

**BOARD OF PUBLIC WORKS AND SAFETY**  
**Agenda Request Form**

(Form B-01-2012)

*Organizations and individuals are asked to submit a request form and supporting documents to be placed on the agenda. You will be contacted by the City confirming the date of the meeting in which your request will be heard. Please make sure that your contact information is accurate in case we need to get in touch with you. The Board of Works meets at 5:00 p.m. in City Hall located at 70 E. Monroe Street.*

<b>Date Submitted:</b>	10-08-21	<b>Meeting Date:</b>	10-18-21
<b>Contact Information:</b>			
<b>Requested by:</b>	Steve Barnett, Mayor		
<b>On Behalf of Organization or Individual</b>			
<b>Telephone:</b>	317-736-3602		
<b>Email address:</b>	<a href="mailto:sbarnett@franklin.in.gov">sbarnett@franklin.in.gov</a>		
<b>Address:</b>	70 East Monroe Street, Franklin, IN 46131		
<b>Describe Request</b>			
2022 Budgets-WWTP, Sewer Billing, Sewer Maintenance, MS4, & Trash & Garbage			
<b>List Supporting Documentation Provided:</b>			
2022 Budget Form 1's			
<b>Who will present the request?</b>			
<b>Name:</b>	Steve Barnett, Mayor	<b>Telephone:</b>	317-736-3602

*In order for an individual and/or agency to be considered for new business on the Board of Works agenda, this reservation form and supporting documents must be received in the Mayor's office no later than 4:00 p.m. on the Wednesday before the meeting.*

**BUDGET ESTIMATE FOR  
WWTP**

[page 1 of 2]

(Office, Board, Commission, Department, Institution, or Fund)

**CITY OF FRANKLIN for CALENDAR YEAR**

**2022**

aces Budget Form 1 (1981)

	Items	Total Estimate	Approved	Prior Yr. Amount	Change
<b>PERSONAL SERVICES</b>					
<b>SALARY &amp; WAGES</b>					
111.0 Superintendent	\$75,103			\$74,103	1.35%
112.0 Senior Operator	\$55,500			\$54,000	2.78%
113.0 Operator (2 @ \$49,000)	\$98,000			\$95,000	3.16%
114.0 Laboratory Technician	\$51,500			\$50,000	3.00%
115.0 Operator/Laborer	\$46,500			\$45,000	3.33%
116.0 Assistant Superintendent	\$63,000			\$62,000	1.61%
124.0 Part-time Employees	\$15,000			\$15,000	0.00%
128.0 Longevity	\$4,400			\$4,200	4.76%
130.0 State License Credit	\$4,000			\$4,000	0.00%
199.0 Overtime	\$44,484			\$43,612	2.00%
		\$457,487		\$446,915	2.37%
<b>EMPLOYEE BENEFITS</b>					
125.0 FICA	\$38,518			\$37,763	2.00%
126.0 PERF	\$53,403			\$52,356	2.00%
127.0 Unemployment	\$575			\$575	0.00%
		\$92,496		\$90,694	1.99%
<b>OTHER PERSONAL SERVICES</b>					
144.0 Unused Personal Days	\$4,495			\$4,386	2.49%
		\$4,495		\$4,386	2.49%
<b>Total Personal Services</b>					
		\$554,478		\$541,995	2.30%
<b>SUPPLIES</b>					
<b>OFFICE SUPPLIES</b>					
221.0 Office Supplies	\$600			\$600	0.00%
		\$600		\$600	0.00%
<b>OPERATING SUPPLIES</b>					
222.0 Operating Supplies	\$300,000			\$270,000	11.11%
		\$300,000		\$270,000	11.11%
<b>REPAIR &amp; MAINTENANCE SUPPLIES</b>					
223.0 Garage & Motor Supplies	\$9,000			\$9,000	0.00%
224.0 Gasoline	\$2,000			\$2,000	0.00%
		\$11,000		\$11,000	0.00%
<b>OTHER SUPPLIES</b>					
229.0 Other Supplies & Materials	\$14,000			\$14,000	0.00%
		\$14,000		\$14,000	0.00%
<b>Total Supplies</b>					
		\$325,600		\$295,600	10.15%

