

CITY OF FRANKLIN
BOARD OF PUBLIC WORKS AND SAFETY
Meeting Minutes
December 12, 2006

Executive Session

Pursuant to Indiana Code § 5-14-1.5-6.1 (b) (6) (B) the Board of Works met in an executive session at 5:30 p.m. to discuss confidential personnel matters.

Mayor Jones-Matthews and Board Members, Joe Ault and Steve Hougland were present. Also present was Robert H. Schafstall, Fire Chief Jim Reese, and Clerk Treasurer Janet Alexander.

A discussion was held.

The executive session adjourned at 6:28 p.m.

Opening

Mayor Brenda Jones-Matthews called the regular meeting of the Board of Public Works and Safety to order at 6:30 p.m. in the City Hall Council Room.

Present

Mayor Jones-Matthews and Board Members Steve Hougland and Joe Ault were present. Also present were Police Chief John Borges, Fire Chief Jim Reese, Street Commissioner Richard Hughes, City Engineer Mike Buening, Planning Director Joseph Csikos, Sewer Billing Manager Brenda Poe, Cemetery Superintendent Mark Webb, WWTP Superintendent Rick Littleton, City Attorney Robert H. Schafstall, Clerk-Treasurer Janet Alexander, and Clerk-Treasurer Assistant Kristi Bruther.

An invocation and the Pledge of Allegiance to the flag were offered.

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 November. Ms. Mason also provided the Board Members with copies of survey results. Mayor Jones-Matthews requested that Ms. Mason address trash receptacles left in the street along Monroe Street.

Public Comments

Mayor Jones-Matthews asked if anyone from the public wished to speak about any matter not listed on the agenda. No one requested to speak.

Consent Agenda

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

1. Minutes of the November 14, 2006 meeting (tabled from Nov. 28th)

2. Minutes of the November 28, 2006 meeting
3. Approval of Claims

The motion carried and the consent agenda was approved.

NEW BUSINESS

Request for Release of Performance Bonds and Acceptance of Maintenance Bonds

Kevin Kruckeberg, a representative from CP Morgan, appeared before the Board to request the release of performance bonds and acceptance of maintenance bonds. City Engineer Mike Buening referred to his memorandum to the Board dated December 12, 2006 that listed the performance and maintenance bonds:

- CP Morgan has submitted the following performance bond:
 1. Bond Safeguard Insurance Co bond # 5024913 Punch List - \$100,000.00
- CP Morgan has submitted the following maintenance bonds:
 1. Bond Safeguard Insurance Co bond # 5024914 Grading - \$27,578.00
 2. Bond Safeguard Insurance Co bond # 5024915 Streets, Subgrade, Stone Base, Curbs, Bituminous Paving - \$54,004.00
 3. Bond Safeguard Insurance Co bond # 5024916 Monuments - \$3,025.00
 4. Bond Safeguard Insurance Co bond # 5024917 Developer Walks & Paths - \$1,048.00
 5. Bond Safeguard Insurance Co bond # 5024918 Signs - \$1,375.00
 6. Bond Safeguard Insurance Co bond # 5024919 Storm Sewers & Underdrains - \$36,086.00
 7. Bond Safeguard Insurance Co bond # 5024920 Sanitary Sewers - \$87,059.00
- CP Morgan has requested the release of the following performance bonds:
 1. Lexon Insurance bond # 1009578 Grading - \$132,371.00
 2. Lexon Insurance bond # 1009580 Sanitary Sewers - \$417,881.00
 3. Lexon Insurance bond # 1009581 Storm Sewers - \$173,210.00
 4. Lexon Insurance bond # 1009582 Streets - \$259,218.00
 5. Lexon Insurance bond # 1009583 Developer Walks & Paths - \$5,030.00
 6. Lexon Insurance bond # 1009584 Signs - \$6,660.00
 7. Lexon Insurance bond # 1009585 Monuments - \$9,720.00
- The following performance bonds will remain in effect:
 1. Lexon Insurance bond # 1009579 Erosion Control - \$52,092.00
 2. Lexon Insurance bond # 1009586 Landscaping - \$47,520.00

The City Engineer recommended that the Board accept the performance and maintenance bonds outlined in his memorandum. The City Attorney concurred. Mr. Ault, seconded by Mr. Hougland, made a motion to approve the recommendation of the City Engineer. The motion carried.

Approval of Updated Rules and Regulations of the Franklin Police Dept.

Police Chief, John Borges, appeared before the Board for approval of the City's Police Department's updated rules and regulations. Chief Borges explained that the manual does not have an affect on monetary obligations of the City. Mr. Ault, seconded by Mr. Hougland, made a motion to approve the request. The motion carried.

OTHER BUSINESS

The City Attorney presented a Drug Testing Agreement between the City of Franklin and JMH Occupational Health for drug testing services in accordance with the City's policy for the Board's signature. Mr. Hougland, seconded by Mr. Ault, made a motion to approve the testing agreement. The motion carried and the agreement was signed.

The City Attorney presented a lease agreement between the City of Franklin and Xerox Corporation for the purchase of a new copier for City Hall and recommended that the Board approve the agreement and authorize the Mayor to sign on the Board's behalf. Mr. Hougland, seconded by Mr. Ault, made a motion to approve the recommendation. The motion carried and the document was signed.

REPORTS BY DEPARTMENTS

Police Department

Police Chief John Borges reported that local neighborhoods have approached the Department in regard to the implementation of neighborhood crime watch programs. Chief Borges requested direction from the Board on how to proceed. Chief Borges explained that Johnson County offers to purchase two (2) signs per neighborhood; any additional signs are at the expense of the homeowners. A discussion was held. The Board's consensus was to research the matter and to provide the necessary support to assist in the implementation of the program.

