

August 1, 2017

A REGULAR MEETING OF THE BOARD OF
PUBLIC WORKS AND SAFETY OF THE CITY OF NEW HAVEN, INDIANA

The Board of Public Works and Safety of the City of New Haven met in the Council Chambers in the City Administration Building on the 1st of August 2017 at the hour of 9:30 a.m.

The meeting was called to order by Terry McDonald who presided. On checking the roll the following members were shown to be present or absent as follows:

Present: Terry McDonald, Wayne Doenges
Absent: Mickey Hill

The claim registers for payroll and vendor checks written since the last regularly scheduled meeting were presented to the board and also signed by the board. The vendor checks are dated August 2, 2017 and will be mailed August 2, 2017.

The Title VI Statement

Wayne Doenges moved to approve the minutes of the previous meeting as presented. Mickey Hill seconded the motion and the motion was approved.

Superintendent of Public Works Dave Jones said he was requested to and did research and obtain quotes for GPS Devices for City of New Haven Fleet Vehicles. The information he gave the board is as follows:

	<u>Recurring Cost (Per Vehicle Per Month)</u>
Enterprise Fleet Management	\$17.00-\$29.00
Verizon Network Fleet	\$18.95
Fleetistics	\$25.00
Nextrag	\$34.95

	<u>Equipment and Start-Up Costs (Per Vehicle)</u>
Enterprise Fleet Management	\$60.00+ \$35.00
Verizon Network Fleet	\$80.00+30.23
Fleetistics	\$99.00
Nextrag	\$179.00

Public Works Superintendent Dave Jones said part of today's conversation is on how many of the devices we should start with. The device plugs in and tracks the vehicles they are plugged into along with full diagnostic capabilities, real time alerts, historical data reporting, lifecycle maintenance and roadside assistance. He said these are web based so whoever is given access is who would be tracking the vehicles. Terry McDonald said he feels we should start with the City Hall pool vehicles, which include the two Engineering Department trucks, the Superintendent of Public Works truck, the Planning Department car, and the two City Hall Pool vehicles. He mentioned he would like to have these on all City Vehicles at some point, but it is too cost prohibitive at this time. Wayne Doenges agreed and said he thought starting with a small group is a good place to start. Dave said the Verizon Quote is a GSA bid number GS-07F-5559R and is the most robust system and you get a lot more benefits for the price you are paying and it is not a long term contract. Wayne Doenges made a motion to approve the quote from Verizon Network Fleet in the amount of \$18.95 per month per vehicle for monitoring with equipment and start-up costs of \$80.00 for unit plus \$30.23 for the harness per vehicle for the six City Hall Vehicles as mention above. Terry McDonald seconded the motion and the motion was approved.

Superintendent of Public Works Dave Jones asked for approval to hire of Jon Meyers for the Public Work Department effective August 14, 2017 at pay rate of \$18.22 per hour. Terry McDonald made a motion to approve hire Jon Meyers for the Public Work Department effective August 14, 2017 at pay rate of \$18.22 per hour. Wayne Doenges seconded the motion and the motion was approved.

Superintendent of Public Works Dave Jones presented to the board a letter from

Darren McDowell of 9132 Sunriver Court in reference to a sewer adjustment on his utility bill. Mr. McDowell said he recently moved in the area and the house he purchased was in need of lawn maintenance so he proceeded to do so and then watered the grass. He was unaware there was a meter he could have used from the Public Works Department so he would not have to pay sewage on the water used for watering. He asked for an adjustment of \$80.00 on the sewage bill for the water he used since he did not have a summer sewage discount established. Terry McDonald asked how we could let new residents know about the meters they could use for watering. Director of Engineering Keith Schlegel suggested something be put on the Improvement Location Permit to let them know about the meters. Terry McDonald agreed and then made a motion to approve a sewer only adjustment of \$80.00 for Darren McDowell of 9132 Sunriver Court. Wayne Doenges seconded the motion and the motion was approved.

