

**Board of Public Works and Safety
Regular Meeting Minutes
October 7, 2024**

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, City Engineer Mark Richards, Street Commissioner/Fleet Manager Brett Jones, Clerk Treasurer Jan Jones, City Attorney Lynnette Gray were also in attendance. Community Development Director Krista Linke and Fire Chief Josh Snyder 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 September 16, 2024
2. Board of Works Claims.
 - Pension Payroll in the amount of \$49,994.07
 - Pool Payroll in the amount of \$840.63
 - Gross Payroll in the amount of \$536,824.81
 - #091624 BOW Contracts/Utilities in the amount of \$231,362.07
 - #091724 Sewer Contracts/Utilities in the amount of \$1,144.32
 - #092124 Sewer Elan in the amount of \$959.01
 - #092224 BOW Elan in the amount of \$7,842.08
 - #092324 BOW Contracts/Utilities in the amount of \$16,722.77
 - #092624 RDC-TIF Contracts in the amount of \$699,671.13
 - #092424 Sewer Contracts/Utilities in the amount of \$17,274.00
 - #100524 Sewer General Obligations in the amount of \$68,129.32
 - Gross Payroll in the amount of \$506,813.78
 - #093024 BOW Contracts/Utilities in the amount of \$16,329.44
 - #100124 Sewer Contracts/Utilities in the amount of \$175,516.41
 - #100624 BOW General Obligations in the amount of \$235,387.21

Mr. Austin made a motion to approve the consent agenda 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 presented.

New Business

Request the following Subdivision Performance Bonds be released for Kingsbridge, Section 1 and Request the following Subdivision Maintenance Bonds be accepted for Kingsbridge, Section 1 - Assistant City Engineer Matt McElroy presented the following:

Performance Bond:

#4531760: Storm Sewers, Swales & Underdrains - \$576,374.34

#5361494: Survey Monuments - \$26,760.00

Maintenance Bond:

#5769450: Storm Sewers, Swales & Underdrains - \$120,077.99

#5769451: Survey Monuments - \$5,575.00

At Ms. Gray's request, Mr. McElroy explained survey monuments are ground structures made of rebar that define centerline monuments, lot corners, or perimeter marks. Ms. Gross made a motion to approve the Subdivision Performance Bonds be released for Kingsbridge, Section 1 and Subdivision Maintenance Bonds be accepted for Kingsbridge, Section 1 as presented, seconded by Mr. Austin. A voice vote was taken with all members stating aye. The motion carried.

Request the following Performance Letters of Credit & Subdivision Performance Surety Agreements be released for Bluffs at Youngs Creek, Sec. 1 & Sec. 2 and Request the following Maintenance Letters of Credit & Subdivision Maintenance Surety Agreements be accepted for Bluffs at Youngs Creek, Sec. 1 & Sec. 2 - Assistant City Engineer Matt McElroy presented the following:

Performance – Sec. 1:

LOC # 6297-10-1: Street Trees, Landscaping, & Street Lights - \$72,600.00

LOC # 6297-10-6: Sidewalks - \$100,015.20

LOC # 6297-10-7: Survey Monuments & Street Signs - \$11,070.00

Performance – Sec. 2:

LOC # 6297-20-1: Street Trees, Landscaping, & Street Lights - \$101,100.00

LOC # 6297-20-6: Sidewalks - \$226,629.60

LOC # 6297-20-7: Survey Monuments & Street Signs - \$14,640.00

Maintenance – Sec. 1:

LOC # 19083-10-1: Street Trees, Landscaping, & Street Lights - \$15,125.00

LOC # 19083-10-2: Sidewalks - \$20,836.50

LOC # 19083-10-3: Survey Monuments & Street Signs - \$2,306.25

Maintenance – Sec. 2:

LOC # 19093-10-1: Street Trees, Landscaping, & Street Lights - \$21,062.50

LOC # 19093-10-2: Sidewalks - \$47,214.50

LOC # 19093-10-3: Survey Monuments & Street Signs - \$3,050.00

Ms. Gray stated that she is on the Board of Directors of Mutual Bank, but does not review nor approve these on behalf of the bank; she does review and approve on behalf of the City.

Ms. Gross made a motion to approve the Performance Letters of Credit & Subdivision Performance Surety Agreements be released for Bluffs at Youngs Creek, Sec. 1 & Sec. 2 and the

Maintenance Letters of Credit & Subdivision Maintenance Surety Agreements be accepted for Bluffs at Youngs Creek, Sec. 1 & Sec. 2 as presented, seconded by Mr. Austin. A voice vote was taken with all members stating aye. The motion carried.

Request acceptance and execution of easements for Parcels 1, 5 and 16 for the Westside Interceptor Project - City Engineer Mark Richards stated prices for acquiring said easements: Parcel 1 (IMH Realty) - \$40,232.00, Parcel 5 (DNR) - \$1,000.00, Parcel 16 (Taylor Family) - \$52,292.00. Ms. Gross asked for explanation about how purchase price is determined. Mr. Richards explained the first step involves consultants who develop acquisition documents that identify the boundaries of the easements we're acquiring. From there they determine the acreage, then an appraisal is done by a licensed appraiser. Once that is complete, we make an offer to the landowner. In some cases, the landowner will make a counter offer, in which we ask for justification and comparison with similar properties. We try to avoid Imminent Domain which Ms. Gray explained, adds additional costs and time. Ms. Gray also explained other scenarios and forms that may be encountered in these situations. Ms. Gross made a motion to approve acceptance and execution of easements for Parcels 1, 5, and 16 for the Westside Interceptor Project as presented, seconded by Mr. Austin. A voice vote was taken with all members stating aye. The motion carried.

