

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

January 15, 2013  
8:30 a.m.  
City Hall Council Chambers

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

1. APPROVAL OF MINUTES

a. January 8, 2013, Meeting

Ms. Stull moved to accept the minutes of the January 8, 2013, Board of Works meeting. Mr. Marley seconded the motion.

The motion was adopted.

2. NEW BUSINESS

a. Quote Opening: Parks and Recreation Offices Project - Parks

Parks Superintendent Payne explained that several years ago, there was an agreement with the Fire Department to temporarily house a fire station in the Parks Department's maintenance barn. These quotes are for renovations to convert that building into offices to be accessible by the public. The large kitchen, lounge, and sleeping rooms used by the Fire Department are no longer needed. He stated that this will be very convenient to the public. The Department's move from City Hall to the new office location is expected to take place in late winter or early spring.

Mayor Dennis agreed that it will be convenient to citizens, stating that it will be a one-stop shop.

Clerk-Treasurer Rhodes opened the quotes and read them aloud:

| <b>Silk Road Builders, LLC</b> |               | <b>Simon Construction</b> |               | <b>J. R. Kelly Company, Inc.</b> |               |
|--------------------------------|---------------|---------------------------|---------------|----------------------------------|---------------|
| <b>Item</b>                    | <b>Amount</b> | <b>Item</b>               | <b>Amount</b> | <b>Item</b>                      | <b>Amount</b> |
| Lump Sum                       | \$46,235.00   | Lump Sum                  | \$40,940.00   | Lump Sum                         | \$47,700.00   |
| Alternate #1                   | \$3,445.00    | Alternate #1              | \$17,380.00   | Alternate #1                     | \$6,350.00    |
| Alternate #2                   | \$1,800.00    | Alternate #2              | \$7,150.00    | Alternate #2                     | \$2,900.00    |
| Alternate #3                   | \$5,010.00    | Alternate #3              | \$2,960.00    | Alternate #3                     | \$2,630.00    |

Clerk-Treasurer Rhodes noted that the quote from Simon Construction did not include a non-collusion affidavit. Completed affidavits were included in the quotes from Silk Road Builders, LCC and J.R. Kelly Company, Inc.

Mr. Speaker moved that the quotes for the Parks and Recreation Office Project be taken under advisement. Ms. Stull seconded the motion.

The motion was adopted.

b. Quote Opening: Mini Pumper Rescue Vehicle - Fire

Fire Chief Heath explained that this quote opening is for a mini pumper rescue vehicle. The vehicle can be used in parking garages. The current vehicle is a 1995 Chevy 3500, with a phone unit in the back and 100 gallons of water. The new vehicle would have the ability to continuously pump water, and can be used as a back-up pumper if one of the pumps or main engines goes down for maintenance.

Clerk-Treasurer Rhodes opened the sole quote and read it aloud:

| <b>Fouts Bros. Fire Equipment</b>     |               |
|---------------------------------------|---------------|
| <b>Item</b>                           | <b>Amount</b> |
| Complete Unit as Specified            | \$125,000.00  |
| <b>Options:</b>                       |               |
| 3" Deckgun Rise                       | \$1,300.00    |
| LED Pole Light, Akron Scene Star, 12V | \$1,400.00    |
| Extra LED Perimeter Light (per)       | \$125.00      |

Clerk-Treasurer Rhodes noted that the quote states that there is no trade-in allowance. A completed non-collision affidavit was included.

Mr. Speaker moved that the quote for the mini pumper rescue vehicle be taken under advisement. Mr. Marley seconded the motion.

The motion was adopted.

c. Agreement: 2013 Crisis Center – Mayor

Mayor Dennis commented on the great work that the Crisis Center does, and noted that this agreement is the same as last year. He invited the Crisis Center's Executive Director, Jane McCann, to speak.

Ms. McCann stated that the Crisis Center has had an exciting year. They now own their home, with the mortgage being paid off. They have worked with Dearing Group in West Lafayette, who donated time to design a new logo for the Center. They have also worked with Stormfront Productions, a local website design and hosting company to help the Center launch a new website. She stated that they are excited about these opportunities to spread the word about their services and reach more people. The Center is again working with interns from Purdue this semester. They are looking forward to a great year.

