

**Board of Public Works and Safety
Regular Meeting Minutes
March 16, 2020**

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 Matt Culp, Parks Department Superintendent Chip Orner, Sewer Billing Office Manager Sherry Phillips, DPW Superintendent Sally Brown, IT Director Rick Littleton, Community Development Specialist Dana Monson, City Engineer Mark Richards, Street Commissioner/Fleet Manager 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

Mayor Barnett stated that the Plan Commission meeting was cancelled for tomorrow night, and that other changes had been made to City Hall, and the other City Departments do to with the Coronavirus.

Consent Agenda

Mayor Barnett presented the consent agenda for approval.

1. Approval of Minutes from meeting held March 2, 2020
2. Board of Works Claims.
 - #030420 RDC Contracts/Utilities in the amount of \$145.57
 - #030620 BOW Contracts/Utilities in the amount of \$36,487.52
 - #030720 Sewer Utilities in the amount of \$35,582.28
 - Payroll in the amount of \$397,834.14
 - Separate Payroll in the amount of \$217.50
 - #031320 BOW Contracts/Utilities in the amount of \$102,179.58
 - #031120 RDC Contracts/Utilities in the amount of \$14,178.38

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

Requesting Permission to Install a Safe Haven Baby Box at Firehouse 22 – Fire Chief Matt Culp presented this request for Katie Sparks from Maternal Child Health Board; & Beats for Bristol and stated that these two entities are working to raise funds for a Safe Haven Baby Box, and would like the Boards permission once the funds are raised to install this box at Firehouse 22. Chief Culp stated that he & Police Chief Cochran had told Ms. Sparks they would be happy to help with fundraisers, and the cost would be about \$10,000 to build the baby box, and about \$400.00 per year to maintain. 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. Mayor Barnett asked Teena Roland to come forward and tell a story regarding her step-daughter. Ms. Roland stated she had a step-daughter & her husband who were lucky enough to find a baby to adopt who came from a safe haven baby box.

Request Use of City Parking Lot, Monroe & Water Streets, May 21st through May 25th & September 24th through September 28th for Franklin Lions Club Fish Frys – Mayor Barnett stated this is a request from the Franklin Lions Club requesting to use the city owned parking lot on the corner of Monroe & Water Streets for their annual fish fry events. Mayor Barnett stated these events will be from May 21st to May 25th, and September 24th to September 28th. A discussion was held. Mr. Swinehamer made a motion to approve, and stated that insurance indemnification has been received, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Request Permission to "Trade in for Credit" 2015 Dodge Charger VIN#2347 - Additional Trade in for 2020 Vehicle Replacement Matrix - Fleet Manager Brett Jones stated they are requesting permission to trade in for credit a 2015 Dodge Charger from the Police Department which was not on the original list for trade-ins. 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 for Lease of Wheel Loader - Street Commissioner Brett Jones stated they are requesting approval to enter into a lease for a Wheel Loader. Mr. Jones stated that Ms. Gray stated that a resolution is needed to approve this lease, and it will be brought back at the next meeting. Mr. Jones gave an overview of this piece of equipment, and the lease. Mr. Swinehamer made a motion to table this item until the next meeting, seconded by Ms. Jones. A voice vote was taken, and the item was tabled.

Request to Apply for Walgreens Grant to be Used to Purchase Public Education Supplies - Fire Chief Matt Culp is requesting approval to apply for a Walgreens Grant in the amount of around \$4000.00 for educational supplies to be handed out at festivals. Ms. Jones made a motion to approve applying for the grant, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of Warranty Deed for Transfer of Property from FDC to Board of Works - Community Development Specialist Dana Monson stated this is to request approval of a Warranty Deed for transfer of property from the Franklin Development Corporation to the Board of Works. This is property that will be used for dumpster enclosures. 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. Ms. Jones stated that she would like to let the Board know that she voted on this as an FDC member.

Request Approval & Acceptance of Letters of Credit & Subdivision Performance Surety Agreements for The Bluffs at Youngs Creek, Section 1 – City Engineer Mark Richards stated he is asking for approval of the following Letters of Credit: LOC#6297-10-1 Street Trees, Landscaping, & Street Lights \$72,600.00; LOC#6297-10-2 Storm Sewers, Swales & Underdrains \$230,124.90; LOC#6297-10-3 Earthwork & Erosion Control \$297,840.00; LOC#6297-10-4 Sanitary Sewers \$124,660.20; LOC#6297-10-5 Streets \$316,638.00; LOC#6297-10-6 Sidewalks \$100,015.20; LOC#6297-10-7 Survey Monuments & Street Signs \$11,070.00. Mr. Richards stated that he is also asking for approval of Subdivision Performance Surety Agreements also. A discussion was held. City Attorney Gray disclosed that she is on the Mutual Savings Board. 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 Acceptance of Sanitary Sewer Easement Related to Branigin Preserve – City Engineer Mark Richards stated he is requesting acceptance of a Sanitary Sewer Easement related to Branigin Preserve. Crosses property owned by Parks Dept. on eastside of the subdivision, already approved by Parks Board. Mr. Swinehamer made a motion to approve, seconded by Ms. Jones. The motion carried.

Request Approval of Arvin - Hurricane - Eastview Roundabout - Final Change Order - Reith-Riley Construction Company in the amount of \$33,913.19 - City Engineer Mark Richards stated he is requesting approval of a Final Change Order from Reith-Riley Construction Company for the Arvin-Hurricane-Eastview Roundabout in the amount of \$33,913.19. Mr. Richards stated that this brings the total amount of this project to \$1,661,435.55. Money from MVH restricted. Mr. Swinehamer made a motion to approve, seconded by Ms. Jones. Motion carried.

Request to Donate Bicycles that have been deemed "No Value" to the Franklin Township Trustees Office or to be Disposed of - Police Chief Kirby Cochran stated he is requesting approval to have bicycles deemed “no value”, and be able to donate them to the Franklin Township Trustees Office or to be disposed of. They have 53 bicycles that have been unclaimed, typically stolen. City Attorney Gray stated after one year we can deem it of no value, and dispose of it. A discussion was held. Ms. Jones made a motion to donate the bicycles that have been deemed no value to the Franklin Trustees Office. 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

There was no other business presented.

Department Reports / Staff Reports

Fire Chief Culp told the Board that Franklin Community Schools has donated hand sanitizers & other items to the Fire Department, of which they were not able to get elsewhere.

Police Chief Cochran thanked the community for working with the Police Department on non-emergency calls.

Street Commissioner Jones thanked the Parks Department for hand sanitizer & wipes that they were in need of.

City Engineer Richards also thanked the Parks Department for the same items.

Mayor Barnett thanked the Parks Department for cleaning the Council Chambers & working to clean other areas throughout the city departments.

City Attorney Gray thanked everyone that has been working within the City for complying with issues that we are currently working through.

Mr. Swinehamer commended the Mayor for the actions he has taken to keep City employees safe, and stated he thinks he is doing an excellent job in working through this health issue.

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:3/18/2020

Steve Barnett, Mayor

Attest:

Jayne Rhoades, Clerk-Treasurer