

July 3, 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 3<sup>rd</sup> of July 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 also signed by the board. The vendor checks are dated July 3, 2018 and will be mailed July 3, 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.

Planning Director Brian Yoh asked for approval to hire Renae Meredith as a Planning/Economic Development Administrative Assistant with a start date of July 23, 2018 at a starting pay rate of \$15.05 per hour. Mickey Hill made a motion to approve Renae Meredith as a Planning/Economic Development Administrative Assistant with a start date of July 23, 2018 at a starting pay rate of \$15.05 per hour. Wayne Doenges seconded the motion and the motion was approved.

Discussion and/or approval of IT Management Contract with Symplexity Terry McDonald explained our current IT contract with Biz Tech expired on June 1, and we are currently on a month to month basis with them. This contract would go into effect on August 1, 2018 and is a three year contract, so would they would replace Biz Tech as our IT provider. Mr. Brian Harmison CEO of Symplexity was present and explained the contract is all-inclusive, it covers any support and time needed both onsite and remote. There is a significant increase in the cyber security posture with additional tools being deployed as well as security monitoring and response. There is a review and update along with a three year planning process to help budget for IT expenses and prepare for upcoming years, which is a pretty involved process. He said they have a team of 50 IT professionals who monitor, answer phones and emails with an average response time of about 15 minutes to a request and phone calls are handled right away when they come in. Average closure time is about an hour for a request and they have 16 people who are IDAC certified, which is extremely important since it is the computer system the Police Department uses. Terry McDonald explained the contract amount is for a one-time appliance fee of \$1,500.00, one-time onboarding fee of \$12,000.00 and a secure monthly fee of \$10,500.00. Mickey Hill asked about a conflict of interest with Jon Stauffer being an employee of Symplexity and working with the City of New Haven. Brian Harmison explained the role Jon is in is a client service advisor and that role is meant to be an advocate for the client. We have a Technical Team and Technical people don't always communicate in way which is helpful as those of us who have to use the technology. He said they have worked to keep Jon out of the decision making process, the contract and follow their standard practices. Mickey Hill said she is not against it but as a board member it is her responsibility to ask as we want to be safe and secure and everything goes as it should regardless of who he works for or who we are. Brian Harmison said he understands and as we continue to develop our relationship and if it is something which becomes an issue it is something we can talk about and work through. Wayne Doenges made a motion to approve a three year IT Management Contract with Symplexity effective August 1, 2018 with a one-time appliance fee of \$1,500.00, one-time onboarding fee of \$12,000.00 and a secure monthly fee of \$10,500.00. Mickey Hill seconded the motion and the motion was approved.

Superintendent of Public Works Dave Jones asked for approval of a one year maintenance agreement with Hartman Brothers Heating and Air Conditioning for the HVAC at the Utility Shop in the amount of \$546.00. Mickey Hill asked if we bid this out over the

years and if this is the best and is asking the same reason she brought it up with Symplexity. Dave Jones said yes they have bid it out before and it is all good. Mickey Hill made a motion to approve a one year maintenance agreement with Hartman Brothers Heating and Air Conditioning for the HVAC at the Utility Shop in the amount of \$546.00. Wayne Doenges seconded the motion and the motion was approved.

Deputy Police Chief Rod Hormann spoke on behalf of Police Chief Henry McKinnon and asked for approval of Animal Care and Control Agreement between the City of Fort Wayne and the City of New Haven. Rod explained this agreement is in the amount of \$37,474.00 in the first year of the agreement and \$48,578.00 in the second year of the agreement with payment to be made in four quarterly installments. He said this will allow a 24 hour a day service for animal control issues and will really be of assistance since the New Haven Police Department and Code Enforcement are not equipped to handle these types of situation. Terry McDonald said the City is looking at updating the current animal ordinances and hopefully when done those will help to reimburse some of the costs for this service. Mickey Hill made a motion to approve an Animal Care and Control Agreement between the City of Fort Wayne and the City of New Haven in the amount of \$37,474.00 in the first year of the agreement and \$48,578.00 in the second year of the agreement with payment to be made in four quarterly installments. Wayne Doenges seconded the motion and the motion was approved.

