

July 19, 2016

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 19th of July 2016 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 20, 2016 and will be mailed July 20, 2016.

The Title VI Statement was read for public outreach for statistical data.

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 Officer Zachary Moord to be elevated to Patrolman First Class effective July 13, 2016 with an annual pay rate of \$47,582.64. Wayne Doenges made a motion to approve Officer Zachary Moord to be elevated to Patrolman First Class effective July 13, 2016 with an annual pay rate of \$47,582.64. Mickey Hill seconded the motion and the motion was approved.

Utility Office Manager Jill Cain asked for approval to hire Kim Hoepner as a part-time employee for the Utility Office with start date of July 19, 2016 at a pay rate of \$12.45 per hour. Wayne Doenges made a motion to approve to hire Kim Hoepner as a part-time employee for the Utility Office with start date of July 19, 2016 at a pay rate of \$12.45 per hour. Mickey Hill seconded the motion and the motion was approved.

Terry McDonald asked for approval of a Production Agreement with Non-Fiction Productions, LLC owned by Mr. Rick Decker in the amount of \$21,600.00. Terry McDonald explained we have been wanting to promote our community for housing, business and industries. The production costs may sound like a lot of money, but we don't have a good way to tell our story. Print materials are only good to a small number of people and most use the internet. He said we want potential residents along with business and industries to be able to click on our web page and watch a video about our community. Terry said 30% of the product costs would be paid upfront to get the project going. Mickey Hill asked where this might be used other than online. Terry said they would eventually like to get this on television stations and run commercials on the local media and have it on the Indiana Convention and Visitors Bureau website. Mickey asked if we would own these once the \$21,600.00 was paid. Terry said yes we would and we would be working with a voice or a talent and it is not included in the cost, just the production is. Mr. Decker is local and we will be looking for his guidance on this project along with help from Brian Yoh, Craig Dellinger and Steve McMichael. Terry said Brian Yoh has asked for this to be paid out of the Economic Development Fund. Mickey Hill made a motion to approve Production Agreement with Non-Fiction Productions, LLC in the amount of \$21,600.00. Wayne Doenges seconded the motion and the motion was approved.

Director of Engineering Keith Schlegel asked for approval of Change Order #2 for Geiger Excavating decreasing the contract amount by \$10,907.54, for a new contract price of \$836,689.54 for the Country-Knoll Estates Sanitary Sewer Project, P-2008-12-02. Keith explained this change order is for overruns and underruns on the project. He said Geiger will be cleaning up their staging area this week, but due to the dry conditions grass seeding will probably take place in early fall. Mickey Hill made a motion to approve Change Order #2 for Geiger Excavating decreasing the contract amount by \$10,907.54, for a new contract price of \$836,689.54 for the Country-Knoll Estates Sanitary Sewer Project, P-2008-12-02. Wayne Doenges seconded the motion and the motion was approved.

Director of Engineering Keith Schlegel asked for approval of Pay Tab #10 in the amount of \$83,668.96 to Geiger Excavating for the Country-Knoll Estates Sanitary Sewer Project, P-2008-12-02. Keith explained this is for release of retainage for the project. Wayne Doenges made a motion to approve Pay Tab #10 in the amount of \$83,668.96 to Geiger Excavating for the Country-Knoll Estates Sanitary Sewer Project, P-2008-12-02. Mickey Hill seconded the motion and the motion was approved.

Director of Engineering Keith Schlegel asked for approval of invoice #16-733 in the amount of \$65,135.00 to A & Z Engineering for the Landin Road Improvement Project from North River Road to Bell Avenue, Designation #1400694. Keith explained the topographic survey is complete and they have started working on the environmental documents. Keith said he has not gotten with them on the design work yet, but things are progressing on the project. Wayne Doenges made a motion to approve invoice #16-733 in the amount of \$65,135.00 to A & Z Engineering for the Landin Road Improvement Project from North River Road to Bell Avenue, Designation #1400694. Mickey Hill seconded the motion and the motion was approved.

