

WESTFIELD PUBLIC WORKS



Memorandum

To: Westfield Board of Public Works & Safety
From: Kurt J. Wanninger
CC: Bruce A. Hauk
Date: March 30, 2009
Re: Public Works Department Matters

BOARD OF PUBLIC WORKS
J. ANDREW COOK, MAYOR
JOHN B. HART, BOARD MEMBER
MARK HEIRBRANDT, BOARD MEMBER

CHIEF ADMINISTRATIVE OFFICER
BRUCE A. HAUK

DIRECTOR OF PUBLIC WORKS
KURT J. WANNINGER

Memo to Board Members

Dear Board Members, I would like to take this opportunity to update you regarding some of the activities that have taken place within the Public Works Department over the last month.

Fees Collected

(See Attachment 1)

Department Safety Statistics

(See Attachment 2)

HNTB Progress Report

(See Attachment 3)

Employee of the Month

The department's Employee of the Month selection for February 2009 was Jeremy Miller.

Jeremy has been with the City of Westfield since November 5, 2007. Jeremy is a Planner I within the Community Development Department of the City of Westfield.

Please join me in congratulating Jeremy on this significant achievement.

ATTACHMENT #1

Yearly Permit Fees-2009

Types of Fees	January	February	March	April	May	June	July	August	September	October	November	December
Encroachment Permits	\$ 600.00	\$ 50.00										
Sewer Availability Fees	\$ 3,900.00	\$ 1,125.00										
Sewer Tap Fees	\$ 15,600.00	\$ 8,940.00										
Subsequent Sewer Connection	\$ 360.00	\$ 1,058.00										
Water Availability Fees	\$ 6,000.00	\$ 688.00										
Water-3/4" Tap Fees	\$ -	\$ 4,225.00										
Water-1" Tap Fees	\$ -	\$ -										
Water-1 1/2" or Greater	\$ -	\$ -										
Lawn Irrigation Fees	\$ -	\$ -										
Road Impact Fees	\$ 5,400.00	\$ 5,400.00										
Plan Review Fees	\$ -	\$ 4,045.00										
Inspection Fees	\$ 1,515.15	\$ 1,443.00										
Map Fees	\$ -	\$ -										
Erosion Control Appl. Fees	\$ 400.00	\$ 600.00										
Erosion Control Penalty Fees	\$ -	\$ -										
Sanitary Sewer Permit Fees	\$ -	\$ 600.00										
Water Permit Fees	\$ -	\$ 600.00										
Water Service Line Protection	\$ 64.00	\$ 320.00										
Totals per Month	\$ 33,469.15	\$ 29,094.50	\$ -									

	1st Qtrr Total	2nd Qtrr Total	3rd Qtrr Total	4th Qtrr Total
Encroachment Permits	\$ 650.00	\$ -	\$ -	\$ -
Sewer Availability Fees	\$ 4,625.00	\$ -	\$ -	\$ -
Sewer Tap Fees	\$ 24,940.00	\$ -	\$ -	\$ -
Subsequent Sewer Connection	\$ 1,488.00	\$ -	\$ -	\$ -
Water Availability Fees	\$ 688.50	\$ -	\$ -	\$ -
Water-3/4" Tap Fees	\$ 10,225.00	\$ -	\$ -	\$ -
Water-1" Tap Fees	\$ -	\$ -	\$ -	\$ -
Water-1 1/2" or Greater	\$ -	\$ -	\$ -	\$ -
Lawn Irrigation Fees	\$ -	\$ -	\$ -	\$ -
Road Impact Fees	\$ 10,800.00	\$ -	\$ -	\$ -
Plan Review Fees	\$ 4,045.00	\$ -	\$ -	\$ -
Inspection Fees	\$ 2,968.15	\$ -	\$ -	\$ -
Map Fees	\$ -	\$ -	\$ -	\$ -
Erosion Control Appl. Fees	\$ 1,000.00	\$ -	\$ -	\$ -
Erosion Control Penalty Fees	\$ -	\$ -	\$ -	\$ -
Sanitary Sewer Permit Fees	\$ 600.00	\$ -	\$ -	\$ -
Water Permit Fees	\$ 600.00	\$ -	\$ -	\$ -
Water Service Line Protection	\$ 384.00	\$ -	\$ -	\$ -
Totals per Quarter	\$ 62,553.65	\$ -	\$ -	\$ -

