

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

MARCH 14, 2011
8:30 a.m.
City Hall Council Chambers

Members present were Sana G. Booker, Bradley W. Marley, Jonathan C. Speaker, and Mayor John R. Dennis, who presided. Member Elizabeth M. Stull was absent.

1. APPROVAL OF MINUTES

a. March 7, 2011, Meeting

Mr. Marley moved to accept the minutes of the MARCH 7, 2011, Board of Works meeting. Ms. Booker seconded the motion. The motion was adopted.

2. NEW BUSINESS

a. Quotes Received After Time Due for 72-inch Mower for Parks

Clerk-Treasurer Rhodes stated that the mail delivery to the Clerk-Treasurer's Office on March 7 about 10:00 a.m. contained two sealed quotes for the mower for Parks. The opening of mower quotes had occurred earlier, at the 8:30 a.m. Board of Works meeting. One postmark is March 4, and the other is illegible. The Clerk-Treasurer observed that the problem with mail delivery could be avoided by having bids, quotes, and requests for proposals due by 4:00 p.m. on the Friday before the Board of Works meeting. She asked whether the Board wished to waive the lateness or to have the unopened envelopes returned to those submitting the quotes. Assistant City Attorney Rachael Puente confirmed that those were the choices.

Mr. Speaker moved that the Board waive the irregularity of time and consider the two quotes. Mr. Marley seconded the motion. The motion was adopted.

| <u>Quote from</u> | <u>Amount</u> (fully outfitted) | <u>Trade-in</u> | <u>Net Quote</u> |
|------------------------------------|------------------------------------|-----------------|------------------|
| Booth Machinery- 2011 F3080 Kubota | \$15,965.83 | \$6,300.00 | \$9,665.83 |
| - 2008 F2880 Kubota | \$15,002.95 | \$6,300.00 | \$8,702.95 |
| Burris Equipment- F3080 Kubota | \$16,987.00 | \$1,000.00 | \$15,987.00 |

Mr. Marley moved that the quotes be taken under advisement. Mr. Speaker seconded the motion. The motion was adopted.

b. Certification of Police Merit Commission Eligibility List – PMC President Leverenz

Police Merit Commission President Leverenz explained that the Police Merit Commission, completed interviews for candidates for new hires on February 28 and March 10. The Police Department Eligibility List is generated by the Police Merit Commission after its interviews and is kept by the Police Merit Commission. Commission President Leverenz presented the "Certification of Eligibility List for Applicants to the West Lafayette Police Department Pursuant to I.C. 36-8-3.5-12" to the Mayor, which is the certification from the

Police Merit Commission that the list has been created legally and accurately. The list now needs to be certified by the Board of Works.

Mayor Dennis asked how many people are on the list. Commission President Leverenz answered that there are seven people on the list. The Mayor asked Police Captain Leroux how many vacancies there are in the Department. Captain Leroux answered that there is one vacancy.

Mr. Marley moved that the Police Department Eligibility List be accepted. Mr. Speaker seconded the motion. The motion was adopted.

c. GIS Service Agreement: Butler, Fairman and Seufert, Inc. – WWTU

Wastewater Utility Director Henderson explained that WWTU spent quite a bit of time and money in 2008-2009 with Butler, Fairman and Seufert developing the GIS system. This agreement would provide maintenance services. The GIS system is an important tool that shows where storm and sanitary sewer assets are. There is a need to update the system as things change, as new developments are created, and when oddities are discovered that are not as they should be.

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

Mayor Dennis clarified that the agreement covers the database as well as GIS. Mr. Henderson confirmed that, noting that Wastewater and Engineering both use the system, and other departments would be included in the future.

The motion was adopted.

d. Recommendation of Bid Acceptance: Wastewater Treatment Chemicals – WWTU

Wastewater Utility Director Henderson reminded the Board that West Lafayette has participated with the City of Lafayette in a reverse online auction for chemicals. Mr. Rick Morrissey of Lafayette has led this effort. Mr. Henderson described the bid process following the withdrawal of some bidders. This year, Brenntag Mid-South Inc. is recommended for sodium hypochlorite at \$0.6260 per gallon, and Calabrian Corporation for sodium bisulfate at \$1.1550 per gallon. Both bids are below last year's prices.

Mr. Marley moved that the request be approved. Mr. Speaker seconded the motion. The motion was adopted.

e. Arbor Chase by the Lakes Fire Hydrants – Engineering

City Engineer Buck requested that the Board approve six additional hydrants to be added to the City's and Indiana-American Water's fire hydrant inventory. These are new hydrants in the newest section of Arbor Chase subdivision that have been accepted for use. The new total is 415 hydrants throughout the City.

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

f. Claims

| | | |
|------|-----------|--------------|
| i. | AP Docket | \$145,028.90 |
| ii. | AP Docket | 94,822.13 |
| iii. | AP Docket | 231.00 |
| iv. | PR Docket | 330,481.35 |

Mr. Marley moved that the claims be approved. Mr. Speaker seconded the motion.

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

The motion was adopted.

g. Informational Items

i. Request for Quotes: Water-Based Street Paint – Opening March 28 – Street Department

Street Superintendent Downey explained that the Street Department would be buying traffic paint. The specifications will meet INDOT's requirements for water-based paint, as lead-based paint is no longer used. The quotes are due on Friday, March 25, by 4:00 p.m.

Mayor Dennis asked if this is the paint with glass beads. Mr. Downey answered that the Street Department adds the glass beads, but that they have not been purchased yet. The paint will be used mainly for center and edge lines, and curbs. The plan is to order 200-300 gallons more than last year.

ii. Request for Quotes: 2011 Spring Operation Releaf – Opening March 28 – Development

Director of Development Poole noted that quotes were requested for about 70 trees, which will be planted in summer.

h. Other Items

i. Street Superintendent Downey reported that there were 25 snows this winter, with 11 of 1-inch or more.

Mr. Downey announced that the new refuse truck is in use with City markings.

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.