

**Board of Public Works and Safety
Regular Meeting Minutes
May 7, 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, Clerk Treasurer Jayne Rhoades, Records Clerk Kathy Cragen, and City Attorney Lynnette Gray were also in attendance. Street Commissioner Brett Jones was absent.

Mayor Barnett led the Pledge of Allegiance.

Announcements, Presentations & Public Comments

Trent Newport of Crossroad Engineers came forward to present two photos to the City. One photo was of North Main Street showing the work that had been completed, and the other one was a photo of the South Main Street Bridge. Crossroads Engineers had worked with the City on both of these projects, and Mr. Newport stated he hopes the City will find a space to display the completion of these projects. Mayor Barnett thanked Mr. Newport and Crossroads Engineers.

Consent Agenda

Mayor Barnett presented the consent agenda for approval.

1. Approval of Minutes from meeting held April 16, 2018
2. Board of Works Claims.
 - #042118 Sewer Utilities in the amount of \$22,029.28
 - #042018 BOW Contracts/Utilities in the amount of \$340,135.01
 - Pension Payroll in the amount of \$58,167.06
 - Payroll in the amount of \$379,767.82
 - Separate Payroll in the amount of \$1515.60
 - #042818 Sewer Utilities in the amount of \$787.36
 - #042718 BOW Contracts/Utilities in the amount of \$10,217.83
 - #042518 RDC Contracts/Utilities in the amount of \$1,311,096.71
 - #050218 RDC Contracts/Utilities in the amount of \$67,646.80
 - #050518 Sewer Utilities in the amount of \$31,890.54
 - #050418 BOW Contracts/Utilities in the amount of \$289,315.00
 - #050618 Sewer General Obligations in the amount of \$29,201.46
 - #050718 BOW General Obligations in the amount of \$74,944.44

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 Permission to Block 3-4 Parking Spaces in Front of 56 E. Jefferson Street (Elks Lodge) for Bloodmobile to Park for Blood Drive - Travis Shepherd representing the Elks Lodge came forward to ask permission to block 3-4 parking spaces in front of the lodge on May 15th from 1:00 p.m. to 10:00 pm. in order to have the bloodmobile parked in this area. 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 Proposed Walking Trail and Area in Province Park that will be used for Leadership Johnson County Health & Wellness Event in Conjunction with Discover Downtown Franklin & the Farmer's Market – Rebecca Lund came forward to let the BOW know they are having a Health & Wellness Event in conjunction with Discover Downtown Franklin & the Farmer's Market on June 16th. 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 Noise Variance for Outdoor Franklin Fairways Festival at Hillview Country Club with Bands on July 21st from 6:30 p.m. to 12:00 midnight - Mike Long came forward to explain this request to have the Franklin Fairways Festival at Hillview Country Club on July 21st, and would like to change the time to 5:00 p.m. to 11:30 p.m. 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 for Stop Sign at the Exit of the Alley Behind B2S Labs on South Water Street - Anita Sickels Ward came forward to present this request. Ms. Ward stated she would like to withdraw her original request, and ask the Board for suggestions on how to solve this problem. A discussion was held. City Attorney Gray suggested Ms. Ward work with her neighbors to put up a small sign that could say please watch out for pedestrians.

Request for Road Closure in Front of 398 S. Main Street on June 21st from 5:00 a.m. to 12:00 midnight for Johnson County Community Foundation Block Party for Inaugural Giving Day Event - Kim Minton gave an overview of this event which is to help non-profits to raise funds. Ms. Minton stated they would like to block off the street in front of their building to allow them to have a Donut Drive Thru event, and other events throughout the day & evening to raise money. Ms. Minton stated she would talk to the prosecutor's office after getting approval from the Board of Works regarding blocking the prosecutors' parking lot for a short time of the day. A discussion was held. Mayor Barnett made a motion that Ms. Minton get approval from the Prosecutors Office, and then work with the Police Chief and Street Commissioner to figure out the hours and area of street blockage, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Request to Dispose of Thirteen (13) Old PBT's Listed as Having No Value - Police Chief Tim O'Sullivan stated these are portable breath testers that are outdated, and have no value. Ms. Jones made a motion to approve disposal, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Request Approval & Acceptance of Secondary Plat for Linville Business Park - Senior Planner Joanna Myers requested acceptance of the secondary plat for Lineville Business Park. A discussion was held. Mr. Swinehamer made a motion to approve acceptance, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Request Release of Performance Bonds for Heritage Sections 5,6,8 & 9 & Acceptance of Maintenance Bonds for Heritage Sections 5,6,8 & 9 - Senior Planner Joanna Myers read the list of Performance Bonds for release: PB#5042175 Section 5 Seeding & Erosion Control - \$17,076.00; PB#5043626 Section 6 Seeding & Erosion Control - \$27,433.10; PB#5043627 Section 6 Sidewalks - \$34,648.00; PB#18719000162 Section 8 Street Lights - \$19,200.00; PB#18719000375 Section 9 Curbs - \$42,884.40; PB#18719000383 Section 9 Street Signs - \$7,200.00; PB#18719000369 Section 9 Street Lights - \$5,280.00, and Maintenance Bonds for acceptance: PB18719000414 Section 5 Erosion Control - \$3,557.50; PB#18719000415 Section 6 Erosion Control - \$5,715.23; PB#18719000416 Section 6 Sidewalks - \$7,160.00; PB#18719000420 Section 8 Street Lights - \$4,000.00; PB#18719000417 Section 9 Curbs - \$8,934.25; PB#18719000418 Section 9 Street Signs - \$1,500.00; PB#18719000419 Section 9 Street Lights - \$1,100.00. Mayor Barnett made a motion to approve as presented, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Request Approval to Award Contract to Replace 3rd Floor - City Hall Floor Covering to Burton's Flooring Center - Senior Planner Joanna Myers stated they had requested estimates from four vendors for new flooring for the third floor of City Hall. Ms. Myers stated the lowest estimate was from Burton's Flooring Center with a cost of \$13,584.23 for carpeting, and \$3,296.63 for vinyl plank which will be used in some areas. A discussion was held. Ms. Jones made a motion to approve, with legal counsel reviewing the contract and it be signed by the Mayor, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye.

