

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

December 21, 2009  
8:30 a.m.  
City Hall Lower Level Conference Room

Members present were Sana G. Booker, Bradley W. Marley, and Mayor John R. Dennis, who presided.

1. APPROVAL OF MINUTES

a. December 14, 2009, Meeting

Ms. Booker moved to accept the minutes of the October 19, 2009, Board of Works meeting. Mr. Marley seconded the motion. The motion passed.

2. NEW BUSINESS

a. Bid Opening: 2010 City Fuel – Street

Clerk-Treasurer Rhodes stated that there was one bidder, Ceres Solutions of Crawfordsville. Street Commissioner Downey explained that the issue is one of storage capacity at the Street Department; if there were more storage capacity, there would be more bidders.

Clerk-Treasurer Rhodes noted that the bid is for 15 specific items, which will be shown in the minutes and which Mr. Downey will review. Mr. Downey observed that Ceres has provided good service.

<b>Bidder</b>	<b>No. Gals.</b>	<b>Tank Wagon Price Delivered/gal</b>
<b>Ceres Solutions</b>		
<u>Gasoline – Premium, Non-Leaded Gasohol</u>	70,000	
87 E-10 UL (87 octane)		\$2.0120
Ninety One+ UL (91 octane)		2.1700
93 E-10 UL (93 octane)		2.1820
89 E-10 UL (89 octane)		2.0680
<u>Diesel Fuel Premium</u>	30,000	
Premium Diesel-R (50 cetane) ULS		\$ 2.1430
#1 Diesel (K-1) ULS		2.4330
#1 Premium Diesel-R (50-50 blend) 50 cetane		2.2880
<u>Diesel Fuel Regular</u>		
Diesel-R (40 cetane min.) ULS	30,000	\$2.1080
#1 Diesel (K-1) ULS		2.4330
#1 Premium Diesel-R (50-50 blend) 40 cetane		2.2705
<u>Diesel Fuel, low sulfur #1</u>	6,000	
#1 Diesel (47.0 cetane)		\$2.4330
<u>Diesel Fuel, low sulfur #2</u>	4,000	
#2 low sulfur Diesel		\$2.1080
<u>Bio Diesel—100% low sulfur</u>	6,000	
99.9% Bio Diesel		\$0.170
<u>Bio Diesel 20% Blend, low sulfur</u>	4,000	
Bio Diesel 20% blend		\$0.170

Ms. Booker moved that the bid be taken under advisement. Mr. Marley seconded the motion. The motion was adopted.

b. Quote Acceptance: Large-Format Plotter/Scanner/Copier – Engineering

City Engineer Buck recommended that the Board approve the HP plotter/scanner/copier, Designjet T1120 SD-MFP for \$16,395. Although the cost is \$1,400 more than the Canon, it scans faster and in color, and plots a 44-inch width v 36-inch on the Canon.

Mr. Marley moved that the HP item be approved. Ms. Booker seconded the motion. The motion was adopted.

c. Fitness Trail Improvements Part I Project – Engineering

i. Contract: Milestone Contractors, L.P. - \$70,020

City Engineer Buck stated that the work is being done, and that the contract needs to be signed. Phase I is new milling and resurfacing the existing track. The amount is \$70,020.

Attorney Rachael Puente, representing City Attorney Burns, indicated the contract was in order.

Ms. Booker moved that the contract be approved. Mr. Marley seconded the motion. The motion was adopted.

ii. Contract Change Order No. 1 – Milestone Contractors, L.P. – Fitness Trail Improvements Part I – \$5,734.65 – Engineering

City Engineer Buck requested Board approval of the change order, net \$5,734.65, for hot-mix asphalt surface, removing concrete steps, part of an eight-foot connector trail, and the asphalt base.

Mr. Marley moved that the change order be approved. Ms. Booker seconded the motion. The motion was adopted.

d. Warranty Deed: Riverside Covenant Church – Salisbury Street Safety Improvements Project, Phase II – Engineering

City Engineer Buck explained that this deed represents a parcel along Lindberg that did not affect the construction. This will complete the acquisitions for right-of-way along Lindberg.

Attorney Puente reported that City Attorney Burns has reviewed the deed and found it to be in order.

Ms. Booker moved that the acceptance of the warranty deed be approved. Mr. Marley seconded the motion.

Mr. Marley asked the price and size of the property. Mr. Buck answered that the price was \$13,000 for 0.05 acres

The motion was adopted.

e. Change Order 2: Rieth-Riley – 2009 Street Resurfacing and 2002 ADA Universal Access Ramp & Sidewalk Spot Repair Project – (\$178,491.29) – Engineering

City Engineer Buck noted that the \$178,491.29 is a deduction to the contract for changes in scope. The big item was the reworking of Leslie Avenue.

Mr. Marley moved that Change Order No. 2 be approved. Ms. Booker seconded the motion. The motion was adopted.

f. Contracts: Cumberland Avenue Reconstruction Phase I Project – Engineering

i. Contract: Fairfield Contractors - Road Reconstruction - \$2,263,416.08

City Engineer Buck reported that the contract with Fairfield Contractors for the road reconstruction is ready to be approved. The amount is \$2,263,416.08. He also presented the insurance certificate, performance and payment bonds, and related documents.

Attorney Puente reported the items are in order.

Ms. Booker moved that the contract be approved. Mr. Marley seconded the motion. The motion was adopted.

ii. Contract: Roudebush Grading - Landscaping - \$214,595.62

City Engineer Buck stated that the contract for the landscaping portion for Phase I is similar to the previous contract. He also presented their subcontractor lists, performance bond, payment bond, as well as insurance certificate. The contract is for \$214,595.62.

