

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

March 6, 2012
8:30 a.m.
City Hall Council Chambers

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

1. APPROVAL OF MINUTES

a. February 28, 2012 Meeting

Ms. Stull moved to accept the minutes of the February 21, 2012, Board of Works meeting. Mr. Speaker seconded the motion.

The motion was adopted.

2. NEW BUSINESS

a. Proclamation: American Red Cross Month – Mayor

Mayor Dennis read aloud the proclamation and declared March 2012 Red Cross Month in the City of West Lafayette. Mr. Bob Wallenberg of the American Red Cross was present for the proclamation reading. Mayor Dennis observed that it must have been a very busy time for the Red Cross during the past couple weeks. Mr. Wallenberg concurred and said both Fire Chief Heath and the Red Cross had had a large number of phone calls beginning last Friday, March 2, 2012. Mr. Wallenberg said that having Red Cross Month in March certainly brings home the need with what is happening in the State that time of the year. Last Saturday there was a family in an apartment on Soldiers Home Road that had a fire and is now homeless. The Red Cross assisted them. Mr. Wallenberg noted that there are Red Cross needs locally, statewide and nationally and that the Red Cross serves four neighboring counties and has been operating since 1915. He thanked the Mayor, the Board Members, the Chief of Police, and Chief of Fire for being good partners with the Red Cross and for the proclamation. Mayor Dennis thanked Mr. Wallenberg for all the good work the Red Cross does.

b. Proclamation: Disability Awareness Month – Mayor

Mayor Dennis read aloud the proclamation and declared March 2012 Disability Awareness Month in the City of West Lafayette. Mayor Dennis invited Mr. David Meihls (ADA Consultants) to come forward and introduced him as the City's guiding light and consultant in giving input to ADA compliance needs. Mr. Meihls thanked Mayor Dennis for the proclamation and creating awareness of the needs of people with disabilities. Mr. Meihls stated it is the goal of ADA Consultants of Indiana to raise the level of public understanding of what it is like to have a disability and they appreciate the City's help. ADA Consultants of Indiana are pleased to assist the City in ADA-related activities and evaluating City facilities for areas that have obstacles or restriction of use issues for those with disabilities. Mr. Meihls said that with this proclamation Mayor Dennis makes clear his commitment to all the great citizens of West Lafayette. Mayor Dennis voiced

his appreciation for the opportunity to work with Mr. Meihls on the issues the City needs to address. Mayor Dennis said it is amazing what people who are able-bodied think of as an inconvenience in comparison with the determination of people like Mr. Meihls who show exactly some of the challenges that people with disabilities face. Mayor Dennis noted there is still a lot of work to be done at City Hall to address the issues and he appreciated Mr. Meihls guidance in that regard and in crafting the City's ADA Compliance Report.

The motion was adopted.

c. Quote Opening: Maintenance of the Six US 52/Sagamore Parkway Median Landscape Beds and the Wiggins Rd. Landscape Bed – Parks

Parks Superintendent Payne explained the quote was for maintenance of the median bed on US 52 Bypass and on Wiggins Rd. near the approach to Harrison Street Bridge. He clarified that the City took over the care of these beds last year and contracted the work out. The work was previously done primarily by Helen Lillich and whoever she recruited to help with the work. Because of safety issues during the execution of the work, Engineering secures a permit for the work and the Parks Department oversees the work.

Clerk-Treasurer Rhodes announced there was only one quote received. She read the quote aloud.

Company	Item	Units	Amount
Freedom Lawns	Pruning	1	\$ 650.00
	Mulch US 52 Islands (approx 60 yards)	1	3850.00
	Weeding and Spray	4	1520.00
	Pre-Emergent Snapshot	1	185.00
	Mulch Wiggins Beds (not recommended)		<u>1400.00</u>
	Total:		\$7605.00
	Alternate Total (w/o Wiggins):		\$6205.00

Note on quote: Quote is dependent on using City signage for traffic control.

