

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

SEPTEMBER 16, 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. September 9, 2008, Meeting

Ms. Goldman moved to accept the minutes of the September 9, 2008, Board of Works meeting. Mayor Dennis seconded the motion. The motion was adopted.

III. NEW BUSINESS

A. Quote Opening: Happy Hollow Storm Sewer Erosion Control Project – Engineering

City Engineer Buck explained that this quote opening is the first part of correcting the natural disaster in Happy Hollow Park. He has met with IDEM and DNR, and was referred to the Army Corps of Engineers about what should be done first. The consensus is that the water needs to be stopped first. HNTB and the City designed the plan and specifications for the work to reroute the stormwater from the Happy Hollow Elementary School and the West Lafayette City Pool in a new pipe through a new route, which is the quotes that will be opened today. The work is all concrete with manholes and concrete pipe and will enable stormwater to be dispersed directly into Happy Hollow Creek. That will allow the area that has failed to dry out. The City and Tippecanoe County Soil and Water, as well as IDEM, will then determine what mitigation measures are best to repair the situation. That will be a separate part, and will be bid in the future.

City Engineer Buck asked that he be permitted to take the quotes for review, and bring them back to the Board today. If there is a clear low quote, he will ask the Board to be accept it, so that work can begin immediately.

Clerk-Treasurer Rhodes read the quotes aloud:

<b>Quoter</b>	<b>Amount</b>
Atlas Excavating	\$146,855
Fairfield Contractors, Inc.	\$156,743
Kreager Brothers Excavating, Inc.	\$199,467

City Attorney Burns asked the Board to take no action at this time, but to wait until the rest of the agenda has been completed, to see whether the matter can be dealt with at this meeting.

Ms. Goldman moved that no action be taken until later in the meeting. Mr. Marley seconded the motion. The motion was adopted.

**B. SRF Payment Request and Related Listings – WWTU**

**1. Payment Request No. 22 – \$537,505 to Bowen Engineering Corp. for Digester Renovation Construction Services**

Wastewater Utility Director Henderson presented the Request for Payment for the Digester Renovation Project. These costs are primarily for the concrete in the Digester Control Building. The roof is about ready to be poured. The outer steel ribs of the digester are being put in place.

Mayor Dennis asked how big the lids on the digesters are. Mr. Henderson said they were about as large as the Lower Level Conference Room.

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

**2. Listings**

**a. Digester Renovation SRF Payment Listing**

**b. WWTU Project Payments**

Wastewater Utility Director Henderson reported that the Green Meadows lift station will be delivered next month.

**C. Request for Street Closure: Lincoln Street – September 28, 2008, for Lincoln Street Organization Bike Parade and Picnic – Police**

Police Captain Leroux presented the request to close Lincoln Street from Rose to Robinson on Sunday, September 28, from 3:30 p.m. to 7:00 p.m. for the annual Lincoln Street bike parade and picnic. Ms. Meg Foley is the organizer. Captain Leroux reminded her of the need to have the barricades staffed, in the event that emergency services would be needed in that area, and to contact Street Commissioner Downey for street closure signs and barricades. The Police, Fire, Engineering, and Street Departments have no issues with the request.

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

**D. Contract: Bennett's Greenhouses, Inc. – Fall 2008 Operation Releaf and Tree Fund Planting Project – Development**

Director of Development Poole remarked that Bennett's Greenhouses, Inc. was the low quoter at \$12,598.20 for the 65 trees to be planted throughout the City: on Salisbury from Morton Community Center to Lutz Street, miscellaneous replacement trees in the Village, and along Yeager Road from Kalberer Road to Cumberland. City Attorney Burns reviewed the contract and found it acceptable.

Ms. Goldman moved that the contract with Bennett's Greenhouses be approved. Mr. Marley seconded the motion.

Ms. Goldman inquired about the spreadsheet referenced in the contract. Mr. Poole provided a copy, which listed trees and locations, and affirmed that it would be attached to the final documents. Mr. Burns noted that the date of substantial completion must be completed before Bennett's signs. Mr. Poole replied that that is his intention. Mr. Marley asked if it is assumed that the lowest quote was accepted. Mr. Poole confirmed that this was the lowest.