Request acceptance and execution of Settlement Agreement and Temporary Construction Easements for the Paul Hand Road Reconstruction Project - City Engineer Mark Richards said this is for temporary right-of-way acquisition from three different property owners. The relevant paperwork consists of a Settlement Agreement and three Individual Agreements. The total for all three parcel rights is \$7,145.00. Ms. Gross made a motion to approve Settlement Agreement and Temporary Construction Easements for the Paul Hand Road Reconstruction Project as presented, with additional authority for the Mayor to sign on behalf of the Board, seconded by Mr. Austin. A voice vote was taken with all members stating aye. The motion carried.

Request approval and execution of Change Order 6 for the Active Adult Center Project - City Engineer Mark Richards stated that the City purchased the 350 Richie Street property adjacent to the Active Adult Center and will be using it to expand parking. The Change Order cost of \$77,583.00 is under 2% and is considered reasonable. Mayor Barnett confirmed that we will receive the READI 2 Grant in the amount of \$750,000.00 which will go towards this project. Ms. Gross made a motion to approve as presented, with additional authority for the Mayor to sign on behalf of the Board, seconded by Mr. Austin. A voice vote was taken with all members stating aye. The motion carried.

Request approval of 2025 Johnson Memorial Hospital Wellness Program Service Agreement - Clerk-Treasurer Jan Jones stated this is a renewal of a contract the City has had with Johnson Memorial Hospital since 2011. It provides important wellness screenings for City employees. Ms. Gross made a motion to approve as presented, seconded by Mr. Austin. A voice vote was taken with all members stating aye. The motion carried.

Request approval of Budgetary Resolution 24-03 to appropriate money in WWTP 200, WWTP 300 and Sewer Maintenance 200 - DPW Superintendent Sally Brown requested to appropriate a total of \$500,000.00: \$185,000.00 in the WWTP 200 Series, \$250,000.00 in the WWTP 300, and \$65,000.00 in the Sewer Maintenance 200. The adjusted budget for 2025 should be sufficient to cover their needs next year. Ms. Gross made a motion to approve Budgetary Resolution 24-03 to appropriate money in WWTP 200 & 300 and Sewer Maintenance 200, seconded by Mr. Austin. A voice vote was taken with all members stating aye. The motion carried.

2024 Halloween Hours: October 31, 2024 6pm-8:30pm - Police Chief Kirby Cochran stated the Halloween hours are consistent throughout the county. Ms. Gross made a motion to approve with the addition of two officers at Martin Place, seconded by Mr. Austin. A voice vote was taken with all members stating aye. The motion carried.

Other Business

Request approval of holiday schedules for 2025 - Mayor Barnett presented the proposed 2025 Holiday schedule. Ms. Gross made a motion to approve as presented, seconded by Mr. Austin. A voice vote was taken with all members stating aye. The motion carried.

Request approval of meeting dates for 2025 - Mayor Barnett presented the proposed 2025 Board of Works meeting dates. Ms. Gross made a motion to approve as presented seconded by Mr. Austin. A voice vote was taken with all members stating aye. The motion carried.

Department Reports / Staff Reports

DPW Superintendent Sally Brown said this week they had the 60% design meeting with Wessler Engineering.

City Engineer Mark Richards added two items that were not on the agenda. Assistant City Engineer Matt McElroy requested approval of the Sanitary Sewer Special Agreement and Inspection Agreements for Section 5B at the Bluffs. The Sanitary Sewer Agreement between the City and the developer states the developer will be connecting to our sanitary system. The Earthwork and Paving Inspection Agreement and Storm and Sanitary Sewer Inspection Agreements provide payment for City staff for their hours spent onsite inspecting those items for that section. Ms. Gray confirmed she has looked over the documents and they are all standard. Ms. Gross made a motion to approve the Sanitary Sewer Special Agreement and Inspection Agreements for Section 5B at the Bluffs at Youngs Creek (clarified by Ms. Gray), to get reimbursed the costs, seconded by Mr. Austin. A voice vote was taken with all members stating aye. The motion carried.

Street Commissioner/Fleet Manager Brett Jones said the orange barrel on King St. should be removed this week as the light fixture that has been on order for six months gets installed.

IT Director Rick Littleton provided the Board a copy of surplus equipment to approve for appropriate disposal. Ms. Gross made a motion to approve the listing of electronic equipment to

be recycled and destroyed as presented, seconded by Mr. Austin. A voice vote was taken with all members stating aye. The motion carried.

Sewer Billing Office Manager Sherry Phillips said they are in the process of downloading the new sewer utility rates to be ready for November.

Deputy Fire Chief Preston Stark thanked the Parks Dept. and the City for allowing the Fire Dept. to use the 350 Richie Street project for training. They really appreciate the partnership.

Police Chief Kirby Cochran said there will be a new hire coming in the next couple of weeks; Jacob Gordon will be attending the academy in January. There was also another arrest today related to a school threat. This is the third arrest in three weeks. First, a 15-year-old male; then a 15-year-old female, and now a 12-year-old male.

Parks Department Superintendent Chip Orner said they rescheduled some Fall Festival events to Halloweentown. On Sat. Oct. 26 there will be the Dachshund Derby, Sammy Terry will be in town, and Cory Cox was rescheduled then as well. The fireworks are moved to the Holiday Lighting.

Adjournment

As there was no further business to come before the Board of Works, a motion and a second were made to adjourn at 5:36 p.m.

Respectfully submitted,

Jan Jones, Clerk-Treasurer
Enrolled: 10/11/24

Steve Barnett, Mayor

Attest:

Jan Jones, Clerk-Treasurer