

Action Item #1-

WESTFIELD BOARD OF PUBLIC WORKS AND SAFETY MEETING, AUGUST 28, 2008

The Westfield Board of Public Works and Safety met in regular session Thursday, August 28, 2008, at the Westfield Public Works conference room. Board of Works members present were, Jack Hart and Mark Heirbrandt. Also present were Assistant Clerk-Treasurer, Teresa Skelton, Chief Administrator Officer Bruce Hauk and Legal Council Brian Zaiger. Jack Hart called the meeting to order at 3:00PM.

Action Item #1 Approval of Minutes:

Mark Heirbrandt made the motion to approve the July 10, 2008 minutes, as presented. Jack Hart seconded. Vote: Yes-2; No-0. Motion carried.

Presentations: None

Action Item #2 Ordinances:

Wastewater Rate Adjustment Ordinance 08-39:

Director of Public Works, Kurt Wanninger presented the proposed ordinance to the Board of Public Works. He explained that there will be a Public Hearing at the September 8, 2008 City Council meeting. This will be the second reading.

He also explained the timeline for implementation of the proposed ordinance and the rate formula.

Jack Hart asked about the sewage adjustment response. Bruce Hauk explained that this is based on an average. He also explained that there are capital expenses due to connection and capacity.

Resolutions: None

Quote Approval: None

Action Item #3 Bid Approval:

Fire Chief Todd Burtron presented the bid chart for an ambulance purchase. The recommendation from the selection committee was, Donley Safety for \$ 217,567.00.

Mark Heirbrandt asked who was on the selection committee. Chief Burtron answered that Captain Joe Lyons and an EMS representative were on the committee.

After some discussion Mark Heirbrandt made the motion to accept the recommendation of Donley Safety, not to exceed the amount of \$ 217,567.00. Jack Hart seconded. Vote: Yes-2: No-0. Motion carried.

Action Item #4 Performance Bond Releases and Action Item #5 Maintenance Bond Releases:

Kurt Wanninger and Harry Nikides, stated that all requirements were satisfactory and recommended that the Board of Public Works accept the releases, as presented.

Jack Hart made the motion to accept the Performance Bond Release and the Maintenance Bond Release, as presented. Mark Heirbrandt seconded. Vote: Yes-2; No-0. Motion carried.

Change Orders: None

Action Item #6 Agreements:

Kurt Wanninger presented the Fire Protection Inspection Agreement. He went on to explain that this has been reviewed by the Administration Director of Enterprise, John Rogers, and the recommendation is to enter an agreement with USA Automated Sprinkler Company and the City of Westfield, for a one year agreement, not to exceed the amount of \$ 1,700.00.

Mark Heirbrandt made the motion to accept the agreement with USA Automated Sprinkler Company and the City of Westfield, not to exceed the amount of \$ 1,700.00, as recommended. Jack Hart seconded. Vote: Yes-2; No-0. Motion carried.

Action Item # 7 Contracts:

- 1) American Structure Point – Kurt Wanninger presented this contract for consideration. He also has reviewed this with the Administration Director of Enterprise, John Rogers. Jack Hart made the motion to approve the contract with American Structure Point, and give the Director of Public Works the authority to execute. Mark Heirbrandt seconded. Vote: Yes-2; No-0. Motion carried.
- 2) Indiana Department of Transportation – Local Public Agency Project coordination contract -Kurt Wanninger presented this contract for consideration. He also has reviewed this with Administration Director of Enterprise, John Rogers. Mark Heirbrandt made the motion to approve this contract between Indiana Department of Transportation and the City of Westfield, and authorize Kurt Wanninger to execute, as recommended. Jack Hart seconded. Vote: Yes-2; No-0. Motion carried.
- 3) Monon Greenway – Inspection Contract – Kurt Wanninger introduced John Speidel with Butler Fairman and Seufert, Inc. This contract has been reviewed by Neil VanTrees and is recommended for approval. After some discussion Jack Hart made

the motion to approve the inspection contract with Butler, Fairman and Seufert, Inc., and authorize Kurt Wanninger to execute, as recommended. Mark Heirbrandt seconded. Vote: Yes-2; No-0. Motion carried. Vote: Yes-2; No-0. Motion carried.

Action Item # 8 Consent Agenda:

- 1) Uniform Conflict of Interest Disclosure Statements – Kurt Wanninger explained that this is procedural, when an employee may have a relationship with an outside agency, that the City may be doing business with. Mark Heirbrandt asked if legal council had reviewed the documents. Legal Council, Brian Zaiger said that it is a standard form. Mark Heirbrandt made the motion to approve the Uniform Conflict of Interest Disclosure Statement, for a Westfield Public Works employee, as presented. Jack Hart seconded. Vote: Yes-2; No-0. Motion carried.
- 2) Police Chief Kevin Jowitt and Fire Chief Todd Burtron also presented a Uniform Conflict of Interest Disclosure for an employee. In this incident, equipment was purchased from one employee of the City of Westfield by a department of the City of Westfield. Mark Heirbrandt made the motion to approve the Uniform Conflict of Interest Disclosure Statement, as presented. Jack Hart seconded. Vote: Yes-2; No-0. Motion carried.
- 3) Police Chief Jowitt announced a staff change, due to a resignation of the Evidence Technician. No action is required.

Public Works Engineer, Neil VanTrees gave a progress report on road projects.

Jack Hart asked where the City was on a City Court. Legal Council Brian Zaiger gave an update.

Mark Heirbrandt inquired on the relocation of high service electrical, taking place at 161st Street and Carey Road.

With no further business the meeting was adjourned at 3:50PM.

Clerk-Treasurer

Board of Public Works President