

**Board of Public Works and Safety
Regular Meeting Minutes
September 17, 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 Kirby Cochran, 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

Marty Williams with Discover Downtown thanked everyone for continued support for all the events for the year.

Consent Agenda

Mayor Barnett presented the consent agenda for approval.

1. Approval of Minutes from meeting held August 20, 2018
2. Approval of Minutes for special meeting held September 4, 2018
3. Board of Works Claims.
 - o #082418 BOW Contracts/Utilities in the amount of \$224,023.24
 - o #082518 Sewer Utility-Utilities in the amount of \$51,973.55
 - o #082818 Sewer Utility-Utilities in the amount of \$26,954.48
 - o #082918 RDC Contracts/Utilities in the amount of \$416,303.99
 - o #083018 BOW Contracts/Utilities in the amount of \$15,351.38
 - o 8/24/2018 Pension Payroll in the amount of \$55,960.49
 - o 8/31/2018 Regular Payroll in the amount of \$379,652.12
 - o 8/31/2018 Pool Rental Payroll in the amount of \$6,240.00
 - o #090518 RDC Contracts/Utilities in the amount of \$250.00
 - o #090718 BOW Contracts/Utilities in the amount of \$683,957.14
 - o #090818 Sewer Utility-Utilities in the amount of \$180.28
 - o #091418 BOW Contracts/Utilities in the amount of \$256,719.47
 - o 9/14/2018 Regular Payroll in the amount of \$390,565.78
 - o 09/14/2018 Pool Rental Payroll in the amount of \$2,220.00
 - o #091718 BOW General Obligations in the amount of \$93,156.88
 - o #091718 Sewer Utility General Obligations in the amount of \$90,223.26
 - o #091518 Sewer Utility-Utilities in the amount of \$26,658.08

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 Board Approval & Execution of Utility Reimbursement Agreement

City Engineer, Mark Richards stated the recommendation after speaking with City Attorney, Lynn Gray is to remove the request from the agenda until Duke responds. A discussion was held. Mr. Swinehamer made a motion, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

New Business

Request Permission to Blacktop Parking Area Between Yard and New Street (Howe Street)

Stan Lewis of 799 Hurricane Street requested to blacktop the 90 feet of gravel area next to his house. Concerns with the paving the corner on Hurricane Street. City Engineer, Mark Richards stated to change the corner there would need to be ADA compliance. A discussion was held. Mr. Swinehamer made a motion to approve the request to blacktop the parking area subject to not paving from the sidewalk to the corner of Hurricane Street and future maintenance will be homeowner's responsibility, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Request to Complete Paving of South Dawn Drive through North Dawn Drive

Griff Dean of 51 North Dawn Drive presented photos to the Board regarding the condition of North Dawn Drive. Mr. Dean submitted signatures of residents who live on North Dawn Drive regarding the consideration to pave North Dawn Drive. Mr. Dean presented a statement from the residents on North Dawn Drive. Mr. Swinehamer stated the process of the street rating and the decision to pave. A discussion was held. North Dawn will receive regular maintenance with sealing this fall and the Street Department will review condition of the road again next year.

Request Traffic Control for American Legion Riders Benefit Ride at Intersection 250 South and S. Old US 31 on September 30th

Kenny Halcomb requested traffic control for motorcycle ride at intersection 250 South and S. Old US 31. Mr. Swinehamer stated intersection 250 is not within the city limits of Franklin. He stated the riders would be coming into Franklin at some point from the North. The Police Department could assist with traffic control near the Masonic Home and the Library. A discussion was held. No required action needed.

Amended Request from April 2, 2018 for Use of City Parking Lot, Monroe and Water Streets on September 26 through October 1, 2018

Richard Martin of Franklin Lions Club presented request to add an additional day to previous request submitted on April 2, 2018 for City parking lot use. The request is needed to add an additional day for set up the tent for the fish fry. No parking at the end of the business day on Tuesday. Mr. Swinehamer made a motion to approve the request, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Request Permission to Close 2 Alleys and 2 Parking Lots on Saturday, October 6th from 7:00 AM to 6:00 PM for the Fall Vintage Festival

Community Development Director, Krista Linke requested to close 2 alleys and 2 parking lots with partnership with local downtown businesses. Fall vintage festival would like to place vendors in the areas requested. Ms. Jones made a motion to approve the request, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of Blanket Right-Of-Way Permit and Wavier of Fee for Proposed Work with Soil and Groundwater Testing

