

Subject to approval at the December 1, 2015, Board of Works meeting.

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

NOVEMBER 24, 2015  
8:30 a.m.  
Morton Community Center  
Multi-Purpose Room

Members present were Sana G. Booker, Bradley L. Cohen, Brooke E. Folkers, and Jonathan C. Speaker. Mayor Dennis presided.

1. APPROVAL OF MINUTES

a. November 17, 2015, Meeting, and November 17, 2015, Special Meeting

Ms. Folkers moved to accept the minutes of the November 17, 2015, Board of Works meeting, and the November 17, 2015, Special Board of Works meeting. Ms. Booker seconded the motion.

The motion was adopted.

2. NEW BUSINESS

a. Certification of Eligibility List for Applicants to the West Lafayette Police Department – Police Merit Commission

Police Chief Dombkowski stated that the Police Merit Commission (PMC) is required to certify its hiring list, and that is done through the Board of Works. He stated that City Attorney Burns has the sealed list.

City Attorney Burns stated that he will deliver the envelope to Human Resource Director Foster.

Chief Dombkowski stated that once the list is certified it allows the PMC to hire new candidates as officers. He stated that there are currently four openings, and we plan to call from that list of names once the Board certifies it.

Mr. Speaker moved that the Certification of Eligibility List be approved. Ms. Booker seconded the motion.

The motion was adopted.

b. Agreement: 2016 Motorola Service – Police

Chief Dombkowski requested approval of the annual agreement with Motorola for service for radios. The agreement is in the amount of \$2,950.32, which is an increase of \$86.00.

Mr. Cohen moved that the 2016 Motorola service agreement be approved. Ms. Booker seconded the motion.

The motion was adopted.

c. Hire: Part-Time Dispatcher – Tyler M. Henderson – Police

Chief Dombkowski requested to hire Tyler Henderson as a part-time dispatcher effective November 30, 2015, with a pay rate of \$16.80 per hour. He explained that we maintain a bank of part-time dispatchers who share a bank of hours, mostly when there are gaps in availability

for the full-time dispatchers. He stated that we often hire dispatchers from other agencies; however, Mr. Henderson will be trained for this position.

Ms. Folkers moved that the hire of Tyler Henderson be approved. Mr. Speaker seconded the motion.

Ms. Booker asked if the memo is correct that Mr. Henderson will work a maximum of five hours.

Chief Dombkowski responded that the word "maximum" is probably deceiving, but it is planned for about five hours per week. The position may be used more if we have an opening in the dispatch center.

The motion was adopted.

d. Elevation: Firefighter Second Class – Andrew Snider – Fire

Fire Chief Heath requested approval to elevate Andrew Snider to Firefighter Second Class effective November 21, 2015, with a bi-weekly salary of \$2,026.90. He stated that Firefighter Snider has met all the requirements as a probationary firefighter.

Mr. Cohen moved that the elevation for Andrew Snider be approved. Ms. Folkers seconded the motion.

The motion was adopted.

e. Salary Increase: Step-Increase Program – Caleb Owens – Street

Street Commissioner Payne requested approval to increase the salary for Caleb Owens to \$1,423.95, effective November 27, 2015. This is pursuant to the step-increase program for the Driver/Collector/Processor position, which Mr. Owens has held for three years.

Mr. Speaker moved that salary increase for Caleb Owens be approved. Ms. Folkers seconded the motion.

The motion was adopted.

f. Release and Termination of Easements: Lauren Lakes Lift Station Project – Engineering/Legal

City Attorney Burns noted that Kevin Riley is present to represent the owner seeking the release. He stated that in 2005 in the Lauren Lakes subdivision, there was a lift station project. This involved two construction easements given by the owners to the City. The need for the easements has passed and should now be released. He noted that Public Works Director Buck has reviewed the document and is in favor of it, and the legal niceties of the documents has been reviewed.

Ms. Folkers moved that the release and termination of easements be approved. Mr. Cohen seconded the motion.

The motion was adopted.

g. Claims

i. AP Docket            \$267,042.46

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

There were no questions or comments about the claims.

The motion was adopted.

h. Informational Items

i. Legal Budget & Expenses – Clerk-Treasurer

There were no questions or comments about the listing.

ii. Park Board Dockets

There were no questions or comments about the listing.

i. Other Items

► WWTU Director Henderson reminded everyone that when frying turkeys for the holiday, the used cooking oil can be used at the Water Resource Recovery facility to be turned into electricity. The oil can be dropped off at the Street Department.

► Engineering Assistant Garrison reported that paving will soon be done on Happy Hollow Road. Traffic will be switched between the first and second week of December, and then they will be putting in a new wall. He reported that the lighting is continuing on Northwestern Avenue and should be wrapped up by the second week of December. He reported that the inside radius off of Fowler onto Northwestern, which was damaged by a semi, should be paved today.

► Chief Dombkowski reported that there have been a few robberies recently, and the Police Department has taken measurements to provide extra resources to solve those issues. He stated that we want to make sure that people are aware of their surroundings, and that they are not walking alone at night. He asked that people be diligent, especially in the areas near campus and near the Village. He stated that there will be extra officers on patrol, in both marked and unmarked units. He reported that the Police Department will be involved with the high school football team going to the State Championship game on Friday.

Mayor Dennis thanked Chief Dombkowski and spoke of how Chief Dombkowski and Purdue Police Chief Cox work well together when it comes to providing a safe environment for our student and permanent residents. He stated that he appreciates that Chief Dombkowski is going about this from a different perspective. He stated that law enforcement can only do so much since there are so many police officers and so much ground to be covered. He stated that he appreciates that the Department is involving our citizens and our students in having more awareness and understanding of personal safety. He stated that one of the most powerful tools in law enforcement is having an educated and informed community. He stated that with Chief Dombkowski and Chief Cox working together to provide a solution for this community has never been done before.

Chief Dombkowski stated that some of the detectives have been putting in long hours, both at the City and Purdue.

► Parks Superintendent Fawley stated that the ice skating rink opens Friday afternoon. She stated the weather will be a little warm, but we have ice.

► Councilor Hunt reported that the Farmers Market is open tomorrow from 3:00 to 5:00 p.m.

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.