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

April 17, 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 was absent. Bradley W. Marley presided.

1. APPROVAL OF MINUTES
   a. April 17, 2012, Meeting
   Ms. Stull moved to accept the minutes of the April 10, 2012, Board of Works meeting. Mr. Speaker seconded the motion.

   The motion was adopted.

2. NEW BUSINESS
   a. Quote Opening: 2012 1500 2 WD Pick-Up Truck – Street
   Clerk-Treasurer Rhodes reported there was one quote received for this quote request.

Company	Line Item	Amount
DeFouw Chevrolet, Inc	Base Price	$22,585.00
	Option Costs (If applicable)	$2,565.00
	Discounts or Other adjustments	($6,400.00)
	Destination Charges	$995.00
	Dealer Prep or Other Charges	$0.00
	Trade-In Allowance (2003 Ford F150)	($6,566.00)
	Net Total	$13,179.00

   Clerk-Treasurer Rhodes reported the quote was timely and sealed.

   Ms. Stull moved that the quote be taken under advisement. Mr. Speaker seconded the motion.

   The motion was adopted.

   b. Quote Opening: 2012 University Farm Tree Planting – Development
   Beverly Shaw introduced Lynn Layden, Chairperson of the West Lafayette Tree Fund. Ms. Layden explained that this project involves a different type of tree planting than the group has done in the past. Usually, the Tree Fund raises money and the City matches the amount raised and then the money is spent. This year the Tree Fund applied for and received a grant from the Wabash River Enhancement Corporation for $20,000. There will be some matching funds from the Tree Fund and from the City. The West Lafayette Tree Fund went to University Farms subdivision and mapped every ash tree. They also mapped every spot that was near an ash tree that could be filled. The reasoning behind

this is that it is believed the 310 ash trees in University Farm will be gone in 2 or 3 years. They found approximately 150 spots to fill, contacted each of the homeowners associated with those spots, and allowed them to pick from 11 varieties of trees which will be planted. They mapped all the spots to be planted and sent out a request for quotes for 143 trees for University Farms.

Clerk-Treasurer Rhodes noted that the Board will be acting later on an additional item to accept the grant on behalf of the City for the Tree Fund on the advice of the City Attorney.

Company	**Amount**
GardenArt	$26,140.00
Green Vision Landscape Design and Installation	$51,136.00

Clerk-Treasurer Rhodes reported the quotes were received timely and sealed.

Ms. Speaker moved that the quote be taken under advisement. Ms. Booker seconded the motion.

The motion was adopted.

c. Quote Opening: Operation Releaf Spring 2012 – Development
Ms. Layden explained that this project is more typical of the Tree Fund's spring planting. Forty-six trees will be planted around the City. Many of them will be planted along Rose Street and Robinson Street to compliment the street widening projects.

Company	**Amount**
GardenArt	$8,700.00
Green Vision Landscape Design and Installation	$18,200.00

Clerk-Treasurer Rhodes reported the quotes were received timely and sealed.

Mr. Speaker moved that the quotes be taken under advisement. Ms. Stull seconded the motion.

The motion was adopted.

d. Cumberland Avenue, Phase II Parcel 34 Donation Acceptance, Warranty Deed, and Temporary Easement Grant – Engineering
Public Works Director Buck explained that the City received two donations in the right-of-way acquisition process for the Cumberland Avenue, Phase 2 project. Parcel 34 is owned by Trilogy (Cumberland Pointe) on the southeast corner of Manchester and Cumberland. The entire parcel was donated to the City.

Attorney Burns recommended entertaining a motion to accept the donation.

Ms. Stull moved that the donation be approved. Mr. Speaker seconded the motion.

The motion was adopted.

Clerk-Treasurer Rhodes noted that the value of the donated parcel is $60,250.50.

Ms. Stull moved that the Parcel 34 warranty deed be approved. Mr. Speaker seconded the motion.

The motion was adopted.

Mr. Speaker moved that the Parcel 34 temporary easement grant be approved. Ms. Stull seconded the motion.

The motion was adopted.

e. Cumberland Avenue Phase II Parcel 35 Partial Donation Acceptance, Quit Claim Deed, and Temporary Easement Grant - Engineering

Public Works Director Buck explained that Parcel 35 was originally owned by North Central Health Services and during the process of the project was acquired by Westminster Village. The donation is for the majority of the parcel, which in its entirety is valued at $76,152.50. The portion not included in the donation is $6,552.50 of trees and landscaping which are going to be lost. The land is being donated. He also requested approval of a quit claim deed and temporary easement grant for driveway construction associated with Parcel 35. Mr. Buck noted that Parcel 35 runs all the way to Salisbury Street and encompasses the entire south portion of the project.

