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

APRIL 30, 2013
8:30 a.m.
City Hall Council Chambers

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

1. APPROVAL OF MINUTES
   a. April 23, 2013, Meeting
   Ms. Stull moved to accept the minutes of the April 23, 2013, Board of Works meeting. Ms. Booker seconded the motion.

   The motion was adopted.

2. NEW BUSINESS
   a. Escrow Agreement: North Side Regional Lift Station and Force Main Improvements – R.L. Turner Corporation – WWTU
   WWTU Director Henderson requested approval for the Escrow Agreement with R.L. Turner for the North Side Regional Lift Station and Force Main Improvements project. He explained that the escrow agreement is how the retainage is managed. The project contractor is R.L. Turner Corporation, and the engineer is Greeley and Hansen, LLC.

   Mr. Marley moved that the escrow agreement with R.L. Turner Corporation be approved. Mr. Speaker seconded the motion.

   The motion was adopted.

   b. Hire: Operator – William Scott – WWTU
   WWTU Director Henderson requested approval to hire William Scott as an Operator. His biweekly salary would be $1,192.13, and his effective start date is to be May 1, 2013.

   Ms. Booker moved that the hire of William Scott as an Operator be approved. Mr. Marley seconded the motion.

   The motion was adopted.

   c. Agreement: Sagamore West Farmers Market Site Improvements – Wahl Architecture Studio, LLC -- Engineering
   Public Works Director Buck explained that the City has been doing some midblock crossing projects through some federal grant money, called the Highway Safety Improvement Program (HSIP) fund. He stated that we would like to dovetail that with more improvements at the Sagamore West Farmers Market. Ideas for improvement include providing electrical service, shading the parking lot by planting trees, looking at a

lighter colored environmental friendly coating on the lot to help the temperature, and a shade or shelter on the north side. He requested approval for an agreement with Wahl Architecture Studio, LLC to do a study and help create a sort of mini-master plan for the future of the Farmers Market. The agreement is not to exceed $9,200.00. He stated that the Department of Development is a big part of this, and he has been working with Bev Shaw.

Mayor Dennis stated that we have had some conceptual drawings of what we may be able to do out there with a lot of ideas, and with the popularity of the Farmers Market it is time to do something in that area.

Mr. Marley moved that the agreement with Wahl Architecture Studio, LLC for Sagamore West Farmers Market Site Improvements be approved. Ms. Stull seconded the motion.

The motion was adopted.

d. Agreement: 2013 Cleaning Service – MJV Group, Inc. -- Parks
Parks Assistant Superintendent Ainsworth requested approval for an agreement with MJV Group, Inc. to clean the new Parks office on Kalberer Rd. The agreement is for $3,000.00 annually, and is billed at $250.00 per month.

Mr. Marley moved that the agreement with MJV Group, Inc. for 2013 Cleaning Service be approved. Mr. Speaker seconded the motion.

The motion was adopted.

e. Hires: Interns – Amanda Postolowski and Lucas Henrickson – IT
Information Technology Director Newman requested approval to hire two Purdue students as interns, Amanda Postolowski and Lucas Henrickson. He stated that Mr. Henrickson was an intern last year. He stated that Ms. Postolowski does computer science as well as design, so they plan to have her work on things such as making our online forms fillable. Information Technology Director Newman requested to make a correction to his memo for Mr. Henrickson, and have his rate be $12.00 per hour instead of $10.00 per hour, as this is his second year. Ms. Postolowski's rate will be $10.00 per hour. The effective date of hire for both is May 13, 2013.

City Attorney Burns stated that it is fine to amend that to $12.00 per hour and it will be reflected in the minutes.

Ms. Stull moved that the hire of Amanda Postolowski and Lucas Henrickson as interns for the IT Department be approved. Ms. Booker seconded the motion.

Ms. Stull asked how many total interns the IT Department will have.

Information Technology Director Newman responded that there will be three for the summer, and Anthony Brewer plans to work into the fall and winter. He stated that as staff is eventually added, we hope some of these interns may become employees after they graduate.

The motion was adopted.

f. Declare Items Surplus: Equipment – IT

Information Technology Director Newman stated that while equipment is on a three-year rotation plan, there are several items that are up to seven years old. Many of these old items were removed late last year. He requested approval to declare the items surplus and give them to Midwest PC Resale, who will then post the items for sale online. The city would then get 25% of the sale. The monitors and any equipment that does not sell will be recycled.

Ms. Stull moved that the computer equipment declared as surplus be approved. Ms. Booker seconded the motion.

The motion was adopted.

g. Claims

i. AP Docket $110,422.40

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.

