Board of Public Works and Safety
Regular Meeting Minutes
November 7, 2016

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 Jayne Rhoades, Records Clerk Kathy Cragen, and City Attorney Lynnette Gray were also in attendance.

Mayor McGuinness led the Pledge of Allegiance.

Public Comments

Rob Shilts of Franklin Heritage & the Historic Artcraft Theatre came forward to ask permission for the closure of East Madison Street between Main and Water Streets for the final phase of HVAC installation at the Artcraft Theatre on November 10, 2016 from 7:00 a.m. to 5:00 p.m. Mr. Swinehamer made a motion to approve, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

Consent Agenda

Mayor McGuinness presented the consent agenda for approval.

1. Approval of Minutes from meeting held October 17, 2016

2. Board of Works Claims.

    - Pension Payroll in the amount of $57,715.99
    - #101916 RDC Contracts/Utilities in the amount of $154,230.00
    - #102116 BOW Contracts/Utilities in the amount of $292,289.07
    - #102216 Sewer Utilities in the amount of $2,394.19
    - Payroll in the amount of $341,374.65
    - #102816 BOW Contracts/Utilities in the amount of $54,391.67
    - #110516 Sewer Utilities in the amount of $24,766.23
    - #110216 RDC Contracts/Utilities in the amount of $121,364.07
    - #110416 BOW Contracts/Utilities in the amount of $39,034.05
    - #110716 BOW General Obligations in the amount of $140,888.17
    - #110616 Sewer General Obligations in the amount of $24,418.42

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

Request Acceptance of MSA Bid from 5 Alarm Fire & Safety Equipment, LLC for SCBA Equipment - Fire Chief Dan McElyea stated he needed approval of the bid received for SCBA equipment from 5 Alarm Fire & Safety Equipment, LLC. Mr. Swinehamer made a motion to approve, and authorizing the Mayor to sign, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

New Business

Board of Works Resolution No.: 16-12 A Resolution Accepting Assignment of Three (3) 2014 Tax Sale Certificates from Johnson County, Indiana Pursuant to IC 6-1.1-24-9 & IC 36-1-11-8 - City Attorney Lynn Gray stated these are the sale certificates for properties that the city is acquiring through a tax sale. Ms. Gray stated that the tax sale certificate statute states you must give the current owner 90 days to try to retain their property, so this is being redone again to make sure everything was done correctly. A discussion was held. Mr. Swinehamer made a motion to approve, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

Request to Make Weapons Trade - Police Chief Tim O'Sullivan stated they would like to have the following items declared surplus so they can be traded in: 22 Caliber Conversion Bolt for AR 15/M16; KX3 Flash Suppressor #11176; 12 Gauge Launcher Extension for Gas Grenades; Assorted Straps and Narrow Slings (stock issue); Three Kel Tec P3AT 380 Caliber Sub Compact pistols (SN: K5677, K5678 & KLR95); Smith & Wesson 38 Caliber Snub Nose Air Weight, 5 Shot Revolver (SN: CDD1411); M130 Caliber Carbine (Universal Brand, Copy Type Issue (SN: 386813); Remington 12 Gauge Sportsman Shotgun (SN: W088313M); EOTech Rifle Sight (SN: 237230). These items will be traded for: Three Glock, Model 22, 40 Caliber Handguns with Sights and Three Magazines each of which will be purchased from Elmore's Gun Shop. Mr. Swinehamer made a motion to declare all items listed above as surplus, and allowing them to be used for trade in, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

Request Approval for Terra Environmental Corporation to Perform ISC Study Required by IDEM - Fire Chief Dan McElyea stated this is for additional testing for the underground tank removal at Fire Station 21 that was required by IDEM. Chief McElyea stated this contract is for $7,440.00 with a not to exceed clause added. A discussion was held. Mr. Swinehamer made a motion to approve, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

