

BOARD OF PUBLIC WORKS AND SAFETY MINUTES  
February 20, 2007

Approved at the February 27, 2007, Board of Works meeting.

The Board of Public Works and Safety of the City of West Lafayette, Indiana met in regular session in the Board of Works Room at City Hall on February 20, 2007, at 11:00 a.m. Present were Janet L. Broyles, Gilbert T. Satterly, and Mayor Mills, who presided.

Bid Opening: 2007 City Street Resurfacing Project – Engineering

Clerk-Treasurer Rhodes opened two bids for the 2007 street resurfacing project.

Mayor Mills read the bids aloud:

<b>Bidder</b>	<b>Base Bid Amount</b>			<b>Total</b>
	<b>Paving &amp; Striping Salisbury St. Part A</b>	<b>2007 Citywide Resurfacing Part B</b>	<b>Chauncey Square and Library Area Part C</b>	
Milestone Contractors, L.P.	\$ 143,045.50	\$ 359,296.65	\$ 260,755.45	\$ 763,097.60
Rieth Riley Construction, Co., Inc.	158,377.05	345,346.25	262,808.88	766,532.18

Mr. Satterly said when we accept these, do we accept the entire A, B, C, or—?

City Engineer Buck said the intent was just to accept the total bid.

Mr. Satterly said the total bid, okay.

City Engineer Buck said we don't intend to break up the bid.

Mayor Mills said thank you both for bidding. We appreciate it. Was it my imagination or were those very close?

City Engineer Buck said no, \$3,000 apart.

Mayor Mills said well, for \$850,000, that's pretty close.

Quote Opening: Sodium Hypochlorite and Sodium Bisulfite – WWTU

Clerk-Treasurer Rhodes opened six quotes for sodium hypochlorite (49,000 gallons) and sodium bisulfite (24,000 gallons).

Mayor Mills read the quotes aloud:

<b>Quote from</b>	<b>Sodium Bisulfite per gallon</b>	<b>Sodium Hypochlorite per gallon</b>
Ulrich Chemical, Inc.	\$ 0.74	\$ 0.624
K A Steel Chemicals, Inc.	(no bid)	\$ 0.585
Altivia Corporation	(no bid)	\$ 0.694
Jones Chemicals, Inc.	\$ 0.70	\$ 0.55
SAL Chemical	\$ 1.07	(no bid)
Alexander Chemical Corp.	\$ 0.715	\$ 0.625

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Public Works Director Downey said I'd like to take them under advisement.

Information for Board and Public: Citizens Police Academy – Police

Police Chief Marvin said no business. I'd just like to take this opportunity to remind everybody that we are currently taking applications for our next Citizens Police Academy, which will start Wednesday, March 21, and end Wednesday, May 30. We're already starting to get some applications in, so people who are interested should apply as soon as possible, to make sure they get a position.

Information for Board and Public: Park Board Meeting – Parks

Parks Superintendent Payne said no business. I would like to announce the Park Board will meet in this room next Monday at 4:30.

Contract: Infrastructure Systems, Inc. – Barberry Heights Lift Station and Force Main Replacement – WWTU

Public Works Director Downey said I have for the Board to approve and for you to sign a contract and agreement and the insurance papers for Barberry Lift Station. That hopefully will be under construction shortly. [Vote taken later in meeting.]

Recycling: Update on Arrangements for Sale of Recyclables – Sanitation

Public Works Director Downey said and then I would ask the Board for direction; I don't have any contract with Warner & Son. This is for paper recycling. I just entered into, more or less, a verbal agreement when we couldn't find anybody to take the mixed paper. In the past, the Board has agreed to allow me to negotiate whatever price I can get for our recycling material—glass, bottles, or whatever. I would ask the Board if they want to continue in that form of operation, or if they want me to try to put it out for bid. I would like for direction, please.

Mr. Satterly said would you [Mayor] suggest?

Mayor Mills said well, I think it works very well now. Mr. [Public Works Director] Downey always tries to get the best price that he possibly can. And with the paper, as you know, we had, a little bit ago, struggled to find somebody in Frankfort to take the papers. I think he's doing a good job.

