

REGULAR MEETING OF THE MISHAWAKA
BOARD OF PUBLIC WORKS AND SAFETY/UTILITY BOARD
August 6, 2013

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. Watson moved to dispense with the reading of the minutes of July 30, 2013, and accept them as circulated. Mr. Prince seconded; motion carried.

Bid Openings:

There were no bid openings.

Mayor's Comments:

Mayor Wood reminded everyone that today is National Night Out and Council Members, police will be out at Hillis Hans Park, Addison Apartments, Twin Branch, and 800 block of East Fourth Street.

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

Department Head Reports:

Police Chief Ken Witkowski requested the Board promote Probationary Officer Samnoeun "Sam" Nan to the rank of Patrol Officer with the Uniform Division, effective August 7, 2013. Mr. Prince moved to approve as presented. Mr. Watson seconded; motion carried.

Chief Witkowski requested the Board approve the Standard Operating Guidelines (SOG) Manual for Public Safety Dispatch Center and indicated both Human Resources and Legal departments have reviewed the document. Mr. Watson moved to approve as presented. Mr. Prince seconded; motion carried.

Chief Witkowski requested the Board approve an extension of maintenance and support agreement: 404 with Motorola as this was an omission on the original maintenance agreement for a total increase of \$15,255.00; \$4,487.00 for 2013, and \$10,768.00 for 2014. Mr. Prince moved to approve as presented. Mr. Watson seconded; motion carried.

Building Commissioner Brock Hundt presented the Building Department statistics for the month of July, 2013. He said permits were issued for (3) new single family homes and permit for new silos at Well-Pet (\$500,000.00), Dicks Sporting Goods alteration (\$150,000.00) for a total estimated \$1.7 million in construction costs.

Mishawaka Utilities Water Division Manager Bruno Trimboli requested the Board approve a Reimbursement Agreement between Water Utility and City of Mishawaka (LPA) for water main relocation on Twelfth Street Improvement Project, LPA share is 20% of \$86,925. Mr. Prince moved to approve as presented. Mr. Watson seconded; motion carried.

Engineering Director Gary West presented an Escrow Agreement between HRP Construction and Lake City Bank for West Street Storm Sewer, Phase II, and moved for its approval. Mr. Watson seconded; motion carried.

Mr. West presented an Infrastructure Improvement Agreement for Fir-Capital Connector Project with 1st Source Bank and City of Mishawaka, and moved for its approval. Mr. Prince seconded; motion carried.

Mr. West presented Change Order No. 4 from Michiana Electric for Union Street Traffic Signal Modernization (INDOT Contract T-33244) adding 91 calendar days to completion date; from August 31, 2013 to November 30, 2013, and moved for its approval. Mr. Prince seconded; motion carried.

Mr. West requested the Board accept a donation of right-of-way for Fir-Capital Connector from 1st Source Bank, and moved for its approval. Mr. Watson seconded; motion carried.

Mr. West requested the Board approve the assignment of RW Armstrong agreement to CHA Consulting effective July 29, 2013, and moved for its approval. Mr. Watson seconded; motion carried.

Approval of Claims:

Mr. Watson moved to approve twelve (12) Claim Dockets for Utilities and Civil City as submitted by City Controller Becky Miller for a total amount of \$3,466,540.32. Mr. Prince seconded; motion carried.

Approval of SRF Pay Applications:

There were no applications to approve.

New Business:

There was no new business.

Old Business:

Mr. West moved to deny a Utility complaint resolution appeal from Raymond Bickle at 1005 W. Lawrence for adjustment or compensation due to not finding any plausible explanation for the increase in water usage. Mr. Watson seconded; motion carried.

A request from Saint Joseph Regional Medical Center Pediatric Services to hold a "Hero for Heroes 5K Family Color Run" on Saturday, October 26, 2013, continued under advisement.

A request for Notice of Recognition of Encroachment submitted by Bethel College for installation of a directional sign on Lowell Avenue continued under advisement.

Administrative approval of Second Hand Store License Renewal received from Julie's Used Appliances, 2302 Lincolnway West, continued under advisement due to previous building and zoning deficiencies identified on the property.

A request submitted by ASAP Towing Services for Towing Services Contract continued under advisement.

Unfinished Business:

There being no additional business brought before the Board, the meeting was adjourned at 10:23 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