

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

August 15, 2017
8:30 a.m.
Morton Community Center
Multi-Purpose Room

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

1. APPROVAL OF MINUTES

a. August 8, 2017, Meeting

Mr. Huber moved to accept the minutes of the August 8, 2017, Board of Works meeting. Mr. Kent seconded the motion.

The motion was adopted.

2. NEW BUSINESS

a. Revised Memorandum of Understanding: Concerning City Allowance Account – State Street Redevelopment Project – Engineering

City Engineer Ed Garrison requested approval of a revised memorandum of understanding, due to corrections for proper signatures and to include the total value of City Improvements in the amount of \$916,029.42. The original memorandum of understanding was approved at the July 18, 2017, Board meeting.

Mr. Kent moved that the revised memorandum of understanding be approved. Mr. Huber seconded the motion.

The motion was adopted.

b. Street Closing: North Chauncey Avenue (Columbia Street/North Street) – Family Fun Day – Police

Police Sergeant Jason Philhower requested approval for the street closing of North Chauncey Avenue from Columbia Street to North Street for the annual Family Fun Day. The street will be closed on Sunday, August 27, 2017, at 12:00 p.m. to 5:00 p.m.

Mr. Cohen moved that the street closing of North Chauncey Avenue be approved. Mr. Huber seconded the motion.

The motion was adopted.

c. Street Closing: Linda Lane (Reba Drive/Soldiers Home Road) – Linda Lane Neighborhood Block Party – Police

Police Sergeant Philhower requested approval for the street closing of Linda Lane from Reba Drive to Soldiers Home Road for the Linda Lane Neighborhood Block Party. The street will be closed on Saturday, September 9, 2017, at 3:00 p.m. to 8:30 p.m.

Mr. Cohen moved that the street closing for Linda Lane be approved. Mr. Kent seconded the motion.

The motion was adopted.

d. Bid Acceptance and Agreement: 2017 CDBG ADA Compliant Drinking Fountains Installation – T.L. Kincaid Contracting, Inc. – Parks

Parks Superintendent Jan Fawley requested approval of the 2017 CDBG ADA Compliant Drinking Fountains Installation Agreement with T.L. Kincaid Contracting, Inc., in the amount of \$12,777.00. Bids for this project were opened at the August 1, 2017, Board meeting. Ms. Fawley stated that T.L. Kincaid was the lowest bidder, due to the other contractor not meeting all of the qualification requirements.

Mr. Kent moved that the agreement with T.L. Kincaid Contracting, Inc. be approved. Mr. Huber seconded the motion.

Mr. Kent asked if the contractor would dispose of the drinking fountains, to which Ms. Fawley responded she was uncertain. She explained that the fountains are not worth reusing, and she foresees they would be recycled in the best way possible.

The motion was adopted.

e. Agreement: Tree Limb Removal – T-N-T Tree Service – Development

Bryce Patz, Neighborhood Vitality (Department of Development), requested approval of an agreement with T-N-T Tree Service, in the amount of \$690.00. Mr. Patz explained that the agreement is for tree limb removal, which is located off of Indian Trail Drive.

Mr. Huber moved that the agreement with T-N-T Tree Service be approved. Mr. Kent seconded the motion.

The motion was adopted.

f. Professional Service Agreement: Consulting Services – Swan Consulting, DBA – Development

Director of Rental Housing Inspections Dale Dixon requested approval of a consulting services agreement with Swan Consulting, DBA. Director Dixon explained that as the Department transitions to a new software program, Swan Consulting will help the City close the current City View software program. The amount of the agreement is not-to-exceed \$3,995.00.

Mr. Cohen moved that the professional service agreement with Swan Consulting, DBA be approved. Mr. Kent seconded the motion.

The motion was adopted.

g. Hire: Driver/Collector/Processor – Shicory Arnett – Street

Street Commissioner Ben Anderson requested approval to hire Shicory Arnett as Driver/Collector/Processor for the Street Department. The bi-weekly salary for Mr. Arnett will be \$1,500.00, effective Tuesday, August 15, 2017.

Mr. Kent moved that the hire of Shicory Arnett as a Driver/Collector/Processor for the Street Department be approved. Mr. Huber seconded the motion.

In response to question asked by Clerk Booker, Mr. Anderson stated that the Department is one employee short from being fully staffed.

The motion was adopted.

h. Claims

- i. AP Docket \$544,307.21

Mr. Huber moved that the claims be approved. Mr. Cohen seconded the motion.

There were no questions or comments about the claims.

The motion was adopted.

i. Informational Items

i. Project Payment List – WWTU

There were no questions or comments about the listing.

ii. Legal Budget & Expenses – Controller

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.

j. Other Items

► Mayor John Dennis thanked all of the City employees who helped to participate and celebrate the soft opening of State Street yesterday. Also, the media did an amazing job covering this event. Mayor John Dennis explained how gracious and thankful citizens in the community felt for being welcomed into the City, while others were impressed with State Street becoming a two-way street again.

► Police Chief Jason Dombkowski stated the Police Department was present at the rally this past Sunday, which was held at the Mayor Margerum Fountain. In addition, the Department will continue to be present at all future rallies to ensure everyone's safety. On another note, the second wave of freshman students at Purdue will be moving into the dorms today. The upperclassman will then begin moving in by this weekend.

► Street Commissioner Anderson stated that the Fall Move-Out Dumpster Program was a success. The Department was able to collect 169,000 pounds of unwanted materials. Mr. Anderson thanked the Neighborhood Resource Team for their assistance during this program.

► Project Engineer Dan Auckley stated they are working on adding trees, park benches, and decorative railing along State Street. They are projecting to have the work completed before the first Purdue home football game, which is September 8, 2017. There will be utility work continuing throughout the project. The Community Crossing Project is currently finishing up striping. The Indian Trail area is installing the curb, sidewalk, and gutter structures. The Kingston Trail Project is almost completed. They will be installing lumineers on the street lights, and installing a few more parking signs. Mr. Auckley stated that the Happy Hollow Road Lighting Project will begin in a month, and is projected to be completed in time for Christmas.

Mr. Kent asked what type of lighting will be on Happy Hollow Road, to which Mr. Auckley responded there will be a combination of boyer lighting.

► City Engineer Garrison stated that due to the increase of incoming students, there is an increase of traffic. They continue to monitor the new traffic signals throughout the week, and the signals will be adjusted accordingly.

► Clerk Sana G. Booker ended the meeting with a quote provided by Ms. Folkers. “In time of domestic crisis, men of goodwill and generosity should be able to unite regardless of party or politics.” – John F. Kennedy

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.