

THE WESTFIELD BOARD OF PUBLIC WORKS AND SAFETY March 22, 2017

The Westfield Board of Public Works and Safety met on March 22, 2017 at the Westfield Public Works Conference Room. Present were, Mayor Cook, Randy Graham, Kate Snedeker, Deputy Clerk Treasurer, Kim Strang, and Brian Zaiger legal counsel.

Randy Graham called the meeting to order at 1:05 P.M.

AGENDA ITEMS:

Action Item #1: Meeting Minutes Consideration for Approval:

Mayor Cook made the motion to approve the March 22, 2017 meeting minutes as presented. Kate Snedeker seconded. Vote: Yes-3; No-0. Motion carried.

BID APPROVAL:

None

CONSTRUCTION STANDARDS & SPECIFICATIONS CHANGES:

None

CHANGE ORDERS

None

CONTRACTS/LEASES:

None

AGREEMENTS AND/OR MEMORANDUM OF UNDERSTANDING (MOU):

Action Item #2: Revocable License Agreement-18881 IMMI Way

Phil Sundling presented stating IMMI has a new signage plan that involves a ROA owned by the City. After review, there is no issue in placement of the signs.

Mayor Cook made the motion to approve the Agreement as presented. Kate Snedeker seconded. Vote: Yes-2; No-0. (Randy Graham abstained) Motion carried.

Action Item #3: Construction Engineering Contract Handicap Ramps

Phil Sundling presented stating this is a HSIP project (INDOT) to bring curb ramps in the City up to standard. An inspection is required in the process. The contract allows United Consulting to do inspection with a dollar amount not to exceed \$11,700.

Kate Snedeker made the motion to approve the contract as presented. Mayor Cook seconded. Vote: Yes-3; No-0. Motion carried.

Action Item #4: Establishment of the Technical Review Committee for Grassy Branch Creek Restoration Project

Jeremy Lollar presented stating this is a project with Design-Build procurement that by state statute requires a technical review committee. The Department of Public Works is recommending Jeremy Lollar as Public Agency Representative, Phil Sundling as Professional Engineer, and David Ruben as Registered Architect.

Kate Snedeker made the motion to approve the committee. Randy Graham seconded. Vote: Yes-3; No-0. Motion carried.

Action Item #5: Keeneland Park Road Impact Fee Credit Agreement

Jeremy Lollar presented stating Beazer Homes wishes to install lighting at an internal pedestrian trail. The City would split the cost for construction, not to exceed \$5,000.

Kate Snedeker made the motion to approve the agreement. Mayor Cook seconded. Vote: Yes-3; No-0. Motion carried.

Action Item #6: Westfield Standards & Specifications-2017 Revision

Phil Sundling presented stating this is the annual update to the Construction Standards, Details and Specifications that outline the City's minimum criteria for construction of infrastructure and appurtenances with the jurisdiction of the City.

Kate Snedeker made the motion to approve the revisions. Mayor Cook seconded. Vote: Yes-3; No-0. Motion carried.

Action Item #7: Roudebush/Westfield

Brian Zaiger presented requesting permission for Jeremy Lollar to sign Quitclaim Deeds.

Randy Graham made the motion to give consent for signing authority to Jeremy Lollar. Kate Snedeker seconded. Vote: Yes-3; No-0. Motion carried.

CONSENT AGENDA:

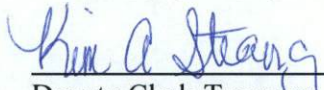
March Bond Information

Mayor Cook made the motion to approve the Consent Agenda. Kate Snedeker seconded.
Vote: Yes-3; No-0. Motion carried.

DEPARTMENT REPORTS:

- **Fire** – Chief Reed
- **Police**- Chief Rush
- **Public Works**- Jeremy Lollar

With no further business, Mayor Cook made the motion to adjourn. Randy Graham seconded.
The meeting was adjourned at 1:30 P.M.



Deputy Clerk-Treasurer



Board of Public Works and Safety