

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

DECEMBER 16, 2014
8:30 a.m.
Morton Community Center
Multi-Purpose Room

Members present were Sana G. Booker, Brooke E. Folkers, Tanuja R. Sheth, and Jonathan C. Speaker. Mayor Dennis presided.

1. APPROVAL OF MINUTES

a. December 9, 2014, Meeting

Mr. Speaker moved to accept the minutes of the December 9, 2014, Board of Works meeting. Ms. Sheth seconded the motion.

The motion was adopted.

2. NEW BUSINESS

a. 2015 Mileage Reimbursement Rate – Clerk-Treasurer

Clerk-Treasurer Rhodes explained that annually the Board is asked to approve the reimbursement rate for use of personal vehicles by employees on official City business. She requested that the Board adopt the 2015 IRS rate of 57.5 cents per mile.

Ms. Booker moved that the 2015 mileage reimbursement rate be approved. Mr. Speaker seconded the motion.

The motion was adopted.

b. Agreement: Disaster Recovery – Keystone Software Systems – City Court/Clerk-Treasurer

Clerk-Treasurer Rhodes requested approval of an agreement is for disaster recovery services for City Court with Keystone Software Systems in the amount of \$275. She explained that this is the new court program that was installed earlier this year.

Ms. Sheth moved that the agreement with Keystone Software Systems be approved. Ms. Folkers seconded the motion.

The motion was adopted.

c. Agreements: Disaster Recovery – Komputrol Software Systems –Clerk-Treasurer and WWTU

Clerk-Treasurer Rhodes requested approval for annual disaster recovery services agreements with Komputrol Software Systems for both the Clerk-Treasurer's Office and the WWTU billing office, each \$450.00. She explained that this is for the financial system that we will continue to utilize until all functions are transferred into the new accounting system.

Mr. Speaker moved that the agreement with Komputrol Software Systems be approved.
Ms. Booker seconded the motion.

The motion was adopted.

d. 2014 SRF Loan Disbursement Request No. 5: Bose McKinney & Evans LLP – Sheraton and Fairway Knolls Lift Station Improvements – WWTU

Public Works Director Buck requested approval of an SRF loan disbursement to our bond counsel, Bose McKinney & Evans LLP, in the amount of \$20,000.

Ms. Sheth moved that the 2014 SRF Loan Disbursement Request No. 5 be approved.
Ms. Folkers seconded the motion.

The motion was adopted.

e. Acceptance: Sanitary Sewer – Purdue Research Foundation – Phase-III, Part-II, Section-I – Engineering

Director Buck requested approval to accept a sanitary sewer for use that is part of the Purdue Research Foundation – Phase-III, Part-II, Section-I project. He explained that this is the development of lots north of Kalberer Road on the west side of Yeager Road. He stated that the testing and installation is complete, and we have a bond and the as-builts provided by the developer.

Ms. Sheth moved that the sanitary sewer acceptance be approved. Ms. Booker seconded the motion.

The motion was adopted.

f. Change Order No. 2: 2014 Street Resurfacing – Rieth-Riley Construction Co. Inc. – Engineering

Director Buck requested approval of Change Order No. 2 for the 2014 Street Resurfacing project. He explained that this balances the final quantities used versus what was in the contract initially. There are two items of additional work inside the Levee/Village TIF area funded by the Redevelopment Commission (RDC), which will be ratified at tomorrow's RDC meeting. The total change order is a deduct of \$39,758.59, making the final contract amount \$553,919.69.

Mr. Speaker moved that the Change Order No. 2 for the 2014 Street Resurfacing project be approved. Ms. Sheth seconded the motion.

The motion was adopted.

g. Claims

i. AP Docket	\$737,124.97
ii. PR Docket	\$473,994.74
iii. PR Docket	\$194,870.23

Mr. Speaker moved that the claims be approved. Ms. Sheth seconded the motion.

There were no questions or comments about the claims.

The motion was adopted.

h. Informational Items

i. Project Payment List – WWTU

There were no questions or comments about the listing.

ii. Legal Budget & Expenses – Clerk-Treasurer

There were no questions or comments about the listing.

iii. Park Board Dockets

There were no questions or comments about the listing.

iv. Purchasing Card Transactions

There were no questions or comments about the listing.

i. Other Items

► Director Buck reported that Milestone Contractors is wrapping up work for the year on the Cattail Trail project along the west side of Sagamore Parkway, south of Cumberland Avenue. They will be doing erosion control stabilization and putting the job to bed for winter and will complete it in the spring. Director Buck and Mayor Dennis discussed how construction is not done in the winter due to the cold temperatures bringing the quality of the material down and it not being economical for the asphalt plants.

► Mayor Dennis stated that it was a tradition for the previous Street Commissioner to predict the number of snow events for the upcoming winter. He asked Street Commissioner Payne to follow this tradition and give his prediction for this winter.

Commissioner Payne stated that we are getting a nice start to winter. He believes that this winter will not be as bad as last year and will have fewer snow events, and he thinks there could be one bad one. Commissioner Payne provided details of the trash schedule changes for the holidays, noting that no one will be without service for more than the regular amount of days.

3. NEW BUSINESS (Continued)

a. Status Change: Regular Part-Time Support Specialist – David H. Payne, Jr. – Human Resources/IT

Human Resources Director Foster stated that she has an action item under New Business. She stated that on November 18, 2014, the Board approved the hire of a part-time of a Support Specialist. At that time, with the information available, he was appropriately categorized as a temporary employee, but we would like to change that status to regular part-time employee. She explained that he is working consistent hours and would therefore be eligible for accrued leave benefits. She requested approval for this change in status for David H. Payne, Jr.

Mr. Speaker moved that the change in status for David H. Payne, Jr. to regular part-time instead of temporary part-time be approved. Ms. Booker seconded the motion.

The motion was adopted.

► Mayor Dennis announced that the Board of Works meeting for next week, December 23rd, has been cancelled. The next regularly scheduled meeting is December 30, 2014.

4. ADJOURNMENT

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