

BOARD OF PUBLIC WORKS AND SAFETY MINUTES
December 4, 2007

Approved at the December 11, 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 December 4, 2007, at 11:00 a.m. Present were Janet L. Broyles, Gilbert T. Satterly, and Mayor Mills, who presided.

Approval: 2008 City Business Mileage Reimbursement Rate – Clerk-Treasurer

Clerk-Treasurer Rhodes said I'd like to ask Board approval, pursuant to the City Personnel Policy, to use the IRS rate for City travel in 2008, a business rate of 50.5 cents per mile. The current rate is 48.5 cents per mile.

Ms. Broyles said I move that we approve the City using the IRS business mileage rate for 2008 at 50.5 cents per mile. Motion was seconded by Mr. Satterly, and the vote was AYE.

Agreement: Komputrol – Disaster Recovery Services – Clerk-Treasurer

Clerk-Treasurer Rhodes said I'd like to ask for Board approval for the annual agreement with Komputrol for disaster recovery services for 2008 for the Clerk-Treasurer's accounting system, in the amount of \$450.

Ms. Broyles said I move that we approve the annual agreement with Komputrol for disaster recovery services for 2008 for the accounting system in the amount of \$450. Motion was seconded by Mr. Satterly, and the vote was AYE.

Maintenance Agreement: Motorola – Radio and Communications Equipment – Police

Police Chief Marvin said I have a couple items of business. First of all, I request Board approval to approve me to sign as the authorized customer, to enter into our annual service agreement with Motorola for our various radio equipment and communications equipment, as listed on the service contract. This would be for 2008, and the dollar amount is \$6,558.84. That did go up \$704.40 from 2007.

Mr. Satterly said I move we approve entering into a contract with Motorola. The service agreement is for various equipment that the Police Department uses. The grand total is \$6,558.84 for 2008. Motion was seconded by Ms. Broyles, and the vote was AYE.

Surplus Equipment: Pro-Gard Shotgun Racks – Police

Police Chief Marvin said I also have a request from our building maintenance people. We have six Pro-Gard shotgun racks that we're no longer using, valued at \$25 each that they're requesting be declared surplus, so that we can do something with them.

Ms. Broyles said I move that we declare surplus six Pro-Gard shotgun racks at a value of \$25 each. Motion was seconded by Mr. Satterly, and the vote was AYE.

Surplus Equipment: Waterlink/Hycor Screens Cleaner, Truck Hoist, and Two Pump-Brandies – WWTU

Public Works Director Downey said I would like the Board to declare the following three items surplus and to be junked from the Wastewater Plant.

Mr. Satterly said I move we approve declaring surplus at the Wastewater Plant a Waterlink/Hycor screens cleaner, a truck hoist, and two inch pump-brandies. Motion was seconded by Ms. Broyles, and the vote was AYE.

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SRF Disbursement Request No. 62: Gambs Mucker & Bauman – Legal Services for Western Sanitary Sewer Interceptor – WWTU

Public Works Director Downey said I would ask the Board to approve the Mayor to sign an SRF Disbursement to Gambs Mucker & Bauman for legal work of \$2,046 on the Western Interceptor.

Ms. Broyles said I move that we approve the SRF Disbursement Request No. 62 in the amount of \$2,046 to Gambs Mucker & Bauman for the Western Sanitary Sewer Interceptor for legal services. Motion was seconded by Mr. Satterly, and the vote was AYE.

Public Works Director Downey said that was for easements for Phase II.

SRF Disbursement Request No. 91: M.D. Wessler & Associates, Inc. – Engineering Services for Digester Renovation with Alternate Power Sources – WWTU

Public Works Director Downey said I would ask the Board to approve the Mayor to sign an SRF Disbursement for \$15,543 to Wessler & Associates, and this is on the Digester Renovation Project. Mr. Satterly said I move we approve the SRF Disbursement on the SRF Loan No. CS182075-01. This is Request No. 91, and it's to Wessler & Associates for engineering services on the Digester Renovation, \$15,543. Motion was seconded by Ms. Broyles, and the vote was AYE.

Agreement: Komputrol – Disaster Recovery Services – WWTU

Public Works Director Downey said I have a contract for the Board to approve for Komputrol, the same as Judy [Clerk-Treasurer Rhodes], on our billing system for the computer system.

Ms. Broyles said I move that we approve the agreement with Komputrol for disaster recovery for the Wastewater Department for 2008, in the amount of \$450. Motion was seconded by Mr. Satterly, and the vote was AYE.

Information for Board: Request for Quotes: Street Department Building Exhaust System – Street

Public Works Director Downey said for Board information, we're asking for sealed quotes to be mailed to Judy's [Clerk-Treasurer Rhodes'] office for next Tuesday's meeting. This is for an exhaust fume removal system. It's in the Street Department, to hook up to the cars and the trucks, to remove the exhaust fumes. There seems to be an extra concern about diesel fumes, as far as cancer. We have an exhaust system now, but it's not very efficient. So this would improve that system by hooking directly to the exhaust pipe and pumping it out of the system while we're working on them. We will receive those next Tuesday in Judy's [Clerk-Treasurer Rhodes'] office.

Notice to Bidders: New 2008 Single-axle Dump Truck with Plow and Salt Spreader – Street

Public Works Director Downey said I would ask the Board to approve the specifications and have Judy [Clerk-Treasurer Rhodes] select advertising dates for one new four-wheel-drive dump truck. We sold one last summer. This is with a salt spreader and a snow plow attachment. We sold one was in pretty bad shape. We do have funds available in MVH.