Director of Engineering Keith Schlegel asked for approval of invoice #16-729 in the amount of \$11,672.69 to A & Z Engineering for the Landin Road Improvement Project, Designation #0710319. Keith explained this invoice is for the work the inspector did with the contractor to settle a few drainage issues we had on the project. He said the contract came in about \$60,000.00 under bid and a lot of the savings is due to the work the City of New Haven Utilities Department did instead of paying a contractor. Mickey Hill made a motion to approve of invoice #16-729 in the amount of \$11,672.69 to A & Z Engineering for the Landin Road Improvement Project, Designation #0710319. Wayne Doenges seconded the motion and the motion was approved.

Director of Engineering Keith Schlegel asked for approval of Pay Tab #1 to API Construction in the amount of #252,311.21 for the 2016 Street Improvement Project, SIP-2016-01, Green Road, State Street, and Hartzell Road/Rose Avenue. Keith explained this invoice is for work on Green Road, which they should be paving today. Mickey Hill made a motion to approve Pay Tab #1 to API Construction in the amount of #252,311.21 for the 2016 Street Improvement Project, SIP-2016-01, Green Road, State Street, and Hartzell Road/Rose Avenue. Wayne Doenges seconded the motion and the motion was approved.

Director of Engineering Keith Schlegel asked for approval of invoice #11624 to GME Testing in the amount of \$762.82 for on call services for the 2016 Street Improvement Project, SIP-2016-01, Green Road, State Street, and Hartzell Road/Rose Avenue. Wayne Doenges made a motion to approve invoice #11624 to GME Testing in the amount of \$762.82 for on call services for the 2016 Street Improvement Project, SIP-2016-01, Green Road, State Street, and Hartzell Road/ Rose Avenue. Mickey Hill seconded the motion and the motion was approved.

Under projects Director of Engineering Keith Schlegel explained we are in the process of paving Green Road and hope to have all the base work done today. He said we will probably wait on seeding the grass until the later part of August, but we will have all the concrete, asphalt work and striping complete. On the State Street Project, there was some storm sewer work done, one manhole replaced, approximately 40 feet of sanitary sewer and re-routed the 6 inch force main. The new 6 inch waterline is being built and it is expected to complete by the end of the week and then we should be ready to start the pavement removal. Freedom Industrial Park is in the process of cutting their streets and doing a sanitary sewer extension. Keith said we are going to make our application to INDOT for the 2017 Crossroads Project this week. The pavement analysis have been submitted to them and it was approved. He said we are proposing the project areas to be Country Knoll, North and South Country Knoll, Greenmoor, Norland Lane and Kirklynn Drive, which will probably be a complete rebuild. There are a couple of areas in Arrow Haven we are going to do some work on which are sections of Pawnee Way and Shawnee Trail.

EMS Director Bob Atkinson said on February 2, 2016 the Board of Works approved the purchase of a new ambulance from Penn Care which included a trade in of a 2006 Braun International Ambulance for \$16,400.00. He said they found out they can auction the ambulance and possibly get more then they could trading it in. Bob asked the board to approve auctioning the 2006 Braun International Ambulance, the cost of the 2016 Braun Chief XL Ambulance not to exceed \$187,000.00 and for a check to be cut this week for the new ambulance. Mickey Hill made a motion to approve to purchase a 2016 Braun Chief XL Ambulance from Penn Care in the amount not to exceed \$187,000.00 and to take the 2006 Braun International Ambulance to auction instead of trading it in. Wayne Doenges seconded the motion and the motion was approved. Terry McDonald made a motion to approve to cut

a check this week to pay for the new ambulance. Wayne Doenges seconded the motion and the motion was approved.

Superintendent of Utilities Dave Jones explained 995 Hartzell Road had one water tap feeding all three buildings when the property was built. They have since sold one of the buildings and are having water pressure issues. The new owner is willing to run a new water line in order to be off of the other lines to solve the pressure issues. He said we need guidance from the Board of Works on whether or not to charge this gentleman a tap fee, since technically the fee was paid when the building was built. Dave said the only work his department would be doing is digging the water main up and connecting it. Terry McDonald said since they are an existing customer, he doesn't see a need to charge him an additional tap fee since it has been already paid for when the building was built. Wayne Doenges made a motion to waive the water tap fee for 995 Hartzell Road. Mickey Hill seconded the motion and the motion was approved.

Superintendent of Utilities Dave Jones explained they have not had any mosquitos test positive for West Nile Virus so far this season. He said we are one of the few communities who are licensed and still spray for mosquitos, so when a positive result is found he will put out notice as he has done in the past.

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