

**Board of Public Works and Safety
Regular Meeting Minutes
May 4, 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 member Bob Swinehamer was present. Board member Lisa Jones answered roll call remotely.

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 Director Krista Linke, City Engineer Mark Richards, Street Commissioner/Fleet Manager Brett Jones all Department Heads dialed in remotely. Clerk Treasurer Jayne Rhoades and City Attorney Lynnette Gray were also in attendance.

Mayor Barnett led the Pledge of Allegiance.

Mayor Barnett pointed out there were members of the public present in the audience.

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 April 20, 2020
2. Board of Works Claims
 - Payroll in the amount of \$406,945.12
 - #042420 BOW Contracts/Utilities in the amount of \$65,439.24
 - #042520 Sewer Utilities in the amount of \$178,503.98
 - #042220 RDC Contracts/Utilities in the amount of \$26,338.26
 - #050420 BOW General Obligations in the amount of \$52,079.23
 - #050320 Sewer General Obligations in the amount of \$31,254.012
 - #042920 RDA Lease Revenue Rental Bond in the amount of \$155,275.00
 - #050520 RDC Contracts/Utilities in the amount of \$3,525.74
 - #050220 Sewer Utilities in the amount of \$45,300.26
 - #050120 BOW Contracts/Utilities in the amount of \$26,586.14

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 Approval of SOP1.6,RR1, Captain Job Description Revisions - Police Chief Kirby Cochran gave an overview of the changes to the SOP revising the Police Captain Job Description. City Attorney Gray stated they were going to reach out to the Prosecutors office in the matter of the death investigation part, just to see if there is anything they think that might need to be added or changed. A Discussion was held. Ms. Jones made a motion to approve SOP 1.6,RR1, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

CHIRP (OPO, DUI) 2020-2021 - Captain Scott Carter stated he would like the Boards approval to apply for the CHIRP (OPO,DUI) Grant for 2020-2021, and explained what this entailed. 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 Letter of Credit & Subdivision Performance Surety Agreement & Secondary Plat for The Bluffs at Youngs Creek, Section 1 - Senior Planner Joanna Myers stated she would like to request approval & acceptance of Letters of Credit & Subdivision Performance Surety Agreements & Secondary Plat for The Bluffs at Youngs Creek, Section 1, and read the following: LOC#6297-10-8 in the amount of \$53,880.00 for Pond Liner. Ms. Myers would also like to have the Secondary Plat approved. 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 Performance Letters of Credit & Subdivision Performance Surety Agreements be Released & Maintenance Letters of Credit & Subdivision Maintenance Surety Agreements be Accepted for Franklin Gateway Development, Section 2 - Senior Planner Joanna Myers

stated she is requesting release of Letters of Credit & Subdivision Performance Surety Agreements for Franklin Gateway Development, Section 2 as follows: LOC#1176115280 in the amount of \$5,400 for Street Trees, Landscaping & St. Lights; LOC#1176116580 in the amount of \$37,217.94 for Storm Sewers, Swales & Underdrains; LOC#1176124380 in the amount of \$13,980.70 for Earthwork & Erosion Control; LOC#1176043780 in the amount of \$105,582.00 for Streets; LOC#1176119180 in the amount of \$29,877.60 for Sidewalks. Ms. Myers also stated that she would like to request that Maintenance Letters of Credit & Subdivision Maintenance Surety Agreements be Accepted for Franklin Gateway Development, Section 2 as follows: Maintenance Surety Agreement in the amount of \$1,125 for Street Trees, Landscaping & Street Lights; Maintenance Surety Agreement in the amount of \$7,753.74 for Storm Sewers, Swales & Underdrains; Maintenance Surety Agreement in the amount of \$2,704.31 for Earthwork & Erosion Control; Maintenance Surety Agreement in the amount of \$21,996.25 for Streets; Maintenance Surety Agreement in the amount of \$6,224.50 for Sidewalks; Maintenance Surety Agreement in the amount of \$212.50 for Survey Monuments & Street Signs. 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 to Approve & Sign Target Solutions Agreement, Implementation Fee to be funded by Francis Melton Memorial Fund - Fire Chief Matt Culp stated he is requesting permission to sign & enter an agreement with Target Solutions for an Implementation Fee that would be funded by the Francis Melton Memorial Fund in the amount of \$5,147.00. 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. Mr. Swinehamer questioned the name of the memorial fund.

Request Approval & Execution of INDOT - LPA Contracts for 2020 Community Crossings Matching Grant Program - City Engineer Mark Richards stated he is requesting approval & execution of INDOT-LPA Contracts for the 2020 Community Crossings Matching Grant Program for Forest Rd. (CR 525E) Contract; Mill & Overlay Contract. Mr. Richards stated he had Received two contracts the first for Forest Rd.(CR 525E) for \$661,595.33, & the seconded contract Mill & Overlay \$338,404.67 these contracts set out the responsibilities of both parties. Signatures & Attests must be the same dates. Swinehamer made a motion to approve both contracts, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Notification of Upcoming Permanent Closure of the Adams St./LIRC Crossing - City

Engineer Mark Richards stated when funding was approved for railroad crossings in the county it was stated that Franklin & Greenwood would each have to close one crossing. It was decided to close the Adams Street crossing. This closing will take place on a later date in May. It was stated that the City would install a guardrail. This is for information only this evening.

Request Authorization to Prepare a Supplement to the Professional Services Agreement with Strand Associates for the Graham St. Storm Sewer Replacement Project - City

Engineer Mark Richards stated this agreement with Strand Associates would be for design & engineering at a cost of \$110,450.00. 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 Acceptance of Bids for the 2020 MIP - Asphalt Milling, Patching & Resurfacing Project, & Award to the Responsive Bidder Submitting the Lowest Bid - City Engineer

Mark Richards stated that bids were received & opened from the following companies on Wednesday, April 28th: Dave O'Mara Contractor \$687,717.00; Milestone Contractors \$687,338.25; Robertson Paving \$942,414.50; Midwest Paving, LLC \$642,400.60; Grady Brothers \$698,102.75; Baumgartner & Company Asphalt Services \$691,904.00; DC Construction Services, Inc. \$748,441.14; & All Star Construction \$712,604.14. Mr. Richards stated that Midwest Paving, LLC was considered to be the lowest most responsive & responsible bidder & he would like permission to award the bid to them. 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.

Other Business

There was no other business presented.

Department Reports / Staff Reports

Parks Superintendent Orner stated there will be no Kick-a-Poo summer camp, and that they have been discussing their reopening plans.

Police Chief Cochran stated they have started a new Police Officer.

Community Development Director Linke stated that she had applied for the OCRA Grant which is for \$200,000, with a \$50,000 match from RDC.

City Engineer Richards stated that Dave O'Mara Contractors will be starting Hospital Rd. to Main St. Mill & Overlay work on US 31. This is an INDOT project. Mr. Richards also stated that the Amphitheatre Project will be advertised for bids on May 9th & May 23rd with approval

from the 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.

Communications Director Payne stated that the Volunteer of the Year award nominations will close on Friday.

Adjournment

As there was no further business to come before the Board of Works, a motion and a second were made to adjourn at 6:02 p.m.

Respectfully submitted,

Jayne Rhoades, Clerk-Treasurer
Enrolled:5/12/2020

Steve Barnett, Mayor

Attest:

Jayne Rhoades, Clerk-Treasurer