

**Board of Public Works and Safety
Regular Meeting Minutes
December 7, 2015**

The regular meeting of the Board of Public Works and Safety of the City of Franklin, Indiana was called to order at 5:00 p.m. at City Hall, 70 E. Monroe Street, with Mayor Joseph E. McGuinness presiding. Board members Stephen Barnett and Bob Swinehamer answered roll call. Chief of Police Tim O'Sullivan, Fire Chief Dan McElyea, Parks Department Superintendent Chip Orner, Sewer Billing Office Manager Sherry Phillips, DPW Superintendent Rick Littleton, Community Development Director Krista Linke, City Engineer Travis Underhill, Street Commissioner Brett Jones, Clerk Treasurer Janet Alexander, Records Clerk Kathy Cragen, and City Attorney Lynnette Gray were also in attendance.

Mayor McGuinness led the Pledge of Allegiance.

Public Comments

No one asked to speak.

Consent Agenda

Mayor McGuinness presented the consent agenda for approval.

1. Approval of Minutes from meeting held November 16, 2015
2. Board of Works Claims.
 - Payroll –Insurance Credit Correction in the amount of \$442.31
 - #112115 Sewer Utilities in the amount of \$64,440.11
 - #112215 RDC Contracts/Utilities in the amount of \$32,976.34
 - #112015 BOW Contracts/Utilities in the amount of \$251,507.12
 - Pension Payroll in the amount of \$56,912.52
 - Payroll in the amount of \$323,208.62
 - #112715 RDC Contracts/Utilities in the amount of \$502,793.75
 - #112815 Sewer Utilities in the amount of \$244.00
 - #112515 BOW Contracts/Utilities in the amount of \$42,010.44
 - Old Plan Fire Longevity in the amount of \$82,210.44
 - Old Plan Police Longevity in the amount of \$89,902.65
 - #120415 BOW Contracts/Utilities in the amount of \$3,770.44
 - #120515 Sewer Utilities in the amount of \$14,403.53
 - #120215 RDC Contracts/Utilities in the amount of \$286,095.17
 - #120615 Sewer Utility General Obligations in the amount of \$15,874.66
 - #120715 BOW General Obligations in the amount of \$89,421.99

Mr. Barnett made a motion to approve the consent agenda as presented, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Old Business

There was no old business presented.

New Business

Board of Works Resolution No.: 15-13 A Resolution Approving and Adopting the City of Franklin Employee Handbook - City Attorney Lynn Gray presented the revision of the current employee handbook. Ms. Gray explained the changes and specific additions added to the handbook. A discussion was held. This will be brought back for approval at the December 21st meeting.

Request Approval of Pay Applications #1 & #2 from Berry Electric for SCADA Improvements Project - DPW Superintendent Rick Littleton presented two pay requests from Berry Electric for the SCADA Improvement Project, payment #1 for \$95,697.90, and payment #2 for \$99,348.65. A discussion was held. Mr. Swinehamer made a motion to approve payment, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of Contract with SonSeeker Pool Masonry for Replacement of Zero Depth Pool Surfacing - City Engineer Travis Underhill presented a contract in the amount of \$11,500.00 for resurfacing the lining of the zero depth pool. This is needed as there have been multiple problems with the current pool lining. A discussion was held. Mayor McGuinness stated that the funding for this project would come from the General Fund. Mr. Underhill stated that the new liner will be installed before the pool opens next season. Mr. Barnett made a motion to approve, subject to funding, this was seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of Change Order #1 from Milestone for Jefferson Street Improvement Project West of US 31 - City Engineer Travis Underhill presented a change order for the West Jefferson Street Project road rehabilitation in the amount of \$109,710.96. Mr. Underhill stated that this is the close out and reconciliation of line items which came in above estimate and some below estimate. Mr. Underhill stated that when the money was appropriated by the Redevelopment Commission (RDC) at 10% in addition to the awarded contract, so the amount of the change remains within the appropriation. Mr. Underhill also stated that they had to do exploration of drainage in this area at a cost of \$93,000 and additional stormwater work. A discussion was held. Mr. Barnett made a motion to approve, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of the West Jefferson Street Parking Lot Change Order from Dave O'Mara Contractor, Inc. - City Engineer Travis Underhill presented a change order for increased cost of finding previously unknown underground tanks in the project area costing \$12,870.00. However he stated that even with this added expense the project came in about \$4,000 under the original planned cost. Mr. Barnett made a motion to approve the change order, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of 2016 Wastewater, Sewer Billing & Stormwater Utility Budgets - DPW Superintendent Rick Littleton presented the 2016 Budget for Wastewater, Sewer Billing & Stormwater Utility. Sewer Billing Manager Sherry Phillips presented her budget. In both, increases were allowed for personnel consistent with the salaries adopted by the City Council for

Civil City employees. Otherwise only utility costs increased for utilities in the Wastewater Treatment plant budget. Mr. Swinehamer made a motion to approve the four budgets as presented, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

Other Business

There was no other business presented.

Department Reports / Staff Reports

Community Development Director Krista Linke presented an invoice for \$1,050.00 from SAS Builders for exterior structural work done at City Hall including painting and roof work. Mr. Swinehamer made a motion to approve payment of \$1050.00 to SAS Builders, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

Mr. Underhill stated that his department had applied for and has received notice that the City has been selected to receive a storm water grant in the amount of \$1 million dollars for cleanup of the roaring run ditch and other areas requiring drainage maintenance. Mr. Underhill gave credit for the completion of the grant application to project leader Mark St. John, the staff of the Planning Department, to Angie Longtin, Carol Patterson, Rick Littleton, and a special thanks to MS4 Coordinator Richard DeWitt and Code Compliance Officer Dave Walters for their time spent going door to door obtaining letters of community support and gathering specific types of economic data.

Mayor McGuinness stated that the list of holidays for 2016 is the same as this year, however since Christmas and New Year's fall on a Saturday/Sunday, the City Offices will be closed on the on the Friday and Monday.

Adjournment

As there was no further business to come before the Board of Works, a motion and a second were made to adjourn at 5:36 p.m.

Respectfully submitted,

Janet P. Alexander, Clerk-Treasurer
Enrolled: 12/17/2015

Joseph McGuinness, Mayor

Attest:

Janet P. Alexander, Clerk-Treasurer