

**City of Franklin Common Council
Regular Meeting Minutes
September 17, 2012**

The regular meeting of the Common Council of the City of Franklin, Indiana was called to order at 6:30 p.m. at City Hall, 70 E. Monroe Street, with Mayor Joseph E. McGuinness presiding. Council members Joseph Abban, Stephen Barnett, Robert Henderson, and Stephen Hougland, answered roll call. Clerk-Treasurer Janet P. Alexander, Records Clerk Kathy Cragen, City Attorney Lynnette Gray were also present. Council member Joseph Ault arrived at 6:35 p.m. and council member Richard Wertz arrived at 7:05 p.m. Council member Kenneth Austin was absent.

Mayor McGuinness opened the meeting and asked the Clerk-Treasurer to call the roll. Councilor Hougland offered an invocation, which was followed by a recitation of the Pledge of Allegiance.

Announcements & Presentations

Presentation of Life Saving Award to Firefighters: Mike Craig; Josh Oakes; Chuck Ridpath; and Nathan Long - Fire Chief John Henderson stated that the firefighters requested that this presentation take place at their annual Christmas Party.

Mr. Rex Porter of 915 Graham Street told the Council about vandalism issues in the Graham Street and Robinson Street neighborhood. Police Chief O'Sullivan agreed with Mr. Porter that there are issues in this area with vandalism. The Chief stated that the department has increased patrols.

Consent Agenda

Mayor McGuinness presented the consent agenda for approval.

- Common Council Budgetary Ordinance No.: 12-10 An Additional Appropriation Ordinance from Fire Medic Fund 425 for \$22,891.00 to Fire Medic-Capital
- Common Council Budgetary Resolution No.: 12-08 Authorizing a Transfer from Disaster Relief Fund Supplies 200 to Capital Outlay 400 in the amount of \$9,278.00 - Mayor McGuinness
- Approval of Meeting Minutes 08-20-12

Clerk-Treasurer Alexander stated that there had been a correction requested by Councilor Henderson to the August 20th minutes. The minutes were corrected to read as follows: "Councilor Henderson stated that the RDC held a meeting August 16th and discussed several properties including the G.C. Murphy Building. He also stated that the former Franklin

Engineering site has been cleared out and will be used for public parking for the time being. He reported that the RDC passed a resolution authorizing the construction of a shell building.”

Councilor Barnett made a motion to approve all items listed on the Consent Agenda including the minutes as corrected, seconded by Councilor Abban. A voice vote was taken with all members stating Aye. No members stating Nay. The motion carried.

Councilor Barnett made a motion to skip to the first item listed under New Business. This motion was seconded by Councilor Henderson. A voice vote was taken with all members stating Aye. No members stating Nay. The motion carried.

New Business

Common Council Resolution No.: 12-16 - A Resolution of the Franklin Common Council Adopting Guidelines for City Council Legislative Redistricting - Council President Barnett made a motion to read the resolution by title only, seconded by Councilor Abban. A voice vote was taken with all members stating Aye. No members stating Nay. The motion carried. Mayor McGuinness read the title aloud. Attorney Brian Bosma of Kroger Grades & Ragas stated that he was retained by the city to assist with the process of redistricting council districts. Mr. Bosma explained the process and the timeline to the members. Council President Barnett made a motion to approve Resolution 12-16, seconded by Councilor Abban. A voice vote was taken with all members stating Aye. No members stating Nay. The motion carried.

Old Business

Public Hearings

Common Council Budgetary Ordinance No.: 12-11 - Budget Appropriations & Tax Rates for 2013 – Council President Barnett made a motion to read the proposed 2013 budget ordinance by title only, seconded by Councilor Henderson. A voice vote was taken with all members stating Aye. No members stating Nay. The motion carried. Mayor McGuinness read the title. Mayor McGuinness explained that this is the public hearing for the proposed budget and that the adoption hearing will be held October 1st. He said that he asked department heads to be prepared to answer questions about their budgets and he asked his financial advisor Mr. Jeff Peters to be here also. Clerk-Treasurer Janet P. Alexander stated that the binders that were given to Council members contained a version of the department operating budget forms (Form #1's) which were reviewed by the Mayor and herself the week of August 20 through the 24th with each of the department heads. She also explained the contents of the binder by tab. She pointed out that the last section contained the Budget Ordinance 12-11, the Gateway Form 4 – the signature page, Form 4A – Budget Reports by Fund and Department & Form 4B Budget Estimate – Financial Statement – Proposed Tax Rate which is what is technically the budget document. She said that when the Council votes to approve the budget they are approving the two forms known as Form 4A & Form 4B.