Request Release of Performance Bonds for Heritage Section 7, and Acceptance of Maintenance Bonds for Heritage Section 7 - Senior Planner Joanna Myers came forward and stated there were 5 bonds asking for release but only 3 are actually ready to be released. The following bonds are ready to be released: Performance Bond #PB18719000026 for Streets, Stabilization, Binder and U/D in the amount of $132,060.00; PB18719000028 for Street Surface in the amount of $29,160.00; & PB18719000030 for Concrete Curbs in the amount of $56,160.00. The Maintenance Bonds to be accepted are: #PB18719000063 for storm Sewers in the amount of $42,035.42; PB18719000067 for Sanitary Sewers in the amount of $24,359.00; PB18719000066 for Curbs in the amount of $6,215.50; PB18719000064 for Street (less surface) in the amount of $27,512.50; & PB18719000065 for Street Surface in the amount of $6,075.00. Mr. Swinehamer made a motion approve the release of the performance bonds listed above, and the acceptance of maintenance bonds listed above, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of Change Order #1 from Milestone for Center & Central - City Engineer Travis Underhill stated this is a change order in the amount of $6,465.00 for utility work in the construction area of Center Street and Central Avenue. Mr. Swinehamer made a motion to approve the change order, and authorizing the Mayor to sign, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of Professional Services Agreement with Axis Architecture + Interiors for Fire Station 21 Feasibility Analysis – Mayor McGuinness stated that Fire Station 21 is in need of remodeling, and or a new building. The Mayor stated that he had had several conversations and received cost estimates about what it would cost regarding building a new station in the same spot. Mayor McGuinness stated this study will give us all of the options we have available. A discussion was held. Mr. Swinehamer made a motion to approve, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of IAWC Utility Easement for S. Main Street Bridge Project -City Engineer Travis Underhill stated this is a county project but we own the right of way along this project that will run into utility coordination efforts. IAWC requires more room to get around the purposed new bridge, on the west side of the existing bridge there are two separate easements on the north and south. Mr. Underhill stated this needs the Mayors signature only. A discussion was held. Mr. Swinehamer made a motion to approve, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of Thoroughfare Plan Contract with HWC Engineering – City Engineer Travis Underhill stated this would be great for the city going forward. This will be a thoroughfare plan that will deal with a road and transportation grid for existing and new routes that we might need to consider in the future. The cost of this plan would be $149,000.00, and the money is available in this year's budget. A discussion was held. Mr. Swinehamer made a motion to approve, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of Grant of Easement for Duke Energy for Wayne Street Parking Lot - City Engineer Travis Underhill stated this was with regard to four parcels purchased on Wayne Street where we are constructing a parking lot. This easement was requested by Duke Energy to cut from the northwest corner of the parking lot to the southeast corner of parking lot to get back to a transformer tower. A discussion was held. Mr. Swinehamer made a motion to approve with the Mayor & Clerk Treasurer to sign on behalf of the city, and with the City Engineer & Legal Departments approval, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of Change Order #3 from HWC Engineering for King Street & Paris Drive Project - City Engineer Travis Underhill stated this was a change order in the amount of $6,686.11, for offsite problems such as ditch work and grading to repair utilities in order to proceed safely with construction. A discussion was held. Mr. Swinehamer made a motion to approve, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

<u>Other Business</u>

Certifying Police Candidate List for 2017- Police Chief Tim O'Sullivan stated he would like to present the applicant hiring list approved by Police Merit Board Resolution 2016-02. A discussion was held. Mr. Swinehamer made a motion to approve the list as submitted, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

Request Approval to File Liens on Unkempt Property – Mr. Barnett made a motion to approve, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

<u>Department Reports / Staff Reports</u>

City Engineer Travis Underhill gave an updated report on paving and construction projects throughout the city. Mr. Underhill also stated that he started taking bids on the 2016 alley project today.

<u>Adjournment</u>

As there was no further business to come before the Board of Works, a motion and a second were made to adjourn at 5:45 p.m.

Respectfully submitted,

Jayne Rhoades

Jayne Rhoades, Clerk-Treasurer

<u>Enrolled: 11/14/2016</u>

Joseph McGuinness, Mayor

Attest:

Jayne Rhoades, Clerk-Treasurer