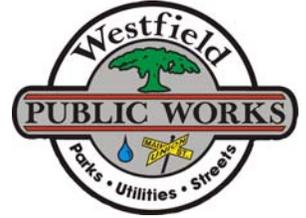


# WESTFIELD PUBLIC WORKS



## Memorandum

To: Westfield Board of Public Works & Safety  
From: Kurt J. Wanninger  
CC: Bruce A. Hauk  
Date: July 13, 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 May 2009 was Mike Haemmerle

Mike has been with the City of Westfield since June 2, 2008. Mike is the Wastewater Lift Operator for the Wastewater Division for the City of Westfield.

Please join me in congratulating Mike on this significant achievement.

The City Services Employee of the Month selection for June 2009 was Brent Harding.

Brent has been with the City of Westfield since October 13, 2008. Brent is the GIS/GPS Technician II for the Informatics Division for the City of Westfield.

Please join me in congratulating Brent 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	\$ 900.00	\$ 850.00	\$ 1,525.00	\$ 1,575.00						
Sewer Availability Fees	\$ 3,900.00	\$ 1,125.00	\$ 152,635.00	\$ 13,950.00	\$ -	\$ -	\$ 2,170.00					
Sewer Tap Fees	\$ 15,600.00	\$ 8,940.00	\$ 20,536.00	\$ 26,256.00	\$ 13,200.00	\$ 23,544.00						
Subsequent Sewer Connection	\$ 360.00	\$ 1,058.00	\$ 23,085.40	\$ 380.00	\$ 909.00	\$ 380.00						
Water Availability Fees	\$ 6,000.00	\$ 688.80	\$ 78,488.00	\$ 6,884.00	\$ 6,884.00	\$ 1,116.00						
Water-3/4" Tap Fees	\$ -	\$ 4,225.00	\$ 41,890.00	\$ 11,940.00	\$ 6,500.00	\$ 10,810.00						
Water-1" Tap Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -						
Water-1 1/2" or Greater	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -						
Lawn Irrigation Fees	\$ 5,400.00	\$ 5,400.00	\$ 62,890.00	\$ 25.00	\$ 1,585.00	\$ 1,320.00						
Road Impact Fees	\$ -	\$ 4,045.00	\$ -	\$ 22,989.00	\$ 12,600.00	\$ 27,890.00						
Plan Review Fees	\$ 1,515.15	\$ 1,443.00	\$ 2,923.00	\$ 1,259.00	\$ 629.00	\$ 1,047.10						
Map Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -						
Erosion Control Appl. Fees	\$ 400.00	\$ 600.00	\$ 1,900.00	\$ 1,900.00	\$ 900.00	\$ 2,100.00						
Erosion Control Penalty Fees	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00	\$ -						
Sanitary Sewer Permit Fees	\$ -	\$ 600.00	\$ -	\$ -	\$ -	\$ -						
Water Permit Fees	\$ -	\$ 600.00	\$ -	\$ -	\$ -	\$ -						
Water Service Line Protection	\$ 64.00	\$ 320.00	\$ 272.00	\$ 768.00	\$ 960.00	\$ 656.00						
<b>Totals per Month</b>	<b>\$ 33,459.15</b>	<b>\$ 29,094.50</b>	<b>\$ 465,739.40</b>	<b>\$ 93,642.00</b>	<b>\$ 39,808.00</b>	<b>\$ 72,608.10</b>	<b>\$ -</b>					

