

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

AUGUST 13, 2013  
8:30 a.m.  
City Hall Council Chambers

Members present were Sana G. Booker, Shawn R. Little, and Jonathan C. Speaker. Mayor Dennis was absent. Bradley W. Marley presided.

Mr. Marley noted that Mayor Dennis is acting as a crossing guard for the first day of school.

1. APPROVAL OF MINUTES

a. August 6, 2013, Meeting

Ms. Booker moved to accept the minutes of the August 6, 2013, Board of Works meeting. Mr. Speaker seconded the motion.

The motion was adopted.

2. NEW BUSINESS

a. Salary Increases – John Hart, James Miller, Roger Scheibe, Thomas Foster, Kurtis Martin – Street

Street Commissioner Downey requested approval to increase the salaries of five employees based on the new step-increase program, which was approved at the July 30, 2013, meeting. The salary increases are for John Hart, James Miller, Roger Scheibe, Tom Foster, and Kurtis Martin, effective August 17, 2013. Street Commissioner Downey presented the Board with the following information:

Name	Years of Service	Current Bi-Weekly Salary	New Bi-Weekly Salary
John Hart	6	\$1,342.90	\$1,450.78
James Miller	4	\$1,304.94	\$1,368.66
Roger Scheibe	4	\$1,304.94	\$1,368.66
Kurtis Martin	2	\$1,285.02	\$1,291.19
Thomas Foster	1	\$1,246.70	\$1,291.19

Ms. Little moved that the salary increases of the five listed Street employees be approved. Mr. Speaker seconded the motion.

The motion was adopted.

b. Declare Items Surplus – Police

Deputy Police Chief Leroux requested approval to declare miscellaneous items as surplus. He explained that some of the equipment is due to the completion of vehicle switch-out for the year. The items may go to other agencies or sold online. The items are listed below:

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Item	Information	Value
RCA TV	Model #F27440 Serial #D26C2018	\$ 5.00
RCA TV	Model #F27440 Serial #D26C201C	\$ 5.00
JVS TV	Model #AV2042C Serial #12829544	\$ 5.00
Allseating Chair (broken)	Model #4005	\$ 0.00
2 Pro-Gard Trunk Organizers	Fits Ford Crown Victorias only, \$20.00 each	\$ 40.00
3 Pro-Gard Pro Cells		
<ul style="list-style-type: none"> <li>• ½ Cage System</li> <li>• Plastic Seat Inserts</li> <li>• Plastic Floor Pans</li> <li>• Window Bars</li> </ul>	Fits 2010 Dodge Chargers, \$100.00 each	\$300.00

Ms. Little moved that the items listed be declared surplus. Mr. Speaker seconded the motion.

The motion was adopted.

c. and d. Street Closings: Columbia Street and Marstellar Street – Police

Police Sergeant Coddington requested approval of two street closings. The first is Columbia Street between Salisbury Street and Chauncey Avenue for the Global Fest event on August 30 and August 31, from 1:30 p.m. to 9:00 p.m. The second closing is Marstellar Street between Saint Thomas and the Agricultural Administration Building on August 23 through August 25, 2013 from 7:00 p.m. to 11:00 p.m. This closure is for the Blockbuster Weekend, Ministry Fair, and Mass in the Grass, and ice cream social events.

Mr. Speaker moved that the closings of Columbia Street and Marstellar Street be approved. Ms. Booker seconded the motion.

Police Sergeant Coddington clarified for Mr. Speaker that the times for the Marstellar Street closing will vary each day between the times given.

Mr. Marley confirmed with Deputy Fire Chief Schutter that the Fire Department approved of the closings.

The motion was adopted.

e. Agreement: Arbor Chase Street Lighting – Engineering

Public Works Director Buck requested approval of a street lighting agreement with the Arbor Chase Homeowners Association (HOA). He explained that the City has worked with the HOA and Duke Energy to determine location, number, and specifications of the lights. This agreement includes 39 street lights, with initial equipment and installation costs paid by the HOA. The monthly cost of \$248.77 for ongoing maintenance and electricity are to be paid by the HOA and reimbursed annually by the City. He noted that the cost per light is less than the standard \$6.99 per month.

Mr. Speaker moved that the Arbor Chase Street Lighting Agreement be approved. Mr. Marley seconded the motion.

Ms. Little noted that the lights will be approximately \$6.38 per light and asked what criteria determines how much the City pays per light.

Public Works Director Buck responded that there are two different power companies involved, and each light has different costs based on length of wires and style of light.

The motion was adopted.

f. Agreement: Lauren Lakes Street Lighting – Engineering

Public Works Director Buck requested approval of a street lighting agreement with the Lauren Lakes HOA. He explained this agreement has differences due to Tipmont REMC being the power company involved instead of Duke Energy. Lauren Lakes has 20 existing street lights which are going to be switched out for new along with an additional 7 lights added for a total of 27. The total agreement is for \$405.40 per month, with the City contributing \$6.99 per light, for a total of \$188.73 per month, and the HOA is responsible for the remaining portion. The HOA installments to the City would be made either monthly, quarterly, semi-annually, or annually.

