

BOARD OF PUBLIC WORKS AND SAFETY MINUTES
March 20, 2007

Approved at the March 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 March 20, 2007, at 11:00 a.m. Present were Janet L. Broyles, Gilbert T. Satterly, and Mayor Mills, who presided.

Bid Opening: 2007 Sagamore West Midway Tree and Shrub Planting Project – Development
Clerk-Treasurer Rhodes opened three bids for the 2007 Sagamore West Midway Tree and Shrub Planting Project.

Mayor Mills read the bids aloud:

Bidder	Amount	Alternate 1 (second year maintenance)
Yardberry Landscape Excavating Co.	\$104,329.00	\$14,000.00
GardenArt	81,156.27	9,000.00
Bennett's Greenhouses, Inc.	92,447.00	10,884.00

Clerk-Treasurer Rhodes said, in reference to the Garden Art bid, this bid cited Indiana Code as the reason they are not required to submit a bid bond. They declined to do so, but there is a bid there, otherwise conforming. I would defer to the City Attorney, in terms of when we asked for a bid bond, and they declined to provide it, whether he would advise you to wait until you have it.

Mayor Mills said thank you very much, those who bid. We'll take these under advisement.

Quote Opening: 2007 72-inch Front-end Mower – Parks
Clerk-Treasurer Rhodes opened three quotes for a 2007 72-inch front-end mower.

Mayor Mills read the quotes aloud:

Quote from	Quote	Less trade-in	Price
MacAllister Machinery Company, Inc.	\$ 13,825.85	\$ 3,000.00	\$ 10,825.85
Booth Machinery	13,742.00	3,850.00	9,892.00
Riggs Mowers & More	13,950.00	3,000.00	10,950.00

Quote Opening: Lincoln Street Park Concrete Project – Development
Clerk-Treasurer Rhodes opened two quotes for the Lincoln Street Park concrete project.

Mayor Mills read the quotes aloud:

Quote from	Amount
Milestone Contractors, L.P.	\$28,100.00
Dimensional Builders, Inc.	36,775.00

Increase in Wages: Operator Mark Jansma - WWTU
Public Works Director Downey said I would ask the Board to approve a salary increase for Mark Jansma. He successfully passed the California State Sacramento Course for Treatment of Metal Wastestreams. That would be for \$9.62 biweekly, or \$250.00 annually, which is covered in the salary ordinance.

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Ms. Broyles said I move that we approve the salary increase for Mark Jansma for passing the Treatment of Metal Wastestreams course. That would adjust his salary by \$9.62 biweekly, or an increase of \$250.00 annually, and it's retroactive to February 1, 2007. Motion was seconded by Mr. Satterly, and the vote was AYE.

SRF Disbursement Request No. 42: Greeley and Hansen, LLC – Construction Services for Western Interceptor-Division I – WWTU

Public Works Director Downey said I would ask the Board to approve the Mayor signing an SRF payment to Greeley and Hansen for work they've done on the Western Interceptor for \$14,592. This is for payment 42, and the total disbursement would be \$2,360,535 out of an original loan amount of \$12,380,000.

Mr. Satterly said I move we approve the payment to Greeley and Hansen on the SRF Loan Number CS 18240001. This is Request No. 42, and the amount is \$14,592. Motion was seconded by Mr. Satterly, and the vote was AYE.

Information for Board: Tippecanoe County Solid Waste Advisory Commission Approval for Contribution to West Lafayette Recycling Drop-off Center – Street

Public Works Director Downey said and for the Board's information, the Mayor attended the Tippecanoe County Solid Waste Advisory Commission meeting on March 12, and the committee approved awarding us \$41,500 to help operate the recycling drop-off center, as they've done in the past. And I'd like to thank the Commission, and ask Judy [Clerk-Treasurer Rhodes] to apply for our money. It'll be three payments, I believe, as in the past.

Information for Board: Indiana Rivers Rally – Wastewater

Public Works Director Downey said and other information, the Indiana Rivers Rally will be held June 7 through 9 at Purdue University, and I'd like for the Board to have that information, and anybody else that wishes to attend. I have passed that information along to all of the Council; I put it in everybody's mailbox, for their education. And hopefully we can improve the River—neat river, the Wabash. That's all I have.

