Board of Public Works and Safety
Regular Meeting Minutes
January 22, 2018

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

Mayor Barnett led the Pledge of Allegiance.

<u>Announcements, Presentations & Public Comments</u>

There were no announcements, presentations or public comments.

<u>Consent Agenda</u>

Mayor Barnett presented the consent agenda for approval.

1. Approval of Minutes from meeting held January 8, 2018

2. Board of Works Claims.

   - #011818 Clothing Allowance in the amount of $35,200.00
   - Missed Overtime in the amount of $211.89
   - #011318 Sewer Utilities in the amount of $199.35
   - #011018 RDC Contracts/Utilities in the amount of $1,339,517.87
   - #011218 BOW Contracts/Utilities in the amount of $135,418.07
   - Payroll in the amount of $368,562.51
   - #012218 BOW General Obligations in the amount of $82,432.31
   - #012118 Sewer Utility General Obligations in the amount of $36,047.71
   - #012018 Sewer Utilities in the amount of $22,396.34
   - #011718 RDC Contracts/Utilities in the amount of $1,117,112.36
   - #011918 BOW Contracts/Utilities in the amount of $161,681.99

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

Request Approval of CrossRoads Engineer Change Order #3 for Franklin Trail Project in the amount of $1.787.75 - Tabled from Previous Meeting – City Engineer Mark Richards asked for this to tabled again at this time, as he is still working with the contractor to make changes. Mr. Swinehamer made a motion to table, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The item was tabled to the February 5th meeting.

New Business

Board of Works Resolution No.: 18-01 A Resolution Authorizing the Purchase of Real Estate & Designating Mayor Barnett as Authorized Purchase Agent - City Engineer Mark Richards stated this property is on the northeast corner of Arvin Drive, Eastview Drive and Hurricane Rd., there is a building in this location that we are purchasing, but we would like to purchase the remnant of property that is left also. Mr. Richards stated that he would like approval to authorize the purchase of this complete property and authorizing the Mayor to sign, and to be the disposing agent. City Attorney Gray stated that once we purchase the initial property this will only leave .72 acre, and that is the remnant that Mr. Richards is talking about. The current appraisal of the property is $135,855.00, and adding the purchase of the .72 acre this would add a cost of $8,050.00. A discussion was held. Mr. Swinehamer made a motion to approve and authorizing the Mayor as purchasing agent and disposing agent, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Request Approval to Trade in Bobcat for Annual Roll of Equipment - Street Commissioner Brett Jones stated this is an annual trade in request. He would like to trade in the current Bobcat E-50 mini excavator VIN#AJ1812678 to purchase a new one VIN#AJ1813859 with a payment of $3000.00. 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 & Execution of Outdoor Lighting Service Agreement for Cumberland Trace, Section 2 - Senior Planner Joanna Myers stated in order for the developer to get lights installed in this area this outdoor lighting agreement must be approved. A discussion was held. Mr. Swinehamer made motion to approve, and authorizing the Mayor to sign, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Request Approval and Execution of Outdoor Lighting Service Agreement for Heritage, Section 9 - Senior Planner Joanna Myers stated this is the same as the item above, and must be approved in order for the developer to move forward. A discussion was held. Mr. Swinehamer made a motion to approve with Mayor to sign, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Request Approval & Execution of Dedication of Rights-of-Way Related to the Paris Drive Bypass - Senior Planner Joanna Myers gave a background on this item. Ms. Myers stated there were three property acquisitions for the development of the roundabout with two being completed by warranty deed, and one by a dedication of right-of-way. Ms. Myers stated that acquisitions that were completed by warranty deed need to become dedicated right-of-way in order to allow utilities to locate within those areas without needing to obtain specific easements. A discussion was held. Mr. Swinehamer made a motion to approve, and authorizing the Mayor to sign on behalf of purchaser, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried

