

CITY OF FRANKLIN
BOARD OF PUBLIC WORKS AND SAFETY
Meeting Minutes
May 5, 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, Parks Superintendent Chip Orner, 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. No one came forward.

Consent Agenda

1. Minutes of the April 21, 2009 Board of Works Meeting
2. Accounts Payable Voucher Register
 - o #042509 Sewer Utilities in the amount of \$787.21
 - o #042409 BOW Utilities in the amount of \$35,364.07
 - o #042909 BOW in the amount of \$13,844.00
 - o #042909 BOW in the amount of \$14,444.00
 - o #050209 Sewer Utilities in the amount of \$1,295.70
 - o #050109 BOW Utilities in the amount of \$9,145.40
 - o #050409 BOW Sewer in the amount of \$19,233.07
 - o #050509 BOW in the amount of \$343,599.72

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

OLD BUSINESS

Update on Proposals for Supplemental Insurance Offerings

Communications Director Zach Burton stated that the committee appointed to review the proposals has narrowed the choices down to AFLAC and HM Insurance Group. Tabled

Memorandum of Understanding Task Force One

Chief Reese stated that they have not received a full copy of the MOU but that Firefighter Randy Cox has requested one and will give it to the Clerk-Treasurer as soon as he receives it for signatures.

Acceptance of 400 S. Main Street – Update

Clerk-Treasurer Janet P. Alexander reported that the deed has been recorded and the keys are in route. The insurance transition seems to be moving slowly, but is in process.

Home Avenue Bridge – Johnson County and City Portion

Director of Engineering Todd Wilkerson asked the Board for direction concerning the proposal for work on the sidewalk approach (south) to the Home Avenue Bridge over Young's Creek. Mr. Murray stated that he thinks we should proceed with the sidewalk repair. Mr. Murray made a motion to accept the Bernardin Lochmueller (for the provision of limited professional services) agreement, seconded by Mr. Ault. The motion carried.

City of Franklin/Franklin Township Fire Protection Contract

Mayor Paris stated that Franklin Township recently paid \$27,000, which is one half of the annual amount for this year's fire protection services. The Mayor also stated that they will be discussing future contract terms with township officials. Mayor Paris made a motion to approve this contract as presented, seconded by Mr. Murray. The motion carried.

NEW BUSINESS

Directive to Fire Department from BOW concerning new hires

The Mayor stated that he is trying to keep overtime and training costs under control. A discussion was held concerning qualifications of new hires. Jim Admire spoke on behalf of the Fire Merit Commission. Mayor Paris made a motion "that anyone selected to be hired by the department must have Firefighter 1 and 2 certification, EMT certification, and must agree to obtain a paramedic certification within two years of being hired". Mr. Ault seconded this motion. The motion carried.

Colts Training Camp-Street Closures

Deputy Police Chief Tim O'Sullivan informed the Board that the following streets would need to be closed all day Saturday June 6th: Branigin Boulevard, Monroe Street, and Grizzly Drive. He also said that Forsythe Street would be restricted to one lane and open to people who live in the neighborhood. The Deputy Chief explained that the department expects 2,000 additional cars on campus for this event. He estimated that there will be 300 student athletes who will help shuttle people around campus and assist with security. Deputy Chief O'Sullivan stated that the Police Department plans to request an additional appropriation for overtime costs related to this event. All police officers will be on duty that day. Mr. Murray made a motion to accept the street closures and restrictions, seconded by Mayor Paris. The motion carried.

Request for Banner Placement to welcome Indianapolis Colts during Training Camp-FC

Mr. Allen Hill from Franklin College came forward to request permission to hang banners in two or three different entrances to Franklin to welcome the Colts players and their fans to Franklin for the training camp to be held June 6th. Mr. Hill stated that they plan to put the banners up on the Saturday before the training camp and take them down immediately after the event. Mayor Paris stated that he will work with President Jay Moseley and Duke to work this out. Mr. Ault made a motion that the Board authorizes the Mayor to make all decisions related to this project, seconded by Mr. Murray. The motion carried.

Request for Acceptance of Conflict of Interest Forms

Clerk-Treasurer, Janet P. Alexander presented the Board with “Uniform Conflict of Interest” forms for Council and Board of Works Members: Mr. Austin, Mr. Ault, Mr. Murray, Mrs. Gordon, and Mr. Hougland for the Board’s acceptance. Mr. Ault made a motion to accept the conflict of interest forms for Mr. Austin, Mr. Murray, Mrs. Gordon, and Mr. Hougland; seconded by Mayor Paris. Mr. Murray abstained. The motion carried. Mr. Murray made a motion to accept Mr. Ault’s conflict of interest form, seconded by Mayor Paris. Mr. Ault abstained. The motion carried.

Proposed lease of 71 East Court Street aka the Deere Building

City Attorney Rob H. Schafstall stated that he has an appointment to meet with the owner of the Deere Building, Mr. Petro, tomorrow. Mayor Paris made a motion to table this matter until Mr. Schafstall has met with Mr. Petro, seconded by Mr. Ault. This matter was tabled.

McDougal Pierce - Application No. 1 Contractor’s Application for Payment

The contractor building Fire Station #23 submitted the first application for payment in the amount of \$19,187.00 less 10% for the retainage. The actual request for payment was \$17,268.30. Mayor Paris made a motion to pay the claim, seconded by Mr. Murray. The motion carried.

