

CITY OF FRANKLIN
BOARD OF PUBLIC WORKS AND SAFETY
Meeting Minutes
May 9, 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 Stephen Hougland were present. Also present were Deputy Police Chief Steve Hood, Deputy Fire Chief Greg Nelson, Street Commissioner Richard Hughes, Sewer Billing Office Manager Brenda Poe, WWTP Superintendent Rick Littleton, City Engineer Mike Buening, Planning Director David Weir, City Attorney Robert H. Schafstall, Clerk-Treasurer Assistant Kristi Bruther, and Records Clerk Diana Day

An invocation and the Pledge of Allegiance were offered.

Public Comments

Best Way Disposal Service

Ms. Colleen Mason, an account representative from Best Way Disposal Service, appeared before the Board to present trash collection and recycle numbers for the month of April. She also provided Board members with copies of survey results.

Consent Agenda

Mr. Ault, seconded by Mr. Hougland, made a motion to approve the consent agenda as presented.

1. Approval of Minutes – April 24, 2006
2. Approval of Claims

The motion carried and the consent agenda was approved.

Old Business

The City of Franklin Drug and Alcohol Policy

City Attorney, Robert H. Schafstall, presented the revised Drug and Alcohol policy and stated that it is ready for implementation if the Board approves the amended version. Mr. Ault made a motion to approve the Drug and Alcohol Policy as amended, seconded by Mr. Hougland. The motion carried and the request was approved. Mr. Schafstall explained that the policy will be inserted into Article 8 of the City's Policy and Procedural Manual which he has been reviewing. Mr. Schafstall requested that the Board allow him to present some suggested revisions to the manual. Mr. Schafstall explained that most of the

suggestions were not substantial, but the document itself was not very clean and did not represent the City well.

Request for a Speed Limit Sign

Petitioner and City resident Jeannine McKinney was not present at this meeting. Mr. Hougland made a motion to strike the request from the agenda, seconded by Mr. Ault. The motion carried and the matter was stricken from the agenda.

New Business

Request permission to Place a Sign on each of the "Welcome to Franklin" signs

Mr. Charles Bechman, a representative for the Franklin Chapter of Eastern Star, appeared before the Board to request permission to attach signs for the Franklin Chapter of Eastern Star on each of the "Welcome to Franklin" signs. Mayor Jones-Matthews explained that other organizations agencies have been authorized to place signs on separate posts adjacent to the City owned signage and that the same restriction will apply to this request. Mr. Ault made a motion to approve the request, seconded by Mr. Hougland. The motion carried and the request was approved. Mayor Jones-Matthews directed the City Engineer to meet with Mr. Bechman to review the specifics and assist with the placement of the signs.

Request closure of N. Main St. in front of the Artcraft

Mr. Buzz Bay, a representative for Americare – a hospice service, appeared before the Board to request permission to close N. Main Street in front of the Artcraft on July 15th from 10:00 a.m. to 4:00 p.m. to host a Community Health Fair. Mr. Hougland made a motion to approve the request, seconded by Mr. Ault. The motion carried and the request was approved. Mr. Ault directed Mr. Bay to coordinate the closing of the streets with the Police Department.

Request release of Performance Guarantee for the Estate at the Legends

Attorney Steve Huddleston appeared before the Board to request the release of performance guarantee for the Legends Estate. The City Engineer reported that the subsurface drain has been completed and the \$6,000 performance check was being held at the Clerk-Treasurer's office. Mr. Hougland made a motion to approve the request to release the performance guarantee, seconded by Mr. Ault. The motion carried and the request was approved. Mayor Jones-Matthews explained that Mr. Huddleston may receive the check from the Clerk-Treasurer.

Requesting Signatures on a Non-cash Charitable Contributions Document

Dr. David Bossard appeared before the Board to request signatures on a non-cash charitable contributions document for the use of his property at 882 West Jefferson Street that was used for the purpose of police and fire training. The City Attorney, Robert H. Schafstall, explained that he reviewed the documents and by acknowledging the receipt of the gift, the City does not approve or confirm the amount listed on the document as fair market value. Mayor Jones-Matthews requested that Clerk-Treasurer complete the document, and Mr. Schafstall approved this request and recommended that the Board authorize the Clerk-Treasurer to sign off on the document. Mr. Hougland made a motion to authorize the Clerk-Treasurer to complete and sign the document as presented by Dr. Bossard, not specific to an amount, seconded by Mr. Ault. The motion carried and the request was approved.

OTHER BUSINESS

Request for a Stop Sign on Ohio St. at Young St.

Mayor Brenda Jones-Matthews, on behalf of Gene Wilham, presented a request to the Board to install a stop sign at the corner of Ohio Street and Young Street. Mr. Hougland made a motion to install a pair of stop signs at Ohio and Young streets, seconded by Mr. Ault. The motion carried and the request was approved.

Request for Signatures on Jo. Co. Emergency Management Grant Program Sub-Grant Agreement

City Attorney, Robert H. Schafstall, presented a request from Johnson County Emergency Management (JCEM) asking the City to sign a Sub-Grant Agreement acknowledging our receipt and participation with the JCEM Grant Program. The State Board of Accounts had asked the organization to obtain a sub-grant agreement with all municipalities and/or agencies that have received grant funding through their efforts. The City Attorney said that he has reviewed the document and verified the equipment list as having been received by the City and recommends that the Board authorize the Clerk-Treasurer to complete and sign the agreement on its behalf. Mr. Hougland made a motion to authorize the Clerk-Treasurer to sign on its behalf, seconded by Mr. Ault. The motion carried and the request was approved.

