

City of West Lafayette, Indiana
Board of Public Works and Safety
MINUTES

MAY 5, 2009

11:00 a.m.

City Hall Lower Level Conference Room

Members present were Bradley W. Marley and Mayor John R. Dennis, who presided. Sana G. Booker, who was sworn in at the May 4, 2009, Common Council meeting, was absent.

I. APPROVAL OF MINUTES

A. April 28, 2009, Meeting

Mr. Marley moved to accept the minutes of the April 28, 2009, Board of Works meeting. Mayor Dennis seconded the motion. The motion was adopted.

II. NEW BUSINESS

A. Revised Fire Protection Contract: Chemtura – Fire

Fire Chief Drew presented a revised contract with Chemtura for fire protection. The amount is \$8,005.66. He explained that the revision is due to Chemtura's bankruptcy proceedings. Clerk-Treasurer Rhodes explained that the agreement has been revised to adjust the term of coverage, with the coverage dates of March 20, 2009 to March 20, 2010, and that there are no other changes to the agreement. City Attorney Burns said that this change was at Chemtura's request, making this a contract entered into after the bankruptcy proceedings, making it easier for the company. Bankruptcy stops activity for anything before the bankruptcy was filed, so this revised contract becomes a post-bankruptcy contract, which is a good thing for all.

Mr. Marley moved that the revised contract be approved. Mayor Dennis seconded the motion. The motion was adopted.

B. Contract: Hannum, Wagle & Cline Engineering – Engineering Services – Wayfinding and Signage – Development

In Director of Development Poole's absence, City Attorney Burns presented the contract, asking for Board approval for the informational signs and wayfinding, to make it easier for visitors to get around the City. This contract is with the engineering company, which would do the preliminary work to identify sites, numbers and types of signs, and things of that nature. It is an hourly fee, the amount not to exceed \$5,000.00.

Mr. Marley moved that the contract be approved. Mayor Dennis seconded the motion. The motion was adopted.

C. Pay Increase: Jonathan Ondracek – Engineering Intern – Engineering

City Engineer Buck asked the Board to increase Engineering intern Mr. Jonathan Ondracek's rate from \$10.00 per hour to \$11.00 per hour, effective May 18. Mr. Ondracek has worked in Engineering for a year. He noted that the next agenda item

is to hire two interns at \$11.00 per hour each for the summer. That has been the standard rate for interns for several years.

Mr. Marley moved that the pay increase be approved. Mayor Dennis seconded the motion.

Mr. Marley asked how long interns stay in Engineering. City Engineer Buck answered that it varies. Mr. Ondracek has been part-time since the beginning of last summer, full-time during the summer and varying hours during the semesters.

Mr. Marley questioned whether the other interns would work through the semester. Mr. Buck responded that their intention is that they will work for the summer only.

Mr. Marley wanted to know if this was included in the Engineering budget. Mr. Buck said that it was.

The motion was adopted.

D. New Hires: Interns – Engineering

City Engineer Buck requested that the Board approve the hiring of two Engineering interns for the summer. Mr. Matthew Migliore is from New Jersey and worked for the City of Summit, New Jersey last year. His first day of work will be May 18. Ms. Kendal Hodge worked for a consulting firm last summer in Tacoma, Washington, and would begin June 3. Both will be seniors at Purdue in the fall, and each would be paid \$11.00 per hour.

Mr. Marley moved that the hiring of interns in the Engineering Department be approved. Mayor Dennis seconded the motion. The motion was adopted.

E. Correction to Pay Rate: Lorna Sietsma – Police

Police Chief Dombkowski stated that there had been a typographical error in the change in Ms. Sietsma's biweekly rate approved last week. Ms. Sietsma's rate should have been \$1,338.09 biweekly, but was shown as \$1,138.09. He requested Board approval to make the correction.

Mr. Marley moved that the corrected pay rate be approved. Mayor Dennis seconded the motion. The motion was adopted.

F. Claims

1. AP Docket \$ 10,293.94
2. AP Docket 422,713.98
3. PR Docket 109,250.86

Mr. Marley moved that the claims be approved. Mayor Dennis seconded the motion.

► Mr. Marley asked about the payment of \$94.59 to Instant Copy for Farmers Market business cards. Parks Superintendent Payne replied that these are marketing cards as part of the USDA grant that the City has for marketing. Clerk-Treasurer Rhodes added that they are really promo cards.

