

**Board of Public Works and Safety
Regular Meeting Minutes
March 4, 2013**

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 Joseph E. McGuinness presiding. Board members Stephen Barnett and Bob Swinehamer answered roll call.

Police Lieutenant Kerry Atwood, Fire Chief John Henderson, Parks Department Superintendent Chip Orner, Sewer Billing Office Manager Sherry Phillips, DPW Superintendent Rick Littleton, Community Development Director Krista Linke, City Engineer Travis Underhill, Street Commissioner Ron Collins, Deputy Clerk Treasurer Sue Midkiff, Records Clerk Kathy Cragen, and City Attorney Lynnette Gray were also in attendance.

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

Public Comments

No one asked to speak

Consent Agenda

Mayor McGuinness presented the consent agenda for approval.

1. Approval of Minutes from meeting held February 4, 2013
2. Board of Works Claims
 - Payroll in the amount of \$301,894.89
 - #020913 Sewer Utility Payment in the amount of \$32,108.53
 - #020613 RDC Utility Payment in the amount of \$38,699.03
 - #020813 Civil City Utility Payments in the amount of \$78,172.62
 - #021613 Sewer Utility Payments in the amount of \$347,713.49
 - #021213 RDC Utility Payments in the amount of \$748.12
 - #021513 Civil City Utility Payments in the amount of \$74,613.49
 - Payroll in the amount of \$300,894.97
 - Pension Payroll in the amount of \$57,750.52
 - #022213 Civil City Utility Payments in the amount of \$184,494.25
 - #022313 Sewer Utility Payments in the amount of \$949,309.00
 - #021913 RDC Utility Payment in the amount of \$5,650.34
 - #022513 Civil City Utility Payments in the amount of \$3,566.44
 - #022713 Civil City Utility Payments in the amount of \$911.24
 - #030213 Sewer Utility Payments in the amount of \$2,271.77
 - #030513 RDC Utility Payments in the amount of \$66,657.28
 - #030113 Civil City Utility Payments in the amount of \$59,208.06
 - #030413 Civil City General Obligations in the amount of \$209,867.66
 - #030313 Sewer Utility General Obligations in the amount of \$54,957.54

Mr. Barnett made a motion to approve the two items presented under the consent agenda, including the minutes of the meeting held February 4, 2013 and the claims, as presented, seconded by Mr. Swinehamer. A voice vote was taken with all members stating Aye, no members stating Nay. The motion carried.

Old Business

RDC Project Priority List & Map of Gateway Project Phasing - Community Development Director Linke provided a copy of the proposed project list and a map explaining that the RDC wanted to receive their input. A discussion was held. No formal action was taken.

New Business

Request to Credit Benefit Time to Employees Using a Scheduled Day off December 26, 2012 (Snow Emergency-City Offices Closed) - Mayor McGuinness stated that this had been discussed at the first meeting in January, but no decision had been made. The Mayor stated that since the snow emergency happened so late in the year employees had already scheduled their benefit time off to make sure it was used before the end of the year. Mayor McGuinness explained that he thought that these employees should get their time back for this day and that it must be used by May 10th. Mr. Barnett made a motion to allow employees to take another day off to make up for the snow emergency day, seconded by Mr. Swinehamer. A voice vote was taken with all members stating Aye, no members stating Nay. The motion carried.

Request to Credit Employees for Unused Benefit Time from 2012 - Mayor McGuinness stated that an employee from his office lost one week of vacation time that he thought would carry over. The Mayor would like to allow employees with vacation time to roll over this time, since they did not have time to use their vacation before the end of year. A discussion was held. Mayor McGuinness made a motion to table this matter until the March 18th meeting, seconded by Mr. Barnett. A voice vote was taken with all members stating Aye, no members stating Nay. The motion carried.

Acceptance of Maintenance Bonds & Final Plat for Franklin Tech Park, Lot 2-A & Block F Senior Planner Joanna Myers presented the final plat and the required three (3) year maintenance bonds (Bond #09103051 in the amount of \$9,975.30, Bond #09103052 in the amount of \$687.50) and requested that both be accepted and approved. Mr. Swinehamer made a motion to approve, seconded by Mr. Barnett. A voice vote was taken with all members stating Aye, no members stating Nay. The motion carried.

First Amendment to Real Estate Exchange Agreement Between Johnson County, Indiana and the City of Franklin - City Attorney Gray presented an amendment to the exchange of property agreement between the City and Johnson County concerning the City Court Offices and courtroom. The Johnson County Prosecutor's Office has requested an amendment that would allow them to use the courtroom when it is not in use by the City Court. She also stated that they want to use part of a storage area used by City Court for record storage. Mr. Barnett made a motion to accept the first amendment to the Real Estate Exchange Agreement, seconded by Mr. Swinehamer. A voice vote was taken with all members stating Aye, no members stating Nay. The motion carried.

