

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

July 25, 2017
8:30 a.m.
Morton Community Center
Multi-Purpose Room

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

1. APPROVAL OF MINUTES

a. July 18, 2017, Meeting

Mr. Huber moved to accept the minutes of the July 18, 2017, Board of Works meeting. Mr. Cohen seconded the motion.

The motion was adopted.

2. NEW BUSINESS

a. Bid Acceptance and Agreement: Happy Hollow Creek Relocation – R&W Contracting, Inc. – Engineering

City Engineer Ed Garrison stated that they opened bids for the Happy Hollow Creek Relocation Project on July 11, 2017. The lowest bidder was R&W Contracting, Inc. at \$605,877.70. Mr. Garrison requested approval to enter into agreement with R&W Contracting, Inc.

Ms. Folkers moved that the Happy Hollow Creek Relocation Agreement with R&W Contracting, Inc. be approved. Mr. Kent seconded the motion.

The motion was adopted.

b. Agreement: Reimbursement and Mutual Release of Claims – The Rise/CA Student Living Chauncey Property Owner LLC – Engineering

City Engineer Garrison requested approval of a Reimbursement and Mutual Release of Claims Agreement with The Rise. This is a reimbursement for the City installation of water lines and sanitary sub out connections for the developers of The Rise. He explained that the work is being completed in an effort to ensure that no further utility work for The Rise needs to be done within the State Street roadway. The amount out this reimbursement agreement is \$86,371.06.

Ms. Folkers moved that the Reimbursement and Mutual Release of Claims Agreement be approved. Mr. Cohen seconded the motion.

Mr. Huber asked if the reimbursement is a not-to-exceed amount, to which Mr. Garrison responded that the amounts were negotiated with the contractor. If any unforeseen work shall arise, the contractor will also be responsible for those charges.

The motion was adopted.

c. Request: Noise Ordinance Suspension – The Hub – Shiel Sexton Company, Inc. Engineering

City Engineer Garrison requested approval of three noise ordinance suspensions for The Hub, on behalf of Shiel Sexton Company, Inc. He stated that these noise ordinance suspensions are for podium concrete pours, which will have multiple stage trucks on Pierce Street. Pouring the concrete at night will limit the blocking of traffic during business hours. The first pour will be on Wednesday, July 26, 2017, from midnight to 7:00 a.m. The second and third pour dates will be determined out of the three possible dates, which will be based on prep time and weather. The three date options for the second pour are Thursday, August 3, 2017, Friday, August 4, 2017, or Saturday, August 5, 2017, from midnight to 7:00 a.m. The three date options for the third pour are Sunday, August 13, 2017, Monday, August 14, 2017, or Tuesday, August 15, 2017, from midnight to 7:00 a.m. Shiel Sexton Company, Inc. will be responsible for notifying management of the effected residential properties and businesses. Mr. Garrison noted that Eric McNahee, Shiel Sexton Company, Inc., is present today to answer any questions.

Mr. Huber moved that the request for noise ordinance suspension for The Hub be approved. Mr. Kent seconded the motion.

In response to a question asked by Mr. Kent, Mr. Garrison stated that the local residents will be notified by a representative from the Shiel Sexton Company, Inc. Clerk Booker asked how residents will be notified, to which Mr. Garrison stated that the Shiel Sexton Company, Inc. will be making home visits to speak with each current resident.

The motion was adopted.

d. Declare Items Surplus: Miscellaneous Items – WWTU

WWTU Director Dave Henderson requested approval to declare various items from the laboratory at the Wastewater Plant as surplus. He stated that there is no longer any value to the majority of the items because they are outdated. Details of these items were included in a list provided to the Board.

Mr. Huber moved that the items declared as surplus be approved. Ms. Folkers seconded the motion.

Mr. Kent asked how the items would be disposed, to which Director Henderson responded that the eWaste items will be properly disposed of at Oscar Winski.

The motion was adopted.

e. Hire: Facilities Operator – Don Walter – WWTU

WWTU Director Henderson requested approval to hire Don Walter as a Facility Operator, effective Monday, July 31, 2017. Director Henderson stated that Mr. Walter will be filling one of the two vacant Facilities Operator positions. Mr. Walter's bi-weekly salary will be \$1,303.05, with an additional \$0.50 shift differential to be added.

Ms. Folkers moved that the hire of Don Walter as a Facilities Operator be approved. Mr. Kent seconded the motion.

The motion was adopted.

f. Hire: Helpdesk Technician – John Stephens – IT

IT Director Brad Alexander requested approval to hire John Stephens as the regular part-time Helpdesk Technician for the IT Department. The effective date for Mr. Stephens will be July 31, 2017, at the pay rate of \$15.00 per hour.