Ms. Booker moved that the Lauren Lakes Street Lighting Agreement be approved. Ms. Little seconded the motion.

Clerk-Treasurer Rhodes commented that item 7 of the agreement gives the option of a payment plan for the HOA while item 8 states that the HOA will pre-pay. She asked for confirmation that the HOA will pre-pay its share prior to the City paying the bill to Tipmont.

Public Works Director Buck responded that this is correct.

Clerk-Treasurer Rhodes asked for clarification of item 9, which involves the collection of unpaid amounts. She stated concern that transitions in leadership of HOAs may result in gaps in reimbursements.

City Attorney Burns explained that item 9 would allow the City to place a lien on all of the HOA properties, including the individual lots, so there is a large pool of security of a relatively small amount of money. He stated that from a lien standpoint, it is a powerful tool.

Clerk-Treasurer Rhodes stated that she is concerned about the time frame for lien collection, as this method of collection differs from arrangements for lighting with other HOAs.

Public Works Director Buck stated that this agreement is based on the one we have with Prophet's Ridge. He stated that we have some others with Tipmont that are more between the City and Tipmont than the HOA and Tipmont. He explained that Duke Energy has more formal agreements than Tipmont REMC. He stated that the Lauren Lakes HOA wanted this written agreement due to similar concerns as Clerk-Treasurer Rhodes, and that this HOA is managed professionally by a management company. The subdivision will likely grow during future phases.

The motion was adopted.

g. 2012 SRF Loan Disbursement Request No. 19: North Side Regional Lift Station and Force Main – RL Turner Corporation – WWTU

WWTU Director Henderson requested approval of the 2012 State Revolving Fund (SRF) Loan Program disbursement request No. 19 to RL Turner Corporation in the amount of \$57,800. He stated that \$5,780 will be held as retainage with payment to RL Turner in the amount of \$52,020.

Mr. Speaker moved that the 2012 Loan Disbursement Request No. 19 to RL Turner Corporation be approved. Ms. Booker seconded the motion.

The motion was adopted.

h. Maintenance Agreement: Check/Security Signing System – Wycom Systems, Inc. – Clerk-Treasurer

Clerk-Treasurer Rhodes requested approval to renew the maintenance agreement with Wycom Systems, Inc. in the amount of \$321.30. She explained that this is necessary for our current payroll and accounts payable vendor payment system. We anticipate moving to a newer technology by this time next year.

Ms. Little moved that the Wycom Systems, Inc. Maintenance Agreement be approved. Ms. Booker seconded the motion.

The motion was adopted.

i. Claims

i.	AP Docket	\$235,938.24
ii.	AP Docket	\$171,230.17
iii.	PR Docket	\$340,880.45

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, City Attorney Burns, and Clerk-Treasurer Rhodes.

The motion was adopted.

j. 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.

k. Other Items

► Fire Chief Heath asked that everyone remember that school is open and kids are out and about.

► Deputy Police Chief Leroux asked everyone to remember that school zones are active and to slow down. There are a lot of kids walking or bicycling. He also asked that everyone be cautious of school bus stop arm zone violations. He noted that Purdue University classes start next week.

► Public Works Director Buck reported on construction project updates. He reported that Milestone Contractors has completed most of their work on Northwestern Avenue under the City's contract, and is currently on hold for two or three weeks while INDOT finishes resurfacing. INDOT is doing patch work by doing some full-depth milling, which involves going down to the old concrete road under the asphalt. The hope is to have new surface by the end of the week with temporary pavement markings while student traffic moves in. He reported that the water company is completing the main installation and service hookup in Lindberg Road, so sidewalk restoration will begin in time for football season. He reported that Reith-Riley Construction Company is working on Navajo Street for repairs and ADA compliance of the sidewalks, along with curb restoration in preparation to mill and resurface the road this fall. He reported that Precision Concrete is wrapping up with sidewalk trip hazard removal.

Mr. Marley asked if the timing on the lights at Navajo and Salisbury Streets was changed.

Public Works Director Buck responded that the timing sequence does get changed for when school is in session, and this does cause a longer wait on Navajo Street in the morning.

Mr. Marley and Clerk-Treasurer Rhodes noted that traffic was backed up there this morning.

Public Works Director Buck stated that it is likely that the clock needs to be synced with the US 52 signal because the two clocks are not wired together. He stated that the Salisbury Street Phase 3 project should help that issue with the addition of intelligent controllers and data collection.

► Councilor Hunt reported that the Boiler Bridge Bash event will take place on Thursday evening. There will be a bicycle ride from the Purdue Memorial Mall to the bridge and a lot of booths on the bridge. The event is to make students feel like student-residents rather than just students. She stated that the event includes involvement of the Chamber, Faith West, Purdue Federal Credit Union, Greater Lafayette Commerce, Purdue alumni, and University Book Store.

► Mr. Marley reported that there is a ribbon cutting at Lafayette Community Bank on Tuesday, August 20 at 10:00 a.m.

### 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.