

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

March 25, 2008
11:00 a.m.

City Hall Lower Level Conference Room

Members present were Susan K. Goldman, Bradley W. Marley, and Mayor John R. Dennis, who presided.

I. PRE-CAUCUS

The agenda was reviewed. Items were discussed among Board members and Department Heads.

II. APPROVAL OF MINUTES

A. March 18, 2008, Meeting

Ms. Goldman moved to accept the minutes of the March 18, 2008, Board of Works meeting. Mr. Marley seconded the motion. The motion was adopted.

III. NEW BUSINESS

A. Grant of Temporary Easement from Donald R. Coughanowr for Green Meadows Lift Station Project – WWTU

City Attorney Burns explained this is a temporary easement, to allow us to have some "elbow room" for a project. Penciled notes on the document were made by Mr. Coughanowr, and these questions were answered by Public Works Director Downey. Mr. Burns recommended approval of this document as is. The document will not need to be recorded and will be on file with the City.

Mr. Marley moved that the grant of easement be approved. Ms. Goldman seconded the motion.

Mr. Downey provided an overview map showing the property in question. He relayed Mr. Coughanowr's concern that the City clean the area up, so that the tenant farmer could farm it and maybe gain an extra row or two. Mr. Downey presented a map that showed four excavation pits, one of which will push the 12-inch force main under the railroad tracks. The use of boring instead of open trench will result in much less disruption to this area than originally anticipated.

The motion was adopted.

B. Contract: Tischmak & Sohne, Inc. (d/b/a Soil Maker) for Disposal of Green Waste – Street Department

City Attorney Burns said the contract covers the points of agreement between Public Works Director Downey and the provider with the current operation. Mr. Downey said the contract does increase the monthly amount by \$200 a month to \$1,200. Before the City began working with Soil Maker, he had the expense of renting a tub grinder at \$9,000 per year to grind the yard waste himself. He explained that the City's green waste, including the Monday and Friday collections and leaves, are delivered to Soil

Maker where the waste is ground and mixed with leaves. Soil Maker has a permitted IDEM site for this operation, but not the City. Without access to this site, the City would have to use the Tippecanoe County Trash Transfer Station for disposing of its green waste at the going rate, \$36 per ton. The City would have to pay to obtain composted material from Soil Makers but has not had need for this material. Soil Maker may use the City's Trommel screener, which was originally acquired with joint City and IDEM funding, in exchange for credits on the monthly bills.

Ms. Goldman moved to approve the contract with Soil Marker. Mr. Marley seconded the motion. The motion was adopted.

C. Contract: ADS Environmental Services for CSO Monitoring – WWTU

Public Works Director Downey explained the CSO (Combined Sewer Overflow) monitoring services. There are four CSO points which must be monitored 24/7 year round. Any time there is a flow that goes over the weir or goes to the river, this must be reported to IDEM as part of the monthly report filed by the 28th. Mr. Downey said in addition to monitoring for CSOs, ADS takes care of the equipment, making certain it is calibrated. This is a three-year contract. Ms. Goldman asked whether the \$52,560 is annual charge or for the term of the contract. Mr. Downey answered that the \$52,560 is the three-year amount. Ms. Goldman asked if other companies in the State do this. Mr. Downey said yes. The City's contract with ADS expired in December 2007, and the contract renewal was not brought to the Board earlier because he was investigating the potential for saving money and using another firm, GEOtivity, because 15-point monitoring that will be necessary once the Western Sanitary Sewer Interceptor Project is completed. Mr. Downey said he felt that ADS will provide the best service at the best price, and the need for 15-point monitoring will be brought back to the Board when the Western Sanitary Sewer Interceptor Project is nearer completion. Mr. Burns requested that the Board postpone action on this contract pending his review of the document.

Mr. Marley moved that approval that the contract with ADS be tabled until the April 1, 2008, Board of Works meeting. Ms. Goldman seconded the motion. The motion was adopted.

D. Settlement Agreement and Amendment: City and New Cingular Wireless PCS, LLC – Fire Department

City Attorney Burns explained that this agreement relates to the cell tower at Fire Station No. 1 which was struck by lightning about three years ago. The settlement and agreement document covers three lightning strikes to the cell tower in which lightning jumped from the cell tower to the Fire Station and damaged computers, telephone lines, and dispatch equipment. The settlement amount is \$13,000. Mr. Marley asked if this also included a lease agreement. Fire Chief Drew answered that the original agreement was signed in 1997 and is good for 25 years. Mr. Marley questioned whether the cell tower is too close to the Fire Station, since lightning strikes to it have knocked out three critical communication services. Mr. Drew said that this has been addressed with some additional grounding, and there has not been an incident since. Ms. Goldman asked if the tower was not properly grounded when it was installed. Mr. Drew explained that the tower itself was properly grounded as far as what's normally done, but the close proximity to the Fire Station and the radio antenna that was there was not adequately taken into account.

Ms. Goldman moved that the Board approve the settlement agreement and amendment. Mr. Marley seconded the motion. The motion was adopted.

E. SRF Payment Request #71: Greeley and Hansen for Engineering Services on the Western Sanitary Sewer Interceptor-Division II - \$21,632 – WWTU

Public Works Director Downey noted that the payment is for construction oversight for the Western Sanitary Sewer Interceptor-Division II. He added that the project is going well.

