

**Board of Public Works and Safety
Regular Meeting Minutes
December 21, 2020**

The regular meeting of the Board of Public Works and Safety of the City of Franklin, Indiana was called to order at 5:02 p.m. at City Hall, 70 E. Monroe Street, with Mayor Steve Barnett presiding. Board members Lisa Jones & Bob Swinehamer answered roll call.

Chief of Police Kirby Cochran, Fire Chief Matt Culp, Sewer Billing Office Manager Sherry Phillips, DPW Superintendent Sally Brown, IT Director Rick Littleton, , City Engineer Mark Richards, Street Commissioner/Fleet Manager Brett Jones, Clerk Treasurer Jayne Rhoades, and City Attorney Lynnette Gray were also in attendance. Parks Department Superintendent Chip Orner called in remotely. Community Development Director Krista Linke was absent.

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 December 7, 2020
2. Board of Works Claims.
 - Pension Payroll in the amount of \$54,056.81
 - #121220 Sewer Utilities in the amount of \$29,425.41
 - #121120 BOW Contracts/Utilities in the amount of \$489,802.37
 - #120920 RDC Contracts/Utilities in the amount of \$1,816.41
 - Payroll in the amount of \$405,989.14
 - #121920 Sewer Utilities in the amount of \$22,538.64
 - #121820 BOW Contracts/Utilities in the amount of \$94,304.32
 - #122020 Sewer General Obligations in the amount of \$151,357.53
 - #122120 BOW General Obligations in the amount of \$236,538.87

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 Renewal of Wellness Program Service Agreement with Johnson Memorial for 2021- Clerk Treasurer Jayne Rhoades explained this was the yearly agreement that the City has with Johnson Memorial for our employee Wellness Program for 2021. Ms. Rhoades stated there were no changes in the cost of this agreement. A discussion was held. Ms. Jones made a motion to approve with the Mayor signing on behalf of the board, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Request Acceptance of Bids & Award of Contract for Splash Pad Construction & Authorize City Engineer to issue Notice of Award - City Engineer Mark Richards stated there was a bid opening on Wednesday, December 16th for this project. Mr. Richards stated that only one bid was received from Spear Corporation in the amount of \$498,527.00. Mr. Richards stated there were some exclusions regarding utility work which will be discussed with the main contractor for the Amphitheatre project. Mr. Richards stated this paperwork had been looked over by the City Attorney & found to be a responsive & responsible bid, & he is asking for acceptance of the bid & to issue a Notice of Award to Spear Corporation. A discussion was held. Mr. Swinehamer made a motion to approve & authorize the City Engineer to send out the Notice of Award, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Request Approval & Execution on INDOT-LPA Contract for 2020-2 Community Crossings Matching Grant Program - City Engineer Mark Richards stated he is requesting approval & execution on INDOT-LPA Contract 2020-2 Community Crossings Matching Grant Program & gave an overview of the contract. An application was presented for the second call this year which was approved for \$260,420.45 which will be used for State Street to South Street work. 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.

Board of Works Budgetary Resolution No.: 20-02 Authorizing a Transfer from Sewer Billing Supplies 200 to Sewer Billing Services 300 in the amount of \$8,000.00 - Sewer Billing Office Manager Sherry Phillips stated she is requesting to transfer \$8,000.00 from Sewer Billing Supplies to Sewer Billing Services to cover expenses through the end of the year. 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.

Board of Works Budgetary Resolution No.: 20-03 Authorizing a Transfer from WWTP Part-Time 124 & WWTP Capital 400 to WWTP Supplies in the amount of \$22,500.00 - DPW Superintendent Sally Brown stated she is requesting to transfer a total of \$22,500.00 from WWTP Part-time & WWTP Capital to WWTP Supplies to cover expenses through the end of the year. 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 Permission to "Trade in for Credit" MS4 Department 2011 Ford F-150 VIN 1FTFX#F9B46731 - Replacement will be 2020 RAM1500 VIN 3C6RR7LT8LG204824 -

Fleet Manager Brett Jones stated he is requesting to trade in a 2011 Ford F-150 from the MS4 Department & to replace it with a 2020 Ram 1500. Mr. Jones stated the transmission had gone out of this vehicle making the trade in value only \$2,000.00. 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.

