

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

APRIL 5, 2010

8:30 a.m.

City Hall Council Chambers

Members present were Sana G. Booker, Bradley W. Marley, Jonathan C. Speaker, Elizabeth M. Stull, and Mayor John R. Dennis, who presided.

1. APPROVAL OF MINUTES

a. March 29, 2010, Meeting

Ms. Stull moved to accept the minutes of the March 29, 2010, Board of Works meeting. Ms. Booker seconded the motion. The motion was adopted.

2. NEW BUSINESS

a. Quote Opening: Spring 2010 Operation Releaf Tree Project – Development

Department of Development Marketing and Grants Administrator Shaw explained that the quotes are for spring tree plantings, with costs split between the Tree Fund and the Department of Development's Streetscape budget. There are 88 trees and 134 shrubs to be planted throughout the City—Salisbury islands, New Chauncey, Kalberer, and other locations.

Clerk-Treasurer Rhodes read the quotes aloud:

Quote from	Shrub Subtotal	Tree Subtotal	Total Base Bid	Alternate with Bare Root Stock
Garden Art	\$2,506.50	\$12,694.00	\$15,200.50	N/A
Bennett Greenhouses, Inc.	2,259.19	16,390.88	18,650.07	\$8,047.28

Mr. Speaker moved that the quotes be taken under advisement. Ms. Stull seconded the motion. The motion was adopted.

b. Request for Sand Volleyball Court: Alpha Kappa Lambda, 417 Waldron Street – Police

Captain Leroux requested Board approval of Alpha Kappa Lambda's request for a sand volleyball court in their parking lot from April 19 to April 26. The Board has approved this in the past. There are 11 parking places lost temporarily, and some of those are regained behind the house, with others using on-street parking. The sand is picked up by the Purdue University Co-Rec maintenance crew by April 26. The fraternity must post a surety bond, or a \$500 cashier's check in lieu of that bond, with the Clerk-Treasurer's Office before final approval is granted.

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

c. Street Closure Request: Taste of Tippecanoe – Saturday, June 19, 2010 – Police and Mr. Scott Freeman of Tippecanoe Arts Federation

Captain Leroux explained that Tippecanoe Arts Federation (TAF) has requested closure

of Tapawingo Drive north from State Street to Brown Street for the Taste of Tippecanoe. The event will be on Saturday, June 19, from 3:00 p.m. to Midnight, but the request for closure is from 5:00 a.m. Saturday to 5:00 a.m. Sunday. That time is used for setup, the event, and teardown and cleanup. TAF has contacted all Levee business owners and Wendy Watson, Property Manager at Wabash Landing, including the apartments and parking garage. The Police Department has no objections to the closure request.

Mr. Marley moved that the request for street closure be approved. Mr. Speaker seconded the motion.

Ms. Booker asked about the request for services of the street sweepers in Lafayette and in West Lafayette. Mr. Freeman answered that this has occurred in the past, and it helps to clean up the streets. Ms. Booker asked whether the cost is covered in the budget. Mayor Dennis responded that it is a donation from the City.

The motion was adopted.

d. Bid Specifications for Refuse Truck – Street

Street Commissioner Downey requested Board approval for the specifications for a new garbage truck that will be used for single-stream recycling. Mr. Downey showed a photo of a similar truck that has a hopper right behind the cab. The truck has curb-side drive, which will mean it is a dual-steer truck. The driver will be able to step out of the truck, throw the material in the hopper, and move on. Another feature of the model requested is that it will have an automatic pack, meaning that there is no sweeping action, which should make the pickup process more efficient. The truck will replace a very old truck used as a stationary packer for plastics.

Mr. Speaker asked whether the truck will get through one or two neighborhoods before dumping. Mr. Downey said that, initially, the truck will not cover a whole neighborhood in one trip, but once the weekly pickups begin, the truck should be filled only 75% on each route, allowing recycling to grow.

Ms. Stull moved that the bid specifications be approved. Ms. Booker seconded the motion. The motion was adopted.

Clerk-Treasurer Rhodes stated that the advertising would be on April 9 and April 16, with bid opening on April 26. Street Commissioner Downey said it will take 90-120 days to build the truck, once the order is placed.

e. Quote Acceptance: Street Paint – Street

Street Commissioner Downey requested that the Board approve the quote for yellow and white street paint from J.D. Kem's, which was the lowest quote at \$11,844 for both colors.

Mr. Marley moved that the request be approved. Mr. Speaker seconded the motion.

Ms. Booker asked if the City was obliged to accept the lowest bid or quote. Mr. Downey responded that the responsibility is to accept the lowest most responsive and responsible bid or quote.

The motion was adopted.

f. Contract: Fiserv Solutions, Inc. – WWTU Electronic Payments – Clerk-Treasurer

Clerk-Treasurer Rhodes reported that there was an earlier agreement with Fiserv to automate the upload of payments from the CheckFree system into the Wastewater Utility billing system. While working with the Fiserv representative on the details of the agreement, it was determined that the company had provided an incorrect contract. The new agreement for net settlement replaces the prior one. This accomplishes what all parties intended. She requested Board approval.

Mr. Marley moved that the request be approved. Mr. Speaker seconded the motion.

Clerk-Treasurer Rhodes stated that there is no cost to the City for any transactions.

The motion was adopted.

g. Contract: Komputrol – Annual Maintenance for C-T Accounting Software – \$3,750 – Clerk-Treasurer

Clerk-Treasurer Rhodes reported that her office has used Komputrol software for City accounting services since 1994. While the system needs upgrading to manage increasingly sophisticated reporting needs, we can still make it work. When the City invests in and upgraded information technology infrastructure, the accounting system will also be upgraded.

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

h. Claims

- i. AP Docket \$424,245.26
- ii. AP Docket 10,811.28
- iii. PR Docket 110,721.07

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 and Clerk-Treasurer Rhodes.

The motion was adopted.

i. Other Items

i. Councilor Burch mentioned that the Council meets tonight at 6:30 p.m. in Council Chambers.

ii. Street Commissioner Downey provided information on the weekend activity at the drop-off recycling center: 9 tubs of glass, 11 roll-offs of paper, 1 roll-off of newspaper, 3+ 40-yard dumpsters of plastic, over 500 gallons of oil, 7 96-gallon totes of trash, 11 tubs of cans, and nearly 1,600 visitors.

iii. Parks Superintendent Payne announced that “Mind BOGgling, A Celebration of Celery Bog Nature Area” will be held on Saturday, April 10, with walks to watch birds, wildflowers, wetland plants, poetry reading, refreshments, and many other activities scheduled from 9:00 a.m. to 9:30 p.m.

iv. Police Chief Dombkowski reported that Community Corrections work crews worked last Saturday, picking up trash along Sagamore Parkway from Duncan Road to the top of the hill. Street Department crews picked up the bags at 7:00 a.m. today. Mayor Dennis thanked Chief Dombkowski and stated that people do form opinions about a community by the way it looks.

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.