Mr. Speaker moved that the Parcel 35 donation be approved. Ms. Stull seconded the motion.

The motion was adopted.

Ms. Stull moved that the Parcel 35 quit claim deed be approved. Ms. Booker seconded the motion.

The motion was adopted.

Mr. Speaker moved that the Parcel 35 temporary easement grant be approved. Mr. Marley seconded the motion.

The motion was adopted.

f. Street Closing: North Grant Street from Forest Hill Drive to Dodge Street - Police

Sergeant Jason Philhower requested approval of the closure of North Grant Street from Forest Hill Drive to Dodge Street for the 2012 Soap Box Derby on both June 2, 2012 and June 16, 2012, from 6:00 a.m. to 6:00 p.m. The intersections of Grant Street and Leslie Avenue and Grant Street and Meridian Street will also be blocked off.

Ms. Booker moved that the street closing be approved. Ms. Speaker seconded the motion.

The motion was adopted.

g. New Hire: Part-Time Dispatcher – Joseph A. Potts - Police

Police Chief Dombkowski requested approval of a new hire, Joseph A Potts for the position of part-time dispatcher, effective April 18, 2012 at a rate of $15.83/hour. Mr.

Potts is currently a full-time dispatcher for the Tippecanoe County Sheriff's Office. Part-time dispatchers currently share a pool of hours so there is no additional cost for this position. Previously the City filled a full-time dispatcher position and the employee hired had been a part-time dispatcher. This new hire is to fill that vacancy.

Mr. Speaker moved that the new hire of Joseph A Potts at an hourly rate of $15.83/hour, effective April 18, 2012 be approved. Ms. Booker seconded the motion.

The motion was adopted.

h. Certification of Eligibility List For Applicants To The West Lafayette Police Department – Police Merit Commission

Attorney Tom Brooks explained that the Police Merit Board has an eligibility list. Statute requires that the Police Merit Board certifies that list to the Board of Works and it approves the Certification of Eligibility.

Ms. Booker moved that the Certification of Eligibility List for applicants to West Lafayette Police Department be approved. Mr. Speaker seconded the motion.

The motion was adopted.

Clerk-Treasurer Rhodes noted that on the advice of the attorney the sealed envelope containing the Certification of Eligibility List will be delivered into the custody of Human Resources Director Foster.

i. 2012 Take Home Vehicle List – Clerk-Treasurer

Clerk-Treasurer Rhodes explained that although the 2012 Take Home Vehicle List was approved at the April 10, 2012 Board of Works meeting, there had been one revision in order to assign the 2010 Ford Escape as a take home vehicle for the new Deputy Chief/Inspector and Investigator for the Fire Department. She requested that the Board members approve the revised 2012 Take Home Vehicle list.

Ms. Stull moved that the revised 2012 Take Home Vehicle List be approved. Mr. Speaker seconded the motion.

The motion was adopted.

j. Acceptance of New Water Hydrants – Engineering

Public Works Director Buck explained that Indiana-American Water has installed three new hydrants on previously approved locations within previously approved developments. He requested acceptance of these new hydrants. Hydrant #967 is on 220 South Salisbury at an apartment building which was built at that location. Hydrant #954 is another hydrant within Arbor Chase subdivision, as that development wraps up. Hydrant #195 is within Wabash Commons at the US 52 Bypass entrance. The Engineering Department has consulted with Fire Chief Heath and recommends that the three new hydrants be approved for public use and public safety. The total number of fire hydrants within the City has increased to 418.

Ms. Stull moved that the acceptance of new water hydrants be approved. Ms. Booker seconded the motion.

The motion was adopted.

k. Acceptance of Quote: Street Paint - Street

Street Commissioner Downey reported that the low quote this year was JD Kem's and asked for acceptance of the quote. They were also the low quote last year. This year's quote of $17,772.00 is a small increase over last year's quote of $16,996.00.

Ms. Booker moved that the acceptance of the quote for street paint from JD Kem's for $17,772.00 be approved. Ms. Stull seconded the motion.

The motion was adopted.

l. Claims

i. AP Docket $400,758.36
ii. AP Docket $197,100.03
iii. RDC Docket $51,600.00

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

Ms. Stull moved that the claims be approved. Mr. Speaker seconded the motion.

The motion was adopted.

m. Approval of Wabash River Enhancement Corporation Grant Contract – Development

Clerk-Treasurer Rhodes requested that Attorney Burns explain the need for approval of the grant contract associated with the 2012 University Farms Tree Project, and noted that the Board members did not receive copies of the contract.