Request Acceptance & Execution of Storm & Sanitary Sewer Inspection Service Agreement & Earthwork & Paving Inspection Service Agreement Related to Cumberland Trace, Section 4 (PC2017-37) - Senior Planner Joanna Myers stated she needed approval of the Execution of Storm & Sanitary Sewer Inspection Service Agreement & Earthwork & Paving Inspection Service Agreement Related to Cumberland Trace, Section 4. 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 Permission to Advertise & Award to the Lowest Responsive Bidder for 2018 Maintenance Improvement Program; Asphalt Milling; Patching & Resurfacing – City Engineer Mark Richards stated they recently completed their list of streets for the 2018 maintenance improvement program; asphalt milling; patching & resurfacing. Mr. Richards stated they would like to advertise this item, open the bids, and then award the bid at the March 5th. Board of Works meeting. A discussion was held. Mr. Swinehamer made a motion to approve to advertise and open bids for this project, and to bring back the lowest most responsive bid to the March 5th meeting, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of Supplement No. 1 to the South Main Street Parking Lot Design Contract, Scope of Project has been Expanded to Include Hendershot Parcel West of Original City-Owned Parcel - City Engineer Mark Richards stated we have entered a contract with CrossRoad Engineers to design a parking lot on the northwest corner of the South Main Street Bridge. Mr. Richards stated that since this contract was entered the City has found they can acquire additional property adjacent to this property. Mr. Richards would like approval to add a supplement to the original contract for a survey, and design to add this additional property. A discussion was held. Mr. Swinehamer made a motion to approve this additional work to the engineering contract for a total of $31,500.00, and authorizing the Mayor to sign, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of Supplement No. 1 to South Main Street Design Contract, Original Agreement did not Include Scope or Fees for Right-of-Way Engineering - City Engineer Mark Richards stated this project is being funded by the Redevelopment Commission (RDC). Mr. Richards stated we currently have a design contract with CrossRoad Engineers, but it does not include the right-of-way engineering. Mr. Richards stated we now know there are forty-two parcels that will have to be acquired in order to build a trail on the west side of the road, and a sidewalk on the other side of the road to Champ Ulysses St. The trail in this area will start at the South Main St. Bridge, and continue to U.S. 31, with an additional cost of $472,360.00 for the forty-two parcels. A discussion was held. Mr. Richards stated that we are receiving federal aid funding for construction portion of this project, but not for the purchase of the right-of-way. Mr. Swinehamer made a motion to approve, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Other Business

There was no old business presented.

Department Reports / Staff Reports

Parks Superintendent Orner gave an update of the HVAC system at the Recreation Center. Mr. Orner stated they have started installing units, and they are currently working on the ceiling and walls in Beeson Hall. Mr. Orner stated that the expected completion date is June 4th. Mr. Orner also stated that Tena Stahlhut, Business Services Director at the Parks Department will be retiring next week, and has been with the Parks Department since 2001.

Police Chief O'Sullivan told the board that they will be recognizing retired Reserve Police Officer Larry Dean Fleener at tonight's council meeting, and will also be swearing in three new patrol officers tonight.

Community Development Director Linke stated that Community Development Specialist Oliver appeared before County Commissioners today to request two tax certificates for properties at 420 W. Jefferson Street, and 847 E. Jefferson Street, and these will be brought to the board at the next meeting in February.

Street Commissioner Jones discussed issues at Bartram Drive stating truck drivers are no longer parking in this area since no parking signs have been erected, but now they have moved to Bartram Parkway, and he would like approval to put up no parking signs in this area also. Mr. Swinehamer made a motion to approve signage, seconded by Mayor Barnett. A voice vote was taken with all members stating aye. The motion carried.

Adjournment

As there was no further business to come before the Board of Works, a motion and a second were made to adjourn at 5:34 p.m.

Respectfully submitted,

Jayne Rhoades

Jayne Rhoades, Clerk-Treasurer

Enrolled: 1/31/2018

Steve Barnett, Mayor

Attest:

Jayne Rhoades

Jayne Rhoades, Clerk-Treasurer