

Subject to approval at the June 25, 2013, Board of Works meeting.

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

JUNE 18, 2013
8:30 a.m.
City Hall Council Chambers

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

1. APPROVAL OF MINUTES

a. June 4, 2013, Meeting

Mr. Marley moved to accept the minutes of the June 4, 2013, Board of Works meeting. Mr. Speaker seconded the motion.

The motion was adopted.

2. NEW BUSINESS

a. Declare Items Surplus – Range Equipment – Police

Police Chief Dombkowski stated that the list of range equipment provided contains items that that the Department no longer uses. He requested approval to surplus them to Keisler, a law enforcement supply company which will give credit toward future purchases of ammunition, which is getting more expensive. The total value is \$1,404.00.

Mr. Marley moved that the range declared as surplus be approved. Ms. Booker seconded the motion.

Mayor Dennis asked what the backlog is on getting ammunition.

Police Chief Dombkowski responded that it depends on the type, but approximately nine months for law enforcement orders.

The motion was adopted.

b. Certified Eligibility List of Applicants – Police Merit Commission

City Attorney Burns explained that the Police Merit Board has a State statute that the Police Merit Commission needs to comply with, which is to let the Board of Works know by certification that they are a list of people who have passed the eligibility test for the Police Merit admission standards. We have that certification and the action item is just to accept it.

Mr. Marley moved that Certified Eligibility List of Applicants be approved. Ms. Booker seconded the motion.

The motion was adopted.

c. Amendment No. 1: Cumberland Avenue Sanitary Sewer Extension – Greeley and Hansen – WWTU

WWTU Director Henderson requested approval for Amendment No. 1 to the contract with Greeley and Hansen for the design and planning for the Cumberland Avenue sewer extension, in an amount not to exceed \$39,665. This is in regard to easement acquisition services.

Mr. Marley moved that the Amendment No. 1 with Greeley and Hansen be approved. Mr. Speaker seconded the motion.

The motion was adopted.

d. Agreement: Chemical Feed Facilities for Phosphorus Removal – Wessler Engineering – WWTU

WWTU Director Henderson requested approval for an agreement with Wessler Engineering with the design phase for \$76,000.00, and the IDEM construction permit assistance for \$4,000.00. He explained that this is the first step in complying with the new phosphorus removal requirements from Indiana Department of Environmental Management (IDEM). We are not alone in these requirements. He stated that he has spoken with people at Evonik, American Suburban Utilities, and the City of Lafayette, and all are getting phosphorus limits. Chemical removal will guarantee that we meet the 1 mg per liter limit, and as we move forward we will look at other facilities and changes to the plant for longer term. This is the step that will get us there by the deadline set by IDEM, which is 2016.

Ms. Booker moved that the agreement with Wessler Engineering for Chemical Feed Facilities for Phosphorus Removal be approved. Mr. Marley seconded the motion.

Ms. Booker noted that there are six options for potential improvements to look at in the future. She asked if other companies are doing some of these things or if they are all new techniques.

WWTU Director Henderson responded that they are newer. Looking at the facilities that have been removing phosphorus for several decades in the Great Lakes region, which have had much tighter limits for longer, they use chemicals. Biological removal of phosphorus has been developed in the last 10 to 15 years. A lot of wastewater techniques that we use were first developed in Europe. He stated that he is interested in finding the most cost-effective, long-term, and sustainable way to meet the limits.

The motion was adopted.

e. Amendment No. 1: Wet Weather Facility Improvements – Wessler Engineering – WWTU

WWTU Director Henderson explained that when our wet weather facility was built, it was an early-action Combined Sewer Overflow (CSO) treatment project, and it received an EPA award. However, E. coli limits have changed, and changes need to be made to the facility to bring it to current standards. He requested approval for an agreement with Wessler Engineering with the design phase for \$52,200.00 and the IDEM construction permit assistance for \$4,000.00. He stated that this is the first project in the new Volume II of our CSO Long-term Control Plan.

Ms. Booker moved that Amendment No. 1 with Wessler Engineering for Wet Weather Facility Improvements be approved. Mr. Marley seconded the motion.

The motion was adopted.

f. Hire: Part-Time Lab Technician – WWTU

WWTU Director Henderson requested approval to hire Ashley Ancil as a part-time Lab Technician. She will be considered a regular part-time employee, working 20 hours week at \$11.00 per hour effective June 24, 2013.

Mr. Marley moved that the hire of Ashley Ancil as a Part-Time Lab Technician be approved. Mr. Speaker seconded the motion.

The motion was adopted.

g. Bid Notice and Specifications: Sanitation Truck – Street

Street Commissioner Downey requested approval for specifications and a bid notice for a new sanitation truck with a 25 cubic yard packer with a 2013 or 2014 cab and chassis. Bids would be due July 9, 2013.

Ms. Booker moved that the bid notice and specifications for a sanitation truck be approved. Mr. Marley seconded the motion.

Mayor Dennis stated that this particular truck will be what is called a packer, which is what we see traditionally.

Street Commissioner Downey stated that it is a rear-loader. We currently have six sanitation trucks. Six of the trucks have over 100,000 miles, which is approximately 300,000 miles in usage due to the motor always running when the packer is running. They range from 10 to 17 years old, so this would replace the 17 year old truck. He explained that it is not an automated truck like the Mayor would like to move to, but even if we move to that type, we will still require a rear load truck for certain containers.

The motion was adopted.

h. Bid Acceptance and Agreement: 2013 Street Resurfacing – Rieth-Riley Construction Co., Inc. – Engineering

Public Works Director Buck requested approval to accept the bid from Rieth-Riley Construction Co., Inc and enter into an agreement. Reith-Riley was the low bid at \$776,940.16. At last week's Redevelopment Commission (RDC) meeting he requested their recommendation for the Board of Works to enter into this agreement. Rieth-Riley has done our street resurfacing for the last two years and those projects went well. However, the Commission did have some concerns with choosing Rieth-Riley due to changes in management, an experience with Indiana Department of Transportation (INDOT) resurfacing, and challenges that the Police Department had in working with them. Public Works Director Buck stated that we will be watching this contract very closely, and anything done will be under our terms for traffic and safety.

Deputy Police Chief Leroux stated that he has worked with Public Works Director Buck to make sure that the amount of construction we have is done as safely and efficiently as possible. He stated that our job is community service, so contractors coming in have to

be able to provide that same level of service. He stated that we are going to keep an eye on that and make sure we get what we need out of the contractor.

Mr. Marley moved that the agreement with Rieth-Riley Construction Co., Inc. for 2013 Street Resurfacing be approved. Mr. Speaker seconded the motion.

Public Works Director Buck stated that the final completion date for the streets in and around the Purdue campus area is August 9, and the final date for the rest of the contract is October 4.

The motion was adopted.

i. Supplemental Agreement No. 2: Happy Hollow Road Reconstruction – United Consulting – Engineering

Public Works Director Buck stated that this item also went through the RDC meeting last week. They have begun funding the local share of the federal aid part of the Happy Hollow reconstruction project, but the original agreement is through the Board of Works. He requested that the Board approve adding this supplement to the contract with United Consulting for the engineering and design services on the project. This allows us to begin the next section of the design development process, which is the right-of-way phase, including parcel title work, legal descriptions, and staking. There are also items listed for the addition of the intersection of Happy Hollow and River Roads to the project. That intersection will be raised approximately two feet to move it out of the 100-year flood plain so it will not flood as often. He stated that the supplement adds \$93,600 and it is an 80/20 split, so the local funding from RDC will account for 20%. The adjusted contract total is \$471,105.

Mr. Marley moved that the Supplemental Agreement No. 2 with United Consulting be approved. Mr. Speaker seconded the motion.

Mayor Dennis stated that the people who live on Happy Hollow Road will be happy to hear that we are making progress with this project, which has been planned since 2009. He believes most of the people who live there understand that there are only so many roads that go in and out of the City, and we cannot tear them all up at the same time. There is a strategy to what we do.

The motion was adopted.

j. Work Order No. 11: Stormwater User Fee Implementations and Credit Manual Development Services – DLZ Indiana LLC – Engineering

Public Works Director Buck stated he, along with Assistant City Engineer Susong and WWTU Director Henderson, has been working on this work order and the scope of it since the passage of the stormwater user fee. As a part of that ordinance, we are committed to develop a credit manual. This work order is for services regarding implementation of a stormwater fee, including the development of a credit manual. The manual will include the checks and balances that will be in place to ensure those credits and the benefit to the storm sewer system is maintained by rate payers. He requested approval for Work Order No. 11 with DLZ Indiana LLC to get started on this effort, which will ideally be completed by the fourth quarter of this year so that the users would time to qualify for the credit before the fee begins in January 2014. The amount of the work order is \$68,979.00.

Mr. Speaker moved that Work Order No. 11 with DLZ Indiana LLC be approved. Mr. Marley seconded the motion.

The motion was adopted.

k. Variance Request: Hartwood Village – The Schneider Corporation – Engineering

Public Works Director Buck explained that planning work has been done for several years on the Hartwood Village subdivision. They are now working on final design documents. Due to the design work starting under older requirements, the land that they acquired from a neighboring parcel is not large enough to accommodate current design requirements. The Schneider Corporation is requesting a variance to allow steeper slopes on the upper portion of the pond to be 4:1 instead of 6:1. This will allow them to meet the release rate requirements and allow capacity for rain events. Public Works Director Buck recommended that Board allow the requested variance.

Ms. Booker moved that the variance request for Hartwood Village be approved. Mr. Marley seconded the motion.

The motion was adopted.

l. Agreement and Change Order No. 1: Northwestern Avenue Gateway Project, Phase II – Milestone Contractors, LP – Engineering

Public Works Director Buck requested that the Board of Works become a party to this agreement with Milestone Contractors, LP for the estimated sum of \$1,900,370.83. This will allow the utilization of wastewater and stormwater funds to pay for those components of the Northwestern Avenue Gateway Project, Phase II. This includes storm inlets and storm pipes, totaling approximately \$450,000.00 from the Utility. Also being presented with the agreement is Change Order No. 1 which adds storm sewer and a culvert extension. The culvert extension was originally going to be done by Faith West, but our project reached that area first. It is likely that that Item #2 of the change order, for \$39,806.70, will be reimbursed by Faith West. The other item on the work order that needs Board of Works approval is Item #1, which is for an additional storm sewer at Northwestern Avenue and Windsor Drive for \$54,045.00.

Mr. Marley moved that the agreement and Change Order No. 1 with Milestone Contractors, LP be approved. Mr. Speaker seconded the motion.

The motion was adopted.

m. Agreement: Volume Licensing – Microsoft Enterprise Enrollment – IT

IT Director Newman requested approval for an enterprise agreement that allows us to become current with Microsoft Office and desktop licensing. Up to this point, the City has been purchasing single copies, and this will allow us to save money.

Mr. Marley moved that the agreement with Microsoft be approved. Ms. Booker seconded the motion.

The motion was adopted.

n. Agreement: Fiber Optic Installation at Happy Hollow School – IT

IT Director Newman requested approval for an agreement with Happy Hollow School that will allow the City to use the school's property as a conduit for fiber. This is needed to get fiber to the pool and to Happy Hollow Park. Using this property will allow us to save money. This has been approved by the school board and reviewed by both attorneys.

Mayor Dennis confirmed with City Attorney Burns that he is good with this agreement. Mayor Dennis noted how great it was to work with our partners in the community.

Ms. Booker moved that the agreement with Happy Hollow School be approved. Mr. Marley seconded the motion.

The motion was adopted.

o. Claims

i.	AP Docket	\$429,294.00
ii.	AP Docket	\$176,498.76
iii.	AP Docket	\$19,218.56
iv.	AP Docket	\$5.00
v.	PR Docket	\$350,860.92

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

Questions raised about individual claims by the Board were answered by department heads.

The motion was adopted.

p. Informational Items:

- i. Project Payment List – WWTU
There were no questions or comments about the listing.
- ii. Legal Budget & Expenses – Clerk-Treasurer
There were no questions or comments about the listing.

q. Other Items

► Parks Superintendent Payne reported that the Park Board approved the hire of two new employees who we are pleased to have starting next week. Bess Witcosky will be the new Morton Center Director. Brad Young will be the new maintenance technician, replacing John "Nick" Rawls who is now the Trails Manager.

► Engineering Assistant Anderson provided updates on road construction projects. He stated that to put in perspective how busy the area has been is that the locate requests are already nearly 80% of last year's total, and last year was a record. INDOT is continuing nighttime closures for their resurfacing project on US 231 between Yeager Road and US 52. They are finished with concrete patching, and are now milling and paving that section, and hope to have it complete next week. They are doing concrete patching on South River Road from Robinson Street to US 231 during the daytime. They are also continuing asphalt patching through Stadium Avenue all the way to Cherry Lane. He stated that the water company is continuing

water main installation from Hillcrest Road to Lindberg Road. Traffic lanes will flip tomorrow on Northwestern Avenue as curbs are complete on the outside portion. He stated that we are finished with the first round of CDBG sidewalk work on Maple and Lutz Streets, and that will transition to First and Second Streets between Russell Drive and University Place.

Mayor Dennis noted that with the popularity of cell phones, he gets a lot of phone calls when people are stuck in a traffic jam. He appreciates the information so that he can better respond to their questions.

► Fire Chief Heath reported that there was a small structure fire Saturday morning, which the crew extinguished with only 91 gallons of water. He explained that we inject air and foam into the water, making it fluffy, and it attaches to the carbon in the fire and smothers the fire. The insurance companies like that as there is less water damage. He noted that 91 gallons is less than three bathtubs full.

► Mayor Dennis expressed his appreciation and gratitude to Human Resources Director Foster. He stated that people assume that the staffing levels ebb and flow through some sort of external karma. But the fact of the matter is, Diane Foster is the reason why we keep our staffing levels up so high. She works cooperatively with each department head to make sure that that happens. He noted that when we see the department heads coming for approval for new hires, though they have done their part, the lion's share of the work is through Diane Foster.

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.