

CITY OF WEST LAFAYETTE
COMMON COUNCIL
PRE-COUNCIL MINUTES

JANUARY 4, 2007

The Common Council of the City of West Lafayette, Indiana, met in the Board of Works Room at City Hall on January 4, 2007, at the hour of 4:30 p.m.

Mayor Mills called the meeting to order and presided.

Present: Griffin, Hunt, O'Callaghan, and Satterly.
Councilor Keen arrived at 4:43 p.m.

Absent: Plomin and Truitt.

Also present were City Attorney Bauman, Clerk-Treasurer Rhodes, City Engineer Buck, and Police Chief Marvin.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Ordinance No. 1-07 An Ordinance To Name Depositories For The City Of West Lafayette (Submitted by the Clerk-Treasurer)

Mayor Mills said Judy [Clerk-Treasurer Rhodes], do you want to talk about the depositories for the City of West Lafayette?

Councilor Satterly said which we routinely approve in January.

Clerk-Treasurer Rhodes said we're advised that we should do this at least every two years, and we happen to have a new bank in our jurisdiction, Charter One, since we last did this. And we've added Merchants Trust Company in relation to the Lafayette Bank and Trust, so it's clear that we're utilizing them as well.

Councilor O'Callaghan said this is all the ones? I don't see Old National on it. Are they not one?

Clerk-Treasurer Rhodes said do they have an office in West Lafayette?

Councilor O'Callaghan said not in West Lafayette.

Clerk-Treasurer Rhodes said according to our policy that's been adopted, we can only utilize depositories that are qualified by the State and have an office in the City of West Lafayette.

Councilor O'Callaghan said oh, okay.

Mayor Mills said okay. Any questions for Judy [Clerk-Treasurer Rhodes]?

There was no further discussion.

PRE-COUNCIL MINUTES, JANUARY 4, 2007, CONTINUED

Ordinance No. 2-07 To Amend Certain Portions Of The Unified Zoning Ordinance Of Tippecanoe County, Indiana, Designating The Time When The Same Shall Take Effect (UZO Amendment #53) (Submitted by Area Plan Commission)

Mayor Mills said the next is an amendment to the UZO, and we will probably table this on Monday, unless we get more information from Area Plan Commission on Monday, but they've had some issues raised by the Fire Chief in Lafayette, according to Ann [Councilor Hunt] here. And so we will wait to move forward with this until we hear more on Monday. So it may be we'll just table it until the February meeting.

Councilor Satterly said do we have any bed and breakfasts in West Lafayette?

Mayor Mills said I'm not sure the bed and breakfast south on—

Councilor Griffin said Chauncey.

Councilor O'Callaghan said right by Chauncey is not going any more.

Councilor Griffin said between Chauncey and Wood or Chauncey and the next one south, maybe that's Williams.

Mayor Mills said yes.

Councilor Hunt said we have—

Councilor Satterly said you say it's still there?

Councilor Griffin said that I don't know.

Mayor Mills said I don't think it's still a functional bed and breakfast.

City Attorney Bauman said Mr. Zoning [City Engineer Buck] says "No."

City Engineer Buck said I'm not aware of any down, especially down that far south.

Councilor Hunt said and the one at the Soldiers Home is not in the annexed area.

Councilor O'Callaghan said that's still beyond the City limits.

There was no further discussion.

Ordinance No. 3-07 An Ordinance To Establish the Perimeter Parkway Fund (Prepared by the Clerk-Treasurer)

Mayor Mills said this is to establish the Perimeter Parkway Fund. I'll let Dave [City Engineer Buck] talk about it, if you have questions. But, as you know, we're working on the Purdue Transportation Plan. We have an appropriation from the last transportation bill of \$5.6 million

that we will start to receive money from, 20% a year for five years. And, in order to have an easy way to have those funds reimbursed to us and then turn around and use those for the next segment of the project, we need a fund that is discrete just for this project. That will keep us from having to go through, you know, a complicated appropriation process when we get to the next phase and need more additional funds or have a new bill that needs to be paid. So, Dave [City Engineer Buck], want to add anything to that?

