

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

AUGUST 17, 2009  
8:30 a.m.  
City Hall Lower Level Conference Room

Members present were Sana G. Booker, Bradley W. Marley, and Mayor John R. Dennis, who presided.

1. APPROVAL OF MINUTES

a. August 10, 2009, Meeting

Ms. Booker moved to accept the minutes of the August 10, 2009, Board of Works meeting. Mr. Marley seconded the motion. The motion was adopted.

2. OLD BUSINESS

a. Contract: IKON Office Solutions, Inc. – City Hall Copier Lease – Clerk-Treasurer

Clerk-Treasurer Rhodes requested that the Board approve the lease with IKON for a copier for City Hall. The lease costs were adjusted downward, and the IKON financial services staff have clarified how the State participation agreement works. It turns out that it is most advantageous for the City to utilize the IKON lease/purchase option over 60 months, because of the lower costs and because it offers the same opportunity for an early termination of the lease, entering into a new agreement that the lease-only option does. After 48 months, the City would spend less than the cost of the copier, and be able to enter into another lease for newer equipment without facing a buyout. The quarterly payment will be \$561.90, \$187.30 per month.

Mr. Marley moved that the IKON contract be approved. Ms. Booker seconded the motion.

Mr. Marley stated that the complete facts were not available last week. Clerk-Treasurer Rhodes agreed, and said that there was information that was not available at that point, having to do with the statewide agreement. Mr. Marley asked if this were the same program offered to the State. Clerk-Treasurer Rhodes answered that it is under the State's agreement. Mr. Marley said he liked the flexibility, and noted that the rate is agreeable.

The motion was adopted.

b. Request for Street Closure: 2009 Christmas Parade – Police

This item is deferred until information, including a map and a revised street closure request, is available.

c. Update: Status of Wabash Commons Erosion Control and Site Clean-up – Engineering

Mayor Dennis began by observing that last Tuesday, there was heavy equipment at Wabash Commons, and Wednesday, work had begun to clean-up the site.

City Engineer Buck added that they began to move dirt on Wednesday, and they have been grinding stumps along Navajo. There are questions about where and what height the fence

will be, but the fence should be installed this week, depending on the rain. Police Chief Dombkowski said that the construction company also called him, to make certain that they had the plan approved for the fencing.

Mayor Dennis remarked that the secondary effect is that there is work ongoing at the Northpointe site, too.

Mayor Dennis thanked Mr. Buck and Chief Dombkowski for their efforts to resolve this matter.

3. NEW BUSINESS

a. SRF Payment Request and Related Listings – WWTU

i. Payment Request No. 96 – \$15,283.00 to Greeley and Hansen – Design Work – Western Sanitary Sewer-Div IV Project

Wastewater Utility Director Henderson presented SRF Payment Request No. 96 for payment. As US 231 relocation moves forward, the City will be ready to begin work.

Mr. Marley moved that the SRF Payment be approved. Ms. Booker seconded the motion. The motion was adopted.

ii. Listings

- (1) Western Interceptor SRF Payments Listing
- (2) WWTU Project Payments

There were no comments or questions on the listings.

b. Street Closing – Woodland Avenue – Church-Sponsored Block Party – Police

Police Chief Dombkowski asked the Board to approve the request from Riverside Covenant Church, which would like to close Woodland Avenue between Lindberg and Elm Street between 11:00 a.m. and 5:00 p.m. on August 29. The Police Department does not have an issue with the request, and the Fire Department is okay with it.

Ms. Booker moved that the request be approved. Mr. Marley seconded the motion. The motion was adopted.

c. Contract: Rieth-Riley Construction – 2009 Street Resurfacing and 2009 ADA Universal Access Ramp & Sidewalk Spot Repair

City Engineer Buck reported that of the two bids received, Rieth-Riley was \$660,405.15 and Milestone was \$843,456.90. He recommended the Board approve the contract with Rieth-Riley, to begin immediately. The completion date is October 30, 2009.

Mr. Marley moved that the contract be approved. Ms. Booker seconded the motion. The motion was adopted.

d. Claims

i. AP Docket	\$153,244.33
ii. AP Docket	81,672.64
iii. PR Docket	311,448.21

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

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► Ms. Booker asked for additional information about the \$ 2,772.50 payment to Lafayette Transitional Housing from CDBG. Director of Development Poole explained that, with the CDBG grant, the City allocates 15% of the total funds to social service organizations. Transitional Housing is one of those.

► Ms. Booker asked about the Parks expense of \$636.81 from Booth Machinery Sales. Parks Superintendent Payne answered that the cost was to repair a mower.

