



CITY OF WESTFIELD, IN
Board of Public Works_Meeting_Agenda_04_27_2016

Wednesday, April 27, 2016 at 01:00 PM

BOARD OR COMMISSION: Board of Public Works and Safety

MEETING DATE: Wednesday, April 27, 2016 at 01:00 PM

MEETING PLACE: Westfield Public Works- Large Conference Room

Meeting Minutes Consideration for Approval

THE FOLLOWING AGENDA IS SUBJECT TO CHANGE AT THE DISCRETION OF THE BOARD OF PUBLIC WORKS AND SAFETY

AGENDA ITEMS

Meeting Minutes Consideration for Approval

Action Item #1

Minutes 03-30-2016

Documents: [Minutes March 30, 2016](#)

Resolutions

Action Item #2

Havencrest Homes Illicit Discharge Appeal

Documents: [Havencrest Illicit Discharge Letter](#) | [Havencrest Photos](#) | [Havencrest Invoice](#) | [Westfield Appeal Letter - Roudebush](#)

Bid Approval

Action Item #3

Approval of Midland Trace Trail Phase 4 Project Award to Globe Asphalt Paving

Documents: [Signing Authority](#) | [Globe Award Letter](#) | [Midland 4 - Tabulation of Bids](#)

Construction Standards & Specifications Changes

Change Orders

Contracts/Leases

Agreements and/or Memorandum of Understanding (MOU)

Action Item #4

Westfield Boulevard Extension - Target Agreement

Consent Agenda

Bond Information

Documents: [Bond Information](#)

Department Reports

Fire

Documents: [WFD March Report](#)

Police

Documents: [WPD March Report](#)

Public Works

Documents: [WPWD March Report](#)



**City of Westfield Fire Department
Board of Public Works & Safety Report
March 1st – March 31st, 2016**

**Contact: Fire Chief
Joe Lyons
or Nikki Hartman
804-3304**

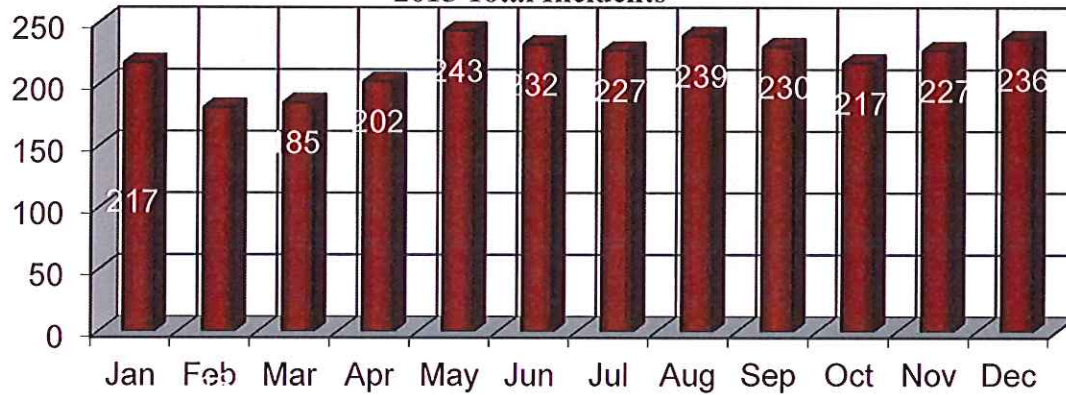


Westfield Fire Department 2015 Incident Statistics By Fire / Medical Groups

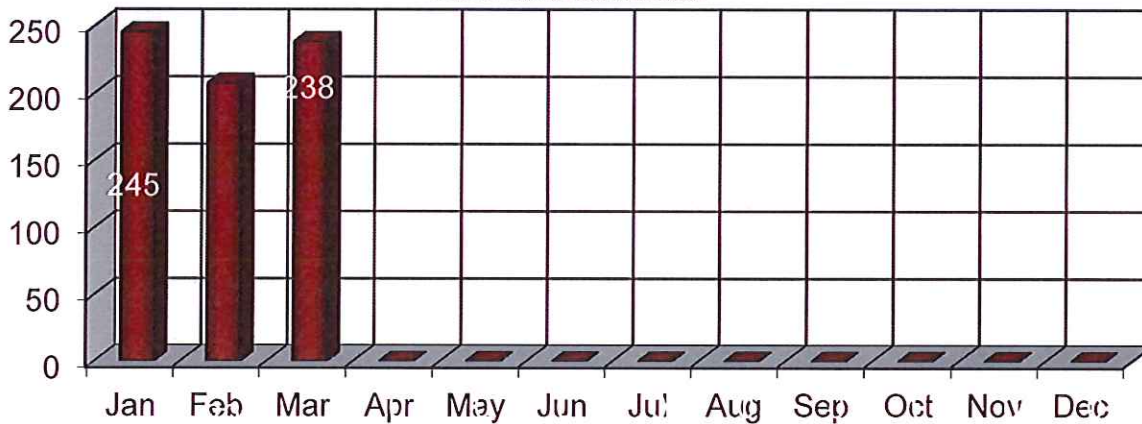


	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Total WFD Fire Incidents	84	83	91										258	37.4%
Total WFD Medical Incidents	161	124	147										432	62.6%
Total WWFD Incidents	245	207	238	0	0	0	0	0	0	0	0	0	690	100%

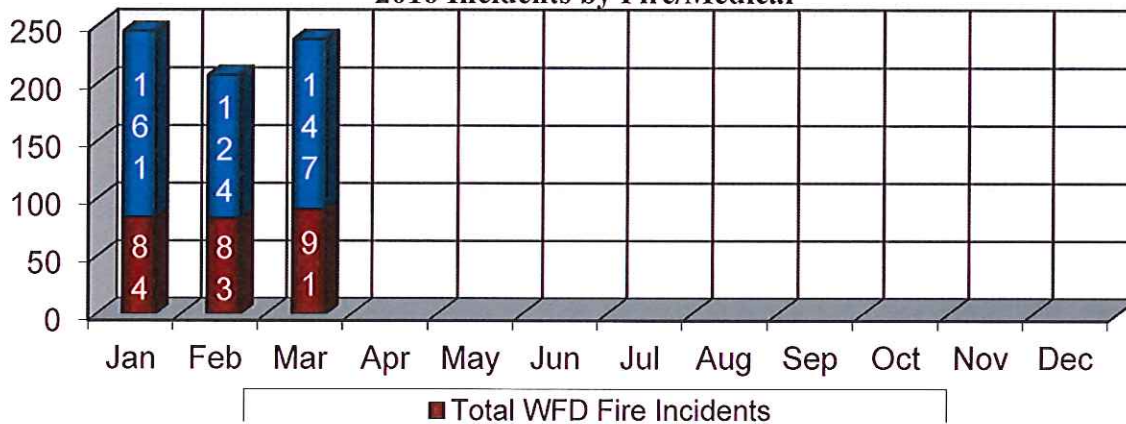
Westfield Fire Department
2015 Total Incidents



Westfield Fire Department
2016 Total Incidents



Westfield Fire Department
2016 Incidents by Fire/Medical



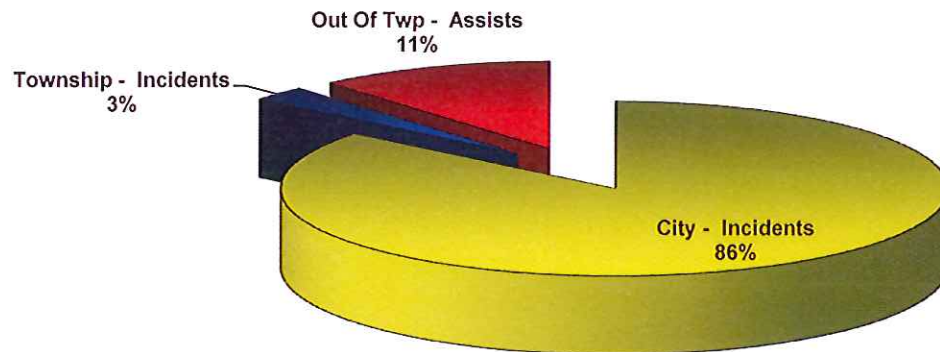


**Westfield Fire Department
2016 Fire/Medical Incidents
By Governmental Area**



<u>2015 Incidents</u>	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals	%
City - Incidents	204	177	212										593	85.9%
Township - Incidents	7	7	5										19	2.8%
Out Of Twp - Assists	34	23	22										79	11.4%

