

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

APRIL 8, 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

Agenda items were discussed among Board members and Department Heads.

II. APPROVAL OF MINUTES

A. April 1, 2008, Meeting

Ms. Goldman moved to accept the minutes of the April 1, 2008, Board of Works meeting. Mr. Marley seconded the motion. The motion was adopted.

III. OLD BUSINESS

A. Contract: ADS Environmental for CSO Monitoring – WWTU

[tabled at April 1, 2008, Board of Works meeting]

Public Works Director Downey presented the contract and recommended approval, noting that CSO monitoring and reporting is required by IDEM. This is a renewal of an existing contract; the City has a long-term relationship with the ADS Environmental. Mr. Downey interviewed Geotivity to see if prices were lower, but reported that there was not significant difference. This is a three-year contract for \$52,560. City Attorney Burns said that he had reviewed the contract, and found that the changes he requested were made and the contract is in good legal form. Mr. Burns recommended approval.

Ms. Goldman moved that the contract with ADS Environmental for CSO monitoring be approved. Mr. Marley seconded the motion. The motion was adopted.

IV. NEW BUSINESS

A. Request: Parking Lot to Sand Volleyball Court – Alpha Kappa Lambda Fraternity – April 14-19, 2008 – Mr. Jon Reynolds

Mr. Jon Reynolds of Alpha Kappa Lambda fraternity requested Board approval for making the parking lot at 417 Waldron Street into a sand volleyball court for about a week. Sand is rented from the Co-Rec facility at Purdue and returned to the Co-Rec after the area is cleaned up.

Mr. Marley moved that the request of Alpha Kappa Lambda be approved. Ms. Goldman seconded the motion.

Police Chief Dombkowski asked that the fraternity provide documentation before Police Department recommends approval of the request. Chief Dombkowski noted that there is a \$500 surety bond requested. Mr. Reynolds said he would have a certified check for the Clerk-Treasurer by the end of the week. Public Works Director Downey explained that the \$500 is to ensure that they remove the sand from the parking lot promptly. Mayor Dennis asked how we avoid sand entering the drainage system. City Engineer Buck noted that some provisions were added to this permit request, to ensure that the sand stays contained with sandbags, so that a rain will not wash away into the storm sewer system. Mr. Buck requested that they use brooms and mechanical methods to remove the sand. The Engineering Department will inspect the area before the cashier's check is released to the fraternity. Mr. Buck commented that remote parking agreements are usually in place. Mr. Reynolds was not aware of them, saying that the street will be used. Mr. Buck said the lack of such remote parking arrangements will add stress to the parking in the area. If there were complaints, his office will go to the fraternity and ask them to investigate remote parking.

The motion was adopted.

B. Request for Street Closure: Taste of Tippecanoe – June 21, 2008 – Mr. Scott Freeman

Mr. Scott Freeman, Director of Taste of Tippecanoe, requested street closure for the 27th annual TAF-sponsored Taste of Tippecanoe. The closure would be from 6:00 a.m. on June 21 to 6:00 a.m. on June 22, on Tapawingo Drive north of State Street, leaving access to the hotel and garage, to Brown Street, and from Brown Street at Tapawingo east to the River. He reported that there will be plenty of signage to direct traffic. Mr. Freeman explained that the family-oriented activities for the Taste will be located in West Lafayette and that no alcoholic beverages will be sold on the West Lafayette side. Mr. Freeman indicated that the primary fireworks launch site will be off the sand bar on the West Lafayette side, and he has made a request to Parks Superintendent Payne to have a few branches trimmed to facilitate that launch site. A second plan would be to move the launch site to Tapawingo Drive South, in the open area. Melrose Pyrotechnics will be doing the fireworks. Police Chief Dombkowski said Mr. Freeman has been working with Police Captain Leroux and City Engineer Buck on various aspects of the Taste. They both recommend approval of the request. Mr. Marley requested that the security fence be set up in a way which does not block the handicap ramp to the sidewalk. Public Works Director Downey noted that Tapawingo Drive South is not posted from the bridge over to State Road 43. He asked whether that should be posted "No Parking." City Engineer Buck said this roadway is not signed or painted. There are two travel lanes each direction, so if someone did park there, they would be parking in a travel lane. He explained that both he and Captain Leroux prefer not to permanently sign or paint a travel lane, but because of the proximity to the Taste, it may be useful to put temporary signs in place. Mayor Dennis concurred. Mr. Freeman asked about temporary signs in the Tapawingo area on Thursday evening, so that electricians can work without blocking vehicles. Chief Dombkowski asked that Mr. Freeman contact Captain Leroux on this matter. Ms. Goldman suggested that signs be placed so that those attending the Taste do not park in the Levee Plaza area.

