

**Board of Public Works and Safety**  
**Regular Meeting Minutes**  
**December 2, 2024**

The regular meeting of the Board of Public Works and Safety of the City of Franklin, Indiana was called to order at 5:20 p.m. at City Hall, 70 E. Monroe Street, with Mayor Steve Barnett presiding. Board member Tina Gross answered roll call. Ken Austin was absent.

Chief of Police Kirby Cochran, Fire Chief Joshua Snyder, Parks Department Superintendent Chip Orner, DPW Superintendent Sally Brown, IT Director Rick Littleton, Community Development Director Krista Linke, Assistant City Engineer Matt McElroy, Street Commissioner/Fleet Manager Brett Jones, Clerk Treasurer Jan Jones, City Attorney Lynnette Gray were also in attendance. City Engineer Mark Richards and Sewer Billing Office Manager Sherry Phillips were 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 November 18, 2024
2. Board of Works Claims.
  - o #112424 Sewer Elan in the amount of \$1,718.64
  - o #111924 Sewer Contracts/Utilities in the amount of \$134,884.49
  - o #112324 BOW Elan in the amount of \$23,690.13
  - o #111824 BOW Contracts/Utilities in the amount of \$111,285.08
  - o Pension Payroll in the amount of \$49,994.07
  - o Fire Longevity in the amount of \$76,590.00
  - o Police Longevity in the amount of \$68,310.00
  - o #113024 BOW General Obligations in the amount of \$69,401.09
  - o Payroll in the amount of \$509,127.24
  - o #112624 Sewer Contracts/Utilities in the amount of \$2,606.87
  - o #120124 Sewer General Obligations in the amount of \$8,380.91
  - o #112524 BOW Contracts/Utilities in the amount of \$2,314.75
  - o #112824 RDC-TIF Contracts in the amount of \$823,499.39

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

**Old Business**

There was no Old Business.

## **New Business**

**Request for approval of Veteran's Alley sculptures and Expo Art contract:** Community Development Specialist Dana Monson stated the Public Art Advisory Commission received a 180 In Color grant as part of the READI 1 Program. I will be used to create five free-standing backlit silhouette panels depicting service men/women alongside the Elk's building. Of the three quotes, bo mar declined to submit, M & M Construction quoted \$145,409.00, and Expo Arts quoted \$71,662.12. The PAAC recommends Expo Arts as the lowest, most responsive, and most responsible quote. Ms. Gray asked if these would pose any issues for emergency personnel. Police Chief Cochran and Fire Chief Snyder said they would not. Ms. Gross motioned to approve the Expo Arts contract as the lowest, most responsive, and most responsible bidder for the Veteran's Alley sculptures, seconded by Mayor Barnett. A voice vote was taken with all members stating aye. The motion carried.

**Request approval of Resolution 2024-06 Approving and Adopting the City of Franklin Employee Handbook** - Clerk-Treasurer Jan Jones presented the final draft of the City of Franklin Employee Handbook. The City collaborated with New Focus human resources company on this project. Ms. Gray explained how addressing a wide variety of employees, benefits, and departments made this a challenging endeavor. Ms. Jones relayed how this new information would be rolled out to employees. Ms. Gross motioned to approve and adopt Resolution 2024-06 City of Franklin Employee Handbook, seconded by Mayor Barnett. A voice vote was taken with all members stating aye. The motion carried.

**Approval to trade in 9 office chairs to Kelly Promotional Products for an allowance towards the purchase of 5 new office chairs** - Senior Planner Joanna Tennell stated their office chairs have been in use since 2009 and are no longer serviceable. Kelly Promotions valued 9 of these as a trade-in allowance of \$1,510.00 towards purchasing 5 new chairs totaling \$3,250.00, for an end cost of \$1,490. Ms. Gray cited state statutes that allow for this. Ms. Gross motioned to approve the trade-in of 9 office chairs to Kelly Promotional Products for the purchase of 5 new office chairs, seconded by Mayor Barnett. A voice vote was taken with all members stating aye. The motion carried.

**For Informational Purposes: Ordinance 2024-12: Amending General Provisions, Building Sewers & Connections, and Rates & Charges Related to the Sewer Service System** - Senior Planner Joanna Tennell explained that since the increase in sewer rates, questions have surfaced about differences between metered and non-metered users. Ms. Tennell, Mr. Richards, and Ms. Phillips have been exploring options to address these concerns. A proposed option would allow non-metered users to purchase a flow meter to be installed on their well and provide actual water usage information. This option would be subject to all metered user requirements such as averaged readings from Oct. 1<sup>st</sup> - March 31<sup>st</sup>, remote monitoring, and City of Franklin rights to access those numbers. Ordinance language would be adjusted as needed. Mayor Barnett opened the floor for public comments before the official Dec. 16<sup>th</sup> Public Hearing. The following residents stepped to the floor with additional questions and concerns: Georganna Haltom, Larry Paris, and Jeff Brinkman. Mayor Barnett closed the floor for public comments. The Public Hearing and voting will take place at the Dec. 16<sup>th</sup> meeting.

### **Other Business**

There was no Other Business.

### **Department Reports / Staff Reports**

Parks Department Superintendent Chip Orner stated that this Saturday is the Downtown Holiday Lighting. There will be 120 vendors at the Winter Market, fireworks, and hope for good weather. The Parks Department is already taking applications for the 2025 summer season, with specific needs to fill 2 landscaping positions.

Chief of Police Kirby Cochran shared that their 7th Annual Christmas Toy Drive wrapping event, which will serve about 120 kids, is Dec. 11th at 7 PM. The department has had two lateral hires and one more in January, giving it a full staff.

Fire Chief Joshua Snyder shared that Station 21 is up and running, with an Open House coming soon. They have a new hire starting on Monday.

Street Commissioner/Fleet Manager Brett Jones encouraged everyone to drive carefully tonight.

Assistant City Engineer Matt McElroy said the US 31 water main is being relocated by Walmart and near N. Main Street.

DPW Superintendent Sally Brown shared that the \$3 million screening building is wrapping up and has been enormously helpful in managing the clarifiers' debris. Also, the project on Jefferson St. is complete.

City Attorney Lynn Gray stated she and Ms. Tennell had both been approached by developer Fred Paris regarding his donation of a parcel of unimproved land to the City (which has the first right of refusal). However, it lies within a flood plain and has no potential for development, but it would entail upkeep on our part. For those reasons, we are declining. Ms. Gross moved to decline the proposed donation of land to the City of Franklin, seconded by Mayor Barnett. A voice vote was taken with all members stating aye. The motion carried. Ms. Gray will submit a letter with that intent.

### **Adjournment**

As there was no further business to come before the Board of Works, a motion and a second were made to adjourn at 5:41 p.m.

Respectfully submitted,

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Jan Jones, Clerk-Treasurer  
Enrolled: 12/10/24

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Steve Barnett, Mayor

Attest:

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Jan Jones, Clerk-Treasurer