CITY OF FRANKLIN
BOARD OF PUBLIC WORKS AND SAFETY
Meeting Minutes
November 7, 2011

Opening

Mayor Paris called the regular meeting of the Board of Public Works and Safety to order at 4:00 p. m. in City Hall.

Roll Call

The roll was called. Mayor Paris, Mr. Joe Ault and Mr. Dan Murray were present.

Also present were: Police Chief Tim O'Sullivan, Fire Chief James Reese, Parks Department Superintendent Chip Orner, Sewer Billing Office Manager Sherry Phillips, Cemetery Sexton and MS4 Coordinator Richard DeWitt, DPW Superintendent Rick Littleton, Planning Director Krista Linke, Project Supervisor Todd Wilkerson, Street Commissioner Steve Compton, Clerk-Treasurer Janet P. Alexander, Communications Director Zachary Burton, Administrative Assistant Kathy Cragen and City Attorney Robert H. Schafstall.

Mayor Paris offered an invocation immediately followed by the Pledge of Allegiance.

Public Comments

Consent Agenda

Mayor Fred Paris presented the consent agenda for approval.

1. Approval of Minutes from meeting held October 18, 2011, October 20, 2011, and October 27, 2011 Mr. Murray asked that the minutes of October 27th be amended to indicate that the paving project will include South Street through State Street to US Highway 31.

2. Approval of Claims
   - Payroll in the amount of $307,323.52
   - #101211 RDC-TIF in the amount of $54,564.79
   - #102211 Sewer Utilities in the amount of $58.35
   - #102111 BOW Utilities in the amount of $3,249.36
   - Pension Payroll in the amount of $56,588.07
   - #102911 Sewer Utilities in the amount of $3,747.71
   - #102711 BOW Utilities in the amount of $193,343.16
   - Payroll in the amount of $296,716.31
   - #110511 Sewer Utilities in the amount of $21,893.15
   - #110811 BOW Utilities in the amount of $381,603.89
   - #110111 RDC-TIF in the amount of $3,870.00
   - #110711 Sewer Utility in the amount of $41,184.63
   - #110211 Buy-Out in the amount of $54,656.60
   - #110811 BOW Meeting in the amount of #60,084.46

Mr. Ault made a motion to approve the consent agenda as amended, seconded by Mr. Murray. The motion carried.

OLD BUSINESS

Proposal for Use of Former Street Department Buildings - Franklin Heritage; Habitat for Humanity; and the Lord's Cupboard

City Attorney Rob H. Schafstall stated that he is still researching the issue of payment of property taxes by not for profits. Rob Shilts of Franklin Heritage came forward and stated that he has spoken with their insurance company and there are no problems related to getting insurance coverage on this building. Mr. Shilts also stated that he will talk to their CPA and the City Attorney to learn whether property taxes would be payable. Mayor Paris made a motion to table this item again, seconded by Mr. Ault. A voice vote was taken with all members stating Aye. No members stating Nay. The item was tabled.

Professional Services Agreement - Schneider Corporation - Franklin Tech Park Sanitary Sewer Relocation - Tabled from previous meeting

Mayor Paris stated that this item should sent to the Redevelopment Commission and made a motion to strike it from the Board of Works agenda, this was seconded by Mr. Ault. A voice vote was taken with all members stating Aye. No members stating Nay. This item was stricken from the agenda.

Sale of Real Estate (Former Street Department Buildings and Former Fire Station #22)

Mayor Paris stated that as of this date we have received two offers on the former fire station. The Fraternal Order of Police submitted an offer of $40,000, and Mike Wood offered $75,000.00 for the building. Mayor Paris stated that an advertisement should be run stating that the BOW we accept bids from now until the next Board of Works meeting and will consider the highest bid at the next meeting. Mr. Murray suggested getting a total property survey completed before the sale process goes any further. Mr. Murray made a motion that a survey be done to separate the boundaries of both properties, seconded by Mr. Ault. A voice vote was taken with all members stating Aye. No members stating Nay. The motion carried. Clerk Treasurer Janet P. Alexander asked the Mayor who would be in charge of the advertisement, and hiring a surveyor. Mayor Paris stated that his office would be in charge. Mayor Paris also stated that the City Council would have final approval for acceptance of the bid since the bid would be over $50,000.00.

Mayor Paris told the Board that an offer was received today from Todd Johnson for the former Street Department buildings. Mr. Johnson’s bid was for $60,000.00. Mayor Paris and Mr. Murray both stated that they do not think this bid is high enough for this property. The appraised value of the buildings is listed as $275,000. Mayor Paris made a motion to reject this offer, seconded by Mr. Murray. A voice vote was taken with all members stating Aye. No members stating Nay. The motion carried and the offer was rejected.

NEW BUSINESS

Cinergy MetroNet Project Engagement Letter

City Attorney Rob H. Schafstall explained that the project as presented includes the creation of a new TIF district. Mr. Schafstall has reviewed both engagement letters presented and asked Mr. Biggerstaff of Cinergy MetroNet to come forward to discuss the estimated expenses to the Board. Mr. Biggerstaff came forward and told the Board that Cinergy MetroNet would pay for all closing costs and that that they would commit in writing to agree to cover these costs. Mayor Paris stated that he thinks this is a great opportunity for the community, and he is ready to move forward with the project. A discussion was held. Mayor Paris made a motion to move this phase forward, seconded by Mr. Ault. A voice vote was taken with all members stating Aye. No members stating Nay. The motion carried.