**Westfield Fire Department
2016 Incidents by Governmental Areas**



■ City - Incidents ■ Township - Incidents ■ Out Of Twp - Assists



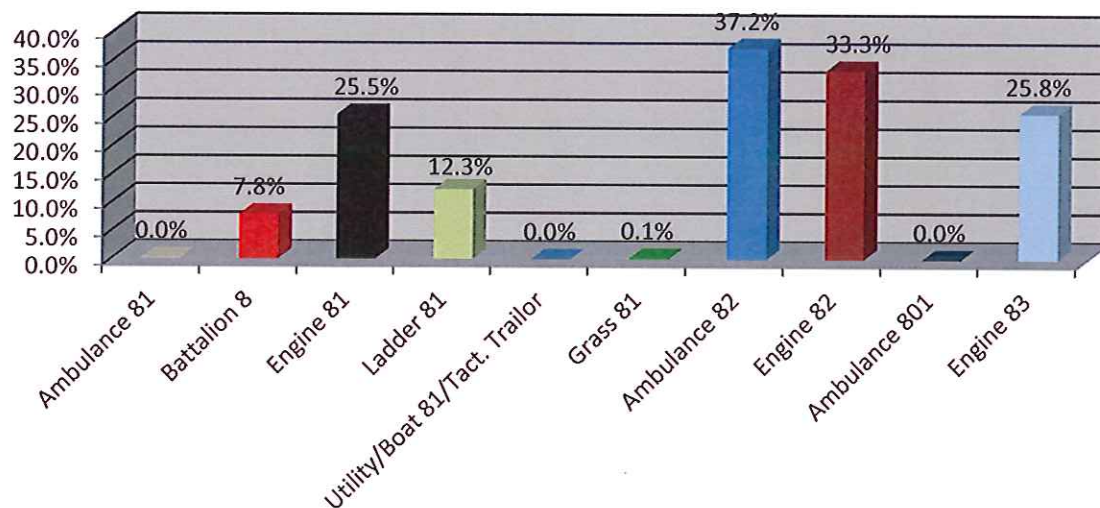
Westfield Fire Department 2016 Total Apparatus Responses By Unit & Station

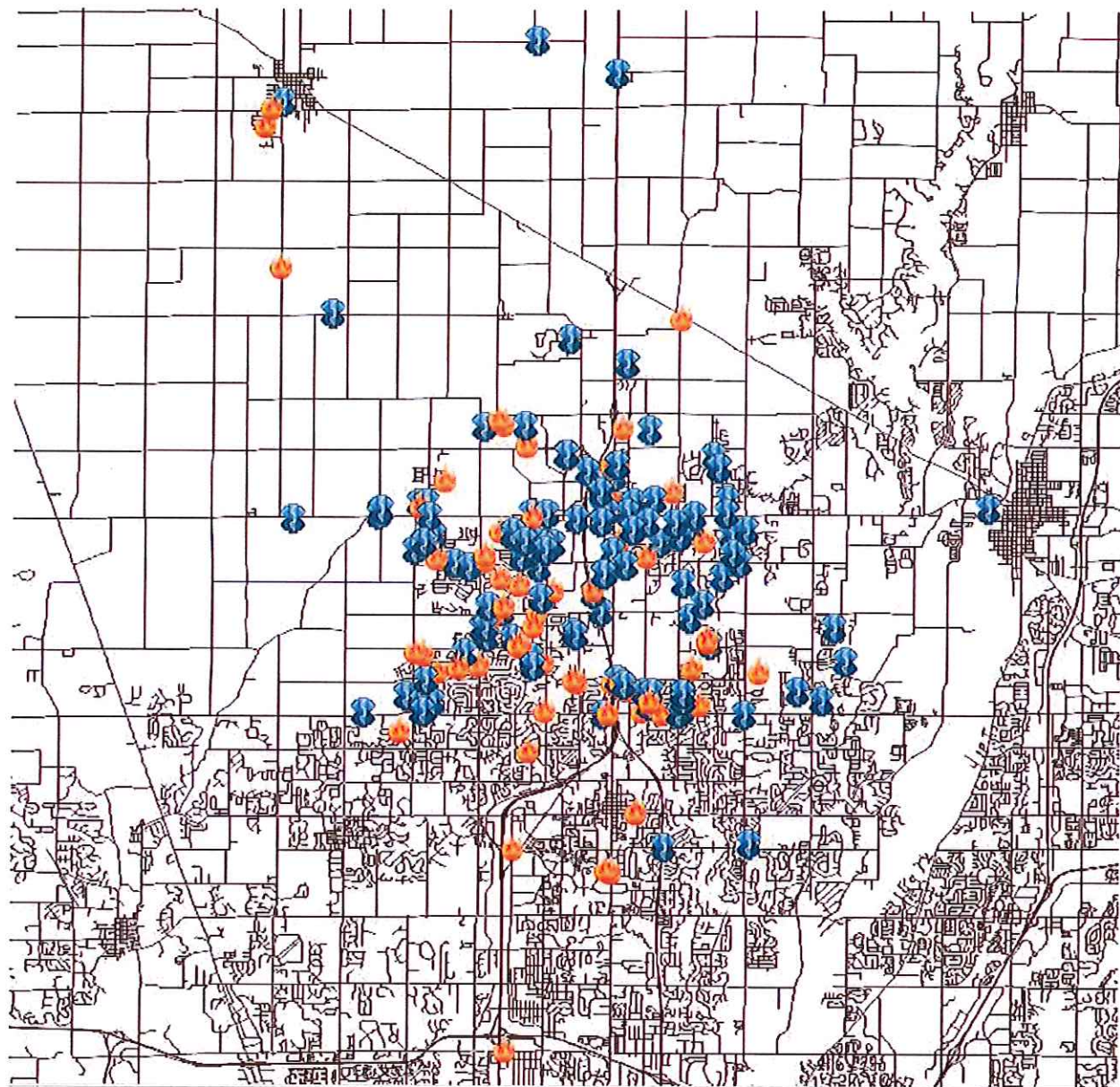


Station 81 Responses														Totals	%
Ambulance 81	87	59	80											226	0.0%
Battalion 8	15	25	14											54	7.8%
Engine 81	63	58	55											176	25.5%
Ladder 81	20	33	32											85	12.3%
Utility/Boat 81/Tact. Trailer	0	-	-											0	0.0%
Grass 81	0	1	-											1	0.1%
EMS 80	0	-	-											0	0.0%

Station 82 Responses														Totals	%
Ambulance 82	82	84	91											257	37.2%
Engine 82	73	76	81											230	33.3%
Ambulance 801	0	-	-											0	0.0%
Station 83 Responses														Totals	%
Engine 83	61	57	60											178	25.8%

Westfield Fire Department 2016 Total Apparatus Responses





Westfield Fire Department

Kristen Custom Report

Alarm Date Between {03/01/2016} And {03/31/2016}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
111 Building fire	1	0.41%	\$3,000	100.00%
113 Cooking fire, confined to container	1	0.41%	\$0	0.00%
140 Natural vegetation fire, Other	1	0.41%	\$0	0.00%
141 Forest, woods or wildland fire	1	0.41%	\$0	0.00%
142 Brush or brush-and-grass mixture fire	1	0.41%	\$0	0.00%
150 Outside rubbish fire, Other	1	0.41%	\$0	0.00%
	6	2.51%	\$3,000	100.00%
3 Rescue & Emergency Medical Service Incident				
320 Emergency medical service, other	17	7.11%	\$0	0.00%
321 EMS call, excluding vehicle accident with	129	53.97%	\$0	0.00%
322 Motor vehicle accident with injuries	6	2.51%	\$0	0.00%
323 Motor vehicle/pedestrian accident (MV Ped)	2	0.83%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	2	0.83%	\$0	0.00%
352 Extrication of victim(s) from vehicle	2	0.83%	\$0	0.00%
	158	66.10%	\$0	0.00%
4 Hazardous Condition (No Fire)				
400 Hazardous condition, Other	1	0.41%	\$0	0.00%
411 Gasoline or other flammable liquid spill	1	0.41%	\$0	0.00%
412 Gas leak (natural gas or LPG)	3	1.25%	\$0	0.00%
440 Electrical wiring/equipment problem, Other	1	0.41%	\$0	0.00%
444 Power line down	2	0.83%	\$0	0.00%
	8	3.34%	\$0	0.00%
5 Service Call				
550 Public service assistance, Other	5	2.09%	\$0	0.00%
551 Assist police or other governmental agency	10	4.18%	\$0	0.00%
553 Public service	1	0.41%	\$0	0.00%
554 Assist invalid	4	1.67%	\$0	0.00%
571 Cover assignment, standby, moveup	1	0.41%	\$0	0.00%
	21	8.78%	\$0	0.00%
6 Good Intent Call				
600 Good intent call, Other	2	0.83%	\$0	0.00%
611 Dispatched & cancelled en route	20	8.36%	\$0	0.00%
621 Wrong location	1	0.41%	\$0	0.00%
651 Smoke scare, odor of smoke	1	0.41%	\$0	0.00%

