CITY OF FRANKLIN
BOARD OF PUBLIC WORKS AND SAFETY
Meeting Minutes
November 4, 2008

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, Deputy Fire Chief Justin Lollar, City Attorney Robert H. Schafstall, Planning Director Krista Linke, DPW Superintendent Rick Littleton, Parks Superintendent Chip Orner, Assistant Director of Engineering Todd Wilkerson, Cemetery Sexton Mark Webb, Street Commissioner Steve Compton, Clerk-Treasurer Assistant Kathy Cragen.

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. No one came forward.

Consent Agenda

1. Minutes of the Regular Meeting held October 21, 2008
2. Accounts Payable Voucher Register
    - #102408 BOW Utilities in the amount of $46,262.93
    - #103008 BOW Utilities in the amount of $25,255.77
    - #102608 Payroll in the amount of $693,595.84
    - #110308 BOW Sewer in the amount of $9,676.56
    - #110408 BOW Meeting in the amount of $115,555.54

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

OLD BUSINESS

Review of Police Department Standard Operating Procedures, Rules and Regulations, and Job Descriptions

Deputy Chief Tim O’Sullivan provided copies of the changes that have been made to the SOP’s and Rules and Regulations. Mayor Paris mentioned that he would like to continue looking at the idea that any new police officer who wants to have a take home car be required to live within the City limits. Ultimately, this would apply to any city employee with a take home vehicle. Mr. Ault questioned the traffic stop procedures listed. Chief Lynn responded that written warnings need to be documented in addition to tickets issued. Mr. Murray made a motion to approve, seconded by Mr. Ault. The motion carried.

NEW BUSINESS

Franklin High School Request for Release of Commitment for the Fire Station Site
City Attorney Rob H. Schafstall reminded the board that when the City annexed the property for the new high school, the Franklin School Corporation granted the city permission to build a fire station along the east side of their property. Since NSK has given the City property for the same purpose, the school corporation has asked us to release them from their commitment. Mr. Murray asked where we stand with the NSK site. Mr. Schafstall stated that the agreement that we have with NSK is that we will survey it, which has been done; and we will get the title work accomplished which has also been done. Both of those items were sent to NSK and they are supposed to line up an appraiser to establish a value which they will deduct from their property taxes because they made this gift to a governmental unit. Mr. Murray made a motion to table this until we make sure the NSK site is a completely done deal, seconded by Mr. Ault. This request was tabled.

OTHER BUSINESS

Mayor Paris stated that he and City Attorney Rob H. Schafstall have been talking to Mr. McNaught concerning issues related to the Franklin Tech Park. The Mayor presented a proposal from American Structurepoint, Inc., a civil engineering firm he wishes to engage, to prepare an estimate to determine the cost of repairing Bartram Drive. American Structurepoint requested $1,200.00 for this service. Mr. Murray made a motion to approve, seconded by Mr. Ault. The motion carried. The agreement was signed by the Mayor at this time.

REPORTS BY DEPARTMENTS

Police Department
Police Chief Stan Lynn stated that Glen Robson passed away Friday, October 31st. Services will be held Thursday morning in Whiteland. The viewing will be held Wednesday at the Jessen Funeral Home. Chief Lynn stated that the administrative offices of the Police Department will be closed from late morning to early afternoon on Thursday for Glen’s service.

Chief Lynn thanked Todd Wilkerson for preparing the drawings for the reconstruction of the Police Department. Chief Lynn requested approval of a pre-payment from the board for a criminal justice professor who has volunteered to review a homicide that they are working. The payment is to cover the professor’s personal expenses for one week including his meals and lodging. The Chief estimates the expenses will be $1,100. Chief Lynn stated that this could be taken from the training fund or from their 200 series. Mayor Paris made a motion to approve the request seconded by Mr. Murray. The motion carried. Mayor Paris amended the motion to authorize the Clerk Treasurer to pay this from which ever fund or line item she deems appropriate. The motion carried.

Fire Department
Assistant Fire Chief Justin Lollar stated that they have been working with Mr. Burd on issues for the new fire station. They also have met with communication people.

