

**Board of Public Works and Safety
Regular Meeting Minutes
November 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 member Bob Swinehamer answered roll call. Board member Lisa Jones was absent.

Deputy Police Chief Scott Summers, 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, Clerk Treasurer Jayne Rhoades and City Attorney Lynnette Gray were also in attendance.

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 November 2, 2020
2. Board of Works Claims.
 - Payroll in the amount of \$407,268.33
 - #110420 RDC Contracts/Utilities in the amount of \$8,415.01
 - #110720 Sewer Utilities in the amount of \$25,760.23
 - #110620 BOW Contracts/Utilities in the amount of \$138,234.23
 - #111120 RDC Contracts/Utilities in the amount of \$10,946.88
 - #111420 Sewer Utilities in the amount of \$68.15
 - #111320 BOW Contracts/Utilities in the amount of \$122,911.44
 - #111620 BOW General Obligations in the amount of \$69,529.55
 - #111520 Sewer General Obligations in the amount of \$72,023.03

Mr. Swinehamer made a motion to approve the consent agenda as presented, seconded by Mayor Barnett. 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 Dig a Trench for a Swale/Drain Pipe that would emit into Storm Drain at 22 Oliver Avenue - Freddie Waters of 22 Oliver Avenue came forward to ask the Boards permission to dig a trench for a swale/drain pipe that would emit into the storm drain at his residence. Mr. Waters showed pictures of how his back yard looks after a rain storm. Mr. Waters has spoken to different professionals to ask if this proposed trench would help his problem, & they stated it would. This trench would run beside the alley beside Mr. Waters property. Mayor Barnett asked Mr. Waters if he had spoken to City Engineer Richards. City Engineer Richards stated he had talked to Mr. Waters earlier in the year, but the issue was that this area was new pavement. Mr. Waters stated that he did not feel that he would have to cut into the pavement. Mr. Richards stated they would need to see location, size of pipe & would be a private storm drain that would be up to Mr. Waters to maintain. Mayor Barnett stated that he would like Mr. Waters to meet with Mr. Richards before any decisions are made.

Request to Install Dumpster in front of house on Main St. in parking spaces - Jenessa Erney came forward & stated she is requesting permission to place a dumpster in front of 278 N. Main St. for remodeling work on this home from November 18th to December 2nd. A discussion was held. Mr. Swinehamer made a motion to approve with the condition that plywood is placed under the dumpster so there will be no damage to the street, seconded by Mayor Barnett. A voice vote was taken with all members stating aye. The motion carried.

Request Permission to Close Jefferson Street from Jackson St. to Water St. from 4:00 p.m. - 7:00 p.m. on Saturday, December 5th for the Holiday Lighting Display – Mayor Barnett stated that this agenda item is being withdrawn due to the fact that this event will be scaled back with this part being cancelled.

Request Approval of Bid Evaluation & Awarding of Bid for Demolition of Abandoned WWTP - Gary Ruston, Wessler Engineers stated they had received six timely bids for this project. Mr. Ruston stated after looking over the bids they would request approval to award the bid to Complete Demolition Services, LLC with a bid of \$232,000.00. Mr. Ruston stated that this bid was considered to be the lowest most responsive & responsible bid received. A discussion was held. Mr. Swinehamer made a motion to approve awarding this contract to Complete Demolition Services, LLC, seconded by Mayor Barnett. A voice vote was taken with all members stating aye. The motion carried.

Request Approval & Acceptance of Subdivision Performance & Maintenance Bonds & Secondary Plat for Branigin Preserve – City Engineer Mark Richards requested approval & acceptance of the following Subdivision Performance & Maintenance Bonds for Branigin Preserve: Performance Bond #70NGP184921 Street Trees, Landscaping, Street Lights

\$105,300.00; Performance Bond #70NGP184922 Sidewalks \$94,300.80; Performance Bond #6135003126 Asphalt Surface & Tack Coat \$41,256.00; Performance Bond #6135003117 Survey Monuments \$20,760.00; Maintenance Bond #6135003135 Street Signs \$421.25; Maintenance Bond #6135003144 Storm Sewer, Swales & Underdrains \$25,246.50; Maintenance Bond #6135003153 Sanitary Sewers \$15,624.25; Maintenance Bond #6135003162 Earth Work & Erosion Control \$20,524.96; & Maintenance Bond #6135003603 Street minus surface & tack coat \$54,130.50. Mr. Richards stated he is also asking for acceptance of the Secondary Plat for Branigin Preserve. A discussion was held. Mr. Swinehamer made a motion to approve all Performance & Maintenance Bonds listed above & to approve the Secondary Plat for Branigin Preserve, seconded by Mayor Barnett. A voice vote was taken with all members stating aye. The motion carried.

