

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

APRIL 7, 2009

11:00 a.m.

City Hall Lower Level Conference Room

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

I. APPROVAL OF MINUTES

A. March 31, 2009, Meeting

Ms. Goldman moved to accept the minutes of the March 31, 2009, Board of Works meeting. Mr. Marley seconded the motion. The motion was adopted.

II. NEW BUSINESS

A. Request: Parking Lot to Sand Volleyball Court – Alpha Kappa Lambda Fraternity – April 20-27, 2009 – Mr. Dan Gorsky

Mr. Dan Gorsky of Alpha Kappa Lambda fraternity requested that the Board approve making the parking lot at 417 Waldron Street into a sand volleyball court for about week. As they have done in the past, the fraternity would fill an area approximately 30 feet by 30 feet with masonry sand and will donate the sand to the Purdue Co-Rec after the area is cleaned up. Purdue uses the same on the baseball fields. The plan is to have the sand delivered Monday, April 20, and picked up on Monday, April 27.

Police Chief Dombkowski asked if this were the same plan the fraternity has used over the years. Mr. Gorsky said that it was. Mayor Dennis asked who handles the inspection. Chief Dombkowski said that the Engineer's Office has looked at it, because of runoff issues. City Attorney Burns stated that he recalled that last year, there was a plan to ensure that the sand was contained. Mr. Gorsky said that sandbags surround the entire area, to make certain that there was no runoff. Mr. Burns added that he thought there was also a bond. Mr. Gorsky said that last year's bond is still in the Clerk-Treasurer's Office. Mr. Burns asked the amount. Clerk-Treasurer Rhodes answered that it was \$500.00. Ms. Rhodes reported that her office had contacted the fraternity several times to return the money order, but the fraternity had not responded. Ms. Goldman asked if the money order could be used for this year's deposit. Ms. Rhodes and Mr. Burns said that it could. Mr. Burns suggested that the Board approve the request, subject to the standard requirements of the Engineering Department.

Mr. Marley moved that the request of Alpha Kappa Lambda be approved, subject to the standards of the Engineering Office. Ms. Goldman seconded the motion. The motion was adopted.

B. Request for Variance: Terminate Cardigan Lane With No Turnaround – APC/City Engineer

City Engineer Buck reported that the developer of Arbor Chase would like to make a revision for the major preliminary plat, removing lots and creating Outlot No. 10, which is where the current design shows a cul-de-sac that extends straight to the north. The design shows a row of house lots around the cul-de-sac, which will be replaced by Outlot No. 10 and a drainage pond. The West Lafayette Board of Works must approve the variance, to allow the stub street off Cardigan Lane. Cardigan Court would remain as it is constructed today.

Mayor Dennis asked what a stub street is, whether it has any barriers. Mr. Buck answered that there could be a curb which closes off the street. There was a previous layout which showed two other lots in this location, but there was no access to the outlot for maintenance of the pond, so mowing equipment or other larger pieces of machinery could not get to the pond. The City requested some type of access, and this is what the developer proposed. There could be a curb or other barrier in place, to end the street. The design is not complete yet; the geometry is what is in question.

Ms. Goldman moved that the variance be approved. Mr. Marley seconded the motion.

City Engineer Buck introduced Mr. Jim Pence of The Schneider Corporation to answer any questions about the design of the stub street. Mr. Pence said the street extends 20 feet beyond the existing curb turnout. Mr. Buck said it would be enough to access Lot 335 and the driveway that would be constructed. Fire Inspector Brian Lancaster, who was attending the meeting in place of Fire Chief Drew, asked if there would be any impediments to Fire Department access. Mr. Buck said that he did not believe that it would. Mr. Pence said that there was a hydrant at the corner.

The motion was adopted.

C. Request for Street Closure: Parts of Tapawingo Drive and Brown Street – Taste of Tippecanoe, June 20, 2009 – Police

Mr. Scott Freeman, Director of Taste of Tippecanoe, requested closure of parts of Tapawingo Drive and Brown Street from 6:00 a.m. on June 20 to 6:00 a.m. on June 21 for the 2009 COMCAST Taste of Tippecanoe. He reported that he had met with the Police, Fire, and Parks Departments to strategize and plan this year's Taste. He has requested two additional Police officers, as Police Captain Leroux was concerned about a 250:1 ratio. The Taste has expanded a little on the Lafayette side, and there has been some shuffling of stages and activities.

Police Chief Dombkowski added that there have been many discussions about this. The Police will start blocking the streets at 5:00 a.m. on June 20, with hopes that things will be wrapped up by 4:00 a.m. the next morning. The Police Department is satisfied with the timeline.

Parks Superintendent Payne said that they hope the band shell shelter will be done, but rains may affect that. They are planning the function without it. He also stated

that those involved in the Taste do the best cleanup job of anyone the Parks Department works with.