	3 months of 2008	Feb-08
Encroachment Permits	\$ 1,527.50	\$ 675.00
Sewer Availability Fees	\$ 170,384.54	\$ 150,224.54
Sewer Tap Fees	\$ 115,088.00	\$ 95,736.00
Sub-Sewer Connection	\$ 2,198.00	\$ 1,289.00
Water Availability Fees	\$ 100,553.64	\$ 89,969.54
Water-3/4" Tap Fees	\$ 50,620.00	\$ 40,850.00
Water-1" Tap Fees	\$ 500.00	\$ -
Water-1 1/2" or Greater	\$ -	\$ -
Lawn Irrigation Fees	\$ 25.00	\$ 25.00
Road Impact Fees	\$ 126,853.54	\$ 25,995.00
Plan Review Fees	\$ 3,950.00	\$ 2,950.00
Inspection Fees	\$ 10,711.50	\$ 7,862.50
Map Fees	\$ -	\$ -
Erosion Control Appl. Fees	\$ 4,780.00	\$ 3,100.00
Erosion Control Penalty Fees	\$ 2,000.00	\$ 1,700.00
Sanitary Sewer Permit Fees	\$ 300.00	\$ -
Water Permit Fees	\$ 300.00	\$ -
Water Service Line Protection	\$ 248.00	\$ 32.00
1 month of 2008	\$ 593,899.62	\$ 419,859.98

	Yearly Totals
Encroachment Permits	\$ 650.00
Sewer Availability Fees	\$ 4,625.00
Sewer Tap Fees	\$ 24,940.00
Subsequent Sewer Connection	\$ 1,488.00
Water Availability Fees	\$ 688.50
Water-3/4" Tap Fees	\$ 10,225.00
Water-1" Tap Fees	\$ -
Water-1 1/2" or Greater	\$ -
Lawn Irrigation Fees	\$ -
Road Impact Fees	\$ 10,800.00
Plan Review Fees	\$ 4,045.00
Inspection Fees	\$ 2,968.15
Map Fees	\$ -
Erosion Control Appl. Fees	\$ 1,000.00
Erosion Control Penalty Fees	\$ -
Sanitary Sewer Permit Fees	\$ 600.00
Water Permit Fees	\$ 600.00
Water Service Line Protection	\$ 384.00
Gross Total for 2009	\$ 62,553.65

