

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

July 11, 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. July 5, 2017, Meeting

Mr. Huber moved to accept the minutes of the July 5, 2017, Board of Works meeting. Ms. Folkers seconded the motion.

The motion was adopted.

2. NEW BUSINESS

a. Bid Opening: Happy Hollow Stream Relocation – Engineering

Corporation Counsel Eric Burns opened the three bids responses, which he noted were delivered on time, and read them aloud:

Company	Bid Amount
Atlas Excavating, Inc.	\$918,901.93
R & W Contracting, Inc.	\$605,877.70
Milestone Contractors, L.P.	\$768,188.57

Mr. Huber moved that the bids for the Happy Hollow Stream Relocation be taken under advisement. Mr. Kent seconded the motion.

The motion was adopted.

b. Declaration of Restrictive Covenants: Happy Hollow Stream Relocation Project – Engineering

City Engineer Ed Garrison requested approval of the Declaration of Restrictive Covenants for the Happy Hollow Stream Relocation Project. He explained that in order to move the stream, which is a regulated body of water, we had to enter into certain covenants to set restrictions that will protect the area.

Ms. Folkers moved that the Declaration of Restrictive Covenants be approved. Mr. Huber seconded the motion.

The motion was adopted.

c. Hire: Fire Inspector – Robert Molter – Fire

Fire Chief Tim Heath requested approval to hire Robert Molter as Fire Inspector for the Fire Department, effective Monday, July 17, 2017, with a bi-weekly salary of \$2,076.93.

Ms. Folkers moved that the hire of Robert Molter as Fire Inspector be approved. Mr. Kent seconded the motion.

The motion was adopted.

d. Certification of Eligibility List for Applicants to the West Lafayette Police Department – Police Merit Commission

Police Chief Jason Dombkowski, on behalf of the Police Merit Commission (PMC), requested approval of the Certificate of Eligibility List for hiring. Corporation Counsel Eric Burns noted that the list was executed last night at the PMC meeting. The sealed list was given to the Clerk's Office to be given to HR Director Diane Foster. Police Chief Dombkowski explained that approval will allow the Police Department to use the list to call for names from the list for openings.

Mr. Kent moved that the Certification of Eligibility List for Applicants to the West Lafayette Police Department be approved. Mr. Huber seconded the motion.

The motion was adopted.

e. Quit Claim Deed: West Lafayette Community School Corporation – Legal

Corporation Counsel Burns stated that this was a quit claim deed that was executed, giving a small piece of real estate to the City of West Lafayette. It has already been recorded, but the City needs to accept it. He requested the Board accept the deed, and it will then be re-recorded.

Mr. Huber moved that the Quit Claim Deed be approved. Ms. Folkers seconded the motion.

Mr. Kent asked where the parcel of real estate is located. After discussion, Clerk Booker stated that City Engineer Garrison will send that information to Mr. Kent.

The motion was adopted.

f. Perpetual Utility Easement: Sanitary Sewer (Parcel 12, 12A) – WWTU

WWTU Collections Systems/GIS Supervisor Vic VanAllen requested approval of a perpetual utility easement for sanitary sewer. He explained that this was for a sanitary sewer that was installed around three years ago. The agreement is between the City and INDOT, and it is finally being wrapped-up.

Mr. Kent moved that the Perpetual Utility Easement be approved. Ms. Folkers seconded the motion.

The motion was adopted.

g. Bid Request: CDBG Drinking Fountains Removal and Installation – Parks

Parks Superintendent Janet Fawley requested approval of a bid request for the removal and installation of Community Development Block Grant (CDBG) related work on concrete and drinking fountains in various parks. The bids will be received on August 1, 2017.

Mr. Huber moved that the bid request be approved. Mr. Kent seconded the motion.

Superintendent Fawley confirmed for Clerk Booker that it will be paid with CDBG funds.

The motion was adopted.

h. Policy: Service Animals – Facilities

Facilities Director Tim Clark, explained that on behalf of the ADA Committee, Corporate Counsel, and the Parks Department legal counsel, policies were created for service animals and other power-drive mobility devices (OPDMDs). He requested approval of these policies to be used throughout the City.

Ms. Folkers moved that the policy for service animals be approved. Mr. Kent seconded the motion.

Clerk Booker asked what animals are acceptable in the building. Director Clark responded that dogs and miniature horses are acceptable.

The motion was adopted.

i. Policy: Other Power-Driven Mobility Devices (OPDMD) – Facilities

Facilities Director Clark stated that this is to adopt a City policy on which OPDMDs we will allow people to drive within the City limits.

Ms. Folkers moved that the policy for Other Power-Driven Mobility Devices be approved. Mr. Kent seconded the motion.

The motion was adopted.

j. Declare Items Surplus: Vehicles – Street

Street Commissioner Ben Anderson requested approval to declare four vehicles as surplus. These vehicles will be traded in on future purchases. The details of the four vehicles are as follows:

Vehicle	VIN #	Estimated Value
2015 John Deere Mini Excavator	1FF050GXVFH282592	\$44,000.00
2008 Bobcat S250 Skidsteer	A5GM20516	\$17,000.00
2012 Chevrolet Silverado	1GCNCPEA7CZ189592	\$9,500.00
2010 Ford F150	1FTMF1CW4AKE38483	\$7,000.00

Ms. Folkers moved that the vehicles declared as surplus be approved. Mr. Kent seconded the motion.

The motion was adopted.

k. Claims

- i. AP Docket \$332,902.38
- ii. AP Docket \$239,886.88
- iii. PR Docket \$577,495.54
- iv. RDC Docket \$534,980.05

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.

I. Informational Items

i. Legal Budget & Expenses – Controller

There were no questions or comments about the listing.

ii. Park Board Dockets

There were no questions or comments about the listing.

m. Other Items

► Project Engineer Dan Auckley reported that the State Street project is moving along, and traffic on Brees Way got flipped last Wednesday. Traffic will be moved from the south side, between Tapawingo Drive and River Road, to the north side on July 17, 2017. Most of the peripheral streets have been paved, and University Street is now a two-way street. We hope to have at least the mid-section of the project open by August 15, 2017. He reported on the Community Crossing project, stating that concrete work is starting this week. The Kingston Trail project has all of the curb, gutter work, and sewer work in, and the foundations for the street lights are being installed. That project should finish on time, by August 5, 2017.

► Street Commissioner Anderson stated that as State Street finishes, we are getting ready for school to come back. The move-in dumpsters will be going out next Monday, which is sooner than previous years because we have found that the middle of the month is when people get busy with cleaning out apartments. He expressed appreciation to the Neighborhood Resource Team (NRT) for their help. We collected 131,000 pounds in the dumpsters during move-out, so it has been a good program to help the staff of the Sanitation Department.

► Police Chief Dombkowski reported that due to the amount of rain, we are monitoring the high-water marks on River Road. It can change very quickly, and we will put out warnings if necessary.

► Clerk Booker ended the meeting with a quote. “Mistakes are a fact of life. It is the response to the error that counts.” – Nikki Giovanni

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.