Superintendent of Parks Mike Clendenen asked for approval of the following Community Center Park Bond Claims, pending approval of the Park Board at their August 7, 2017 meeting.

LA Electric	\$5,428.50
Service Mechanical	\$9,995.00
Wabash Electric	\$1,194.75
Wayne Asphalt	\$17,497.85
Wayne Asphalt	\$7,559.15
Biz Tech	\$1,800.00
Direct Fitness	\$2,766.25
Direct Fitness	\$1,218.00
Materials Handling	\$359.58
Menards	\$447.75
The Glass Man	\$3,500.00
Bueschings on Lake	\$928.50
<u>Felgers</u>	<u>\$270.00</u>
Total	\$52,965.33

Wayne Doenges made a motion to approve the above listed Park Bond Claims in the amount of \$52,965.66 pending approval by the Park Board at their August 7, 2017 meeting. Terry McDonald seconded the motion and the motion was approved.

Police Chief Henry McKinnon asked for approval for changes to the New Haven Police Department Uniform and Equipment Policy on Pages 7 and 8. The changes are as follows:

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E. Class "C" Uniform

1. Utility uniform used as primary uniform for routine patrol duties and any other occasion where it would be appropriate to be worn.

- a. Gun Belt: Standard Duty Belt

- b. Hat: “(Optional)”

1. ~~Optional~~ Campaign style made by Stratton

- Felt
- Midnight Blue
- Acorns
- Black Strap
- B-56 Badge with colored state seal and black letters

2. “Baseball style hat:

- Black or blue in color
- B 29 embroidered badge with colored state seal and black or blue letters.”

- c. Shirt: Made by (*To be designated by General Order*) in police blue.

1. New Haven Police Department patches on both shoulders.

2. ~~B 29 badge with colored state seal and black or blue letters.~~

3. ~~Nametag shall be embroidered in gray, standard font with 3/4" lettering.~~
 4. ~~Award and merit medals may be worn. If worn they shall be on the right pocket flap 1/4" above the button.~~
- d. Body Armor Vest Carrier: Made by *(To be designated by General Order)*
 "The vest carrier is to be worn over the uniform shirt. The vest carrier will be the "Molle Style" and will be black in color. Nametag shall be heat sealed or embroidered in white, standard font with 3/4 inch lettering on the right side of the carrier. B 29 embroidered badge with colored state seal and black letters will be worn on the left side of the carrier. The back of the carrier will have "POLICE" heat sealed or embroidered in white with standard font 3 1/2 by 9 1/2. Award and merit medals will not be worn on the carrier but will be reserved for Class A and Class B uniforms."

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~~Equipment allowed, and subsequent location for placement on the vest carrier, will be designated by General Order."~~

Wayne Doenges made a motion to approve the above listed and requested changes to the New Haven Police Department Uniform and Equipment Policy. Terry McDonald seconded the motion and the motion was approved.