The motion carried.

Request Approval to Modify the 2-Hour Parking Areas Downtown - Senior Planner Joanna Myers explained this is a request to modify the current map to reduce the area of the 2-hour parking downtown. Ms. Myers stated they would like to change the current map area to be modified to a smaller area to begin with to assess the needs of downtown. The purposed area would now be East & West Court Street, the Southside of Monroe Street from Jackson to Water Street, and the Westside of Water Street from Jefferson to Monroe Street. A discussion was held. Police Chief O’Sullivan stated they will have a dedicated downtown patrol officer enforcing this if it is approved. The Chief stated they are looking at an app called Ichalk in which the officer can take pictures of the vehicles that marks the time, and then come back after two hours and print out a ticket if necessary. Ms. Myers also stated that they would like to designate the parking lot in front of City Hall to be for persons with business at City Hall only from 8:00 a.m. to 4:00 p.m. Monday through Friday. Mayor Barnett made a motion to approve the motion and posting signs and removing signs as needed, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of Cartegraph OMS Purchase Agreement - DPW Superintendent Rick Littleton explained this is a software system that the city departments currently use, and this is requesting approval to upgrade this system. City Attorney Gray stated she has looked over this agreement, and added an addendum. Mr. Littleton stated this would be funded from CCI. A discussion was held. Mr. Swinehamer made a motion to approve and including the addendum, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Request the Board Reject bids Opened for Reconstruction of the East Court Street Alley and Direct Staff to Invite Quotes to at Least Three Persons Known to Deal in this Class of Work as Allowed at IC 36-1-12-4.7 – City Engineer Mark Richards stated we had received bids for the East Court Street Alley project, but he would like the approval of the Board to reject these bids and to invite quotes from additional contractors. City Attorney Gray stated there was a significant difference between one bidder and the other two, with Monroe LLC being the lowest bidder but there was not a financial declaration included with the bid. Although the Board felt the lack of financial declaration had no bearing on the rejection. It was the consensus of the Board to reject all bids. A discussion was held. Ms. Jones made a motion to approve rejecting these bids and directing staff to invite quotes from additional contractors, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Other Business

There was no other business presented.

Department Reports / Staff Reports

Parks Superintendent Orner stated that the Pool will be opening May 19th.

Police Chief O'Sullivan stated that Deputy Police Chief Hoeing will be presenting an active shooter class at the library on August 23rd, and also be presenting a class for the City employees.

Fire Chief McElyea stated they had recently completed the ISO audit for insurance purposes. Chief McElyea stated these audits are rated from 1 to 10 with 1 being the best and 10 being the worst. The Chief stated that their rating had improved from a 5 to a 4.

Sewer Billing Manager Phillips stated there may be increases in sewer bills due to water usage reports. Ms. Phillips also stated they are working on flyers regarding appliances that are approved for trash pickup.

Community Development Director Linke stated that the Farmers Market will start this Saturday, May 12th, and that "Strawberries on the Square" will be May 25th. Ms. Linke also stated there are new brochures available listing events and businesses in the downtown area.

City Engineer Richards stated that the contractor is finishing up Phases 1 through 4 on Jefferson Street, and stated that the crosswalks at Home & Jefferson Street were looking good this morning. Mr. Richards also stated the Upper Shelbyville Roundabout construction starts next week, and they will be working mainly on the school access drive extension, and storm work that won't close the intersection until June 4th and then it will be closed for a two month period.

Adjournment

As there was no further business to come before the Board of Works, a motion and a second were made to adjourn at 6:03 p.m.

Respectfully submitted,

Jayne Rhoades, Clerk-Treasurer
Enrolled: 5/10/18

Steve Barnett, Mayor

Attest:

Jayne Rhoades, Clerk-Treasurer