

**LOCAL PLANNING AND ADVISORY COMMITTEE
MINUTES**

ITEM 1: CALL TO ORDER/ROLL CALL

The May 7, 2018, meeting of the Newcastle Local Planning and Advisory Committee was called to order by Chairman, Tiffany Elczyn at 5:57 p.m.

Those present were:

Tiffany Elczyn - Chairman	Present
Carl Rose -- Vice Chairman	Present
Jerry Petty, Jr.	Present
Thaja Giles	Absent
Keith Cleghorn	Absent
Jeanette Lore -- Ex-Officio	Absent
Gene Reid -- Council Representative	Absent -- arrived 6:25 p.m.

Others: Kevin Self, Todd Kennemer, Todd Yates, Bill Canary, Mike Bostwick, Nate Shirley

ITEM 2: CONSIDER APPROVAL OF AGENDA

Jerry Petty made the motion to approve the Agenda as presented. Carl Rose seconded the motion.

Board Polled:

Elczyn	Yes
Rose	Yes
Petty	Yes
Giles	Absent
Cleghorn	Absent

Motion carried.

**ITEM 3: CONSIDER APPROVAL OF MINUTES
April 2, 2018**

Tiffany Elczyn made the motion to recommend approval of the minutes of the April 2, 2018, meeting. Jerry Petty seconded the motion.

Board Polled:

Elczyn	Yes
Rose	Yes
Petty	Yes
Giles	Absent
Cleghorn	Absent

Motion carried.

ITEM 4: CITIZENS COMMENTS

None

ITEM 5: DISCUSSION AND POSSIBLE ACTION ON CAPITAL IMPROVEMENT PLAN – continued

Todd Yates, Fire Chief, discussed the following items or projects for the Fire Department:

1. 1 ¼ inch hose – The FD currently has only 8 spare sections. After use in a fire, the sections need to be cleaned and dried. They need additional to help build inventory for emergency situations.
2. 3 inch hose – The FD currently has only 6 spare sections. Same as above, additional inventory is needed. Hoses could be split between Year 1 and 2.
3. Cutters – 1 Engine 4, 1 Engine 2. The current cutters do not have the capability to cut the new metals on cars.
4. Chief Vehicle – The present vehicle is a 2011 Tahoe with 118,000 miles. The present training vehicle (used to transport to training classes) is a 2004 Tahoe with 131,000 miles. With new vehicle purchase, the 2011 could be used for training. All lights and equipment can be transferred from the 2011 to a new vehicle.
5. Handheld radios – The current radios are obsolete and cannot be replaced with new parts. Would like 15 new radios.
6. Industrial dryer – Once a year, all gear needs to be cleaned, repaired, and inspected. This costs \$4,000 per set. Currently have 18 sets.
7. Industrial washer – It is recommended that all gear be cleaned after each exposure. With industrial washer and dryer, this could be done in-house. Chief Yates will explore Homeland Security for any grants that could help with the cost of a washer and dryer. He will also check on in-house certification for inspection of equipment.

8. New Fire Station #1 – City is currently setting aside \$12,500 monthly.
9. Bunker Gear – needs to be replaced every 10 years. 9 sets currently need to be replaced.

Mike Bostwick, Wastewater discussed the following items or projects:

1. 1-ton 4-wheel drive Pickup – This would replace the current 1996 Ford truck that is used to pull equipment and jetting trailer.
2. John Deer Gator – Used to help move equipment at the water plant and also help gather water samples.
3. New Wastewater Plant – The City is currently purchasing 71 acres for a new Wastewater Plant. This will be a 3-year process.
4. Relocate Plant Effluent Line – DEQ is requiring relocation.
5. Skid Steer Loader – The current skid steer has hydraulic problems. Need to replace.

Bill Canary, Water Superintendent, discussed the following items or projects:

1. 1-ton truck – This would replace the current 2001 in use with 200,000 miles.
2. Dump Truck 10-wheeler – Current in use 1989 model needs to be replaced.

It was noted that additional personnel is not to be included in the CIP.

3. Filters at the Water Plant – 5 filters need to be changed.
4. Clarifiers – Only 1 of 2 is operating at this time. Committee discussed this as an item of importance and feels City Staff should address this project with City Council soon and work into new budget for next fiscal year.
5. Evacuation System – used in line locating (potholing). A backhoe is currently used. This system uses hydraulics.
6. Office Copier

ITEM 6: DISCUSSION AND POSSIBLE ACTION ON NEXT MEETING DATE

The next meeting will be held on June 4, 2018, at the Newcastle Storm Shelter. Police

L.P.A.C. May 7, 2018

and Communications will present their items and projects to review for addition to the Capital Improvement Plan.

ITEM 7: MEMBER COMMENTS

Members discussed Clarifier for the Water Department and Shop Exhaust System for Vehicle Maintenance as critical items City Council should consider budgeting for the new fiscal budget.

ITEM 8: NEW BUSINESS

None

ITEM 9: OLD BUSINESS

None

ITEM 10: ADJOURNMENT

Jerry Petty made the motion to adjourn the meeting at 8:05 p.m. Tiffany Elczyn seconded the motion.

Board Polled:

Jerry Petty, Jr.	Yes
Carl Rose	Yes
Thaja Giles	Absent
Keith Cleghorn	Absent
Tiffany Elczyn	Yes

Motion carried.