

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

JANUARY 28, 2014
8:30 a.m.
Police Station Training Room

Members present were Sana G. Booker [arrived at 8:35 a.m.], Shawn R. Little, Bradley W. Marley, and Jonathan C. Speaker. Mayor Dennis presided.

1. APPROVAL OF MINUTES

a. January 21, 2014, Meeting

Ms. Little moved to accept the minutes of the January 21, 2014, Board of Works meeting. Mr. Marley seconded the motion.

The motion was adopted.

2. NEW BUSINESS

a. Agreement: 2014 Lafayette Crisis Center – Mayor

Mayor Dennis took the consent of the Board to table the Lafayette Crisis Center until next week as the representatives were unable to attend today.

b. Write Off Uncollectable Accounts – WWTU/Clerk-Treasurer

Clerk-Treasurer Rhodes requested approval for the annual write off of uncollectable accounts. There are five accounts totaling \$116.15, effective December 31, 2013. She noted that this is a lower amount than it has been for a number of years. Considering the Utility bills for revenues in the range of \$6 million (apart from Purdue), she believes that collections are working effectively.

Mr. Marley moved that the write off of uncollectable accounts be approved. Mr. Speaker seconded the motion.

The motion was adopted.

Mayor Dennis noted that Ms. Booker arrived.

c. Supplemental Agreement No 4: Happy Hollow Road Reconstruction – United Consulting – Engineering

Public Works Director Buck requested approval of a supplemental agreement with United Consulting for design work on the Happy Hollow Road Reconstruction project. He stated that this is being funded by the Redevelopment Commission (RDC). Due to the original contract being with the Board of Works, the Board was granted the authority to approve this supplement at the January 22 RDC meeting. This agreement is for an additional amount of \$56,500 for a new total of \$674,125. He stated that they have been granted a purchase order of \$57,000 to cover any other incidental reimbursables such as printing and travel. He explained that this agreement addresses any remaining design issues and changes that have arisen. One change is that INDOT has requested that the culvert at the bottom of the hill be replaced instead of being just an extension. In

response to a question from Mayor Dennis, Director Buck stated that construction will start in the fall, likely early September.

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

The motion was adopted.

d. Plans: Cattail Trail – INDOT – Engineering

Director Buck requested approval of the title sheet for the Cattail Trail plans. This is an extension of the trail from Cumberland Avenue to the roundabout at Yeager Road and Northwestern Avenue. He explained that the submittal is called tracings. It is 100% complete and was submitted to INDOT yesterday. Tracings are the plans, specifications, the proposal book, and various forms and certifications to verify that required processes have been followed for a federal aid project.

Mr. Speaker moved that the plans for Cattail Trail be approved. Mr. Marley seconded the motion.

The motion was adopted.

e. Claims

- i. AP Docket \$286,583.41
- ii. AP Docket \$184,401.73

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

There were no questions or comments.

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

► Mayor Dennis stated that Street Commissioner Downey's crew is doing an amazing job. He asked about the action plan for potholes, which are expected to appear.

Commissioner Downey responded that they were patching yesterday and they will probably be doing so every four to five days.

In response to questions from Mayor Dennis, Director Buck explained that the weather has provided perfect conditions to create potholes. He noted that there was a lot of rain before Christmas which soaked in and was followed by several serious freeze and thaw cycles causing the water to expand and push at cracks in the pavement. He explained that the depth of the pothole is determined by the length of time that the cold weather lasts, and the colder it gets the deeper the frost level gets in the ground. In Indiana we plan for it not to get deeper than 36 inches. He noted that the frost level is through the entire pavement structure.

Commissioner Downey explained that the potholes are filled with an asphalt mix called a cold patch. The cold mix is put into a trailer that heats the mix like a toaster. The pothole is swept out, filled with the warmed mix, and the mix is then compacted. The patch may last a week to two months, depending on issues such as how much frost is underneath it. He stated that the pothole at Salisbury Street and US 52 has been filled seven times and will likely be filled a few more times. He confirmed for Mayor Dennis that the patch is like a Band-Aid until the weather improves.

Director Buck commented that this is one of the reasons they do crack sealing on the roads. Cracks are inevitable since everything has to expand and contract. The crack sealing is a preventive measure to keep more moisture from getting into the cracks and seeping in, which would cause bigger problems.

Mayor Dennis pointed out that we have a place on our website where people can notify the City about potholes.

Commissioner Downey elaborated that potholes can be reported by the website or by phone call, and the Sanitation crew also looks out for potholes. The potholes are put on a list, and when there are two to three on the list he tries to get them fixed within 24 business hours. He urged extra caution on the Happy Hollow Road hill.

Ms. Booker thanked Commissioner Downey for all the work his Department does.

Police Chief Dombkowski confirmed for Mayor Dennis that the Police Department also reports potholes to the Street Department.

► Parks Superintendent Payne noted that the main phone line at the Parks Department is out. IT Director Newman subsequently reported that it was fixed this morning. Superintendent Payne reported that the ice skating rink is closed when there are negative wind chill temperatures. The rink was very busy Saturday and Sunday, but it was closed yesterday and today. Some reservations have had to be cancelled, and they will try to reschedule those but most reservation slots have been booked for the year.

► Police Chief Dombkowski reported that significant effort and progress was made yesterday in making sure sidewalks are free of snow. The Neighborhood Resource Team was out in force, and he reminded everyone to get out and shovel the sidewalks.

► Mayor Dennis acknowledged that Clerk-Treasurer Rhodes saved City Hall by discovering a water leak over the weekend.

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.