Attorney Puente reported the items are in order.

Mr. Marley moved that the contracts be approved. Ms. Booker seconded the motion. The motion was adopted.

g. 2010 City Construction Standards and Specifications – Engineering

City Engineer Buck announced that the City Construction Guidelines have been revised, and requested that the Board approve them, to be effective January 1, 2010. All departments have had an opportunity to review these and make suggestions for revisions. The last time the guidelines were revised was 2005.

Mayor Dennis asked the source of the guidelines. City Engineer Buck answered that Lafayette, the County, and West Lafayette all have similar guidelines, and each has made small changes. The basis for the guidelines is industry standards—INDOT, AASHTO [American Association of State Highway and Transportation Officials], etc. These guidelines give the City the latitude to make case-by-case decisions that vary from the standards, but also make it easier for those who need prevailing guides.

Mr. Marley moved that the 2010 City Construction Standards and Specifications be approved. Ms. Booker seconded the motion. The motion was adopted.

h. Contract: Cardinal Tracking for TickeTrak Software License and Support – Police

Police Chief Dombkowski asked for Board approval for the maintenance of parking handheld computers. Neighborhood Resource Team Manager Rick Walker and City Attorney Burns have reviewed this.

Mayor Dennis asked the cost of the contract. There was no invoice price available, so Police Chief Dombkowski asked to table the matter until the cost could be provided.

Ms. Booker moved that approval of the contract be tabled. Mr. Marley seconded the motion. The motion was adopted.

i. Contract: Greeley and Hansen – Services to Assist in Preparation of STAG Grant Engineering Report – WWTU

Wastewater Utility Director Henderson reported that the original STAG grant was used to fund portions of the Bar Barry and Green Meadows Lift Stations. There is money left in the grant, which the City would like to use for improvements to the North River Road Interceptor Project. Greeley and Hansen did the initial assessment of the River Road interceptor, so would be the appropriate group to prepare the documents. He requested Board approval of the contract. The amount is \$15,000.

Ms. Booker moved that the contract be approved. Mr. Marley seconded the motion. The motion was adopted.

j. Set 2010 Business Mileage Rate per Internal Revenue Service – \$0.50 per mile, effective January 1, 2010 – Clerk-Treasurer

Clerk-Treasurer Rhodes asked for Board approval to approve the business mileage reimbursement rate, pursuant to the City personnel policy. The IRS set the 2010 rate at \$0.50 per mile, effective January 1, 2010. The current rate is \$0.505.

Ms. Booker moved that the 2010 business mileage rate for reimbursement be approved. Mr. Marley seconded the motion. The motion was adopted.

k. WWTU 2010 Budget Presentation by Mr. Jim Treat, O.W. Krohn & Associates

Mr. Jim Treat of O.W. Krohn & Associates presented the proposed 2010 WWTU budget and capital projects. The budget reflects a 2.5% increase.

The revenue forecast is stable and includes two new sources, the FOG program and stormwater fees anticipated later this year. Mr. Treat highlighted changes in the 2010 budget compared to 2009, including the capital plan. The major item is the Northside Regional Lift Station and PRP main extension. Financing of this project is shown from cash on hand, but consideration of debt service for this project is an option the City may wish to consider.

Mayor Dennis thanked Mr. Treat for his presentation and for his making complicated information understood.

Mr. Marley moved to accept the report and approve the 2010 WWTU budget. Ms. Booker seconded the motion.

Mr. Marley asked about the debt coverage. Mr. Treat answered that the SRF requires 125% coverage, and the City has 179%. Mr. Marley asked if the City should look at bonds now, given the rate environment. Mr. Treat answered that the City has traditionally used the SRF Program, which he recommends continuing.

Councilor Hunt asked that the Council receive copies of the handout.

The motion was accepted.

I. Claims

i.	AP Docket	\$ 4,113.64
ii.	AP Docket	406,157.54
iii.	AP Docket	101,523.49
iv.	PR Docket	346,675.81

Mr. Marley moved that the claims be approved. Ms. Booker seconded the motion.

Questions raised about individual claims by the Board were answered by department heads and Clerk-Treasurer Rhodes.

The motion was adopted.

m. Informational Items

i. Engineering Projects Payments Listing

There were no questions or comments on the listing.

ii. City Engineer Buck announced that Beth Cook of the City Engineer's Office has received the National Society of Professional Engineers award for the State of Indiana for 2009. She received the award in November. Mayor Dennis congratulated her.

n. Other Items

i. City Engineer Buck stated that both Beth Cook and Mike Thompson have passed the P.E. Exam. They are both eligible for licensure in the State of Indiana. Mayor Dennis offered his congratulations to both.

ii. Parks Superintendent Payne reported that the Park Board would meet at 4:30 p.m. to day at Morton Center.

iii. Police Chief Dombkowski stated that, with the students gone, the Police Department will focus patrols on the south end of town.

iv. Wastewater Utility Director Henderson said that the Utility recently had its hazard assessment done, with all the electrical equipment labelled for safety.

v. City Engineer Buck stated that a pre-construction meeting for the Cumberland Avenue Phase I Project will be at 10:00 a.m. today.

vi. Street Commissioner Downey announced that the Street and Sanitation Department will be closed Friday and Monday, so as not to disrupt garbage service.

vii. Councilor Burch wished Happy Holidays to all.

viii. Councilor Hunt said that the Pre-Council meeting will be December 29 at 4:30 p.m.

3. 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.