

WESTFIELD PUBLIC WORKS



Memorandum

To: Westfield Board of Public Works & Safety
From: Kurt J. Wanninger
CC: Bruce A. Hauk
Date: April 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 City Services Employee of the Month selection for March 2009 was Adam Essex.

Adam has been with the City of Westfield since November 10, 2003. Adam is an Encroachment in the R/W and Erosion Control Inspector in the Public Works Development/Construction Division for the City of Westfield.

Please join me in congratulating Adam on this significant achievement.

ATTACHMENT #1

Yearly Permit Fees-2009

Type of Fees	January	February	March	April	May	June	July	August	September	October	November	December
Enroachment Permits	\$ 600.00	\$ 50.00	\$ 500.00									
Sewer Availability Fees	\$ 3,500.00	\$ 1,125.00	\$ 152,635.00									
Sewer Tap Fees	\$ 15,600.00	\$ 8,940.00	\$ 100,536.00									
Subsequent Sewer Connection	\$ 300.00	\$ 1,058.00	\$ 23,085.40									
Water Availability Fees	\$ 6,000.00	\$ 688.50	\$ 78,498.00									
Water-3/4" Tap Fees	\$ 6,000.00	\$ 4,225.00	\$ 41,890.00									
Water-1" Tap Fees	\$ -	\$ -	\$ -									
Water-1 1/2" or Greater	\$ -	\$ -	\$ 250.00									
Lawn Irrigation Fees	\$ 5,400.00	\$ 5,400.00	\$ 62,850.00									
Road Impact Fees	\$ -	\$ 4,045.00	\$ -									
Plan Review Fees	\$ 1,515.15	\$ 1,443.00	\$ 2,523.00									
Inspection Fees	\$ -	\$ -	\$ -									
Map Fees	\$ 400.00	\$ 600.00	\$ 1,500.00									
Erosion Control Appl. Fees	\$ -	\$ -	\$ -									
Erosion Control Penalty Fees	\$ -	\$ 600.00	\$ -									
Sanitary Sewer Permit Fees	\$ -	\$ 600.00	\$ -									
Water Permit Fees	\$ 64.00	\$ 320.00	\$ 272.00									
Water Service Line Protection	\$ -	\$ -	\$ -									
Totals per Month	\$ 33,459.15	\$ 29,094.50	\$ 465,739.40	\$ -								

Type of Fees	2008 Totals	2007 Totals	2006 Totals	2005 Totals	2004 Totals
Enroachment Permits	\$ 1,550.00	\$ 25,105.20	\$ 23,536.30	\$ 12,772.10	\$ 7,351.60
Sewer Availability Fees	\$ 157,260.00	\$ 442,669.90	\$ 1,426,546.60	\$ 3,040,982.50	\$ 1,777,782.50
Sewer Tap Fees	\$ 125,076.00	\$ 400,810.40	\$ 712,284.00	\$ 825,756.00	\$ 751,820.00
Subsequent Sewer Connection	\$ 24,523.40	\$ 25,052.48	\$ 54,840.61	\$ -	\$ -
Water Availability Fees	\$ 78,186.50	\$ 1,360,540.35	\$ 2,122,651.36	\$ 1,427,085.51	\$ -
Water-3/4" Tap Fees	\$ 52,115.00	\$ 411,029.68	\$ 420,874.50	\$ 442,330.00	\$ 270,070.00
Water-1" Tap Fees	\$ -	\$ 1,000.00	\$ 1,750.00	\$ 5,865.00	\$ 39,981.17
Water-1 1/2" or Greater	\$ -	\$ -	\$ -	\$ 3,135.00	\$ 1,500.00
Lawn Irrigation Fees	\$ 250.00	\$ 7,100.00	\$ 4,490.00	\$ 4,200.00	\$ 2,700.00
Road Impact Fees	\$ 73,650.00	\$ 432,915.56	\$ 909,894.76	\$ 908,081.96	\$ 896,208.98
Plan Review Fees	\$ 4,045.00	\$ 71,200.00	\$ 138,015.00	\$ 30,075.00	\$ 24,500.00
Inspection Fees	\$ 5,881.15	\$ 86,055.60	\$ 93,523.30	\$ 10,536.57	\$ 616.77
Map Fees	\$ -	\$ 20.00	\$ 525.00	\$ -	\$ -
Erosion Control Appl. Fees	\$ 2,900.00	\$ 43,200.00	\$ 26,904.00	\$ -	\$ -
Erosion Control Penalty Fees	\$ -	\$ 19,065.00	\$ 13,300.00	\$ -	\$ -
Sanitary Sewer Permit Fees	\$ 600.00	\$ 3,000.00	\$ 7,200.00	\$ -	\$ -
Water Permit Fees	\$ 600.00	\$ 2,700.00	\$ 3,600.00	\$ -	\$ -
Water Service Line Protection	\$ 656.00	\$ 1,440.00	\$ 3,548.00	\$ -	\$ -
Gross Total for 2009	\$ 528,293.05	\$ 2,188,657.07	\$ 5,228,125.91	\$ 7,438,570.94	\$ 4,883,639.66