	Items	Total Estimate	Approved	Prior Yr. Amount	Change
<b>OTHER SERVICES &amp; CHARGES</b>					
<b>PROFESSIONAL SERVICES</b>					
315.0 Dues & Subscriptions	\$10,000			\$10,000	0.00%
320.0 Travel & Training	\$3,000			\$3,000	0.00%
331.0 Professional Services	\$20,000			\$20,000	0.00%
		\$33,000		\$33,000	0.00%
<b>COMMUNICATION &amp; TRANSPORTATION</b>					
332.0 Communications	\$6,800			\$6,800	0.00%
		\$6,800		\$6,800	0.00%
<b>UTILITY SERVICES</b>					
335.0 Utilities	\$450,000			\$425,000	5.88%
		\$450,000		\$425,000	5.88%
<b>REPAIRS &amp; MAINTENANCE</b>					
336.0 Maintenance	\$80,000			\$80,000	0.00%
		\$80,000		\$80,000	0.00%
<b>RENTALS</b>					
337.0 Rentals & Leases	\$27,400			\$27,400	0.00%
		\$27,400		\$27,400	0.00%
<b>OTHER SERVICES &amp; CHARGES</b>					
339.0 NPDES Permit Fees	\$9,500			\$9,500	0.00%
		\$9,500		\$9,500	0.00%
Total Services & Charges		\$606,700		\$581,700	4.30%
<b>CAPITAL OUTLAYS</b>					
<b>MACHINERY &amp; EQUIPMENT</b>					
444.0 Equipment	\$35,000			\$35,000	0.00%
445.0 Office Equipment	\$20,000			\$20,000	0.00%
		\$55,000		\$55,000	0.00%
Total Capital Outlays		\$55,000		\$55,000	0.00%

TOTAL BUDGET \$1,541,778 \$1,474,295 4.58%

(I) (We) hereby certify that the foregoing is a true and fair estimate of the necessary expense of the:

**WWTP**

(Name of Office, Board, Commission, Department, Institution, or Fund)  
for the calendar year 2022 for the purposes therein specified.

Dated this \_\_\_ day of \_\_\_ 2021

***Sally Brown***, Superintendent

Signature & Title of Officer(s) or Department Head

**SEWER BILLING OFFICE**

(Office, Board, Commission, Department, Institution, or Fund)

CITY OF FRANKLIN for CALENDAR YEAR

**2022**

Replaces Budget Form 1 (1981)

	Items	Total Estimate	Approved	Prior Yr. Amount	Change
<b>PERSONAL SERVICES</b>					
<b>SALARY &amp; WAGES</b>					
	111.0 Office Manager	\$60,500		\$59,000	2.54%
*	113.0 Mayor	\$47,422		\$46,871	1.17%
*	114.0 Clerk-Treasurer	\$34,593		\$34,123	1.38%
	115.0 Board Members (2 @ \$8,061)	\$16,122		\$15,651	3.01%
	116.0 Office Clerk (2 @ \$42,100)	\$84,200		\$81,200	3.69%
	116.0 Office Clerk	\$42,500		\$41,000	3.66%
**	117.0 BOW Engineer (27.5% of \$89,995 salary)	\$26,176		\$25,902	1.06%
*	118.0 Clerk Treasurer Employees (35% of salary)	\$70,735		\$66,336	6.63%
	119.0 IT Director	\$20,653		\$20,379	1.35%
	121.0 Fleet Maintenance Director	\$11,855		\$11,575	2.42%
	124.0 Part-time Employees	\$3,500		\$3,500	0.00%
	128.0 Longevity	\$4,985		\$4,788	4.11%
	199.0 Overtime	\$4,000		\$3,425	16.79%
* see Mayor, Clerk Treasurer, BOW Form #1 for balance					
** see BOW &* MS4 Storm Water Form #1 for balance		\$427,242		\$413,750	3.26%
<b>EMPLOYEE BENEFITS</b>					
	125.0 FICA	\$35,712		\$33,457	6.74%
	126.0 PERF	\$49,084		\$47,887	2.50%
	127.0 Unemployment	\$5,000		\$5,000	0.00%
		\$89,796		\$86,344	4.00%
<b>OTHER PERSONAL SERVICES</b>					
	140.0 Insurance Group Medical & Dental	\$220,000		\$220,000	0.00%
	144.0 Unused Personal Days	\$4,600		\$4,458	3.19%
		\$224,600		\$224,458	0.06%
<b>Total Personal Services</b>					
		\$741,638		\$724,552	2.36%
<b>SUPPLIES</b>					
<b>OFFICE SUPPLIES</b>					
	221.0 Office Supplies	\$4,500		\$4,500	0.00%
	222.0 Operating Supplies	\$12,500		\$12,500	0.00%
		\$17,000			0.00%
<b>Total Supplies</b>					
		\$17,000		\$17,000	0.00%

