, July 24, Aug. 28th, & Sept. 25th for the fourth Friday classic car events. Ms. Linke asked if a police officer might be available to assist with the installation and removal of the barricades used for this event. The request was approved.

Street Department

Street Commissioner Steve Compton stated that “No ATV or Motorcycles” signs have been put up in the Lochry Addition. Mr. Compton informed the Board that mowing crews are in place and have started picking up trash and debris. Mr. Compton also reported that his crew had videotaped the storm drain from the Methodist Home over to Hospital Road yesterday. They tried to video an open structure on Hospital Road but there was too much debris. Mayor Paris stated he would like our Director of Engineering Todd Wilkerson to send a letter to the County Commissioners to let them know about these issues.

Clerk-Treasurer

Janet P. Alexander stated that she, Kristi Bruther, and Zach Burton had met with Jill Curry & Jill Saegesser last week concerning some of the CDBG money that would be a fill in for FEMA. They sent out three bid requests for a grant administrator. Mayor Paris made a motion to approve Janet P. Alexander, Kristi Bruther, and Zach Burton to accept these bids, seconded by Mr. Murray. The motion carried.

Mayor Paris told the Board that the Police Department has been directed to move back to their original facility. Contractor Mike Waugh will be putting the building back the way it was, or looking over the space to see if there is anything that can be done to make it better for them. Any changes will be brought back to the Board for approval.

Mayor Paris stated that he had met with department heads this morning, and explained to them that annual employee reviews are mandatory.

Parks and Recreation

Park Superintendent Chip Orner was absent.

Adjournment

Mayor Paris made a motion to adjourn; this was seconded by Mr. Murray. The motion carried. The meeting adjourned at 10:53 a.m. The next meeting will be May 5, 2009 at 9:30 a.m.

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

Enrolled: 5/1/09

Approved by the Board of Works: 5/5/09