

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

JANUARY 17, 2012
8:30 a.m.
City Hall Council Chambers

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

1. APPROVAL OF MINUTES

a. January 10, 2012, Meeting

Ms. Stull moved to accept the minutes of the January 10, 2012, Board of Works meeting. Mr. Speaker seconded the motion. The motion was adopted.

2. NEW BUSINESS

a. Perimeter Parkway, Phase IA, Part 1: INDOT Change Orders, Nos. 10-12 – Engineering

Public Works Director Buck explained that these change orders are for the Perimeter Parkway Phase 1A, Part 1 Project.

i. Change Order No. 10 - \$3,691.35

This is an 80-20 split between federal funding and local funding, and the 20% local funding is split between Purdue University and the City of West Lafayette, 10% each. The additional work is for changes to storm sewer structures that were in conflict with a telecommunications duct bank that was discovered just west of University Drive.

ii. Change Order No. 11 - \$4,830.00

This is a 100% Purdue-funded additional sidewalk connection between University and Harrison Street, to one of the Purdue buildings.

iii. Change Order No. 12 - \$6,318.94

This additional work is an 80-20 split for additional right-of-way clearing of trees that were in the way in an area that was going to be graded so steeply that they could not have been saved; these will be replaced once the grades are cut. Additionally, two trees that have excessive damage to roots that would interfere with the new curb are being removed.

Mr. Speaker moved that Change Orders No. 10, 11, and 12 be approved. Ms. Stull seconded the motion.

Ms. Booker asked why the amounts were not on the first pages of Change Orders 10 and 12. Public Works Director Buck answered that the absence of the numbers on the first page has to do with INDOT's accounting and the program that is used to prepare the documents. He said that it may have to do with whether it is a federal participation change or a 100% local change order. The 100% local one shows up, since it does not involve any authorization of INDOT's administration of federal funding. The ones that

have federal funds are entered into their system after they are approved by West Lafayette.

The motion was adopted and the change orders were approved.

b. Agreement: Wastewater Solutions, Inc. – 2012 Operator Training – WWTU

Wastewater Utility Director Henderson explained that Mr. Brad Musick has provided training at the Utility for 21 years. The letter of agreement shows some of the topics that would be covered in the training.

Mayor Dennis asked how many people would be trained. Wastewater Utility Director Henderson answered that everyone in the Plant would be trained, except for Amy Spann, the administrative assistant. Ms. Stull asked how many people are on the Utility staff. Mr. Henderson said that there are 21 people.

Ms. Stull moved that the request be approved. Mr. Speaker seconded the motion.

The motion was adopted.

c. Amendment to Agreement: eGov Strategies, LLC – West Lafayette Smart Phone Development – WWTU

Wastewater Utility Director Henderson explained that they are looking at mobile application developments (apps) for smart phones, tablet computers, iPads, etc. The first application is a mobile wastewater payment application, but there are many other apps that might be considered. Wastewater Utility Director Henderson thanked Clerk-Treasurer Rhodes for her assistance in connecting him to the correct person at eGov Strategies.

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

d. Approvals Related to Western Sanitary Sewer Interceptor-Div. V: Blackbird Farms Apartments, LP – WWTU

- i. Sewer Easement Agreement
- and
- ii. Grant of Easement

Wastewater Utility Director Henderson explained that the two items go together. He conveyed his thanks to City Attorney Burns, represented by his associate Reid Murtaugh, for assistance in getting the documents in order. These documents provide for additional easement for the area where the Blackbird Farms connector pipe will be hooked into the Western Sanitary sewer, and relinquishing the area no longer needed for the lift station, which would be eliminated.

Mr. Speaker moved that the request to approve both documents be approved. Ms. Stull seconded the motion.

Clerk-Treasurer Rhodes asked the Board to note that the way the sewer easement document has been prepared, Wastewater Utility Director Henderson is also being authorized to sign this document on the cover.

The motion was adopted.

Mayor Dennis asked Mr. Murtaugh if he was good with the documents. Mr. Murtaugh answered that he was.

e. Approval of Specifications and Bid Notice: Aeration Tank Addition – WWTU

Wastewater Utility Director Henderson asked the Board to approve the specifications and bid notice for the Aeration Tank Addition Project. This would be the fifth tank. The ad would be published January 20 and January 27, with bids opened on February 14.

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

Wastewater Utility Director Henderson thanked Clerk-Treasurer Rhodes for her help in proofing and revising the advertisement.

The motion was adopted.

f. New Hire: Michele Payne, Accounting I, WWTU Billing Office – Clerk-Treasurer

Clerk-Treasurer Rhodes stated that she was very happy to request approval to hire Michele Payne in the position of Accounting I in the Wastewater Billing Office, effective January 1, 2012, at a biweekly rate of \$1,275.00. Ms. Payne has worked in the Wastewater Billing Office since May 2011 as a temporary employee. She has extensive accounting experience as a controller, tax accountant, and CPA. She is a *cum laude* graduate of Ball State University in accounting. Ms. Payne has outstanding customer service skills.

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

g. Claims

i.	AP Docket	\$ 307,787.28
ii.	AP Docket	493,177.56
iii.	AP Docket	36,500.00
iv.	AP Docket	220.00
v.	PR Docket	349,923.90

Ms. Stull 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.

h. Other Items

i. Public Works Director Buck said that the Yeager Road closure was longer than planned. The bump across the road will be paved when the weather stabilizes. Mayor Dennis said that the rain last night was a challenge to the project. Public Works Director Buck said that Assistant City Engineer Susong has been out, looking at backyards that have flooded. It was a lot of rain in a short period of time, and, even if things are functioning well, the volume of water is challenging to deal with.

ii. Wastewater Utility Director Henderson said that he sent a CSO (Combined Sewer Overflow) notice this morning. The City had 1.36 inches of rain at the Wastewater

Plant, on top of the snow melting. The ground is saturated.

iii. Police Chief Dombkowski said that there is a Purdue men's basketball game this evening. He encouraged drivers to take extra time in the Yeager Road area.

iv. Mayor Dennis announced that *Journal and Courier* reporter Amanda Hamon will be leaving soon to take a position at Purdue. Ms. Hamon said her last day would be January 25.

3. ADJOURNMENT

There being no further business to come before the Board, Mayor Dennis adjourned the meeting.