The Mayor introduced his financial planner Jeff Peters who presented a Fiscal Plan dated April 30th, 2012. Mr. Peters explained that the purpose of the document was “to create a fiscal policy planning tool for the fiscal body and for the Mayor, as the executive, to review where the city could go to look at potential tax impacts and to put everyone on the same page as to how to achieve these goals in the outlying years.” A discussion was held. Council President Barnett asked Mr. Peters about 2013 revenues Mr. Peters reassured him that the revenues will be sufficient to provide the services you want provided and that the budget the Mayor put forward is sustainable according to his fiscal plan.

Mayor McGuinness invited the department heads to come forward to present their department budgets.

Fire Chief John Henderson came forward and offered the following changes to his proposed budget:

Fire Department

- Line Item #115 - 5% Salary Increase for the Civilian Inspector – \$39,900
- Line Items #119 – The Chief withdrew the request for one (1) additional officer - 33 Firefighters/EMTs – will be funded.
 - Explained the plan to promote two (2) Firefighters to Lieutenant, eliminated the Training Officer position – and increased funding for 9 Lieutenants instead of 6
- Line Item #125 - FICA – Increased due to increase in Civilian Inspector’s Salary
- Line Item #126 - PERF – Increased due to increase in Civilian Inspector’s Salary
- Line Item #144 - Unused Personal Days – Increased due to increase in Civilian Inspector’s Salary
- Line Item #225 - Wearing Apparel – Increased from 11,000 to 20,000
- Line Item #228 - Other Supplies – Increase from \$9,000 to \$10,500
- Line Item #320 - Travel & Training – Increased from \$10,000 to \$25,000
- Line Item #331 - Professional Services – Increased from \$25,000 to \$27,500
- Line Item #444 - Machinery & Equipment – Increased from \$15,000 to \$17,000
- Line Item #445 - Office Equipment – Increased from \$7,250 to \$8,000
- Line Item #449 - Other Capital Outlay – Increased from \$2,500 to \$4,500

At this point in the meeting Councilor Henderson made a motion to suspend the discussion of the budget ordinance and handle other items listed under Old Business. This motion was seconded by Council President Barnett. A voice vote was taken with all members stating Aye. No members stating Nay. The motion carried.

Public Hearings

Common Council Ordinance No.: 12-21 - An Ordinance Approving Vacating Right-of-Way Within the City of Franklin, Indiana Between Lots 20, 33 & 34 of Original Plat of Franklin (To be known as Original Plat of Franklin Lots 20, 33 & 34 Alley Vacation)

Council President Barnett made a motion to read the titles of the three proposed alley vacation ordinances by title only. This motion was seconded by Councilor Abban. A voice vote was taken with all members stating Aye. No members stating Nay. The motion carried. Mayor McGuinness read the titles aloud.

City Engineer Trent Newport came forward and explained that the adoption of these ordinances will allow the City to make planned parking improvements in the downtown area. Mr. Newport stated that this was being brought forward with a favorable recommendation from the Board of Public Works. Mayor McGuinness opened the floor for Public Hearing. No one asked to speak. Council President Barnett made a motion to approve, seconded by Councilor Abban. A voice vote was taken with all members stating Aye. No members stating Nay. The motion carried.

Common Council Ordinance No.: 12-22 - An Ordinance Approving Vacating Right-of-Way within The City of Franklin, Indiana West of Lot 1 of Franklin Addition No. 2 by George King (To be known as Franklin Addition No.2 by George King Lot 1 Alley Vacation)

Mr. Newport explained that this is the same scenario as the prior ordinance presented. He said that this alley is partially owned by the City and partially by the County. Mayor McGuinness opened the floor for Public Hearing. No one asked to speak. Council President Barnett made a motion to approve, seconded by Councilor Abban. A voice vote was taken with all members stating Aye. No members stating Nay. The motion carried.