Mayor Paris stated that the Fire Department has decided to engage a different billing agency for fire medic services. Mayor Paris stated that the current contract with Central Indiana Billing Service requires a 60 day written notice to cancel. Mayor Paris made a motion to send a letter stating the contract will not be renewed, seconded by Mr. Ault. The motion carried.

Cemetery
Cemetery Sexton Mark Webb stated that most of the fence around the cemetery is now gone. He asked whether the board wants the gates left in place. Mayor Paris stated that we do want to leave the gates in place. Mark stated that the new mower has been ordered. They have been mulching leaves. Mayor Paris stated he has received some positive feedback on the cemetery from the public.

Sewer Billing
Billing Manager Brenda Poe was absent, as she was working the polls for election day. Mayor Paris stated that she has selected her new employee.

Engineering Department
Assistant City Engineer Todd Wilkerson stated that the damaged section of South Main Street has been fixed. He also reported that the summer paving project is coming to a close. Mr. Murray asked Todd to thoroughly review estimates we received concerning the Bartram Parkway project. He also reported that that the bridge repaired by Johnson County on South Main Street is not in very good condition. Mr. Ault asked Todd if we had pictures of the South Main Street Bridge to back up our position that this bridge is not repaired as it should be. Mr. Ault suggested that Todd take photos and notify the county in writing about the condition of the bridge. Todd states that the Home Avenue bridge (which they are going to repair) has a higher sufficiency rating than the one on South Main Street, so that should prove that the bridge on South Main Street is in more trouble than the bridge on Home Avenue. Mr. Ault wants the City to have a record that we are concerned about the condition of the South Main Street Bridge and we feel that it needs to be inspected. Mr. Ault stated that we need to know what the County's intention is on inspecting these bridges. Todd stated that the pier caps are rotten, and the I-beams are also shattered in spots on the South Main Street Bridge. It was agreed that Todd will take pictures, and let the county know in writing that the city is concerned, and feels that they need a through inspection of this bridge.

The Mayor stated that he and Todd have attended several MPO meetings concerning mass transit. He also stated that Todd will be in touch with the Bonar Group about the Main Street TEA project.

Planning Department
Director Krista Linke stated that the application proposals for the Downtown grant are due on January 16, 2009 and the application itself is due March 13, 2009. Krista stated that we received a $10,000 match from the Johnson County Community Foundation, which they spent on engineering services. The plan is to go ahead and do the sidewalks ourselves, and then re-apply

for another downtown grant. If that is awarded it would be used for decorative streetlights, benches and street trees.

Ms. Linke stated that she needs to know how much the grant will be that we are applying for to do the work on the Bartram Parkway. Mayor Paris stated he would get that information to her. Mayor Paris wants to see the original scope of work we agreed to perform on 525 East. The current estimate to finish 525 South / Bartram Parkway is $550,000.

Street Department

Street Commissioner Steve Compton stated that the department has been busy picking up leaves and brush. They have also been crack sealing streets. He said that the State got started clearing along State Road 44 (grassy area and fence row). They have marked the utilities. Steve stated that a person on Golfview Court has asked why their streets are not plowed. There is a question about whether this is a public street. Mayor Paris directed staff to get the answer. Mr. Ault asked about the condition of the DuraPatcher. The machine is being used.

Mr. Compton requested approval for a line item transfer between MVH part-time 124 to the MVH overtime 1999 line item in the amount of $20,000. Mayor Paris approved the request.

Police Chief Lynn stated that he had one additional item of business. The Chief reported that the City Attorney has reviewed the agreement for online accident reports. The company provides reports for a fee. If we sign the agreement they pay the City $12 per report. The City Attorney had requested some changes in this contract, but the company declined to change the agreement. The City attorney stated that this was not a deal breaker. Mr. Murray made a motion to authorize the Mayor to sign the contract, seconded by Mr. Ault. The motion carried. Chief Lynn will bring in contract for the Mayor's signature.

Mr. Ault made a motion to adjourn, seconded by Mr. Murray. The motion carried. The meeting adjourned at 10:30 a.m. The next meeting is scheduled for November 18, 2008, at 9:30 a.m. at City Hall.

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

Enrolled: November 14, 2008   Approved by the Board of Works: November 18, 2008