

BOARD OF PUBLIC WORKS AND SAFETY MINUTES
December 12, 2006

Approved at the December 19, 2006, 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 12, 2006, at 11:00 a.m. Present were Janet L. Broyles, Gilbert T. Satterly, and Mayor Mills, who presided.

Bid Opening: Two 2007 Pickup Trucks – WWTU

Clerk-Treasurer Rhodes opened bids for two 2007 WWTU pickup trucks.

Mayor Mills read the bids aloud:

Bidder	Amount
DeFouw Chevrolet	
'07 Silverado 1500 with extended cab	\$19,470.01
'07 Chevrolet Colorado with extended cab	\$16,811.65

Public Works Director Downey said we'll take them under advisement.

Contract: 2007 Tippecanoe County Humane Society – Clerk-Treasurer

Clerk-Treasurer Rhodes said I wanted to ask Board of Works approval for the contract with the Tippecanoe County Humane Society for 2007. It is in the amount of \$30,000.

Ms. Broyles said I move that we approve the agreement between the City and the Tippecanoe County Humane Society for 2007, in the amount of \$30,000. Motion was seconded by Mr. Satterly, and the vote was AYE.

Mayor Mills said do you know how we're going to be affected by the County using a different provider of service? My concern is that they won't have adequate funding, with the County taking the business elsewhere, to maintain.

Clerk-Treasurer Rhodes said I don't have any information about where they are with their planning, nor do I believe that our contract would be impacted at this point.

Mayor Mills said okay, good. Thank you.

Contract: 2007 Lafayette Crisis Center – Clerk-Treasurer

Clerk-Treasurer Rhodes said I'd like to ask for approval for the annual contract with the Crisis Center, in the amount of \$8,000, for, once more, 2007.

Mr. Satterly said I move we approve the agreement with the Lafayette Crisis Center for 2007 in the amount of \$8,000. Motion was seconded by Ms. Broyles, and the vote was AYE.

Contract: Ceridian Corporation – 2007 COBRA – Human Resources

Human Resources Director Foster said I'd like to request Board of Works enter into a contract for services between Ceridian and the City of West Lafayette, in the amount of \$1.03 per employee per month.

Ms. Broyles said I move that we approve the contract between the City and Ceridian for COBRA administrative services for 2007, at the price of \$1.03 per employee per month. Motion was seconded by Mr. Satterly, and the vote was AYE.

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Delinquent Account Write Off – WWTU

Public Works Director Downey said I would ask the Board to approve writing off the following delinquent accounts for the Wastewater plant, as you received earlier, hopefully by email.

Mr. Satterly said now, when you say “delinquent accounts,” these are what—over several years? Or these people can't be found or—?

Public Works Director Downey said she has attempted to locate them, Lorraine [WWTU Financial Manager Wilkins] has attempted to locate them and get them to pay, and hasn't been able to.

Clerk-Treasurer Rhodes said why don't you explain how that works, given the Wastewater Treatment Utility can place liens on properties, where the service was delivered?

Public Works Director Downey said go ahead.

Clerk-Treasurer Rhodes said I'm asking you to explain how it is that we can place liens on properties but we still have, from time to time, the need to ask for delinquent accounts to be written off.

City Attorney Bauman said it's when people move and sell the property before the lien is filed, and then the lien won't bind the new owner.

Public Works Director Downey said I would explain that, but I'm not a lawyer.

Mayor Mills said we have a handful every year, I guess.

Mr. Satterly said I move we approve the Wastewater Department's request to write off the following Wastewater accounts that cannot be collected. Shall I read the names?

NAME	ADDRESS	AMOUNT
Jennifer Wascak	105 Prophet Drive	\$141.99
Stephen Doerr	920 Carrolton Blvd.	\$132.54
A. Ramachandra Rao	426 Forest Hill Drive	\$ 31.31
Jae Byung Park	1329 Palmer Drive	\$ 44.52
Katie Airriess	619 Rose Street	\$ 96.18
Rebecca Portillo	1209 West Sunset Lane	\$ 68.85
Susan Fisher	2221 Robinson Lane	\$ 16.83

Motion was seconded by Ms. Broyles, and the vote was AYE.