New Hire: Probationary Firefighter John Keller – Fire

Fire Chief Drew said Rick Rouse has been with the Fire Department for 30 years and has decided to retire, so we need to fill that open position. John Keller has gone through the process and I'm recommending that he be hired. I'm requesting that we hire John Keller to replace Rick Rouse, effective April 3 of this year. The starting salary is \$1,560.39 biweekly.

Ms. Broyles said I move that we approve the hiring of John Keller as entry level firefighter on the B shift, effective April 3, 2007, with a biweekly salary of \$1,560.39. Motion was seconded by Mr. Satterly, and the vote was AYE.

Elevation in Rank: Grant Birge to Firefighter Second Class – Fire

Fire Chief Drew said and also, Grant Birge has been with the Department for almost a year now, so he's ready to come off of probation and be elevated to Firefighter Second Class. That would be effective on April 11, that's his anniversary date, and his new biweekly pay would be \$1,720.19.

Ms. Broyles said I move we approve the elevation in rank for Grant Birge to Firefighter Second Class, effective April 11, 2007, with a biweekly salary of \$1,720.19. Motion was seconded by Mr. Satterly, and the vote was AYE.

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Mayor Mills said it's been a quick year.

Fire Chief Drew said yes, it sure has.

Contract: INTAC Management Group, LLC – Facilities Maintenance – Engineering

City Engineer Buck said I have a couple items for the Board this morning. The first is a facilities maintenance contract, an agreement with INTAC Management for the remainder of 2007. Basically, we've broken down each month with an estimated not-to-exceed number of hours for facility maintenance needs, both at the City Hall Building and at the Police Station Building. I request the Board's approval on this contract. Tim [Clark, President of INTAC Management Group, LLC] is here, if there's any questions for him, as to what we're doing and how things are going.

Mr. Satterly said I move we approve entering into a contract for facility maintenance with INTAC Management Group, the contract to take effect March 1, 2007, and run through December 31, 2007. Normally, hourly rates are based on \$120 per hour; the City of West Lafayette rates are based at \$100 per hour. Motion was seconded by Ms. Broyles, and the vote was AYE.

Mayor Mills said thank you. I'll just comment that INTAC and Tim [Mr. Clark] have done a wonderful job in bringing this building and the other facilities into this century, I think. We appreciate the hard work. We're finally getting our HVAC systems and other related issues, I think, dealt with in a way that's being very effective for us and very energy conscious, finally. So thank you, Tim. We appreciate all the hard work.

Agreement: Duke Energy Shared Services, Inc. – Summary Billing – Engineering

City Engineer Buck said the other item I have is an agreement for summary billing between the City and Duke Energy, our power company. Currently, the power company is sending us numerous bills for 84 separate bills, and this will be an agreement that will allow them to combine those into the proper categories, and so we'll only receive, I think, six bills. Tim's [Clark's, President of INTACT Management Group, LLC] letter outlined what it would include, and City Services, City Hall, Fire Department, MVH, Parks, and Wastewater would be the categories. We'd still get the same bills, it would just be broken down into these categories, so it would be easier on everybody for bookkeeping purposes. So I would request the Board approve this agreement and enter into this agreement with Duke Energy Services.

Ms. Broyles said I move that we approve the agreement for summary billing with Duke Energy Services, to consolidate the 80-some bills that we receive down to six. Motion was seconded by Mr. Satterly, and the vote was AYE.

Mayor Mills said again, just another example of how we're going to end up being more efficient and saving money with the service at INTAC is helping us.

Information for Board: Traffic Commission Meeting – Engineering

City Engineer Buck said the only other thing I'd mention is the Traffic Commission is going to meet Wednesday at 5 o'clock in this room.

Information for Board: Redevelopment Commission Meeting – Development

Director of Development Andrew said Redevelopment Commission Friday at noon in this room.

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Claims

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

Payroll	\$ 10,982.02
Payroll	287,362.93
Accounts Payable	2,251.71
Accounts Payable	81,332.14
Accounts Payable	\$ 171,906.29

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

Minutes

Mr. Satterly said I move we approve the minutes of the Board of Public Works and Safety meeting of March 13, 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.