

REGULAR MEETING OF THE MISHAWAKA  
BOARD OF PUBLIC WORKS AND SAFETY/UTILITY BOARD  
November 22, 2011

The regular meeting of the Board of Public Works and Safety/Utility Board was called to order by President Gary West at 10:02 a.m. All members were present except Mr. Watson. Mr. Prince moved to dispense with the reading of the minutes of November 15, 2011, and accept them as circulated. Mr. West seconded; motion carried.

Bid Opening:

There were no bid openings.

Mayor's Comments:

Mayor Wood was not available for today's Board meeting. Mr. West indicated a brief staff meeting would follow today's Board meeting.

Department Head Reports:

Police Chief Ken Witkowski said the "Operation Pullover" banquet was held last Friday and the DUI Task Force was given a State award and a \$5,000.00 equipment grant. Chief Witkowski thanked the efforts of Lt. Williams who is the task force coordinator for all of St. Joseph County.

Fire Chief Dale Freeman requested the Board's approval to promote Derron Hess from his current rank of Driver/Operator to the rank of Lieutenant to fill a vacancy in that rank effective November 22, 2011. Mr. Prince moved to approve as presented. Mr. West seconded; motion carried.

Wastewater Division Manager Karl Kopec indicated two employees were recently honored at the 75<sup>th</sup> Indiana Water Environment Association (IWEA) annual conference. Tim Brill received the William D. Hatfield Award for outstanding performance and professionalism in the operation of a wastewater treatment facility. Jill Norton received the Laboratory Analyst Award. Mr. Kopec said this national award is given to one lab analyst from Indiana for outstanding performance, professionalism and contributions to the water quality analysis profession. Also, the wastewater treatment plant received the Laboratory Excellence award in recognition of laboratory excellence in quality assurance, quality control, record keeping, and lab safety.

City Planner Ken Prince requested the Board approve the Buy-Sell Agreement for the purchase of 902 South Somerset, adjacent to Mary Gibbard, in the amount of \$67,250.00, and moved for its approval. Mr. West seconded; motion carried.

Mr. Prince requested the Board award the contract for demolition and removal of 1002 Prospect Drive to Torok Excavating, the lowest most responsive, responsible quoter, for the base bid of \$12,111.00, and moved for its approval. Mr. West seconded; motion carried.

Engineering Director Gary west presented Change Order No. 1 from Niblock Excavating for the Edison Road and Grape Road Intersection Improvements for an increase of \$31,768.73 for a new not-to-exceed amount of \$209,023.88, and a time extension of 25 working days, and moved for their approval. Mr. Prince seconded; motion carried.

Approval of Claims:

There were no claims to approve.

Approval of SRF Payments:

There were no applications to approve.

New Business:

There was no new business.

Unfinished Business:

There being no additional business brought before the Board, the meeting was adjourned at 10:14 a.m.

Gary West – President of the Board of  
Public Works and Safety/Utility Board

Kari Myers, Clerk of the Board of  
Public Works and Safety/Utility Board