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Re-Bid Announcement: Bar Barry Heights Lift Station and Force Main Replacement – WWTU

Public Works Director Downey said I would ask the Board to approve the rebidding of Bar Barry Heights Lift Station. We made some—several—changes, we put the flowable fill as optional, we lengthened the time that the contractor would have to do the job, and a few other small items. I would ask the Clerk the dates. I would like to open those bids probably somewhere in the neighborhood of January 19, so that we can give those people plenty of time to receive these bids and go over the specifications, with the holidays, etc.

Clerk-Treasurer Rhodes said we could advertise on December 22 and December 29, and then bid opening could occur on either the 9th or the 16th, the 16th, of course, would give them additional time.

Public Works Director Downey said I would like the 16th, please.

Ms. Broyles said I move that we approve the advertisement for a re-bid for the Bar Barry Heights Lift Station and Force Main Replacement, with advertising dates of December 22nd and 29, for a bid open date of January 16th '07. Motion was seconded by Mr. Satterly, and the vote was AYE.

SRF Disbursement Request No. 32: Greeley and Hansen – Engineering Design Services for Western Interceptor – WWTU

Public Works Director Downey said I would request the Board approve the Mayor signing SRF Loan [Disbursement Request] No. 32 to Greeley and Hansen. This is continuing payments on the Western Interceptor—which, by the way, we set our first manhole. I have pictures, if anybody cares to see them.

Mr. Satterly said I move we approve Request No. 32 on the SRF Loan No. CS18240001. This is to Greeley and Hansen for engineering services, in the amount of \$23,093. Motion was seconded by Ms. Broyles, and the vote was AYE.

Information for Board: Indiana Watershed Leadership Academy – WWTU

Public Works Director Downey said for Board information, the Soil and Water Conservation of Tippecanoe County is hosting an Indiana Watershed Leadership Academy. The cost of that is \$500. We are sending one of our Wastewater employees to that, and he has applied and received a scholarship in the amount of \$500 to attend that Watershed Academy. This will help us in keeping up-to-date on our Stormwater Phase II regulations and information and knowledge.

Reimbursement for Damage to Corn Crops – Gary Brown and Jim Erwin – WWTU

Public Works Director Downey said I would ask the Board to consider the approval for me to pay two farmers, Mr. Gary Brown and Mr. Jim Erwin. We ordered Patriot Engineering and Environmental to do some soil borings in the [Purdue] Research Foundation property. One of the pieces of property is near Cherry Lane and McCormick, which is the old Leitner property, and another farm down near Newman Road and State Road 26. We did some damage to their crops, and I've laid that out as to what they have agreed to would be considerable reimbursement at 190 bushels per acre. The going price right now is about \$3.70 per bushel.

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I've taken pictures, and I've measured out all the areas that were deemed destroyed. For Mr. Brown, it comes to about quarter of an acre, I believe, and for Mr. Erwin, about an acre and a half. Mr. Erwin had some major rutting, and he would like to be compensated for that in there. The total price for Mr. Brown is \$175.75, and for Mr. Erwin, \$1,204.50. I would ask the Board to consider that; I can send in the claim and pay them for that damage.

Ms. Broyles said I move that we approve the damage claims on the corn crop, first, Mr. Brown in the amount of \$175.75, and Mr. Erwin in the amount of \$1,204.50. Motion was seconded by Mr. Satterly, and the vote was AYE.

Information for Board: Fall 2006 Leaf Pickup – Street

Public Works Director Downey said we're done for leaves, except on the south end. That's all I have.

Bid Acceptance and Contract: Pierce Manufacturing, Inc. – Two New Fire Trucks – Fire

