

**LOCAL PLANNING AND ADVISORY COMMITTEE
MINUTES**

ITEM 1: CALL TO ORDER/ROLL CALL

The September 17, 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	Present
Jerry Petty, Jr.	Absent – arrived 6:15 p.m.
Thaja Giles	Present
Keith Cleghorn	Present
Jeanette McNally – Ex-Officio	Present
Gene Reid – Council Representative	Absent

Others: Kevin Self

ITEM 2: CONSIDER APPROVAL OF AGENDA

Keith Cleghorn made the motion to approve the Agenda as presented. Thaja Giles seconded the motion.

Board Polled:

Elczyn	Yes
Rose	Yes
Petty	Absent
Giles	Yes
Cleghorn	Yes

Motion carried.

**ITEM 3: CONSIDER APPROVAL OF MINUTES
August 6, 2018**

Keith Cleghorn made the motion to recommend approval of the minutes of the August 6, 2018, meeting. Tiffany Elczyn seconded the motion.

Board Polled:

Elczyn	Yes
Rose	Yes
Petty	Absent
Giles	Yes
Cleghorn	Yes

Motion carried.

ITEM 4: CITIZENS COMMENTS

None

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

Jerry Petty arrived at 6:15 p.m.

It was discussed as to what procedure to use to prioritize the projects that have been presented from each department.

Streets:

Committee would like an inventory of equipment.

The City will currently be purchasing a new road grader (trading in old) paying cash.

Year 1: Dump Truck (finance), Chip/Seal Roads (budget), Brush Hog, Eunice Street

Year 2: Dump Truck (finance), Chip/Seal Roads (budget), Eunice Street Rebuild

Year 3: Grade All (finance), Chip/Seal (budget), ½ Ton Pickup Truck

Year 4: Chip/Seal (budget)

Year 5: Chip/Seal (budget)

Budget monies are funded from the 70% funds for the chip/seal of roads.

Street Department Head, John Canary, will need to provide a new road schedule as well as an inventory of equipment listing model year and hours or mileage.

Vehicle Maintenance:

Year 1:

New Heater for Maintenance Buildings – to be replaced at this time
Shop Exhaust System
New Service Truck

Year 2:

AC Freon Machine System for new vehicles – need more clarification
Diagnostic System with a yearly fee
Tire Balancer and Machine

Tiffany Elczyn will update the listing of projects that have been presented by the Department Heads.

Kevin Self will follow-up with department heads regarding projects listed and if they have been purchased or completed at this time.

The next meeting will review Water, Wastewater, and Fire.

ITEM 6: DISCUSSION AND POSSIBLE ACTION ON NEXT MEETING DATE

The following meeting dates for upcoming LPAC meetings were scheduled:

October 9, 2018
November 5, 2018
December 3, 2018

ITEM 7: MEMBER COMMENTS

See above

ITEM 8: NEW BUSINESS

None

ITEM 9: OLD BUSINESS

None

ITEM 10: ADJOURNMENT

Tiffany Elczyn made the motion to adjourn the meeting at 7:20 p.m. Jerry Petty seconded the motion.

Board Polled:

Elcyzyn	Yes
Rose	Yes
Petty	Yes
Giles	Yes
Cleghorn	Yes

Motion carried.