Public Works Director Downey said well, we do have an agreement with Warner & Son, and, of course, it's subject to change from time to time at any notice. It will fluctuate up and down, but at the present time, we're getting \$20 a ton for mixed paper. Of course, we were getting \$35 from Smurfit, so it's quite a drop. I don't have any choice at this time. And, of course, the glass, we're still taking that to Indianapolis, and we've been dealing with them quite some time. But Mr. Warner has come back and offered me \$40 a ton for newsprint. But we're getting that amount of money from the current person that we're taking it to. And, because of our longstanding work with this group, I'd like to stay with what we have, even though Mr. Warner has offered to take it for \$40. I rather stay with the company we presently have at \$40, because they've stayed with us in the lean times and have always provided us a trailer to put it in and a place to take our newsprint. So unless Mr. Warner wants to give us more, which he is unwilling to do at this time—I talked to him Wednesday at length. That's an update on our prices.

Ms. Broyles said I appreciate loyalty.

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Request for Lodging Reimbursement due to Snowstorm – Street

Public Works Director Downey said during the snowstorm, I had a couple complications, and I'm asking the Board for permission to pay for two rooms at University Inn at \$65 a night. We used two rooms at University Inn for employees that were trapped—I won't say trapped—that stayed with us and helped us with snowplowing. That would come to \$130. We're recommending taking that out of MVH 2-322, Travel account. I'm asking for approval to pay for those two rooms for those employees, and I'm asking Judy [Clerk-Treasurer Rhodes] if that's the proper account, if the Board agrees to pay for those two rooms. I'm not asking for the Board to pay for the two employees that spent the night in their pickup trucks in the shop barn. They didn't want to go to the hotel. They stayed in their pickup trucks. We put their trucks inside the barn, so they wouldn't have to leave the motors running, and they slept in their trucks, because they had reclining seats and they felt comfortable doing that. So I had two in the shop and I had three at the hotel. So I'm asking that the Board would approve paying the claim to the University Inn.

Mayor Mills said I would just add that the [Police] Chief and I went out to University Inn that first day during the snow, to see if they would give us a good rate, if we had employees that needed to stay the night, who couldn't get back and forth, who were working the plows. They were very generous, and said, you know, they would give us a good rate and we're happy to put people up as we needed. So I called down and told David [Public Works Director Downey] and Donna [Foreman/Equipment Operator VanMeter] that we had the ability to have people stay over and stay in town who needed to take a break and get some sleep and then get back on the plows.

Clerk-Treasurer Rhodes said since the personnel policy forbids reimbursement for lodging for travel within the County, however, the Board in essence by this action is declaring an emergency existed, therefore it may allow the payment of such expenses. For that matter, so long as the motion would mention that. I would appreciate that, in terms of a subsequent audit.

Ms. Broyles said I move that we approve the reimbursement for \$130 for the employees that stayed at University Inn during the emergency recent blizzard, and that it will come from the travel account—or public works—

Mr. Satterly said we'll reimburse Mrs. VanMeter—

Ms. Broyles said the MVH.

Clerk-Treasurer Rhodes said it will come from the appropriate account.

Mr. Satterly said we will reimburse Mrs. VanMeter who put it on her charge card.

Ms. Broyles said right.

Mayor Mills said even though I told her they could put it on my card for the City, she preferred to do it and be reimbursed.

Mr. Satterly said okay, I'll second that.

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The vote was AYE.

Request: Vacation Time Carryover – Public Works Director Downey

Public Works Director Downey said I have a request of the Board. Employees are allowed to carry over 40 hours of vacation time. I tried to take part of my vacation time, and I'm asking the Board if I can carry over 80 hours of vacation time. My anniversary date was the 17<sup>th</sup> of February. I had scheduled to take off vacation, but I didn't take off vacation, I stayed here and worked. So I'm asking the Board to approve my carrying over 80 hours rather than 40 hours. The personnel policy says only 40 hours.