	2008 Totals	2007 Totals	2006 Totals	2005 Totals	2004 Totals
Encroachment Permits	\$ 15,634.00	\$ 25,106.20	\$ 23,536.30	\$ 12,772.10	\$ 7,351.80
Sewer Availability Fees	\$ 82,942.20	\$ 442,699.30	\$ 1,426,546.60	\$ 3,040,392.30	\$ 1,777,782.30
Sewer Tap Fees	\$ 647,808.00	\$ 400,610.40	\$ 712,284.00	\$ 825,756.00	\$ 731,820.00
Subsequent Sewer Connection	\$ 13,851.00	\$ 25,062.48	\$ 54,840.61	\$ -	\$ -
Water Availability Fees	\$ 609,595.80	\$ 411,028.68	\$ 1,360,546.35	\$ 2,122,851.95	\$ 1,427,085.91
Water-3/4" Tap Fees	\$ 286,725.00	\$ 212,442.00	\$ 420,874.50	\$ 442,330.00	\$ 270,070.00
Water-1" Tap Fees	\$ 1,000.00	\$ 1,750.00	\$ -	\$ 39,981.17	\$ 63,824.10
Water-1 1/2" or Greater	\$ -	\$ -	\$ -	\$ 1,500.00	\$ 41,680.00
Lawn Irrigation Fees	\$ 3,525.00	\$ 7,100.00	\$ 4,480.00	\$ 4,200.00	\$ 2,700.00
Road Impact Fees	\$ 407,237.54	\$ 432,915.56	\$ 909,894.76	\$ 908,081.95	\$ 986,208.98
Plan Review Fees	\$ 45,735.00	\$ 71,200.00	\$ 138,015.00	\$ 30,075.00	\$ 24,500.00
Inspection Fees	\$ 50,605.00	\$ 85,065.60	\$ 93,523.38	\$ 10,536.57	\$ 6,167.77
Map Fees	\$ 20.00	\$ 27.25	\$ 525.00	\$ 104.50	\$ -
Erosion Control Appl. Fees	\$ 25,800.25	\$ 43,320.00	\$ 26,904.00	\$ -	\$ -
Erosion Control Penalty Fees	\$ 19,065.00	\$ 20,650.00	\$ 13,300.00	\$ -	\$ -
Sanitary Sewer Permit Fees	\$ 2,100.00	\$ 3,000.00	\$ 7,200.00	\$ -	\$ -
Water Permit Fees	\$ 2,700.00	\$ 5,400.00	\$ 3,000.00	\$ -	\$ -
Water Service Line Protection	\$ 982.00	\$ 1,440.00	\$ 3,648.00	\$ -	\$ -
Gross Total	\$ 3,028,285.79	\$ 2,188,657.07	\$ 5,228,125.50	\$ 7,438,570.94	\$ 4,933,639.66

ATTACHMENT #2

**WESTFIELD PUBLIC WORKS
MONTHLY ACCIDENT STATISTICAL REPORT
FOR FEBRUARY 2009**

Location	# of employees	# of Hours Worked	Employee Accidents/ Month	Disabling Accidents/ Month	Lost Work Days	Restricted Work Days	OSHA Recordable Accidents	# of Vehicles	# of Miles Driven	# of Vehicle Accidents for the Month	Chargeable Accidents for the Month	# of Property Damage Accidents/ Incidents	Cost of Property Damage Accidents/ Incidents
Administrative	5	621	0	0	0	0	0	6	2002	0	0	0	\$0.00
CSC	6	873	0	0	0	0	0	1	210	0	0	0	\$0.00
Water	11	989.5	0	0	0	0	0	7	4488	1	1	0	\$4,327.00
Wastewater	16	976.5	0	0	0	0	0	6	3651	1	1	0	\$900.00
Street-G/M	2	2193	2	0	0	0	1	16	10055	1	1	0	\$171.60
Dev/Con-Eng	7	1851.5	0	0	0	0	0	6	2355	0	0	0	\$0.00
Inst & Controls	7	304	0	0	0	0	0	1	594	0	0	0	\$0.00
2009	54	7808.5	2	0	0	0	1	43	23355	3	3	0	\$5,398.60
2008	58	6286.25	0	0	0	0	0	43	34901	0	0	3	0

****Employee Accident Summaries**

1. Brandon Breedlove 2/9/09-Brandon was struck above the left eye by a claw hammer that slipped out of the hand of Nick Compton who was hammering inappropriately.
2. Morgan Riley 3/4/09- Morgan was moving wood in the Street Barn and a piece of wood had a large splinter on the side that went into the left thumb of Morgan. He initially thought his thumb would be fine but went to the clinic on 3/5/09 due to redness and swelling. He was given an antibiotic for infection which made this a recordable.

Vehicle Accident Summaries

1. Nick Compton 2/6/09- Nick was driving vehicle 105 and rear ended 103 while driving out of the wastewater barn area. This resulted in \$900 dollars damage to the bumper of 105.
2. Jon Berry 2/12/09- Jon was attempting to cross US 31 at 169th and broad sided a south bound vehicle. No injuries but this resulted in \$627 dollars damage to our vehicle (141) and approximately \$3,700 dollars damage to the south bound vehicle. No injuries
3. Scott Sheppard 2/20/09- Scott was backing vehicle 113 into the barn and struck the side of the barn with the drivers side mirror breaking the plastic portion of the mirror. Replacement cost is 171.60.

