

WESTFIELD BOARD OF PUBLIC WORKS AND SAFETY MEETING,
May 29, 2008

The Westfield Board of Public Works and Safety met in regular session Thursday May 29, 2008 at the Westfield Public Works Conference room. Board of Works members present were Mayor Andy Cook, Jack Hart and Mark Heirbrandt. Also present were Clerk Treasurer Cindy Gossard, Chief Administrative Officer Bruce Hauk and Legal Counsel Brian Zaiger. Mayor Andy Cook called the meeting to order at 3:00 pm.

Approval of Minutes:

Mark Heirbrandt made a motion to approve the minutes of the May 1, 2008 meeting as presented. Jack Hart seconded. Vote: Yes-3; No-0. Motion carried.

Ordinances:

None

Resolutions:

None

Quote Approval:

City VOIP Quote Approval and Contract

Eric Bishop stated he and John Rogers were still negotiating with First Mile but not yet at the point to sign a contract.

PW Vehicle Purchase

Kurt Wanninger explained Public Works is seeking approval to purchase a pick-up as part of the 2008 Capital Budget Plan.

Kurt stated there were 3 quotes solicited and Public Works recommends they accept the quote from Don Hind Ford for \$24,350.00.

Mark Heirbrandt made a motion to approve the bid from Don Hind Ford not to exceed \$24,350.00. Jack Hart seconded. Vote: Yes-3; No-0. Motion carried.

PW (City Services) Cleaning Services

Kurt Wanninger stated Public Works is seeking approval to expand Busy Bee Cleaning Service, Inc. to add the new City Services Building expansion. Kurt explained this would add to the existing Public Works cleaning contract for an additional amount of \$2040.00 a month.

Jack Hart made a motion to approve expanding the Busy Bee Cleaning Service to include the City Services Building for an additional amount not to exceed \$2040.00 per month. Mark Heirbrandt seconded. Vote: Yes-3; No-0. Motion carried.

Askren Termite and Pest Control

Kurt Wanninger stated Public Works is seeking approval to expand Askren Termite and Pest Control Services to also add the new City Services Building expansion to the existing contract with Public Works.

Mark Heirbrandt made a motion to approve expanding the contract with Askren Termite and Pest Control Services to include the new City Services Building. Jack Hart seconded. Vote: Yes-3; No-0. Motion carried.

Firefighter Turnout Gear for Lease Purchase

Todd Burtron gave a brief overview of a five year lease/purchase finance agreement that will allow WFD to purchase 60 sets of firefighter gear.

Mark Heirbrandt made a motion to approve the 5 year lease/purchase agreement to be signed by WFD Department Head. Jack Hart seconded. Vote: Yes-3; No-0. Motion carried.

AV Quotes for City Hall – Conference Room

Kurt Wanninger explained Public Works obtained 3 quotes for the purchase and installation of audio/visual equipment in the upstairs conference room at City Hall.

Kurt stated they are recommending Digitech Custom Audio & Video for \$4,001.86.

Andy Cook made a motion to approve the bid from Digitech Custom for an amount not to exceed \$4,001.86. Mark Heirbrandt seconded. Vote: Yes-3; No-0. Motion carried.

Bid Approval:

None

Performance Bonds:

None

Maintenance Bond Release:

None

Change Orders:

None

Agreements:

Consent to Assignment - SkyTel

Kurt Wanninger explained that Public Works is seeking approval to consider the request by SkyTel Consent to Assignment.

Mark Heirbrandt made a motion to approve SkyTel Consent to Assignment and authorize the Director of Public Works to execute the assignment document. Andy Cook seconded. Vote: Yes-3; No-0. Motion carried.

Consent Agenda Ashfield Homeowners Association Request

Kurt Wanninger stated that Public Works Department is seeking input from the Board for a request by the Ashfield Homeowners Association to post “No Parking” signs in the cul-de-sac of Nyla Court and Beach Club Drive.

There was some discussion and consensus to send complaint to City Council.

With no further business Mayor Andy Cook made a motion to adjourn. Jack Hart seconded. Vote: Yes-3; No-0. Motion carried.

The meeting was adjourned at 4:05 p.m.

Clerk-Treasurer

Board of Public Works President