Board of Works Resolution No.: 20-10 A Resolution to Accept Assignment of Two (2) 2020 Tax Sale Certificates from the Johnson County, Indiana Board of Commissioners Pursuant to IC 6-1.0-24-9 & 36-1-11-8 - Community Development Director Krista Linke stated she is requesting approval of Resolution 20-10 which is to accept assignment of two 2020 Tax Sale Certificates from the Johnson County Board of Commissioners. A discussion was held. Mr. Swinehamer made a motion to approve, seconded by Mayor Barnett. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of Updates & Revisions to Police Department SOPs - Captain Scott Carter gave an overview of the updates & revision to SOP 2.5 regarding K-9s which has to do with officers getting to leave an hour early to take care of their K9. City Attorney Gray stated that this did not always work out, so they had decided to let the officers bank their time to be used within the following month, with the amount of hours changed to 14 hours instead of 12. Captain Carter introduced. SOP 3.1 regarding Authorized Uniform Apparel & SOP 4.1 regarding Awarding Department Commendation Bars. A discussion was held. Mr. Swinehamer made a motion to approve with the amendment that it be 14 hours instead of 12 for SOP 2.5, seconded by Mayor Barnett. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of Change Orders #1 & #2 for CR 525E Project - Dave O'Mara - City Engineer Mark Richards stated Change Order #1 for CR 525 Project is for \$6,021.00 to clear trees between construction limits & right-of-way. Change Order #2 is for shrub & bush removal in the amount of \$1,170.00. A discussion was held. Mr. Swinehamer made a motion to approve, seconded by Mayor Barnett. A voice vote was taken with all members stating aye. The motion carried.

Request approval of Change Order #2 for West Jefferson St. Roundabout Project - City Engineer Mark Richards stated this change order is to adjust a water valve & adjust the grade in this area at a cost of \$1,773.68. A discussion was held. Mr. Swinehamer made a motion to approve, seconded by Mayor Barnett. A voice vote was taken with all members stating aye. The motion carried.

Request Approval to Create Account with CCS Presentation Systems - IT Director Rick Littleton stated that he is requesting to create an account with CCS Presentation Systems. A discussion was held. City Attorney Gray stated there were some items on this application that would need to be amended. Mr. Swinehamer made a motion to approve the account application once the City Attorney has a chance to make the necessary changes, seconded by Mayor Barnett. A voice vote was taken with all members stating aye. The motion carried.

2020 Provision of Services Contracts between City of Franklin and: (1) Access Johnson County (2) Boys & Girls Club (3) Girl's Inc. (4) Helpline of Johnson County (5) Johnson County Senior Services (6) Discover Downtown Franklin (7) Leadership Johnson County (8) Franklin Education Connection (9) Aspire - Mayor Barnett presented these contracts to the Board & stated these are all of the entities that we have contracts of services with each year, & that the amounts given to each group remains the same as the previous years. Mayor Barnett read the amounts that will be given to each entity. A discussion was held. Mr. Swinehamer made a motion to approve, seconded by Mayor Barnett. 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

City Engineer Richards stated that South Main St. should be opening the week of November 30th- December 4th. Mr. Richards also stated that CR 525 E will be open by Thanksgiving.

Public Relations Director Payne stated there would be a City address on Thursday, November 19th on Facebook.

Marty Williams of Discover Downtown Franklin stated that the alley archways are now up, & that the electrical boxes had been painted. Mr. Williams thanked everyone that worked on these projects & stated they all looked great.

Adjournment

As there was no further business to come before the Board of Works, a motion and a second were made to adjourn at 5:45 p.m.

Respectfully submitted,



Jayne Rhoades, Clerk-Treasurer

Enrolled: 12/1/2020


Steve Barnett, Mayor

Attest:

Jayne Rhoades, Clerk-Treasurer