City Engineer Buck said we will start sending in reimbursement claims and so each year 20% of that \$5.6 million will be available to us. I have a call in now, to find out for sure if 2006 we saw our first 20%, or if it's 2007. I thought it was 2007, but, at any rate, we have begun engineering efforts and surveying, and their invoices are coming in, so we need to start submitting to get reimbursements or to get payments with their 80% money to pay those invoices with. So this fund will allow us to begin a cyclical motion of paying bills and receiving reimbursements and having them be automatically appropriated. As we get into more than Phase IA and start doing future phases, there'll be probably several different accounts within this fund. We'll have some consulting going on and bills and reimbursements there, and then maybe land acquisition and, hopefully one day, construction. This will be around for probably quite a while.

Mayor Mills said and one of our concerns is, because it is a large project and it's going to be expensive, to be able to turn money around fast enough that we can keep up with the next phase. You know, we don't want to have to wait. We hope we don't have to wait for reimbursement from the State. If we get those in a timely fashion and can deposit them in here, it will help us keep the project moving well. We have a little concern that it's going to be expensive and the State has been notoriously slow about giving us reimbursements. Just to let you know ahead of time that's one of the other issues here.

Councilor O'Callaghan said they're federal highway transportation funds, but they're funneled—

Mayor Mills said they come through the State, and will come through with our NPOs.

Councilor O'Callaghan said and, I guess, just remind me why it is that 20% will be available to us. It's 80% is paid by the feds, so—

City Engineer Buck said yes. 80-20 is the federal-local split for the whole project—

Councilor O'Callaghan said right, but in general.

City Engineer Buck said the amount that's earmarked in the transportation bill, over a five-year period the transportation bill is in effect for, 20%—

Councilor O'Callaghan said each year.

City Engineer Buck said a fifth of it—

Councilor O'Callaghan said okay—

PRE-COUNCIL MINUTES, JANUARY 4, 2007, CONTINUED

City Engineer Buck said each year becomes available for our expenditures to be used. So we can't just spend all \$5.6 million in the first year. We have to do some each year, through the whole bill.

Councilor Hunt said Section 1 talks about we might get money from federal, State, and others. Is there any chance we'll get some others?

Councilor Keen said write a check.

City Engineer Buck said yes. Purdue is going to help on some things, and that may be in the form of cash, it may be in the form of donating right-of-way or easements or whatever we may need. If it's cash, it would go in here. The sky's the limit, though.

Councilor O'Callaghan said you're willing to look about naming rights.

Mayor Mills said right. We've talked about that a lot with Purdue, that they should go after some of their big donors and ask if they'd like part of the perimeter parkway to be named after them, to help us all pay for this road. Okay, any other questions?

There was no further discussion.

Ordinance No. 4-07 An Ordinance To Establish The Police Grants Projects Fund (Prepared by the Clerk-Treasurer)

Mayor Mills said this is not too dissimilar, actually, from the one before it. We get a lot of grant monies, as you know, for the Police Department, to run the special programs—seat belt enforcement or impaired driver enforcement, those kinds of things. We pay overtime to those officers who are working the programs, and then the money that we receive for the grant is to pay the officers' salaries. We have a way of ending up at the end of the year short in overtime money, because the grant money usually comes in and goes into the General Fund. This is a way to put the grant money in this fund, so that we are paying salaries directly out of here. That's my understanding. Tell me if I'm wrong, Chief.

Police Chief Marvin said that's correct. And like last year, we ended up getting a lot more money mid-year, late in the year than we thought we were going to, so we ended up working a lot more of these grant-funded patrols, which ate up more overtime money. As you know, we had to transfer money several times.

Mayor Mills said so we hope this will, again, make the process work more smoothly and allow us to pay for these important projects that we'd like to do, without going through a lengthy transfer and reappropriation process. Any questions?

There was no further discussion.

Ordinance No. 5-07 An Ordinance To Amend Ordinance No. 34-06 Fixing The Biweekly Salaries Of Appointed Officers, Employees, And Members Of The Police And Fire Departments Of The City Of West Lafayette, Indiana, For The Year 2007 (Submitted by the Clerk-Treasurer)

Mayor Mills said Judy [Clerk-Treasurer Rhodes].

