

**CITY OF FRANKLIN
BOARD OF PUBLIC WORKS AND SAFETY**

Meeting Minutes
December 9, 2003

Opening

Mayor Norman P. Blankenship called the regular meeting of the Board of Public Works and Safety to order at 6:00 P.M. on December 9, 2003 in City Hall.

Regular Meeting

Present: Mayor Norman P. Blankenship, Jr., Mr. Joseph Ault and Mr. Stephen D. Hougland were present. Also present was Clerk Treasurer Janet P. Alexander, City Attorney Robert H. Schafstall, Police Chief John Borges, City Engineer Mike Buening, Fire Chief Mike Herron, Street Commissioner Richard Hughes, Wastewater Treatment Facility Superintendent Rick Littleton and Planning Director David Weir.

Approval of Minutes

The minutes of the previous meeting held November 25, 2003 were approved as distributed.

Approval of Claims

The following claims were presented. Mr. Ault made a motion to approve, seconded by Mr. Hougland. The motion carried.

Date	Type	Description	Amount
11-14-03	Civil City	Payroll	234,606.83
11-26-3	Civil City	Payroll	238,804.27
11-26-03	Civil City	Pension	48,788.40
		Total Civil City Payroll	522,199.5
11-14-03	Sewer	Payroll	22,713.49
11-26-03	Sewer	Payroll	19,944.92
		Total Sewer Payroll	42,658.41
12-9-03	Civil City	Vendor Claims – 29787 – 29793	4,409.51
12-9-03	Civil City	Vendor Claims – 29794 - 29942	1,178,054.38
		Total Civil City Claims	1,182,463.89
12-09-03	Sewer	Vendor Claims # 6016 – 6021	1,401.02
12-09-03	Sewer	Vendor Claims # 6022 - 6062	123,649.25
		Total Sewer Claims	125,050.27

OLD BUSINESS

Rumpke Report

Ms. Teri Littleton, the account representative from Rumpke reported to the Board concerning trash collection and curbside recycling. Ms. Littleton read a letter addressed to the Board of Works thanking them for the city's business. The Board Members also thanked Ms. Littleton and Rumpke.

Branigin Road Turn Lane

Tabled.

NEW BUSINESS

Deer Run Section 4 – Final Plat and Bonds

Steve Williams appears on behalf of New Lifestyle Development requesting approval of the plat. City Engineer Mike Buening recommended that clarification of covenants and supplemental declaration of covenants are included in the plat and that the developer will be required to provide stop signs, street signs and no parking signs.

Mr. Buening explained that on March 26, 2002 the Board accepted the majority of Deer Run 4 maintenance and performance guarantees. However, maintenance bonds CSB 016 9201 & CSB 016 9202 for erosion control and bituminous surface that were accepted should have been performance guarantees and should be released and a new performance irrevocable standby credit # A-210 for \$16,420 be accepted.

He stated that the street lighting plan has not been submitted. Cinergy is in process of preparing the layout for submittal. Two lights are expected in this section. Mr. Ault made a motion to approve, seconded by Mayor Blankenship. The motion carried. Approved.

Hurricane Industrial Park – Section 2 – Final Plat

Mr. Steve Williams appears on behalf of the owners of Hurricane Industrial Park requesting approval of the plat lots 4 & 5. City Engineer Mike Buening recommended that clarifications of covenants and supplemental declaration of covenants are included in the plat. That maintenance of the detention pond must be addressed, and that sanitary sewers still require testing & acceptance by Department of Public Works (DPW).

Mr. Buening reported that a \$110,000 performance guarantee irrevocable standby letter of credit # 50300000232 from Republic Bank was submitted on December 9, 2003. This guarantee does not list the subdivision, or what improvements are covered. Also this guarantee requires that any draws must be made at the Lansing, Michigan location. This guarantee expires March 10, 2004. The City Attorney requested that the standby letter of credit be modified to allow it to be presented at a local branch of Republic Bank.

Mr. Buening requested that the plat include a street centerline monument shown at the Arvin Road centerline intersection and that a street lighting plan has not been submitted.

Mayor Blankenship made a motion to accept the plat but directed the planning department to hold the document until the developer meets the terms agreed upon. Mr. Ault seconded this motion. A voice vote was taken and Mayor Blankenship and Mr. Ault voted Aye. Mr. Hougland voted nay.