Type of Fees	2008 Totals	2007 Totals	2006 Totals	2005 Totals	2004 Totals
Enroachment Permits	\$ 15,634.00	\$ 25,106.20	\$ 23,536.30	\$ 12,772.10	\$ 7,351.60
Sewer Availability Fees	\$ 892,942.20	\$ 442,669.90	\$ 1,426,946.60	\$ 3,040,982.50	\$ 1,771,782.90
Sewer Tap Fees	\$ 647,808.00	\$ 400,610.40	\$ 712,284.00	\$ 825,756.00	\$ 751,820.00
Subsequent Sewer Connection	\$ 13,851.00	\$ 25,062.48	\$ 54,840.61	\$ -	\$ -
Water Availability Fees	\$ 609,595.80	\$ 411,028.68	\$ 1,380,543.30	\$ 2,122,651.96	\$ 1,427,085.91
Water-3/4" Tap Fees	\$ 288,725.00	\$ 212,482.00	\$ 420,874.50	\$ 442,330.00	\$ 270,070.00
Water-1" Tap Fees	\$ 1,000.00	\$ 1,750.00	\$ -	\$ -	\$ -
Water-1 1/2" or Greater	\$ -	\$ -	\$ 3,135.00	\$ 1,900.00	\$ 41,680.00
Lawn Irrigation Fees	\$ 3,525.00	\$ 7,100.00	\$ 4,490.00	\$ 4,200.00	\$ 2,700.00
Road Impact Fees	\$ 407,237.54	\$ 432,915.96	\$ 909,894.76	\$ 908,081.96	\$ 966,208.98
Plan Review Fees	\$ 45,735.00	\$ 71,200.00	\$ 138,015.00	\$ 30,075.00	\$ 24,500.00
Inspection Fees	\$ 50,605.00	\$ 86,055.60	\$ 93,523.38	\$ 10,536.57	\$ 6,116.77
Map Fees	\$ 20.00	\$ 276.25	\$ -	\$ 104.50	\$ -
Erosion Control Appl. Fees	\$ 25,800.25	\$ 43,300.00	\$ 26,904.00	\$ -	\$ -
Erosion Control Penalty Fees	\$ 2,100.00	\$ 3,000.00	\$ 7,200.00	\$ -	\$ -
Sanitary Sewer Permit Fees	\$ 2,100.00	\$ 3,000.00	\$ 3,000.00	\$ -	\$ -
Water Permit Fees	\$ 2,700.00	\$ 5,400.00	\$ 3,000.00	\$ -	\$ -
Water Service Line Protection	\$ 982.00	\$ 1,400.00	\$ 5,228.125.50	\$ 7,438,570.94	\$ 4,883,638.86
<b>Gross Total for 2009</b>	<b>\$ 734,351.15</b>	<b>\$ 3,040.00</b>	<b>\$ 5,228,125.50</b>	<b>\$ 7,438,570.94</b>	<b>\$ 4,883,638.86</b>

Type of Fees	1st Qtr Total	2nd Qtr Total	3rd Qtr Total	4th Qtr Total
Enroachment Permits	\$ 1,500.00	\$ 3,950.00	\$ -	\$ -
Sewer Availability Fees	\$ 157,260.00	\$ 15,750.00	\$ -	\$ -
Sewer Tap Fees	\$ 125,076.00	\$ 63,000.00	\$ -	\$ -
Subsequent Sewer Connection	\$ 24,823.40	\$ 5,821.00	\$ -	\$ -
Water Availability Fees	\$ 79,186.50	\$ 8,100.00	\$ -	\$ -
Water-3/4" Tap Fees	\$ 52,115.00	\$ 29,290.00	\$ -	\$ -
Water-1" Tap Fees	\$ -	\$ -	\$ -	\$ -
Water-1 1/2" or Greater	\$ -	\$ -	\$ -	\$ -
Lawn Irrigation Fees	\$ 260.00	\$ 2,930.00	\$ -	\$ -
Road Impact Fees	\$ 73,650.00	\$ 63,449.00	\$ -	\$ -
Plan Review Fees	\$ 4,045.00	\$ 1,890.00	\$ -	\$ -
Inspection Fees	\$ 5,881.15	\$ 2,934.10	\$ -	\$ -
Map Fees	\$ -	\$ -	\$ -	\$ -
Erosion Control Appl. Fees	\$ 2,900.00	\$ 4,900.00	\$ -	\$ -
Erosion Control Penalty Fees	\$ -	\$ 2,000.00	\$ -	\$ -
Sanitary Sewer Permit Fees	\$ 600.00	\$ -	\$ -	\$ -
Water Permit Fees	\$ 600.00	\$ -	\$ -	\$ -
Water Service Line Protection	\$ 656.00	\$ 2,384.00	\$ -	\$ -
<b>Totals per Quarter</b>	<b>\$ 528,293.05</b>	<b>\$ 206,058.10</b>	<b>\$ -</b>	<b>\$ -</b>