Mayor Dennis mentioned that there may be a misconception that because the Crisis Center is located in Lafayette that the same services are not provided in West Lafayette, which could not be further from the truth.

Ms. McCann stated that is correct. The Crisis Center will serve anyone who calls them, and West Lafayette is an important component of the services that the Center provides. This year the Center has begun working with the other 211 centers to help connect people who are eligible, but are not currently signed up, for food stamps. Ms. McCann stated that there are a lot of people in Indiana who could use assistance but are unaware they are eligible. The Center is helping to dispel the myths that many believe about eligibility and get people, especially those with children, signed up.

Mayor Dennis stated that it is great that the Crisis Center has a relationship with Purdue, because a lot of students approach him looking for opportunities to serve. The Crisis Center gives them exposure to things that they might not otherwise have.

Ms. McCann stated that the Crisis Center was honored last year to be awarded the inaugural Purdue Community Exemplary Partner. It recognized the work they have done helping students get connected to our community, and to continue that connection if they choose to go to graduate school. Or they may go back to their home communities with understanding of the importance of crisis intervention, community service, and being involved and engaged in their communities. She stated it was an honor the Crisis Center and for the people who founded it 42 years ago.

Clerk-Treasurer Rhodes noted that there is an error in the recital. It should reference the 2013 budget ordinance and the calendar year 2013. The corrections will be made.

Ms. Stull moved that the 2013 agreement with Lafayette Crisis Center be approved. Mr. Marley seconded the motion.

d. Sale of Surplus Real Estate – Mayor

Mayor Dennis stated that this sale of surplus real estate involves the Metro FiberNet project.

City Attorney Burns further explained that the City has a piece of residential real estate at 2020 Salisbury Street that is surplus. It has been sitting there for many years due to approximately 50% of it being taken up by underground utilities. It is serving the purpose of transmitting utilities across that lot from Salisbury back to Indian Trails. Metro FiberNet recently entered into contracts that will result in fiber coming to town, and they inquired if the lot was available. City Attorney Burns stated that the lot is owned by the City, but there is no particular use for it, and it has no commercial value. Due to the underground utilities, nothing can really be built on it, certainly not a residence. So, it will be put onto the market to allow bidding. There may be limited numbers of people who are interested due to its conditions. The ultimate possible conclusion to this is that there may be a fiber hut on that land. It would be a small structure, possibly windowless, with limited use for maintenance. City Attorney Burns explained that the process of sale of real estate starts with the Mayor's approval, and the Mayor is asking that the Board of Works act as the agent for sale, the disposing agent. The second document available to the Board is the notice of real estate to be published in the newspaper on January 17 and 24, 2013. It asks for anyone who is interested to come forward with a written bid, which will be opened at the Board of Works meeting on February 5, 2013. After we see what bids come in, there is a procedure to follow thereafter. City Attorney Burns asked for approval of the notice of offer to sell real estate and the request for bids.

Ms. Stull moved that the notice of offer to sell real estate and the request for bids be approved. Mr. Marley seconded the motion.

In response to an inquiry from Mr. Marley, City Attorney Burns stated that there is a survey on the real estate for sale.

The motion was adopted.

e. Change Order No. 1: Northwestern Gateway Landscaping Project – GardenArt – Engineering

Assistant City Engineer Susong stated that this change order is for an erosion control item that was installed along the perimeter of ponds to prevent contaminated soils from coming into the ponds. The amount of the change order is an add of \$573.00, making the new contract amount \$52,957.00.

Mr. Marley moved that Change Order No. 1 for the Northwestern Gateway Landscaping Project with GardenArt be approved. Ms. Stull seconded the motion.

The motion was adopted.

f. Request to Bid 2013 Chemicals with the City of Lafayette – WWTU

WWTU Director Henderson explained that every year during disinfection season the WWTU uses a strong bleach solution for disinfection and sodium bisulfate to neutralize whatever left after disinfection, before it is returned to the river. He stated that they have benefited over the last four years bidding these quantities of chemicals with Lafayette, which uses the same chemicals at their wastewater plant. He asked approval to bid together with Lafayette again, and benefit from the combined volumes and get a better price.

