

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

May 22, 2012  
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. Elizabeth M. Stull was absent.

1. APPROVAL OF MINUTES

a. May 9, 2012, Meeting

Mr. Speaker moved to accept the minutes of the May 9, 2012, Board of Works meeting. Ms. Booker seconded the motion.

The motion was adopted.

2. NEW BUSINESS

a. Quote Opening: 2012 4WD SUV – WWTU

Wastewater Utility Director Henderson explained the quotes were for a new Wastewater Utility Vehicle with trade-ins. The new vehicle's use will be for Information Technology Manager Newman while he is located at the WWTU Plant.

Mayor Dennis asked if the insurance companies had been notified of the trade-ins. Director Henderson responded that they had.

Steve Curtis, MBAH Insurance confirmed he had been informed.

Clerk-Treasurer Rhodes read the quotes aloud.

Company	Item	Amount
Mike Raisor Ford	2013 Ford Explorer	
	Base Price	\$34,345.00
	Option Costs	135.00
	Discounts or Price Adjustments	(6,520.00)
	Destination Charges	825.00
	Dealer Prep or Other Charges	0.00
	Trade-In Allowance	<u>(2,600.00)</u>
	Total	\$26,185.00
DeFouw Chevrolet	2012 Fleet Chevrolet Equinox	
	Base Price	\$26,800.00
	Option Costs	1,895.00
	Discounts or Price Adjustments	(2,928.00)
	Destination Charges	825.00
	Dealer Prep or Other Charges	0.00
	Trade-In Allowance	<u>(4,500.00)</u>
	Total	\$22,092.00

Mayor Dennis asked if a QPA price had been obtained. Director Henderson said that quotes had been solicited from local vendors.

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

The motion was adopted.

b. Request to Declare Vehicles Surplus: 1992 Ford Taurus, 1995 Chevrolet Truck, 1992 Chevrolet Truck – WWTU

Wastewater Utility Director Henderson asked to declare three vehicles surplus for trade-ins on the purchase of the SUV for West Lafayette Wastewater Utility.

Ms. Booker moved that the request to declare the three vehicles surplus be approved. Mr. Marley seconded the motion.

The motion was adopted.

c. Escrow Agreement: Thieneman Construction, Inc. and Centier Bank – West Lafayette Aeration Tank Addition – WWTU

Wastewater Utility Director Henderson asked that the escrow agreement item be tabled. He said that questions had arisen with regard to how bank fees will be handled and ensuring the City will not be liable for any of it. He asked that the item be tabled until such time as those issues are addressed.

Mr. Speaker moved that the request be tabled until such time as the necessary information was received. Mr. Marley seconded the motion.

The motion was adopted.

d. Request For Approval: Annual Maintenance Agreement – Komputrol Software Systems – Clerk-Treasurer

Clerk-Treasurer Rhodes explained that this is the accounting system used in the Clerk-Treasurer's Office and is perhaps the final maintenance agreement for the software. The software is being phased out and the City is looking to replace it. She said we are one of the few municipalities that still use this software. She said she is glad the software was still supported. The City has had the software since 1994. The annual maintenance fee is \$4,070.00. It is a slight increase from last year of about 4%.

Ms. Booker moved that the annual maintenance agreement with Komputrol be approved. Mr. Speaker seconded the motion.

Mr. Speaker asked about obtaining a new system. Clerk-Treasurer Rhodes responded that the City is in the process of evaluating a new system. The key component is the establishment of a secure network throughout the entire City in order to deploy and fully utilize an enterprise-wide accounting system. This is in progress, now that Information Technology Manager Newman is at the City.

The motion was adopted.

e. Request For Approval: Salisbury Street Improvements – Amendment #2 To Agreement – Wessler Engineering, Inc. – Engineering

Public Works Director Buck explained this is the design supplement, Supplement #2 for \$97,000, to allow the City to get started on the next phase of the Salisbury Street project. The City's Safety Improvements Project was planned to be three phases. Phase 1 started at Robinson and Meridian and came up to Riley. Phase 2 went from Riley to Rainbow Drive. Phase 3 is planned to go from Rainbow Drive to US 52 Bypass. The City has a master agreement with Wessler Engineering, Inc. & Associates that includes a preliminary engineering report. Now the City would like to begin an actual survey and design to improve the Navajo intersection. Plans include bringing the intersection up to ADA compliance and replacing the signal with an ADA compliant signal for pedestrians, as well as better coordinating the timing of the signal with the US 52 Bypass signal. The hope is to get better capacity through those two intersections in timing those together. The City is somewhat limited because this does not include improvements at US 52. Long term, we really need two straight lanes at that intersection, in spite of the temporary need for two left-hand turn lanes due to construction detours. The move to two straight lanes is a project the engineers are building for next summer in 2013. Director Buck added that beyond that, Happy Hollow Road will be reconstructed in 2014 as part of a federal aid project. That project has a longer time line because there are both historical and environmental issues that must be included in the categorical exclusion document that is part of the federal aid process. The engineers are trying to get all the north and south arterials reconstructed, one at a time, during summer months when there is much less traffic.