Fire Department

Fire Chief Jim Reese deferred to the City Attorney Rob Schafstall who explained that the Board discussed a personnel matter in an executive session and deferred to Board members. Mr. Hougland, seconded by Mr. Ault, made the following motion:

1. to grant FMLA benefits to the employee without pay retroactive 11/3/06;
2. to terminate City provided leave status pending medical review by the Fire Department physician, to be completed within 7 days of tonight's meeting;
3. to instruct the Clerk-Treasurer to advise the employee of items #1 and #2;
4. and to instruct the Clerk-Treasurer to review whether any compensation has been paid to the employee in error and advise the Board of Works regard the same at next scheduled meeting.

Sewer Billing and WWTP

Sewer Billing Manager Brenda Poe and WWTP Superintendent Rick Littleton presented the 2007 proposed budgets for the Sewer Utility Departments. Ms. Poe explained that the only increase in the Sewer Billing budget is for liability insurance, which is at the request of the Clerk-Treasurer's office. Mr. Littleton explained that the WWTP operating supplies line item

was increased due to an increase in costs and that there were no increases within the Sewer Maintenance budget, with the exception of salaries. Mr. Hougland, seconded by Mr. Ault, made a motion to approve the 2007 Sewer Utility budgets as presented. The motion carried and the budgets for 2007 were approved.

Greenlawn Cemetery

Greenlawn Cemetery Superintendent had nothing to report.

Street Department

Street Commissioner Richard Hughes had nothing to report.

Engineering Department

City Engineer Mike Buening provided the Board with a memorandum dated December 12, 2006 and commented specifically on the following items:

Hillside Drive Drainage

- Staff has looked at a drainage concern on Hillside that requires a drain to be installed to eliminate water that flows onto the street and freezes during cold weather. Approximately 860 feet of pipe with two inlets would need to be placed. Nine driveway crossings and half a dozen Bradford Pear trees will be in the path of the new pipe.
- Street Dept. has started with the installation and has placed approximately 350 feet of pipe and one inlet.
- Staff has received complaints concerning the lack of progress from the homeowners.
- Staff requests Board approval to complete the project under time and material with a cost not to exceed \$ 10,000.00. Payment would be from the BOW drainage funds.

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

Planning Department

Planning Director Joe Csikos presented an invoice from TDX for demolition of 152 South Home in the amount of \$2,900 and an invoice for the demolition of 244 Cincinnati in the amount of \$4,900 and requested payment of said invoices. Mr. Hougland, seconded by Mr. Ault, made a motion to approve payment of invoices out of the 2006 BOW Professional services line item.

City Attorney

The City Attorney updated the Board in regard to reduced fees for emergency paramedic/ambulance services to the Johnson County Jail and Johnson County Detention Center. The City Attorney explained that recent conversations with the County Attorney resulted in a proposal of a \$225 flat fee, without payment of supplies. A discussion was held. Mr. Hougland, seconded by Mayor Jones-Matthews, made a motion to sustain the City's last offer of a flat rate in the amount of \$250. The motion carried with Mr. Ault abstaining. The City Attorney will discuss with the County Attorney.

Mayor's Comments

Mayor Jones-Matthews inquired about the next schedule pick-up of leaves. The Street Commissioner commented that pick-up of leaves should start again on Wednesday, December 13, 2006.

Mayor Jones-Matthews requested that the Street Department fix a big hole in the pavement on King Street at the Northwest corner of King and Main Streets.

Mayor Jones-Matthews requested an update in regard to catch basins along Jefferson Street. WWTP Superintendent explained that the catch basins are the property of the State of Indiana and the City has contacted INDOT.

Board Members' Comments

Mr. Hougland inquired about the payment of fines for the recent smoking ordinance violations. The Clerk Treasurer reported that no payments had been received. The City Attorney explained that the City has two options:

1. Continue issuing violations and request payment
2. Submit paperwork to file lawsuit to collect the fines

Discussion held. The City Attorney recommended that the Board direct him to make efforts to obtain payments from the business, but not to file a lawsuit at this time. The Board's consensus is to have the City Attorney attempt to retrieve payment from the business.

Mr. Hougland inquired about the reason for a speed limit sign for the posted speed limit of 20 miles per hour along Earlywood Drive. Chief Borges agreed to review the area and provide a recommendation to the Board.

Mayor Jones-Matthews requested that the Street Department review a "No Parking" sign along Province Street that appears to be facing in the wrong direction.

Chief Borges requested that the Planning and Engineering Department review the parking spaces along Jefferson Street designated as a bus zone when the road was paved.

Mayor Jones-Matthews inquired about street signage explaining that visitors have commented that it is difficult to read and / or locate street signs due to the various ways that the street signs are posted, i.e. on posts, on utility poles, and on the top of traffic signs. A discussion was held. Mayor Jones-Matthews requested that the City implement a universal practice for the installation and placement of street signs.

Mr. Ault commented that he recently performed some maintenance on the cannon replica located at Greenlawn cemetery. He stated that the cannon appears to be in good condition.

Adjournment

The meeting adjourned at 7:15 p.m. The next regular meeting will be held on January 9, 2007 at 6:00 p.m. in City Hall.

Respectfully submitted by,
Janet P. Alexander, Clerk Treasurer

Enrolled: 1-5-07

Approved by the Board of Works: 1-9-07