Fire Chief Drew said this morning I have the fire truck bids. We've received all the bids, and Pierce was the lowest. The second lowest bidder, they were very close in price but there was a major component they did not comply with. And then Seagraves was the next lowest bidder, and they were about \$25,000 per truck higher. So we're recommending that we accept the Pierce bid. Today I have a contract from Pierce that we need signatures on, and we also have a change order form that's part of Pierce's paperwork that they would like signatures on also. We worked through several issues on the bids, one of them being how to ensure delivery by August 1 and still keep the process rolling here. There was an issue that had to be worked out and added to the contract here with their attorney's approval and Bob [City Attorney Bauman] has also reviewed it, too. This will be with the Redevelopment Commission. And then there was another issue this morning that Judy [Clerk-Treasurer Rhodes] had noticed on the Form 95, there was a typo, a \$50 typo per truck. I think we have that resolved, too. It's not going to make any difference. Here's the contract. We ask the Board to sign that, and then the price that they bid was \$450,450 per truck, so I'm requesting that we accept that. And then we have a change order authorization form that is part of Pierce's paperwork, that they would like to know who is authorized to accept change orders. Next week or the following week, we expect to bring a change order that will also further reduce the price of the trucks. I expect them to come in around \$420,000 per truck, so about \$30,000 less than what we have there. The change order is based on Pierce has their own brand of CAFS system, and they optioned that in their specs. We've reviewed their system and decided that would be a good thing to go with, and they've offered a trade-in value on the truck and we've reduced some other items in the contract, too, that I think can bring our price down. I don't think anybody expected it to be \$450,000, so we've got it closer to \$400,000, when it's all said and done. This week, we're requesting approval for the acceptance as Pierce presented it.

Clerk-Treasurer Rhodes said please just explain, for the record, how payment of the trucks will be accomplished.

Fire Chief Drew said payment will be on delivery. It will come from the Levee/Village TIF District and the KCB TIF District. One of the trucks is for the new fire station, Station #3, and

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then the other one is replacing a 20-year-old truck in the Levee-Village station. So the funds will come from there—

Mayor Mills said and go through the Redevelopment Commission.

Fire Chief Drew said once that is approved.

Mayor Mills said thank you.

Mr. Satterly said I move we approve the contract with Pierce for two fire trucks, for the sum of \$900,900, with trade in. Are you going to trade in the old truck?

Fire Chief Drew said the trade in is not included in that price. It will be included in the change order.

Mr. Satterly said okay, so this doesn't have it. All right, that's my motion. Motion was seconded by Ms. Broyles, and the vote was AYE.

Authorization for Approval of Change Orders with Pierce Manufacturing, Inc. – Fire

Ms. Broyles said I move that we approve the contract change order authorization as presented for the fire trucks with Pierce and the City. Motion was seconded by Mr. Satterly, and the vote was AYE.

Street Closure Request: South Salisbury Street – Engineering

City Engineer Buck said I have a couple items this morning. The first is a street closure request from Barry Rubin and John Caron. They're beginning construction on a planned development. Originally it was called Woodberry. They had to change the name, and right now it's called Kitty's Corner, but I think they're going to change that.

Ms. Broyles said I've been wondering.

City Engineer Buck said it's at the corner of Wood Street and South Salisbury, a block south of State Street. Mid-block in there, there's an alley—I know that the file that I emailed was kind of probably hard to see, and I've got a copy of it there that hopefully will be more readable. The site is highlighted in yellow. On the north side of the site, there's a public alley that runs to the east, and then in the middle of the block, it turns and goes south, comes out on Wood Street. On the opposite side of Salisbury Street, there's an alley that runs to the west and comes out at Chauncey, so there's two public alleys that'll provide access. They're asking to close it right at the public alley. Salisbury is southbound one-way only right there, and they will have to remove the parking. They're asking for a closure from December 18 to January 5, and that's the time that students are out of town. They need the closure to be able to make connections for the utilities for the new project out in Salisbury Street, both of which are in the middle of the street or on the far side of the street from their site. They need to connect to the sanitary line, which is on the west side of the street, and the water line which is about in the middle of the street. They're going to do that in one trench, and they'd like to do it all at once. And in order to allow them to do that, they've requested this street closure. I don't know that Police and Fire have any comments; they both looked at it. The Fire

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Department can pull in from either direction, should they need to in an emergency, and they'll have it signed. There is a construction project, Linwood Planned Development that's going on at the corner of Wood and South River Road. And their western boundary is the alley that I spoke of earlier, and they have coordinated with them to maintain a 12-foot clearance throughout the time that Salisbury would be closed, so that that alley is accessible and can be used as a route for emergency vehicles or just the public. So I'd request the Board's approval on this street closure request.

Ms. Broyles said I move that we approve the street closure request for a portion of South Salisbury Street and south of the east-west alley at the intersection of Wood and South Salisbury from December 18, 2006, until January 5, 2007. Motion was seconded by Mr. Satterly, and the vote was AYE.

