

**Board of Public Works and Safety
Regular Meeting Minutes
February 5, 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.

Announcements, Presentations & Public Comments

Mr. Neil Dixon, Engineer representing Linda Frechette came forward to request permission to bore into the sidewalk in two spots for soil investigation at the corner of Jefferson, and Water Streets. City Attorney Gray stated that she thinks we need an indemnification agreement, and insurance with a hold harmless agreement if this project is approved in order to make sure the City is covered in case the sidewalk is not repaired properly. City Engineer Richards recommended we might need bonding and insurance and a right-of-way permit. A discussion was held. Mr. Swinehamer made a motion to approve the request for a right-of-way permit with indemnification, for the corner of Jefferson St. and Water St for the purpose of soil testing, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Consent Agenda

Mayor Barnett presented the consent agenda for approval.

1. Approval of Minutes from meeting held January 22, 2018
2. Board of Works Claims.
 - Pension Payroll in the amount of \$58,167.06
 - #012618 BOW Contracts/Utilities in the amount of \$28,899.29
 - #012718 Sewer Utilities in the amount of \$815.98
 - #012418 RDC Contracts/Utilities in the amount of \$73,806.22
 - Payroll in the amount of \$376,365.43
 - Separate Payroll Payout in the amount of \$3,778.13
 - #020618 RDC Contracts/Utilities in the amount of \$270.48

- #020218 BOW Contracts/Utilities in the amount of \$93,517.32
- #020318 Sewer Utilities in the amount of \$30,058.49
- #020418 Sewer Utility General Obligations in the amount of \$53,089.99
- #020518 BOW General Obligations in the amount of \$87,342.94

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 Richards stated this change order is for the Franklin Trail Project to make a change to the pipe and concrete anchor for this project. Mr. Richards stated it has been recoded as an errors and omissions change order which means we could go back and try to have the designer pay for this. Mr. Swinehamer made a motion to approve, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

New Business

Request Approval of JCDC Professional Services Contract – Dana Monson, Interim Director of Johnson County Development Corporation (JCDC) came forward to request approval of this contract for professional services between the City of Franklin and JCDC for economic development. A discussion was held. Mayor Barnett made a motion to approve and authorizing himself to sign the contract, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Request to Partner with Franklin Community School Corporation in Regard to IT Services for the City of Franklin – Mayor Barnett stated he has been working with the school system regarding IT needs for both the City of Franklin and the Franklin School Corporation. Franklin School Corporation IT Director Matt Sprout came forward to make a presentation of this program. Mr. Sprout stated they have been working with the Six Sigma Process: define; measure; analyze; improve and control. He also stated there is potential savings for both parties by working together on our IT needs, this program has been presented to the Telecommunications Commission and they agreed that the process of the city and school corporation working together would be a good situation for both entities. Mr. Sprout outlined some of the benefits such as: training opportunities; better pricing; and a benefit to taxpayers. This is a three (3) year agreement with a sixty (60) day notice for opt out. Mayor Barnett stated he is asking for the Boards approval to work with the city and school attorneys to bring a contract to the next meeting. Mayor Barnett stated this contract would be \$35,000.00 per year. A discussion was held. Mr. Swinehamer made a motion for the city attorney to proceed with the contract for IT services to be brought to the next meeting on March 5th, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Requesting Permission to Host Fourth Annual Memorial Day Mile Run/Walk, Monday, May 28th - Chad McCullough came forward to present this request. Mr. McCullough stated this is a family event to acknowledge Memorial Day. The event will start at Richards Brick Oven Pizza and go south on Main Street to South Street across one lane then through the park and back out on South Street. Mr. McCullough is requesting that South Main Street be closed from 8:30 a.m. to 10:30 a.m. on May 28th, and he will work with the Police, Fire and Parks Department if it is necessary to move the location due to the weather. 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 to Block Parking in Front of 97 E. Monroe Street to Accommodate Large Equipment and Steel Beams that will be Delivered and Installed in February - Aleks Davis, B2S Life Sciences came forward to present this request. Mr. Davis stated they will be having steel beams delivered at 97 E. Monroe Street, and they are requesting parking spaces in front of the building be blocked for two days while these beams are being delivered. These deliveries will be taking place at the end of February. Mayor Barnett stated that Mr. Davis will need to communicate with the Street Dept. in time for them to block the parking spaces, and they would need to put boards down to protect the sidewalk. Ms. Jones made a motion to approve, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried. Mr. Davis stated he had another request after talking to Duke Energy, they found out they need to get new electrical service installed, and Duke is requesting to install a meter base, and bollards on the south side of the building adjacent to the alley. They will bore under the alley and replace overhead wires that are currently there. City Engineer Richards stated he had spoken with Duke Energy, and this installation should not be a problem. Ms. Jones made a motion to approve allowing Duke Energy to install the meter base and bollards working with the engineering department, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of INDOT LPA Agreement for the Eastview Dr. & Upper Shelbyville Intersection Improvements (DES 1400301 & Contract R-37570) - Project Manager Tony Krycka stated this is an INDOT LPA Agreement for Eastview Dr. & Upper Shelbyville Intersection Improvements. A discussion was held. City Attorney Gray stated INDOT included that we must notify our contractors or subcontractors of federal lobby certification, and this would need to be added to the affidavit of compliance certification. This is listed on page 4 paragraph 3 of this agreement. Mr. Swinehamer made a motion to approve subject to RDC funding approval, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Request Permission to Apply for Credit for Topcon Solutions - City Engineer Mark Richards stated they recently purchased a GPS Survey Rover from Topcon Solution, and he is requesting permission to apply for a credit application that will allow them to buy supplies on credit for this equipment. A discussion was held. Ms. Jones made a motion to approve, with a credit line of