Request to Trade in for Annual Roll of Equipment - MVH 2019 Bobcat E50 Excavator (Serial AJ1816834) for 2020 Bobcat Excavator (Serial AJ1816932) -

Fleet Manager Brett Jones stated he is requesting to trade in a 2019 Bobcat E50 Excavator for a 2020 Bobcat Excavator for the annual roll of equipment for the MVH which is done every year, & will be paid out of 2020 funding. 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 Permission to Purchase Emergency Back-up Generator for the Collection System Lift Stations at WWTP - Quotes for Purchase -

DPW Superintendent Sally Brown stated they received quotes to purchase an emergency back-up generator for the Collection System Lift Stations at WWTP. The quotes were received from: W.W. Williams Inc. in the amount of \$29,995.00 & Evaper in the amount of \$26,200.00. Ms. Brown stated they would like to purchase the generator from Evaper as the lowest most responsive & responsible quote. 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 to move forward with purchasing property adjacent to Province Park on Home Avenue -

Parks Superintendent Chip Orner stated he is requesting permission to move forward with purchasing property adjacent to Province Park off of Home Avenue. Mr. Orner stated that the cost of this property is \$15,000.00. City Attorney Gray stated that since it was under the \$25,000.00 range we do not have to have an appraisal. Ms. Gray stated she is looking for direction to move forward with the Park Board to get paperwork in place for the purchase of this property. A discussion was held. Mr. Swinehamer made a motion to approve favorable recommendation to the Park Board, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Other Business

Request to File Liens on Unkempt Property - Mayor Barnett made a motion to approve, seconded by Ms. Jones. A voice vote was taken with all members stating aye. The motion carried.

Mayor Barnett stated Jim Martin is appointed to the Plan Commission by the Board of Works & he would like to make a motion to ask Jim Martin to serve another year on the Plan Commission, seconded by Ms. Jones. The motion carried.

Department Reports / Staff Reports

Parks Superintendent Orner thanked everyone for all their help in 2020.

Police Chief Cochran wished everyone a Merry Christmas.

Fire Chief Culp stated they were approved for a training video that a recent state grant will help pay for.

DPW Superintendent Brown stated they would be having their holiday lunch on Wednesday. Mayor Barnett stated that we usually have a citywide Christmas luncheon but this year due to COVID we were not able to do that so each individual department was responsible for their own luncheon.

Sewer Billing Director Phillips wished everyone a Merry Christmas.

IT Director Littleton wished everyone Happy Holidays.

Street Commissioner/Fleet Manager Jones wished everyone Happy Holidays.

City Engineer Richards stated that the School Zone Flashing Beacon Project was completed as of today. One thing they decided to forego when they started the project was remote access for the flashing beacons to do programming, but he was surprised that the supplier of the equipment included all of the hardware needed for the programming at no additional cost. There is however an additional setup fee & an annual subscription fee to be able to use the programming service. The initial setup fee is based on a per beacon price, we have sixteen beacons that have been installed around town so it would be \$345.00 per beacon, which would be a \$5,520.00 onetime fee to set this up. They have an annual subscription program that has three options you can pay annually, a three-year pricing or a five-year pricing. The five-year pricing gives you about a 15% discount. It is \$240.00 per beacon annually so an annual subscription would be \$3,840.00, if you did a five-year subscription it would be \$16,348.80. In addition to programming the beacons there are cabinet alarms you can remotely check the lamp status & it tells you what the battery status is. Mr. Richards would like to ask the Board of Works fund the initial fee of \$5,520.00 & try the annual one-year subscription first. Once the agreement is received he would like permission to have the city attorney look it over & have the Mayor sign the agreement. A

discussion was held. This will be brought back at a future meeting once the agreement has been received for approval.

Board Member Jones stated she appreciated City employees & all they do for the City especially during this difficult year.

Clerk Treasurer Rhoades stated that she was happy that the new payroll system worked correctly for the first payroll & she thanked everyone for their patience.

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:12/23/20

Steve Barnett, Mayor

Attest:

Jayne Rhoades, Clerk-Treasurer