

**Board of Public Works and Safety
Regular Meeting Minutes
November 6, 2023**

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 Ken Austin & Tina Gross answered roll call.

Deputy Chief of Police Scott Summers, Fire Chief Joshua Snyder, 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, City Attorney Lynnette Gray were also in attendance.

Police Chief Kirby Cochran was absent.

Mayor Barnett led the Pledge of Allegiance.

Announcements & Public Comments

There were no announcements or public comments.

Consent Agenda

Mayor Barnett presented the consent agenda for approval.

1. Approval of Minutes from meeting held October 16, 2023
2. Board of Works Claims.
 - Gross Payroll in the amount of \$473,734.60
 - #101723 RDC-TIF Contracts in the amount of \$9,560.00
 - #101823 Sewer Contracts/Utilities in the amount of \$168,141.12
 - #102023 BOW Contracts/Utilities in the amount of \$1,284,543.35
 - #102323 BOW Elan in the amount of \$12,377.56
 - #102223 Sewer Elan in the amount of \$1,160.34
 - #102623 RDC-TIF Contracts/Utilities in the amount of \$66,079.23
 - #102523 Sewer Contracts/Utilities in the amount of \$54,723.00
 - #102423 BOW Contracts/Utilities in the amount of \$82,057.88
 - Gross Payroll in the amount of \$475,209.48
 - #102823 BOW General Obligations in the amount of \$83,937.94
 - #103123 Sewer Contracts/Utilities in the amount of \$501.18
 - #103023 BOW Contract/Utilities in the amount of \$88,600.93
 - #102923 Sewer General Obligations in the amount of \$68,361.29

Mr. Austin made a motion to approve the consent agenda as presented, seconded by Ms. Gross. A voice vote was taken with all members stating aye. The motion carried.

Old Business

There was no old business presented.

New Business

Reduce the number of parking spots occupied for construction at 150 S Main St. and use of the remaining parking spaces from 7:00 a.m. 11/3/23 to 7 p.m. on 12/8/23 - CPM

Construction Jason Williams stated they only need to occupy 4 parking spaces. Mayor Barnett brought up the condition of the alley and explained that CPM Construction needs to address the muddy conditions immediately. Mr. Williams explained these problems will be addressed as soon as possible so residents can get through the alley safely. Ms. Gross made a motion to approve the request to reduce the number of parking spaces and extend the time frame to December 8, 2023, seconded by Mayor Barnett. A voice vote was taken with all members stating aye. The motion carried.

Approval of a sign to project into the right-of-way of S Main St at 150 S Main St - Green Sign Company Kevin Sims requested to add a flag mount sign to 150 S Main Street. Mayor Barnett stated it fits all of the requirements. Ms. Gross made a motion to approve the sign, seconded by Mayor Barnett. A voice vote was taken with all members stating aye. The motion carried.

Construction Agreement for Belt Filter Press Conveyor Replacement - Wessler Engineering Gary Ruston stated the bid was accepted at the last meeting and the project was awarded to Maddox Industrial. Ms. Gross made a motion to approve the construction agreement and the notice to proceed, seconded by Mr. Austin. A voice vote was taken with all members stating aye. The motion carried.

Request approval of Change Order #3 on the Westside Interceptor Project – Wessler Engineering Gary Ruston stated there are 5 items on the Change Order. The total change in price for these items is an increase of \$26,524.96. This brings the total project amount to \$2,449,725.76. Ms. Gross made a motion to approve Change Order #3, seconded by Mr. Austin. A voice vote was taken with all members stating aye. The motion carried.

Requesting permission to apply for a grant through the NRA - Police Captain Justin Stall & Detective Kody Martin explained the equipment is to help with training. The equipment that the department currently has is becoming outdated. The quote for the equipment is \$9,500.00. The grant is an Indiana State funded grant through the NRA. The Police Department will provide \$1,000.00 so Detective Martin is applying to receive the remaining \$8,500.00 from the grant. Mayor Barnett made a motion to approve application for the grant through the NRA, seconded by Mr. Austin. A voice vote was taken with all members stating aye. The motion carried.

Revised SOP 1.13 Vehicle Unlocks – Deputy Police Chief Scott Summers stated this revises the SOP so officers do not have to have a citizen fill out a hard copy to get consent when helping them get into their vehicle. Mr. Austin made a motion to approve the revised SOP, seconded by Ms. Gross. A voice vote was taken with all members stating aye. The motion carried.