Common Council Ordinance No.: 12-23 - An Ordinance Approving Vacating Right-of-Way within City of Franklin, Indiana between Lots 66 & 67 of Original Plat of Franklin (To be known as Original Plat of Franklin Lots 66 & 67 Alley Vacation)

Mayor McGuinness read the ordinance by title only. Mayor McGuinness opened the floor for Public Hearing. No one asked to speak. Council President Barnett made a motion to approve, seconded by Councilor Abban. A voice vote was taken with all members stating Aye. No members stating Nay. The motion carried.

Mr. Ault made a motion to move forward with the remainder of the agenda before moving back to budget discussions. The motion was seconded by Council President Barnett. A voice vote was taken with all members stating Aye. No members stating Nay. The motion carried.

Common Council Resolution No.: 12-15 A Resolution Granting Tax Abatement for Runnebohm Construction Company, Inc. –

Mayor McGuinness asked that this matter be tabled. Council President Barnett made a motion to table, seconded by Councilor Wertz. A voice vote was taken with all members stating Aye. No members stating Nay. The matter was tabled.

Interlocal Agreement Between Johnson County, Indiana and the City of Franklin, Indiana regarding Bridge 501 – City Attorney Lynn Gray presented the proposed agreement between the City and Johnson County for maintenance on the South Street bridge over Young's Creek. Council President Barnett made a motion to approve, seconded by Councilor Abban. A voice vote was taken with all members stating Aye. No members stating Nay. The motion carried.

Request for Additional Appropriation to Appropriate Funds from a Grant Received from Drug Free Johnson County – Police Chief Tim O’Sullivan explained that this request is to appropriate money received through a grant from Drug Free Johnson County in the amount of \$4,035.00 to purchase electronic equipment. Council President Barnett made a motion to table, seconded by Councilor Abban. A voice vote was taken with all members stating Aye. No members stating Nay. The matter was tabled.

Other Business

Request Permission to Purchase MSA Clear Command Face Piece Upgrade for Current System – Fire Chief John Henderson said that this purchase was presented to the Board of Public Works and Safety and he received a favorable response to bring this request for funding from the Medic Fund to the Council. No action was taken.

This point in the meeting the Council resumed the 2013 budget review.

Mayor McGuinness presented his department budget:

Mayor’s Office

- Line Item #112 – Director of Operations – Requested a reduction of his initial proposal for an increase of 8.65% to 6.52% or from \$41,650 to \$40,833

As a result the following estimates will be recalculated

- Line Item #125 – FICA
- Line Item #126 – PERF
- Line Item #144 – Unused Personal Days

Clerk Treasurer’s Office

Clerk-Treasurer Alexander stated that she had stayed with the 2% increase recommended by the Mayor for herself however she is requesting 4% increases for each member of her staff. She stated that she did this to mirror the request of the City Court Judge who had requested 4% for all of the court staff and the range of percentage increases the Mayor had requested for many of his appointees. She also pointed out that her professional services budget increased. The overall budget increase for the Clerk-Treasurer’s office increased by 4.8%. Ms. Alexander explained that a percentage of her personnel expenses are paid from the Sewer Utility fund.

Council President Barnett asked the Clerk Treasurer about the cost of employee health insurance. She stated that the total cost of employee health insurance in 2013 will be \$2,733,777.00 or \$15,987.00 per employee. Councilor Wertz asked what percentage of the premiums is paid by our employees. She replied that \$150,000.00 is collected from employees for health care annually.

Mayor McGuinness presented the proposed City Hall budget for 2013:

City Hall

- Line Item #337 – Building Maintenance – Increase from \$8,500 to \$9,000

Mayor McGuinness stated that the only change to the 2013 Common Council budget is the 2% increase in salaries.

Mayor McGuinness presented the proposed Board of Works budget for 2013:

Board of Public Works and Safety

- Line Item #111 – Engineer (Salary) – \$27,900 – the initial estimate was \$31,212

As a result the following estimates will be recalculated

- Line Item #125 – FICA
- Line Item #126 – PERF
- Line Item #144 – Unused Personal Days

Mayor McGuinness stated that an offer had been extended to fill the post of City Engineer. He stated that the salary offered was \$62,000.00. Twenty seven thousand of that will be paid from the General Fund Board of Works budget Line Item #111 (BOW), \$17,050.00 and from Line Item #117 (Sewer Billing), and \$17,050.00 from Line Item #117 (MS4). A discussion was held concerning the necessity of retaining the position of Project Supervisor.

