

December 4, 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 4th of December 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 December 5, 2018 and will be mailed December 5, 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.

Superintendent of Utilities Dave Jones presented a sewer adjustment request for Tyler Gerig at 4793 Wintergreen Way in the amount of \$159.80. Dave explained the leak was due to a water activated sump pump malfunctioning, which allowed the water to drain in to the backyard. Mickey Hill made a motion to approve Tyler Gerig at 4793 Wintergreen Way in the amount of \$159.80. Wayne Doenges seconded the motion and the motion was approved.

Mayor Terry McDonald asked for approval of an Agreement between the City of New Haven Police Department and the Sexual Assault Treatment Center for the Year 2019 in the amount not to exceed \$2,500.00. Wayne Doenges made a motion to approve an Agreement between the City of New Haven Police Department and the Sexual Assault Treatment Center for the Year 2019 in the amount not to exceed \$2,500.00. Mickey Hill seconded the motion and the motion was approved.

Mayor Terry McDonald asked for approval of a contract for Professional Economic Development Services by and between the City of New Haven and Fort Wayne-Allen County Economic Development Alliance in the amount of \$30,000.00. Terry said this is a continuation of services where they help to market our City to businesses who are looking to relocate. Mickey Hill made a motion to approve a contract for Professional Economic Development Services by and between the City of New Haven and Fort Wayne-Allen County Economic Development Alliance in the amount of \$30,000.00. Wayne Doenges seconded the motion and the motion was approved.

Clerk Treasurer Brenda asked for approval of a sixty-month mail machine lease with Pitney Bowes in the amount of \$96.31 per month or \$288.93 quarterly. Brenda explained our mail machine is five years old and they are going to replace it with a new machine at a lower cost per month. Brenda said this is State QPA Bid #13142, which is why it was not bid out. Wayne Doenges made a motion to approve a sixty-month mail machine lease with Pitney Bowes in the amount of \$96.31 per month or \$288.93 quarterly with State QPA Bid #13142. Mickey Hill seconded the motion and the motion was approved.

Assistant Director of Engineering Tye Campbell asked for approval to rescind Change Order #1 to Wayne Asphalt for the 2017 Community Crossing Project, CC-2017-01 in the amount of \$2,828.75. Tye explained this was rolled into the final change order and wasn't paid, so we don't have to ask them for the money back. Wayne Doenges made a motion to rescind Change Order #1 to Wayne Asphalt for the 2017 Community Crossing Project, CC-2017-01 in the amount of \$2,828.75. Mickey Hill seconded the motion and the motion was approved.

Assistant Director of Engineering Tye Campbell asked for approval of the Final Change Order from Hipkind Concrete for the 2016 Community Crossing Project for an

increase of \$86,459.36, for a new contract amount of \$2,410,759.36. Tye explained the increase is due to overruns on stone, topsoil, asphalt and curb. Mickey Hill made a motion to approve Final Change Order from Hipskind Concrete for the 2016 Community Crossing Project for an increase of \$86,459.36, for a new contract amount of \$2,410,759.36. Wayne Doenges seconded the motion and the motion was approved

Assistant Director of Engineering Tye Campbell asked for approval of Pay Tab #9 to Hipskind Concrete in the amount of \$445,207.75 for the 2016 Community Crossing Project. Wayne Doenges made a motion to approve Pay Tab #9 to Hipskind Concrete in the amount of \$445,207.75 for the 2016 Community Crossing Project. Mickey Hill seconded the motion and the motion was approved.

Assistant Director of Engineering Tye Campbell asked for approval of invoice #0170800.00-11 Final to Etica Group in the amount of \$3,347.50 for the 2017 Community Crossing Project. Mickey Hill made a motion to approve invoice #0170800.00-11 Final to Etica Group in the amount of \$3,347.50 for the 2017 Community Crossing Project. Wayne Doenges seconded the motion and the motion was approved.

Assistant Director of Engineering Tye Campbell asked for approval of invoice #96806 to DLZ in the amount of \$1,441.25 for work on the Ryan Road Utility Relocation. Wayne Doenges made a motion to approve invoice #96806 to DLZ in the amount of \$1,441.25 for work on the Ryan Road Utility Relocation. Mickey Hill seconded the motion and the motion was approved.

No Engineering Department projects were discussed.

Fire Chief Josh Hale told the board they would like to replace fire hose and received \$25,000.00 from Jefferson Township towards the purchase. He asked for approval of \$13,379.66 to be used from the City of New Haven Fire Cum Fund to fulfill the purchase price of \$38,379.66, which has been approved by the Fire/EMS Governing Body. Josh explained the hose would be purchased from Fire Service and the reason he didn't bid it out was because this is called Hi- Combat Hose. It was originally made by a company called Angus and they were the original manufacturer of this hose and no one else makes this specific brand. Josh said with replacing this specific brand this will allow us to update the old Hi-Combat Hose on our current apparatus and maintain hose continuity and standardization. It will also allow us to train all pump operators on specific operations that are standard across the department which means the same needed pump pressures and expected friction loss. Mickey Hill made a motion to approve the purchase fire hose from Fire Services in the amount of \$38,379.66, with \$13,379.66 coming from the Fire Cum Fund and Jefferson Township paying \$25,000.00. Wayne Doenges seconded the motion and the motion was approved.

Mr. Charlie Hatton of the Chamber of Commerce presented an annual report on the 1913 Building according to the lease. The report is as follows:

Rent Income	Monthly	YTD	Total
White Tiger	\$600.00	\$6,600.00	
PTI	\$300.00	\$3,600.00	
Total Rent		\$10,200.00	
Admin fee 20%		\$2,040.00	
Available			\$8,160.00
Deferred rent	\$400.00	\$4,800.00	\$4,800.00
Total income			\$12,960.00
Cost			
Electric	\$215.00	\$2,580.00	
Gas	\$99.00	\$1,188.00	
Water	\$80.00	\$960.00	
Total Utilities			\$4,728.00
Insurance		\$606.00	
Internet	\$121.00	\$1,452.00	
Cleaning	\$200.00	\$2,400.00	
2018 Maintenance		\$431.00	
Total non-utilities			\$4,889.00
Total cost			\$9,617.00
Net proceeds year			\$3,343.00
New furnace installed			\$3,500.00
Building initial fixup			\$10,860.00

Total Net Proceeds 2 yrs.		-\$7,674.00
2 nd Furnace needs replaced	\$3,500.00	
Quote to replace windows	\$33,000.00	
Replace 1 air conditioner	\$1,800.00	
Hallway floor tile	\$2,500.00	
Kitchen & foyer update	\$4,000.00	
1 st Floor bath made handicap	\$6,000.00	
Replace front door area	\$4,000.00	
Remodel 2 nd floor	\$120,000.00	
Handicap accessible back entrance	\$14,000.00	
Miscellaneous	\$11,200.00	
Total capital needs		\$200,000.00
Additional needs		
Elevator		
Bell tower		

Charlie said they are planning on doing a capital campaign this summer and we have had some estimates on replacing windows, but we will get better estimates before we start doing any of the projects. The ultimate idea someday is to turn the second floor into a business incubator and have five private offices, six 2-person cubicles and a common area to share ideas. Charlie commented the building is in nice shape and we have prepared the basement area to store the new Christmas Lights. Terry McDonald told Charlie the building looks nice and looks a lot better than when you took it over.

Terry McDonald wanted to let the board know due to the weather leaf pickup has been extended up until Christmas.

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

Brenda Adams
Clerk Treasurer

Terry McDonald
Presiding Officer