

Subject to approval at the December 10, 2013, Board of Works meeting.

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

DECEMBER 3, 2013
8:30 a.m.
City Hall Council Chambers

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

1. APPROVAL OF MINUTES

a. November 26, 2013, Meeting

Mr. Marley moved to accept the minutes of the November 26, 2013, Board of Works meeting. Ms. Little seconded the motion.

The motion was adopted.

2. NEW BUSINESS

a. Elevations: Firefighter Second Class – Chad Dazey, Hector Zaragoza, Brad Schwartz – Fire

Fire Chief Heath requested approval for the elevations of Chad Dazey, Hector Zaragoza, and Brad Schwartz from probationary firefighters to Firefighter Second Class. They have each completed their probationary year and have already completed the requirements for their second year during their first year. The bi-weekly salary for each will be \$1,948.20. The effective date for Chad Dazey will be December 8, 2013. The effective date for Hector Zaragoza will be December 9, 2013. The effective date for Brad Schwartz will be December 11, 2013.

Ms. Booker moved that the elevations of Chad Dazey, Hector Zaragoza, and Brad Schwartz to Firefighter Second Class be approved. Mr. Marley seconded the motion.

The motion was adopted.

b. Contract: Phosphorus Design – Wastewater Solutions, Inc. – WWTU

WWTU Director Henderson requested approval of a contract with Wastewater Solutions, Inc. (WSI) for phosphorus design operability review. He explained that Brad Musick, WSI President, will use his experience to look at the engineer's design for ease of use for the operators and to utilize the small space left at the Utility. The contract is not to exceed \$40,000.

Ms. Little moved that the contract with Wastewater Solutions, Inc. be approved. Mr. Marley seconded the motion.

The motion was adopted.

c. Agreement: 2014 Software License and Support Service Policy – Cardinal Tracking, Inc. – Police

Police Captain Sparger requested approval to renew an agreement with Cardinal Tracking, Inc. which handles software support for parking ticket writing processes. The amount of \$1,582.20 is the same as last year.

Ms. Booker moved that the agreement with Cardinal Tracking, Inc. be approved. Mr. Marley seconded the motion.

The motion was adopted.

d. Agreement: ADA Building Cost Analysis – INTAC Management Group, LLC – Engineering

Public Works Director Buck requested approval for an agreement with INTAC Management Group, LLC to provide cost estimates for ADA upgrades as identified in recent inventories and facility reviews that were performed by ADA Consultants of Indiana. The items have been prioritized and INTAC will provide cost estimates so they can be further prioritized. The agreement is not to exceed 200 hours, or \$24,000.

Mr. Speaker moved that the agreement with INTAC Management Group, LLC be approved. Mr. Marley seconded the motion.

Clerk-Treasurer Rhodes noted that this ratifies work already performed since the date on the INTAC proposal letter [August 1, 2013], as well as work that is continuing.

The motion was adopted.

e. Claims

i.	AP Docket	\$245,020.29
ii.	AP Docket	\$181,692.93
iii.	PR Docket	\$469,049.14

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.

f. 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.

g. Other Items

- ▶ Director of Development Poole invited everyone to come to a State Street Master Plan public session. There is one today at Purdue University Stewart Center and one this evening at the West Lafayette Public Library. It will allow the public to see our ideas and provide input.

Mayor Dennis stated that some people have specific understanding of what we are in a position to be able to do, while others are curious to find out what we can and cannot do. With a project of this scope it is important to vet through that. It is a good way to both gather information and provide information.

▶ Director Henderson announced that at the recent Indiana Water Environment Association conference the West Lafayette Utility was again honored with a Laboratory Excellence Award and a Plant Safety Award.

▶ Street Commissioner Downey provided a reminder, especially to those who live north of US 52, that this is the last scheduled week for leaf pickup. If the good weather holds out, they will continue going south and go to the campus area after the Purdue semester ends on December 14 when there will be fewer parked cars. Commissioner Downey announced that the new garbage truck is up and running as of last week but it does not work in all areas of the City.

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.