

**LOCAL PLANNING AND ADVISORY COMMITTEE
MINUTES**

ITEM 1: CALL TO ORDER/ROLL CALL

The July 10, 2018, meeting of the Newcastle Local Planning and Advisory Committee was called to order by Chairman Tiffany Elczyn at 6:00 p.m.

Those present were:

Tiffany Elczyn - Chairman	Present
Carl Rose – Vice Chairman	Absent – arrived late
Jerry Petty, Jr.	Present
Thaja Giles	Absent
Keith Cleghorn	Present
Jeanette McNally – Ex-Officio	Present
Gene Reid – Council Representative	Present

Others: Kevin Self, Todd Kennemer

ITEM 2: CONSIDER APPROVAL OF AGENDA

Keith Cleghorn made the motion to approve the Agenda as presented. Jerry Petty seconded the motion.

Board Polled:

Elczyn	Yes
Rose	Absent
Petty	Yes
Giles	Absent
Cleghorn	Yes

Motion carried.

**ITEM 3: CONSIDER APPROVAL OF MINUTES
June 4, 2018**

Keith Cleghorn made the motion to recommend approval of the minutes of the June 4, 2018, meeting. Jerry Petty seconded the motion.

Board Polled:

Elcyzyn	Yes
Rose	Absent
Petty	Yes
Giles	Absent
Cleghorn	Yes

Motion carried.

ITEM 4: CITIZENS COMMENTS

None

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

Scott Hannon discussed the following items or projects for the IT Department:

IT projects are paid out of individual department budgets. Some printers are now on a lease basis.

Keith Cleghorn asked if computer equipment is depreciated or on a cash basis. Some software is purchased on a monthly fee basis. Most computer equipment is on a cash basis.

Currently have 60 laptops and desktops, with 4 servers not including PD. Cell phones replaced as needed.

Gene Reid and Tiffany Elcyzyn suggested an inventory on computers and equipment to determine age and condition. Scott Hannan will work on the itemized list of inventory from department heads.

See attached listing for IT.

Kevin Self discussed the following items for projects for Emergency Management:

1. Base Radio – 4 different radios at the Storm Shelter.
2. Drone (within next 3 years)
3. Tornado Sirens - new (year 1, 3, and 5) 6 are currently installed.
4. Hand Held Radios – need to be upgraded
5. Repeaters

6. Emergency Management Vehicle – (could be a designated vehicle from another department)

General Government:

1. Conference Table and Chairs
2. Replacement Vehicle
3. City Hall Remodel

ITEM 6: DISCUSSION AND POSSIBLE ACTION ON NEXT MEETING DATE

The next meeting will be held on August 6, 2018, at the Newcastle Storm Shelter. Planning, Cemetery, and Parks will present their items and projects to review for addition to the Capital Improvement Plan.

ITEM 7: MEMBER COMMENTS

None

ITEM 8: NEW BUSINESS

None

ITEM 9: OLD BUSINESS

None

ITEM 10: ADJOURNMENT

The meeting was unanimously adjourned at 7:46 p.m.