

REGULAR MEETING OF THE MISHAWAKA
BOARD OF PUBLIC WORKS AND SAFETY/UTILITY BOARD
July 22, 2014

The regular meeting of the Board of Public Works and Safety/Utility Board was called to order by President Gary West at 10:01 am. All members were present. Mr. Prince moved to dispense with the reading of the minutes of July 15, 2014, and accept them as circulated. Mr. Watson seconded; motion carried.

Bid Openings:

There were no bid openings.

Mayor's Comments:

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

Department Head Reports:

Police Chief Ken Witkowski requested the Board declare two (2) Taser X26 as surplus and authorize the sale to the Memorial Hospital Police. Chief Witkowski said the tasers are outdated and the sale to the new Memorial Hospital Police will bring \$25 more per taser than if they were traded-in. Mr. Watson moved to approve as presented. Mr. Prince seconded; motion carried.

Building Commissioner Brock Hundt presented the Building Department statistics for the month of June, 2014. He said permits were issued for nine (9) single-family homes in June bringing the total for 2014 to 17, vs. 14 this time last year.

Park Department Superintendent Terry Zeller submitted a request to remove one tree and stump in the right of way at 2343 Normandy Drive; and two trees and stumps at 1122 E. 4th Street. The trees have been analyzed and recommended for removal by the Park Department Landscaper. Mr. Prince moved to approve as presented. Mr. Watson seconded; motion carried.

Water Division Manager Dave Majewski presented a Professional Service Agreement with DLZ for an update of Mishawaka Utilities Water Division needs study for the not-to-exceed amount of \$193,000.00. Mr. Watson moved to approve as presented. Mr. Prince seconded; motion carried.

Mr. Majewski requested the Board award the Virgil Street Water Plant Boiler Replacement to E.J. White, Inc., South Bend, the most responsive and responsible quoter, in the amount of \$48,776.00. Mr. Majewski said Facility Mechanical Services, Mishawaka, submitted the low quote, but lacked some elements such as draining and adding glycol to the system, adding controls, modifications to writing, and their specific warranty on installation and exact boiler type, and therefore, was not responsive. Mr. Prince moved to approve as presented. Mr. Watson seconded; motion carried.

Human Resources Director Bonham requested the Board approve a three (3) year contract (2015-2017) with New Avenues to provide employee assistance program to City of Mishawaka employees and dependents. Mrs. Bonham indicated there will be no increase in program costs and asks the Board to designate the Human Resources Director as signatory. Mr. Prince moved to approve as presented. Mr. Watson seconded; motion carried.

Mrs. Bonham requested the Board approve the update to Mishawaka Police Department Testing Procedures requiring each candidate to participate in each test step annually. Mr. Watson moved to approve as presented. Mr. Prince seconded; motion carried.

Engineering Director Gary West presented Supplemental Agreement No. 1 with CHA for Gumwood Road Widening Project for an increase of \$18,716.27 for a new not-to-exceed amount of \$113,816.27, and moved for its approval. Mr. Watson seconded; motion carried.

Mr. West presented Supplemental Agreement No. 3 with First Group Engineering for design of Cedar Street, Lincolnway East-Fourth Street into plans for Third Street Reconstruction for an increase of \$57,800.00 for a new not-to-exceed amount of \$253,800.00, and moved for its approval. Mr. Prince seconded; motion carried.

Approval of Claims:

Mr. Watson moved to approve twenty (20) Claim Dockets for Utilities and Civil City as submitted by Assistant City Controller Misti Horvath for a total amount of \$10,717,378.30. Mr. Prince seconded; motion carried.

New Business:

A request was received to close the 600 block of Mason Street between Grove Street and first east/west alley north of Mishawaka Avenue from 2:00 p.m. to 10:00 p.m. on Saturday, August 16, 2014, for a block party. Mr. West moved to approve subject to normal conditions of approval for music and public safety. Mr. Prince seconded; motion carried.

A request for Waiver of the Noise Ordinance was received from Evil Czech Brewery, 3703 N. Main Street, to hold a fundraiser in their parking lot for Memorial Children's Hospital on Saturday, August 9, 2014, 6:00 p.m. to "whenever" with live music to end 11:00. Mr. Prince moved to approve subject to normal conditions of approval for music and public safety. Mr. Watson seconded; motion carried.

Old Business:

The Utility Board set a public hearing for Tuesday, September 23, 2014, at 11:00 a.m. in the Council Chambers as requested by Banko Property Management to hear a utility appeal for 216-218 Grove Street.

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 10:21 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