Windstar Section 3 – Final Plat

Steve Williams representing Thomas & Thomas the developers of the subdivision requested approval of the plat for Section 3. City Engineer Mike Buening recommended acceptance of the bonds and approval of the plat with revision on bonds and a performance guarantee for a concrete paved swale in the amount of \$7500, and that a 100 year flood protection grade at the detention pond should be shown on the plat. He also reported that the following guarantees have been submitted for acceptance:

- Heartland Bank ILOC # 190003024 \$32,430 performance for erosion control.
- Heartland Bank ILOC # 190003026 \$6,957.25 performance for street sub grade. This guarantee needs changed to a maintenance guarantee.
- Heartland Bank ILOC # 190003025 \$4800 performance for street signs.
- Bond #5007014 \$29,153 maintenance for stone base and asphalt pavement.
- Bond #RSB4034004 \$8,688 maintenance for curb and gutter.
- Bond #1000536 \$35,500 maintenance for storm sewers.

- Bond #1000535 \$44,500 maintenance for sanitary sewers.

Mr. Buening stated that a street lighting plan from REMC has been submitted for approval.

Mayor Blankenship made a motion to accept the plat pending all guarantees be provided as agreed to and confirmation that the bonding companies appear on the Department of the Treasury 570 List. Mr. Ault seconded this motion. The motion was approved.

Jury Parking Permits

Chief John Borges and City Attorney Rob Schafstall presented a draft resolution that would provide special parking permits for jurors serving at the Johnson County Courthouse. Tabled.

Wrecker Service

Chief John Borges reported that a new wrecker company was recently added to the Police Department's approved list. Another vendor complained about the loss of business due to the addition of a fourth vendor. The Board of Works discussed the topic and considered limiting the number of wrecker companies. Chief Borges asked the Board to clarify whether this type of decision is his to make or whether the Board would prefer to make the decision. Tabled.

Chief Borges also asked the Board to look into the parking situation in the subdivision known as Wild Ivy Trail. The addition currently has both two sided parking and mailboxes on both sides of the street. The Chief suggested limiting parking to one side of the street and relocating the mail boxes as he sees this as a fire safety issue. Tabled

Other Business

Mayor Blankenship directed the attorney, Planning Director and City Engineer to develop a resolution stipulating the required details for acceptance of letters of credit and expectations prior to introducing a plat for final approval. Mr. Weir stated that the existing resolution could be amended and used for this purpose.

East Side Interceptor Cooley Family Estate - Attorney Jeff Eggers asked to address the Board concerning the purchase of the Cooley property. The City offered the estate \$20,100 for approximately 84 acres He reported that since September 24th, 2003 he and Robert H. Schafstall, Esq., the City Attorney have exchanged letters concerning the City's desire to purchase the property and the owners request to allow tap-on to the sewer if the property is developed.

The property in question has not been annexed. Mr. Eggers suggested that the City formulate an agreement specifying the specific zoning allowed by using limited designation. Discussion to develop an agreement was held. The matter was tabled.

Greenlawn Cemetery

Superintendent Mark Webb requests the Boards approval of a contract and with requirement of advance payment to T.A. Wood Homes for the Cannon Display Structure. The Mayor reported that Ms. Suzanne Findley had spoken to Mr. Wood and he had agreed to waive the advance payment. However, Mr. Webb reported that Mr. Wood has begun construction of the building at the Cemetery, the footers have been dug and the entire project should be complete within two weeks. He also reported that the Clerk Treasurer had refused to pay the claim he submitted because the contract presented was stamped with the Mayors signature and had not been approved by the Board. Mr. Ault made a motion approving the contract contingent on the waiver of the advance payment and to allow payment using the contract with the Mayor's stamped signature. The motion was seconded and carried.

Mr. Webb also asked the Board's opinion about the color for the new roof on the office building at the cemetery, green. And reported that the Cemetery Lighting agreement is in the Mayors office and he will need his signature in order to encumber the payment for 2003.