Mayor Mills said and I will just say that this needs to go to, I think, the Personnel Committee and the HR Director before it comes to the Board. So let's postpone this until next week.

Public Works Director Downey said thank you. No problem.

Bid Acceptance: 2007 Sanitation Packer – Sanitation

Public Works Director Downey said the Board received bids on a sanitation truck. I'm recommending the Crane Carrier Chassis with the McNeilus 25-yard bed from Refuse Truck Sales in Ohio. It meets the specifications most responsive. It's the most responsive bid to the specifications.

Mr. Satterly said I move we approve the—

Public Works Director Downey said do you want to correct that, Bob [City Attorney Bauman]?

City Attorney Bauman said well, we have to pick the lowest responsive and responsible bid. Is it the lowest responsive bid?

Public Works Director Downey said yes.

City Attorney Bauman said okay.

Mr. Satterly said I move we approve entering into the contract for the purchase of a Crane Carrier Chassis with the McNeilus 25-yard bed from Refuse Truck Sales, Gahanna, Ohio. Motion was seconded by Ms. Broyles, and the vote was AYE.

Clerk-Treasurer Rhodes said what is the amount, because we need to sign the bid.

Public Works Director Downey said \$174,716.

Clerk-Treasurer Rhodes said okay, thank you.

Vote on Contract: Infrastructure Systems, Inc. – Barbarry Heights Lift Station and Force Main Replacement – WWTU

Mayor Mills said we need to go back to the first thing you gave us.

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Ms. Broyles said I move that we approve the agreement between the City and Infrastructure Systems, Inc. for the Barberry Heights Lift Station and Force Main Replacement. The base bid is \$882,465. Motion was seconded by Mr. Satterly, and the vote was AYE.

Thank You to Street and Sanitation and Police Departments – Mayor

Mayor Mills said I would just add, before we move on—you can correct me on the number of hours—but our Street and Sanitation Department has put in over 500 hours since a week ago today, doing snow removal for the City. And I think they've done a fabulous job. We are hoping the next few warm days will help clear some of those places up against the curbs, so people won't be parking out in the travel lanes like they're wont to do lately. But your group, your department, did a fabulous job, and we all appreciate the long hours and work under hard conditions.

Public Works Director Downey said well, to add to that, we used six employees from the Wastewater Treatment Plant, we used four people from Sanitation Department, and we sill got sanitation picked up and recycling picked up the best we could. I think we got over 50% of it during that week. We only lost one transmission. We lost several blades. I'd also like to thank the Police Department. One of the officers helped block traffic on Andrew Place, so that we could push back snow and get parking and travel down through there. And I'm sure that, if you were thinking the streets should be like July 5 or 4, I failed. They weren't that type of conditions.

Mr. Satterly said what shape is your budget in now for snow removal?

Public Works Director Downey said should be all right. Up until last week, we haven't had much winter. Overtime will be hit pretty hard, because I didn't plan that much in overtime. So we'll probably have to do a transfer in overtime, but other than that—salt-wise, mechanical repair, fuel—we're in good shape.

Mayor Mills said I will also add thanks to [Police] Chief Marvin and the Police Department. Dan [Police Chief Marvin] and I went out on Wednesday morning and on Thursday morning did a real circuit of the City in his good four-wheel drive personal vehicle, so we could get around. We had great cooperation, and Dan [Police Chief Marvin] worked very closely with the Sheriff and the people in Lafayette and the County to coordinate all of the snow emergency details, so it really was a very well coordinated effort on behalf of many people in the County, and I appreciate that, Chief [Marvin].

Police Chief Marvin said thank you.

Mr. Satterly said does West Lafayette have snow emergency routes like Lafayette has?

Public Works Director Downey said no, we do not. Most of the routes that would be considered snow emergency that have little to no parking—Salisbury Street, Grant Street, which are the main thoroughfares that connect the Police Department, Fire Departments, schools, and the shopping centers. They have little to no parking on them, and so— That was discussed 12 or 15 years ago, when Lafayette put those routes in effect on Ferry Street and 18<sup>th</sup> Street and some of those streets, where various curb parking on both sides of the street. Mayor Margerum and I did discuss that when we went through that, and didn't feel that there was a need. We'd like to be more business friendly in the south end of town where people park on the streets, and so we left it alone.

