

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

MARCH 18, 2014
8:30 a.m.
West Lafayette Public Library
Elm Room

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

1. APPROVAL OF MINUTES

a. March 11, 2014, Meeting

Mr. Speaker moved to accept the minutes of the March 11, 2014, Board of Works meeting. Ms. Booker seconded the motion.

The motion was adopted.

2. NEW BUSINESS

a. Transfer Property: Vehicle to Parks Department – Fire

Fire Chief Heath requested approval to transfer a 2010 Ford Escape (VIN #1FMCU9C77AKC73260) from the Fire Department to the Parks Department.

Ms. Little moved that the transfer of a vehicle from the Fire Department to the Parks Department be approved. Mr. Speaker seconded the motion.

The motion was adopted.

b. Hire: Intern – Travis Dunn – Development

Marketing and Grants Administrator Shaw requested approval to hire Travis Dunn as a summer intern at \$10.00 per hour effective March 24, 2014. He is a senior forestry student at Purdue and will be helping the Department remove a lot of ash trees that are expected to not leaf-out this spring. In response to a question from Mayor Dennis, Ms. Shaw stated that there are approximately 800 trees left. She believes it will be a rough spring and that we will start to really see the failure of the trees due to the emerald ash borer.

Mr. Speaker moved that the hire of Travis Dunn as an intern be approved. Ms. Little seconded the motion.

The motion was adopted.

c. Agreement: City Hall Building Evaluation – Tecton Construction Management – Engineering

Public Works Director Buck requested approval of an evaluation agreement with Tecton Construction Management in the amount of \$35,000. He stated that the Redevelopment Commission (RDC) approved funding of \$40,000 for this item. He explained that Tecton will go into the City Hall building and do destructive testing and sampling that will involve

opening up some of the walls and ceiling areas. This is to provide a thorough evaluation of not just what was found to date from the water damage, but also what may be hiding. The end report will provide various options and recommendations so the full scope can be considered of what it may take to clean the building or what it may take to depose of it and take the building down.

Mayor Dennis stated that there will also be recommendations as to the life-span of any potential corrective activity. It will be a good source to use for making further decisions.

Ms. Little moved that the agreement with Tecton Construction Management be approved. Ms. Booker seconded the motion.

Mr. Speaker asked why it takes so long to go through this process.

Director Buck responded that the amount of time is conservative due to considering the amount of time it may take to send of test samples and get results returned.

Ms. Booker asked why the RDC approved \$40,000 when the sum is not to exceed \$35,000.

Director Buck responded that approval may be requested for additional testing beyond the scope that is included in the current agreement. It is also possible that the final report will be sent to a third party for a second opinion.

The motion was adopted.

d. Grant of Easement: Cumberland Sanitary Sewer Extension, Parcel 3 – Engineering

Director Buck stated that six easements need to be acquired for the Cumberland Avenue Sewer Extension project and he requested approval of this first one for Parcel 3 owned by O'Malley & O'Malley, LLC.

Ms. Booker moved that plans for the Cumberland Sanitary Sewer Extension, Parcel 3 Grant of Easement be approved. Ms. Little seconded the motion.

The motion was adopted.

e. Temporary Grant of Easement: Happy Hollow Road, Parcel 6 – Engineering

Director Buck stated that to be conservative they are going through the same recording process for temporary easements as permanent ones due to this being a federal aid project. This is a long process and should one of the parcels sell, this will allow the City to keep rights to the easement. This property is titled to the City, but this will allow every box to be checked submission for the project.

Mr. Speaker moved that the Happy Hollow Road, Parcel 6 Temporary Grant of Easement be approved. Ms. Little seconded the motion.

The motion was adopted.

f. Agreement and Task Order No. 1: On-Call Storm Water Engineering Services – Wessler Engineering – Engineering

Director Buck requested approval of an on-call services agreement with Wessler Engineering. He introduced Martin Wessler from Wessler Engineering who is present to

answer any questions. This agreement is similar to one that the WWTU has with Wessler for storm water issues. Director Buck also requested approval of the first task order which is to prioritize the list of projects that were identified during the creation of the storm water utility.

Ms. Little moved that the agreement and Task Order No. 1 with Wessler Engineering be approved. Mr. Speaker seconded the motion.