Mayor McGuinness also mentioned that he was discussing the possibility of passing on the cost for hydrant rentals (Line Item #337 Fire Hydrants) with Indiana American Water Company. Currently \$482,000 is budgeted for fire hydrant rental in the Board of Works budget. The same amount will be budgeted in 2013.

Police Chief O’Sullivan presented the proposed Police Department budget for 2013:

Police Department

A discussion was held concerning the number of police vehicles which would be purchased in 2013.

- Line Item #225 – Wearing Apparel – Initial proposal for 2013 had been \$25,000 for bullet proof vest grant match, which was reduced to \$5,000. The required match will be paid from the appropriation from the Fire Medic Fund.

Planning Director Krista Linke presented the proposed Planning Department budget for 2013:

- Line Item #340 – Promotional – Requested decrease from \$10,000 to \$2,000
 - Department split prior year appropriations between Planning and Engineering and Community Development. The promotional budget in 2012 was \$20,000.

Planning Director Krista Linke presented the proposed Community Development budget for 2013:

- Line Item #340 – Promotional – Requested decrease from \$10,000 to \$3,000
 - Department split prior year appropriations between Planning and Engineering and Community Development. The promotional budget in 2012 was \$20,000.

Law – Mayor mentioned the Law Department, Park Bond, Fire Pension, Police Pension budgets.

Clerk-Treasurer Alexander presented the proposed City Court budget for 2013:

- Line Item #337 – Rental Facilities – The Council recommended that the amount budgeted for facility rental be decreased from \$5,500 to \$5,000

Parks Superintendent Chip Orner gave an overview of his proposed 2013 budget for Greenlawn Cemetery. Mr. Orner did state that the Records Clerk at the cemetery will be splitting her time in 2013 between the Parks and Cemetery. She will be able to answer phones for the cemetery from her office at the parks. Mr. Orner also stated that the cemetery chapel will no longer be used as an office; it will be converted back to a conference room for family use.

He also gave the council an overall overview of the Park Department budget. Mr. Orner did stated that he is asking for an increase for one employee Terry Moss a custodian at the Recreation Center, Mr. Orner stated that this job title does not cover everything that this employee does, and he is asking for \$5,000 increase, and to make this a new position, getting rid of the title full time custodian and changing it to maintenance.

Mayor McGuinness stated that the Cumulative Capital Development budget will decrease due to reduced revenue expectations.

Street Commissioner Ron Collins presented his proposed MVH budget for 2013:

MVH – Street Department

- Line Item #112 – Office Manager – Title Change
- Line Item #124 – Part-time – Requested reduction from \$25,000 to \$10,000 due to the Addition of a new full-time position

As a result the following estimates will be recalculated

- Line Item #125 – FICA
- Line Item #126 – PERF
- Line Item #140 – Group Medical Insurance – 16 full-time employees but directed to pay 1 from MS4
- Line Item #144 – Unused Personal Day – will increase due to increased full time staff
- Line Item #215 – Operating Supplies – Requested reduction from \$13,512 to \$13,000
- Line Item #221 – Garage & Motor – Requested reduction from \$62,150 to \$60,000
- Line Item #225 – Wearing Apparel – Requested reduction from \$9,000 to \$7,500
- Line Item #331 – Professional Services – Requested reduction from \$63,500 to \$60,000
- Line Item #332 – Communications - Requested reduction from \$2,750 to \$2,500
- Line Item #335 – Utilities – Requested reduction from \$19,650 to \$16,125

Tree Board member Debbie Swinehamer requested additional funding for the Tree Board in the Street Department Budget. Tree Board member Mr. Larry Nunn thanked the city arborists for their service to the community. Mr. Nunn stated that the Tree Board would like an additional \$17,250.00 in the budget for street trees. Councilor Wertz stated that the state forestry has offered to donate trees and people to help plant trees also. A discussion was held. Councilor Abban left at 10:20 p.m.

Councilor Henderson stated that there will be an RDC meeting this Thursday, September 19th at 8:00 a.m.

Adjournment

A motion and a second were made to adjourn. As there was no further business to come before the Common Council, the meeting adjourned at 10:53 p.m. The next regular meeting will be held Monday, October 1, 2012 at 6:30 p.m.

Respectfully submitted,

Janet P. Alexander, Clerk-Treasurer
Enrolled: 9/28/2012

Joseph McGuinness, Mayor

Attest:

Janet P. Alexander, Clerk-Treasurer