Ms. Goldman asked where the two additional Police officers would come from. Mr. Freeman said they had requested two additional officers from Lafayette and West Lafayette, a total of four, due to the expanded area, which should help alleviate some congestion.

Ms. Goldman moved that the request be approved. Mr. Marley seconded the motion. The motion was adopted.

D. Contract: 2009 Spring Operation Releaf Tree Project – Development

Director of Development Poole presented a contract with Exterior View for 114 trees. The company was the low bidder at \$14,267.00. Funds for the contract come from the City [\$4,183], with the remaining funds coming from the Tree Fund.

City Attorney Burns reported that the contract was in order.

Ms. Goldman moved that the contract be approved. Mr. Marley seconded the motion. The motion was adopted.

E. Agreements: SunTrust Equipment Finance & Leasing Corp. – Lease/Purchase Financing of City Vehicles and Equipment – Clerk-Treasurer

Clerk-Treasurer Rhodes requested approval for the documents related to lease/purchase financing of \$226,310.81 for vehicles and equipment, details of which are in the schedules to the lease document. She reported that a request had been made to set up an escrow account for \$62,539.25, related to vehicles that are not already delivered but will be in the City's possession shortly. The remainder of the entire amount will be disbursed upon closure of the lease deal for seven vehicles and the mower. The first semiannual payment of \$39,827.96 is due on September 30. The interest rate is 3.17%, as opposed to 2.96% last year. The increase in rate is due to the market. However, given the rates in other municipalities, it is an outstanding rate.

Ms. Goldman moved that the agreements be approved. Mr. Marley seconded the motion.

Mr. Marley asked a question on the tax agreement, arbitrage certificate, "Lessee has not issued, and reasonably anticipates that it and its subordinate entities, if any, will not issue tax-exempt obligations...in the amount of more than \$30,000,000," whether that limit sufficient for the City. Clerk-Treasurer Rhodes answered that it was.

The motion was adopted.

F. Claims

1. AP Docket \$ 10,675.14
2. AP Docket 233,332.71
3. PR Docket 110,516.59

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

► Mr. Marley asked about the payment of \$139.00 by the Police Department to Auto Detailer, Inc. Clerk-Treasurer Rhodes answered that it was window tinting for a City Hall pool vehicle, and is corrected on the docket to a City expense.

► Mr. Marley inquired about the \$1,827.13 expense to Defense Technology Corporation for the Police Department. Police Chief Dombkowski responded that it is for munitions for the Special Response Team for civil disturbance. Every year there is a trade-out, wherein the older ammunition is used for training and the newly-purchased items replenish the active store.

► Mr. Marley questioned the \$663.76 payment to ICU Mechanical Company for repair services in the Police Department. Mr. Tim Clark of INTAC Management answered that it was for the backflow preventer repairs in the Police Building.

► Mr. Marley asked about the payment of \$1,015.00 to Kathy Mayer Writing. Mayor Dennis reported that Ms. Mayer prepares the newsletter for the City.

The motion was adopted.

G. Items for Information Only

1. RFQs for Cumberland Park Barn Roof Project – Parks
2. WWTU Projects Payments Listing – WWTU

There were no questions or comments about these listings.

H. Other Items

1. Police Chief Dombkowski announced that the City had a contingency of Police officers in East Lansing, Michigan, over the weekend, to observe how the East Lansing and Michigan State Police handle victory celebrations and manage crowds safely.

2. Wastewater Utility Director Henderson reported that the week of April 20 is the start time for Phase III of the Western Interceptor Project.

3. City Engineer Buck stated that his office is working on a stimulus project on Salisbury Street. The City will receive a share of the local NPO funding for resurfacing of Salisbury Street, from the Fowler-Wiggins intersection to Robinson Street. All the ADA ramps are okay, so asphalt is the only need, which makes this a good project for stimulus funds. Engineering is gathering the information to add to INDOT's system, so that it can be bid this summer.

Mr. Buck reminded the Board that bids for CDBG-funded work curbs and sidewalks in the area of Robinson Street at Salisbury south to DeHart Street will be opened next week.

Mr. Buck reported that the work on the Salisbury Street Safety Improvements Project has created a tight situation at the Sycamore-Salisbury intersection, but it should be done today.

Mr. Buck also mentioned that at next week's Board meeting, RFQs may be opened for an event traffic maintenance plan for the Village area, on State Street from Northwestern to Pierce. State Street would effectively become two lanes in that area, and allow the additional area for widened sidewalks. Both the Police Department and INDOT have been involved in this project, and INDOT is reviewing the proposal today. The goal is to do a test during Grand Prix weekend. The Campus Bar Coalition would be informed of this trial, if INDOT approves the plans. Engineering will have to contact three contractors quickly, to get the quotes by next Tuesday. The hope is that the quote might be approved at the end of the Board meeting next week.

III. ADJOURNMENT

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