Approval of Resolution No. 23-10 Authorizing Flexible Work Arrangement Including Remote Work - City Attorney Lynn Gray stated this is for City Engineer Mark Richards who has relocated to Kentucky. Ms. Gray reached out to the State Board of Accounts to make sure the city met all requirements. Mr. Richards thanked Ms. Gray and Mayor Barnett for their work on this. Ms. Gross made a motion to approve Resolution 23-10, seconded by Mr. Austin. A voice vote was taken with all members stating aye. The motion carried.

Request the following Performance Letters of Credit and Agreements to be released and replaced with the following Maintenance Bonds to be accepted for Cumberland Trace - Sec. 2 thru 4 - Senior Planner Joanna Tennell explained these Performance Letters of Credit and Agreements are to be released: Section 2: LOC 0155457550-7: Street Surface \$35,280.00, Section 3: LOC 0155457576-11: Street Surface \$23,256.00, LOC 0155457576-3: Streets (binder, stone) \$144,354.00, Section 4: LOC 0155457592-12 Street Surface \$16,278.00, LOC 0155457592-3: Streets (binder, stone) \$101,046.00. The following Maintenance Bonds are to be accepted: Section 2: BOND 254219: Street Surface \$7,350.00, Section 3: BOND 254220: Street Surface, streets (binder, stone) \$34,918.75 and Section 4: BOND 254221: Street Surface, streets (binder, stone) \$24,442.50. A discussion was made about how these Letters of Credit and Maintenance Bonds protect the city and require companies to hold up their end of maintaining the streets, sidewalks, surfaces, etc. before and after projects. Ms. Gross made a motion to approve the release of the Performance Letters of Credit and Agreements to be replaced with the listed Maintenance Bonds, seconded by Mr. Austin. A voice vote was taken with all members stating aye. The motion carried.

Request the following Performance Bonds to be released and replaced with the following Performance & Maintenance Bonds along with Maintenance Rider to be accepted for Westwind at Cumberland, Sec. 1 - Senior Planner Joanna Tennell explained these Performance Bonds are to be Released: #47SUR300214010570: Street trees, landscaping & street lights \$128,100.00, #4172327: Earthwork & erosion control \$237,161.46, #4172328: Streets \$546,064.20, #47SUR300214010573: Sidewalks \$336,727.20 and #4172329: Survey monuments & street signs \$28,260.00. The following Performance Bond is to be accepted: #5361314: Earthwork \$207,852.66. The following Maintenance Bonds are to be accepted: #5072866: Erosion control \$6,106.00, #5072865: Streets \$113,763.38, #5072867: Sidewalks \$28,146.50 and #5072868: Survey monuments & street signs \$5,516.25. The following Maintenance Bond Rider to be accepted: #4172330: Storm sewers, swales & underdrains which lowers the bond amount to \$82,902.30. Ms. Gross made a motion to release the listed Performance Bonds and accept the Performance Bond and Maintenance Bonds including the Maintenance Bond Rider, seconded by Mr. Austin. A voice vote was taken with all members stating aye. The motion carried.

Request approval of quotes for generators at City Hall and Parks & Recreation Center - Street Commissioner/Fleet Manager Brett Jones stated that currently City Hall and the Recreation Center do not have back up power. Mr. Jones has been working with Duke and Cummins to determine what generators to get. There will be fees for the generators themselves

and additional installation fees. The equipment cost for City Hall is \$31,018.18 and the cost for the Recreation Center is \$63,355.13. Mr. Jones recommended the city accepts the quotes for the installation fees at a later date. The generators will be paid for from the CCD fund. Ms. Gross made a motion to approve the acceptance of quotes for the purchase of the generators, seconded by Mayor Barnett. A voice vote was taken with all members stating aye. The motion carried.

Approval of Interlocal Agreement with Whiteland for construction of a roundabout at Paul Hand and Graham Road - Community Development Director Krista Linke stated the agreement with Johnson County has already been approved. This agreement with Whiteland states they will pay \$750,000.00. Ms. Gross made a motion to approve the Interlocal Agreement with Whiteland, seconded by Mr. Austin. A voice vote was taken with all members stating aye. The motion carried.