► Ms. Booker requested information about the \$5,960.00 payment to Buckland & Associates for insurance. Clerk-Treasurer Rhodes responded that this is the expense for the appraisal of general city assets in the Police Department and the Street Department. This is part of the contract to provide a comprehensive appraisal of the City assets for insurance coverage. Ms. Booker asked if the coverage were on people or things. Ms. Rhodes replied that it is on things.

► Ms. Booker asked about the payment of \$322.75 to Fisher Scientific. Wastewater Utility Director Henderson answered that it is for substrates for the WWTU laboratory.

► Ms. Booker asked what the \$580.00 to Gabriel Novac & Associates [GNA] for Wastewater was. Wastewater Utility Director Henderson answered that GNA provided the flushing gates for the wet weather facility. One gate had a part that failed. Mr. Novac provided the part at no cost, only charging the City shipping. Because the part was sent from out of the U.S., there was significant cost, because the part is large.

► Mr. Marley asked for clarification on the INTAC Management Group expense of \$2,200.00 for Police Building maintenance. Police Chief Dombkowski replied that this is for all maintenance oversight of the Police facility. City Engineer Buck added that there is also a contract with INTAC that covers City Hall. The contracts call for 25-35 hours per month in each facility. Mr. Buck stated that Mr. Clark [of INTAC] was in City Hall the prior night, because the backflow preventer in the boiler unit failed.

► Mr. Marley asked about the "Choose This Path" brochure and spring newsletter expense of \$2,684.50. Director of Development Poole replied that the spring newsletter was recently mailed, and the brochure is a general marketing piece for the City.

► Mr. Marley questioned whether the \$281.20 cost to the Fire Department for laundry contracts with Levee Laundry & Tan was for uniforms. Fire Chief Drew answered that that is the cost for weekly laundry, which includes bed sheets, towels, and similar items.

► Mr. Marley asked about the \$1,844.50 payment to Virginia Russell for summer pottery. Parks Superintendent Payne responded that some of the art classes reimburse the instructor for supplies, and some the participants provide their own supplies. Mr. Payne said the payment appears to be the instructor fees for three classes.

► Mr. Marley asked about the vests and aprons that cost \$480.00 for the Go Greener Commission. Director of Development Poole answered that the Farmers Market provides the vendors with items, and this year it was vests and aprons. Clerk-Treasurer Rhodes added that this was disbursement from a grant.

The motion was adopted.

e. Other Items

i. Mayor Dennis introduced Dale Dixon as the new Housing Program Coordinator. Mr. Dixon said he had 12 years of new home construction experience, which he plans to utilize in the rental recertification program. He will also be involved in the CDBG Program. Director of Development Poole stated that the Department of Development is very happy to welcome Mr. Dixon.

ii. Parks Superintendent Payne announced that the pool is closed, but that they had a great last week. School has started. The Park Board meets today at 4:30 p.m. in City Hall.

iii. Police Chief Dombkowski said that his department is working in the school zones, now that school has started. Boiler Gold Rush also started today. There will be a lot of move-ins of Purdue students throughout the week. The Chief mentioned that there is some sort of construction on Happy Hollow Road this morning. City Engineer Buck was unaware of that; INDOT did not notify the City.

iv. Wastewater Utility Director Henderson reported that flows at the Plant are increasing, due to the increase in population. September 1 at 10:00 a.m. will be the ribbon-cutting ceremony.

v. City Engineer Buck stated that Salisbury Street is a mess, but progress is being made. The signal contractor will be on site this week, working at the Lindberg-Salisbury intersection. Milestone will be working on storm sewer installation on Sycamore Lane.

vi. Street Commissioner Downey reported that the new pedestrian crossings and schools in session require drivers to be more alert. Last Friday, his department had a bucket truck at Forest Hill and Grant, trimming tree limbs, and the trimmer came within inches of being crushed between a car and the bucket truck. Drivers need to be alert, to pay attention, and be aware of what is going on around them. The driver hit the truck causing property damage to both vehicles. The police need to be slowing drivers down. Police Chief Dombkowski said that last Friday, INDOT re-stripped the crosswalks in the Northwestern corridor, all at Grant and Northwestern, as well as in the Wiggins-Fowler area. Street Commissioner Downey said that all the signage and lettering and repaving will not help if drivers are not careful and alert.

vii. Councilor Burch thanked City Engineer Buck and the Mayor for their diligence in encouraging Mr. Swiss in the cleanup of the Wabash Commons site.

4. ADJOURNMENT

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