Board of Public Works and Safety
Regular Meeting Minutes
March 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, Street Commissioner Brett Jones, Senior Planner Joanna Myers, Clerk Treasurer Jayne Rhoades, Records Clerk Kathy Cragen, and City Attorney Lynnette Gray were also in attendance. City Engineer Mark Richards was absent.

Mayor Barnett led the Pledge of Allegiance.

Announcements, Presentations & Public Comments

There were no announcements, presentations or public comments.

Consent Agenda

Mayor Barnett presented the consent agenda for approval.

1. Approval of Minutes from meeting held February 5, 2018

2. Board of Works Claims.

    - #021018 Sewer Utilities in the amount of $220,899.87
    - #020718 RDC Contracts/Utilities in the amount of $199.63
    - #020918 BOW Contracts/Utilities in the amount of $76,642.00
    - Payroll in the amount of $373,485.07
    - #021718 Sewer Utilities in the amount of $21,997.01
    - #021418 RDC Contracts/Utilities in the amount of $2,551.81
    - #021618 BOW Contracts/Utilities in the amount of $214,658.48
    - Pension Payroll in the amount of $58,167.06
    - #022418 Sewer Utilities in the amount of $1,297.04
    - #022118 RDC Contracts/Utilities in the amount of $400,000.00
    - #022318 RDC Contracts/Utilities in the amount of $42,456.84
    - #022718 RDC Contracts/Utilities in the amount of $962,117.40
    - Payroll in the amount of $372,322.10
    - #030218 BOW Contracts/Utilities in the amount of $564,100.63
    - #030618 RDC Contracts/Utilities in the amount of $8,571.90
    - #030318 Sewer Utilities in the amount of $86,163.31
    - #030418 Sewer Utility General Obligations in the amount of $114,451.97

- #030518 BOW General Obligations in the amount of $139,914.22

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 Close Portions of East Court & Monroe Streets on Friday, July 13th for Annual Daily Journal Street Festival - Daily Journal Editor, Michele Holtkamp came forward to request the closure of portions of E. Court & Monroe Streets for the annual Daily Journal Street Festival on Friday, July 13th, from 3:00 to 11:00 p.m. A discussion was held. Mayor Barnett 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 2018 Wellness Program Service Agreement between Johnson Memorial Hospital and the City of Franklin - Eileen Williams from Johnson Memorial Hospital explained the 2018 City of Franklin Wellness Program Service Agreement. Ms. Williams stated this has been an ongoing program for several years, and there will be an increase of $500.00 due to follow up coaching which occurs after the normal business hours. Ms. Williams also stated they are looking at different ways to get the Lunch N Learn programs videoed for people who cannot make it during the normal time frames. A slide presentation was shown showing the health improvements the employees have made. A discussion was held. Mr. Swinehamer made a motion to approve the agreement with Mayor Barnett signing, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Request to Close Branigin Blvd. from Grizzly Drive to South Street & Establish a Detour Route Wednesday, March 7th from 10:00 a.m. to 2:00 p.m. in order for a Crane that is required to set HVAC Units and Removal of Cooling Tower on East side of Rec. Center Building - Parks Superintendent Chip Orner stated they would like to request the closure from Grizzly Drive to South Street and a detour in this area in order to have the new HVAC units installed, and the old cooling tower removed on the east side of the Recreation Center. Mr. Orner stated this work would take place on March 7th from 10:00 a.m. to 2:00 p.m. 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 for Proposal to Install Backflow Prevention Valve in the Storm Line Along North Side of Jefferson Street at Intersection with the Roaring Run Storm Drain - Trent Newport from Crossroad Engineers explained this project to the board. Mr. Newport stated they are proposing installing a backflow prevention valve in the storm line along the north side of Jefferson Street at the intersection with the Roaring Run storm drain which will help with drainage issues in this area. A discussion was held. Mr. Swinehamer made a motion to approve and authorizing Mayor Barnett to sign, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of Proposal from The Hoosier Company to Replace Damaged Light Poles and Luminaire at the Intersection of Jefferson Street and Main Street - Project Manager Tony Krycka explained this proposal to the board, and stated they would like to replace two damaged light poles and luminaire at the intersection of Jefferson Street and Main Street. Mayor Barnett stated these items were damaged while doing tree work in this area. Ms. Jones made a motion to approve authorizing Mayor Barnett to sign, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Request Award of Contract for Brookhaven Drive Extension Project to Lowest most Responsive & Responsible Bidder - Trent Newport of Crossroad Engineers stated these bids were received earlier this evening. There were three bids received from Milestone Contractors, L.P.; Robertson Paving; and Dave O'Mara Contractor, Inc. Mr. Newport stated that the lowest bid was received by Dave O'Mara Contractor, Inc. in the amount of $452,852.00. Mr. Newport would like permission to bring this back for awarding at the next meeting after it is reviewed by legal counsel and the city engineer. Mr. Swinehamer made a motion to approve bringing this item back at the next meeting, seconded by Mayor Barnett. A voice vote was taken with all members stating aye. The motion carried.

