

**Board of Public Works and Safety  
Regular Meeting Minutes  
March 17, 2025**

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.

Chief of Police Kirby Cochran, Deputy Fire Chief Preston Stark, 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 Jan Jones, City Attorney Lynnette Gray were also in attendance. Fire Chief Joshua Snyder was absent.

Mayor Barnett led the Pledge of Allegiance.

**Announcements & Public Comments**

Resident Rebekah Purtlebaugh made a dumpster request for 168 Walnut St. from Wed. March 19<sup>th</sup> – Mon. March 24<sup>th</sup>. Mayor Barnett made a motion to approve a dumpster in front of 168 Walnut St. from the period of this Wednesday to next Monday with the understanding that if more time is needed, the resident will reach out to Mr. Jones at the Street Dept., seconded by Mr. Austin. A voice vote was taken with all members stating aye. The motion carried.

**Consent Agenda**

Mayor Barnett presented the consent agenda for approval.

1. Approval of Minutes from meeting held March 3, 2025
2. Board of Works Claims.
  - Gross Payroll in the amount of \$526,837.97
  - #030325 BOW Contracts/Utilities in the amount of \$106,059.96
  - #030625 RDC-TIF Contracts in the amount of \$76,023.29
  - #030425 Sewer Contracts/Utilities in the amount of \$36,348.24
  - #031525 Sewer General Obligations in the amount of \$41,033.60
  - #031625 BOW General Obligations in the amount of \$65,869.57
  - #031025 BOW Contracts/Utilities in the amount of \$636,756.03
  - #031125 Sewer Contracts/Utilities in the amount of \$185,052.27
  - #031325 RDC-TIF Contracts in the amount of \$1,612.10

Mr. Austin made a motion to approve the consent agenda and claims 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.

## **New Business**

### **Request approval of 30-40 yard dumpster on road in front of 70 Banta Street between March 21st - April 21st for 5-7 days, with plywood or 2x4 underneath to protect pavement**

- Don Harmon contacted City Hall requesting to remove this from tonight's agenda. Mayor Barnett made a motion to remove it from the agenda, seconded by Mr. Austin. A voice vote was taken with all members stating aye. The motion carried.

**Approval request to set a date for Merit Board Member Joey Hollis election (April 15, 2025)** - City Attorney Lynn Gray informed that the Police Merit Board requires the Board of Works set a date for elections. Chief Cochran recommended that the date be April 15, 2025. Ms. Gross made a motion to approve the election date of April 15<sup>th</sup>, 2025 for Merit Board Member Joey Hollis, seconded by Mr. Austin. A voice vote was taken with all members stating aye. The motion carried.

**Request approval of Resolution 25-04 Recommending to the Common Council Certain Capital Projects and the Issuance of Sewage Works Revenue Bonds** - City Attorney Lynn Gray, Bond Counsel from Barnes & Thornberg Rick Hall, and Financial Advisor Jeff Peters presented information regarding the process and procedures moving forward. Mr. Hall stated this resolution recommends to the City Council to issue bonds up to \$47,000,000.00, with the proceeds being used to pay for the projects listed in the resolution (available on online agenda). Mayor Barnett asked if the construction of a new Billing Office would fall under this; Mr. Hall confirmed it would and that there is flexibility for other projects. Ms. Gross inquired whether payments could be made under the existing residential/commercial rates. Mr. Peters said yes and provided additional payment structure and timeline information. Mr. Austin made a motion to approve Resolution 25-04 recommending to the Common Council Certain Capital Projects and the Issuance of Sewage Works Revenue Bonds, seconded by Ms. Gross. A voice vote was taken with all members stating aye. The motion carried.