Mickey Hill asked Code Enforcement Officer Dave Shanebrook about the prior discussion on the signs still planted in downtown New Haven and what can we do about those. She said she knows there is one in the Mayor's yard, which is private property, but those in downtown New Haven are public property and the event is still a month away. Terry McDonald said the number of signs could be reduced where one is need in each direction. Mickey Hill said she doesn't feel we need any of them until about a week or so before the event and you are going to encourage other people to put their signs there and we have a sign ordinance. Terry McDonald said he understands and we do have a sign ordinance, but the Indiana Supreme Court has kind of nullified our sign ordinance, because of the First Amendment and we have to be careful what we do and what we don't. Mickey Hill explained these signs have been up for two to two and half weeks and we are trying to beautify our downtown and she doesn't feel it is appropriate. Terry McDonald said they will eliminate a couple of them. Code Enforcement Officer Dave Shanebrook asked if there was a contract number for them. Terry McDonald said there is one on the sign and our sign ordinance needs to be updated to meet Indiana State Law and most cities in Indiana have not addressed it. Mickey Hill said she has no problem with the family or the event, just the placement of the signs. Dave Shanebrook said he will pick up a couple of the signs and make contact with them.

Director of Engineering Keith Schlegel brought to the board Special Event EV-18-12 for the New Haven Fire Muster. Keith explained the event would be held on August 25, 2018 from 8:00 a.m. until 6:00 p.m. He said the road closures would be the same as last year except the addition of Ann Street between Middle and Bell Avenue and the parade would be starting at Parker Hannifin and ending at Schnelker Park. Wayne Doenges made a motion to approve Special Event EV-18-12 for the New Haven Fire Muster on August 25, 2018 from 8:00 a.m. until 6:00 p.m. with closures and parade route as noted on the permit application. Mickey Hill seconded the motion and the motion was approved.

Director of Engineering Keith Schlegel asked for approval of invoice #32023 to Wessler Engineering #32023 in the amount of \$11,228.59 for the Sanitary Model and Long Term Control Plan Update SSIP-2012-03. Mickey Hill made a motion to approve invoice #32023 to Wessler Engineering #32023 in the amount of \$11,228.59 for the Sanitary Model and Long Term Control Plan Update SSIP-2012-03. Wayne Doenges seconded the motion and the motion and the motion was approved.

Under projects Director of Engineering Keith Schlegel explained we are building the curb on Kirklynn Drive and we have completed the curb work on County Knoll, South Country Knoll and Greenmoor Drive. This morning they are starting to remove the north curb line on Pawnee Way in preparation for the next portion of it. Keith said in Lakes of Scarborough Section V they have the curb installed and the driveways and sidewalk areas poured. Mother Nature has been giving us some issues. Wayne Asphalt should be out doing the fine grading on Country Knoll and South Country Knoll today and on Thursday we have scheduled the asphalt installation and binder. Mickey Hill asked about the letter which was sent out to Hipskind Concrete about the 2016 Community Crossings Project. Keith said it's going to be a struggle, because there is more work then there is time and that's the reason the letter went out to make them aware. Also for them to realize they are jeopardizing our opportunity to participate in the 2018-2019 Community Crossings Project. They have been

very responsive as far as their actions out in the field recently, but there is a lot of work to be done yet.

Clerk Treasurer Brenda Adams asked for a 90 day pay step increase for Clerk Treasurer Employee Natalie (Cook) Strock from \$19.99 per hour to \$20.74 per hour effective July 2, 2018. Brenda explained Natalie has done a really nice job working in the Clerk's Office. Wayne Doenges made a motion to approve a 90 day pay step increase for Clerk Treasurer Employee Natalie (Cook) Strock from \$19.99 per hour to \$20.74 per hour effective July 2, 2018. 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.

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Brenda Adams  
Clerk Treasurer

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Terry McDonald  
Presiding Officer