Clerk-Treasurer Rhodes said this is a clean up of the ordinance, page 6, Section 3, part-time salary range. The range needed to be increased to reflect the pay increase for a new part-time employee. We corrected that with the Park Board, and now we have to go back and make sure we do the City ordinance.

Mayor Mills said okay. Any questions?

There was no further discussion.

Resolution No. 1-07 A Resolution To Authorize Investments (Submitted by the Clerk-Treasurer)

Mayor Mills said this authorizes Judy [Clerk-Treasurer Rhodes] to make investments for the City.

Clerk-Treasurer Rhodes said this is an annual resolution.

Councilor O'Callaghan said and so, how are our investments doing in general? I know we've gotten this one before, so just in general, how are they doing? Can you report?

Clerk-Treasurer Rhodes said I can't give you a number against the benchmarks we're using, probably until I complete more pressing reports I need to do for the auditors.

Councilor O'Callaghan said okay. So maybe February?

Clerk-Treasurer Rhodes said but, we normally benchmark against several indicators, fed funds and a range of treasuries, to compare how we perform. I would say that we have exceeded our benchmarks. We've been able to earn interest on our liquid accounts greater than short-term treasuries have been in the past year, and we continue to look to negotiate comparable arrangements. I believe the WWTU financial manager noted that the amount of interest earned was about double the estimate in the last forecast for the utility. It was that great. So the more that we can earn, of course, the more resources we have to provide services, and to keep rates low.

Councilor O'Callaghan said good. So maybe even in February or something?

Clerk-Treasurer Rhodes said that's the next thing I do after I take care of what the auditors are expecting when they arrive. Of course, you have the estimated forecast, but what's informative is to see the interest on our accounts compared to the benchmarks. That really allows you to measure whether we've earned a market rate of return.

Councilor Hunt said Judy [Clerk-Treasurer Rhodes], will we, like a broker account, will you get an end-of-the year report from these investments, or is it a different setup?

Clerk-Treasurer Rhodes said no. Of course, the interest postings appear on our monthly statements on the bank accounts. We maintain daily fund balance information, so we're able to calculate actual earnings on the accounts over the course of the year, based on our balances. That's one of the reasons why it takes a little bit of time to compile. That's not a report that I prepare for the auditors, but one that we utilize, and we generate those numbers on our accounts and then present the benchmarks for those accounts. So I expect it would be completed, I'd say, by the middle of the first quarter, if things go well when the auditors come and we are able to provide them with the compilations they need to get going a little bit. Our resources always get pulled to support the audit function because of their schedule, and then go back to the same set we do for the City.

Councilor O'Callaghan said so if it's middle of the quarter, that might be mid-February, rather than the February meeting, so maybe March or something. But it would be nice to get that.

Clerk-Treasurer Rhodes said right, and, as I said, I'm expecting it to be very positive.

Mayor Mills said thank you. Any other questions? Any other business?

There was no further discussion.

OTHER ITEMS

Councilor O'Callaghan said I have a question about the Board of Works report. I'm not sure what Knox boxes are. Knox boxes?

Police Chief Marvin said Knox boxes are emergency boxes on the outside of buildings that contain emergency keys to the facility.

Councilor Keen said that was an ordinance we passed about a year ago, wasn't it?

Councilor Hunt said is that the one the Fire Chief wanted?

Police Chief Marvin said yes, the Fire Department, they have the keys to the box on their trucks, and we have keys to the box. In other words, if we pull up in front of an apartment complex, we have a key to get into this box that gives us the keys to the rest of the facility, to get into the locked areas we need to for emergency.

Councilor O'Callaghan said I knew that we did that, but I didn't know they were called Knox boxes.

Police Chief Marvin said yes, that's the company.

Councilor O'Callaghan said okay.

Mayor Mills said thank you. Anything else?

PRE-COUNCIL MINUTES, JANUARY 4, 2007, CONTINUED

ADJOURNMENT:

There being no further business at this time, Councilor Griffin moved for adjournment. Motion was seconded by Councilor Keen and passed by voice vote, the time being 4:47 p.m.

Respectfully submitted,

Judith C. Rhodes, Clerk-Treasurer
Secretary of the Common Council