Mr. Marley moved that the quote be taken under advisement as requested by Parks Superintendent Payne. Ms. Stull seconded the motion.

The motion was adopted.

d. Elevation to Lead Training Instructor of A-Shift: Brian Harshbarger – Fire
Elevation to Training Instructor of A-Shift: Eric Doyle – Fire

Fire Chief Heath requested that Brian Harshbarger be elevated to Lead Training Instructor of A-Shift, effective March 5, 2012, for an annual payment of \$548.74 and Eric Doyle be elevated to Training Instructor of A-Shift, effective March 5, 2012, for an annual payment of \$418.18. Chief Heath explained that both Firefighter Harshbarger and Firefighter Doyle are certified, state-trained instructors and have already been operating in this capacity since January 1, 2012.

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

The motion was adopted.

e. Request to Approve: Brenntag Mid-South – 2012 Disinfection Chemical Purchasing - WWTU

Wastewater Utility Director Henderson explained that he was presenting the results of the bids that were solicited by the City of Lafayette and that West Lafayette partnered with them this year again to achieve better pricing. He further clarified that the recommendation to approve the Brenntag Mid-South bid falls in line with what the City of Lafayette has already approved. He noted that if the City of West Lafayette uses the same volume of chemicals this year as last, the cost will be about \$7,600 more this year due to a price increase. That amount would still be within the amount budgeted. The price for sodium hypochlorite is \$0.70/gal. The price for sodium bisulfite is \$1.365/gal. Mr. Marley inquired about the price increase, and Director Henderson attributed it to the increase in petroleum costs and noted that the cost is still better than four years ago. Director Henderson noted that the plant does everything they can to keep costs under control but some things, such as wet weather flows, are out of their hands.

Ms. Stull moved that the request to approve the Brenntag Mid-South bid be approved. Mr. Marley seconded the motion.

The motion was adopted.

f. Certificate of Substantial Completion: Atlas Excavating Inc. – Western Sanitary Sewer Interceptor – WWTU

Wastewater Utility Director Henderson requested approval of the Certificate of Substantial Completion and reported that this completed Western Sanitary Sewer Interceptor is on line and they are seeing about one million gallons per day. Outside the contract the plant decided they needed a flow meter on this separate pipe coming into the plant for process controls and capacity planning going forward and for post-construction monitoring which is required by IDEM. He stated they were happy to be at this point of substantial completion, meaning we have beneficial use of the constructed interceptor. Mayor Dennis inquired about the significant punch list. Director Henderson confirmed that a lot of it had been completed since the paperwork was put together. Clerk-Treasurer Rhodes noted that the City is still holding all the retainage. Director Henderson confirmed the City still has all its leverage to make sure things are finished properly.

Mr. Speaker moved that the Certificate of Completion be approved. Mr. Marley seconded the motion.

The motion was adopted.

g. Approval of Specifications and Requests for Bids: Soldiers Home Lift Station Improvements Project – WWTU

Wastewater Director Henderson requested that the specifications and request for bids be approved and put on the agenda to be opened on April 3, 2012. He reported that the Soldiers Home Lift Station was put on line in 1976 and is need of serious improvements.

Ms. Stull moved that the specifications and request for bids for the Soldiers Home Lift Station Improvement Project be approved. Mr. Marley seconded the motion.

The motion was adopted.

h. Declare Vehicles Surplus – Police

Police Chief Dombkowski requested that the Board declare two 2008 Crown Victoria vehicles as surplus. He further clarified that the vehicles will be used together as trade ins (\$8,000 total value) on the purchase of a new vehicle to be used for administrative purposes, a 2012 Dodge Charger.

Mr. Speaker moved that the vehicles be declared surplus. Mr. Marley seconded the motion.

