

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

May 9, 2017
8:30 a.m.
Morton Community Center
Multi-Purpose Room

Members present were Brooke E. Folkers, Jason D. Huber, and Thomas J. Kent. Bradley L. Cohen was absent. Clerk Sana G. Booker presided.

1. APPROVAL OF MINUTES

a. May 2, 2017, Meeting

Mr. Huber moved to accept the minutes of the May 2, 2017, Board of Works meeting. Mr. Kent seconded the motion.

The motion was adopted.

2. NEW BUSINESS

a. Proclamation: Municipal Clerks Week – Mayor

Mayor John Dennis stated that there have been several people in the past who have served the City with “Clerk” in their title, but none have served as honorably, respectably, or as passionately as that of Clerk Sana Booker. Mayor John Dennis then read the proclamation aloud:

PROCLAMATION

Municipal Clerks Week
May 7 - 13, 2017

Whereas, The Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

Whereas, The Office of the Municipal Clerk is the oldest among public servants, and

Whereas, The Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

Whereas, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all.

Whereas, The Municipal Clerk serves as the information center on functions of local government and community.

Whereas, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations.

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Whereas, It is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.

Now, Therefore, I, John R. Dennis, Mayor of the City of West Lafayette, Indiana, do recognize the week of May 7 through May 13, 2017, as Municipal Clerks Week, and further extend appreciation to our Municipal Clerk, Sana Booker and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Dated this 9th day of May, 2017

Clerk Booker expressed her appreciation to Mayor John Dennis.

b. Hire: Intern – Colleen Sheehy – Development

Director of Development Erik Carlson requested approval to hire Colleen Sheehy as an intern in the Department of Development, effective May 23, 2017. Ms. Sheehy will be working 20 hours per week, with the pay rate of \$11.00 per hour.

Mr. Huber moved that the hire of Colleen Sheehy be approved. Ms. Folkers seconded the motion.

The motion was adopted.

c. Hire: Intern – Kristen Quade – Development

Director of Development Carlson requested approval to hire Kristen Quade as an intern in the Department of Development, effective May 11, 2017. Ms. Quade will be working 20 hours per week, with the pay rate of \$11.00 per hour.

Ms. Folkers moved that the hire of Kristen Quade be approved. Mr. Huber seconded the motion.

The motion was adopted.

d. Agreement: License for Temporary Parking – Salisbury Parking Lot – Kroger Limited Partnership I – Development

Director of Development Carlson requested approval of the license for temporary construction and parking use with Kroger Limited Partnership I, owners of Payless, in the Salisbury Street parking lot. Director Carlson explained that their planned development construction began a few weeks ago and is projected to last over the next year. He stated that the company does not want their employees to take up what available spots will be remaining once construction takes over part of the parking lot. Director Carlson stated that there have been a few language changes made to the agreement that was previously uploaded to the agenda. Under Section 1 the words “exclusive” and “vacant” have been deleted, in which a better understanding was made that the parking lot was not only just for Kroger employees. Then, under Section 4 Permitted Use the first part of the sentence was added into the language. The amount of this agreement is \$250.00 per month for six months, with two three-month extension options at the end. He noted that Kroger will be shuttling their employees back and forth from the parking lot.

Mr. Kent moved that the agreement with Kroger Limited Partnership I be approved. Ms. Folkers seconded the motion.

The motion was adopted.

e. Estimate Request: Drinking Fountains – Parks

Assistant Parks Superintendent Pennie Ainsworth requested approval to seek estimates to purchase five ADA compliant and accessible drinking fountains. Community Development Block Grant funds will be used to purchase the fountains. The estimates will be opened at the Parks staff meeting on Tuesday, May 16, 2017.

Mr. Huber moved that the estimate request for drinking fountains be approved. Mr. Kent seconded the motion.

Mr. Kent asked if the fountains will be dog accessible, to which Ms. Ainsworth responded no. She explained that in the past they had too much trouble with those types of fountains getting clogging up with gravel, and then not draining properly.

