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

FEBRUARY 17, 2009
11:00 a.m.
City Hall Lower Level Conference Room

Members present were Susan K. Goldman, Bradley W. Marley, and Mayor John R. Dennis, who presided.

I. APPROVAL OF MINUTES

A. February 10, 2009, Meeting

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

II. NEW BUSINESS

A. SRF Payment Request and Related Listing – WWTU

1. Payment Request No. 32 – $628,871 to Bowen Engineering Corp. for Construction Services – Digester Renovation with Alternate Power Sources Project

Wastewater Utility Director Henderson presented SRF Payment Request No. 32 for Board approval. He stated that the end of the project is near. The foaming on the digester lids is almost finished, and the NEOGARD material will be applied. Mr. Henderson expressed hope that he will be able to put product into the digesters within the next three weeks.

Ms. Goldman moved that the SRF Payment Request be approved. Mr. Marley seconded the motion.

Mr. Marley asked about the change in the total [$646,111.21]. Clerk-Treasurer Rhodes responded that the table was incorrect. As reported in the February 5, 2009, Wessler & Associates letter, the total was not fully corrected. The total of $628,871.21 from the SRF, with $14,500.00 from the City and $2,740.00 retainage from the City, makes the total $646,111.21. The company was contacted and acknowledged that the math was off. Mr. Marley requested confirmation that the draw is clear. Ms. Rhodes said that it was.

The motion was adopted.

2. Listings

a. Digester Renovation SRF Payments Listing
b. WWTU Project Payments

There were no questions about items on the listings.

B. Temporary Right-of-Way: Sycamore Lane Traffic Calming Project – Engineering
Parcel 11: William A. Arnold and Cady Elizabeth Arnold – 948 square feet

City Engineer Buck requested Board approval for a temporary right-of-way parcel for the Sycamore Lane Traffic Calming Project. He noted that he had attached a memo that requests approval of an administrative settlement, as they had five sprinkler heads in the area where the owners' driveway will be redone. This is the only one that has an administrative settlement. The last temporary right-of-way parcel is in transit from Mexico.

Mr. Marley moved that the temporary right-of-way be approved. Ms. Goldman seconded the motion.

Mr. Marley asked City Attorney Burns if, because he [Mr. Marley] sits on the School Board and one of the people that signed the document is an employee and notarized by the Treasurer of the School Corporation, he should abstain from voting. Mr. Burns replied that Mr. Marley did not need to abstain as a legal matter, because there is no pecuniary interest that he [Mr. Marley] has, but he could abstain. The matter is at Mr. Marley's discretion, but is not legally required. Mr. Burns said that would not change the legal impact of the document.

Ms. Goldman asked if the property owners know that the replacement of the four sprinkler heads will cost $775.25. City Engineer Buck answered that that price is directly from the sprinkler company.

The motion was adopted.

C. Request for Approval of Advertising and Bid Opening Dates: Lease/Purchase Financing of Police Squad Cars – Clerk-Treasurer
Clerk-Treasurer Rhodes asked for Board approval to solicit bids for equipment lease/purchase financing for six Police squad cars, priced at $22,557 each. The format is similar to what has been used in the past. After discussion, it was determined that there would not be a Board of Works meeting on March 17, due to spring break holidays, but that the bids would be received and opened on that date, with the Mayor and the Clerk-Treasurer present. At the March 24 meeting, Clerk-Treasurer Rhodes would present a recommendation for acceptance, with closing on April 1.

Mr. Marley asked if this would be a capital lease. Clerk-Treasurer Rhodes answered that it is.

Ms. Goldman questioned whether this completes the replacement of the aging fleet in the Police Department. Police Chief Dombkowski responded that it puts the fleet on par with the Department's goal, in a maintain mode, rather than a catch-up mode.

Mr. Marley asked if the vehicles being replaced would be declared surplus. Chief Dombkowski answered that they will be declared surplus, and they will have significantly fewer miles than the 140,000 miles on the four or five vehicles replaced

last year. It is the Chief's goal to replace vehicles at approximately 80,000 miles, so that there is some trade-in value. Mr. Marley mentioned that the Lafayette Police Department has offered its surplus vehicles to the public on a bid basis, and their cars have already been sold.

Clerk-Treasurer Rhodes explained that the motion should be for approval of the bid opening on March 17, in the presence of the Mayor and the Clerk-Treasurer at a public meeting, which is allowed by Indiana statute, and then the closing date for the transaction would remain April 1. The March 17 Board of Works meeting will be cancelled, but the public meeting for opening the bids would be at 11:00 a.m. that day. No action will be taken, pending presentation to the Board of Works on March 24.

Ms. Goldman made that motion. Mr. Marley seconded the motion. The motion was adopted.

