

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

NOVEMBER 30, 2009
8:30 a.m.
City Hall Lower Level Conference Room

Members present were Sana G. Booker, Bradley W. Marley, and Mayor John R. Dennis, who presided.

I. APPROVAL OF MINUTES

A. November 23, 2009, Meeting

Mr. Marley moved to accept the minutes of the November 23, 2009, Board of Works meeting. Ms. Booker seconded the motion. The motion was adopted.

II. NEW BUSINESS

A. SRF Payment Request and Related Listings – WWTU

1. Payment Request No. 100 – \$5,275.00 to Atlas Excavating for Construction Services – Western Sanitary Sewer Interceptor-Division III Project
Wastewater Utility Director Henderson requested Board approval for the SRF Payment Request, reporting that punch list items are being completed.

Mr. Marley moved that SRF Payment Request No. 100 be approved. Ms. Booker seconded the motion.

Ms. Booker asked about the \$275.04 invoice to move trees. Wastewater Utility Director Henderson answered that Atlas paid that amount for replacement of the trees that were moved on Purdue's property.

The motion was adopted.

2. Listings

- (1) Western Interceptor SRF Payments
- (2) Projects Payments

There were no questions or comments on the listings.

B. Contract for 2010 Clerk-Treasurer Disaster Recovery: Komputrol Software Systems – Clerk-Treasurer

and

C. Contract for 2010 WWTU Disaster Recovery: Komputrol Software Systems – Clerk-Treasurer

Clerk-Treasurer Rhodes presented two contracts, Items B and C, which represent the annual agreement for the accounting software in the Clerk-Treasurer's Office and in the Wastewater Billing Office, respectively. The cost is \$450.00 for each contract. This is part of the disaster recovery plan.

Ms. Booker moved that the contracts for 2010 Clerk-Treasurer and WWTU annual disaster recovery be approved. Mr. Marley seconded the motion. The motion was adopted.

D. Contract for 2010: Fast Eddie's Car Wash – Police

Police Chief Dombkowski asked the Board to approve the 2010 contract with Fast Eddie's Car Wash. This was delayed, so that the Police Department could investigate whether Parks Department vehicles could participate under this same contract. The Chief reported that there is \$25.00 increase in the quarterly fee this year, making the annual fee \$6,100.00, but that is not related to the addition of the Parks Department vehicles.

Mr. Marley moved that the Police Department contract with Fast Eddie's Car Wash for 2010 be approved. Ms. Booker seconded the motion.

Mr. Marley asked if the Parks Department vehicles were listed in the contract. Parks Superintendent Payne answered that Greg Johns, the manager of Fast Eddie's, said that one Parks Department vehicle a week is no problem. Police Chief Dombkowski added that Fire Department vehicles would also be covered under this contract. City Attorney Burns asked for confirmation that Fast Eddie's will clean whatever City vehicles are brought in. The Chief confirmed this.

The motion was adopted.

E. Elevation in Pay: Patrol Dispatcher Erica N. Ridge – Effective December 3, 2009 – Police
Police Chief Dombkowski requested Board approval to increase the pay of Erica Ridge, a Patrol Dispatcher, at her one-year anniversary on December 3, 2009. Her new biweekly rate will be \$1,338.09.

Mr. Marley moved that the elevation in pay for Patrol Dispatcher Erica Ridge be approved. Ms. Booker seconded the motion. The motion was adopted.

F. Contract: Medical Director – Fire

Fire Chief Drew explained that the Fire Department Medical Director acts as liaison between the West Lafayette Fire Department, local emergency departments, and the State. Dr. Natalie Schwartz was the Medical Director for the last two years, and she recommended Dr. Michael Kupon for the position. Dr. Chris Brandenburg was the long-time Medical Director, and the three of them are working to make a smooth transition. The Chief asked the Board to approve the contract with Dr. Kupon for \$2,400.00 for 2010.