	Items	Total Estimate	Approved	Prior Yr. Amount	Change
<b>OTHER SERVICES &amp; CHARGES</b>					
<b>PROFESSIONAL SERVICES</b>					
310.0 Postage	\$30,000			\$30,000	0.00%
315.0 Dues & Subscriptions	\$250			\$250	0.00%
320.0 Travel & Training	\$1,000			\$1,000	0.00%
331.0 Professional Services	\$25,500			\$25,500	0.00%
		\$56,750		\$56,750	0.00%
<b>PRINTING &amp; ADVERTISING</b>					
333.0 Legal Notices	\$100			\$100	0.00%
		\$100		\$100	0.00%
<b>INSURANCE</b>					
334.0 Insurance Liability	\$56,333			\$56,333	0.00%
334.0 Worker's Comp Insurance	\$0			\$0	0.00%
		\$56,333		\$56,333	0.00%
<b>REPAIRS &amp; MAINTENANCE</b>					
336.0 Buildings - General Repairs	\$4,500			\$4,500	0.00%
		\$4,500		\$4,500	0.00%
<b>RENTALS</b>					
337.0 Rentals & Leases	\$24,500			\$24,500	0.00%
		\$24,500		\$24,500	0.00%
<b>OTHER SERVICES &amp; CHARGES</b>					
339.0 Other Services & Charges	\$8,000			\$8,000	0.00%
		\$8,000		\$8,000	0.00%
Total Services & Charges		\$150,183		\$150,183	0.00%
<b>CAPITAL OUTLAYS</b>					
<b>MACHINERY &amp; EQUIPMENT</b>					
445.0 Office Equipment	\$0			\$0	0.00%
		\$0		\$0	0.00%
Total Capital Outlays		\$0		\$0	0.00%

TOTAL BUDGET \$908,821 \$891,735 1.92%

(I) (We) hereby certify that the foregoing is a true and fair estimate of the necessary expense of the:

**SEWER BILLING OFFICE**

(Name of Office, Board, Commission, Department, Institution, or Fund)  
for the calendar year 2022 for the purposes therein specified.

Dated this \_\_ day of \_\_ 2021

***Sherry Phillips***, Billing Manager

Signature & Title of Officer(s) or Department Head

**BUDGET ESTIMATE FOR  
SEWER MAINTENANCE**

[page 1 of 2]

(Office, Board, Commission, Department, Institution, or Fund)

**CITY OF FRANKLIN for CALENDAR YEAR 2022**

Replaces Budget Form 1 (1981)