The next item was discussion of access to the public right of way and safety concerns, New Haven High School north entrance. Director of Engineering Keith Schlegel told the board East Allen County Schools is adding 7th and 8th Grades to the New Haven High School Campus. He said there is going to be an increase in the traffic volume and we have had a significant number of accidents involving vehicles exiting the north entrance. Keith said they took this in front of the Driveway Subcommittee, which is a group of Highway Engineers from the Allen County Highway Department, INDOT, Fort Wayne and New Haven. Keith said it was his recommendation to make the north access point a right in and right out so they would be primarily having full access on the south and that is not what the Driveway Subcommittee recommended. Keith read into the record their recommendation and it is as follows: "The north access to Green Road will restrict northbound left turns into the school during school pick-up and drop-off times. The north access to Green Road will use moveable delineators to channelize and control northbound and southbound turns into and out of the school. A contract will be established for law enforcement to be present at the northern school access during AM and PM peak to ensure no northbound left turns are permitted and to assist exiting traffic from the school. A written commitment is to be on file with approved set of plans. City of New Haven reserves the right to install a non-mountable median or request modification to the northern access if issues arise in the future. EACS may also have to establish intersection control at the south access if issues arise from the planned improvements." Keith said he feels like he lost the battle, but some improvements are being made at State Road 930 and Green which will better facilitate the peak traffic volumes. Terry McDonald said the Police Department will not contract with East Allen County Schools; they will have to get another agency to do it. The Police Department can't guarantee they will have the manpower to do it every day and it would put an Officer at risk. Terry McDonald said we are responsible for access to our streets and for our public safety. We do not agree with the Driveway Subcommittee recommendations because the Planning and Engineering gave East Allen County School as good of a plan for a lot of these problems by doing some internal figurations on their campus. Terry McDonald said his recommendation is East Allen County Schools must follow MUTCD Standards for the number, height, color and placement of the cones each and every day. We will provide a diagram to them so they will know precisely where to put the cones, but they will have to buy the cones and put them out every day. The School Resource Officer will not do this as he has other obligations and responsibilities at the school. Wayne Doenges agreed we cannot count on a full time or reserve officer to be there every day. Terry McDonald said this needs to be evaluated every year, preferably at the end of the school year and the information should be provided to the Board of Public Works and Safety and to East Allen County Schools. Terry McDonald made a motion for the Engineering Department to provide East Allen County Schools a guidance document for channelization and the use of lane restrictions by MUTCD Standards and we are in disagreement with the Driveway Subcommittee for public safety reasons. Wayne Doenges seconded the motion and the

motion was approved.

Director of Engineering Keith Schlegel asked for approval of the Notice to Proceed for Hipskind Concrete for the Community Crossings Project, CCMG1 and CCMG2. Wayne Doenges made a motion to approve the Notice to Proceed for Hipskind Concrete for the Community Crossings Project, CCMG1 and CCMG2. Terry McDonald seconded the motion and the motion was approved.

Director of Engineering Keith Schlegel asked for approval of invoice #29798 to Jones Petrie Rafinski in the amount of \$3,500.00 for work on the Community Crossings Project, CCMG1 and CCMG2. Wayne Doenges made a motion to approve invoice #29798 to Jones Petrie Rafinski in the amount of \$3,500.00 for work on the Community Crossings Project, CCMG1 and CCMG2. Terry McDonald seconded the motion and the motion was approved.

Director of Engineering Keith Schlegel asked for approval of invoice #30525 to Wessler Engineering in the amount of \$2,090.60 for the Long Term Control Plan Update Amendment. Wayne Doenges made a motion to approve invoice #30525 to Wessler Engineering in the amount of \$2,090.60 for the Long Term Control Plan Update Amendment. Terry McDonald seconded the motion and the motion was approved.

Director of Engineering Keith Schlegel asked for approval of invoice #30526 to Wessler Engineering in the amount of \$7,050.00 for Wastewater Master Planning. Wayne Doenges made a motion to approve invoice #30526 to Wessler Engineering in the amount of \$7,050.00 for Wastewater Master Planning. Terry McDonald seconded the motion and the motion was approved.

Director of Engineering Keith Schlegel asked for approval of invoice #30527 to Wessler Engineering in the amount of \$10,250.00 for Water Master Planning. Wayne Doenges made a motion to approve invoice #30527 to Wessler Engineering in the amount of \$10,250.00 for Water Master Planning. Terry McDonald seconded the motion and the motion was approved.

Director of Engineering Keith Schlegel asked for approval of invoice #95722 to DLZ for storm water reviews for New Haven High School Renovation and Greenwood Lakes Section 3 in the total amount of \$1,162.50. Keith explained each entity will be billed for their storm water reviews. Wayne Doenges made a motion to approve invoice #95722 to DLZ for storm water reviews for New Haven High School Renovation and Greenwood Lakes Section 3 in the total amount of \$1,162.50. Terry McDonald seconded the motion and the motion was approved.

Wayne Doenges made a motion to adjourn the meeting. Terry McDonald seconded the motion and the meeting was adjourned.

Laura Hartman
Deputy Clerk

Terry McDonald
Presiding Officer