Mayor Dennis noted that a lot of times in construction projects, the rules change mid-project which increases the time line for the project. That is why it is important to get the preliminary parts of the projects, such as the design aspects, done as soon as possible so the City can move forward with these two projects in 2013 and 2014.

Mr. Speaker moved that the Salisbury Street Improvements, Amendment #2 with Wessler Engineering be approved. Mr. Marley seconded the motion.

Ms. Booker brought to Mr. Buck's attention a misspelling in the document. Mr. Buck said the typo would be corrected but it did not have a substantive effect.

The motion was adopted.

f. Request For Approval: Christopher B. Burke Proposal For Professional Engineering Services – Engineering

Public Works Director Buck explained that Burke Engineering bills the City currently as part of the City's storm water partnership. The City splits the cost with Tippecanoe County, Lafayette, Dayton, Battle Ground, and Purdue University on managing our collective effort and credit in terms of our overall storm water permit with IDEM. This proposal would allow City engineers to spend one-on-one time with Burke Engineering on a project-specific basis. If the City has questions of a technical nature with regard to the standards or storm water ordinances or general practices of storm water management, this agreement would allow the engineers to meet with Burke Engineering on an hourly, as-needed basis, specific to a project. Burke Engineering has that relationship with Lafayette and Tippecanoe County. Director Buck said with all the

projects coming in from Development, he feels it is necessary for the City to have Burke available as well.

Mayor Dennis asked if there is a not-to-exceed clause included. Director Buck responded that there is not. The Engineering Department anticipates this cost will be fairly small, but if the Board would like, a not-to-exceed clause can be established so that the Engineering Department would come before the Board for further approval if they were anticipating going past the limit.

Mr. Speaker moved that the Christopher B. Burke Proposal For Engineering Services be approved. Mr. Marley seconded the motion.

The motion was adopted.

g. Request To Participate in State Road Salt Bid – Street

Street Commissioner Downey explained that the City has participated in the past with the State road salt bid. He asked to participate again with other governmental agencies in the county. He said the City needs to get its order in. The State will be honoring last year's price at \$74.35 per ton. The City would be required at a minimum to purchase 1,260 tons of salt in the snow season of next year.

Mayor Dennis asked how much we have left over from the past winter. Commissioner Downey responded that they have close to 1,200 tons in the salt barns at the present time. If the City purchases the minimum requirement it would end up with roughly 2,400 tons. The City has a safety valve allowing for the purchase of 1,500 tons if needed. He reminded everyone that the West Lafayette Community School Corporation uses several hundred tons from the salt storage, as well as the Parks Department.

Mayor Dennis noted that while it seems crazy to buy salt when we currently have salt left over, the break on the purchase price is important to take advantage of.

Commissioner Downey added that the City has the option to request bids for salt on the open market, but it would be requesting a fairly low quantity and the prices would most likely not be favorable.

Mayor Dennis asked if there would be a request in the future for an expansion of the salt barn. Commissioner Downey said he hoped not, but the City does not want to be caught short of salt and leave the roads hazardous.

Ms. Booker moved that the request to participate in the State road salt bid be approved. Mr. Speaker seconded the motion.

The motion was adopted.

h. Claims

i.	AP Docket	\$464,819.21
ii.	AP Docket	\$1,500.00
iii.	AP Docket	\$275.00
iv.	AP Docket	\$36,622.39
v.	AP Docket	\$1,120.00
vi.	AP Docket	\$130,517.31
vii.	PR Docket	\$326,901.14

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

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

The motion was adopted.

i. Informational Items

i. Project Payment List – WWTU

There were no comments.

ii. Legal Budget & Expense – Clerk-Treasurer

There were no comments.

j. Other Items

i. Mayor Dennis complimented and thanked the Department Heads for their assistance in dealing with problems related to traffic congestion on the first day of some of the construction projects and detours while he was out of town. Public Works Director Buck, Street Superintendent Downey, and Police Chief Dombkowski responded swiftly and effectively to alleviate the congestion problems created by some of the detours. If a road becomes congested in West Lafayette, it creates a serious problem very quickly because of our dense population. The agility that was displayed by the various department heads in bringing solutions to the problem areas was commendable.

ii. Director of Development Poole announced the groundbreaking for Fire Station No. 3 tomorrow at 3:00 p.m. and invited everyone. He also noted that Thursday, May 24<sup>th</sup> at noon there would be a public hearing for the Economic Development Commission with regard to bonds for the Faith West project.

iii. Wastewater Utility Director Henderson said the plants have been installed for the rain garden at the Utility demonstration site. He thanked the Parks Department and Dan Dunten for their help and advice on substitution of plants and arrangement, and for the use of their equipment in the project.

iv. Mayor Dennis thanked Parks Superintendent Payne for the help of the Parks Department Staff with the fourth grade class run to fight against childhood obesity.

v. Councilor Hunt noted there is a new rain garden marked nicely in the island as you drive toward the Lilly Nature Center. She added that Dan Dunten did an excellent job at the Mind BOg-gle event at the Celery Bog.