Request for Dead End Street signage on Supernova Drive - Windstar Subdivision

Mayor Paris stated that he had received a request for the City to put up a no outlet or dead end sign on Supernova Drive in Windstar Subdivision. A discussion was held. Mr. Murray made a motion that we put up a “No Outlet” sign until further building is done in this area, this was seconded by Mr. Ault.

Director of Engineering Todd Wilkerson recommended that the developer should be required to put up barricades. Mayor Paris made a motion to request barricades; seconded by Mr. Ault. The motion carried.

Request to use 400 series monies for the purchase of lawn mowers for Street Department

Street Commissioner Steve Compton asked to use \$19,000 in FEMA money to replace mower equipment and an RTV at the Cemetery. Mr. Compton stated that the current mowers owned by the Cemetery are 8 to 9 years old and were in the flood. Mr. Compton has a proposal from McAlister Machinery for 2 Kubota’s for \$24,000 (includes trading 2 mowers for \$3400 trade in value on each). Mr. Compton asked to use his existing 400 series budget to purchase the mowers and an RTV and reimburse it when FEMA monies are received. Mayor Paris made a motion to approve this request, seconded by Mr. Murray. The motion carried.

Discussion regarding purchase of a television by Franklin Fire Department

Fire Chief Jim Reese stated that they had purchased a big screen television for \$1,200 for the Main Street Fire Station. Chief Reese stated that he was told that this purchase cannot be paid for by the City unless it is for a business purpose. Chief Reese explained that it will be used for training but they don’t have a training room. Mayor Paris made a motion that the Board allows the purchase of this television from the Fire Department budget; this was seconded by Mr. Murray. The motion carried.

Acceptance of River Hills proposal for grant administration services for CDBG DR

Clerk-Treasurer, Janet P. Alexander explained that the grant monies from the Community Development Block Grant (CDBG) Program would reimburse the City for expenses incurred as a result of the flood, in addition to the monies received from FEMA. This grant money cannot be used for general administrative purposes, such as public safety functions, planning and City Hall due to guidelines established by HUD. If the City received these grants the Parks Department could recover a majority of the expenses to return the parks to pre-disaster form. The CDBG Program requires that a certified grant administrator be involved in the process. The City received one bid from Jill Saegesser with River Hills. Communications Director Zach Burton, Clerk-Treasurer Janet P. Alexander, and Kristi Bruther recommend that the City accept the bid from Jill Saegesser and hire her as the grant administrator for this project. Mr. Murray made a motion to accept this bid, seconded by Mr. Ault. The motion carried.

Federal Surplus Property Program Application-Street Department

Street Commissioner Steve Compton asked the Board to review an application to participate in the Federal Surplus Property Program which would allow the City access to the state's surplus list. Clerk-Treasurer, Janet P. Alexander explained that her standard practice is to request the Board of Works approve all credit applications. The Clerk-Treasurer stated that she has no objection to this application and that she would like the City Attorney to review it as well. Mr. Murray made a motion that they circulate this document to all departments and have the City attorney look it over and bring it back at the next meeting, seconded Mr. Ault. The motion carried.

OTHER BUSINESS

Mayor Paris stated that he had received a request from Michael Wadsworth owner of the Wigwam Building 150-156 E Jefferson Street. Mr. Wadsworth is asking to have the late fees for the building permit waived. A discussion was held. Mr. Murray made a motion that we cut this fee in half, seconded by Mayor Pairs. The motion carried.

REPORTS BY DEPARTMENTS**Police Department**

Deputy Police Chief Tim O'Sullivan had nothing further to report.

Fire Department

Fire Chief Jim Reese stated that he would like to have a hand held radio declared surplus. This radio was dropped in a fire and was destroyed, it has been replaced. Mr. Murray made a motion to declare this radio surplus, seconded by Mr. Ault. The motion carried.

Sewer Billing

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

Cemetery

Cemetery Sexton Richard DeWitt stated that violations were found during MS4 site inspections last week.

Engineering Department

Director of Engineering Todd Wilkerson had nothing to report at this time.

Planning Department

Planning Director Krista Linke had nothing further to report.

Street Department

Street Commissioner Steve Compton had nothing further to report.

At the conclusion of the Street Commissioner's statement the Board of Works members took a short break at the conclusion of the department reports. The Mayor dismissed all department heads except Todd Wilkerson and Richard Dewitt who remained for the last discussion.

Request for Proposals for Technical Study to Correct Drainage Problems and Improve Storm Water Quality

Director of Engineering Todd Wilkerson explained that they had requested proposals for a technical study to outline needed capital improvement projects to be undertaken within the next 5-10 years. The area covered in this study is primarily the old town area of Franklin. Mr. Wilkerson stated that GIS and survey work would need to be done to look at areas that have problems. Four companies submitted proposals. A discussion was held. Mayor Paris asked to narrow the proposals down to the low bidders Wessler and Williams Creek. Mayor Paris made a motion to appoint Board member Dan Murray as the Board of Works representative to interview these companies along with Director of Engineering Todd Wilkerson and Cemetery Sexton Richard DeWitt. The motion was seconded by Mr. Ault. The motion carried.

Adjournment

Mayor Paris made a motion to adjourn; seconded by Mr. Ault. The motion carried. The meeting adjourned at 11:45 a.m. The next meeting will be held May 19, 2009 at 9:30 a.m.

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

Enrolled: 5-14-09 Approved by the Board of Works: 5-18-09