Request approval of 2024 Johnson Memorial Hospital Wellness Program Service Agreement - Clerk-Treasurer Jayne Rhoades stated there have been no changes to the contract from previous years. The contract cost is \$10,000.00 this does not include the costs for physicals in October which is usually around \$17,000.00. Ms. Gross made a motion to approve the 2024 Wellness Program Service Agreement with the Mayor signing on the Board's behalf, seconded by Mr. Austin. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of 2024 Provision of Services Contracts for Boys & Girls Club, Franklin Education Connection, Johnson County Senior Services, Discover Downtown Franklin, Girls Inc, Helpline of Johnson County and Leadership Johnson County - Mayor Barnett explained these are contracts that are approved within the budget by the City Council. The Board then decides if they want to use the funding for these contracts specifically. Boys & Girls Club funds are \$13,000.00, Franklin Education Connection is \$1,000.00, Johnson County Senior Services is \$15,000.00, Discover Downtown Franklin is \$20,000.00, Girls Inc is \$5,500.00, Helpline of Johnson County is \$3,000.00 and Leadership Johnson County is \$2,000.00. Ms. Gross made a motion to approve the 2024 Board of Works Contracts, seconded by Mr. Austin. A voice vote was taken with all members stating aye. The motion carried.

Request approval of PSA with USI Consultants, Inc. for design of replacement of the Forsythe Street culvert over Hurricane Creek - City Engineer Mark Richards stated this is a design contract to replace the existing culvert. The contract total is \$299,950.00. The county has turned over the responsibility of bridges and culverts to the city. Mayor Barnett has been in communication with the county for years about replacing this specific culvert. Ms. Gross made a motion to approve the Professional Services Agreement with USI Consultants, seconded by Mr. Austin. A voice vote was taken with all members stating aye. The motion carried.

Request acceptance of request for temporary construction easement by INDOT for US 31 Corridor Project and authorization for Mayor Barnett to sign on behalf of the Board - City Engineer Mark Richards stated INDOT is in the process of acquiring the right of way needed to start this project. INDOT is offering \$1,000.00 to the city for compensation. These funds will go into the General Fund. Ms. Gross made a motion to approve the temporary construction easement with the Mayor signing on the Board's behalf, seconded by Mr. Austin. A voice vote was taken with all members stating aye. The motion carried.

Request ratification of approval by Mayor Barnett of Amendment to INDOT/LPA Project Coordination Agreement to increase federal funds amount - City Engineer Mark Richards explained this is the additional funding received for the East Jefferson Street sidewalk project. The amendment increases the funding to \$1.1 million so the city's obligation will only be \$51,000.00. Ms. Gross made a motion to approve the Amendment, seconded by Mr. Austin. A voice vote was taken with all members stating aye. The motion carried.

Request acceptance of temporary and permanent sanitary sewer easements for Phase 2 of Westside Sanitary Sewer Interceptor - City Engineer Mark Richards stated these easements are with Centerline Farms LLC. Ms. Gross made a motion to accept the sanitary sewer easements, seconded by Mr. Austin. 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 Mr. Austin. A voice vote was taken with all members stating aye. The motion carried.

Request approval of 2024 meeting schedules - Mayor Barnett made a motion to approve, seconded by Mr. Austin. A voice vote was taken with all members stating aye. The motion carried.

Department Reports / Staff Reports

Parks Department Superintendent Chip Orner stated the Ice-Skating Rink opens November 16th at the amphitheater.

Deputy Police Chief Scott Summers stated 2 lateral officers will be sworn in at the Council meeting tonight.

Fire Chief Joshua Snyder stated construction at Fire Station 21 will begin next week.

City Engineer Mark Richards stated the city was just awarded \$258,120.94 from the Community Crossings Grant. This will be used for a mill and overlay on Earlywood Drive and Umbarger Lane.

DPW Superintendent Sally Brown said the Westside Interceptor went live. The new screening building is still on schedule.

Adjournment

As there was no further business to come before the Board of Works, a motion and a second were made to adjourn at 6:05 p.m.

Respectfully submitted,



Jayne Rhoades, Clerk-Treasurer

Enrolled: 11/7/23



Steve Barnett, Mayor

Attest:


Jayne Rhoades, Clerk-Treasurer