Senior Planner, Joanna Myers stated the Planning and Engineering Department has received applications for right of way permits from EnviroForensics, IDEM, and IDEM subcontractors for completing soil and groundwater testing in the right of ways. Ms. Myers is requesting the right way permits be blanket permits to each of the contractors and the fees be waived. A discussion was held. Ms. Jones made a motion to approve the request, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Request "No Parking" Along the South Side of South Street from Ashler Drive to Existing Curb Cut the the East

Senior Planner, Joanna Myers stated Compass Park submitted a site plan that includes upgrading Ashler Drive. Ashler Drive is currently a one way North road and the flow of traffic will change and move in both directions with additional turn lanes to right and left. With the changes, a request has been made to request 100 foot in line of sight to the East. Parks Department Superintendent, Chip Orner raised a concern of limited parking at the Parks Recreation Center and overflow parking along South Street. A discussion was held. Mayor Barnett requested the City Engineer to review and return with recommendations. Mr. Swinehamer made a motion to table the request, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Request Approval to Sign Mitel E911 Notice for VoIP Customers

DPW Superintendent, Rick Littleton stated the City's phone system service provider is Mitel. The City uses voice over IP telephone system. Mitel is asking all customers to sign the notice regarding the location accuracy of using the voice over technologies when calling E911 and the limitations. If employees are forwarding phones to have the exact location. Mr. Littleton is requesting permission to sign the notice on the City's behalf. Mr. Swinehamer made a motion to approve the request, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of Board of Works Budgetary Resolution No.: 18-02 Authorizing a Transfer Between Major Series from WWTP Capital to WWTP Supplies and Services

DPW Superintendent, Rick Littleton stated the request is a transfer within the existing the budget. Ms. Jones made a motion to approve the request, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of Change Orders 8 & 9 for Upper Shelbyville Roundabout Project

City Engineer, Mark Richards stated the request is now only for Change Order #8. Change Order #9 has not been received from INDOT. Change Order #8 is request for pipe extension and rerouted (207.8 feet) at Southeast corner of Upper Shelbyville Road and Eastview Dr. in the amount of \$13,434.27. Required work in order to complete roundabout project. Mr. Swinehamer made a motion to approve the request, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of LPA - Consulting Contract with CrossRoad Engineers for US 31 Design Work (Partial) in the Amount of \$100,000 Subject to Approval of Funding by RDC at September 18th Meeting

City Engineer, Mark Richards stated a change to the request. The approval of funding by RDC will be at the October 2nd RDC meeting. The contract is for partial survey work and

environmental document preparation. White reflective panels/tape placed along US31 and intersecting roads will help provide data to the scanning equipment used to give high quality survey of the entire area. The requested contract is to get engineering started on the US 31 project to improve intersections and trails on both sides. Mayor Barnett made a motion to approve the request, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of LPA- Consulting Contract with GAI Consultants for Yandes Street Design Work in the Amount of \$309,000 Subject to Approval of Funding by RDC at September 18th Meeting.

City Engineer, Mark Richards stated the contract is for rebuilding Yandes Street between Jefferson Street and Ohio Street and as well as Madison Street between Yandes Street and the railroad. The roads are brick and will be rebuilt with brick, drainage, new sidewalks and lighting. GAI consultants assisted with the Federal Aid application submitted last November and created the scope of work. Mayor Barnett made a motion to approve the request subject to the approval of funding by RDC at the October 2nd RDC meeting, seconded by Ms. Jones. 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 Department Superintendent, Chip Orner stated the fall festival is on September 29th and the parade will begin at 1pm and fireworks start at 9:29pm. The Family Aquatics Center had another record year 70,945 people from 65,000 people from previous year. Aquatics center never earned over \$300,000. This year the center earned \$321,000 in revenues.

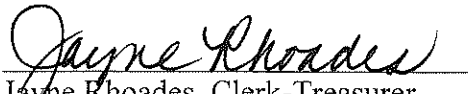
Chief of Police, Kirby Cochran stated new officers being added to the Department. A new project started for the school resource officer. Adding a second officer and hopeful for a third officer in January. Also added a full time training officer without adding funds to the budget by shifting employees and duties.

City Engineer, Mark Richards stated a request for quotes for paving of the Oren Wright parking lot have been sent out. A request for award will be presented at the next meeting. The RDC has appropriated funds for the project.

Adjournment

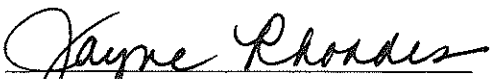
As there was no further business to come before the Board of Works, a motion and a second were made to adjourn at 5:50 p.m.

Respectfully submitted,


Jayne Rhoades, Clerk-Treasurer
Enrolled: 9/27/2018


Steve Barnett, Mayor

Attest:


Jayne Rhoades, Clerk-Treasurer