

CITY OF WEST LAFAYETTE, INDIANA  
BOARD OF PUBLIC WORKS AND SAFETY  
MINUTES

DECEMBER 23, 2008

11:00 a.m.

City Hall Lower Level Conference Room

Members present were Bradley W. Marley and Mayor John R. Dennis, who presided. Member Susan K. Goldman was absent.

I. APPROVAL OF MINUTES

A. December 16, 2008, Meeting

Mr. Marley moved to accept the minutes of the December 16, 2008, Board of Works meeting. Mayor Dennis seconded the motion. The motion was adopted.

II. NEW BUSINESS

A. Claims

1. AP Docket	\$1,183,453.44
2. AP Docket	331.99
3. AP Docket	122,290.76
4. PR Docket	315,337.81
5. PR Docket	12,548.28

Mr. Marley moved that the claims be approved. Mayor Dennis seconded the motion.

► Mr. Marley asked about payment of \$9,837.00 for a Parks repair for the Happy Hollow Maintenance Shop. Parks Superintendent Payne answered that it was to Architectural Remodeling, to repair the roof, soffits, and walls after varmints had caused damage.

► Mr. Marley questioned whether the City is buying ice melt for sidewalks, etc., the Cargill Deicing Technology payment [\$1,651.13]. Street Commissioner Downey responded that this was for a delivery ordered from the '08 budget, because there was a little money left over. Street Department facilities can only hold about 800 tons at a time.

► Mr. Marley asked whether the City pays for online transaction fees to the merchant service provider. Clerk-Treasurer Rhodes replied that these were point-of-sale and online transactions fees that involve discounts. That is part of the approximately \$750,000 the City does. Credit card charges will be consolidated with WWTU and the Parks RecTrac. Mr. Marley asked if the City puts on RFP out on those services. Ms. Rhodes said we do not do a formal RFP process, but working with the website provider eGov to determine which vendors they are able to work with. An RFP process could be considered, but eGov can work with nearly any major processing in the country. Quotes are being solicited from major vendors, including our current vendor, to look at the costs of processing several

million dollars in credit card transactions in 2009. Mr. Marley noted that the discount rate would likely be affected by the volume, as electronic payment systems will provide an opportunity to re-price, since this is a volume-driven product. Ms. Rhodes said when the online utility billing comes online, the volume will justify negotiating a much better discount for the City. Mayor Dennis added that security costs would also increase as the volume and types of transactions increase.

▶ Mr. Marley inquired about the payment in lieu of taxes of \$401,500 from Wastewater. Clerk-Treasurer Rhodes said this is a payment based on the estimated property tax bill the Utility would pay if it were a private entity. The calculation is based on the capital assets of WWTU, the tax rate, and PTRC in Taxing District 64 where most of the assets are located. Estimates on trending reviewed by Crowe Horwath were used to approximate what a commercial entity in that area would pay in taxes, given the size of the Utility.

▶ Mr. Marley asked about the “erroneous payment” of \$4,197.04 to FBI Indianapolis. Clerk-Treasurer Rhodes explained that the \$4,197.04 was received in error, and the instruction was to refund the amount to the FBI’s Indianapolis office. It was a payment intended for reimbursement to the Lafayette Police Department.

▶ Mr. Marley requested information about the CDBG rehab house loans [\$98,252.96]. Director of Development Poole provided information that New Chauncey Housing, Inc. brought the house at 1222 Salisbury, which is outside of the New Chauncey area, so HOME funds could not be used to purchase the property. Mr. Poole said that some 2007 and 2008 appropriations from CDBG funds were used. Mr. Marley asked if the house were purchased by New Chauncey Housing for the rehab program, although it is outside of their neighborhood, and that’s why CDBG funds were used. Mr. Poole confirmed that is the case, and when the house is sold, the proceeds will be placed back into the funds from which they were utilized. Mr. Marley asked if the City bought right-of-way from them. City Engineer Buck said he did not believe that we did.

▶ Mr. Marley asked about the payment to the Sheriff’s Department of \$850. Police Captain Leroux said that a Sheriff’s Department employee could not attend the two-week Northwestern school that was held in October in the WL Police Building, so the Police Department reimbursed the class fee. Clerk-Treasurer Rhodes said the tuition payment was refunded and there was no remittance to the Northwestern University school.

▶ Mr. Marley noted that there were some payments to the Bank of New York, and SRF interest. Clerk-Treasurer Rhodes responded that these are semi-annual interest payment on SRF loans, and made to the Bank of New York Trust Company. The interest is simple interest, calculated on how much of the loan principle was drawn down and outstanding. These amount to approximately \$553,000.

▶ Mr. Marley asked about the \$4,000 to Purdue University for the range agreement, whether this is the City’s share of the range support. Police Captain Leroux said it is for rehab of the range. Three or four years ago, a baffle system was put over a portion of the range. That total cost was divided by the users of the range, and our portion is being paid at the rate of \$4,000 per year. Each of the other three agencies which uses the range also pays a share. Mr. Marley asked if the shares were based on department size. Captain Leroux answered that the costs were equally shared by the agencies involved.

The motion was adopted.

B. Other Items

1. Parks Superintendent Payne remarked that the Riverside Skating Center is partially fixed and may be completed by Wednesday. The issue was that a leak occurred for the first time in 6½ years, perhaps some shifting due to cold weather. The facility is open and will be open tomorrow, closed Christmas, and, hopefully, will be opened this coming weekend.

2. City Engineer Buck provided evaluation packets that include the proposals for the Safe Routes to School master plan which were opened last week. These will be due in mid-January.

3. Councilor Hunt noted that the Street and Sanitation Department has made efforts to inform people of the holiday and trash recycle pickup schedule. She noted that a couple of neighborhood associations have sent emails to alert their members also. She asked the media to announce again that the information is posted on the City website. Street Commissioner Downey indicated there was another notice in this morning's paper.

III. ADJOURNMENT

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