Clerk-Treasurer Rhodes said the earliest we could advertise would be December 14 and December 21, with bid opening January 8, 2008. Is that a problem?

Public Works Director Downey said not for me.

Ms. Broyles said I move that we approve the specifications for a new 2008 single-axle dump truck, with advertising dates of December 14 and December 21, with a bid opening date of January 8, 2008. Motion was seconded by Mr. Satterly, and the vote was AYE.

Information for Board and for Public: Stairs at City Recycling Center – Sanitation

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Public Works Director Downey said the civil engineering students at Purdue University did us a great favor. They built two sets of stairs and platforms to set alongside of the recycling containers at the drop-off site. We've had several questions about the height of the dumpsters. Some people are a little short and can't look over the top, and some of the items they want to put in there are quite heavy, and so we wanted a better, easier method to do it. We did have a set of steps, but they were quite wobbly, so we took them away, and then we got a lot of complaints. And so we started looking around for somebody to donate the materials and build the steps and give them to us. These students were very eager to do that, and I believe you have a list of the names here now.

Mayor Mills said I will try to do justice to these names: Shiva Haghghi, Dave DeLong, Mark Engstrom, Taylor Bowditch, Phil Kompare, Katie Coressel, Tom Paladino, Dane Merris, Ryan Zachar, Alex Kennedy, and Steve Passaloukos. We appreciate very much their hard work to make it safer for our recycling process.

City Engineer Buck said Steve [Passaloukos] was an intern in Engineering.

Information for Board: Resignation of D. Adam Downey – WWTU

Public Works Director Downey said I would submit a resignation of Mr. Downey at the Wastewater Treatment Plant, effective December 28 of this year.

Mr. Satterly said let's see, wasn't he the Chief Operator?

Public Works Director Downey said no, he was the Operations Supervisor in the Wastewater Plant.

Mr. Satterly said so now you're down—

Public Works Director Downey said you have no Superintendent and you have no Chief Operator who was Mark Moore who resigned and went to Lafayette. And Mr. Adam Downey was the Operations Supervisor.

Clerk-Treasurer Rhodes said who is signing your IDEM reports?

Public Works Director Downey said he is, until the end of the month.

Clerk-Treasurer Rhodes said is there anybody else at the Wastewater Plant who is qualified to sign those?

Public Works Director Downey said we're working with Lisa Murfitt, who has a Class IV. She's the Lab Supervisor. We're working with her to get her up to speed and to sign the reports.

Mayor Mills said she can do it with a Class IV certification.

Mr. Satterly said we don't have to act on that?

Mayor Mills said no. From the Board, Mr. [Public Works Director] Downey, please convey our thanks to Adam for all the work he has done for the City. We wish him the very best of luck.

Public Works Director Downey said he's helped us out in a real time of crisis, with the Superintendent being gone, and then we were in fairly good shape with Mr. Moore being there, with his 25 years of experience. But he has decided to move on for better opportunities, so he [Mr. Adam Downey] filled in while Mr. Moore was gone. He's very energetic, and people seem to like

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him. But he's moving on to what he believes to be better opportunities also. And I will pass that along. Thank you.

Notice to Bidders: Green Meadows Lift Station – WWTU

Public Works Director Downey said and for your information, and I will have the legal advertisement and specifications to you, Judy [Clerk-Treasurer Rhodes], next week, and I'll ask the Board next week to approve the specifications for the Green Meadows Lift Station. Those are for your light reading.

Promotions to Lieutenant: Terry Jones, Don Callaghan, Mike Anthrop, Greg Booth, Bruce Sigman, and Scott Barker – Fire

Fire Chief Drew said this morning I've got continuation of the promotions that we need to make because of the DROP retirements of Assistant Chiefs Grant and Glover and Captain Fountain. Here are the lieutenant positions this morning, and there's three opening due to retirements and then there's also the need for three additional lieutenants because of the opening of Station No. 3. So these are all included in here. So I would request Terry Jones, Don Callaghan, and Mike Anthrop be promoted to Lieutenant, effective with the payroll period that starts December 15, 2007, and Greg Booth, Bruce Sigman, and Scott Barker be promoted to Lieutenant with the payroll period that begins December 29, 2007. The 2008 biweekly salary for Lieutenants is \$2,021.42. There will be some additional promotions that are needed. I'll bring those to the Board later this month. Terry Jones and Don Callaghan are both currently Sergeants, so we'll need to fill those spots, and then there'll be the Training Instructors will be affected, and Master positions will also be affected. So we'll be bringing those as we get those sorted out.

Ms. Broyles said I move that we the promotions to Lieutenant for Terry Jones, Don Callaghan, and Mike Anthrop, effective with the pay period starting December 15, 2007, and also promoting to Lieutenant Greg Booth, Bruce Sigman, and Scott Barker, effective with the payroll period starting December 29, 2007. And the 2008 biweekly Lieutenant salary is \$2,021.42. Motion was seconded by Mr. Satterly, and the vote was AYE.

Information for Board Agreement with INTAC Management Group, LLC – City Hall and Police Station Maintenance Program - Engineering

City Engineer Buck said I am going to have an INTAC agreement next week. We'll get that ready and get it distributed to you. But their annual maintenance contract is up in December, so we'll have that next week.

Claims

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

Accounts Payable	\$9,333.47
Payroll	\$95,104.07
Accounts Payable	\$164,770.41
Accounts Payable	\$20,006.34

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

Minutes

Mr. Satterly said I move approval the minutes of the Board of Public Works and Safety meeting of November 27, 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.

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Respectfully submitted,

Jan H. Mills, Mayor
Presiding Officer

Judith C. Rhodes, Clerk-Treasurer
Clerk of the Board