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Mayor Mills said and we actually have discussed in the last few days whether we need a policy that we could at least implement for a situation like this, where we remove parking on one side of the street, to allow Mr. [Public Works Director] Downey's people to get in there and clean one side, and then, you know, move the parking to the other side and clean the other side. Because our biggest problem in the south end of town is it's so heavily parked you can't even push the snow anywhere, let alone get in there to do a better job after the second or third day, because it's solid cars. It just makes it impossible for us to come in there and clean more thoroughly. And that may be something we need to talk about again, particularly if we'll start having, you know, more regular snow. I guess that's a global warming issue, whether we'll actually have more snow or not. But thank you both for a great, great work this week.

### Change Order No. 1: Pierce Manufacturing – Fire Trucks – Fire

Fire Chief Drew said I have a change order. This is the near-final price for the trucks. It goes down from \$450,000 per truck down to \$418,500, so the total contract savings is about \$64,000. Once we knew what manufacturer we were working with, we could make a few refinements and not lose any functioning at all of the trucks and then they'll begin. The largest component change there is the change in the manufacturer of the CAFS system. Pierce makes their own system, so we're going to save quite a bit of money by utilizing that. I ask for approval for that change order.

Ms. Broyles said do we want to say it's the near-final price?

Fire Chief Drew said yes. There may be one more.

Ms. Broyles said okay, I move that we approve the near-final price for the fire trucks, reducing the original contract price of \$450,450 [each] to \$418,500 [each]. Motion was seconded by Mr. Satterly, and the vote was AYE.

### Increase in Wages: Intern Natalie Villwock - Engineering

City Engineer Buck said I would like to request the Board's permission to increase the salary of our Engineering intern, Natalie Villwock by \$1 an hour. Natalie started with us three years ago now, and she's in her Ph.D. studies at Purdue, and is really not getting that many hours, four to eight hours, a week. And we'd like to raise her from \$13 an hour to \$14 an hour, and make that effective for the current pay period.

Ms. Broyles said I move that we approve the increase for Natalie Villwock by \$1 per hour, to \$14 per hour, effective February 10, 2007. Motion was seconded by Mr. Satterly, and the vote was AYE.

Mayor Mills said we appreciate having her so long. She's done a great job for your department, and you're lucky to still have her working with us.

City Engineer Buck said she's really been great. She comes to Traffic Commission just for fun.

### Information for Board and Public: Traffic Commission Meeting – Engineering

City Engineer Buck said the Traffic Commission will be in this room Wednesday afternoon at 5 o'clock. Two subdivisions that will be receiving preliminary approval of the primary plat, I think I said

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that right, at the Wednesday night APC meeting, the PRF Section 3, Phase 1 and the Wabash Commons Development will be heard.

Mr. Satterly said and Wabash Commons is—?

Mayor Mills said K-Mart.

Claims

Mayor Mills moved to approve the claims as submitted in seven dockets in the following amounts:

Accounts Payable	\$ 3,298.24
Accounts Payable	94,397.57
Accounts Payable	2,557.17
Accounts Payable	618,456.39
Payroll	986.30
Payroll	10,540.07
Payroll	287,233.10

Motion was seconded by Mr. Satterly, and the vote was AYE.

Minutes

Mr. Satterly said I move the approval of the Board of Public Works and Safety meeting of February 6, 2007, as distributed. Motion was seconded by Ms. Broyles, and the vote was AYE.

Adjournment

There being no further business at this time, Ms. Broyles moved for adjournment. Motion was seconded by Mr. Satterly, and the vote was AYE.

Respectfully Submitted,

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Jan H. Mills, Mayor  
Presiding Officer

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Judith C. Rhodes, Clerk-Treasurer  
Clerk of the Board