The motion was adopted.

i. Claims

i.	AP Docket	\$424,528.24
ii.	AP Docket	\$ 11,539.06
ii.	AP Docket	\$143.00
iv.	PR Docket	\$116,665.59
v.	RDC Docket	\$114,894.03

Clerk-Treasurer Rhodes requested a change in the accounts payable docket originally listed at \$424,715.24. The new amount should be for \$424,528.24. She explained that the claim for membership dues to the Association of Public Treasurers USC has been removed from the docket as the membership billing cycle has changed and the City will only be paying about half of that now. She requested approval of the change.

Mr. Marley moved that the change be approved. Ms. Stull seconded the motion.

The motion was adopted.

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

The Mayor took the consent of the Board for a motion to approve the dockets as presented.

The motion was adopted.

j. Other Items

i. Clerk-Treasurer Rhodes reported back on the truck quotes received at the February 28, 2012 Meeting. She asked that the irregularities in the truck quotes for the Street Department and the West Lafayette Wastewater Utility not be waived and that the quotes be rejected.

Mr. Marley moved that the quotes be rejected. Ms. Stull seconded the motion.

The motion was adopted.

Parks Superintendent Payne addressed the Board on the Parks trucks quotes. He stated that Mike Raisor Ford had the lowest and most responsive quote. He noted that in looking at details of quotes, DeFouw Chevrolet quoted a V 6 and Mike Raisor Ford quoted a V 8. The Parks Department had requested a V 8 or suitable alternative. After looking at the specifications he concluded it would be better to get the V 6 in the 2 WD truck because it will get about 15% better gas mileage and save in fuel costs. Consequently, the Parks Department asked Mike Raisor Ford if they would submit a quote for a V 6 2 WD truck, which they did. The quoted amount from Mike Raisor Ford for the V 6 is \$16,565.00 rather than \$17,097.00 for the V 8. Superintendent Payne requested approval for the Mike Raisor Ford quote for two trucks, a 2 WD F150 truck for \$16,565.00 and a 4 WD F150 truck for \$21,258.00, less trade ins of \$3,300.00, for a total cost of \$34,523.00.

Attorney Burns explained that in a quote situation, the Board reserves the right to reject quotes or waive irregularities, especially in the case where the irregularity would benefit the City, and in this case, the quoted V 6 is even lower than the first quote, which was also the lowest quote.

Ms. Stull moved to accept the quote from Mike Raisor Ford as presented. Mr. Speaker seconded the motion.

The motion was adopted.

ii. Police Chief Dombkowski reported that the West Lafayette Police Department deployed an officer to help with the tornado damage in Southern Indiana, along with other public safety members throughout District 4.

Ms. Stull added that she had been in Southern Indiana in her capacities at State Farm Insurance over the weekend and noted that the devastation was horrific and that part of the State really needs our help.

iii. West Lafayette Wastewater Utility Director Henderson reported highlights from the Green Power Report submitted at the Common Council meeting of March 5, 2012. The digesters processed over 26,000 gallons of grease in January. A record 36 tons of food waste was received, mostly from Purdue University food courts, and some from the Purdue Memorial Union. The most significant change in January was that for the first time the plant produced 20% of its power on site.

iv. Director of Development Poole announced that on Thursday night, March 8, 2012 at 6:30 p.m. in the Council Chambers there will be the second and final CDBG hearing for the 2012-2013 funding cycle.

v. Council President Hunt announced that she and Mayor Dennis had drafted an ordinance to address issues in parking violations in West Lafayette. The West Lafayette Police Department was extremely helpful in gathering data of the number of parking violations in the Landmark Project parking areas for the last 4 years and then the last 4 ½ years. The data showed an increase of 37% in violations during the most recent 6 months, compared to the previous 4 years. The proposed increase is to match Purdue University's Parking violation fee increase in September of 2011.

vi. Fire Chief Heath thanked the Mayor for his Red Cross Month Proclamation and noted that the Red Cross helps them on every single fire call. He also announced that the Fire Department had also deployed an officer to Southern Indiana as part of the District 4 team sent to help. He said they would receive a debriefing from that officer in the next few weeks. Mayor Dennis asked to be informed.

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 at 9:02 a.m.