\$500.00, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Request to Award Contract for 2018 Maintenance Improvement Program; Alley Improvements, and Authorizing the Mayor to Sign the Agreement on Behalf of the Board, and Authorizing City Engineer to Issue Notice of Award and Notice to Proceed - City Engineer Mark Richards stated bids for this project were opened last week, with an engineer's estimate of \$318,000.00. We received a low bid from Dave O'Mara for \$273,495.20. Mr. Richards would like to get approval to award this bid, and send out a notice to proceed once all documentation is received. A discussion was held. Mr. Swinehamer made a motion to approve and authorizing the city engineer to move forward with awarding the bid and the notice to proceed, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Board of Works Resolution No.: 18-02 A Resolution Accepting Assignment of Two (2) 2017 Tax Sale Certificates from Johnson County - Community Development Specialist Rhoni Oliver presented this resolution for the approval of accepting the assignment of two tax sale certificates from Johnson County for properties at 847 E. Jefferson St., and 420 W. Jefferson Street that did not sell at tax sale, we would pay no money for these properties. 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.

Other Business

Ms. Jones questioned why there was a "No Turn on Red" sign at the intersection of Main Street and Jefferson Street, and not on any of the other streets along Jefferson Street. City Engineer Richards stated you must be able to see a certain distance to turn right on red, and stated he is looking into finding out if this sign can be removed. A discussion was held.

Mr. Swinehamer stated he would like the City Engineer to look into the fact there are "No Parking" signs on the west side of Paris Drive from the start up to the main curve as you go north. Mr. Swinehamer stated that if anything he thinks the signs should be on the eastside of the street, as that is where the mailboxes are located. City Engineer Richards stated he will look at this to see what if anything can be done.

Department Reports / Staff Reports

Police Chief O'Sullivan stated the Mayor would be swearing in two new probationary officers at the Council meeting later this evening.

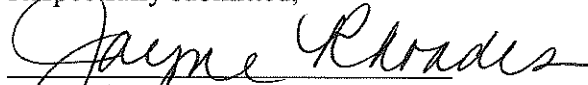
Mayor Barnett thanked the Street, Parks Department and DPW for their work on the snow and ice removal this morning.

City Engineer Richards stated there would be a public meeting February 21st at 6:30 p.m. in Council Chambers regarding upcoming city projects this year.

Adjournment

As there was no further business to come before the Board of Works, a motion and a second were made to adjourn at 5:52 p.m.

Respectfully submitted,



Jayne Rhoades, Clerk-Treasurer

Enrolled: 2/13/18



Steve Barnett, Mayor

Attest:



Jayne Rhoades, Clerk-Treasurer