Type of Fees	1st Qtr Total	2nd Qtr Total	3rd Qtr Total	4th Qtr Total
Enroachment Permits	\$ 1,550.00	\$ -	\$ -	\$ -
Sewer Availability Fees	\$ 157,260.00	\$ -	\$ -	\$ -
Sewer Tap Fees	\$ 125,076.00	\$ -	\$ -	\$ -
Subsequent Sewer Connection	\$ 24,523.40	\$ -	\$ -	\$ -
Water Availability Fees	\$ 78,186.50	\$ -	\$ -	\$ -
Water-3/4" Tap Fees	\$ 52,115.00	\$ -	\$ -	\$ -
Water-1" Tap Fees	\$ -	\$ -	\$ -	\$ -
Water-1 1/2" or Greater	\$ -	\$ -	\$ -	\$ -
Lawn Irrigation Fees	\$ 250.00	\$ -	\$ -	\$ -
Road Impact Fees	\$ 73,650.00	\$ -	\$ -	\$ -
Plan Review Fees	\$ 4,045.00	\$ -	\$ -	\$ -
Inspection Fees	\$ 5,881.15	\$ -	\$ -	\$ -
Map Fees	\$ -	\$ -	\$ -	\$ -
Erosion Control Appl. Fees	\$ 2,900.00	\$ -	\$ -	\$ -
Erosion Control Penalty Fees	\$ -	\$ -	\$ -	\$ -
Sanitary Sewer Permit Fees	\$ 600.00	\$ -	\$ -	\$ -
Water Permit Fees	\$ 600.00	\$ -	\$ -	\$ -
Water Service Line Protection	\$ 656.00	\$ -	\$ -	\$ -
Totals per Quarter	\$ 528,293.05	\$ -	\$ -	\$ -

Type of Fees	1st Qtr Total	2nd Qtr Total	3rd Qtr Total	4th Qtr Total
Enroachment Permits	\$ 689.00	\$ -	\$ -	\$ -
Sewer Availability Fees	\$ 9,375.00	\$ -	\$ -	\$ -
Sewer Tap Fees	\$ 45,756.00	\$ -	\$ -	\$ -
Subsequent Sewer Connection	\$ 300.00	\$ -	\$ -	\$ -
Water Availability Fees	\$ 16,819.20	\$ -	\$ -	\$ -
Water-3/4" Tap Fees	\$ 26,955.00	\$ -	\$ -	\$ -
Water-1" Tap Fees	\$ -	\$ -	\$ -	\$ -
Water-1 1/2" or Greater	\$ -	\$ -	\$ -	\$ -
Lawn Irrigation Fees	\$ 250.00	\$ -	\$ -	\$ -
Road Impact Fees	\$ 26,142.00	\$ -	\$ -	\$ -
Plan Review Fees	\$ 4,300.00	\$ -	\$ -	\$ -
Inspection Fees	\$ 5,059.00	\$ -	\$ -	\$ -
Map Fees	\$ -	\$ -	\$ -	\$ -
Erosion Control Appl. Fees	\$ 50.00	\$ -	\$ -	\$ -
Erosion Control Penalty Fees	\$ 2,250.00	\$ -	\$ -	\$ -
Sanitary Sewer Permit Fees	\$ -	\$ -	\$ -	\$ -
Water Permit Fees	\$ 40.00	\$ -	\$ -	\$ -
Water Service Line Protection	\$ -	\$ -	\$ -	\$ -
Totals	\$ 141,305.20	\$ -	\$ -	\$ -