Westfield Fire Department

Kristen Custom Report

Alarm Date Between {03/01/2016} And {03/31/2016}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
6 Good Intent Call	24	10.04%	\$0	0.00%
7 False Alarm & False Call				
700 False alarm or false call, Other	3	1.25%	\$0	0.00%
730 System malfunction, Other	1	0.41%	\$0	0.00%
733 Smoke detector activation due to	3	1.25%	\$0	0.00%
735 Alarm system sounded due to malfunction	1	0.41%	\$0	0.00%
736 CO detector activation due to malfunction	4	1.67%	\$0	0.00%
740 Unintentional transmission of alarm, Other	1	0.41%	\$0	0.00%
743 Smoke detector activation, no fire -	4	1.67%	\$0	0.00%
745 Alarm system activation, no fire -	4	1.67%	\$0	0.00%
746 Carbon monoxide detector activation, no CO	1	0.41%	\$0	0.00%
	22	9.20%	\$0	0.00%

Total Incident Count: 239

Total Est Loss: \$3,000

Westfield Police Department

Monthly Performance Measures Report



Board of Public Works & Safety

March 2016

Table of Contents

	Page
1. Field Activity Performance Measures	
a) Events by Nature/Calls for Service	1
b) Calls by Day of Week	2
c) Calls by Hour of Day	3
d) Total Calls by Month Chart	4
e) UCR Offenses	5
f) Non-UCR Offenses	6
g) Arrests	7
h) Traffic Accidents	7
i) Traffic Stops Citations & Warnings	7
j) Traffic Stops by Day of Week	8
k) Traffic Stops by Hour of Day	9
l) Traffic Stops by Month Chart	10
2. Community Events	11
3. Training	12

WESTFIELD POLICE DEPARTMENT

March 2016

Events by Nature: Calls For Service (Non-Self-Initiated)

Abduction/ Kidnapping	0
Abuse/ Abandonment/Neglect	3
Admin- K-9 Detail	0
Admin- Log Information	0
Admin-Public Relations	3
Admin- Special Detail	0
Admin- Test Calls	0
Admin- Tow Release	5
Admin- Warning Correction	0
Alarm- Bank	1
Alarm- Business	61
Alarm- Residence	81
Animal- Complaints	35
Assault- Battery	1
Assault- Sexual	0
Assist- Fire Incident	6
Assist- Medical Incident	8
Assist- Other Agencies	31
Bomb Found/ Suspicious Pkg	0
Burglary/ Home Invasion	1
Damage/ Vandalism/ Mischief	17
Deceased- All Others	1
Disturbance- Fireworks Cmplt	0
Disturbance- Loud Party	0
Disturbance- Noise Complaint	8
Disturbance	28
Disturbance - Verbal	
Drugs- Complaint	8
Fraud- Criminal Deception	0
Fraud- Forgery	32
Fraud- Prescription	0
Harassment/ Stalking/ Threat	20
Indecency / Lewdness	0
Intoxicated- Possible DUI	5
Mental/ Emotional	19
Miscellaneous	11
Person-Missing	2

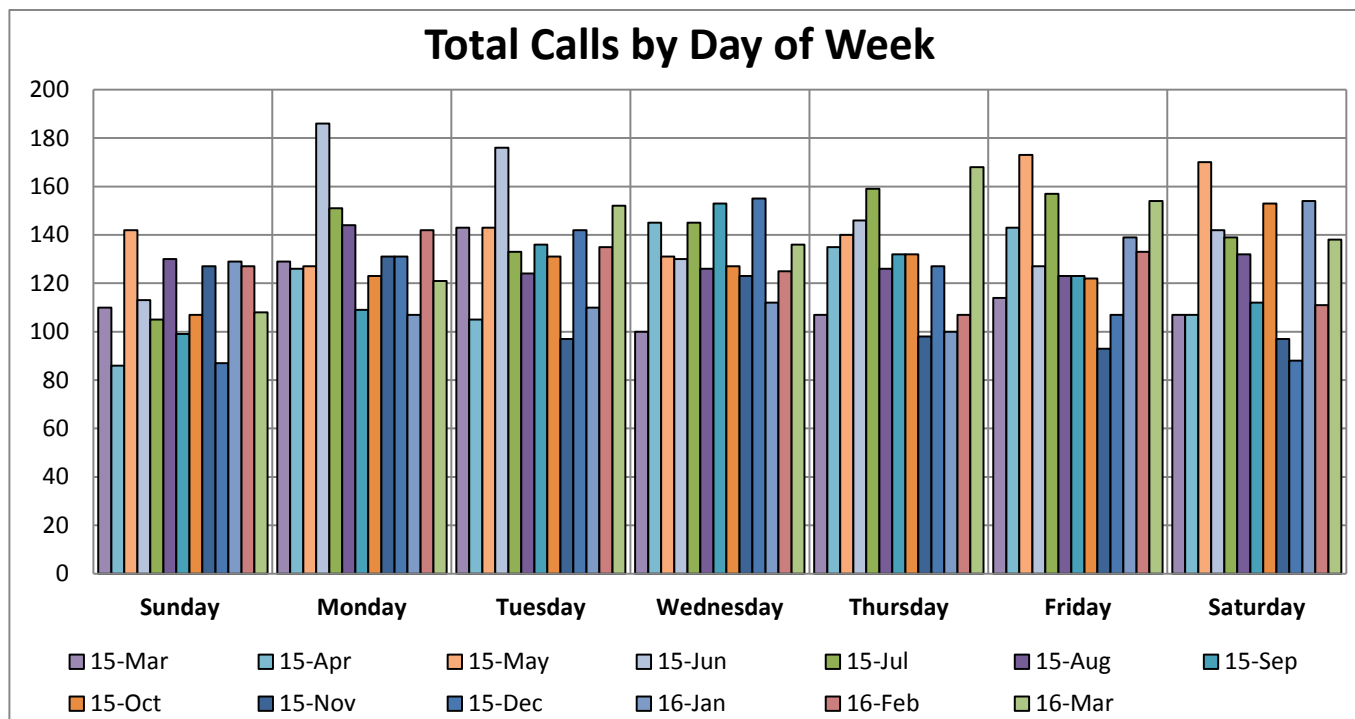
Person- Runaway	3
Robbery-Carjacking	0
Service Call- 9-1-1 Hang Up	26
Service Call- Damage to Property	11
Service Call- Found Property	8
Service Call- Keep the Peace	39
Service Call- Lost Property	5
Service Call- Notification	2
Service Call- Security Check	8
Service Call- Vehicle Lockout	58
Service Call- Vin Check	27
Service Call- Welfare Check	40
Suicidal- Attempted	1
Suicidal- Persons Threatening	4
Supplemental- Case Follow Up	59
Suspicious- Noises	1
Suspicious- Open Door/ Window	6
Suspicious- Person/Prowler	29
Suspicious- Solicitor	9
Suspicious- Vehicle	42
Theft- From a Vehicle	7
Theft- Of a Vehicle	7
Theft- Others	26
Theft- Shoplifting	6
Trespassing/ Unwanted Person	4
Trfc Complaint - Abandoned Veh	1
Trfc Complaint- Driving Issues	45
Trfc Complaint- Parking Issues	13
Trfc Hazard- Debris in Road	8
Trfc Hazard- Disabled Vehicle	21
Trfc Hazard- Trfc Signal Out	0
Trnsprtn Acdnt- MV Hit & Run	11
Trnsprtn Acdnt- MV Prop Damg	42
Trnsprtn Acdnt- MV Prsnl Inj	9
Wanted- Warrant Service	6
Weapons- Person Carrying	1
Weapons- Shot Fired	1

