

October 16, 2018

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 16th of October 2018 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, Mickey Hill
Absent: None

The claim registers for payroll and vendor checks written since the last regularly scheduled meeting were presented to the board and signed by the board. The vendor checks are dated October 17, 2018 and will be mailed October 17, 2018.

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.

Clerk Treasurer Brenda Adams asked for approval of a six month step pay increase for Deputy Clerk/Payroll Employee Natalie Strock from \$20.74 hourly to \$20.99 hourly effective October 1, 2018. Mickey Hill made a motion to approve a six month step pay increase for Deputy Clerk/Payroll Employee Natalie Strock from \$20.74 hourly to \$20.99 hourly effective October 1, 2018. Wayne Doenges seconded the motion and the motion was approved.

Utility Office Manager Jill Cain asked for approval of a one year pay step increase for Utility Clerk Margaret Driver from \$14.78 hourly to \$15.30 hourly effective October 10, 2018. Wayne Doenges made a motion to approve a one year pay step increase for Utility Clerk Margaret Driver from \$14.78 hourly to \$15.30 hourly effective October 10, 2018. Mickey Hill seconded the motion and the motion was approved.

Utility Office Manager Jill Cain and Superintendent of Public Works Dave Jones brought to the Board a sewer adjustment request for Mr. Don Vogtman at 8978 Landin Point Blvd. in the amount of \$25.57. Jill Cain stated the request is due to an outside hose being left on and the water running into the ground. Mickey Hill made a motion to approve a sewer adjustment request for Mr. Don Vogtman at 8978 Landin Point Blvd. in the amount of \$25.57. Wayne Doenges seconded the motion and the motion was approved.

Planning Director Brian Yoh asked the Board to approval a ninety-day step increase for Renae Meredith of the Planning Department from \$15.05 hourly to \$16.00 hourly effective October 23, 2018. Wayne Doenges made a motion to approve a ninety-day step increase for Renae Meredith of the Planning Department from \$15.05 hourly to \$16.00 hourly effective October 23, 2018. Wayne Doenges seconded the motion and the motion was approved.

Director of Engineering Keith Schlegel asked for approval of invoice #18474 to Harlow Enterprises in the amount of \$12,557.00 for 2016 Community Crossing Project. Keith explained this invoice is for supplying and installing topsoil and hydro-seeding outside of the scope of the plan. Mickey Hill made a motion to approve invoice #18474 to Harlow Enterprises in the amount of \$12,557.00 for the 2016 Community Crossing Project. Wayne Doenges seconded the motion and the motion was approved.

Director of Engineering Keith Schlegel asked for approval of invoice #14154 to GME Testing in the amount of \$506.48 for 2017 Community Crossing Project. Keith explained this invoice is for construction testing services. Mickey Hill made a motion to approve invoice #14154 to GME Testing in the amount of \$506.48 for 2017 Community Crossing Project. Wayne Doenges seconded the motion and the motion was approved.

Director of Engineering Keith Schlegel asked for approval of invoice #4404-02 to

Engineering Resources in the amount of \$5,500.00 for the Wayne Haven Storm Sewer Project. Mickey Hill made a motion to approve invoice #4404-02 to Engineering Resources in the amount of \$5,500.00 for the Wayne Haven Storm Sewer Project. Wayne Doenges seconded the motion and the motion was approved.

Director of Engineering Keith Schlegel asked for approval of invoice #18-1412 to A &Z Engineering in the amount of \$20,473.26 for the Landin Road Project, Designation #18-1412. Keith explained this invoice is mostly for public involvement. Mickey Hill made a motion to approve invoice #18-1412 to A &Z Engineering in the amount of \$20,473.26 for the Landin Road Project, Designation #18-1412. Wayne Doenges seconded the motion and the motion was approved.

Under projects Director of Engineering Keith Schlegel explained project development is still being done on the Green Road Project, with both Phase I and II survey work completed. Keith said they are buckling down on the first round of the 3R Program, with the project being on the Bell Avenue area. He commented he will be talking with the Clerk Treasurer on some funds for sewers since a lot of the City sewers between Ann Street and Green Street are clay construction and they could use some attention. The City has an obligation to ensure the lines the residents are connecting to are in good working order. Keith said we are doing a fairly good job and making headway and he is not aware of any recent overflow or basement backup problems. Terry McDonald asked how the sump pump removal project is going. Superintendent of Public Works Dave Jones commented we are in the second phase and are getting a much better response then on the first phase.

Under other business Wayne Doenges presented ideas on sewer adjustments. He said to base the sewer adjustment on the 12 month average of industrial, commercial and residential, with input from the Utility Department and Maintenance and would be at the discretion of the Board of Works. The first time the request comes before the Board he suggested it would be a full refund. The second time would be not more then 50 percent of the 12 month average. The third time would be not more then 33 1/3 percent of the 12 month average. The fourth time there would not be an adjustment, and all of this is based on the Board of Works discretion on how we want to handle each case. Mickey Hill commented she would like to see the wording based on past history added, also. Wayne said he feels this would be a good starting point. Superintendent of Public Works Dave Jones said he would like it to have it reference to the property address instead of the owner. Terry McDonald said we will start working on it and will run it by legal to make sure it can be done.

Mickey Hill made a motion to adjourn the meeting. Wayne Doenges seconded the motion and the meeting was adjourned.

Brenda Adams
Clerk Treasurer

Terry McDonald
Presiding Officer