# CITY OF FRANKLIN
# BOARD OF PUBLIC WORKS AND SAFETY
Meeting Minutes
January 10, 2006

**Opening**
Mayor Jones-Matthews called the regular meeting of the Board of Public Works and Safety to order at 6:00 p.m. in the City Hall Council Room.

**Present**
Mayor Jones-Matthews and board members Joe Ault and Steve Hougland were present. Also present was Police Deputy Chief Steve Hood, Fire Chief Jim Reese, Sewer Billing Manager Brenda Poe, City Engineer Mike Buening, Planning Director David Weir, Street Commissioner Richard Hughes, City Attorney Robert H. Schafstall, Clerk Treasurer Janet Alexander, and Clerk Treasurer Assistant Kristi Bruther.

An invocation and the Pledge of Allegiance were offered.

**Special Announcements**
None

**Public Comments**
None

**Presentations**

**Best Way Collection Services**
Ms. Colleen Mason, an account representative from Best Way Disposal Service, reviewed December solid waste and recycling collection reports. Mr. Rick Littleton reported that Best Way submitted a request to increase the billed household count from 6900 to 6975. Mr. Littleton indicated that the figure seems low and requested that the house count be reviewed further prior to approval.

**Consent Agenda**
Mr. Hougland seconded by Mr. Ault made a motion to approve the consent agenda items.

1. Minutes of the meeting held December 13, 2005.
2. Approval of Claims presented by the Clerk Treasurer.

The motion carried and the consent agenda was approved.

**Old Business**

**Ambulance Billing Contract Renewal**
Chief Reese appeared before the Board to request that the ambulance billing contract with Central Indiana Billing be approved. Faye Bayne appeared before the Board to clarify the contract terms. The City Attorney, Rob Schafstall, explained that he has reviewed the contract and recommends that the Board approve the contract with Central Indiana Billing.

Mr. Schafstall explained that the City will also need to approve a contract with the collections agency – Central Collections Bureau (CCB). Mr. Schafstall has reviewed the contract and it is acceptable to him, but needs to be signed by the CCB prior to being signed by the Board.

Mr. Ault made a motion to approve the service contract with Indiana Billing retroactive to November 1, 2005 and to authorize the Mayor to sign on the Board's behalf for the second contract with CCB, seconded by Mr. Hougland. The motion carried and the services contract with Indiana Billing was approved and signed. Ms. Bayne will provide the signed copy of the contract with CCB at a later date to the Clerk-Treasurer and Mayor.

**Approval of Fuel Contract**
Mike Buening presented the fuel contract with Premier Ag for the Board's approval. The City Attorney has approved the contract and recommends that the Board approve the fuel contract.

Mr. Hougland made a motion to approve the request, seconded by Mr. Ault. The motion carried and the fuel contract was approved and signed.

**New Business**

**Amity Community Volunteer Fire Department**
Mr. Jackie Brockman, Fire Chief for the Amity Community Volunteer Fire Department, appeared before the Board to request that the below listed items be transferred out of storage within the City of Franklin's Riser Building to be used/transferred within the Amity Community Volunteer Fire Department:

- Wooden office desk
- Wooden credenza
- Metal credenza
- Large Office Chair

Mr. Ault made a motion to declare the four listed items surplus and to approve that the items be donated to the Amity Community Volunteer Fire Department, seconded by Mr. Hougland. The motion carried and The request was approved.

**Approval of application to the Indiana Criminal Justice Institute -"Sub-Grant" funding**
Laurie Adams, representative from Turning Point, appeared before the Board to request the approval of an application to the Indiana Criminal Justice Institute (ICJI) requesting 'sub-grant' funding through the City of Franklin. The monies will assist Turning Point to finance domestic violence support services provided through the Community Services Director for Johnson County. Mr. Hougland made a point to mention that the grant does not cost the City money.

Mr. Hougland made a motion to approve the request and authorize the Mayor to sign on the behalf of the Board, seconded by Mr. Ault. The motion carried and the application was approved and signed.

**Permission to have a POD delivered at her residence**
Tamara Truman, 1082 Spring Meadow Court, appeared before the Board to request permission to have a POD delivered to her residence to store furnishings from her home during a transitional period from moving out of her existing home into a new home. The POD will be placed in the street for a period of five days.

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

**Other Business**

**Reports by Departments**

**Police Department**
Deputy Chief Steve Hood reported that Jennifer Crabtree was promoted from Dispatcher to Dispatch Supervisor and requested to fill the vacant Dispatcher position. Mr. Ault made a motion to approve the request of Deputy Chief to fill the dispatcher position, seconded by Mr. Hougland. The motion carried.

**Fire Department**
Chief Reese reported that the oldest ambulance in the fleet is going in to the shop and repairs may not be cost effective. If it appears that repairs are not cost effective, Chief Reese reported that he would then request that it be declared surplus and sent to the auction at the next meeting.