WESTFIELD POLICE DEPARTMENT

March 2016

Total # of Calls by Day of Week (non-self initiated)

DAY	15-Mar	15-Apr	15-May	15-Jun	15-Jul	15-Aug	15-Sep	15-Oct	15-Nov	15-Dec	16-Jan	16-Feb	16-Mar
Sunday	110	86	142	113	105	130	99	107	127	87	129	127	108
Monday	129	126	127	186	151	144	109	123	131	131	107	142	121
Tuesday	143	105	143	176	133	124	136	131	97	142	110	135	152
Wednesday	100	145	131	130	145	126	153	127	123	155	112	125	136
Thursday	107	135	140	146	159	126	132	132	98	127	100	107	168
Friday	114	143	173	127	157	123	123	122	93	107	139	133	154
Saturday	107	107	170	142	139	132	112	153	97	88	154	111	138
TOTAL	810	847	1026	1020	989	905	864	895	766	837	851	880	977



WESTFIELD POLICE DEPARTMENT

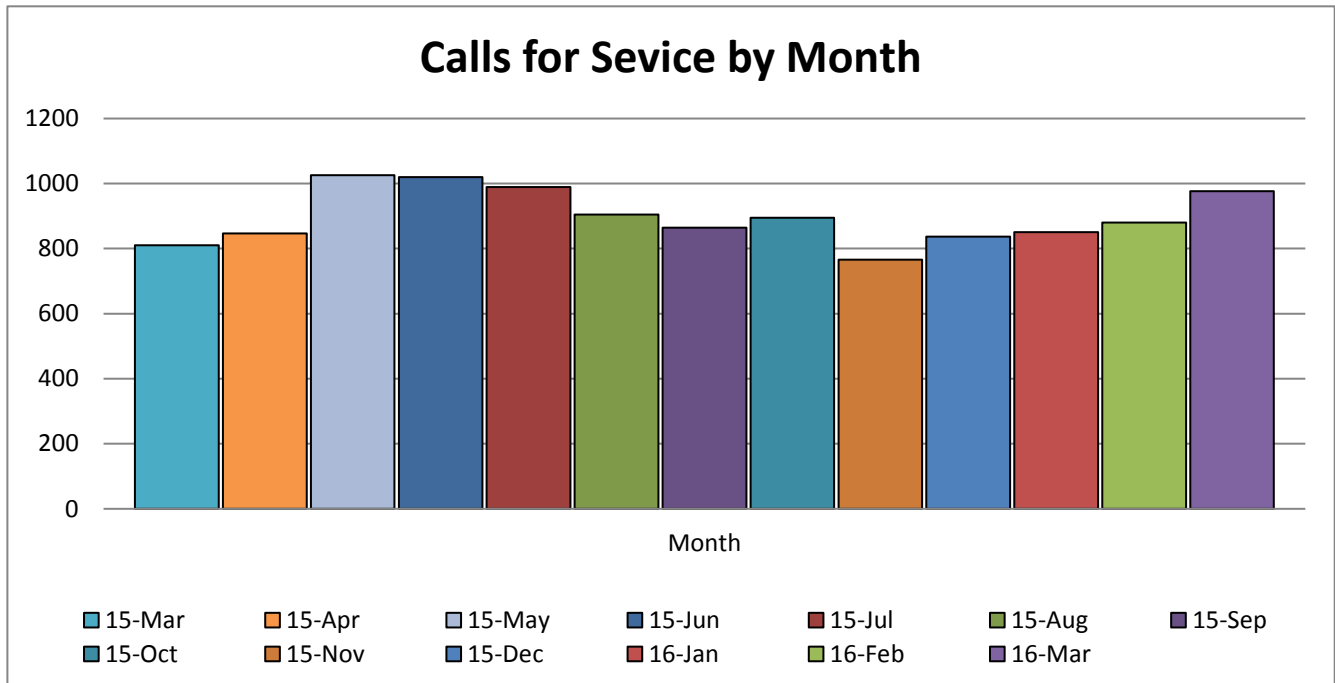
March 2016

Total # of Calls by Hour of Day (non-self initiated)

HOURL	15-Mar	15-Apr	15-May	15-Jun	15-Jul	15-Aug	15-Sep	15-Oct	15-Nov	15-Dec	16-Jan	16-Feb	16-Mar
0	16	20	28	20	22	29	19	19	30	25	22	20	26
1	7	21	18	20	21	19	16	14	10	17	14	10	11
2	11	13	17	17	14	13	9	12	9	12	17	9	12
3	10	7	12	15	8	13	6	10	9	15	15	10	10
4	5	8	13	14	10	9	7	12	13	12	10	9	10
5	12	15	14	16	10	10	6	8	6	13	13	8	8
6	14	7	14	9	15	14	15	16	8	18	19	15	13
7	33	23	42	24	11	30	25	28	25	28	30	20	31
8	32	41	38	35	29	36	37	33	25	32	44	39	46
9	41	39	51	50	27	51	41	41	31	41	43	34	47
10	31	38	58	54	48	43	53	40	35	49	50	49	45
11	46	46	55	55	56	57	62	48	41	49	49	49	59
12	39	43	48	58	71	52	52	53	48	57	33	46	46
13	43	48	68	63	80	54	57	51	56	37	48	52	62
14	55	52	62	48	57	43	51	65	44	48	58	69	57
15	55	46	61	60	52	57	71	66	62	56	68	71	69
16	59	65	60	69	64	56	56	69	43	56	51	60	60
17	53	62	70	66	64	62	48	56	50	53	47	69	85
18	45	51	56	69	69	60	60	56	60	48	54	60	81
19	43	52	54	50	61	53	39	52	41	50	38	51	49
20	43	43	60	77	47	37	37	44	29	32	38	39	48
21	55	53	47	62	64	47	44	32	38	38	32	32	36
22	31	28	45	39	53	37	27	40	23	33	29	34	40
23	31	26	35	30	36	23	26	30	30	18	29	25	26
TOTAL	810	847	1026	1020	989	905	864	895	766	837	851	880	977

WESTFIELD POLICE DEPARTMENT

March 2016



WESTFIELD POLICE DEPARTMENT

March 2016

UCR OFFENSES

OFFENSE	15-Mar	15-Apr	15-May	15-Jun	15-Jul	15-Aug	15-Sep	15-Oct	15-Nov	15-Dec	16-Jan	16-Feb	16-Mar
Arson	0	0	0	0	0	1	0	0	0	0	0	0	0
Homicide	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	1	1	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	1	0	0	0	0	0	0	0
Battery - Aggravated	0	2	3	1	3	2	6	0	1	5	1	4	3
Battery - Simple	9	3	18	11	11	20	13	14	14	19	14	10	15
Burglary	2	1	6	1	2	5	3	3	3	2	4	2	1
Theft	25	38	29	31	39	24	42	24	25	29	27	19	30
Motor Vehicle Theft	0	0	1	2	1	2	1	2	2	1	2	0	0
TOTAL	36	44	58	47	56	55	65	43	45	56	48	35	49

WESTFIELD POLICE DEPARTMENT

March 2016

NON UCR OFFENSES (PART II)