D. Claims

1.	AP Docket	$ 85,773.71
2.	AP Docket	254,147.98
3.	AP Docket	487.00
4.	PR Docket	303,466.94
5.	PR Docket	12,200.38

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

►Mr. Marley asked about the book of car washes [$32.00], and why there was such an item purchased when the City had a car wash contract. Fire Chief Drew acknowledged that it was for washing his vehicle. Mr. Marley asked whether the Fire Department could take advantage of the Police Department's contract. Clerk-Treasurer Rhodes added that the Parks Department also pays for car washes. Parks Superintendent Payne stated that the washes of Parks Department vehicles are done when visitors will be driven. Chief Dombkowski reported that he would investigate this.

►Mr. Marley questioned the Vectren [gas] bill for the pool [$147.94]. Parks Superintendent Payne answered that there is a monthly compilation of power bills, and that there are year-round costs for such things as security lights and trail lights. Mr. Marley noted that the Parks gas bill was larger than that of the Wastewater Utility. Mr. Payne said that there are several Parks facilities—Morton, the Nature Center, basketball courts, etc.—and particularly Morton is not energy efficient. Clerk-Treasurer Rhodes reported that the accounts payable clerk first refers questions about utility bills to the originating department, and, as necessary, to Tim Clark of INTAC Management for review of power usage in all City facilities.

►Ms. Goldman remarked about the Police Department overtime [$3,201.64], and wondered if this were seasonal. Police Chief Dombkowski said there are two officers who are involved in federal projects, and their overtime hours are reimbursed to the Department at about $2,700 each month. He added that Police Department overtime is seasonal, peaking in the spring and in the fall, during football season. During the

spring and summer, overtime is generally reimbursed through grants for things such as seat belt enforcement and Operation Pullover.

►Mr. Marley asked about the gas bill for Parks [$6,659.78]. Clerk-Treasurer Rhodes answered that that is the bill for Morton, but that the comparison is the Police gas bill [$3,671.70]. The Police Station gas bill used to be comparable to the Morton bill, before adjustments were made to the building, with the help of Mr. Tim Clark. Police Chief Dombkowski added that Mr. Clark pays for his services by pursuing larger-than-ordinary bills. Ms. Goldman suggested that Mr. Clark might be useful in analyzing the Morton situation. Parks Superintendent Payne responded that the Parks Department is aware of the primary issue, which is window replacements needed at Morton.

The motion was adopted.

E. Other Items Requiring No Action

1. Quotes Solicited: Traffic Paint – Street/Sanitation/Recycling

Street Commissioner Downey gave notice to the Board that the Street Department has asked for quotes for street paint, so that they can begin painting as soon as the weather breaks.

F. Other Items

1. Street Commissioner Downey announced that the street sweeper motor has been installed and will be in use by the end of the week.

2. City Engineer Buck stated that 2009 would be a busy year for construction. All the orange barrels and traffic delays and mess will be temporary. Burtsfield School is nearly demolished; the slab will be removed next. When the weather breaks in early March, Fairfield Contractors will begin work on Phase 2 of the Salisbury Street Safety Improvements project. They will begin on the north end of the project on the east side just south of Rainbow, to do some storm sewer work first, and then work southward. Documents for the Sycamore Lane Traffic Calming Project were turned in to INDOT on time; there will be a May 6 bid letting, with a contractor starting work in mid-June. Both projects will be done half at a time, so as not to stop flow of traffic. The Safe Routes to School Project is also a May 6 bid letting at INDOT, with work in June and July, with concrete ramps and school crosswalk beacons installed at Happy Hollow and Cumberland Schools. In a few weeks, Mr. Buck will bring the street resurfacing, and ramp and sidewalk project proposals for Board approval, with the hope to bid those before the end of March.

3. Police Chief Dombkowski reported that the Safe Routes to School Project has generated feedback from parents. There were several power outages across the City on the night of a Purdue basketball game and a West Lafayette High School basketball game. The same night, there was a leak in the basement of the Police Building, so there may be a reimbursement from the water company, as it appears that the leak was from a pit filling up outside.

4. Parks Superintendent Payne announced that the skating center is still not opened, and it may not reopen again this season. There was more freeze heave this year, more than in prior years since the rink has been operating.

5. Mr. Marley complimented the Police Department on monitoring the West Lafayette High School parking lot, to keep those who were attending the Purdue game from parking in the High School lot. He also noted that Officer Coddington moved a large piece of concrete from the middle of Salisbury Street. The piece had fallen from a truck hauling debris from the Burtsfield demolition site.

6, Mayor Dennis thanked the Police Department for dealing with the power outage along with two well-attended local basketball games. The Mayor also recognized the Street Department for their efforts in gutting an old street sweeper and replacing the engine, saving the City considerable money.

III. 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.