Attorney Burns explained that the contract is between Wabash River Enhancement Corporation and the West Lafayette Tree Committee. He thought it would be best to have the Board consider and approve it. He explained that the contract provides a way for a grant from IDEM (Indiana Department of Environmental Management) to flow to representatives and then to the Tree Committee. The purpose of the contract is to install trees according to best management practices, as part of the requirement of the grant. He noted it was a straight forward contract and handed it to the Board members to look through. The contract provides a mechanism of agreement for the City to provide the labor for the tree installation. There is a listing of the trees that are to be planted included in the contract.

Beverly Shaw noted that the concern of the Wabash River Enhancement Corporation is clean water. Trees planted along streets, and trees in general, play an important role in capturing storm water as it falls and slowing the rate of erosion as the water flows down to the river. They funded the tree planting project in University Farms, a part of the Wabash River watershed, in accordance with those goals.

Attorney Burns noted that there is mentioned within the contract the amount of $20,000, not to exceed, at a rate of 75% reimbursement. He asked if the $10,000 figure also listed in the contract was an additional amount based on an hourly basis.

Beverly Shaw clarified that the $10,000 figure listed was a non-cash value for the labor the Tree Fund members are providing in kind.

Clerk-Treasurer Rhodes further explained that the reason for some lack of clarity in bringing the grant contract forward is because it is an agreement between the Wabash River Enhancement Corporation and the West Lafayette Tree Fund. The West Lafayette Tree Fund is an agency of the City and the Board of Works is the body that approves all agreements. Beverly Shaw signed the agreement to indicate initial approval. Attorney Burns was asked to review the contract in order to determine if it should go on to the Board.

Ms. Booker moved that the Wabash River Enhancement Corporation grant and contract be approved. Ms. Stull seconded the motion.

The motion was adopted.

n. Informational Items

i. Appointment Announcement: Deputy Chief/Inspector and Investigator – Fire

Fire Chief Heath, on behalf of the Mayor who is out of the country, announced the appointment of Antony Schutter as the new Deputy Chief/Inspector and Investigator of the West Lafayette Fire Department. His actual active first day of duty in that capacity was yesterday, April 16, 2012. He was unable to attend the announcement because he is attending school this week. He will be present for next week's Board of Works meeting.

ii. Project Payment List – WWTU

There were no comments.

iii. Legal Budget & Expense – Clerk-Treasurer

There were no comments.

k. Other Items

i. Public Works Director Buck reported he is still working on production of a map notating all the City and INDOT construction projects occurring around the area, but it is difficult because there are so many projects to include on the map.

Yeager Road, Phase I lane restrictions have been set up. Traffic has shifted into one lane each way on the western half of the road. The signals at both ends cause traffic to back up. This will be the most pinched phase of the project for traffic, but it is necessary to give Milestone Contractors the room they need to get their portion of the project finished in a safe and timely fashion. The traffic flow will be easier once their portion of the project work is finished.

Cumberland Avenue is closed at Manchester Street. Reith-Riley is working at that location. Pavement removal has begun. There has been a lot of soft clay soil exposed which is difficult with recent rain. Cumberland Avenue is closed in the center and residents must use detour routes to come and go by vehicle or bicycle.

ii. Wastewater Utility Director Henderson announced that Brad Musick with Wastewater Solutions is at the plant this week to provide annual training to operators, maintenance technicians and lab personnel. This is an important part of the

certification and continuing education requirements. He thanked the Board for allowing the training.

iii. Police Chief Dombkowski reminded everyone that it is Grand Prix Week at Purdue University, a very busy week for the West Lafayette Police Department. There will be a sobriety check point in the City on Thursday night, April 19, 2012. There will be barricades set up in the Village from early Thursday morning until early Sunday morning, April 22, 2012. The barricades will be staffed in tandem by both West Lafayette police officers and Purdue University police officers. The Grand Prix event is always weather dependent and the forecast is for chilly weather.

iv. Clerk-Treasurer Rhodes reported that Alpha Kappa Lambda fraternity delivered its surety cashier's check for the sand volleyball court it hosts throughout Grand Prix week.

v. Director of Development Poole announced the groundbreaking ceremony for the new Farmers and Merchants Bank at Wabash Commons on April 18, 2012 at 11:00 a.m. He invited everyone to come.

Director Poole also announced the ribbon-cutting ceremony for DOW AgroSciences, LLC Seed Research Lab at the Purdue Research Park on Wednesday, April 24, 2012 at 10:00 a.m. He invited everyone to attend that event as well.

3. ADJOURNMENT

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