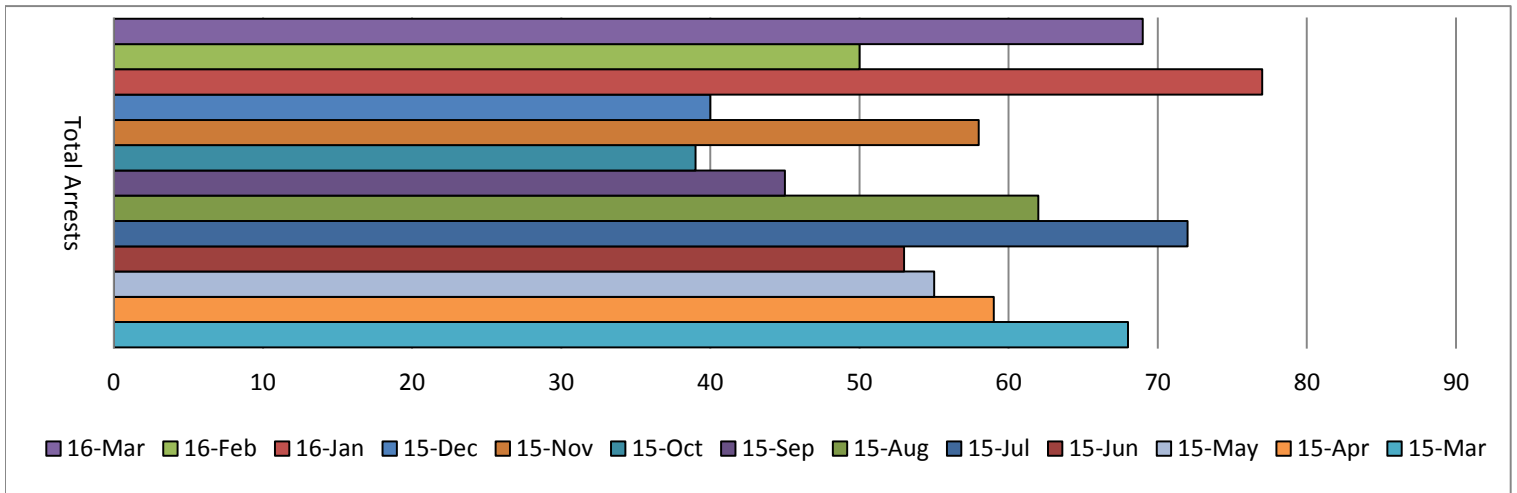
ANIMALS/ INCLUDING DOG BITES	3
ASSIST OTHER AGENCY	4
CHILD ABUSE / NEGLECT REPORTED	17
CHILD CUSTODY DISPUTE	2
CIVIL DISPUTE	10
CRIMINAL MISCHIEF/VANDALISM	12
DAMAGED PROPERTY	9
DEATHS OTHER THAN HOMICIDE/SUICIDE	1
DISTURBANCE/ARGUMENTS/FIGHTS	10
DOORS / WINDOWS UNLOCKED OR OPEN	0
DRIVING WHILE SUSPENDED	7
DRUG ABUSE VIOLATIONS	0
FIRES / UNDETERMINED	0
FRAUD	25
HARASSMENT	0
IDENTITY THEFT	0
JUVENILE COMPLAINT	1

LEAVING THE SCENE	6
LIQUOR LAW VIOLATIONS	1
MISSING PERSON / LOST	2
NON-MOVING TRAFFIC VIOLATIONS	0
OPERATING WHILE INTOXICATED	7
PROPERTY FOUND	10
PROPERTY LOST	3
RECKLESS DRIVING	0
RUNAWAY	1
SUICIDE/ATTEMPTS/THREATS OF	13
SUSPICIOUS INCIDENT/PERSON	5
THREATS/INTIMIDATION	0
TRAFFIC VIOLATIONS	3
TRESPASSING	0
WARRANT ARREST	0
WEAPON VIOLATION	2
WELFARE CHECK	4

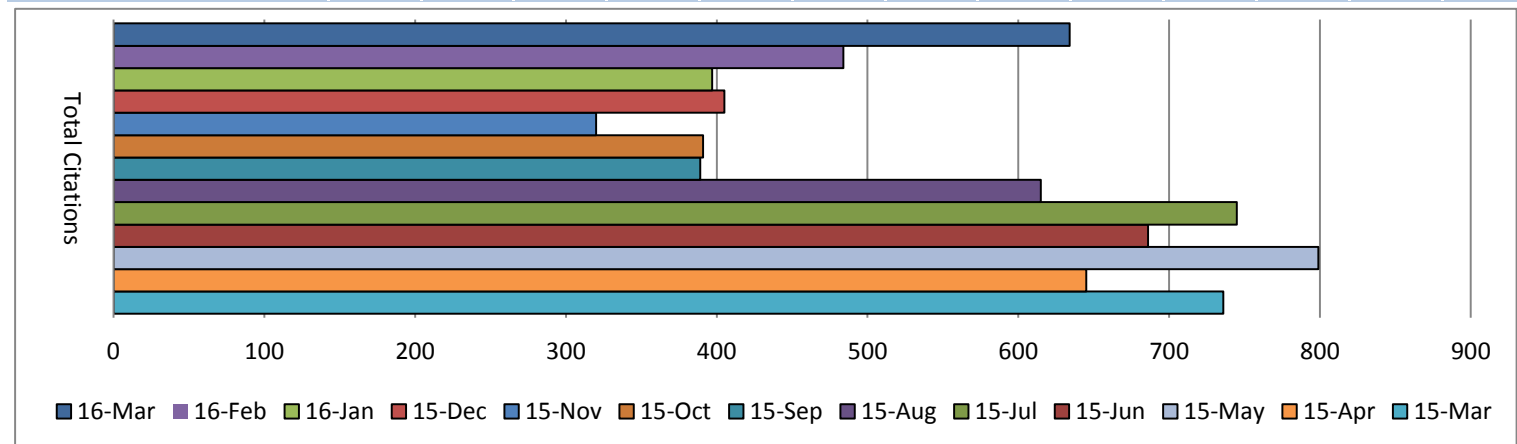
WESTFIELD POLICE DEPARTMENT

March 2016

Arrest Reports Taken	15-Mar	15-Apr	15-May	15-Jun	15-Jul	15-Aug	15-Sep	15-Oct	15-Nov	15-Dec	16-Jan	16-Feb	16-Mar
Alcohol/ Drug Related	31	14	23	24	36	24	20	21	18	13	36	21	22
Felony Charges	6	15	45	11	17	12	11	5	8	7	15	14	23
Misdemeanor Charges	80	65	67	73	96	66	50	53	65	52	73	66	81
Traffic Arrest Charges	35	42	10	46	49	37	39	20	33	33	39	40	40
Total Arrests	68	59	55	53	72	62	45	39	58	40	77	50	69



Traffic	15-Mar	15-Apr	15-May	15-Jun	15-Jul	15-Aug	15-Sep	15-Oct	15-Nov	15-Dec	16-Jan	16-Feb	16-Mar
Total Citations	736	645	799	686	745	615	389	391	320	405	397	484	634
Total Written Warnings	1061	883	958	773	835	793	693	706	820	927	994	890	1232
Total Traffic Accidents	40	41	52	56	58	55	54	49	54	52	66	56	46
<i>Hit and Run</i>	5	2	4	5	6	4	6	3	5	3	9	5	4
<i>Personal Injury</i>	4	7	6	10	10	9	13	6	4	14	6	7	7
<i>*Fatality</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Property Damage</i>	31	32	42	41	42	42	35	40	45	35	51	44	35