Type of Fees	2008 Totals	2007 Totals	2006 Totals	2005 Totals	2004 Totals
Enroachment Permits	\$ 15,634.00	\$ 25,106.20	\$ 23,536.30	\$ 12,772.10	\$ 7,351.60
Sewer Availability Fees	\$ 892,942.20	\$ 442,669.90	\$ 1,426,946.60	\$ 3,040,982.50	\$ 1,771,782.90
Sewer Tap Fees	\$ 647,808.00	\$ 400,610.40	\$ 712,284.00	\$ 825,756.00	\$ 751,820.00
Subsequent Sewer Connection	\$ 13,851.00	\$ 25,062.48	\$ 54,840.61	\$ -	\$ -
Water Availability Fees	\$ 609,595.80	\$ 411,028.68	\$ 1,380,543.30	\$ 2,122,651.96	\$ 1,427,085.91
Water-3/4" Tap Fees	\$ 288,725.00	\$ 212,482.00	\$ 420,874.50	\$ 442,330.00	\$ 270,070.00
Water-1" Tap Fees	\$ 1,000.00	\$ 1,750.00	\$ -	\$ -	\$ -
Water-1 1/2" or Greater	\$ -	\$ -	\$ 3,135.00	\$ 1,900.00	\$ 41,680.00
Lawn Irrigation Fees	\$ 3,525.00	\$ 7,100.00	\$ 4,490.00	\$ 4,200.00	\$ 2,700.00
Road Impact Fees	\$ 407,237.54	\$ 432,915.96	\$ 909,894.76	\$ 908,081.96	\$ 966,208.98
Plan Review Fees	\$ 45,735.00	\$ 71,200.00	\$ 138,015.00	\$ 30,075.00	\$ 24,500.00
Inspection Fees	\$ 50,605.00	\$ 86,055.60	\$ 93,523.38	\$ 10,536.57	\$ 6,116.77
Map Fees	\$ 20.00	\$ 276.25	\$ -	\$ 104.50	\$ -
Erosion Control Appl. Fees	\$ 25,800.25	\$ 43,300.00	\$ 26,904.00	\$ -	\$ -
Erosion Control Penalty Fees	\$ 2,100.00	\$ 3,000.00	\$ 7,200.00	\$ -	\$ -
Sanitary Sewer Permit Fees	\$ 2,100.00	\$ 3,000.00	\$ 3,000.00	\$ -	\$ -
Water Permit Fees	\$ 2,700.00	\$ 5,400.00	\$ 3,000.00	\$ -	\$ -
Water Service Line Protection	\$ 982.00	\$ 1,400.00	\$ 5,228.125.50	\$ 7,438,570.94	\$ 4,883,638.86
<b>Gross Total</b>	<b>\$ 3,028,295.79</b>	<b>\$ 2,188,657.07</b>	<b>\$ 5,228,125.50</b>	<b>\$ 7,438,570.94</b>	<b>\$ 4,883,638.86</b>

Type of Fees	6 months of 2008	Jun-08
Enroachment Permits	\$ 9,257.50	\$ 1,500.00
Sewer Availability Fees	\$ 723,024.44	\$ 81,522.88
Sewer Tap Fees	\$ 444,360.00	\$ 84,324.00
Sub- Sewer Connection	\$ 7,041.00	\$ 1,058.00
Water Availability Fees	\$ 472,692.24	\$ 63,556.48
Water-3/4" Tap Fees	\$ 194,150.00	\$ 21,715.00
Water-1" Tap Fees	\$ 500.00	\$ -
Water-1 1/2" or Greater	\$ -	\$ -
Lawn Irrigation Fees	\$ 2,225.00	\$ 600.00
Road Impact Fees	\$ 204,745.54	\$ 18,000.00
Plan Review Fees	\$ 30,600.00	\$ 3,215.00
Inspection Fees	\$ 27,380.00	\$ 5,901.50
Map Fees	\$ -	\$ -
Erosion Control Appl. Fees	\$ 13,090.00	\$ 3,000.00
Erosion Control Penalty Fees	\$ 14,100.00	\$ 650.00
Sanitary Sewer Permit Fees	\$ 1,200.00	\$ 300.00
Water Permit Fees	\$ 1,200.00	\$ -
Water Service Line Protection	\$ 482.00	\$ 48.00
<b>6 months of 2008</b>	<b>\$ 2,146,807.72</b>	<b>\$ 285,370.86</b>

