

February 9, 2016

MINUTES OF A REGULAR MEETING OF THE COMMON COUNCIL
OF THE CITY OF NEW HAVEN, INDIANA

The Common Council of the City of New Haven, Indiana, met at the City Administration Building on the 9th day of February at the hour of 7:00 p.m. in regular session in accordance with the rules of the council.

The meeting was called to order by Mayor Terry McDonald who presided.

On call of the roll, the members of the Common Council were shown to be present or absent as follows:

Present: Dave Cheviron, Terry Werling, Bob Byrd, Steve McMichael, Floyd Ball, Craig Dellinger

Absent: Sarah DiGangi

Also Present: Attorney Steve Harants

Terry Werling made a motion to approve the minutes of the previous meeting as mailed. Floyd Ball seconded the motion and the motion was approved.

Title VI Statement

The first item on the agenda was the approval of policy change regarding vacation and holiday requests for New Haven Police Department. Police Chief Henry McKinnon said back in April 28, 2015 Officer Anderson made a request for consideration during the Council Meeting for the Police Officers that work on six of the major holidays receive time and one half for that shift. On December 15, 2015 the Board of Works and Safety approved the policy change and it went into effect in 2016. Chief McKinnon said early in 2016 there was a question about a possible violation of State Board of Accounts in regards to the policy change. The matter was brought to the State Board of Accounts and they found no violation in the policy as it stood. The State Board of Accounts did, however, recommend that the policy change be approved by the Council through an amendment of the personnel manual or salary ordinance. Chief McKinnon said this only applies to the Patrol Officers. Chief McKinnon said this not only gives a perk to the officers but also helps with the recruitment and the retain ability of the officers. Terry Werling made a motion to approve the policy change to pay Patrol Officers time and one half for working on six of the major holidays. Steve McMichael seconded the motion and the motion was approved by the following vote:

Ayes: Dave Cheviron, Terry Werling, Bob Byrd, Steve McMichael, Floyd Ball, Craig Dellinger

Nays: None

The Presiding Officer declared the motion passed.

The next item on the agenda was the approval of checks to be written off in the amount of \$1,176.12. The checks listed to be written off have been on the books for two years and the State Board of Accounts requires they be written off annually. The list of checks to be written off are as follows:

CHECK	DATE	AMOUNT	DEPT.
42257	01/31/13	\$43.97	Payroll
42420	02/28/13	\$43.97	Payroll
42749	05/23/13	\$23.09	Payroll
43305	09/26/13	\$23.09	Payroll
35281	06/26/13	\$760.00	Cedit/Easement Landin
36455	11/20/13	\$250.00	Court/Supplies
10778	08/08/13	\$11.00	Park
10862	08/08/13	\$1.00	Park
10923	09/03/13	\$10.00	Park
11119	11/04/13	\$10.00	Park

Total: \$1,176.12

Floyd Ball made a motion to write off the checks in the amount of \$1,176.12. Dave Cheviron seconded the motion and the motion was approved by the following vote:

Ayes: Dave Cheviron, Terry Werling, Bob Byrd, Steve McMichael, Floyd Ball, Craig Dellinger

Nays: None

The Presiding Officer declared the motion passed.

The next item on the agenda was the discussion and approval of amending the Travel Policy. Mayor McDonald said during the exit interview with the State Board of Account Auditors, it was noted there was an internet charge on a hotel bill for one of the employees. He said the claim was adequately itemized but the travel policy has no provision for it because the internet charges did not comply with the travel policy. Mayor McDonald said it comes down to the question of necessity. He said all the Department Heads have smart phones which allow them to receive their emails and have the ability to respond to emails. Mayor McDonald said if someone were in a class and had to do class work then he could see the need. Steve McMichael said he believes it should be at the discretion of the Department Heads or the Mayor but very limited with an explanation as to why it is needed. Steve said most hotels have a public Wi-Fi in the reception or lobby area. Terry Werling said he does not disagree with the change but advised to be careful not to get carried away. Terry Werling made a motion to approve the amendment to the Travel Policy to include internet charges. Steve McMichael seconded the motion and the motion was approved by the following vote:

Ayes: Dave Cheviron, Terry Werling, Bob Byrd, Steve McMichael, Floyd Ball, Craig Dellinger

Nays: None

The Presiding Officer declared the motion passed.

The next item on the agenda was the introduction of an Ordinance Establishing a Sanitary Sewer Assessment Fee for Connection to the Hartzell Road Sanitary Sewer Improvements. Director of Engineering Keith Schlegel said the proposed ordinance is to place an assessment on certain properties adjacent to a Sanitary Sewer Improvement Project which was recently completed by the City. Keith said the project eliminated the aging Woodridge Pump Station and upgraded the Walnut Ridge Pump Station with a stand-by generator and SCADATA equipment. The total cost of the project was \$608,074.54. Keith said with the route of the sewer constructed, there will be five new customers primarily on the west side of Hartzell Road between Moeller Road and Walnut Ridge Drive. He said all that the City is asking the five customers to pay for is the cost of the sewer lateral installations charges and the cost associated with running the sanitary lateral to their nearest property line. The total cost is \$17,025.00 which was divided by the number of new customers five (5) to equal \$3,405.00 per new connection. Keith said this will leave the City with a balance of \$591,049.54. He said once the Ordinance has gone through the process of approval then the ninety-day notices will be mailed to the customers as per the Board of Works Resolution. This will start the clock running to pay the assessment charge and the connection and inspection fee. Keith said he has had discussions with the property owners regarding the costs so it should not come as a surprise to them. Craig Dellinger made a motion to read for the first time by title only an Ordinance Establishing a Sanitary Sewer Assessment Fee for Connection to the Hartzell Road Sanitary Sewer Improvements. Terry Werling seconded the motion and the motion was approved by the following vote:

Ayes: Dave Cheviron, Terry Werling, Bob Byrd, Steve McMichael, Floyd Ball, Craig Dellinger

Nays: None

The Clerk Treasurer then numbered the Ordinance G-16-01 an Ordinance Establishing a Sanitary Sewer Assessment Fee for Connection to the Hartzell Road Sanitary Sewer Improvements.

Under any other business that may properly come before the Council, Steve McMichael said he was looking forward to working with everyone. Terry Werling said he recently attended a Park Board Meeting and the progress on the Community Center is pretty exciting.

Under public comments there were none.

Floyd Ball moved to adjourn the meeting. Craig Dellinger seconded the motion and the motion was approved.

Brenda Adams
Clerk Treasurer

Mayor Terry McDonald
Presiding Officer