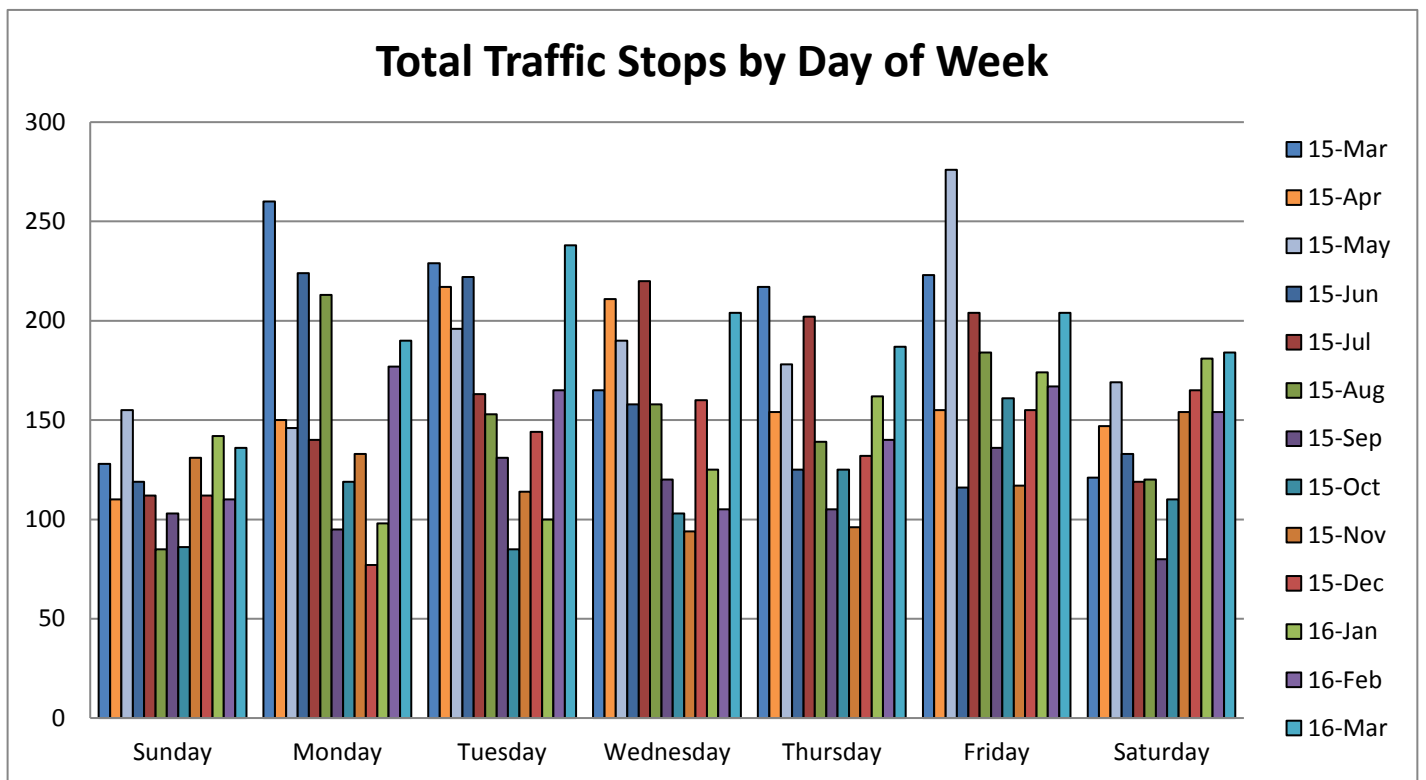


WESTFIELD POLICE DEPARTMENT

March 2016

Traffic Stops: SELF INITIATED by Day of Week

Day:	15-Mar	15-Apr	15-May	15-Jun	15-Jul	15-Aug	15-Sep	15-Oct	15-Nov	15-Dec	16-Jan	16-Feb	16-Mar
Sunday	128	110	155	119	112	85	103	86	131	112	142	110	136
Monday	260	150	146	224	140	213	95	119	133	77	98	177	190
Tuesday	229	217	196	222	163	153	131	85	114	144	100	165	238
Wednesday	165	211	190	158	220	158	120	103	94	160	125	105	204
Thursday	217	154	178	125	202	139	105	125	96	132	162	140	187
Friday	223	155	276	116	204	184	136	161	117	155	174	167	204
Saturday	121	147	169	133	119	120	80	110	154	165	181	154	184
TOTAL	1343	1144	1310	1097	1160	1052	770	789	839	945	982	1018	1343



WESTFIELD POLICE DEPARTMENT

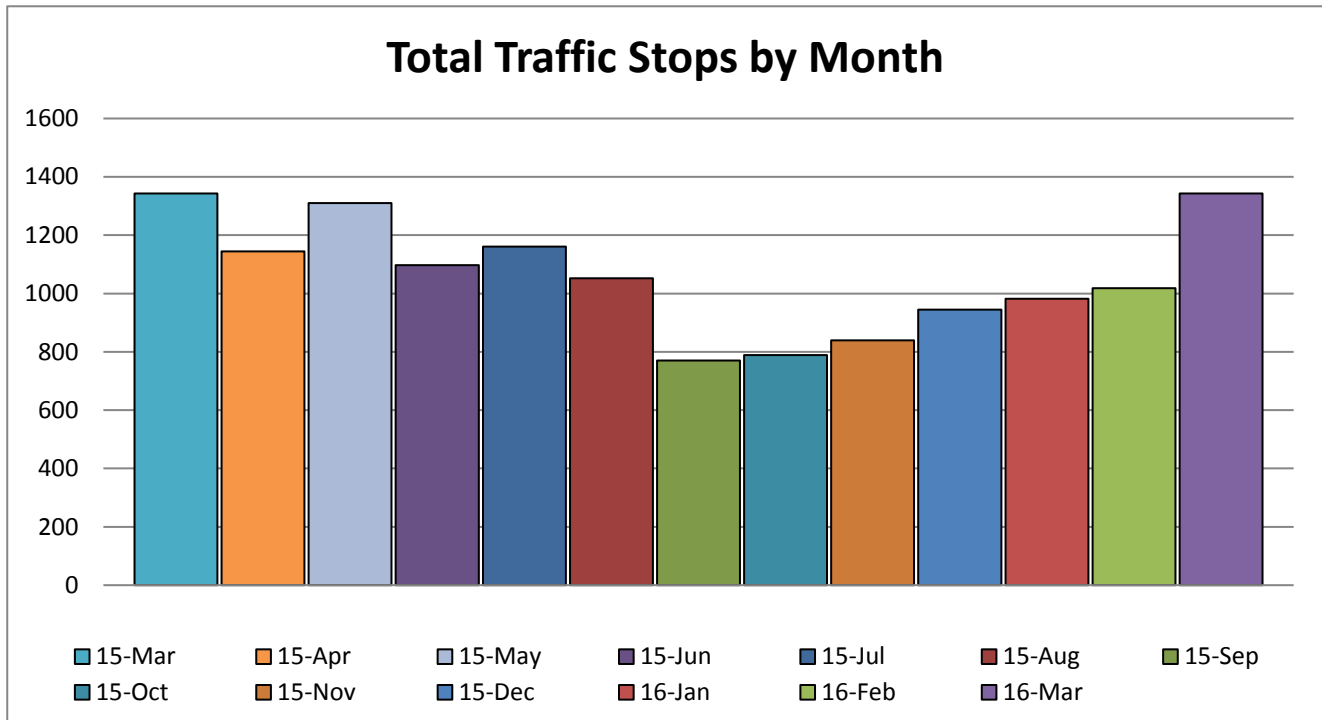
March 2016

Traffic Stops: SELF INITIATED by Hour of Day

Hour:	15-Mar	15-Apr	15-May	15-Jun	15-Jul	15-Aug	15-Sep	15-Oct	15-Nov	15-Dec	16-Jan	16-Feb	16-Mar
0	29	35	51	27	71	46	37	36	32	35	39	31	61
1	25	24	42	32	39	31	24	19	16	23	19	22	35
2	24	12	20	16	18	21	18	17	9	9	20	11	15
3	9	12	6	12	8	13	14	3	5	6	11	8	15
4	8	8	9	10	3	7	1	3	0	9	9	11	28
5	24	14	5	8	2	3	8	14	12	9	3	4	9
6	10	15	36	44	36	26	18	10	25	12	22	29	28
7	86	80	109	102	82	87	79	58	58	50	55	57	83
8	100	74	96	59	89	76	50	47	92	75	50	58	93
9	105	111	72	75	74	41	23	40	40	33	33	59	77
10	113	92	82	104	114	80	34	63	64	78	53	78	86
11	71	53	65	48	50	35	19	26	30	50	34	54	57
12	69	55	67	59	57	47	41	34	35	30	27	38	43
13	104	83	76	99	78	80	40	49	44	46	55	57	59
14	80	73	83	66	69	78	55	46	30	55	52	55	81
15	67	62	93	30	38	57	50	27	31	54	46	43	63
16	34	38	57	42	33	36	26	21	39	46	28	38	51
17	33	31	27	33	26	24	24	30	30	42	40	54	53
18	47	38	59	44	44	61	27	79	74	89	118	88	112
19	73	58	60	42	38	43	33	52	59	58	107	63	97
20	48	31	34	14	13	18	18	13	12	15	14	19	18
21	74	41	45	28	51	39	33	29	23	30	25	41	33
22	60	52	62	50	61	48	54	40	42	41	65	55	58
23	50	52	54	53	67	55	44	33	37	50	57	45	88
TOTAL	1343	1144	1310	1097	1161	1052	770	789	839	945	982	1018	1343

