

REGULAR MEETING OF THE MISHAWAKA
BOARD OF PUBLIC WORKS AND SAFETY/UTILITY BOARD
December 10, 2013

The regular meeting of the Board of Public Works and Safety/Utility Board was called to order at 10:00 a.m. All members were present. Mr. Prince moved to dispense with the reading of the minutes of December 3, 2013, and accept them as circulated. Mr. Watson seconded; motion carried.

Bid Openings:

There were no bid openings.

Mayor's Comments:

Mayor Wood said the Christmas tree lighting was very well attended as was Winter Fest, and thanked all departments who helped make the events a success.

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

Department Head Reports:

Mishawaka Utilities General Manager Jim Schrader presented Utility Board Resolution 2013-02 for approving the budget for the financial needs of the Mishawaka Utilities for the calendar year 2014 and requested the Board's approval. Based on Mr. Schrader's recommendation, Mr. Prince moved for the approval of Utility Board Resolution 2013-02. Mr. Watson seconded; motion carried.

Mr. Schrader presented Utility Board Resolution 2013-03 for approving and confirming the schedule of compensation for certain employees of the Mishawaka Utilities and Sewer Maintenance Department for 2014. Mr. Prince moved to approve Utility Board Resolution 2013-03 based on Mr. Schrader's recommendation. Mr. Watson seconded; motion carried.

Mr. Schrader also presented Utility Board Resolution 2013-04 for approving and confirming the schedule of compensation for certain employees of the Mishawaka Utilities for 2014 and requested the Board's approval. Based on Mr. Schrader's recommendation, Mr. Prince moved for the approval of Utility Board Resolution 2013-04. Mr. Watson seconded; motion carried.

Staff Attorney Geoffrey Spiess presented Utility Board Resolution 2013-05 approving an agreement between the City of Mishawaka and the International Brotherhood of Electrical Workers, #1392, from January 1, 2014 thru December 31, 2017. Mr. Prince moved to approve as presented. Mr. Watson seconded; motion carried.

Community Development Director Dave Thomas presented a proposal from TecServ Environmental for a Phase II site assessment including UST closure at 134 W. Mishawaka Avenue for the not-to-exceed amount of \$23,558.00. Mr. Watson moved to approve as presented. Mr. Prince seconded; motion carried.

Mr. Thomas presented Board Resolution 2013-06 accepting seven (7) parcels of real estate, remnants of Main Street Underpass Project, from the Redevelopment Commission. Mr. Prince moved to approve as presented. Mr. Watson seconded; motion carried.

Mr. Thomas presented Board Resolution 2013-07 transferring seven (7) parcels of real estate, remnants of Main Street Underpass Project, to Habitat for Humanity of St. Joseph County. Mr. Prince moved to approve as presented. Mr. Watson seconded; motion carried.

Mr. Thomas presented a Real Estate Purchase and Sale Agreement between the City of Mishawaka and Habitat for Humanity of St. Joseph County for seven (7) parcels of real estate which are remnants of the Main Street Underpass Project. Said agreement outlines property value, legal descriptions, etc. Mr. Prince moved to approve as presented. Mr. Watson seconded; motion carried.

City Planner Ken Prince presented a Professional Services Agreement with JPR for environmental consulting services for property bounded by Mishawaka Avenue, Elizabeth Street, Grove Street, and Main Street for the not-to-exceed amount of \$31,200.00, and moved for its approval. Mr. Watson seconded; motion carried.

Mr. Prince presented a Professional Services Agreement with Umbaugh for financial consulting services for projected TIF revenue and planning for funding future capital project for an hourly rate, total amount of which not-to-exceed \$20,000.00, and moved for its approval. Mr. Watson seconded; motion carried.

Engineering Director Gary West presented Change Order No. 6 from Michiana Contracting for Church-Union Signal Modernization, Contract T-33244, to add an additional 31 days to project extending the completion date to December 31, 2013, and moved for its approval. Mr. Watson seconded; motion carried.

Mr. West presented a 3-year maintenance bond from Inland Waters Pollution Control for CIPP Sewer Rehabilitation at Various Locations 2012, and moved for its approval. Mr. Prince seconded; motion carried.

Approval of Claims:

Mr. Watson moved to approve fourteen (14) Claim Dockets for Utilities and Civil City as submitted by City Controller Becky Miller for a total amount of \$4,926,806.98. Mr. Prince seconded; motion carried.

New Business:

There was no new business.

Old Business:

Mishawaka Utilities Complaint Resolution Appeal Form received from Varin/River Pointe, LLC, regarding 10" water meter at River Pointe Apartments, 350 Bercado Circle, 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.

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 10:15 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