Request to Install a "Welcome to Franklin" Sign on U.S. 31 - Lloyd "Bud" Monroe - Lions Club - Mayor McGuinness made a motion to table the matter until the April 1, 2013 meeting,

seconded by Mr. Barnett. A voice vote was taken with all members stating Aye. No members stating Nay. The motion carried.

Lions Club Fish Fry & Request to Close City Parking Lot May 23 - May 27 – Mr. Phil Thorpe of the Lions Club came forward to request use of the city parking lot on the corner of Water and Monroe Streets for two annual fish fries. The first fish fry will take place May 23-27th, and the second is set for October 3-7th. Mr. Thorpe explained that he is aware that there are concerns about the installation of the tent stakes in the new blacktop. He introduced Mr. Rice of All Occasions Tent Rental who stated that there is no better substitute to anchor a tent than with stakes. A discussion was held. Mayor McGuinness made a motion to approve the requested dates, seconded by Mr. Swinehamer. A voice vote was taken with all members stating Aye, no members stating Nay. The motion carried. Mayor McGuinness made a motion to table the matter concerning the installation until the City Engineer has more information, seconded by Mr. Barnett. A voice vote was taken with all members stating Aye, no members stating Nay. The motion carried.

Request to Waive Building and Sewer Permits - Habitat for Humanity - 301 Cincinnati St. & 250 W. Adams St. – Ms. Lee Ann Wilbur & Mr. Mike Gorman explained that they are building two homes for Habitat for Humanity and asked the City to waive the building and sewer permit fees for both homes. A discussion was held. Mayor McGuinness made a motion to waive the permit fees, seconded by Mr. Barnett. A voice vote was taken with all members stating Aye, no members stating Nay. The motion carried.

Stuart Bridges Fire Protection Services Annual Renewal – Mr. Stuart Bridges gave an overview of the fire extinguisher maintenance service he provides to City Departments. He stated that there would be a slight increase of \$0.25 per cylinder in 2013. Mayor McGuinness made a motion to approve, seconded Mr. Barnett. A voice vote was taken with all members stating Aye, no members stating Nay. The motion carried.

Approval of Right-of-Way Contract for N. Main Street Project, Phase 2 – Engineer Trent Newport, CrossRoad Engineers gave an update on the progress of Phase 2 of the North Main Street Project. He stated that the City Attorney has reviewed and approved the contract securing rights of way from 17 property owners. He also stated that public information meetings will take place in the near future. Mayor McGuinness made a motion to approve the contract, seconded by Mr. Barnett. A voice vote was taken with all members stating Aye, no members stating Nay. The motion carried.

Gateway & Greenways Project Update & N. Main Street Phase 2 Project Update – Engineer Trent Newport of CrossRoad Engineers stated that this project is scheduled to begin March 18th. He also said that we will close E. Court Street and the parking lot at City Hall for repaving. Mayor McGuinness stated that the Downtown Revitalization Façade Project will begin on April 1st. Mr. Newport stated that he hopes the project will be finished by August.

Wilson Overlook Street Lighting - City Engineer Underhill gave a brief history of this project to the Board of Works members. Mr. Underhill thinks that the best step forward would be to install standard street lighting at the expense of the City. Mr. Swinehamer asked about using existing poles if Duke would agree to it. The developer Fred Paris suggested that the City use the existing poles to save money. Mr. Underhill will research this further and report back to the Board. Mayor McGuinness made a motion to table this matter until a future meeting when Mr. Underhill has more information, seconded by Mr. Swinehamer. A voice vote was taken with all members stating Aye, no members stating Nay. The motion carried.

Alley Beautification Project Design & Bid Scope - City Engineer Underhill stated that the proposed plans include structural concrete ribbon with pavers in between. According to the design, utilities will be buried. Mr. Underhill will request alternate. The east/west alley by the Artcraft will be open to pedestrians only; the north/south alley running along the former G.C. Murphy building will be reserved for pedestrians only.

Proposed Pawnbrokers & Secondhand Dealers License Application Packet - Sr. Planner Joanna Myers stated that their office has received several inquiries about pawn shops. Ms. Myers has been working with the Clerk-Treasurer's office, Planning Department, and the Police Department to develop an application packet for the Board's approval. City Attorney Gray has reviewed application packet. Mr. Barnett made a motion to approve the application packet, seconded by Mr. Swinehamer. A voice vote was taken with all members stating Aye, no members stating Nay. The motion carried.

Energy Assessment Report – Mr. Tony Wellings summarized his energy assessment of City owned buildings. Mayor McGuinness thanked Mr. Wellings for his report.

Other Business

There was no other business presented

Department Reports / Staff Reports

Mr. Swinehamer asked Street Commissioner Collins about the removal of the fuel tanks. Mr. Collins stated that contractor SME is waiting on approval from IDEM to start the removal process.

Adjournment

As there was no further business to come before the Board of Works, a motion was made and seconded to adjourn at 6:24 p.m.

Respectfully submitted,

Janet P. Alexander, Clerk-Treasurer
Enrolled: 3/14/2013

Joseph McGuinness, Mayor

Attest:

Janet P. Alexander, Clerk-Treasurer