## ATTACHMENT #2

### WESTFIELD PUBLIC WORKS MONTHLY ACCIDENT STATISTICAL REPORT FOR JUNE 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	779	0	0	0	0	0	2	731	0	0	0	\$0.00
CSC	6	1045	0	0	0	0	0	1	89	0	0	0	\$0.00
Water	7	1125	0	0	0	0	0	7	5805	0	0	0	\$0.00
Wastewater	7	1113	0	0	0	0	0	6	3308	1	1	0	\$0.00
Street-G/M	20	3350.75	2	0	0	10	1	18	12991	2	2	1	\$2,077.00
Dev/Con-Eng	9	1567.5	0	0	0	0	0	6	2441	0	0	0	\$0.00
Inst & Controls	2	292.5	0	0	0	0	0	2	1023	0	0	0	\$0.00
<b>2009</b>	56	9272.75	2	0	0	10	1	42	26388	3	3	1	\$2,077.00
<b>2008</b>	<b>66</b>	<b>10002.25</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>42</b>	<b>26987</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>27.78</b>

6/3/09-Morgan Riley, Street dept., had stepped over a mower deck and was walking across the street barn floor and felt pain in his right knee. He was diagnosed with a knee sprain.

6/8/09-Nick Compton, Wastewater, backed a bobcat into the generator at the Washington Woods lift station, we are fixing this in house by taking the panels off and straightening them.

6/9/09-Doug Scherin, resident, crashed his motorcycle due to hydraulic fluid that was on the road that leaked from the street departments New Holland tractor on Little Eagle Creek Rd. just north of 146th. His Harley Davidson had \$2,137 dollars damage.

6/11/09-Scott Thompson, street dept., hit the east side of the buildings and grounds barn with the bobcat while scooping up mulch. Repair costs for sheet metal totalled \$40.

6/23/09-Eric Watts, street dept., backed into the City Services Sign with the Takeuchi, I am waiting on the estimate for damages.

6/25/09-Morgan Riley, street dept., was in the process of loosening a tire from the Toro mower and the tire blew up throwing debris in his face and right eye.

## 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 151<sup>st</sup> Street from Carey Road to Setters Road.
  - The Greyhound Pass/Western Way Project is substantially complete. A punchlist has been completed for this project and the Contractor has been notified of the items that need to be completed. The traffic signals are synchronized and communicating with the intersection of US 31 and Greyhound Pass. The contractor's obligations regarding watering the sod is complete and the Public Works Transportation Division has taken on that responsibility. Some additional lane signage will be added and overhead street names and directional lane indicators will be added to help communicate lane responsibilities with motorists.
  - The Carey Road and 151<sup>st</sup> Street Round-a-bout is substantially complete. All Landscaping, Seeding and sod have been placed. The Contractor is responsible for watering the sod until July 26<sup>th</sup>, at which time the Public Works Transportation Division will take on that responsibility. The watering of the landscaping will be the responsibility of the contractor for 30 days from the date the landscaping was installed. Some of the signage will be changed out and added to uniformly match the Round-a-bout at 151<sup>st</sup> Street and Market Center Drive.
2. Eastside TIF Projects – 161<sup>st</sup> Street and Carey Road. The design work continues on the 161<sup>st</sup> Street and Carey Road Round-a-bout. The design of this project is scheduled to be completed this fall, with R/W acquisition and Utility Coordination beginning late fall to early winter. At this time, it appears that this project will likely be scheduled for construction in early 2011.
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 approved and the Notice to Proceed was issued from the Indianapolis MPO to support traffic plan development. A scope of work has been requested from American Structure Point to assist in the study of the downtown thoroughfare plan design.
4. River Road Water Treatment Plant Expansion. Construction by the Contractor, Shook Construction, is substantially complete and the plant is fully operational. Shook is still completing some of the punch list items. Shook has exceeded their contracted amount of time; and HNTB is reviewing any associated penalties for not completing 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. The interceptor sewer if necessary is complete and ready to accept flows from any proposed developments.
6. Sycamore / Birch Storm Sewers. Construction is substantially complete. The Contractor is completing the final punch list items.

7. 2009 Line Striping Program. The 2009 Collaborative Line Striping Contract between Hamilton County, the Towns of Fisher and Cicero, the Cities of Carmel, Noblesville, and Westfield have been awarded. Line striping for the City of Westfield is substantially complete (~95% Complete), with some of the final clean up work to begin in late summer.
8. Block Grant. The City of Westfield 2009 Block grant will consist of replacing up to 98 curb ramps in the downtown Westfield area. These ramps will be made ADA accessible. The Contract was awarded at the May 28 2009 Meeting. Since then the Grand Junction Task Force selected the color of the truncated domes, a gray color that is not a readily available color. Therefore, the contractor's subcontractor is having these gray truncated domes manufactured. This will lead to approximately a 30-day delay.
9. 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, 161<sup>st</sup> 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 171<sup>st</sup> 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.