Chief Reese reported that the Fire Merit Board members met recently and discussed the decrease in the number of paramedics on the current Fire Department. The Department is currently down to eight (8) paramedics, and is at a risk to lose several more in 2006. Chief Reese explained that there is currently a certified list that lasts for two years, in which none of the applicants on the list are paramedic certified. Chief Reese explained that the Merit Board is reviewing the logistics of creating/developing a new certified list that contains only paramedic certified firefighters to be hired in the near future. He also offered that no current firefighters are interested in obtaining paramedic certification.

**Sewer Billing**
Ms. Brenda Poe reported that Best Way has requested information regarding house counts and is currently working on that data for them. The information will also be presented to the Board.

**WWTP**
Mr. Littleton had nothing to report.

**Engineering**

City Engineer Mike Buening referred to his memorandum dated January 10, 2006 and reported on the following items:

1. Mallory Circle Street Light

   Mr. Buening reported that Cinergy quoted him the cost of installation of street lights. The Board agreed that the request to install a new street light should be considered at a later time due to the financial situation facing the City. Mr. Buening agreed to maintain the information and follow-up at a later time.

2. Shelby Material Concrete Pricing

   Mr. Buening reported that Shelby Material has advised the City that they plan to raise concrete pricing as of February 1, 2006. Mr. Buening requested that the Board approve an increase in the amount paid by property owners for concrete through the sidewalk program be increased from $75 to $80. Mr. Ault, seconded by Mr. Hougland made a motion to approve the City Engineer's recommendation. The motion carried and the cost of concrete per cubic yard has been increased from $75 to $80.

3. Cumberland Trails Section I Phase 3

   Mr. Buening reported that Beazer Homes has requested the release of three performance bonds for the Cumberland Trails subdivision, which cover streets, sidewalks, and erosion control. Mr. Buening indicated that the sidewalks and streets are complete, but the erosion control still requires attention. He recommended that the Board release the Continental Insurance Performance bonds #929253038 ($13,000 streets) and #929253040 ($16,000 sidewalks). Mr. Hougland, seconded by Mr. Ault made a motion to approve the City Engineer's recommendation. The motion carried.

**Planning Department**

Planning Director David Weir reported that the City population is estimated between 22,384 and 23,057.

Mr. Weir also referred to his memorandum dated January 10, 2006 and reported on the following items:

1. Development Fee Schedule.

   Mr. Weir presented a draft of an amended fee schedule that included an increase in the amount of 25% for building permits; increases in development petition fees to be equivalent to the City of Greenwood and Johnson County; and added three additional sections that included fees for subdivision construction and site development plans, zoning ordinance violation fines, and subdivision ordinance violation fines. Mr. Schafstall requested that the Board table this discussion so that he may have time to review the schedule and possible revenue streams as requested by the Council.

2. Franklin Business Park – Railroad Spur Improvements

   The city has discussed development in the Franklin Business Park with the Johnson County Development Corporation and several companies in the last couple of years. On several occasions, the topic of railroad spur improvements has also been discussed. The State of Indiana has currently approved use of the spur for approximately one train per month.

To allow additional usage of the spur, the order from the State of Indiana allowing the use of the spur needs to be revised and the Graham Road railroad crossing needs to be improved. Staff has discussed approaching the Franklin Redevelopment Commission with assisting with the improvement of the railroad crossing with TIF funds from the Franklin Business Park TIF District. If an industrial company proposing the use of rail decides to locate in the Franklin Industrial Park, the approval from the State and the scope of the rail spur improvements need to be determined and funding in space to complete the improvements.

**Street Department**
Street Commissioner Richard Hughes reported he received a phone call from Stanley Brown regarding sidewalk improvements along his property. He is requesting permission to close one side of the street at a time during the construction. He reported that he would not have the street blocked during school bus routes and would be sensitive to emergency vehicle needs.

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

**Clerk-Treasurer**
Clerk-Treasurer Janet Alexander reported that the new code books have arrived and will be available in the near future. She also reported that she will be back to a full staff in the next few weeks, in which one person starts Friday, January 13, 2006.

**City Attorney**
City Attorney Rob Schafstall reported that three tort claims were included in the Board's packets from Craig, Kelley and Faultless Attorneys at Law regarding personal injury law suits against the City. The claims have been forwarded to Franklin Insurance.

**Board Members**
Mr. Hougland made a motion to instruct the City Engineer and the City Attorney to move forward in securing the Wright Farm on US 44, seconded by Mr. Ault. The motion carried and the request was approved.

Mr. Hougland presented Chief Reese with a letter that he received anonymously from a disgruntled employee.

**Adjournment**
The meeting adjourned at 6:49 p.m. The next regular meeting will be held on January 24, 2006 at 6:00 p.m. in City Hall.

Respectfully submitted by,
Janet P. Alexander, Clerk Treasurer

Approved by the Board of Works: 1-24-06