► Mr. Marley questioned the legal bills to Reiling Teder & Schrier [\$3,382.50] for the Weida and Bowden cases, whether the City is near completion of these cases. City Attorney Burns answered that the cases are on appeal, and that he expects that the appeals will be completed soon.

► Mr. Marley asked about the purchase of softballs [\$572.00 to A.D. Starr] for Parks & Recreation leagues. Parks Superintendent Payne answered that softballs are purchased for the 40+ teams.

► Mr. Marley asked what wet weather disinfection [\$1,816.30 to Wessler & Associates] is. Wastewater Utility Director Henderson replied that flows in excess of the design capacity of the Wastewater Utility Plant are disinfected before they are discharged into the river.

The motion was adopted.

G. Informational Items

1. WWTU Projects Payments Listing
2. Certificate of Substantial Completion: Green Meadows Lift Station – WWTU
3. Request for Quote: Grading in Happy Hollow Elementary-Happy Hollow Park Area and Sidewalk Restoration on Kingston Drive – Engineering
4. Request for Quote: Seeding at Happy Hollow Park – Engineering

There were no questions or comments on these items.

H. Other Items

1. Mayor Dennis announced that next week, there would be no Board of Works meeting. The next Board of Works meeting will be on Monday, May 18, at 8:30 a.m.

2. Fire Chief Drew reported that his department is in the middle of training with Purdue University and City of Lafayette firefighters.

3. Parks Superintendent Payne stated that there are new seasonal people starting in Parks nearly every week. Mowing is behind schedule, due to the weather.

4. Police Chief Dombkowski said that the Farmers Market opens tomorrow. The Police will be there to help with traffic.

5. City Engineer Buck reported that Fairfield Contractors has been working on Salisbury Street. A larger construction zone will be created as they work to the south, saw-cutting the curb line. He asked citizen drivers to slow down in the work zone.

Mr. Buck also reported that INDOT would have two bid openings tomorrow for the federal aid projects, Safe Routes to School with Crosswalk Beacons and Crosswalks, and Sycamore Lane Sidewalks and Traffic Calming.

6. Street Commissioner Downey mentioned that the streets are clean, and they will be painting yellow curbs and stripes on the streets.

Mayor Dennis added that he had received an email regarding the matter of street sweeping in the rain. He asked Mr. Downey to explain the rationale. Mr. Downey said that the cleaning is to get the material that is flushed out of the curb lines and is on top of the catchbasins. The street sweeper picks that material up, saving the City from floods and keeping it from the Wastewater Plant. Using the street sweeper in the rain also keeps the City from using water in hydrants, and keeps the street cleaning on schedule.

7. Wastewater Utility Director Henderson reported on the Certificate of Substantial Completion on the Green Meadows Lift Station. Mr. Henderson said that the Green Meadows Lift Station had overflowed during heavy rains for several years since at least 1992. IDEM is pleased with the elimination of the overflows. There are a few punch-list items attached to the Certificate of Substantial Completion, but they are being cleared up. Part of the expense of the Lift Station was paid for by an EPA STAG Grant the City received for the Barberry Heights and the Green Meadows Lift Stations.

8. City Engineer Buck reported on the quotes for grading, sidewalk restoration, and seeding in the Happy Hollow Park-Kingston Drive area. Mr. Buck said two separate quotes are being requested, which will, it is hoped, complete the work on the slope stabilization project in Happy Hollow Park behind the Happy Hollow Elementary School site, off the northeast corner. Some of the grading work that was done through the winter has sloughed off a little, and there are some cuts in the hill around the riprap. Regrading will be done and additional riprap will be added. Providing access to that location for that construction will mean that a pipe has to be placed the concrete swale, so there is work both to provide access and to do the physical work itself. There will have to be coordination between the contractor for that work and the contractor for the seeding work, which will stabilize the hill bank completely and permanently.

9. Mr. Marley announced that the Jay Cooperider Memorial 5K run is Saturday at Cumberland Park.

10. Clerk-Treasurer Rhodes reported that the deadline for the FTC requirement for the identity theft prevention program has been changed to August 1, 2009. WWTU's policy was completed by the initial May 1, 2009, deadline. She added that she is working with Indiana American Water to coordinate this policy, and that it is likely that an update to the City's policy will be made by the next deadline.

III. ADJOURNMENT

There being no further business to come before the Board, Mr. Marley moved that the meeting be adjourned, and Mayor Dennis adjourned the meeting.