Ms. Stull moved that the Request to Bid 2013 Chemicals with the City of Lafayette be approved. Mr. Marley seconded the motion.

The motion was adopted.

g. Agreement: 2013 Aeration and Bio-P Evaluation – Wastewater Solutions, Inc. – WWTU

WWTU Director Henderson stated that job number one at the WWTU is to make dirty water clean again. He stated that he was informed last Thursday by the State that clean water has been redefined for the City of West Lafayette. Phosphorous limits have been included in a draft permit modification that is at public notice at this point. That means that there is a short amount of time to decide what the plant needs to do to meet these new limits, whether it means operating differently with the current setup, additional chemicals, or an upgrade to the plant with an additional fermentation tank. Six months after this permit modification becomes final, which will be 30 days from last Thursday, WWTU Director Henderson has to send a report to Indiana Department of Environmental Management (IDEM) telling them what method will be used to achieve these phosphorus limits.

Mayor Dennis asked for confirmation that we have 30 days from the notice last week to respond, and that response is nothing more than a plan.

WWTU Director Henderson stated that the 30 days is a public comment period. We have 6 months after it becomes final to provide a plan. He stated that he would like to engage Wastewater Solutions, Inc., to evaluate what the plant can do at this point with the existing tankage, operating it in a different mode, looking at the possibility of additional chemicals, or what may need done as a capital project if these other items cannot meet that.

Mayor Dennis asked about the compliance deadline.

WWTU Director Henderson responded that if something is built, the deadline is 35 months from now. He restated that 6 months after the plan becomes final, he has to provide a plan. Then, 14 months after the permit becomes final, he has to apply for a construction permit if any building at the plant is required. He stated that it is a very aggressive timeline when you look at what it takes to evaluate the plant. If capital improvements need done, they will need to be designed and submitted to IDEM for approval, and then bidding and constructing.

Mayor Dennis asked what the new threshold is, and stated that from what he understands it is not as bad as it could be.

WWTU Director Henderson stated that the phosphorus limit is 1 milligram per liter. That is achievable with biological phosphorus removal. One half of a milligram per liter, or 0.2 milligrams per liter, which is one of the lowest limits he has seen in other regions, would take not only biological phosphorus removal, probably some chemical additions for polishing, and maybe even tertiary treatment. Our plant does not have tertiary treatment. It has secondary treatment, so it would be an entirely different process. The limit of 1 milligram per liter is the best case scenario. WWTU Director Henderson stated that they had expected to see this limit on the 2016 permit, but IDEM has decided to move quicker than they had indicated last June. We are on the cutting edge of phosphorus limits in central and southern Indiana.

Mayor Dennis noted that this is not just a west-side thing.

WWTU Director Henderson stated that the City of Lafayette is in the permit renewal stages right now, and they will probably receive the same limit.

Mayor Dennis asked if phosphorus helped algae grow.

WWTU Director Henderson responded that it does, it is a potent fertilizer. He stated that they will be encouraging people to use phosphorus-free fertilizers on their lawns and Combined Sewer Overflow (CSO) area, because any run-off from that area will carry phosphorus to the plant. Anything we can do to reduce the source is a good thing, but phosphorus is something that every living thing generates. It is part of us, from the backbone of DNA to the chemicals for metabolism, for living.

Mr. Speaker moved that the agreement for the 2013 Aeration and Bio-P Evaluation with Wastewater Solutions, Inc. be approved. Ms. Stull seconded the motion.

Ms. Stull asked if this is a standard that will eventually be applied to utilities throughout the State.

WWTU Director Henderson stated that it absolutely is. He explained that depending on the size of the receiving stream, some plants may have lower limits. Thankfully, the Wabash is a significant waterway, which will have larger limits. Creek dischargers will have lower limits. Lake dischargers will have the tightest limits.