The motion was adopted.

f. Task Order No. 6: On-Call ADA Facility Evaluations and Consultation Services – ADA Consultations of Indiana, LLC – Facilities

Mayor John Dennis requested approval of a new task order with ADA Consultants of Indiana, LLC. Task Order No. 6 replaces Task Order No. 5, which has been exhausted, and goes through the rest of this calendar year. An hourly rate and reimbursement expense schedule has been attached with the agreement.

Mr. Huber moved that Task Order No. 6 with ADA Consultations of Indiana, LLC be approved. Mr. Kent seconded the motion.

The motion was adopted.

g. Task Order No. 7: On-Call ADA Facility Evaluations and Consultation Services – ADA Consultations of Indiana, LLC – Facilities

Mayor John Dennis requested approval of Task Order No. 7 with ADA Consultations of Indiana, LLC. The scope work for this task order includes plan reviews for various new construction buildings, sites, sidewalks, and roads. An hourly rate and reimbursement expense schedule has been attached with the agreement.

Mr. Huber moved that Task Order No. 7 with ADA Consultations of Indiana, LLC be approved. Mr. Kent seconded the motion.

David Meihls, (Principal Consultant, ADA Consultants of Indiana, LLC), stated that he is proud to be working with such an amazing City, and he looks forward to another successful year.

The motion was adopted.

h. 2013-2016 Sweeping Settlement Agreement – INDOT – Finance

Controller Peter Gray requested approval of the 2013-2016 Sweeping Settlement Agreement with INDOT. He explained that due to an oversight, the City did not have a formal agreement with INDOT for this time period. Once approved, INDOT will pay the settlement amount of \$19,008.00 to the City.

Mr. Huber moved that the 2013-2016 Sweeping Settlement Agreement be approved. Mr. Kent seconded the motion.

The motion was adopted.

i. Claims

i. AP Docket \$246,410.32

Ms. Folkers moved that the claims be approved. Mr. Huber seconded the motion.

There were no questions or comments about the claims.

The motion was adopted.

j. Informational Items

i. Park Board Dockets

There were no questions or comments about the listing.

k. Other Items

► WWTU Director Dave Henderson stated that we received over 1 ½ inches of rain within three hours this morning. The CSO pipe captured an estimated 6,000 gallons of overflow, which was out of the Wabash River. Director Henderson stated that the CSO pipe has now captured an estimated total of three million gallons from going into the Wabash River.

► City Engineer Ed Garrison reported that last night was day two of the four-day noise ordinance suspension. They were able to finish the concrete work on River Road last night before the rain hit. Now they are finishing a few more things before they will be able to re-open River Road this morning. They are projecting the road to be re-opened by 10:00 a.m. They will continue the work as they move onto State Street this evening.

► Police Chief Jason Dombkowski reminded everyone that there is construction and high water issues throughout the City. He stated that due to high water, he predicts State Road 43 to close at some point later on today. As a reminder, citizens are urged not to drive through high water if signs are not up yet. Please advise the Department of any areas with high water, so they will be able to post signs. On another note, there will be continued lane restrictions as issues are worked through on State Street and River Road.

In response to a question asked by Clerk Booker, Chief Dombkowski stated there are no updates for Delphi at this time.

► Director of Development Carlson stated that this weekend is Purdue's graduation. The Class of 2017 includes 6,785 undergraduates and 982 grad students.

► Bev Shaw, Quality of Life (Department of Development), stated that it is Municipal Clerk's Day at the Farmers Market this week. Clerk Booker and Director Carlson will be attending the market this week to do a meet and greet. Ms. Shaw expressed her gratitude towards the Street Department for attending last week, which was a huge success.

► Ms. Folkers ended the meeting with a quote. "If you can't change it, change the way you think about it." – Maya Angelou

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3. ADJOURNMENT

There being no further business to come before the Board, Ms. Folkers moved that the meeting be adjourned, and Clerk Booker adjourned the meeting.