

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

AUGUST 27, 2013
8:30 a.m.
City Hall Council Chambers

Members present were Sana G. Booker, Shawn R. Little, Bradley W. Marley, and Jonathan C. Speaker. Mayor Dennis presided.

1. APPROVAL OF MINUTES

a. August 20, 2013, Meeting

Mr. Marley moved to accept the minutes of the August 20, 2013, Board of Works meeting. Ms. Little seconded the motion.

The motion was adopted.

2. NEW BUSINESS

a. Hire: Intern – Quinn Thomson – Development

Director of Development Poole requested approval to hire Quinn Thomson as an intern at a rate of \$10.00 per hour for 15 hours per week effective August 27, 2013. He stated that Mr. Thomson was an asset when he worked last year with the West Lafayette Public Arts team and we would like to bring him back.

Mr. Speaker moved that the hire of Quinn Thomson as an intern be approved. Mr. Marley seconded the motion.

The motion was adopted.

a. Engage Unpaid Intern – Rachel Camp – Development

Director Poole requested approval to engage Rachel Camp as an unpaid intern for approximately 15 hours per week, effective August 27, 2013. He stated that Ms. Camp has a degree in public relations from Purdue University. She will be working with Marketing and Grants Administrator Shaw on several things, including vendor setup and social media for the Sagamore West Farmers Market.

Mr. Speaker moved that the engagement of Rachel Camp as an unpaid intern be approved. Mr. Marley seconded the motion.

The motion was adopted.

c. Agreement: CDBG Consolidated Annual Performance and Evaluation Report – City Consultants and Research, LLC – Development

Director Poole requested approval for an agreement with City Consultants and Research, LLC in the amount of \$1,840 for the CDBG Consolidated Annual Performance and Evaluation Report (CAPER). He stated that this is the third year we have had this agreement with them. This is the end of the year report submitted to the federal government detailing how we spent

their money. He stated that the agreement is the same as last year and City Attorney Burns has reviewed and approved it.

Ms. Booker moved that the agreement with City Consultants and Research, LLC for the Consolidated Annual Performance and Evaluation Report be approved. Mr. Speaker seconded the motion.

In response to an inquiry from Mr. Speaker, Director Poole stated that this is paid out of CDBG administrative funds, so it is not from general City funds.

The motion was adopted.

d. Request to Hear and Approve Variances from the Stormwater Technical Standards for The Ivy Towns and Flats – The Schneider Corporation – Engineering

Public Works Director Buck explained that The Schneider Corporation has been working with the J.C. Hart Company, developers on the Cumberland Proper PD, also known as The Ivy Towns and Flats, which was previously approved by the Council. He described the location and land, and stated that there are plans to begin earthwork and construction this fall. The Schneider Corporation does the site design on stormwater issues, and they are requesting approval of two variances from the Stormwater Technical Standards. Director Buck explained that the first variance request is from a County Drainage Board ordinance that regulates release rates for the Indian Creek watershed. The ordinance was approved after this project had already been given zoning approval. They have worked to get the release rate as close as possible to the allowance, but will not be able to meet it. He stated that this has received approval from the County Surveyor, and that the Board's approval will legitimize the release rate for the site. Director Buck stated that the second variance request is from Table 4-4 of the Stormwater Technical Standards. This relates to the freeboard, which is the elevation difference between where the overflow water routes and the nearest building. He stated that the Table requires 1.25 feet to the building pad, which they were able to meet in most locations, but were unable to in a few places. Allowing this variance will help keep the site ADA compliant by avoiding slopes.

Mayor Dennis asked what this means, not so technically speaking, in regards to runoff, retention, and keeping our stormwater utility up.

Director Buck responded that they are meeting the ordinance the best they can in all regards, and these two issues are relatively minor. The first was a change in rules after the project was approved, and they are meeting it as best they can. They are also meeting everything else for detention requirements and stormwater quality requirements. The overflow routing is theoretical in nature and may never happen. He explained that this will all have one owner and not be sold off to multiple people who would not know about these issues.

City Attorney Burns confirmed for Mayor Dennis that we are empowered to make these exemptions by ordinance. He asked if this becomes part of the public record in case it is sold in the future.

Director Buck responded that there will be a note, and it will be a condition on the final detail plans for recording at Area Plan Commission.

