

Subject to approval at the May 15, 2012, Board of Works meeting.

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

May 9, 2012
8:30 a.m.
City Hall Council Chambers

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

1. APPROVAL OF MINUTES

a. May 1, 2012, Meeting

Mr. Speaker moved to accept the minutes of the May 1, 2012, Board of Works meeting. Ms. Stull seconded the motion.

The motion was adopted.

2. NEW BUSINESS

a. Request to Declare Vehicle Surplus, Transfer to WWTU, and Trade-In: 1995 Chevrolet Cavalier – Street

Street Commissioner Downey requested that the 1995 Chevrolet Cavalier, held by the Department of Development and previously used by the Clerk-Treasurer's Office, be transferred to West Lafayette Wastewater Utility (WWTU) and used for trade-in on the purchase of a 2012 4WD SUV for the WWTU. He noted that the frame and brake-lines of the Cavalier are in bad shape, even though the vehicle has low mileage. He said it would be prudent to trade it in if we are able to.

Ms. Booker moved that the Chevrolet Cavalier be declared surplus, transferred to WWTU, and trade-in be approved. Mr. Marley seconded the motion.

The motion was adopted.

b. Approval of Bid Specifications: Recycling Carts – Sanitation & Recycling

Street Commissioner Downey requested approval of the bid specifications for 3,500 48-gallon recycling carts and 1,500 96-gallon recycling carts for a total of 5,000 recycling carts. The Notice to Bidders is to be published May 11, 2012 and May 18, 2012 and bids will be opened at 8:30 a.m., at the May 29, 2012 Board of Works meeting. Commissioner Downey explained that in the 1980's the City started the recycling program with small red totes. In the 1990's the City started utilizing larger red totes. Now, due to the success of the recycling program, the Mayor would like to move to large recycling carts with lids. The yellow colored lids identify the carts for recycling use, and it is possible to interchange the yellow lids with black lids, indicating the cart holds regular trash. The intent is to reduce recycling litter that ends up getting blown around neighborhoods from the open totes when there is any amount of wind. The large recycling bins would also help keep the recycling items dry, keep the rainwater from being polluted and keep the City in compliance.

Mayor Dennis added that the West Lafayette residents are very active in recycling. Since the City implemented comingled recycling, many more residents are joining in the recycling effort. He noted that the totes simply don't contain the quantity of recycling produced by our citizens, which leads to scattered trash and makes the recycling effort counterproductive. He said the move to the large carts with lids will serve three purposes: it will encourage increased recycling, make the recycling much less likely to be blown around City neighborhoods, and cut down on man hours by the City Street Department, who currently must pick up recycling from multiple smaller bins. He would like to eventually see the City implement the use of "one-arm bandits" in the recycling trucks. He noted that the new recycling carts will be free-of-charge to residents.

Mr. Marley asked how the homeowners would receive the new recycling carts. Commissioner Downey responded that they will be delivered to each address. He noted that if a resident finds the 48-gallon cart too small for the amount of recycling product produced, the City will give them a 96-gallon cart to use instead.

Attorney Burns asked if initially residents will be given a big or small cart based on request. Commissioner Downey responded that everyone will initially be given a 48-gallon cart. Should they find it too small they may request a larger one.

Mayor Dennis said it is obvious by the program we are currently using that the City is not inflexible in adapting to needed change. He reiterated that the goal is to simplify the process, retain blowing debris, and encourage more recycling.

Commissioner Downey observed that two semesters ago, Purdue University conducted a survey which showed that once the recycling bin was full, recycling efforts ended and the recyclable items ended up in trash headed for landfill. The City is hoping for a 5% to 6% increase in recycling with the new carts.

Mr. Speaker asked what the timeline would be for implementing the new recycling carts. Commissioner Downey answered they would be in place by August or September.

Ms. Stull moved that the bid specifications for the recycling carts be approved. Mr. Marley seconded the motion.

The motion was adopted.

c. Notice of Award: Soldiers Home Lift Station Improvements – HWC Engineering – WWTU

Wastewater Utility Director Henderson asked for approval of the Notice of Award for the Soldiers Home Lift Station Improvements project to Graves Plumbing Company for the amount of \$636,636.00. He noted that Matthew Pierce of HWC Engineering was present to answer any questions.

Mayor Dennis asked if there were built-in contingencies in the documents. Director Henderson explained that this was just the Notice of Award and that the actual contract won't be signed until after the payment bond and performance bond are provided.

Mr. Marley noted that all the bids came in above the engineer's estimate, and asked Director Henderson if he had concerns about that. Director Henderson agreed that they

would have preferred that the bids come in with amounts closer to the median of the engineer's estimate, but the project cost is still within the utility's means.

Mr. Marley moved that the Notice of Award to Graves Plumbing Company, in the amount of \$636,636.00, for the Soldiers Home Lift Station Improvements be approved. Ms. Booker seconded the motion.

The motion was adopted.

d. New Hire: Aron M. Thompson, Probationary Police Officer

Police Chief Dombkowski asked for approval of New Hire Aron M. Thompson as Probationary Police Officer at a bi-weekly rate of \$1,752.63, effective May 10, 2012. Chief Dombkowski explained that Aron M. Thompson was selected by the Police Merit Commission for an opening created when another officer moved out of state. Officer Thompson has already been serving with the Delphi Police Department and graduated from the Indiana Police Academy. He has passed all pension requirements.

