

REGULAR MEETING OF THE MISHAWAKA  
BOARD OF PUBLIC WORKS AND SAFETY/UTILITY BOARD  
December 23, 2013

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. Mr. West and Mr. Prince were present. Mr. Watson was absent. Clerk Myers was also absent. Mr. Prince previously agreed to take minutes for the meeting for today's meeting. Mr. Prince moved to dispense with the reading of the minutes of December 17, 2013, and accept them as circulated. Mr. West seconded; motion carried.

Bid Opening:

There were no bid openings.

Mayor's Comments:

Mayor Wood wished everyone a Merry Christmas and indicated that a brief staff meeting would follow today's Board meeting.

Department Head Reports:

Police Chief Ken Witkowski requested that the Board promote Sgt. Joe Kasznia of the Uniform Division, Midnight Shift, to the rank of Lieutenant. Chief Witkowski also asked that the promotion be made retroactive to December 20<sup>th</sup>, 2013. Mr. Prince moved to approve. Mr. West seconded; motion carried.

Police Chief Ken Witkowski requested that the Board promote Corporal Dan Holt of the Uniform Division, Midnight Shift, to the rank of Sergeant. Chief Witkowski also asked that the promotion be made effective December 23<sup>rd</sup>, 2013. Mr. Prince moved to approve. Mr. West seconded; motion carried.

City Planner Ken Prince presented a Professional Services Agreement with TechServ to provide a Phase II Environmental services for a portion of City owned property at the 5<sup>th</sup> Street recycling facility, just south of Dearborn Crane, total of which is not-to-exceed \$9,480.00, and moved for its approval. Mr. West seconded; motion carried.

On behalf of Central Services Director Mike Watson, Engineering Director Gary West recommended and moved that the Board award the bid for the purchase of one light duty dump truck to Selking International Trucks of South Bend as the lowest, most responsive, and responsible bidder on this vehicle. The base bid was \$95,269.90, less the trade of a 2000 4x4 mini dump for \$3,500.00 and less the trade of a 2004 4x4 Explorer for \$2,000.00, for a total award of \$89,769.90. Mr. Prince seconded; motion carried.

Mr. West presented Change Order No. 7 for the Church-Union Signal Modernization Project, Contract T-33244, to Michiana Contracting for an increase of \$10,268.25 for a revised final contract amount of \$1,719,326.03, and moved for its approval. Mr. Prince seconded; motion carried.

Mr. West requested and moved that the Board approve plans and authorize the receipt of bids for University Drive lift station improvements and force main to be opened on February 25, 2014. Mr. Prince seconded; motion carried.

Approval of Claims:

Mr. West noted that there was no representative from the Controller's Office present due to illness. Mr. Prince moved that the Board approve the 16 claim dockets that were forwarded to the Board from the Controller's Office in the amount of \$7,519,946.81. Mr. West seconded; motion carried.

Hearings:

Mr. West moved that the Board set a hearing regarding the charges preferred against Firefighter Eric Hazen, for Tuesday January 14<sup>th</sup>, 2014 at 11:00am, with the location of the hearing to be in Council Chambers here in Mishawaka City Hall. Mr. Prince seconded; motion carried. Mr. West asked Fire Chief Dale Freeman to send Firefighter Hazen written notice of the hearing as required by law, noting

that even though Firefighter Hazen was in attendance, it was important to maintain the appropriate paper trail to document the process and procedures. Chief Freeman acknowledged the request.

New Business:

There was no new business.

Old Business:

There was no update provided concerning Mishawaka Utilities Complaint Resolution Appeal Form received from Varin/River Pointe, LLC, regarding 10" water meter at River Pointe Apartments, 350 Bercado Circle, and the matter 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.

Public Comments:

Firefighter Eric Hazen apologized to the Board and City regarding his actions and the embarrassment he brought to the City.

Mr. West reminded everyone that Christmas is one of the major holidays that alters trash pick-up dates for the City, and that the pick-up schedule would be modified Wednesday 12/25/2013 thru Friday 12/27/2013.

Unfinished Business:

There being no additional business brought before the Board, the meeting was adjourned at 10:35 a.m.

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

Ken Prince - Member of the Board of  
Public Works and Safety/Utility Board