Ms. Folkers moved that the hire of John Stephens as a Helpdesk Technician be approved. Mr. Kent seconded the motion.

Ms. Folkers asked how many hours Mr. Stephens will work, to which Director Alexander responded 27.5 hours per week.

Mr. Cohen asked if this pay rate is the standard rate for part-time positions, to which Director Alexander responded that there is not a standard rate for the IT Department. He explained that this is their first and only part-time employee. Mr. Cohen then asked if there is a standard part-time rate for the City, to which Director Alexander responded no.

Police Chief Jason Dombkowski added that the Human Resources Department determines the rate for each individual in the Departments.

The motion was adopted.

g. Agreement: Avigilon Enterprise Video Management System Conversion – Presidio Networked Solutions Group, LLC – IT

IT Director Alexander requested approval of the Avigilon Enterprise Video Management System Conversion Agreement with Presidio, in the amount of \$40,094.70. He stated that this agreement has been a collaborative effort between the IT Department, Fire Department, and Police Department. Director Alexander stated that we currently have three separate outdated analog video systems, which includes 52 cameras. The statement of work within this agreement will allow the City to replace all three existing video systems with one.

Mr. Kent moved that the agreement with Presidio Networked Solutions Group, LLC be approved. Mr. Huber seconded the motion.

Mr. Kent asked if this is a security related system, to which Director Alexander responded yes. He noted that this video recording system has additional features and add-ons available. However, the City has not currently purchased any of the additional features.

The motion was adopted.

h. Purchase: Garbage Truck – Central Indiana Truck Equipment Corporation – Street

Street Commissioner Ben Anderson requested approval to purchase an Autocar truck chassis with a Heil Pack Odyssey body from Central Indiana Truck Equipment Corporation, in the amount of \$125,000.00 from MVH funds. The remaining balance will be paid from the Redevelopment Commission funds, in the amount of \$204,000.00.

Ms. Folkers moved that the garbage truck purchase from Central Indiana Truck Equipment Corporation be approved. Mr. Huber seconded the motion.

In response to a question asked by Clerk Booker, Mr. Anderson stated that MVH stands for Motor Vehicle Highway.

The motion was adopted.

i. Request for Estimates: Operation Releaf Fall 2017 Tree Planting Project – Development

Bryce Patz, Neighborhood Vitality (Department of Development), requested approval to seek estimates for Operation Releaf 2017 Fall Tree Planting Project. He explained that these will be tree replacements for homeowners. The estimates will be opened at the Tuesday, August 18, 2017, Board of Works meeting.

Mr. Huber moved that the request for estimates for the Operation Releaf Fall 2017 Tree Planting Project be approved. Mr. Kent seconded the motion.

The motion was adopted.

j. Request for Estimates: Trail of Two Cities Tree Planting Project – Development

Bryce Patz, Neighborhood Vitality (Department of Development), requested approval to seek estimates for the Trail of Two Cities Tree Planting Project. Mr. Patz explained that he has teamed up with the Urban Forester in the City of Lafayette, in order to do a joint city tree planting project. The two cities were able to co-write a grant, which was then submitted to the State. He stated that there will be 35 trees planted within our water shed area. The City of Lafayette will also plant their trees in their designated areas. Educational components that will include signage for storm water retention will be posted by each tree. These signs will explain how many gallons of storm water each tree can capture per season and in ten years.

Mr. Huber moved that the request for estimates for the Trail of Two Cities Tree Planting Project be approved. Mr. Cohen seconded the motion.

The motion was adopted.

k. Claims

i. AP Docket	\$152,633.48
ii. AP Docket	\$193,907.21
iii. PR Docket	\$572,984.94
iv. PR Docket	\$115,621.25

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.

l. Informational Items

i. Park Board Dockets

There were no questions or comments about the listing.

m. Other Items

► IT Director Alexander reminded everyone that this Friday, July 28, 2017, is National Assistant Administration Day.

► City Engineer Garrison reported that the State Street Project is continuing to move along. The street will be re-opened on August 13, 2017, as scheduled. The Kingston Trail Project will be wrapping up soon. He stated that there is some approach work that still needs to be completed at the entrance to the schools.

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► Bryce Patz, Neighborhood Vitality (Department of Development), stated that this is the last week for the Development Department's Urban Forestry Intern, Chandler Sonafrank.

► Clerk Booker ended the meeting with a quote, which was submitted by Controller Peter Gray. "More people would learn from their mistakes if they weren't so busy denying them."
– The Gottman Institute

3. ADJOURNMENT

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