ATTACHMENT #3

WESTFIELD BOARD OF PUBLIC WORKS MEETING April 2, 2009

Westfield Public Works Executive Summary Progress Report

1. TIF Projects – Greyhound Pass / Western Way and 151st Street from Carey Road to Setters Road. Both projects are currently both in a winterized status, therefore limited activities are occurring on both of these projects by Calumet Civil Contractors, Inc. On Greyhound Pass / Western Way project, signalization work has continued. This work has consisted of installing the traffic signals and pulling all of the associated wiring. In addition, the contractor had been preparing to install the signal control boxes and loops in the pavement and work will soon begin to radio connect the Greyhound Pass Signals with the US 31 signals. The 151st Street and Carey Road Round-a-bout limited activities have occurred on this intersection since December of 2008 and will probably be the case until Spring when the weather is more conducive and the asphalt plants resume production.
2. Road Network Planning. Work includes investigation of road network improvements that would support the planned INDOT improvements to US 31 and SR 32, as well as downtown redevelopment envisioned by the Grand Junction Task Force. Concepts have been developed for possible road network improvements in downtown and along the west side of US 31. These ideas were discussed at the October 13, 2008 City Council meeting. An 80% planning grant has been requested from the Indianapolis MPO to support traffic plan development. If approved, the funds would be available early in 2009. The Westfield Public Works Department is still waiting on notice from the MPO if the funds have been approved.
3. River Road Water Treatment Plant Expansion. Construction by the Contractor, Shook Construction, is almost complete. The Westfield Public Works Department and HNTB has prepared a punch out list of items that need completed by Shook Construction. These punch list items need to be completed by Shook to achieve project completion. Shook has exceeded their contracted amount of time; and has requested an extension in time if justified. Documentation and reasons for the delay was requested from Shook and HNTB is currently reviewing the request. Additionally, HNTB is reviewing any associated penalties for not completed that project on time that would be payable or reimbursed to the Westfield Public Works Department.
4. Westside Interceptor. The regularly scheduled progress meetings occurred on December 10, 2008 with the Contractor, Atlas Excavating, Inc., and the project is substantially complete. Remaining items to be completed consist of manhole lining and finish grading. Wetlands mitigation is underway by Williams Creek Consulting. Portions of the mitigation work will be completed in the spring of 2009 to better ensure survival. The interceptor sewer if necessary is complete and ready to accept flows from any proposed developments.
5. Sycamore / Birch Storm Sewers. Construction is underway. The Contractor has finished all storm sewer and sub-surface drain installation. This project is currently winterized and waiting until Spring to complete final grading and seeding.
6. US 31 / SR 32 Signal Preemption

Plans have been approved by INDOT for signal preemptions at eleven intersections: six on US 31 and five on SR 32. Some of those signal preemptions that have been constructed are Greyhound Pass/US 31, 151st Street/US 31, 161st Street/US 31, Union Street/SR32; others that are currently under construction are US31/SR32, Carey & Grassy Branch Roads/SR32, Gunther Road/SR32, and

Moontown & Gray Roads/SR32. All are waiting on either inspection, final inspection and/or preparation of as-built documents.

7. Miscellaneous Assistance

- a. WPWD staff is continuing their flow data gathering as a part of planning for a new pumping station at the lagoons north of 171st Street. Existing Lagoon Pump Station pumps are being considered for pumping flow north, diverting flow now treated by Carmel and instead sending it via Westfield collection system to the Westside Wastewater Treatment Facility.
- b. HNTB and WPWD personnel, along with WPWD's well driller and hydrogeologist, are exploring possible well sites.
- c. HNTB has started the process of preparing a Water Service Master Plan for the City.