REPORTS BY DEPARTMENTS

Police Department

Deputy Police Chief Steve Hood asked the Board if he could donate/transfer four federal police light bars that are considered surplus to smaller departments. Mr. Hood explained that the lights could not be returned to the vendors. Mr. Hood stated that Prince's Lakes and Morgantown would likely get the lights.

Mr. Hougland made a motion to allow the Police Department to donate the four federal lights, seconded by Mr. Ault. The motion carried and the request was approved.

Mr. Hood explained that the department has spoken with Dave Riley concerning the tornado sirens, and he had given verbal confirmation that the City will be reimbursed \$325 for the siren testing.

Fire Department

Deputy Chief Greg Nelson explained that in order to better protect the needs of City residents, the Chief implemented a policy which requires that if there is only one paramedic on duty, that officer would be restricted to the City limits in the event of calls for paramedic services outside of the City limits. In a memo provided to the Board members, the Chief stated that when there is only one paramedic on duty, the paramedic will not leave our City limits. If more than one paramedic is on duty, one may be sent out. Otherwise the department will send an ambulance with Emergency Medical Technicians to requests for services outside of our City. The department will continue to provide medic services to other areas of the County.

Deputy Chief Nelson explained that during a recent hose test, Engine 22 experienced a mechanical breakdown in which the engine overheated and shut itself down. Engine 22 is out of service and has been sent to the shop for repairs. The extent of the damage has not been determined.

Street Department

Street Commissioner Richard Hughes had nothing to report.

Sewer Billing Department

Sewer Billing Manager Brenda Poe reported that homeowner exemption information was placed on the monthly sewer bill as a community service to remind homeowners and taxpayers of the deadline for filing exemptions and paying their taxes.

WWTP

Superintendent Rick Littleton reported that an employee recently resigned and the position has been posted and requested the Board's approval to fill the position. Mr. Ault made a motion to allow Mr. Littleton to fill the vacated position, seconded by Mr. Hougland. The motion carried and the request was approved.

Engineering Department

City Engineer Mike Buening presented a memorandum dated May 9, 2006 to the Board updating them on the following matters:

1. FEMA Revised Flood Insurance Study Review Professional Services
The City Engineer reported that a meeting with IDNR is set for May 10, 2006 to discuss correcting the Canary Ditch modeling. Staff has received quotes to prepare a new one-foot contour mapping (\$20,790 from Accu-Air Surveys, Inc.) and revise the flood model (\$10,000 from Landwater Group) for Canary Ditch. If IDNR is not willing to correct the flood mapping and will accept revision prepared by the City, staff would request that the Board proceed with the quotes. The Board's consensus was to allow the City Engineer to proceed with quotes if necessary. The City Engineer explained that FEMA is redoing the City maps and that the City has appealed to request that the maps not be accepted because there are inaccuracies.
2. Landmark Medical
The City Engineer reported that staff has advised the developer that the pavement drop along the east side of Westview Drive needs addressed. Staff has raised concern that the next recourse would be to limit or restrict the building permit and/or performance guarantees. Mr. Hougland recommended that the City Engineer contact the developer and advise that the work needs to be completed by the end of next week or action may be taken in regard to their building permit and/or performance guarantees.
3. Province Street Parking
The City Engineer reported that staff has received complaints with the parking along Province Street and Hurricane Street intersections. The angle parking along the south side of the Checkered Flag restaurant is encroaching into right of way for Province Street and should be addressed for safety considerations. Mr. Ault directed the City Engineer to contact Mr. Baker to address the parking concerns and to propose solutions.

Planning Department

Planning Director David Weir presented a memorandum to the Board dated May 9, 2006 and reported on the following unsafe structures and nuisance properties;

1. 198 South Main Street
Planning Director reported that to-date nothing has been done with the property. Mr. Weir reported that the roof and porch continue to deteriorate and that staff has recently posted a citation due to tall grass. Mr. Weir explained that the Board's intervention may be required. Mr. Hougland recommended that Mr. Weir contact the property owner to request that he attend the next meeting and provide a report on repairs made to the property.
2. 351 Yandes Street
Mr. Weir reported that the property was damaged by a fire. Mr. Weir said that the building is barely secure and that it appears no work has been done recently.

Staff receives complaints constantly from neighbors complaining about the unsafe building and tall grass. Mr. Weir stated that the property owner does have a valid permit to restore the home and that the permit was valid until the first of August 2006. Mayor Jones-Matthews commented that she had received complaints from other residents who believe that the property is unsafe. Mr. Hougland recommended that Mr. Weir contact the property owner to ask him to attend the next meeting and to provide the Board with information about any repairs that have been made to the property.

Mr. Weir commented that a new state statute effective this year, grants property owners three years to start work after the permit has been obtained. The statute also gives the property owner seven years to complete the work. Mr. Weir expressed a concern that this statute may affect the City's enforcement procedures in future cases.

Attorney Comments

City Attorney Rob Schafstall reported that he attended a pre-trial conference regarding the last easement case from the Eastside Sewer Interceptor and that the case has been postponed until January 2007 at no cost to the City.

City Attorney Rob Schafstall also reported that he had no progress to report on the Cleo Mills case. Mr. Schafstall pointed out, however, that the City Engineer's memorandum stated that there is visible improvement.

Board Member Comments

Mr. Hougland wanted to thank the Police Chief for the department's assistance in resolving the matter related to the theft of his personal property.

Mayor's Comments

Mayor Jones-Matthews had nothing to report.

Adjournment

The meeting adjourned at 6:45 p.m. The next regular meeting will be held on May 23, 2006 at 6:00 p.m. in City Hall.

Respectfully submitted by,
Janet P. Alexander, Clerk Treasurer

Enrolled: 5-18-06

Approved by the Board of Works: 5-23-06