Mr. Marley moved that the two variances from the Stormwater Technical Standards for The Ivy Towns and Flats be approved. Ms. Booker seconded the motion.

The motion was adopted.

e. 2012 SRF Loan Disbursement Request No. 20: Greeley and Hansen, LLC – North Side Regional Lift Station and Force Main – WWTU

WWTU Director Henderson requested approval of 2012 State Revolving Fund (SRF) Loan Program disbursement request No. 20 to Greeley and Hansen in the amount of \$42,247. He explained that this is for the onsite inspector and review of submittals of parts and pieces of materials.

Mr. Speaker moved that 2012 SRF Loan Disbursement Request No. 20 to Greeley and Hansen, LLC be approved. Ms. Little seconded the motion.

The motion was adopted.

f. Ordinance No. 24-13: 2014 WWTU Salary Schedule – WWTU

Director Henderson requested approval of the 2014 WWTU Salary Schedule, Ordinance No. 24-13. He explained that the procedure is for the Board to approve this, and then it goes to the City Council for consideration. There is a 2% increase in all salaries.

Mr. Speaker moved that the 2014 WWTU Salary Schedule ordinance be approved. Ms. Booker seconded the motion.

Mayor Dennis explained that this is part of the budget process, and it just breaks out because it is the Utility.

The motion was adopted.

g. Claims

i.	AP Docket	\$265,313.13
ii.	AP Docket	\$170,196.53
iii.	AP Docket	\$37,288.52
iv.	RDC Docket	\$55,799.04
v.	PR Docket	\$340,662.25

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

Questions raised about individual claims by the Board were answered by department heads.

The motion was adopted.

h. 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.

i. Other Items

► Marketing and Grants Administrator Shaw reported that there is a Meet and Greet event tonight at Purdue, beginning at 5:30 p.m. This is when we join with Purdue administration

and students to go door-to-door to many of the rentals in the New Chauncey and Northwestern Heights neighborhoods.

Mayor Dennis stated that many students have no idea that there is life outside of the academic hallways of Purdue University and this is a great opportunity for us to provide them with information about being a good neighbor, a good citizen, and a good resident. He stated that the students are receptive and welcoming during this event.

► Fire Chief Heath stated that it is hot and reminded everyone to drink plenty of water.

► IT Director Newman reported that the Board will soon see agreements with the West Lafayette Public Library and Purdue University regarding using their fiber conduit to provide free wireless access.

► Assistant City Engineer Anderson reported that street resurfacing is winding down, with a little work left on Navajo Street and concrete patching on Kalberer Road and Kent Street. He noted that we are working with Dr. Jason Weiss with Purdue University, who is a very knowledgeable and experienced person when it comes to concrete. He explained that we will be doing some internally cured concrete patching and working with new products that will allow Purdue to do some testing while providing extra strength to our roadways. He stated that we are excited that we are excited to work with Purdue in that fashion and to come up with greater and better products around the country. He reported that US231 is paved and striping will go down the next two days, following by some punch-out lists. Work will be done on some ramps that are not ADA compliant. Indiana American Water is nearly finished with their water main project and will need to close Dodge and Evergreen Streets next week. The gas company is installing mains north of Meridian Street to the Hills and Dales area. He stated that Metro FiberNet, LLC is still working everywhere, but is approximately 60% complete within the City, having filed their last three permits. He reported that Metro FiberNet is live with customers in some areas.

► Councilor Hunt reported that Global Fest is Saturday from 10:00 a.m. to 9:00 p.m. There is a Pre-Council meeting on Thursday, and the Council meeting is next Tuesday instead of Monday because of Labor Day. There are several issues, including the budget and salary ordinances.

Clerk-Treasurer Rhodes noted that the meeting will include the public hearing for the budget.

Mayor Dennis stated that the Naturalization Ceremony is on Friday. He asked Parks Superintendent Payne if that will take place outside or inside.

Superintendent Payne stated that current plans are to be outside as there are too many people to hold it inside Morton Community Center. He confirmed for Councilor Hunt that it starts at 2:00 p.m.

► Clerk-Treasurer Rhodes reported that we have been working with the Indiana Bond Bank on financing for the sanitation truck.

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.