WESTFIELD POLICE DEPARTMENT

March 2016



**Westfield Police Department
Community Events
March 2016**

- 3/1/16** Barnes and Noble Reading Program – Asst. Chief Jordan
- 3/1/16** Centennial Townhomes HOA – Officer Gehlhausen
- 3/10-16** Coffee with a COP – Lt. Vickroy and Officer Zosso
- 3/10/16** Daisy Troop Tour/Safety Talk – Nights A Shift
- 3/10/16** Centennial HOA – Chief Rush and Asst. Chief Jordan
- 3/18/16** Breakfast with a COP – Officers Nichols and Henriquez
- 3/19/16** Underground Railroad Health Fair – Officer Daniels and Deb Clement
- 3/20/16** Be a COP for a Day – Officer Griffin
- 3/21/16** Girls Scout Tour/Respecting Authority – Nights B Shift
- 3/22/16** Breakfast with a COP – Officer Larrison
- 3/29/16** Breakfast with a COP – Officer Dougherty
- 3/30/16** Breakfast with a COP – Officer Larrison

**Westfield Police Department
Monthly Training Summary
March 2016**

3/3/16 Monthly K-9

3/7-11/16 Departmental Firearms

3/7-9/16 Crisis Intervention – Officer Todd

3/9/16 Breath Test Certification – Officer Gehlhausen

3/21/16 Female Enforcers: Advanced Mental, Physical and Tactical Skill to Survive – Officers Martin and Griffin

3/21-22/16 Narcan Departmental Training

3/29-30/16 STOPS Instructor Recertification – Sgt. Grimes

3/30-4/2/16 CALEA Conference – Mayor Cook, Chief Rush, Asst. Chief Jordan, Capt. Hollowell and Lt. Allen



Public Works

Jeremy Lollar, Director
Angie Smitherman, Administration
Phil Sundling, Project Mgmt.
Adam Essex, Inspections
Travis Stetnish, Streets
Chris McConnell, Parks & Trails

Board of Works

Andy Cook
Randy Graham
Kate Snedeker

Clerk Treasurer

Cindy J. Gossard

Public Works Department

(317) 804-3100 office
(317) 804-3190 fax

2706 East 171st Street
Westfield, IN 46074
westfield.in.gov

April 27, 2016

Consent Agenda Items:

Performance Bond Acceptance

The Westfield Public Works Department is recommending that the Board of Public Works and Safety accept the following Performance Bond for the requested development:

- Villages of Oak Manor Section 2A – 1501199 (Bond CMS0289745 – Erosion Control - \$35,147.20)

Performance Bond Release

- None

Maintenance Bond Acceptance

- None

Maintenance Bond Release

- None



Public Works

Jeremy Lollar, Director
Angie Smitherman, Administration
Phil Sundling, Project Mgmt.
Adam Essex, Inspections
Travis Stetnish, Streets
Chris McConnell, Parks & Trails

Board of Works

Andy Cook
Randy Graham
Kate Snedeker

Clerk Treasurer

Cindy J. Gossard

Public Works Department

(317) 804-3100 office
(317) 804-3190 fax

2706 East 171st Street
Westfield, IN 46074
westfield.in.gov



Public Works

Jeremy Lollar, Director
Angie Smitherman, Administration
Phil Sundling, Project Mgmt.
Adam Essex, Inspections
Travis Stetnish, Streets
Chris McConnell, Parks & Trails

Board of Works

Andy Cook
Randy Graham
Kate Snedeker

Clerk Treasurer

Cindy J. Gossard

Public Works Department

(317) 804-3100 office
(317) 804-3190 fax

2706 East 171st Street
Westfield, IN 46074
westfield.in.gov

To: Westfield Board of Public Works & Safety

Date: April 27, 2016

Re: Action Item-Signing Authority

The City of Westfield Public Works Department is requesting that the Board of Public Works and Safety consider granting Jeremy Lollar, Director of Public Works, signing authority for the Contract for Goods and Services with Globe Asphalt Paving Co., Inc. in conjunction with the construction of the Midland Trace Trail Phase 4.

Kate Snedeker

Randy Graham

Andy Cook



Mayor
Andy Cook

City Council
Jim Ake
Steven Hoover
Robert L. Horkay
Chuck Lehman
Robert J. Smith
Cindy L. Spoljaric
Robert W. Stokes

Clerk Treasurer
Cindy J. Gossard

Customer Service

(317) 804-3150 office
(317) 804-3181 fax
2728 East 171st Street
Westfield, IN 46074
westfield.in.gov

December 16, 2015

Havencrest LLC
4085 Oakleaf Drive
Zionsville IN 46077

Att. Marcie Lewis
317-965-1968

RE: Notice of Violation – Ordinance 05-30
The Lakes - Illicit Discharge

To Whom It May Concern,

This letter is to serve as the Notice of Violation of City of Westfield Stormwater Ordinance 05-30, Section 11: Discharge Prohibitions. On December 16, 2015 at approx. 10:00 am it has been noted that an illicit discharge of muddy water and sediment entered the storm water system via the deliberate removal of sediment control and the intentional routing of muddy water and sediment from 3497 Roudebush Way into The Lakes, subdivision pond.
Please see attached photos

There is a \$1,000 fine for the first offense. The fine is payable to "Westfield Public Works Department". To avoid incurring additional fines please remit payment to Customer Service, Westfield Public Service Department, 2728 E 171st Westfield, Indiana 46074 no later than the close of business on January 1, 2016.

Please note that you have the right to appeal this violation pursuant to Section 25 of Ordinance 05-30.

Please feel free to contact me with any questions at 317-605-5141

Gary Smith
Encroachment Inspector
City of Westfield
Public Works



THE WESTFIELD BOARD OF PUBLIC WORKS AND SAFETY March 30, 2016

The Westfield Board of Public Works and Safety met on March 30, 2016 at the Westfield Public Works Conference Room. Present were Randy Graham, Kate Snedeker, Records Manager, Kim Strang, and Brian Zaiger, legal counsel.

Randy Graham called the meeting to order at 1:02 P.M.

AGENDA ITEMS

Action Item #1: Meeting Minutes Consideration for Approval:

Kate Snedeker made the motion to approve the February 24, 2015 meeting minutes as presented and this was seconded by Randy Graham. Vote: Yes-2; No-0. Motion carried.

Action Item #2: Havencrest Homes Illicit Discharge Appeal

Brian Zaiger stated there was no representative present from Havencrest, so fees would be imposed as stated.

RESOLUTIONS:

Action Item #3: CEMP-Comprehensive Emergency Management Plan Adoption

Joe Lyons presented this stating the Resolution would ensure a uniform approach countywide to emergency situations.

Randy Graham made the motion to approve Resolution 16-108 as stated. Kate Snedeker seconded. Vote: Yes-2; No-0. Motion carried.

BID APPROVAL:

Action Item #4: Contract A Mill Street Roadway Project

Jeremy Lollar stated that action items 4, 5, and 6 were initially considered last year as one big project. The bids were too high and the project was postponed. Currently the project is divided into 3 separate projects. Bids were taken on each one, asking for the board to accept the lowest on all three projects.

Kate Snedeker made the motion to approve Contract A. Randy Graham seconded. Vote: Yes-2; No-0. Motion carried.

Action Item #5: Contract B Mill Street Steam Restoration Project

Gary Pence and Phil Sundling gave brief overview

Randy Graham made the motion to approve Contract B. Kate Snedeker seconded. Vote: Yes-2; No-0. Motion carried.

Action Item #6: Contract C Mill Street Mitigation Project

Gary Pence gave brief overview

Kate Snedeker made the motion to approve Contract C. Randy Graham seconded. Vote: Yes-2; No-0. Motion carried

CONSTRUCTION STANDARDS & SPECIFICATIONS CHANGES:

Action Item #7: Westfield Construction Standards & Specifications Changes

Jeremy Lollar gave an overview stating changes were minimal (high-lighted in yellow) on the annual review of our specifications and guidelines.

Kate Snedeker made the motion to approve the changes. Randy Graham seconded. Vote: Yes-2; No-0. Motion carried.

CHANGE ORDERS:

None

CONTRACTS/LEASES

None

AGREEMENTS AND/OR MEMORANDUM OF UNDERSTANDING (MOU)

Action Item #8: Utility Reimbursement Agreement-Approval Delegation

Jeremy Lollar presented requesting the signing authority for the Utility Reimbursement Agreement. If the bid comes in higher than anticipated this would be brought back in front of BPW members to consider.

Kate Snedeker made the motion to approve the delegation. Randy Graham seconded. Vote: Yes-2; No-0. Motion carried.