### **Request acceptance of quotes for the 2025 Cemetery Roadway Improvement project; Request award of construction contract to Robertson Paving, Inc. as the lowest, most responsive and responsible quoter; and Request execution of the construction agreement -**

Assistant City Engineer Matt McElroy stated this project will seal coat, reconstruct, and re-gravel roads at Greenlawn Cemetery. Four quotes were opened on March 7<sup>th</sup>: McGath Concrete \$124,262.00; All Star Paving \$94,709.96; Robertson Paving Inc. \$93,517.10, and A&H Contracting did not submit a quote. The Engineer's Estimate was \$97,945.00. Mayor Barnett complimented Robertson Paving Inc. on other jobs they have completed for the City. Ms. Gross made a motion to accept quotes for the 2025 Cemetery Roadway Improvement project and award the construction contract to Robertson Paving, Inc. as the lowest, most responsive and responsible quoter; and approve execution of the construction agreement, seconded by Mr. Austin. A voice vote was taken with all members stating aye. The motion carried.

**Request acceptance and execution of the following documents related to Phase 2 of the Westside Sanitary Sewer Interceptor project** - Assistant City Engineer Matt McElroy presented the following information to obtain easements for the necessary construction work on the Westside Interceptor project:

- Parcel 6 Duckworth Trust – Permanent Sanitary Sewer Easement
  - Parcel 7 Duckworth Trust – Permanent & Temporary Sanitary Sewer Easements
  - Parcel 9 Esteb Trust – Permanent & Temporary Sanitary Sewer Easements; Ingress/Egress Easement
  - Parcel 24 Andrew Duckworth – Permanent Sanitary Sewer Easement; Ingress/Egress Easement
- Ms. Gross made a motion to accept and execute documents for Parcels 6,7,9,and 24 as related to Phase 2 of the Westside Sanitary Sewer Interceptor project, seconded by Mr. Austin. A voice vote was taken with all members stating aye. The motion carried.

**Request the following Subdivision Performance Bonds be released for The Bluffs at Youngs Creek, Sec. 3 & Sec. 4 and Request the following Subdivision Maintenance Bond be accepted for The Bluffs at Youngs Creek, Sec. 3 & Sec. 4** - Assistant City Engineer Matt McElroy stated the following were ready to be released:

Performance Bond – Sec. 3:

#SU1176973: Street Trees, Landscaping, & Street Lights - \$216,300.00

#SU1176977: Streets - \$848,343.60

#SU1176978: Sidewalks - \$316,478.40

#SU1176979: Survey Monuments & Street Signs - \$31,422.00

Performance Bond – Sec. 4:

#SU1188925: Street Trees, Landscaping, & Street Lights - \$204,900.00

#SU1188927: Streets - \$775,062.00

#SU1188928: Sidewalks - \$265,332.00

#SU1188929: Survey Monuments & Street Signs - \$27,072.00

Assistant City Engineer Matt McElroy stated the following were ready to be accepted:

Maintenance Bond – Sec. 3:

#268193: Street Trees, Landscaping, & Street Lights - \$45,062.50

#268194: Streets - \$176,738.25

#268195: Sidewalks - \$65,933.00

#268196: Survey Monuments & Street Signs - \$6,546.25

Maintenance Bond – Sec. 4:

#268197: Street Trees, Landscaping, & Street Lights - \$42,687.50

#268198: Streets - \$161,471.25

#268199: Sidewalks - \$55,277.50

#268200: Survey Monuments & Street Signs - \$5,640.00

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

**Request approval of Amendment #3 to Public Private Agreement and Bill of Sale for Fire Station #21 Remodel/Expansion Project** - Senior Planner Joanna Tennell stated all construction is complete, final payment has been made to Envoy, and we are ready for transfer of property. Mayor Barnett noted that there is some ongoing warranty work being taken care of. Ms. Gross made a motion to approve Amendment #3 to Public Private Agreement and Bill of