	Items	Total Estimate	Approved	Prior Yr. Amount	Change
<b>PERSONAL SERVICES</b>					
<b>SALARY &amp; WAGES</b>					
111.0 Foreman	\$55,500			\$54,000	2.78%
112.0 Laborer	\$0			\$0	0.00%
113.0 Operator (2 @ \$46,500)	\$93,000			\$90,000	3.33%
114.0 Inspector/Laborer	\$46,500			\$45,000	3.33%
130.0 State License Credit	\$1,600			\$1,600	0.00%
128.0 Longevity	\$2,700			\$2,500	8.00%
199.0 Overtime	\$31,289			\$30,675	2.00%
		\$230,589		\$223,775	3.05%
<b>EMPLOYEE BENEFITS</b>					
125.0 FICA	\$19,443			\$18,076	7.56%
126.0 PERF	\$27,657			\$27,115	2.00%
127.0 Unemployment	\$350			\$350	0.00%
		\$47,450		\$45,541	4.19%
<b>OTHER PERSONAL SERVICES</b>					
144.0 Unused Personal Days	\$2,250			\$2,181	3.16%
		\$2,250		\$2,181	3.16%
<b>Total Personal Services</b>					
		\$280,289		\$271,497	3.24%
<b>SUPPLIES</b>					
<b>REPAIR &amp; MAINTENANCE SUPPLIES</b>					
223.0 Repair & Maintenance Supplies	\$16,000			\$16,000	0.00%
224.0 Gasoline	\$5,000			\$5,000	0.00%
		\$21,000		\$21,000	0.00%
<b>OTHER SUPPLIES</b>					
229.0 Other Supplies & Materials	\$50,000			\$50,000	0.00%
		\$50,000		\$50,000	0.00%
<b>Total Supplies</b>					
		\$71,000		\$71,000	0.00%

***Sally Brown***, Superintendent  
Signature & Title of Officer(s) or Department Head

MS-4 Storm Water Utility

(Office, Board, Commission, Department, Institution, or Fund)

CITY OF FRANKLIN for CALENDAR YEAR

2022

Replaces Budget Form 1 (1981)

	Items	Total Estimate	Approved	Prior Yr. Amount	Change
<b>PERSONAL SERVICES</b>					
<b>SALARY &amp; WAGES</b>					
111.0	MS4 Coordinator	\$62,000		\$60,500	2.48%
112.0	MS4 Assistant Coordinator	\$42,500		\$41,000	3.66%
* 113.0	Drainage/Tree Specialist	\$29,591		\$28,319	4.49%
** 117.0	BOW Engineer (27.5% of salary)	\$26,176		\$25,902	1.06%
117.0	Civil Technician (27.5% of \$52,176)	\$15,048		\$14,635	2.82%
118.0	IT Director (27.5% of Salary)	\$20,654		\$20,379	1.35%
124.0	Part-time	\$15,000		\$15,000	0.00%
128.0	Longevity	\$1,085		\$858	26.53%
199.0	Overtime	\$5,000		\$5,000	0.00%
*1 @ 60% of \$44,925; see MVH for 40%		\$217,054		\$211,593	2.58%
<b>EMPLOYEE BENEFITS</b>					
125.0	FICA	\$18,827		\$17,083	10.21%
126.0	PERF	\$28,329		\$23,824	18.91%
127.0	Unemployment	\$3,660		\$3,606	1.50%
		\$50,816		\$44,513	14.16%
<b>OTHER PERSONAL SERVICES</b>					
140.0	Insurance Group Medical & Dental	\$36,750		\$36,750	0.00%
144.0	Unused Personal Days	\$2,262		\$2,201	2.77%
		\$39,012		\$38,951	0.16%
Total Personal Services		\$306,882		\$295,057	4.01%
<b>SUPPLIES</b>					
<b>OFFICE SUPPLIES</b>					
210.0	Office Supplies	\$3,000		\$3,000	0.00%
		\$3,000		\$3,000	0.00%
<b>REPAIR &amp; MAINTENANCE SUPPLIES</b>					
223.0	Repair & Maintenance Supplies	\$2,800		\$2,800	0.00%
224.0	Gasoline	\$4,000		\$4,000	0.00%
		\$6,800		\$6,800	0.00%
<b>REPAIR &amp; MAINTENANCE SUPPLIES</b>					
222.0	Other Supplies & Materials	\$30,000		\$30,000	0.00%
		\$30,000		\$30,000	0.00%
Total Supplies		\$39,800		\$39,800	0.00%
<b>OTHER SERVICES &amp; CHARGES</b>					
	Items	Total Estimate	Approved	Prior Yr. Amount	Change

