

**Board of Public Works and Safety
Regular Meeting Minutes
June 5, 2017**

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 Steve Barnett presiding. Board members Lisa Jones 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 Mark Richards, Street Commissioner Brett Jones, Clerk Treasurer Jayne Rhoades, Clerk Treasurers Assistant Stephanie Shepherd, and City Attorney Lynnette Gray were also in attendance.

Mayor Barnett led the Pledge of Allegiance.

Announcements, Presentations & Public Comments

There were no public comments.

Consent Agenda

Mayor Barnett presented the consent agenda for approval.

1. Approval of Minutes from meeting held May 15, 2017
2. Board of Works Claims.
 - #052017 Sewer Utilities in the amount of \$21,973.83
 - #051717 RDC Contracts/Utilities in the amount of \$130,994.01
 - #051917 BOW Contracts/Utilities in the amount of \$168,370.98
 - Pension Payroll in the amount of \$56,689.49
 - Payroll in the amount of \$372,964.50
 - Old Police Longevity Plan in the amount of \$89,257.00
 - Old Fire Longevity Plan in the amount of \$73,445.76
 - #052717 Sewer Utilities in the amount of \$2,025.87
 - #052517 RDC Contracts/Utilities in the amount of \$54,254.63
 - #052617 BOW Contracts/Utilities in the amount of \$59,040.21
 - #060517 BOW General Obligations in the amount of \$138,816.81
 - #060417 Sewer Utility General Obligations in the amount of \$49,653.78
 - #060317 Sewer Utilities in the amount of \$34,019.79
 - #060217 BOW Contracts/Utilities in the amount of \$130,372.97

Ms. Jones 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

Request to Operate a Hotdog Cart - Joshua Black was not present to present this request. Mr. Swinehamer made a motion to table this matter until Mr. Black could be present, seconded by Mayor Barnett. A voice vote was taken with all members stating aye. The matter was tabled.

Permission to Attach Awning to West Side of Elks Building at 56 E. Jefferson Street Extending Over "Pedestrian Only" Alley – Elks Club board member Jack Baker came forward and presented this request. It was disclosed that all three members of the Board of Works are members of the Elks Club. Mr. Baker stated they are requesting to place an awning on the new location similar to what they had at the old building. Mayor Barnett stated that if they would like to have tables and chairs on the sidewalk in front of the building they would have to contact the Planning Department. A discussion was held. Mayor Barnett made a motion to approve the awning, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of Updated Street Closures for "The Great Race" - Discover Downtown Franklin Director Carisa Delph stated that street closures for this event were approved at a prior meeting, but they will need to adjust the time of the closures due to the items they are bringing for the event. Ms. Delph stated they would arrive around 2:00 p.m. to place the tractor trailers on the streets and tents in the grass, and they would like to move the time of the street closures to 12:00 p.m., barricades will be able to be moved as needed up until the event starts at 4:00 p.m. The streets will not be completely blocked. A discussion was held. Mayor Barnett made a motion to approve with approval from the County Commissioners, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Request Police Escort for ALS Charity Ride Stopping at Triple Play BBQ – Police Chief O’Sullivan stated that he has spoken with the person making this request, and they have asked to be removed from the agenda. Mayor Barnett made a motion to remove this item from the agenda, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Request Approval to Modify Sump Pump Discharge Pipe at 148 W. Madison Street – Planning Project Manager Anthony Krycka stated there is a sump pump located at 148 W. Madison Street that needs to be modified. Mr. Krycka stated that all notifications that were mailed to this address were returned in the mail, they have since received an updated address, and will send out another letter to ask the resident to modify the sump pump. Mr. Krycka is asking permission for the City to move forward and repair the damage if the resident refuses to do so, as it is a hazard to the public. The pump is not in accordance with the City's ordinance, and must be modified. A discussion was held. Mr. Swinehamer made a motion authorizing the Engineering Department to take the necessary steps for this to be corrected by July 15th, or the City will charge the resident if necessary, this was seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of CrossRoad Engineers Change Orders 5,6 & 7 – Planning Project Manager Anthony Krycka presented change orders 5,6 & 7 from CrossRoad Engineers. Change Order #5 provides a request made by the City of Franklin to help with safety of the public, traffic congestion in areas of the downtown, and provide access to the downtown area; Change Order #6 provides details of an unknown roof drain, a 10" roof drain was encountered at the county annex that was tied into the existing storm sewer and needed to be reconnected, therefore a 10" PVC pipe was required to complete the tie in; Change Order #7 provides details on modifications for a 12" water main connection requested and paid for by Indiana American Water Company. A discussion was held. Mr. Swinehamer made a motion to approve all change orders, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Request Authorization to Engage two (2) Real Estate Appraisers for the Purposes of Determining Value of City Owned Property in Anticipation of Transfer of Said Property - City Engineer Mark Richards stated that this property is on the north side of Commerce Drive, east of the rail line, this property is bisected by Canary Creek. Mayor Barnett stated on the eastside of the creek it is a flood plain, and there is not much the City can do with this property. We will swap this land with Mr. Linville who will farm it, and we will build a road for the industrial area in the land we receive from Mr. Linville. City Attorney Gray stated the Board of Works is the transfer agent for City property, and that the first step is to obtain an appraisal for said property. A discussion was held. Ms. Jones 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 Social Media Policy - City Attorney Lynn Gray stated this was for approval of a Social Media Policy for the City. A discussion was held. Mayor Barnett made a motion to approve, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Request Letters of Credit, Subdivision Performance Surety Agreements, and Subdivision Maintenance Surety Agreements be Released for Cumberland Trace, Section 1 & Request Letters of Credit & Subdivision Performance Surety Agreements, & Subdivision Maintenance Surety Agreements be Accepted for Cumberland Trace, Section 1 - Senior Planner Joanna Myers stated that the developer is changing financial institution from one bank to another. The following items they are requesting to be released: LOC #01106 Erosion Control & Seeding/Street Surface/Asphalt Walking Trail/Street Signs/Survey & Monuments - \$129,867.60; LOC #0111 Sidewalks/Street Trees & Landscaping - \$52,632.00; Maintenance Letters of Credit & Subdivision Maintenance Surety Agreements: LOC #0113 Curbs, Soil Stabilization & Streets (Binder, Stone) - \$40,338.75. The following items they are requesting to be accepted: LOC #0155457526 Asphalt Walking Trail - \$13,560.00; LOC #0155457526-1 Erosion Control & Seeding - \$67,486.80; LOC #0155457526-2 Sidewalks - \$37,152.00; LOC #0155457526-3 Street Signs - \$3,000.00; LOC #0155457526-4 Street Surface - \$42,220.80; LOC #0155457526-5 Survey Monuments - \$3,600.00; LOC #0155457526-6 Street Trees/Landscaping - \$15,480.00; LOC #0155457534 Curbs - \$7,353.75; LOC #0155457534-1 Soil Stabilization - \$59,986.00; LOC #0155457534-2 Streets (Binder, Stone) - \$26,999.00. Board of Works member Lisa Jones stated that her bank is providing the loans for these items, but she has no connection with the account. Mr. Swinehamer made a motion to approve the release of the above requested items, seconded by Mayor Barnett. A voice vote was taken with all members stating aye. The motion carried. Mr. Swinehamer made a motion to approve accepting all items, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Request Approval to Install Directional Sign on Country Club Lane - City Engineer Mark Richards stated he is requesting to install a sign immediately below the Country Club Lane sign which would provide information for motorists going to the Country Club or Big Woods Restaurant. The cost of this sign is \$677.83, and there is a \$940.00 budget in the contract for this. The sign would be in the public right-of-way, and would need the Board of Works approval. A discussion was held. Ms. Jones 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 Real Estate Transfer of Tax Certificate Properties from the Board of Works to the FDC so the FDC can Proceed with Quiet Title Actions & Board of Works Resolution No.: 17-04 Approving a Real Estate Transfer to the Franklin Development Corporation Tax Sale Parcels - Community Development Specialist Rhoni Oliver presented this request. City Attorney Gray explained the real estate transfer of tax certificates, we receive from county for properties in arrears in their taxes that do not sell at tax sale so they assign these properties to us with a tax certificate. We then have ninety days to notify the owners to pay the taxes to redeem the property. Then the court issues us a tax deed to the parcels. This is the final step to get the quiet title action to get free and clear title. As of now we are the property owners but need to start the quiet title for the properties. We do not want to own the properties so we