Mayor Dennis asked what the Medical Director does. Fire Chief Drew answered that the Medical Director clarifies treatment protocols for things such as the carbon monoxide detector, and periodically reviews Fire Department runs with the Medical Director.

Ms. Booker moved that the contract with Dr. Kupon as Fire Department Medical Director for December 1, 2009, through November 30, 2010, be approved. Mr. Marley seconded the motion. The motion was adopted.

G. Request to Advertise for 2010 City Fuel Bids – Street

Street Commissioner Downey asked the Board to approve the notice to advertise for 2010 City fuel bids, noting that there likely will be only one or two bids, as there is limited storage capacity for fuel at the Street Department, so the department receives weekly bids based upon the current rates at stations.

Mr. Marley moved that the request to advertise for bids for 2010 City fuel, with advertising dates of December 2 and December 9, with bid opening of December 21 be approved. Ms. Booker seconded the motion.

Street Commissioner Downey presented a summary of gallons of fuel by department for 2007 through October 2009.

The motion was adopted.

H. Change Order No. 1: Mid-States Contracting Corporation – \$1,328.00 – Fire Station No. 3 Concrete Slab Replacement Project – Engineering

City Engineer Buck asked for Board approval of Change Order No. 1, which was necessary during the concrete slab repair work at Fire Station No. 3. When the old slab was removed, a large footer was discovered. A thicker pavement section in front of the doorway was installed, so that it will not rut.

Mr. Marley moved that Change Order No. 1 with Mid-States Contracting Corporation for the Fire Station No. 3 Concrete Slab Replacement Project be approved. Ms. Booker seconded the motion.

Ms. Booker asked whether there was any schematic that showed what was under the slab. City Engineer Buck responded that the facility had been a barn built by Purdue and converted to a Parks facility. There had been some plans for that remodel, but the area in question was not included.

The motion was adopted.

I. Contract: TBIRD Design Services Corporation - \$8,900.00 - Robinson Street, Phase Two Land Surveying Services (CDBG) – Engineering

City Engineer Buck presented a contract with TBIRD Design Services Corporation for the next phase for the CDBG sidewalk and curb replacement project, which will continue south on Robinson Street. In some sections, there are no sidewalks, and it is not clear where the sidewalks should go. TBIRD will provide the records research on the properties, where the plats of right-of-way are, and will stake the areas. The design of the sidewalks will be done in-house. The project also includes replacement of some existing sidewalks.

Ms. Booker moved that the contract with TBIRD Design Services Corporation for CDBG-funded Robinson Street, Phase Two Land Surveying Services be approved. Mr. Marley seconded the motion. The motion was adopted.

J. Claims

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| i. | AP Docket | \$ 44,627.66 |
| ii. | AP Docket | 473,490.40 |
| iii. | PR Docket | 108,733.72 |

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

Questions raised about individual claims by the Board were answered by department heads and Clerk-Treasurer Rhodes.

The motion was adopted.

K. Other Items

i. Street Commissioner Downey reported that leaves are 96% picked up, and the process should be finished by December 22.

ii. Director of Development Poole announced that the Christmas Parade would be Sunday at 2:00 p.m. He encouraged attendees to wear red, in support of the West Lafayette State Champion Football team.

iii. Parks Superintendent Payne reported that people are ice-skating at the Riverside Skating Center.

iv. Fire Chief Drew reported that the WL Fire Department served as backup to Battle Ground, as the Battle Ground Fire Department assisted with the recent fire in Delphi. Some WL firefighters who are volunteers in some of the area volunteer departments did assist in Delphi.

v. Mayor Dennis thanked the Police and Fire Departments for their escorts of the West Lafayette State Champion Football team last Saturday. Signs will be made which will be added to the "Welcome to West Lafayette" signposts.

vi. Councilor Hunt announced that the Pre-Council meeting would be held this Thursday at 4:30 p.m. in the Lower Level Conference Room.

III. ADJOURNMENT

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