The motion was adopted.

h. Other Items

► WWTU Director Henderson reported that a sewer failure was discovered this morning, and a sinkhole has opened up on Covington Street, in the alley closest to the Kent Avenue and Covington Street intersection. Looking into the sinkhole, it is possible to see that the sewer has failed and surrounding ground has washed into it. The Street Department has put barriers around it. He stated that we will get a contractor in to work on it.

Mayor Dennis stated that it is old pipe, and the intense rain would contribute to that problem. He asked how this will be resolved.

WWTU Director Henderson responded that there will be a point repair, which involves replacing the section of pipe that failed dramatically, and then look at the condition of the pipe up and down. That remaining pipe will probably be lined.

Mayor Dennis asked about the age of the system, estimating that it is at least forty years old.

WWTU Director Henderson agreed that it was at least that old.

Mayor Dennis described the location of the alley, emphasizing this is not a major roadway.

WWTU Director Henderson said work will begin there very soon. He stated with aging underground infrastructure, we do our best to look at conditions using cameras, but sometimes problems find us first.

► Street Commissioner Downey stated that students will be leaving soon, so from May 2nd to May 17th, the Department will be putting out trash dumpers again. They will be coordinating with Goodwill and Oscar Winski to take good used furniture and electronics. Locations and times will be available on the website. In response to an inquiry from Mayor Dennis, Street Commissioner Downey stated that the dumpsters will be in basically the same locations as last year.

Mayor Dennis stated that this is a good opportunity for students to get rid of small items that they would otherwise leave on the curb or in apartment buildings. It is important for them to understand that there is a second use for large functional items. This gives us a chance to identify those items and get them to the people who need them.

► Councilor Hunt reported that the Farmers Market opens tomorrow. She stated that there will be a moment of silence for Market Master, Denise Dorsey-Zinn, who passed away a little over a week ago.

► Police Chief Dombkowski reported that the kick-off for West Lafayette Little League was last night. It will be a busy area for the next couple of months. In response to an inquiry from Mayor Dennis, Police Chief Dombkowski stated that officers on bicycle will be out there. He stated that officers will also be at the opening of the Farmers Market, helping people to get acclimated to the busy stretch of Salisbury Street. Police Chief Dombkowski also reported that this is finals week and students will be heading out this weekend, and we are prepared for the heavy traffic.

► Fire Chief Heath reported that the West Lafayette Fire Department responded with the Purdue Fire Department on Saturday morning to a fraternity house fire. It was contained to one room and everyone was safe. He stated that Purdue knew they needed us and called right away.

Mayor Dennis expressed his appreciation for the cooperation.

► Engineering Assistant Anderson reported that with the excitement of move-out comes all the orange cones and barrels. Indiana American has stated the water main project on Northwestern Avenue, reducing the southbound lane. Vectren Gas has started replacing 18,000 feet of gas main. That work started at Hayes Street and Stadium Avenue. They will be working from Stadium Avenue north to the Hills and Dales area, and the work will continue through the summer and into the fall. He reported that the Community Development Block Grant (CDBG) project is getting ready to be under way. He also reported that Indiana Department of Transportation (INDOT) is working on Northwestern Avenue, and Milestone Contractors is gearing up to start the City's Northwestern Gateway project between Lindberg and Yeager Roads.

Mayor Dennis commented that when driving around the State, he can see how some communities have a lot of planning and coordination involved when doing major roadwork projects, and some communities do not.

Engineering Assistant Anderson reported that Metro FiberNet has begun the task of bringing fiber to the community. In front of them, Duke Power is replacing over 120 telephone poles in many alleyways. Some people are experiencing short-term power outages. Duke Power is correcting some issues and is preparing to allow more space

on the poles for cables. He stated that Tipmont is working on some things in outlying neighborhoods, including replacing underground utility.

► Councilor Burch reported that the Pre-Council meeting is at 4:30 p.m. on Thursday, and the Council meeting is at 6:30 p.m. Monday.

► Parks Assistant Superintendent Ainsworth reported that the adult softball league will start playing Monday. There are 31 co-ed teams and 12 men's teams. They will be playing at the Arni Cohen and Blessed Sacrament fields.

Parks Superintendent Payne stated he had a plea for safety concerns for the recreationists. It has already been very busy and motorists need to watch for people out in the streets.

Mayor Dennis asked if the grasses are holding up after being so saturated and the heavy traffic of people.

Parks Superintendent Payne responded that the soccer groups try not to destroy the turf because they spend money to help improve it, including additional drainage. He stated that the main concern now is cutting it more than preserving it.

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.