CONSENT AGENDA

Approval to hire one new officer

Bond Information

Randy Graham made the motion to approve the Consent Agenda. Kate Snedeker seconded. Vote: Yes-2; No-0. Motion carried.

DEPARTMENT REPORTS

- **Fire** – Joe Lyons
- **Police-** Joel Rush
- **Public Works-** Jeremy Lollar

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

Deputy Clerk-Treasurer

Board of Public Works and Safety



Board of Works

Andy Cook
Randy Graham
Kate Snedeker

Clerk Treasurer

Cindy J. Gossard

April 28th, 2016

Tim Toby
Globe Asphalt Paving Co., Inc.
6445 E. 30th Street
Indianapolis, IN 46219

Subject: Midland Trace Trail Phase 4 Project Award

Dear Mr. Toby,

Congratulations! You have been awarded the Midland Trace Trail Phase 4 Project. Your April 13th, 2016, bid of \$544,945.62 and alternate 1 of \$23,309.00 for a total of \$568,254.62 was accepted by the Board of Public Works and Safety on April 27th, 2016. I will be contacting you shortly to set up a pre-construction meeting. Please contact me at (317) 450-6765 or dshoe@westfield.in.gov if you have any questions. I look forward to working with you and your firm on this exciting project for the citizens of Westfield.

Sincerely,

Dustin Shoe
Project Engineer

cc: file

Public Works Department

(317) 804-3100 office
(317) 804-3190 fax

2706 East 171st Street
Westfield, IN 46074
westfield.in.gov

Bids Received: April 13th, 2016 at 1 p.m. (Local Time)

CONTRACTOR NAME	Calumet	3D	Globe	Rieth						
ITEM										
PROPOSAL FORM	✓	✓	✓	✓						
FORM 96	✓	✓	✓	✓						
AFFIDAVIT OF NON-COLLUSION	✓	✓	✓	✓						
BID BOND	✓	✓	✓	✓						
BIDS										
BASE BID	770,619.00	655,000.00	544,947.47	749,910.00						
ALT 1	28,381.00	22,644.00	23,309.00	21,190.00						
TOTAL	799,000.00	677,644.00	567,591.47	771,100.00						



April 12, 2016

Dear Mr. Zaiger,

As you know, I just received the Notice of Violation regarding The Lakes today due to the notice being sent to the incorrect address; therefore I am continuing the appeal process.

On behalf of Havencrest Homes, I would like to appeal the fine regarding the water drain into the pond at 3497 Roudebush Way, based on the following extenuating factors:

We excavated and installed the foundation, and then backfilled and had a rough grade on our lot, however, Langston (the developer) was still working on the pond and lot behind the house and their finished grade ended up being higher than our rough grade. We did not know that the developer's grade was higher than ours at the back of the house until the concrete subcontractor went to put the back patio in and needed to drain the back of the lot due to standing water. He thought he was being helpful by cutting a trench in the hump in the back to drain the yard.

We would like to point out that the pond is still being built / excavated and the water released was not going into a clean pond; rather a pond that was sediment laden already. The circumference of the pond itself is dirt and you can see that all runoff into the pond is essentially carrying sediment.

The water that was discharged was water that would have ended up in the pond regardless had the yard been graded to accommodate positive drainage away from the house.

We are not aware of any clean up that was initiated on the part of the City of Westfield because it was water released into water. We had the fence repaired.

We ask for a little leniency given that the pond is under construction and is currently being dug up at the east end with the entire perimeter being mud/sediment. We feel a \$1000 fine is a bit excessive and plea for a reduced fine.

Thank you for your time and consideration,

Marcy Lewis
Havencrest Homes



Board of Works

Andy Cook
Randy Graham
Kate Snedecker

Clerk Treasurer

Cindy J. Gossard

Public Works Department

(317) 804-3150 office
(317) 804-3181 fax

2728 East 171st Street
Westfield, IN 46074
westfield.in.gov

Memorandum

To: Westfield Board of Public Works & Safety

Date: April 27, 2016

Re: Public Works Project Report

Memo to Board Members

Dear Board Members, I would like to take this opportunity to update you regarding the current status of our Public Works Departments.

Westfield Public Works Executive Summary Progress Report

Street Maintenance

The major initiative since the last meeting was the improvement associated with 191st street. Maintenance crews managed traffic control, shoulder installation, and mailbox replacement. Crack Seal efforts will begin soon. This will be a combination of contracted services as in conjunction with our internal crew.

Park Maintenance

Park de-winterization has begun and will continue over the next few weeks. Construction of the new restroom, at Simon Moon Park, is progressing and should wrap up in the next 2-3 weeks. Utility service connections have begun and will finish in the next week.

Notable changes since 3/30/16

1. Monon Phase 6

This is the section of the Monon Trail that extends north from 181st to the 191st Street. Concrete and Asphalt has been completed and the project will finalize in the spring.

2. Mill Street Extension

The Mill Street project is a reconstruction and extension of Mill Street from SR32 to South Union St. This project will remediate the downtown flooding concern and will also create the southern boundary of the future Grand Junction Plaza. Mill St has gone through the bid process and our recommendations were presented for board approval today. Notice to proceed has been issued and construction will begin in the coming weeks.

3. Westfield Boulevard Extension (West Access Rd.)

This is a new roadway project that runs from Westfield Blvd., under US 31 and terminates at a new roundabout on 151st. Land acquisition is nearly complete. Utility relocates and clearing has begun.

4. Midland Trail Section 4

Section 4 is the extension of the midland from Gunther Blvd to Gray Rd. Land acquisition is complete, clearing has begun, and this project will bid later this spring. Construction should be complete in late summer or early fall.

5. 191st improvement Project

This was an emergency repair project that extended from US31 to Spring Mill Rd. This consisted of mill-in-place and the addition of 2 courses of HMA. We also added new stone shoulders and replaced mailboxes.

Other Notable Projects

City Project Manager: Gary Pence

1. Ditch Road Extension

Project is currently designed and is awaiting funding.

Public Works Department

(317) 804-3100 office
(317) 804-3190 fax

2706 East 171st Street
Westfield, IN 46074
westfield.in.gov

2. Towne Road for 156th street to 166th street

This project is for sight distance improvements, roadway widening and 3 culvert replacement project on Towne Road from 156th to 166th street. This project is INDOT funded project (all phases are 70/30 split). Currently waiting for design contract to be approved by INDOT. Plan to have consultant start survey and design work this spring. Let expected July 2017.

3. Oak Trace Elementary School Safe Road to School Study

Engineering study to improve safety for Oak Trace Elementary School. Waiting for INDOT funding approval to start study. Expect start August 2015

City Project Manager: Phil Sundling

4. Monon Phase 6

- Design at 90%
- Project runs from 181st to the Monon Elementary School north of 191st
- Trailhead will remain as part of Phase 7 due to the latest design change – won't have time to get R/W clear and include in Phase 6
- R/W – 3 parcels left, should have all cleared in the next few weeks
- MPO funding for PE, CN, CE – match with local Utility Proceeds

5. Westfield Boulevard Extension (West Access Road)

- Design at 95%
- New roadway project that runs from 151st west of Target to new underpass that INDOT built for Union Street
- We are currently in the R/W acquisition phase
- PE funded via Village Park TIF
- RW, CN funded with Utility Proceeds

Public Works Department

(317) 804-3100 office
(317) 804-3190 fax

2706 East 171st Street
Westfield, IN 46074
westfield.in.gov

6. North Union Sidewalk Extension (CDBG)

- PCS survey finished and sent over on 11/13/14
- R/W line work sent over from Pat McCallister with PB
- \$153k reimbursement from CDBG with the City matching a portion

7. Westfield Boulevard Connector (South Poplar Extension)

- Des. No. awarded from INDOT
- Currently waiting on additional funding to be awarded by the state.
- Current plan to go from Park St. to 169th

8. 186th and Springmill RAB

- Approved by MPO
- 2017/2018 construction
- \$2-mil reimbursement from MPO (CN, CE)
- City will fund remaining portion

9. Red Line Mass Transit

- City committing \$146k match for PE and ENV services
- Multiple stops from 146th, Village Park, Downtown Westfield, Grand Park
- Construction not until 2020 at the earliest

Public Works Department

(317) 804-3100 office
(317) 804-3190 fax

2706 East 171st Street
Westfield, IN 46074
westfield.in.gov