

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

MAY 20, 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. May 13, 2008, Meeting

Ms. Goldman moved to accept the minutes of the May 13, 2008, Board of Works meeting. Mr. Marley seconded the motion. The motion was adopted.

III. NEW BUSINESS

A. Request for Statement of Qualifications for Design Engineering, Right-of-Way Engineering, and Right-of-Way Services for Cumberland Avenue Reconstruction-Phase I – Engineering

City Engineer Buck presented materials to select an engineering firm to assist with the first phase of reconstruction of Cumberland Avenue, from Sagamore West to Yeager Road. This segment will entail topographic surveying, environmental assessment, traffic analysis, design engineering, and preparation of construction documents. April 2009 is the target date for start of construction. It is not expected that right-of-way will be acquired. Materials will be mailed to a list maintained in Engineering, and that a notice would also be published.

Ms. Goldman moved that the Request for Statement of Qualifications be approved. Mr. Marley seconded the motion.

Mayor Dennis noted that it's great news that the Cumberland Avenue reconstruction project is starting, even if it's just design work, as citizens are very concerned about that area and eagerly anticipate the improvements. City Attorney Burns asked how many firms will receive the RFQ, and Mr. Buck said there likely would be 20 to 30 responses. He reported that the Schneider Corporation has created a website for the project, so that all potential responders can access all the information they need. Schneider held meetings with the community on planning for this process. No federal funds will be used for this project. Mr. Buck noted that the RFQs are due June 24, and that responses will be distributed to the Board. Rating sheets will be used to evaluate each response, and the top three companies will be interviewed. This process is

similar to what would be done if there were federal dollars used, except that INDOT would be involved if federal funds were used.

The motion was adopted.

- B. SRF Payment Request and Review of Project Payments Listing – WWTU Request No. 74: \$11,896 to Greeley & Hansen for Engineering Services – Western Sanitary Sewer Interceptor Project-Phase III
Wastewater Utility Director Henderson said this is for design of Phase III, and that they are in discussion on acquiring easements.

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

Mr. Marley noted that the project payment budget of \$7,347,121.32 does not agree with the SRF Disbursement Sheet of \$7,491,645 for previous disbursements; he expressed concern about the discrepancy of \$144,573.68, which has been a difference for several weeks. Mr. Henderson indicated he would look into this, and added that he has information on the digester renovation questions from last week. Mr. Henderson indicated that the loan closing with SRF on the Digester Project occurred in June 2006; there were some payment requests that were processed in 2006 that don't show up on any of the categories on the current project payment budget. Included were such items as bond counsel, over \$15,000; reimbursement to the Utility for design costs incurred before the loan closed, approximately \$200,000; and Indiana Finance Authority counsel, \$2,000; and part of the initial payment request to Bowen in January 2007 was paid out of an earlier SRF loan that hadn't been zeroed out, approximately \$149,000. Mr. Henderson explained that these are the kinds of things that cause the numbers to not reconcile to the SRF loan. As to the payment against an earlier SRF loan, Mr. Henderson said that the Utility was instructed to spend that loan down before drawing on the new loan. Mr. Marley asked whether the SRF loans had to be match-funded or they could be used arbitrarily for other projects. Clerk-Treasurer Rhodes responded that they could only be used for the approved projects, and that both the Council and the SRF have to approve any change to draw down funds for other projects, once the original project was completed. Ms. Rhodes indicated that the approvals were made in this specific case, but there has not been a full reconciliation. She asked that the WWTU Financial Director to provide reconciling statements to the Board. Mr. Henderson indicated that he would do that. Ms. Goldman recommended that new loans established for projects be separately listed, and that payments against earlier loans be noted differently.

The motion was adopted.

- C. Elevation in Rank: Detective Cindy Marion to Sergeant – Police
Police Captain Leroux reported that the Police Merit Commission selected Detective Cindy Marion to be a Sergeant. He requested Sergeant Marion's pay be raised, effective May 12, 2008. Her new rate will be \$2,089.40 biweekly.

Ms. Goldman moved that the request be approved. Mr. Marley seconded the motion.

Mayor Dennis noted that Sergeant Marion is the first female commander in West Lafayette. Captain Leroux said that her pinning ceremony will be Friday, May 23, at 3:00 p.m. in Council Chambers.

The motion was adopted.

- D. New Hire: Stacey R. Ehrman as Patrol Dispatcher – Police
Police Captain Leroux requested Stacey R. Ehrman be hired as a Patrol Dispatcher, effective May 19, 2008, noting that she is filling a vacant dispatch position. The biweekly starting salary is \$1,187.74.

Ms. Goldman moved that the request be approved. Mr. Marley seconded the motion.

Mayor Dennis remarked that Ms. Ehrman was formerly a paramedic. Captain Leroux said she spent six years working for the ambulance service in Tippecanoe County.

The motion was adopted.

- E. For Board Information Only
1. Redevelopment Commission Contract: Light & Breuning, Inc. – Wabash Landing Garage Automation Project – Development
Assistant Director of Development Grady reported that the Redevelopment Commission accepted the bid from Light & Breuning with Alternate #1 for \$120,738, and Alternate #2 as requested. The contract was signed today.

- F. Claims
1. AP Docket - \$607,632.28
Ms. Goldman moved that the claim be approved. Mr. Marley seconded the motion.

Mr. Marley asked about the Parks Department payment to T.J. Gall & Associates for project coordination for the Pool Improvements, inquiring as to the balance due to T.J. Gall. Parks Superintendent Payne responded that he could not answer without looking at the sheet from last week. Mr. Marley asked for an updated project listing.

The motion was adopted.

- G. Other Items
1. Parks Superintendent Payne noted that the Splash Bash at the West Lafayette Pool will be held at 1:00 p.m. on Friday. He reported that the Pool has new fencing, paved a road, and other improvements this year.
2. City Engineer Buck reported that the street resurfacing project is out for bid, and the Engineering Department also has a quote for crack sealing on Kalberer

Road and Salisbury Street. The quotes will be opened the same day as the bid opening for the resurfacing project.

IV. ADJOURNMENT

There being no further business to come before the Board, Mr. Marley moved that the meeting be adjourned, and Mayor Dennis adjourned the meeting.