Jefferson Gardens Subdivision

City Engineer Mr. Buening introduced Greg Cantwell of CKW representing the developer of Jefferson Gardens, residential development on the east side of the city near the Family and Social Services Administration offices located on East Jefferson Street, requesting the Boards approval on the final plat. Mr. Buening reported that outstanding issues had been resolved, the necessary bonds were submitted and he recommended that the Board approve the final plat contingent upon final revisions of the performance guarantees. He did note in his status report that

- Revised plat was submitted on 12/9/03. Performance and Maintenance guarantees have been submitted, but require some revisions.
- Jefferson Commercial Subdivision has been found to not meet with the approved plan. Staff has requested additional performance guarantee to complete sidewalk, storm sewers, storm inlets, and pavement repair and pavement surface prior to allowing the acceptance of the Jefferson Gardens Plat. A performance guarantee for this has been submitted but requires a revision to the language on the bond.
- Bonds submitted for acceptance are as follows:
 1. #5007012 \$15,766 performance for monuments, bituminous surface, erosion control and punch list items.
 2. #5007013 \$6,042 maintenance for lime stabilization, stone base, curbs, storm sewer, sanitary sewer and bituminous base
 3. #5007031 \$28,000 performance for storm inlets, bituminous base repair, bituminous surface and sidewalks for Jefferson Commercial Subdivision.
- Street lighting plan has not been submitted. Cinergy is in process of preparing the layout for submittal. Two lights are expected in this section.

Mayor Blankenship made a motion to approve based on the City Engineers recommendation seconded by Mr. Ault. The motion carried and was approved.

STAFF REPORTS

Street Department

Mr. Richard Hughes had no report.

Planning Department

David Weir had no report.

Engineering

Mr. Mike Buening, City of Franklin Engineer, provided the Board of Works his Status Report dated December 9, 2003. He reported that Adult & Child Mental Health Center have submitted a Right of Way (ROW) Dedication for the NW corner of Drake Road and Hospital Road. Which he stated that he wanted to give to the City Attorney for review and recording if he determined that it was acceptable.

Wastewater Utility

Superintendent Rick Littleton presented his 2004 budgets for Sewer Plant & Maintenance. He reported that he increased the operating supplies line item by \$30,000 due to the cost of fly ash that is needed for the bio-solid production. He also stated that he increased his utility line items due to anticipated 15% increase by Indiana American Water & Cinergy. Approved.

Billing Office Manager Brenda Poe – presented her the Sewer Billing Office budget. She requested that the Board of Works approve the addition of a new full time office clerk. Both Mr. Ault and Mr. Hougland stated that the information provided by Mrs. Poe supported her request. Mayor Blankenship stated that the Human Resource consultant Mitch Ripley also supports the request. The Mayor requested that the salary for the new clerk be equal with the existing position. He did state that some probation reduction for the first 90 days would be appropriate. The Board directed that she amend the Personal Services Line item 812-2-116 to reflect 2 positions at \$25,566.00. Mr. Hougland made a motion seconded by Mr. Ault to approve the budget presented and to add an additional position. The motion carried and was approved.

Mr. Littleton presented an agreement between the City of Franklin and Sprint for two (2) ISDN – PRI service and three (3) Translink (DS1/T1) lines needed for the new telephone system. The monthly charges for these service lines are \$3,270.00 and a one-time charge of \$375.00. Mr. Littleton explained that in addition to this contract we will eventually need to lease a block of 100 direct inward dial (DID) lines (non contractual) for \$117 a month from Sprint. Discussion held. Mr. Ault made a motion to approve the 36-month contract, seconded by Mr. Hougland. The motion carried. Approved.

Mr. Littleton and Telecommunications Commission Chairman Frank Schumacher presented a proposal from E-Gov Strategies, a government sector web page design firm. Both men recommended approval of the project. The cost of the project will be \$14,320 that the Mayor stated should be paid from the Board of Works line item for wide area network services. He stated that it would be likely that they would need to pursue an additional appropriation for this later in the year. Mayor Blankenship made a motion to approve, seconded by Mr. Ault motion carried. Approved.

Fire Department

Chief Herron had no report.

Mayor's Comments

The Mayor made the following brief comments. He directed the Department Heads to lower the flags to half-mast tomorrow. Reminded everyone that the annual employee and family holiday luncheon will be held tomorrow at Beeson Hall and he stated that at the 1st Common Council meeting to be held January 12, 2004 Council Members and Department Heads would be sworn in at 1 hour 45 minutes before the 7:30 P.M. meeting by the City Attorney.

Adjournment

The meeting adjourned at 8:17 P.M. The next regular meeting will be held on January 13, 2004 at 6:00 P.M. in City Hall.

Respectfully submitted by,
Janet P. Alexander, Clerk Treasurer

Approved by the Board of Works: _____

Norman P. Blankenship, Mayor