

October 17, 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 17th of October 2017 at the hour of 9:30 a.m.

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

Present: Wayne Doenges, Mickey Hill
Absent: Terry McDonald

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 October 18, 2017 and will be mailed October 18, 2017.

The Title VI Statement

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

Police Chief Henry McKinnon asked for approval to hire Jordyn Clark as full time dispatcher effective October 25, 2017 at an annual salary of \$42,770.00. Mickey Hill made a motion to hire Jordyn Clark as a full time dispatcher effective October 25, 2017 at an annual salary of \$42,770.00. Wayne Doenges seconded the motion and the motion was approved.

Police Chief Henry McKinnon made a correction to auctioned vehicle approval at the September 5, 2017 meeting. Henry explained they are keeping the 1989 Chevy Step Van VIN ending in #23859 and auctioning off the 1996 Ford E150 Van VIN ending in #91328. The board accepted the correction.

Superintendent of Utilities Dave Jones asked for approval of a yearly maintenance agreement with Midwest Meter for the Orion Mobile Reading System in the amount of \$3,399.12. Mickey Hill made a motion to approve a yearly maintenance agreement with Midwest Meter for the Orion Mobile Reading System in the amount of \$3,399.12. Wayne Doenges seconded the motion and the motion was approved.

Superintendent of Utilities Dave Jones asked for approval to purchase two Boss Plows from the lowest bidder W.A. Jones in the amount of \$5,535.00 each for a total of \$11,070.00. The other bids were received from Monroe Snow and Ice for \$6,052.00 each and Goodwin Group Western Plow for \$5,962.00 each. Mickey Hill made a motion to approve to purchase two Boss Plows from the lowest bidder W.A. Jones in the amount of \$5,535.00 each for a total of \$11,070.00. Wayne Doenges seconded the motion and the motion was approved.

Engineering Administrative Assistant Jenna Jensen asked for approval of invoice #95878 to DLZ in the amount of \$4,129.00 for work on the City Standards and Specifications Manual. Mickey Hill made a motion to approve invoice #95878 to DLZ in the amount of \$4,129.00 for work on the City Standards and Specifications Manual. Wayne Doenges seconded the motion and the motion was approved.

Engineering Administrative Assistant Jenna Jensen asked for approval of invoice #95877 to DLZ in the amount of \$1,245.00 for storm water review for the Speedway at Doyle Road and New Haven Intermediate School. Mickey Hill made a motion to approve invoice #95877 to DLZ in the amount of \$1,245.00 for storm water review for the Speedway at Doyle Road and New Haven Intermediate School. Wayne Doenges seconded the motion and the motion was approved

Agenda Item E was tabled.

Engineering Administrative Assistant Jenna Jensen asked for the approval of and the signing of an Agreement between the City of New Haven and the etica group for work on the 2017 Community Crossing Projects in the amount of \$66,950.00 for professional

services and an additional fee not to exceed \$25,960.00 for an environmental survey. Wayne Doenges made a motion to an Agreement between the City of New Haven and the etica group for work on the 2017 Community Crossing Projects in the amount of \$66,950.00 for professional services and an additional fee not to exceed \$25,960.00 for an environmental survey. Mickey Hill seconded the motion and the motion was approved.

Clerk Treasurer Brenda Adams asked for approval for Margaret Driver as a part time employee for Utility Office effective October 10, 2017 at a pay rate of \$13.75 per hour. Brenda explained Margaret was hired to replace another part time employee who recently left the Utility Office. Mickey Hill made a motion to approve Margaret Driver as a part time employee for Utility Office effective October 10, 2017 at a pay rate of \$13.75 per hour. Wayne Doenges seconded the motion and the motion was approved.

Clerk Treasurer Brenda Adams asked for approval of a Dependent Verification Audit Agreement with Basic in the amount of \$1,800.00 for set-up fee and \$15.00 each per first letter sent at 88 employees for a total of \$1,320.00, with optional fees of follow-up letter at \$5.00 each and confirmation letter at \$5.00 each. Brenda explained our healthcare provider PHP recommended a dependent verification be done and she noted a process will be put in place internally to verify them in the future. Mickey Hill made a motion to approve a Dependent Verification Audit Agreement with Basic in the amount of \$1,800.00 for set-up fee and \$15.00 each for first letter sent for 88 employees for a total of \$1,320.00, with optional fees for a follow-up letter at \$5.00 each and a confirmation letter at \$5.00 each. Wayne Doenges seconded the motion and the motion was approved.

Engineering Administrative Assistant Jenna Jensen asked for approval of Special Event Permit EV- 17-15 for the Park Department and Fire Department to close Werling Road on October 28, 2017 for fire training and vacant house burning at 1510 Werling Road. Fire Chief Josh Hale was present and explained they are asking for the road to be closed from 7:00 a.m. until 4:00 p.m. due to fire hoses laying across the road, but hope to have it opened by 11:00 a.m. or noon. Wayne Doenges made a motion to approve Special Event Permit EV-17-15 for Park Department and Fire Department to close Werling Road on October 28, 2017 as noted on the permit application. Mickey Hill seconded the motion and the motion was approved.

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

Brenda Adams
Clerk Treasurer

Wayne Doenges
Presiding Officer