would like to transfer them to the FDC for revitalization of these properties. Ms. Jones disclosed she is on the board of the FDC. A discussion was held. Mr. Swinehamer made a motion to approve, and authorize the Mayor to sign, seconded by Mayor Barnett. A voice vote was taken with all members stating aye. The motion carried.

Request Approval for Indiana Water Company to Perform Street Cuts to Repair Service Leaks at 548 E. King St., and 230 Heriott St. & 101 Walnut Street all Locations have been Resurfaced Less Than Five Years Ago - Civil Technician Ben Schuyler stated he was appearing on behalf of Indiana American Water Company in regard to active leaks to the service main under the streets in the above areas. They are requesting to make street cuts in order to repair these leaks. A discussion was held. Mr. Swinehamer made a motion to approve, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of Road Closure Schedule/Sequence & Proposed Detour Routes Associated with Upcoming Railroad Project - Russel Nay came forward and stated that the railroad wanted to close all four locations at the same time for repairs. City Engineer Mark Richards stated that we cannot have all of these crossings closed at the same time for safety issues. A lengthy discussion was held. Mayor Barnett made a motion to approve as presented to the City Engineer earlier today, with no deviation from this, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Other Business

Request Approval to File Unkempt Property Liens

Mayor Barnett made a motion to approve, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Ray's Trash & Recycling Report - For Informational Purposes Only

Department Reports / Staff Reports

Clerk Treasurer Jayne Rhoades stated that the City Council had requested to move the first meeting in July from July 3rd to July 10th, due to the July 3rd holiday festival. Mayor Barnett made a motion to approve, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Fire Chief Dan McElyea stated they had an old gas range that they would like to have declared surplus, and of no value. City Attorney Gray stated that he would need to send this item to the Clerk's office to be added to the next agenda.

Community Development Director Krista Linke reminded everyone that "Smoke on the Square" would be happening on June 16th & 17th.

City Engineer Mark Richards reminded everyone there would be a public meeting tomorrow at Beason Hall regarding future construction projects.

Adjournment

As there was no further business to come before the Board of Works, a motion and a second were made to adjourn at 5:55 p.m.

Respectfully submitted,

Jayne Rhoades, Clerk-Treasurer
Enrolled:6/15/17

Steve Barnett, Mayor

Attest:

Jayne Rhoades, Clerk-Treasurer