Request Acceptance of Temporary Construction Easement for Brookhaven Drive Extension Project- Project Manager Tony Krycka stated he is asking for approval of a temporary construction easement for Brookhaven Drive Extension Project. A discussion was held. Mr. Swinehamer made a motion to approve with no cost to the city, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Request to Award Contract for 2018 Asphalt Milling, Patching and Resurfacing Project to Dave O'Mara Contractor, Inc. as the Lowest Responsive and Responsible Bidder, and Authorize City Engineer to Issue Notice of Award and Notice to Proceed - Project Manager Tony Krycka stated they had received five bids for this project with Dave O'Mara giving the lowest most responsive total bid in the amount of $905.613.00. A discussion was held. Mr. Swinehamer made a motion to award the contract to Dave O'Mara Contractor, Inc. as the lowest most responsive and responsible bidder, and authorizing City Engineer Richards to send out the notice of award, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Final Pay Estimate & Final Change Order for Wayne Street Project - Project Manager Tony Krycka stated he is asking for approval to issue the final pay estimate and final change order for the Wayne Street Project, which will close out this project. A discussion was held. Mr. Swinehamer made a motion to approve the final change order for Wayne St. reducing the amount by $33,990.82, and authorizing Mayor Barnett to sign, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried. Mr. Swinehamer made a motion to approve to pay the final invoice in the amount of $26,967.86, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Request to Re-Locate Handicap Sign - Project Manager Tony Krycka stated this is a request from a resident at 70 Herriott Street that would like to have a handicap sign that is already in this area moved approximately 20 feet to the east. City Attorney Gray stated we do not designate handicap parking spots for specific people. A discussion was held. Mayor Barnett made a motion to table this item until more information is received, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The matter was tabled.

Request Acceptance and Execution of Storm & Sanitary Sewer Inspection Service Agreement, Earthwork & Paving Inspection Service Agreement for Deer Meadows Section 2 - Senior Planner Joanna Myers explained this request was to ask for approval and Execution of Storm & Sanitary Sewer Inspection Service Agreement, & Earthwork & Paving Inspection Service Agreement for Deer Meadows Section 2. 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 & Acceptance of Subdivision Performance & Maintenance Bonds & Secondary Plat for Heritage, Section 9 - Senior Planner Joanna Myers stated this is to request approval & acceptance of Performance Bonds: #PB18719000369 for Street Lights in the amount of $5,280.00; #PB18719000370 for Street Trees in the amount of 459,280.00; #PB18719000371 for Survey Monuments in the amount of $4,446.00; #PB18719000372 for Swales in the amount of $12,331.20; #PB18719000374 for Concrete Sidewalks in the amount of $108,000.00; #PB18719000375 for Curbs in the amount of $42,884.40; #PB18719000376 for Erosion Control and Seeding in the amount of $53,796.79; #PB198719000382 for Asphalt Surface in the amount of $37,834.86; #PB18719000383 for Street Signs in the amount of $7,200.00 & Maintenance Bonds #PB18719000377 for Storm Sewers in the amount of $30,535.50; #PB18719000379 for Streets; Stabilization Binder & U/D in the amount of $35,749.36; #PB18719000380 for Sanitary

Sewers in the amount of $40,538.50 & Secondary Plat for Heritage Section 9. A discussion was held. Ms. Jones made a motion to approve all performance and maintenance bonds and the secondary Plat for Heritage Section 9, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Request Approval & Acceptance of Amended Rules & Regulations for the Franklin Fire Department – Mayor Barnett stated that after speaking with Fire Chief McElyea he would like to make a motion to table this item until the next meeting, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The item was tabled.

Request Permission to Apply for the FY2018 Indiana Homeland Security Foundation Grant - Fire Chief Dan McElyea stated they are requesting to apply for this grant, and the money they receive will be used to replace different saws. The Chief stated that we would have to purchase the saws and then would use this money to reimburse the account the money came from for the purchase once the grant money is received. A discussion was held. Ms. Jones made a motion to approve the request to apply for this grant, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Request Renewal of Preventive Maintenance Agreement for Emergency Generators - DPW Superintendent Rick Littleton stated he is requesting to renew a preventative maintenance agreement for citywide emergency generators at no additional cost, and that this agreement has been reviewed by City Attorney Gray. 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 Economic Development Agreement Between Franklin Redevelopment Commission, the Franklin Board of Public Works & Safety & McDonald's USA, LLC – Mayor Barnett stated that trucks were making a truck stop out of the area behind McDonalds by the interstate, the Mayor spoke to the owner of the McDonalds and he was not happy with the trucks parking there either. This agreement would be between the Redevelopment Commission (RDC) the Board of Works and McDonalds, and they would like to make this into a car & bus parking area and a family type picnic area. City Attorney Gray stated that this agreement would have to be approved by all three of these entities RDC, Board of Works & McDonalds's USA, LLC. With McDonald's being responsible for the upkeep of this area. A discussion was held. Mr. Swinehamer made a motion to approve subject to funding by RDC and temporary construction, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

City and Franklin Community School Corporation IT Agreement - City Attorney Lynn Gray stated at the previous meeting she was asked to prepare an IT Agreement between the City of Franklin and the Franklin Community School Corporation. Ms. Gray gave an overview of the contract. 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

Mayor Barnett stated we finally received the title for the Red Carpet Inn property today.

Department Reports / Staff Reports

Parks Superintendent Orner gave an update on the HVAC system, and also stated the Tree Advisory Board will be having their first meeting this Thursday at 5:30 p.m. to help reestablish Franklin as a tree city.

Police Chief O'Sullivan requested permission to transfer a 2016 Dodge Ram truck from the Mayor's office to the Police Department. 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.

Community Development Director Linke stated she had received a request from a façade grant recipient through the Franklin Development Corporation, they are requesting blocking two parking spots at 79 W. Jefferson St. for two days to complete work they are doing on the storefront. 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.

Street Superintendent Jones stated he had looked into a question Mr. Swinehamer had brought forward at the previous meeting regarding "No Parking" signs on the west side of Paris Drive. Mr. Jones stated that he sees no reason for these signs in this area, and would like permission to remove them. Mr. Swinehamer made a motion to approve, seconded by Ms. Jones. 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 5:55 p.m.

Respectfully submitted,

Jayne Rhoades

Jayne Rhoades, Clerk-Treasurer

Enrolled: 3/15/2018

Steve Barnett, Mayor

Attest:

Jayne Rhoades, Clerk-Treasurer