

REGULAR MEETING OF THE MISHAWAKA
BOARD OF PUBLIC WORKS AND SAFETY/UTILITY BOARD
December 6, 2011

The regular meeting of the Board of Public Works and Safety/Utility Board was called to order by President Gary West at 10:01 a.m. All members were present. Mr. Prince moved to dispense with the reading of the minutes of November 29, 2011, and accept them as circulated. Mr. Watson seconded; motion carried.

Mr. West said there was an omission in the November 10, 2011 minutes whereas it should added that receipt of quotes were requested for the demolition and removal of 410 W. 9th Street to be opened November 29, 2011, and moved to approve. Mr. Watson seconded; motion carried.

Quote/Bid Openings:

Quotes were opened for the demolition and removal of 611 E. Broadway St. and are summarized below:

COMPANY	BASE BID	TIME TO COMPLETE
Torok Excavating	\$12,750.00	30 days
R & R Excavating	\$18,795.00	30 days
Jackson Services	\$11,650.00	30 days
Indiana Earth	\$13,290.00	30 days
Grade-Rite Excavating	\$11,450.00	30 days
B & J Excavation	\$24,500.00	20 days

Mr. West said the quotes will be taken under advisement for review, evaluation, and recommendation by the Community Development Department.

Bids were opened for CIPP Sewer Rehabilitation at various locations and are summarized below:

BIDDER	BASE BID
Insituform Technologies USA, Chesterfield, MO	\$160,633.50
Reynolds Inliner, LLC, Orleans, IN	\$219,081.00

Mr. West said the bids will be taken under consideration for review and consideration by the City's consultant. Mr. West said the engineer's estimate for the project was \$272,024.00.

Mayor's Comments:

Mayor Wood announced that a brief staff meeting would follow today's Board meeting.

Department Head Reports:

Building Commissioner Brock Hundt presented the Building Department statistics for the month of November, 2011. He indicated permits were issued for the new Fire Station No. 4 as well as alternations for Goodwill on Grape Road and said estimated construction costs are also down approximately \$6,000,000.00 compared to last year.

Park Superintendent Terry Zeller submitted a request to trim one tree or remove the tree and stump in the right of way at 819 Reddick Street, with a new tree to be planted in the spring if removed. The tree has been analyzed and recommended for removal or trimming, at the discretion of the home owner, by the Park Department Landscaper. Mr. Prince moved to approve as presented. Mr. Watson seconded; motion carried.

Mr. Zeller submitted a request to remove one tree and stump in the right of way at 521 Forest Avenue. The tree has been analyzed and recommended for removal by the Park Department Landscaper. Mr. Watson moved to approve as presented. Mr. Prince seconded; motion carried.

Sewer Maintenance Department Manager Tom Dolly indicated the Lincolnway East emergency repairs will begin in early January so as not to impede access to various businesses in that area during the holiday season.

Interim Human Resources Director Bonnie Bonham requested the Board approve a one-year Memorandum of Understanding with Wipperman Occupational Health to provide work-related injury treatment and management, drug screenings, laboratory tests and screenings, pre-employment and periodic physicals and fitness for duty testing for Mishawaka Police, Fire, and Central Services, and designate the Director of Human Resources as signatory. Mr. West said language indicating automatic one-year renewals will be stricken from the contract. Mr. Watson moved to approve subject to removal of language indicating one-year renewals and designating the Director of Human Resources as signatory. Mr. Prince seconded; motion carried.

City Planner Ken Prince presented a Professional Service Agreement with Neighborhood Development Associates for fund management services for Mishawaka River Center Apartments for the not-to-exceed amount of \$39,000.00, and moved for its approval. Mr. Watson seconded; motion carried.

Mr. Prince requested the Board authorize the receipt of quotes for the demolition and removal of 850 E. Fourth to be opened Tuesday, December 20, 2011, and moved for its approval. Mr. Watson seconded; motion carried.

Mr. Prince requested the Board award the contract for the demolition of 410 W. 9th Street to Grade-Rite Excavating, the lowest most responsive, responsible quoter, for the base bid of \$9,935.00, and moved for its approval. Mr. Watson seconded; motion carried.

Street Commissioner Mike Watson requested the Board award the bid for the purchase of one (1) three-ton Patch Box to Brown Equipment Co., the lowest most responsive, responsible bidder. He indicated that \$22,164.00 was the amount read into the record at the time of bid opening and Brown Equipment Co. bid options separately in their bid and the other two bidders included the options in their base bid as follows: W.A. Jones bid after trade was \$29,209.00; MacDonald Machinery Bid after trade \$26,800.00; and Brown Equipment Co. bid with same options \$26,149.00. Mr. Watson moved to award to Brown as follows:

Base bid:	\$23,164.00
Trade in:	- 1,000.00
Base minus trade	\$22,164.00
Options:	
Vibratory Roller	\$ 1,950.00
Roller Basket and Stand	\$ 150.00
Manual Hoist Winch w/brake	\$ 895.00
Surge brakes in lieu of Electric brakes	\$ 990.00
Total award amount	\$26,149.00

Mr. Prince seconded; motion carried.

Engineering Director Gary West requested the Board approve a 3-year Maintenance Bond from Walsh & Kelly for Main Street Improvements, Phase VI, Donaldson to McKinley, and moved for its approval. Mr. Watson seconded; motion carried.

Approval of Claims:

There were no claims to approve.

Approval of SRF Pay Applications:

Mr. West moved to approve SRF - Disbursement Request #145 from Greeley Hansen LLC for professional engineering services for Waste Water Treatment Plan in the amount of \$3,058.00. Mr. Prince seconded; motion carried.

New Business:

There was no new business.

Unfinished Business:

There being no additional business brought before the Board, the meeting was adjourned at 10:29 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