RFQ: Sycamore Lane Traffic Calming – Engineering

City Engineer Buck said the next item I have is a Request for Statement of Qualifications for consultants for the design of Sycamore Lane Traffic Calming. We just received a designation number from INDOT that signifies we've been entered into their project tracking system, as a project. We'd been waiting on that to occur, before we went any farther with selecting a consultant. At this point, we'd like to recommend that the Board Approve that statement, and we will send it out to those consultants that we have on file that would like to receive them.

Mr. Satterly said I move we approve the Request for Statement of Qualifications for the City of West Lafayette on the Sycamore Lane Traffic Calming Project. Motion was seconded by Ms. Broyles, and the vote was AYE.

City Engineer Buck said the City will be paying with local funds the engineering and if we need any land acquisition of right-of-way for that project. We did receive a \$550,000 total grant for 90-10 split with Hazard Elimination Safety [HES] funds.

RFQ: Yeager Road Reconstruction – Engineering

City Engineer Buck said the next item I have is a Request for Statement of Qualifications for the design of the reconstruction of Yeager Road. This is a project that's on the Tippecanoe County TIP, or Transportation Improvement Program, it's between US 52, Sagamore West, and Northwestern/US 231. It's a small section of Yeager Road that we'd like to add travel lanes, add turn lanes, coordinate access, urbanize. There's some sections that are open ditch and don't have curbing. There's not any real continuous sidewalk or trail or anything along there. We'd like to improve pedestrian access. Hopefully, we'd like to get into improving the intersections, but those are both INDOT-controlled intersections. We'll certainly improve the Yeager Road leg of those intersections, but if we can get some coordination and cooperation and even probably some financial help from INDOT to improve those intersections at this time, we'd be very much in favor of doing that. But we'll see what we get, though. But at this point, we're ready to select a consultant and begin the process. This entire project will be funded with 80-20 federal funds matching, with the City 20%. So I request the Board's approval.

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Ms. Broyles said I move that we approve the Request for Statement of Qualifications for the Yeager Road reconstruction in 2007, for the section between Northwestern Avenue and Sagamore West. Motion was seconded by Mr. Satterly, and the vote was AYE.

Easement: Shen LLC – Tapawingo Extension Project - Engineering

City Engineer Buck said the next item I have, I didn't have time to get it emailed to the Board prior to— It has to do with our Tapawingo South Extension Project. We have discussed an easement with the landowner next to our project, Mr. John Shen. He has been very gracious in granting us, donating us a 5-foot easement along the northern northwestern side of the right-of-way, to install utilities, namely for lighting purposes. I have that easement form here today for the Board to approve and sign. Mr. Shen's already signed off on it, and the attorneys have all reviewed it, and I'd like the Board's approval.

Mr. Satterly said I move we approve the easement for the construction and maintenance of utility service between the City of West Lafayette and Shen LLC. Motion was seconded by Ms. Broyles, and the vote was AYE.

Mayor Mills said I'll just add that trail is going to be on that side of the road, and so these lights are going to be right along the trail. It will make the area very safe for people using the trail through Tapawingo there. Thank you.

Information for Board and for Public: Meeting about Cumberland Avenue Reconstruction Project - Engineering

City Engineer Buck said and the last thing I'd just like to make mention of, our Cumberland Reconstruction kickoff meeting tomorrow night. It's an open public meeting, an open house, actually, that starts at 7:00 and will run until 9:00. There will be a presentation at 7:30, put on by The Schneider Corporation. They've developed a working logo at this point that will hopefully brand the project. It didn't print out on my computer very well. Sorry about that, but we'd like to invite the Board of Works and the public to attend the meeting. It will represent, like I said, the start of our public involvement phase of the Cumberland Avenue Reconstruction.

Claims

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

Accounts Payable	\$177,336.47
Payroll	\$308,836.97
Accounts Payable	\$ 83,304.02
Accounts Payable	\$ 2,973.01

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

Minutes

Mr. Satterly said I move we approve the minutes of the Board of Public Works and Safety meeting of December 5, 2006, as distributed. Motion was seconded by Ms. Broyles, and the vote was AYE.

Adjournment

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There being no further business at this time, Ms. Broyles moved for adjournment. Motion was seconded by Mr. Satterly, and the vote was AYE.