

REGULAR MEETING OF THE MISHAWAKA
BOARD OF PUBLIC WORKS AND SAFETY/UTILITY BOARD
April 15, 2014

The regular meeting of the Board of Public Works and Safety/Utility Board was called to order by President Gary West at 10:03 a.m. Mr. Prince was out. Mr. West moved to dispense with the reading of the minutes of April 1, 2014 and April 8, 2014, and accept them as circulated. Mr. Watson seconded; motion carried.

Mayor's Comments:

Mayor Wood congratulated the Mishawaka Police Department as once again being a top performing DUI Task Force in 2013.

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

Department Head Reports:

Police Chief Ken Witkowski announced that Kayla Oler has been named the Mishawaka Public Safety Communications Center Dispatcher of the Year for 2014. Chief Witkowski said Ms. Oler is a 5 ½ veteran and presently works on the day shift.

Chief Witkowski said on August 6, 2013, Ms. Oler received a call regarding a woman in labor and was able to help keep the soon-to-be father calm and provided information to him so he could provide the best possible assistance for the mother and baby. The baby was delivered at home.

Chief Witkowski said Ms. Oler possesses a great work ethic and consistently performs her job with a positive attitude and recognizes the immense responsibility and importance of her position.

Fire Chief Dale Freeman announced that Charles A. Barnes and Joshua I. Perkins have successfully completed the written Firefighters Aptitude Examination, the Physical Agility Test administered by the Mishawaka Firefighter Pension Board as well as the medical and psychological testing required for becoming a member of the Mishawaka Fire Department. He also recommended that they be approved for probationary employment effective April 15, 2014. Mr. Watson moved that Charles A. Barnes and Joshua I. Perkins be approved for probationary employment effective April 15, 2014. Mr. West seconded; motion carried.

Mayor Wood swore in Charles A. Barnes and Joshua I. Perkins as Probationary Firefighters.

Chief Freeman recommended that Firefighter Chad Kinney be promoted from his current rank of First Class Firefighter to Lieutenant to fill a vacancy in that rank, to be effective as of April 8, 2014. Mr. Watson moved to approve as presented. Mr. West seconded; motion carried.

Park Superintendent Terry Zeller requested the Board award the quote for turf chemicals and fertilizer for Eberhart Petro Golf Course to Advanced Turf Solutions, Fishers, IN, the most responsive and responsible quoter, in the amount of \$58,939.12. Mr. Zeller indicated two quotes were received and Advanced Turf Solutions was the only quoter to provide pricing for all materials without substitutions. The second quoter, John Deere Landscapes, submitted an incomplete price list and substituted materials that were deemed not to be equal to the items on the list. Mr. Watson moved to approve as presented. Mr. West seconded; motion carried.

Park Department Superintendent Terry Zeller submitted a request to remove one tree and stump in the right of way at 2817 Normandy Drive, three (3) tree plantings at 820 Fairmount Avenue, and one tree removal at 926 Hendricks. The trees have been analyzed and recommended for removal and planting by the Park Department Landscaper. Mr. Watson moved to approve as presented. Mr. West seconded; motion carried.

Street Commissioner Tim Ryan requested the Board declare twenty-three (23) items of Street Department equipment as surplus to be sold at the upcoming City auction on May 7, 2014. Mr. Watson moved to approve as presented. Mr. West seconded; motion carried.

Mr. Ryan requested the Board authorize the receipt of quotes for one (1) used mid-size rider floor scrubber/sweeper for Central Services to be opened April 29, 2014. Mr. Watson moved to approve as presented. Mr. West seconded; motion carried.

Engineering Director Gary West requested the Board award the bid for Milburn Area Improvements, Division "J", Phase II, to HRP Construction, South Bend, the lowest most responsive, responsible bidder in the amount of \$1,996,000.00, and moved for its approval. Mr. Watson seconded; motion carried.

Mr. West presented Change Order No. 1 Final from Inland Waters Pollution Control, Inc., for Edgewater Northside Interceptor CIPP project for a final contract amount of \$760,902.00, and moved for its approval. Mr. Watson seconded; motion carried.

Mr. West presented Supplemental No. 1 from Lawson-Fisher Associates for additional construction services on Edgewater Northside Interceptor CIPP project for an increase of \$15,825.00, for a new not-to-exceed amount of \$46,325.00, and moved for its approval. Mr. Watson seconded; motion carried.

Mr. West requested the Board declare an emergency and hire Selge Construction, Niles, MI, to install sanitary sewer from City limits to Brick Road as part of St. Joseph County's Gumwood Improvement Project in the amount of \$307,177.50, and moved for its approval. Mr. Watson seconded; motion carried.

Mr. West presented Supplemental No. 1 from Lawson-Fisher Associates for additional design services on the University Drive Lift Station and Force Main for an increase of \$36,950.00 for the new not-to-exceed amount of \$142,846.00, and moved for its approval. Mr. Watson seconded; motion carried.

Approval of Claims:

Mr. Watson moved to approve fifteen (15) Claim Dockets for Utilities and Civil City as submitted by City Controller Becky Miller for a total amount of \$7,088,404.31. Mr. West seconded; motion carried.

Public Hearing:

Mr. West opened the public hearing for a secondhand store license submitted by Cash Generators, LLC, located at 512 W. Edison Road. Allan Spychalski, manager, appeared and said their goal ultimately was to become a pawn shop. He said they have a manager with experience with the policies.

Mr. West closed the Public Hearing. Mr. Watson moved to approve the secondhand store license for Cash Generators, LLC. Mr. West seconded; motion carried.

New Business:

The Board acknowledged receipt of a Utility Complaint Appeal Form from Mr. Zwickl at 2334 Creekview Drive and was taken under advisement.

Old Business:

Mr. West moved to approve a request from Imani Unidad & Buffalo Soldiers of Indiana for a motorcycle ride for HIV/AIDS awareness to be held Saturday, June 28, 2014, traveling within the City on Cleveland Road between SR 23 and SR 331, with no escort provided by the City. Mr. Watson seconded; motion carried.

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

Unfinished Business:

There being no additional business brought before the Board, the meeting was adjourned at 10:40 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