Mayor Dennis asked if the City Police Department utilizes a lateral entry program for the hire of experienced police officers. Chief Dombkowski replied that the City does, and that Officer Thompson will qualify for a level in that program once he completes field training. He will move to Second Class Police Officer at that point, pending Board approval.

.Ms. Booker asked if he is required to move to Tippecanoe County. Police Chief Dombkowski responded that Officer Thompson already lives in Tippecanoe County but state law only requires an officer to live in a contiguous county.

Mr. Speaker moved that the hire of Araon M. Thompson as Probationary Police Officer, effective May 10, 2012 at a bi-weekly rate of \$1,752.63 be approved. Mr. Marley seconded the motion.

The motion was adopted.

e. Elevation: Joseph Heater to Firefighter Second Class – Fire

Fire Chief Heath requested approval of the elevation of Joseph Heater to Firefighter Second Class, effective May 18, 2012, at a bi-weekly rate of \$1,910.00. He explained that firefighter Heater has been a Probationary Firefighter since May 18, 2011 and has exceeded all required training for first year firefighters.

Ms. Booker moved that the elevation of Joseph Heater to Firefighter Second Class, effective May 18, 2012, at a bi-weekly rate of \$1,910.00 be approved. Ms. Stull seconded the motion.

The motion was adopted.

f. Claims

- i. AP Docket \$322,480.51
- ii. AP Docket \$94,962.80
- iii. AP Docket \$572.00
- iv. AP Docket \$30,535.84
- v. PR Docket \$336,299.36

Mr. Speaker left the meeting, the time being 8:49 a.m.

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

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

The motion was adopted.

g. Informational Items

i. Construction Projects Map – Engineering

There were no comments.

ii. Revised SUV Quote Request - WWTU

Attorney Burns asked if the vehicles included as trade-ins on the SUV quote need to be declared surplus. Wastewater Utility Director Henderson responded that he will request that the Board declare them surplus when the quotes come in and we get trade-in values.

iii. Project Payment Listing – Clerk-Treasurer

There were no comments.

iv. Legal Budget and Expenses – Clerk-Treasurer

There were no comments.

h. Other Items

i. Police Chief Dombkowski reported that Purdue University graduation ceremonies will occur this weekend. The dumpster program and the extra Goodwill drop off sites have been very successful with reducing debris while students move out, and reducing landfill. He said they plan to implement the same programs in August when annual apartment leases end and there will be even more trash disposed of. Chief Dombkowski said he strongly supports the new recycling carts with lids as they will aid in the huge trash volume near campus apartments and alleyways, and help the Neighborhood Resource Team in enforcing trashcan lids..

ii. Beverly Shaw, Marketing and Grants Administrator for the Department of Development, announced the dedication ceremony for the sculpture “Point of Departure”, created by artist Ben Sutter. The sculpture was donated by Greyhouse Coffee and Supply Company, and the ceremony will take place on Friday, May 11, 2012, at 9:00 a.m., at Greyhouse Coffee & Supply Company in the Village. She invited everyone to attend. She reminded everyone that today is Farmer’s Market Day, as well.

iii. Public Works Director Buck reported that progress meetings were held on Monday, May 7th for Cumberland Avenue and Yeager Road projects. The City asked Milestone Contractors to consider starting work on the Northwestern Avenue/Yeager Road intersection as soon as possible. This week Milestone Contractors made a formal request to close that intersection on May 14, 2012. Recent rain and waiting for Indiana-American Water Company to complete their work have caused some delays. However, the May 14, 2012 start date for Milestone’s work at that intersection is

BOARD OF WORKS MINUTES, May 9, 2012, CONTINUED

actually the earliest start date, by contract, the City would have allowed. The City wants to allow for the possibility of future weather delays for the project and still facilitate the completion of the entire project by August 11, 2012. Milestone has asked for 74 days to complete the project, which sets completion at July 27, 2012, in advance of the August 11, 2012 date. INDOT is working on approving that as a change order and then the Engineering Department will bring the change order before the Board. There will be one southbound lane open at the interchange of Northwestern and 52 Bypass. However, the northbound lanes will not be open. The official detour for 231 is to stay on North River Rd, and approach 52 Bypass via Happy Hollow Road. There will be message boards placed with help from the Police Department and there will be press releases today, concerning the traffic changes around the construction. There will be several local detours as well.

Cumberland Avenue remains closed at Manchester Street. The gas company will be lowering their main at Yeager and Cumberland which requires a closure. That work will be put off until Yeager and Northwestern opens. The gas company will be asked to wait until August or September.

Mayor Dennis asked if Director Buck heard of the gas explosion in New York. There was a recent article describing the explosion and that there will be new federal requirements concerning the pressurization of gas. Director Buck responded that he had not heard of the news story and noted that there is a high-pressure gas line that runs the entire length of Cumberland Avenue. The City is working around the line very carefully and keeping a safe distance during the construction work.

iv. Mayor Dennis reminded everyone that he will be absent next week due to vacation.

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.