The motion was adopted.

E. New Hire: Debra Windle – Part-time Receptionist – Mayor

Mayor Dennis reported that Part-time Receptionist was advertised and candidates interviewed. Debra Windle was the most qualified. She is a lifelong West Lafayette resident, Purdue graduate, and has a Master's Degree in International Relations, and she would be a good fit for the City and for his office. Human Resources Director Foster noted that Ms. Windle would begin tomorrow, September 17.

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

F. Claims

1. AP Docket \$ 93,093.47
2. AP Docket \$ 4,092.96
3. AP Docket \$235,292.53
4. PR Docket \$310,756.19
5. PR Docket \$ 13,069.21

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

Mr. Marley asked for clarification about the deferred compensation arrangement in reference to the claim for \$6,352.02. Clerk-Treasurer Rhodes responded that the City belongs to the Hoosier S.T.A.R.T. 457(b) deferred compensation plan, which was adopted by the Council. This is an employee voluntary pre-tax deduction. She noted that the City has not adopted the amendment to the plan that would allow the City to match or make contributions for employees but offers the original version of the plan. Mr. Marley questioned whether this were a deduction on each payroll, and Ms. Rhodes said yes.

Ms. Goldman asked about the \$2,630.00 payment to Advance Municipal Equipment. Street Commissioner Downey explained that this is the purchase of brooms for the street sweeper.

The motion was adopted.

III. A. CONTINUATION

A. Quote Opening: Happy Hollow Storm Sewer Erosion Control Project – Engineering

City Engineer Buck reported that he was able to review the quotes and has determined that the quote from Atlas Excavating at \$146,855 was the lowest, and the quote is in conformance with the requirements. He recommended that the Board accept the quote. If the Board accepts the quote, Mr. Buck will then meet with Atlas

Excavating, and will bring a contract, and performance and bond documents to next week's Board meeting.

Ms. Goldman moved to accept the quote from Atlas Excavating for \$146,855. Mr. Marley seconded the motion.

Mr. Marley asked what the plan is. City Engineer Buck responded that this project is only for the rerouting of the stormwater. There will be a restoration plan and contract later, once the water is stopped. At this point, the specific plan is not yet developed, but will likely include vegetative cover, grasses, and stair-stepping of various erosion control measures to stabilize the area. Mr. Marley asked whether the specifications included containing the area, and ensuring that no one can get into the construction area. Mr. Buck answered that the plans do include perimeter fencing to secure the site in addition to the existing school fencing, and erosion control riprap and straw bales and a silt fence around the disturbed area. Access to the site will be limited and will only be at the end of Kingston near Rose Street.

Ms. Goldman questioned how long the water control portion of this project would take. City Engineer Buck responded that it would be four to eight weeks, depending on how fast materials are received and work progresses.

G. Other

1. Fire Chief Drew reported that the football weekend was typical. During the game, the Wabash Volunteer Fire Department was in need of assistance with a house fire, which the Fire Department did provide. The Fire Department also had to go to a call in the Hills and Dales neighborhood during the game, and they were able to negotiate the streets with no problems with parking in the area.

2. Parks Superintendent Payne said that the parks survived the storms fairly well, except for the washout in Happy Hollow Park, and Art of the Wabash was rescheduled.

3. Director of Development Poole announced that Art on the Wabash would be held this upcoming Sunday in Tapawingo Park from 10:00 a.m. to 4:00 p.m.

4. Police Captain Leroux said that the weekend was a good one for the Police Department, with 215 calls for service in a 48-hour period, versus 231 for the first game. Extra effort was needed for traffic control since the game continued into overtime. The Breakfast Club activity was uneventful.

5. Wastewater Utility Director Henderson reported that the biosolids lagoon at the back of the Plant came back favorably. We have gone from a lagoon that was in distress in April to one that is properly functioning and normal today. Merrill Brothers were able to land apply biosolids today.

IV. ADJOURNMENT

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