Ms. Rhodes asked Director Buck to clarify the amount of the first task order. She asked if it is \$37,000 plus reimbursables or if it is not to exceed \$37,000.

Mr. Wessler responded that the reimbursables are included in the \$37,000 total. It is a not to exceed lump-sum fee.

Ms. Booker asked if this agreement is for a person that will be available to connect with the City.

Mr. Wessler responded that it will be the company's staff. There will be several people working on Task Order No. 1. He stated that one of those will be Bill Leber who will be assisting to make sure that any combined sewer projects are in tune with any storm water projects.

The motion was adopted.

g. Notice to Bidders: Navajo Street Curb and Sidewalk Improvements – Engineering

Director Buck stated that the RDC authorized the Board to advertise for the Navajo Street Curb and Sidewalk Improvements project, which is on the RDC spending plan. The notice to bidders will be advertised on March 21 and 28, 2014, with the bid opening on April 8, 2014. The project is for improvements between Salisbury Street to Indian Trail. This will be done in conjunction with work on Salisbury Street so that the area is only disturbed once this summer. Director Buck asked for approval of the plans which are not yet available. He provided a description of the project, stating that it includes curb replacements, driveway apron repairs, and new sidewalk on the south side of Navajo Street. That section of street will also be included in the street resurfacing package so that when that project bids, the asphalt portion will be built with the contractor that does the asphalt work. He confirmed for Ms. Booker that the Board will receive the detailed plans shortly.

Clerk-Treasurer Rhodes said this typically is one action to approve specifications and approve advertising with the bid opening date.

Ms. Booker moved that the notice to bidders and the plans as described for the Navajo Street Curb and Sidewalk Improvements project be approved. Mr. Speaker seconded the motion.

The motion was adopted.

h. Agreement: Building Services – Morton Center – R.K. General Cleaning, LLC – Police

Police Captain Sparger requested approval of a building services agreement with R.K. General Cleaning, LLC for the Morton Community Center in the amount of \$625 per month. He explained that Deputy Chief Leroux worked in this agreement in conjunction

with moving some of the City Hall offices to Morton Center. He reminded the Board that they recently approved an agreement with R.K. General Cleaning for the Police Station [March 4, 2014].

Ms. Little moved that the agreement with R.K. General Cleaning, LLC be approved. Ms. Booker seconded the motion.

The motion was adopted.

i. Declare Items Surplus: Equipment – Police

Captain Sparger requested approval to declare some equipment as surplus that is outdated or broken. He explained that the radios will be sold on PropertyRoom.com for parts. The items are as listed below:

Item	Serial Number	Value
Motorola MCS 2000 Mobile Radios (2)	#623SABX782, #623SABX785	\$200.00
Laser Labs Tint Meters, Model 200 (2)	#LL2960024673, #LL2960024674	\$20.00
Alco Sensor Breathalyzer	#1013980	\$10.00

Mr. Speaker moved that equipment declared surplus be approved. Ms. Little seconded the motion.

The motion was adopted.

j. 2012 SRF Loan Disbursement Request No. 38 – North Side Regional Lift Station – Greeley & Hansen – WWTU

WWTU Director Henderson requested approval for 2012 SRF Loan Disbursement Request No. 38 to Greeley & Hansen in the amount of \$30,206 for engineering services and on-site inspector.

Ms. Little moved that the 2012 SRF Loan Disbursement Request No. 38 be approved. Mr. Speaker seconded the motion.

The motion was adopted.

k. Claims

- i. AP Docket \$474,902.20
- ii. RDC Docket \$4,105.00

Ms. Booker 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.

l. 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.

m. Other Items

▶ Director Henderson reported that the EPA has designated this week as Fix a Leek Week. This is a reminder to check toilets, sinks, and other fixtures both inside and outside of the home for leaks because people pay for the water both ways.

▶ Engineering Assistant Anderson reported that Duke Energy is preparing to install metal poles on Cumberland Avenue between Salisbury Street and Duncan Road this week. That work, which includes putting the poles up, pulling new wire, and landscape maintenance to easements, is scheduled to be complete by June 1. In response to a question from Mayor Dennis as to why metal poles are being installed, Mr. Anderson stated that the metal poles are more durable and cheaper than the wood poles.

3. ADJOURNMENT

There being no further business to come before the Board, Mr. Speaker moved that the meeting be adjourned, and Mayor Dennis adjourned the meeting.