Sale for Fire Station #21 Remodel/Expansion Project, seconded by Mr. Austin. A voice vote was taken with all members stating aye. The motion carried. Ms. Gross made a motion for the Mayor to authorize the Bill of Sale, 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 updating the 2013 Comprehensive Plan** - Senior Planner Joanna Tennell stated this Professional Services Agreement with USI Consultants, Inc. in the amount of \$130,600.00 (budgeted through Planning & Engineering), will update our current Comprehensive Plan. This includes focus groups to review the following key topic areas: economic development, schools, downtown district, industrial development, agriculture, parks, impacts to the US31 corridor improvements, housing choices, and public art. There will be a Public Open House prior to adoption of the Plan, with a final draft before going to Plan Commission, and then on to City Council for adoption. Mayor Barnett stated Corey Daily from USI was part of our last update and is familiar with our City. Ms. Gross made a motion to approve the PSA with USI Consultants, Inc. for updating the 2013 Comprehensive Plan, 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

2120 E King St 41-07-18-031-006.003-018

800 Industrial Drive 41-08-03-041-061.000-009

1987 Crescent Street 41-08-11-032-055.000-009

Mayor Barnett made a motion to file liens on the unkempt properties as presented, 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 said they are still looking to fill two part-time landscaping positions and also for a summer Pool Manager. The Active Adult Center is drywalled and painted, with doors installed, and the exterior brick is finished. Plans are to host a ribbon cutting after July 4<sup>th</sup>.

Police Chief Kirby Cochran stated that with the opening of the second golf cart business, there has been an increase in issues related to golf carts on the road, including who can drive them, speed, acceptable road use, and safety concerns. His department will be creating reminders about our City ordinance for social media and the Daily Journal.

Deputy Fire Chief Preston Stark shared that two new hires started today and will go through orientation this week and start next week.

Sewer Billing Manager Sherry Phillips said they are busy with liens and wished Mark Richards well, expressing her appreciation for working with him over the years.

Community Development Director Krista Linke stated the closing date on the Sandor property for the Scott Park expansion is on March 25<sup>th</sup>; companies to complete the dumpster enclosure

should be selected by the beginning of April; we are still waiting to hear if the City received the Owner-Occupied Grant, and the RDC is meeting tomorrow morning.

Street Commissioner/Fleet Manager Brett Jones wished Mark Richards the best and stated it's been a pleasure to work with him over the years.

DPW Superintendent Sally Brown informed that they are almost finished with the abandoned lift station on South Old US 31 and expect to be completed by the end of the week. Ms. Brown also thanked Mark Richards for all of his help with everything, and he will be missed.

Chief of Staff Tara Payne shared that the Volunteer of the Year Award nominations will open this week. Ms. Payne also thanked Mark Richards for all he's done.

Board Member Tina Gross was unaware that this would be Mr. Richards last meeting, wished him well, and thanked him for his years of service.

Board Member Ken Austin also thanked Mark Richards and complimented all that he has helped accomplish over his eight years.

City Attorney Lynn Gray said how lucky the City of Franklin was to have Mr. Richards' knowledge and expertise over the years and wished him the best on a well-deserved retirement.

Mayor Barnett said it has been a pleasure to work with Mark Richards. Mayor Barnett said every Mayor needs a good engineer to work with, and Mark is one of the best. They've accomplished a great deal, and everything that has been done is a result of Mark's ability to make it happen. Mayor Barnett also welcomed Matt McElroy in his new position as City Engineer and Joanna Tennell, who will be assuming the role of Planning Director.

City Engineer Mark Richards shared that he's had a great eight years at Franklin and how much he has appreciated everyone he has worked with. However, he's looking forward to spending time with his granddaughter and enjoying retirement.

Mayor Barnett led everyone in a standing ovation as they said goodbye to Mr. Richards.

## **Adjournment**

As there was no further business to come before the Board of Works, a motion and a second were made to adjourn at 5:42 p.m.

Respectfully submitted,

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Jan Jones, Clerk-Treasurer  
Enrolled: 03/20/25

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Steve Barnett, Mayor

Attest:

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Jan Jones, Clerk-Treasurer