Type of Fees	3 months of 2008	3 months of 2007	3 months of 2006	3 months of 2005	3 months of 2004
Enroachment Permits	\$ 2,486.50	\$ 25,105.20	\$ 23,536.30	\$ 12,772.10	\$ 7,351.60
Sewer Availability Fees	\$ 179,769.64	\$ 442,669.90	\$ 1,426,546.60	\$ 3,040,982.50	\$ 1,777,782.50
Sewer Tap Fees	\$ 167,844.00	\$ 400,810.40	\$ 712,284.00	\$ 825,756.00	\$ 751,820.00
Sub- Sewer Connection	\$ 2,578.00	\$ 25,052.48	\$ 54,840.61	\$ -	\$ -
Water Availability Fees	\$ 117,352.84	\$ 1,360,540.35	\$ 2,122,651.36	\$ 1,427,085.51	\$ -
Water-3/4" Tap Fees	\$ 77,575.00	\$ 411,029.68	\$ 420,874.50	\$ 442,330.00	\$ 270,070.00
Water-1" Tap Fees	\$ 500.00	\$ 1,000.00	\$ 1,750.00	\$ 5,865.00	\$ 39,981.17
Water-1 1/2" or Greater	\$ -	\$ -	\$ -	\$ 3,135.00	\$ 1,500.00
Lawn Irrigation Fees	\$ 275.00	\$ 7,100.00	\$ 4,490.00	\$ 4,200.00	\$ 2,700.00
Road Impact Fees	\$ 192,895.54	\$ 432,915.56	\$ 909,894.76	\$ 908,081.96	\$ 896,208.98
Plan Review Fees	\$ 7,860.00	\$ 71,200.00	\$ 138,015.00	\$ 30,075.00	\$ 24,500.00
Inspection Fees	\$ 15,790.50	\$ 86,055.60	\$ 93,523.30	\$ 10,536.57	\$ 616.77
Map Fees	\$ -	\$ 20.00	\$ 525.00	\$ -	\$ -
Erosion Control Appl. Fees	\$ 4,830.00	\$ 43,200.00	\$ 26,904.00	\$ -	\$ -
Erosion Control Penalty Fees	\$ 4,450.00	\$ 19,065.00	\$ 13,300.00	\$ -	\$ -
Sanitary Sewer Permit Fees	\$ 300.00	\$ 3,000.00	\$ 7,200.00	\$ -	\$ -
Water Permit Fees	\$ 300.00	\$ 2,700.00	\$ 3,600.00	\$ -	\$ -
Water Service Line Protection	\$ 288.00	\$ 1,440.00	\$ 3,548.00	\$ -	\$ -
Totals	\$ 735,195.02	\$ 2,188,657.07	\$ 5,228,125.91	\$ 7,438,570.94	\$ 4,883,639.66

ATTACHMENT #2

WESTFIELD PUBLIC WORKS
MONTHLY ACCIDENT STATISTICAL REPORT
FOR MARCH 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	735.5	0	0	0	0	0	6	2972	0	0	0	\$0.00
CSC	6	1025.5	0	0	0	0	0	1	154	0	0	0	\$0.00
Water	7	1164.5	0	0	0	0	0	7	4893	1	1	0	\$100.00
Wastewater	7	1067	0	0	0	0	0	6	4072	0	0	0	\$0.00
Street-G/M	16	2582.75	1	0	0	0	1	16	7540	0	0	0	\$0.00
Dev/Con-Eng	11	1759	0	0	0	0	0	6	3109	0	0	0	\$0.00
Inst & Controls	2	312	0	0	0	0	0	1	632	0	0	0	\$0.00
2009	54	8646.25	1	0	0	0	1	43	23372	1	1	0	\$100.00
2008	60	6687.5	0	0	0	0	0	43	24422	0	0	0	0

1. 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.
2. Jim Norzinskay 3/10/09 - Jim was backing the spin doctor into the water barn and backed into the side of the barn due to missing the garage door opening. This resulted in a small dent/gash in the side of the barn building.

ATTACHMENT #3

WESTFIELD BOARD OF PUBLIC WORKS MEETING April 30, 2009

Westfield Public Works Executive Summary Progress Report

1. Village Park TIF Projects – Greyhound Pass / Western Way and 151st Street from Carey Road to Setters Road. Both projects are currently in the Spring start up stages, therefore limited activities are occurring on both of these projects by Calumet Civil Contractors, Inc. On Greyhound Pass / Western Way project median installation is complete, signalization is still on timing until the asphalt surface is installed, site preparation behind the curb and sidewalk installation has continued. Surface asphalt will be installed as soon as weather and schedule permits.

The 151st Street and Carey Road Round-a-bout has had limited activities since December of 2008. The reason for the delay was weather and the final approval of the storm water retention and water quality system approval by the County and IDEM. The contractor has 2-3 weeks of work left which includes completion of the detention basin, path, fine grading and landscaping, surface, pavement marking, and signage.
2. Eastside TIF Projects – 161st Street and Carey Road. Design is underway. Horizontal alignment is complete and vertical alignment should be completed soon. Initial layout and drainage calculations have been performed and title work is almost complete. Preliminary plans for review will be completed mid June with final plans completed the first week of October.
3. 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.
4. 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.
5. Westside Interceptor. Atlas Excavating, Inc. 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.
6. Sycamore / Birch Storm Sewers. Construction is underway. The Contractor has finished all storm sewer, sub-surface drain installation, and driveway/roadway repair. The remaining item is final grading and seeding which is weather dependent.

7. 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. Waiting on two additional signals that have been requested which are located at SR 32/Dartown Road and SR 32/Oakridge Road. 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, US31/SR32, Moontown & Gray Roads/SR32; other intersections that will be under construction in the future are Carey & Grassy Branch Roads/SR32, Gunther Road/SR32, Oakridge Road/SR 32, Dartwon Road/SR 32, Springmill Road/SR 32, 161st Street/Springmill Road, and 181st Street/SR 32. The remaining signals will be let for construction this fall through INDOT due to ARRA (stimulus) funding.

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. Currently the Public Works hydrogeologist, Steve Champa of Eagon and Associates is studying the well field capacity limitations.