Mr. Marley moved that SRF Payment Request #71 be approved. Ms. Goldman seconded the motion.

Mr. Marley asked if the project list had been updated. Public Works Director Downey said it had been updated. The project list was reviewed by the Board.

The motion was adopted.

F. Approval of Notice to Bidders: 2008 CDBG Sidewalk Replacement Project – Bids Due April 15, 2008 – Development/Engineering

City Engineer Buck said this is a CDBG-funded project. This is a continuation of Community Development Block Grant curb and sidewalk replacements in several blocks along Salisbury from Stadium to Lutz in the summer of 2007. This summer, Engineering is continuing curbs and sidewalks south to Fowler and Wiggins. This is funded using monies left over from the 2006-07 CDBG funding year and from the 2007-08 program year in CDBG. Mayor Dennis noted that there is no timeline for using these funds; they roll from year to year. Mr. Buck confirmed that, and said that the money doesn't usually come in until the fall, when it's too late to use the money for work in the target area without congestion. Work is scheduled to begin the first full week in May, with completion due by July 18. Mr. Marley asked if accessibility ramps are required on every corner. Mr. Buck responded that they are required. Mayor Dennis asked what percentage of street corners have ramps and are compliant. Ms. Elizabeth Cook, Engineering Assistant, reported that there are 80 undone of the 880 total. Mr. Buck reported that Engineering keeps an inventory of every corner and every ramp, when it was installed, so that they know if it was compliant when it was installed. Mr. Buck noted that the advertising for this should be March 28 and April 4, with the bid opening of April 15.

Ms. Goldman moved to approve the Notice to Bidders, the advertising dates, and the bid opening dates. Mr. Marley seconded the motion. The motion was adopted.

G. Road Closure Request: Bexley – Engineering

City Engineer Buck said Indiana-American Water Co. needs to repair and finalize a permanent pavement patch at the corner of Bexley and Northwestern, finishing a 2007 project of replacing water mains. He explained that American Structure Point, represented by Dave Lancet, will be overseeing and inspecting this project for Indian-American Water Co. They have to use the entire width of the street, and will have signage noting the detour to Chelsea. The street will be closed less than one day, after morning rush hour and opened up before the evening rush hour on Thursday, March 27.

Ms. Goldman moved to approve the road closure of Bexley on Thursday, March 27. Mr. Marley seconded the motion. The motion was adopted.

H. Claims

1. AP Docket \$ 47,647.03
2. AP Docket \$234,009.89

Ms. Goldman moved that the claims be approved. Mr. Marley seconded the motion. The motion was adopted.

I. Information Only

1. Acceptance of Quote for 2008 Street Paint [Quote opened at March 3, 2008 Board of Works meeting.]
Public Works Director Downey said Sherwin-Williams was the lowest submission, \$8,565.50. JD Ken's quote was acknowledged by them to be correctly calculated and was not the low quote.

2. Quote Announcement: Spring 2008 Operation Releaf and Amberleigh Village Planting Projects – Due April 1, 2008 – Development
CDBG and Development Manager Martin said Greenspace Administrator Shaw sent notices to eight vendors to quote on 2008 Operation Releaf and Amberleigh Village, which is a continuation from last year's plantings. This is for the spring species. Quotes are due by April 1.

3. WWTU Projects List

This item was covered earlier, as part of the SRF Payment Request #71.

4. Status of Bid Acceptance: Lease/Purchase Financing of Nine City Vehicles – Clerk-Treasurer

Clerk-Treasurer Rhodes said she had reviewed the submitted bids, and SunTrust Equipment Finance & Leasing Corp. is the lowest rate. Lease documents from Sun Trust are now in the process of being reviewed by the City Attorney and herself. Her goal is to bring the acceptance of bid, approval for closing, and approval for an escrow account for Board action next week. Mr. Marley asked if all of the bidders adjusted their rates for the Federal Reserve move that occurred the day before bids were due, and if this should be re-bid. Ms. Rhodes said all interest rates bid were fixed with the exception of three bids which specified rates that floated in relation to a swap rate index, with two different indices referenced. She followed up those bidders. The bids were very competitive. Sun Trust is the lowest bid at 2.94%. It would be necessary to re-bid in order to obtain revised fixed rates, but that will create at least a one-month delay and create problems with the vendors for our vehicles. She recommends going ahead with this bid.

5. Guests

Mayor Dennis welcomed students from another section of Purdue CE399, Oral and Written Communication in Civil Engineering, in attendance.

6. Recognition To Police and Fire Departments

Mayor Dennis thanked Police Chief Dombkowski and Fire Chief Drew for their service with the visit of former President Clinton to West Lafayette. Both the

Secret Service and President Clinton's staff were complimentary to the agencies for their work.

7. New Police Vehicles

Police Chief Dombkowski said the Police Department has picked up their six new vehicles. They will not be put into use immediately, because the County radio system is being re-banded and some of the replacements will be funded through the re-band which will save the City some money.

8. Tour of Wastewater Utility

Public Works Director Downey said he was looking forward to the Board members visiting the Wastewater Plant on Thursday.

IV. ADJOURNMENT

There being no further business to come before the Board, Mr. Marley moved that the meeting be adjourned. Ms. Goldman seconded the motion, and the meeting adjourned.