Memorandum of Understanding Between RDC & BOW For Staff Assistance from Planning Department

City Attorney Rob H. Schafstall stated that the RDC has been discussing with the Mayor and Planning staff ways in which they could help the RDC with office staffing. Mr. Schafstall stated the RDC has approved $12,000.00 as payment for a Planning Department employee to work as an office assistant part-time for the RDC. Mr. Schafstall stated that the Planning Department would be submitting monthly itemized reports on this employee to the RDC for reimbursement of the employee's time working for the RDC. A discussion was held. Mr. Murray made a motion to approve, seconded by Mr. Ault. A voice vote was taken with all members stating Aye. No members stating Nay. The motion carried.

Utility Budgets for 2012 Request Adoption of 2012 Sewer and Storm Water Utility Budgets

Mayor Paris gave an overview of these four budgets. A discussion was held. Mr. Ault made a motion to approve all four budgets, seconded by Mr. Murray. A voice vote was taken with all members stating Aye. No members stating Nay. The motion carried.

Budgetary Resolution 11-01 - Transfer in MS4 Budget from 400 Capital to 200 Supplies and 300 Service

MS4 Coordinator Richard DeWitt gave an overview of this transfer, and what it would be used for. A discussion was held. Mr. Paris made a motion to approve, seconded by Mr. Ault. A voice vote was taken with all members stating Aye. No members stating Nay. The motion carried.

Request Approval to Pay Payment #6 to Reynolds, Inc. for DPW Project

DPW Superintendent Rick Littleton gave a review of this payment, and stated the work has been completed, and he thinks it should be paid. Mr. Murray made a motion to approve paying payment #6, seconded by Mr. Ault. A voice vote was taken with all members stating Aye. No members stating Nay. The motion carried.

Request Approval of Route to Move 2 Model Homes

Senior Planner Joanna Myers came forward to ask for approval to move two model Arbor homes to new permanent locations. Ms. Myers explained the routes and where the homes would be relocated. A discussion was held. Mayor Paris would like to make sure that Arbor Homes insurance would list the City of Franklin as additional insured in case there was any damage done to the streets. Mayor Paris made a motion to approve as long as the insurance is approved by our insurance agent prior to the homes being moved, this was seconded by Mr. Ault. A voice vote was taken with all members stating Aye. No members stating Nay. The motion carried.

Review of Quotes for South Street - Project Supervisor Todd Wilkerson

City Engineer Trent Newport explained the quotes he provided today were received for the South Street Project. Mr. Newport requested the Boards approval to move forward with the lowest and most responsive quote. A discussion was held. Mayor Paris made a motion to take the quotes under advisement until the City Attorney has time to review them. Mayor Paris then read each quote out loud. Mr. Newport did not make a recommendation since the quotes had just been received. Mr. Murray made a motion to take the quotes under advisement, seconded by Mayor Paris. A voice vote was taken with all members stating Aye. No members stating Nay. The motion carried, and the matter was tabled.

Review Quotes for Hudson St./RJ Parkway
City Engineer Trent Newport explained that bids were received last week for the Hudson St./RJ Parkway paving project. A discussion was held. Mayor Paris made a motion to take the quotes under advisement until legal counsel and the City Engineer have time to study the quotes more thoroughly, seconded by Mr. Murray. A voice vote was taken with all members stating Aye. No member stating Nay. The motion carried, and the matter was tabled.

Department Reports / Staff Reports

MS4 Coordinator Richard DeWitt told the Board that he had received quotes for Gideon Drake mosquito eradication and drainage project. Mr. DeWitt stated that he had received two quotes, with Brusco being the lowest bidder. Mr. DeWitt would like to have City Attorney Rob H. Schafstall look over the quotes, and then have the Board's approval to then give Mayor Paris permission to sign the quote so the project can move forward. Mayor Paris made a motion to approve, seconded by Mr. Murray. A voice vote was taken with all members stating Aye. No members stating Nay. The motion carried.

Fire Chief Jim Reese told the Board that there was an issue with fire apparatus trying to make a right turn from Jefferson Street onto E. Court Street. The problem is due to people parking on the right side of Jefferson Street across from Don and Dona's. Chief Reese would like to see this area made a no parking zone. A discussion was held. Mr. Ault made a motion to have City Engineer Trent Newport talk to INDOT and see if they would be willing to make this area a no parking zone; this was seconded by Mr. Murray. A voice vote was taken with all members stating Aye. No members stating Nay. The motion carried.

Chief Reese would also like to ask permission to discard head guards that do not work. Mr. Ault stated that he would approve marking these items as surplus and putting them in a future auction, this was seconded by Mr. Murray. A voice vote was taken with all members stating Aye. No members stating Nay. The motion carried.

Adjournment

As there was no further business to come before the Board of Works a motion was made and seconded to adjourn. The meeting adjourned at 4:55 p.m.

Respectfully submitted,

Janet P. Alexander
Clerk Treasurer

Enrolled: 11/17/2011 Approved by the Board of Works: