

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

JULY 16, 2013
8:30 a.m.
City Hall Council Chambers

Members present were Sana G. Booker, Shawn R. Little, Bradley W. Marley [arrived at 8:33 a.m.], and Jonathan C. Speaker. Mayor Dennis presided.

1. APPROVAL OF MINUTES

a. July 9, 2013, Meeting

Mr. Speaker moved to accept the minutes of the July 9, 2013, Board of Works meeting. Ms. Little seconded the motion.

The motion was adopted.

2. NEW BUSINESS

a. Agreement: Design Services – MSK2, LLC d/b/a MKSK – Development

Director of Development Poole requested approval for an agreement with MKSK for preliminary design services in the area of the proposed Hampton Inn, at the corner of Tapawingo Drive and State Street. MKSK will help us with planning this area to set the stage for the State Street Master Plan to take effect. The agreement total is not to exceed \$2,000 and \$150 in expenses.

Ms. Booker moved that the agreement with MKSK be approved. Mr. Speaker seconded the motion.

The motion was adopted.

Mayor Dennis noted that Mr. Marley arrived.

b. Supplemental Agreement No. 3: Happy Hollow Road Reconstruction – United Consulting – Engineering

Public Works Director Buck requested approval for Supplemental Agreement No. 3 with United Consulting for the Happy Hollow Road Reconstruction project. He explained that this will allow us to get started on the right-of-way acquisition services, including appraisal work. The total amount of the agreement is \$78,550, which is to be funded by the Redevelopment Commission, as approved at its July 15, 2013, meeting.

Ms. Little moved that the supplemental agreement with United Consulting be approved. Ms. Booker seconded the motion.

The motion was adopted.

c. Change Order No. 1: 2013 Sidewalk Trip Hazard Removal Project – Precision Concrete Cutting – Engineering

Engineering Assistant Anderson requested approval for Change Order No. 1 with Precision Concrete Cutting for the 2013 Sidewalk Trip Hazard Removal project in University Farms. He explained that more area was added to the original scope, including in the pool area and areas just outside of University Farms. The change order is for an addition of \$6,965, bringing the new contract total to \$55,230.

Mr. Marley moved that the change order with Precision Concrete Cutting be approved. Mr. Speaker seconded the motion.

Engineering Assistant Anderson added that over 14,000 trip hazards have been removed with this project, and would have cost over \$330,000 if those hazards had been removed and replaced, so this has provided substantial savings. He stated that there are only 109 trip hazards left in University Farms that are bad enough that they will need to be torn out and replaced.

The motion was adopted.

d. Revision: Take Home Vehicle List and Transfer of Vehicles – Clerk-Treasurer

Clerk-Treasurer Rhodes explained that the Board approves take home vehicles, and there has been a transfer of vehicles. The City Hall pool vehicle, a 2008 Dodge Charger, has transferred to the Police Department and assigned to Investigator/Technician Fred Townsend. Mayor Dennis has a new vehicle, a 2014 Ford Explorer, which was funded partly by City Hall and partly from trade-in vehicles from the Police Department. Clerk-Treasurer Rhodes requested approval for the transfer of vehicles and the revisions to the take home vehicle list.

Ms. Booker moved that the transfer of vehicles and the revision to the take home vehicle list be approved. Ms. Little seconded the motion.

The motion was adopted.

e. Promotion: Maintenance Supervisor – James Bjork – WWTU

Human Resources Director Foster requested approval to promote James Bjork to the position of Maintenance Supervisor effective July 22, 2013, with a bi-weekly salary of \$2,103.85. She spoke of Mr. Bjork's dedication to his job, including always looking for improvements while watching every penny he can for the Utility.

Mr. Speaker moved that the promotion of James Bjork to Maintenance Supervisor be approved. Mr. Marley seconded the motion.

The motion was adopted.

f. Claims

i.	AP Docket	\$548,527.63
ii.	AP Docket	\$170,981.62
iii.	PR Docket	\$342,220.86
iv.	RDC Docket	\$502,968.83

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.

g. Informational Items

i. Project Payment List – WWTU

There were no questions or comments about the listing.

h. Other Items

► Engineering Assistant Anderson reported on construction projects. He stated that INDOT is currently paving between Cherry Lane and Grant Street, and will then move onto the Cherry Lane and the Yeager Road roundabout. Milestone Contractors is almost 100% complete with the sidewalks on the east side of the road for the Northwestern Gateway project, and they are working on the trail on the west side. He reported that street resurfacing is underway with work being done on Russell Drive, Grant and North Streets, and Andrew Place. Metro FiberNet is still working in multiple locations. Vectren Gas is beginning to work on the south end of Hills and Dales and will continue north through that neighborhood. The CDBG sidewalk replacement project is getting close to wrapping up, and we have had some nice comments on that work from Purdue. He reported that there will be survey work done on Cumberland Avenue.

Mr. Marley asked about information on the cutting work being done on State Road 43.

Engineering Assistant Anderson responded that sawing and sealing work is being done to every joint in the concrete pavement between Robinson Street and US 231. There are two more weeks of very dusty work in that area, and he recommended that the area be avoided.

► Public Works Director Buck reported that there is a meeting of the Traffic Commission tonight and an Area Plan Commission (APC) meeting tomorrow night. The APC agenda includes an item related to a potential new hotel.

► Mayor Dennis reported that he received a letter from Fay Mentzer praising the WWTU. The letter explained that a technician, named Mark [Hassett], had taken the time to explain to her and her three children what was happening when they saw a check of the sewer line being done with a camera, showing them the screen and answering all of their questions. In the letter, Ms. Mentzer recognized that Mark is a great employee and she expressed her thanks to him for taking the time to educate her children in a fun way. Mayor Dennis thanked the WWTU employees for doing that type of thing.

► Fire Chief Heath reported that with the hard work of Deputy Fire Chief Schutter and the whole Department, the Fire Department now has an Insurance Service Office (ISO) rating of 3. He explained that this is good news because some insurance companies base rates on ISO ratings, and our rating going down to a 3 may help our citizens. He stated that Deputy Fire Chief Schutter worked with the people from ISO to get us there. There are 45 fire departments in the State with a rating of 3, there are 2 with a rating of 2, and there are none with a rating of 1. Nationwide there are less than

BOARD OF WORKS MINUTES, July 16, 2013, CONTINUED

2,000 departments with a rating of 3. He explained that qualifying elements include training capabilities, equipment, personnel, operation, and response times. Another factor is the City's water supply, and he stated that Indiana American Water had a lot to do with that. He stated that this is big for us, and big for our citizens.

Mayor Dennis stated that we cannot emphasize enough how difficult it is to get that rating. There is a presumption that the greater the number the better you are, but with an ISO rating it is better to be closer to 1. He thanked the Fire Department, Fire Chief Heath, and Deputy Fire Chief Schutter for their hard work.

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.