PROFESSIONAL SERVICES					
310.0	Postage	\$1,000		\$1,000	0.00%
320.0	Travel & Training	\$2,000		\$2,000	0.00%
331.0	Professional Services	\$60,000		\$60,000	0.00%
			\$63,000	\$63,000	0.00%
COMMUNICATION & TRANSPORTATION					
332.0	Communications	\$2,500		\$2,500	0.00%
			\$2,500	\$2,500	0.00%
PRINTING and ADVERTISING					
333.0	Printed Materials	\$4,500		\$4,500	0.00%
			\$4,500	\$4,500	0.00%
INSURANCE					
334.0	Liability Insurance & Workers Comp	\$5,000		\$5,000	0.00%
			\$5,000	\$5,000	0.00%
REPAIRS & MAINTENANCE					
336.0	Repair of Equipment & Structures	\$25,000		\$25,000	0.00%
			\$25,000	\$25,000	0.00%
RENTALS					
337.0	Rental Equipment	\$1,500		\$1,500	0.00%
			\$1,500	\$1,500	0.00%
Total Services & Charges			\$101,500	\$101,500	0.00%
CAPITAL OUTLAYS		Items	Total Estimate	Approved	Prior Yr. Amount Change
IMPROVEMENTS OTHER THAN BUILDINGS					
443.0	Sewer & Drainage Projects	\$100,000		\$100,000	0.00%
			\$100,000	\$100,000	0.00%
MACHINERY & EQUIPMENT					
444.0	General Equipment	\$15,000		\$15,000	0.00%
			\$15,000	\$15,000	0.00%
Total Capital Outlays			\$115,000	\$115,000	0.00%

TOTAL BUDGET	\$563,182	\$551,357	2.14%
--------------	-----------	-----------	-------

(I) (We) hereby certify that the foregoing is a true and fair estimate of the necessary expense of the:

MS-4 Storm Water Utility

(Name of Office, Board, Commission, Department, Institution, or Fund)

for the calendar year 2022 for the purposes therein specified.

Dated this \_\_\_ day of \_\_\_ 2021

***Brett Jones***, Street Commissioner

Signature & Title of Officer(s) or Department Head

**BUDGET ESTIMATE FOR**

[page 1 of 2]

**Trash & Garbage Pickup**

(Office, Board, Commission, Department, Institution, or Fund)

**CITY OF FRANKLIN for CALENDAR YEAR 2022**

Replaces Budget Form 1 (1981)

	Items	Total	Approved	Prior Yr.	Change
	Items	Total Estimate	Approved	Prior Yr. Amount	Change
<b>OTHER SERVICES &amp; CHARGES</b>					
<b>PROFESSIONAL SERVICES</b>					
					0.00%
331.0 Professional Services	\$750,000			\$0	0.00%
		\$750,000		\$0	0.00%
Total Services & Charges		\$750,000		\$0	0.00%

TOTAL BUDGET	\$750,000	\$0	0.00%
--------------	-----------	-----	-------

(I) (We) hereby certify that the foregoing is a true and fair estimate of the necessary expense of the:

**Trash & Garbage Pickup**(Name of Office, Board, Commission, Department, Institution, or Fund)  
for the calendar year 2022 for the purposes therein specified.

Dated this \_\_ day of \_\_ 2021

**Steve Barnett, Mayor**

Signature &amp; Title of Officer(s) or Department Head