The motion was adopted.

h. 2012 SRF Disbursement Request No. 8: Greeley and Hansen – Northside Regional Lift Station – WWTU

WWTU Director Henderson requested approval for this State Revolving Fund (SRF) Loan Program disbursement in the amount of \$3,038. He explained that it is for Greeley and Hansen for their work on the Northside Regional Lift Station project. They have been in contact with the contractor and made some changes to the schedule.

Mr. Marley moved that the 2012 SRF Disbursement Request No. 8 for Greely & Hansen be approved. Ms. Stull seconded the motion.

The motion was adopted.

i. Police Salary Corrections – Clerk-Treasurer

Clerk-Treasurer Rhodes requested that the following salary rates be corrected to reflect the correct salary schedule on each of the individual's effective hire dates:

| Name                   | Position             | Salary               | Hire Date         |
|------------------------|----------------------|----------------------|-------------------|
| Brandon J. Bonnell     | Officer First Class  | \$2,015.57 bi-weekly | December 21, 2012 |
| Christopher J. Cassidy | Full-time Dispatcher | \$1,306.10 bi-weekly | December 29, 2012 |
| Amanda Martin          | Part-time Dispatcher | \$16.15 hourly       | December 29, 2012 |
| Wendy Jenkinson        | Part-time Dispatcher | \$16.15 hourly       | December 29, 2012 |

Mr. Speaker moved that the Police salary corrections be approved. Ms. Stull seconded the motion.

The motion was adopted.

j. Agreements: Software License and Support Service Policy – Cardinal Tracking – Police

Police Chief Dombkowski stated that Cardinal Tracking handles the software for the parking control. The agreement is standard from last year and has been approved by the City Attorney's office. He requested approval for the software and the customer support package renewal [\$1,582.20].

Mr. Marley moved that the software license and support service policy agreements with Cardinal Tracking be approved. Mr. Speaker seconded the motion.

The motion was adopted.

k. Hire: Part-time Dispatcher – James C. Miller – Police

Police Chief Dombkowski requested approval to hire James C. Miller as a part-time dispatcher effective January 15, 2013, at an hourly rate of \$16.15. Police Chief Dombkowski stated that Mr. Miller is already a current City employee with the Street Department. Police Chief Dombkowski stated that Mr. Miller just completed a law enforcement program at Ivy Tech.

Ms. Stull moved that the hire of James C. Miller as a part-time dispatcher be approved.. Mr. Marley seconded the motion.

In response to an inquiry from Ms. Stull about the total number of dispatcher positions, Police Chief Dombkowski stated the Department has nine full-time dispatchers along

with a pool of 7-9 part-time dispatchers. Most of the part-time dispatchers are full-time dispatchers at the County of with the City of Lafayette.

The motion was adopted.

I. Agreement: Communications and Data Services – LightBound, LLC – IT

Information Technology Director Newman requested approval for an agreement with LightBound, LLC for data and communications services, effective December 19, 2012. The agreement replaces the current inbound/outbound lines with SIP trunks, similar to IP phones, but they are enterprise class. He stated that it should reduce costs by \$1,000 per month. This is part of the deployment of the new phone system, which started a few weeks ago with Fire Station No. 3.

Mr. Speaker moved that the agreement with LightBound, LCC effective December 19, 2012, be approved. Ms. Stull seconded the motion.

The motion was adopted.

m. Claims

|      |           |              |
|------|-----------|--------------|
| i.   | AP Docket | \$498,943.83 |
| ii.  | AP Docket | \$175,721.98 |
| iii. | AP Docket | \$1,500.00   |
| iv.  | AP Docket | \$407.00     |
| v.   | PR Docket | \$358,110.44 |

Questions raised about individual claims by the Board were answered by department heads, Mayor Dennis, and Clerk-Treasurer Rhodes.

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

The motion was adopted.

e. 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.

f. Other Items

▶ Parks Superintendent Payne stated that it is great weather for ice skating.

▶ Street Commissioner Downey stated that he is waiting for snow.

▶ Councilor Hunt stated that in 2009 the Common Council made a resolution to ask for a land use study. There have been many hearings since then. She reported that it is on the agenda for the Area Plan Commission meeting on Wednesday.

3. 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.