

CITY OF FRANKLIN
BOARD OF PUBLIC WORKS AND SAFETY

Meeting Minutes

March 27, 2007

Opening

Mayor Brenda Jones-Matthews called the regular meeting of the Board of Public Works and Safety to order at 6:23 p.m. in the City Hall Council Room.

Present

The roll was called and Mayor Jones-Matthews, Board Members Steve Hougland and Joe Ault were present.

Also present were Police Chief John Borges, Fire Deputy Chief Greg Nelson, Street Commissioner Richard Hughes, City Engineer Mike Buening, Planning Director Joseph Csikos, Cemetery Superintendent Mark Webb, WWTP Superintendent Rick Littleton, City Attorney Robert H. Schafstall, Clerk-Treasurer Janet Alexander, and Clerk-Treasurer Assistant Kristi Bruther. No representative from the news media was present for this meeting.

Mr. Ault opened the meeting with an invocation followed by the Pledge of Allegiance.

Public Comments

Ms. Donna Hughes, resident of Franklin, appeared before the Board requesting permission to place a dumpster on her property located at 249 N. Jackson St. for a re-roofing project being done to her home for approximately 5 days beginning March 27, 2007.

Mr. Hougland, seconded by Mr. Ault, made a motion to grant permission for the dumpster. The motion carried and the request was approved.

Consent Agenda

Approval and Acceptance of Minutes

Approval of the Minutes of the Regular Meeting held on March 13, 2007.

Accounts Payable Voucher Registers

#032307 in the amount of \$35,333.57

#031607 in the amount of \$107,206.34

#031707 in the amount of \$109,269.29

Mr. Hougland, seconded by Mr. Ault, made a motion to approve the consent agenda. The motion carried and the consent agenda was approved.

OLD BUSINESS

Requesting Approval of Changes to the Job Descriptions of Fire Chief and Deputy Fire Chief

The City Attorney presented the proposed changes amending the job descriptions of the Chief and Deputy Chief. The attorney requested the matter be tabled until the next meeting. Mr. Houglan, seconded by Mr. Ault, made a motion to table the request. The motion carried and the matter was tabled.

NEW BUSINESS

Request for “Vision Impaired” Sign in the Hillview Neighborhood

The petitioner did not appear for the third time since this was placed on the agenda. Mr. Ault, seconded by Mr. Houglan, made a motion to strike the request from the agenda. The motion carried and the item was stricken from the agenda.

Requesting the Assistance of Greenlawn Cemetery to Maintain a Columbarium at the Church

Ms. Judy Wagner, representative from Grace United Methodist Church, came before the Board to request the help of Greenlawn Cemetery to maintain a columbarium at the Methodist Church if the need arises. Ms. Wagner explained that the Church has allocated funds (15% as required by the state) that will be made available to the Cemetery if the need arises to move the columbarium. Specific plans have not been made to date. A discussion held. The Board requested additional information about the columbarium; what it is, what it looks like, what would the City be expected to do to maintain it if the Church were to dissolve. Tabled.

Discussion of Retention Pond Issue in Oak Leaf Manor Subdivision

Mr. Warren Nerz, representative for Oak Leaf Manor, was not present. Mr. Houglan, seconded by Mr. Ault, made a motion to table until April 24, 2007. The motion carried and the matter was tabled.

Requesting Permission to have a Band Perform Outside on April 14, 2007 from 12:00 p.m. to 6:00 p.m.

Ms. Lauren Oosterlinck and Kayte Russell, representatives from Franklin College, requested permission to hold the college’ annual “Battle of the Bands” contest at Franklin College outdoors on Sunday, April 14, 2007 from 12:00 p.m. to 6:00 p.m. Mr. Houglan, seconded by Mr. Ault, made a motion to approve the request with normal conditions and that the understanding that the Police Department reserves the right to terminate the event if problems arise. The motion carried and the request was approved.

Requesting Street Closure for Memorial Day Ceremony

Chief Borges presented the request on behalf of the American Legion asking for street closures Monday, May 28, 2007 at 10:45 a.m. Mr. Houglan, seconded by Mr. Ault, made a motion to approve the request. The motion carried and the request was approved.

Requesting Approval of Copier Contract with Lanier Worldwide, Inc.

The Deputy Fire Chief, Greg Nelson, requested approval of a contract with Lanier Worldwide, Inc. for the maintenance of the department's copier. Mr. Hougland, seconded by Mr. Ault, made a motion to approve the request and allow the Mayor to sign the contract on behalf the Board. The motion carried and the request was approved.

Discussion of Fire Department "Late Run" and "Pager Setting" Issues

The Deputy Fire Chief, Greg Nelson, requested the Board of Works resolve the Fire Department's late run and pager settings policy in order to clarify payment procedures. A discussion was held. The City Attorney will provide the Board with a modified version of the policy at their next meeting.