Councilor Hunt reported that this morning at 11:00 a.m. there will be a meeting at the Student Wellness Center for the Alcohol Awareness group. They will be looking at the data they have gathered on where the alcohol-related arrests have occurred via a GIS map. The idea is to see if there is a particular area they should focus on.

vi. Street Commissioner Downey reported that Neighborhood Resource Team finished their second dumpster program with extra dumpsters set out for student move-out week. Over 31 tons of couches and furniture were collected.

vii. Fire Chief Heath invited everyone to the groundbreaking of Fire Station No. 3. Mayor Dennis thanked the Fire Department for all their hard work on the project.

viii. Public Works Director Buck reported that Indiana-American Water is wrapping up several main replacement projects hopefully this week. They will be on Happy Hollow from 9:00 a.m. to 3:00 p.m. and on Yeager Road at Beau Jardin Apartments today and tomorrow. They will also be finishing work on the pavement patches on Salisbury between US 52 Bypass and Kalberer Road.

The City is busy working with Fairfield Contractors on the Community Development Block Grant (CDBG) sidewalk project on Connelly Street and DeHart Street this week and next. They are working one side at a time and have had no complaints.

Mayor Dennis asked if when the roads are being worked on, does the Fire Department devise alternative routes or just go through the construction. Fire Chief Heath responded that they generally just go through it. He added there was a small low-pressure gas leak in the area this week and they navigated through to address the issue.

Director Buck added that the construction workers get out of the way and move equipment if there is any kind of an emergency egress needed.

Director Buck reported that on Yeager Road the intersections of Northwestern and Yeager were closed last Tuesday. As we monitored the intersections, it became evident by Wednesday that it would be necessary to do lane reassignment to install two left turn lanes heading northbound on Salisbury at US 52. Thursday morning INDOT was on site with their bucket truck to change the signals on US 52 and do the sign work that was needed to address the congestion on Salisbury Street and at that intersection. He thanked INDOT for their fast response in addressing the issue. Traffic immediately started adjusting to the new traffic pattern and seems to be used to it now.

Milestone Contractors is working on the closed Yeager Road. They will be opening up the entire south piece from Anthrop toward Richfield Apartments and installing stone for local access. We will evaluate how that works, and possibly allow that to be done for most of Yeager so that while they build the pavement they can do it in a more uniform operation and get traffic onto base pavement, and then intermediate layers of pavement much more quickly. That could potentially accelerate that job significantly. It allows their workers to work more safely. It is a matter of how much traffic still needs to get through that segment, now that the detour is more operational, and now that high school traffic in the afternoons especially on Salisbury will be ending. We will consider

making this change in the next week or two to try to move this project forward even faster.

Reith-Riley is working on Cumberland Avenue. They are closed at the Manchester roundabout. Most of the storm sewer is in place. There was an unfortunate letter in the paper this morning. On Friday, CityBus made some announcements and met with Friendship House. John Metzinger, Manager of Operations at CityBus, has informed us that CityBus had a person on site making some adjustments to CityBus service. They had 24 trips into the horseshoe. The City made some adjustments to their horseshoe, new curbs, new sidewalks so the CityBus could make that turn. They were making 24 trips a day and getting 8 to 10 riders. So CityBus made some adjustments to their schedule on Friday to be more of an 'on call' service for Friendship House. Couple that with the water company doing emergency repair work which involved the pipe and wood planks, which were out of the way at 9:30 a.m. Monday morning. The situation was a leaking valve; it is taken care of and had nothing to do with CityBus. Director Buck said the Engineering Department has done more work at Friendship House, managing to have the Jay Cooperider 5K run go through their facility, to set a new bar for maintaining pedestrian detours on Cumberland Avenue. We have committed to that at every level of the project with Friendship, Reith-Riley, and all of the subcontractors on the job. He said it was heartbreaking for us to know the level of effort that was put in to that, to have a little gap in communication happen over a weekend where someone felt it was that serious, when we were really on it and out in front of it. He said he will reach out to Friendship House management this morning and try to establish communications with them on a weekly if not more than that basis to try to stay in tune with any changes to the project as well as anything they are seeing from their side from CityBus or others.

Director Buck also noted ongoing State projects. INDOT is patching State Street near SR26 and Tapawingo Drive, and will progress west farther up the hill.

ix. Parks Superintendent Payne reported that school will be out on Thursday and there should be a big crowd at the pool's annual Splash Bash Friday due to the expected temperatures in the high 90's.

### 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.