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

C. SRF Payment Requests and Review of Project Payments Listing – WWTU

1. Request No. 11: \$47,500 to M.D. Wessler & Associates, Inc. for Engineering Services – Digester Renovation Project

Mr. Marley noted that the “Previous Disbursements” line on the SRF Disbursement Request, the \$1,238,553 does not foot with the previous disbursements on the Project Payments spreadsheet. He also noted that SRF Payment Request No. 12 also does not foot. Public Works Director Downey said he would investigate these.

Mr. Marley moved that SRF Payment No. 11 to M.D. Wessler & Associates for \$47,500 be approved. Ms. Goldman seconded the motion. The motion was adopted.

2. Request No. 12: \$318,501 to Bowen Engineering Corp. for Construction Services – Digester Renovation Project

Ms. Goldman moved that SRF Payment No. 12 to Bowen Engineering Corp for \$318,501 be approved. Mr. Marley seconded the motion. The motion was adopted.

D. New Hire: David Henderson – Utility Director of WWTU

Mayor Dennis asked the Board of Works to ratify David Henderson as Utility Director of the Wastewater Treatment Utility. He left WWTU five or six years ago, when he moved to Warsaw to head that wastewater utility. Mayor Dennis said that Mr. Henderson is highly qualified with a great deal of experience. Mr. Henderson has a B.S. from Purdue University in Biological Sciences. His first day will be April 14, 2008.

Ms. Goldman moved that Mr. Henderson be hired as the Utility Director of the Wastewater Treatment Utility. Mr. Marley seconded the motion. The motion was adopted.

E. Surplus Equipment: Various Items – Street/Sanitation/Recycling

Public Works Director Downey noted that the items on the list provided will be sold for scrap. The money will be deposited to the MVH Fund.

Mr. Marley moved that the items be declared surplus. Ms. Goldman seconded the motion. The motion was adopted.

F. Bid for Lease/Purchase Financing: Acceptance of Bid, Approval for Closing, and Approval for Escrow Account for Nine City Vehicles – Clerk-Treasurer

Clerk-Treasurer Rhodes recommended that Sun Trust Equipment Finance and Leasing Corporation lease/purchase and one payment request for the six Police cars be approved. City Attorney Burns has reviewed the documents and also recommended approval.

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

G. Claims

1. AP Docket - \$1,107,915.56

Clerk-Treasurer Rhodes noted that there are temporary loans from the Wastewater Utility into the City, as well as the quarterly PERF payment to the State. There will be more large dockets related to temporary loans, because the General Fund and the Parks and Recreation Fund are in deficit situations until tax draws are available. The alternative would be for the City to borrow money from outside institutions. The City budget is not overdrawn; the issue is a cash flow problem due to unavailability of tax dollars.

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

H. Other

1. Thank You to Police Department

Mayor Dennis commended the Police Department for its work with the Drug Task Force in a major cocaine arrest last night.

2. Engineering

City Engineer Buck updated the Board on the water company's water main replacement project. Several weeks ago, there was concern about some of the construction. There is a contractor back on site in the Meridian-Bexley areas and Bristol Court, cleaning those areas up, replacing sidewalks. There are some areas where the water company's sidewalk replacement will leave some sidewalks in place that are in bad shape. The Engineering Department is preparing a quote package which may be opened at the April 15 Board of Works meeting, so that the City can do some spot-improvements. There is money in the budget, according to Mr. Buck, in the CCD Fund.

3. Street

Public Works Director Downey mentioned that the snowplows are now off. In addition, the drop-off sites at the Street Department site, the Lommel Park, and the street are filling up with discarded items. Yesterday seven employees worked three-quarters of an hour overtime, picking up material.

4. In Attendance Today

Mayor Dennis noted that Councilor Hunt was in attendance today and also another section of Civil Engineering 399.

V. ADJOURNMENT

There being no further business to come before the Board, Mayor Dennis adjourned the meeting.