Discussion of Fire Department Policies and Procedures Related to Medical Leave

The City Attorney, Rob H. Schafstall, requested that this matter be tabled indefinitely as it will be handled in conjunction with the short-term disability policy. Mr. Ault, seconded by Mr. Hougland, made a motion to strike the item from the agenda. The motion carried and the matter was stricken from the agenda.

OTHER BUSINESS**Request of Declaration of Items as Surplus**

Mayor Brenda Jones-Matthews requested a list of items from the departments in regard to surplus items for the upcoming auctions. Lists will be submitted to the Clerk-Treasurer and a resolution with a complete list of items will be presented at the next meeting.

REPORTS BY DEPARTMENTS**Police Department**

Police Chief John Borges reported that one vehicle from the Police Department will be transferred to the Cemetery and the others will be sent to the auction. Chief Borges requested permission for administrative leave for Officer Thomas Harke, effective February 14, 2007 until May 15, 2007. Mr. Hougland, seconded by Mr. Ault, made a motion to approve the request. The motion carried and the request was approved.

Fire Department

Deputy Fire Chief Greg Nelson reported that another firefighter has resigned and that a hiring list will be available in the near future. A discussion was held in regard to issues related to the accuracy of documented benefit hours due the resigning officer. Currently the Clerk Treasurer's staff has been working with the Fire Department Administrative Assistant to verify the records held by both offices.

Greenlawn Cemetery

Greenlawn Cemetery Superintendent Mark Webb requested permission to have two (2) trucks transferred from the Street Department to the Cemetery; then send two (2) trucks from the Cemetery to the auction. A resolution authorizing this transfer of vehicles will be presented at the next meeting. Mr. Webb requested that a stop light located at Northwood Plaza needs to be re-synchronized so that vehicles are not stuck out in the middle of the intersection once the light turns red. Mayor Jones-Matthews directed the City Engineer to contact the INDOT in regard to this request.

Street Department

Street Commissioner Richard Hughes advised the Board of his intentions of requesting an additional appropriation from for the purchase of a used backhoe, explaining that the current tractor is out of service and no longer fit for heavy use especially in the construction of sidewalks. Street Commissioner Richard Hughes reported that two (2) trucks are currently out chipping and making street repairs.

WWTP

WWTP Superintendent Rick Littleton presented invoices for the ATAD project for payment. Mr. Hougland, seconded by Mr. Ault, made a motion to approve the payment of presented invoices and the issuance of checks. The motion carried. WWTP Superintendent Rick Littleton also presented an invoice with N-Viro for royalty fees in the amount of \$20,758.00 and requested that the invoice be paid for out of unappropriated utility funds. Mr. Hougland, seconded by Mr. Ault, made a motion to approve the request as presented. The motion carried and the request was approved.

Engineering Department

City Engineer Mike Buening provided the Board with a memorandum dated March 27, 2007 and commented specifically on the following items:

1. The Beautification Committee requested information regarding the procedure for repainting of the City welcome signs
2. The City Welcome sign at US 31 North is reported to have a hive of honey bees. The Beautification Committee has requested to have a beekeeper harvest the hive. Mr. Ault agreed to arrange to have a bee keeper look at the reported hive.

Planning Department

Planning Director Joe Csikos presented a letter from Rex Mays, Planning Building Inspector, as it relates to the property on 450 E. King Street where a house fire took place. Mr. Csikos requested direction from the Board suggesting that they have two known options: 1. Clean up the area and secure it or 2. declare the structure a public nuisance and have it demolished. There has not been any contact with the insurance provider or homeowners. The Planning Director also stated that the detached garage at that address is in violation due to expired construction permits. The Board's consensus is for the Planning Department to contact the insurance company and take the necessary steps to secure the property.

City Attorney

The City Attorney presented a request that the Board consider a separation settlement for a firefighter. Mr. Hougland, seconded by Mr. Ault, made a motion that the Board instruct the City Attorney to work out an appropriate settlement based on his knowledge of the financial situation, and that the Mayor endorse that agreement on behalf of the Board. The motion carried.

The City Attorney presented a tort claim from Larry Nun in regard to damaged crops. The City Attorney recommended that the owner be notified that this is being handled by the City's insurance carrier.

The City Attorney presented a tort claim from Mr. Bruce Pembor in regard to a sewer back-up at 199 E. Monroe Street. The City Attorney recommended that the Board take no action at this time because the claim is being handled by the City's insurance carrier.

Board Comments

Mr. Ault directed the appropriate departments to repair the deteriorated pavement at the entrance of the Windstar Addition off of Nineveh Road.

Adjournment

The meeting adjourned at 7:22 p.m. The next regular meeting will be held on April 10, 2007 at 6:00 p.m. in City Hall.

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

Enrolled: 4-2-07

Approved by the Board of Works: 4-10-07