

REGULAR MEETING OF THE MISHAWAKA
BOARD OF PUBLIC WORKS AND SAFETY/UTILITY BOARD
December 16, 2014

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. All members were present. Mr. Prince moved to dispense with the reading of the minutes of December 9, 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:

Corporation Counsel Geoff Spiess presented Board Resolution 2014-12 Approving a Revised Employee Handbook and the Policies Contained Therein for Civil City and Utilities. Mr. Watson moved to approve as presented. Mr. Prince seconded; motion carried.

Park Superintendent Terry Zeller presented a Professional Services Agreement with Troyer Group for Architectural Design Services for renovation and preparation of a master plan for Battell Center for the not-to-exceed amount of \$54,400.00. Mr. Prince moved to approve as presented. Mr. Watson seconded; motion carried.

Mr. Zeller submitted a request to remove two trees and stumps in the right of way at 406 Gernhart. The trees have been analyzed and recommended for removal by the Park Department Landscaper. Mr. Watson moved to approve as presented. Mr. Prince seconded; motion carried.

Wastewater Division Manager Karl Kopec presented Professional Service Agreement Supplement No. 1 from Lawson-Fisher Associates for additional construction engineering services for Carriage Lane, Winding Brook, and South Hampton lift stations for an increase of \$35,896.00 for a new not-to-exceed amount of \$87,323.00. Mr. Prince moved to approve as presented.

Water Division Manager Dave Majewski requested the Board award the quote for chemical purchase for Water and Wastewater Departments to Alexander Chemicals, Peru, IL, the lowest most responsive, responsible quoter, for \$0.7715 per gallon for sodium hypochlorite and \$1.407 per gallon for sodium bisulfite for an aggregate amount of \$2.178 per gallon. Mr. Watson moved to approve as presented. Mr. Prince seconded; motion carried.

City Planner Ken Prince presented a Notice of Recognition of Encroachment submitted by MACOG for installation of an Interurban Trolley and TRANSPO "bus stop sign" at 3810 Lincolnway East (approx. 305 linear ft east of Ballard Ave, north side of LWE), and moved for its approval. Mr. Watson seconded; motion carried.

Engineering Director Gary West presented a Professional Services Agreement with First Group Engineering for right-of-way acquisition services for approximately 20 parcels on Twelfth Street Phase II (Campbell to Downey) for the not-to-exceed amount of \$249,400.00, and moved for its approval. Mr. Watson seconded; motion carried.

Approval of Claims:

There were no claims to approve.

New Business:

A request for renewal of Secondhand Store License has been received from Ozark Pawn, 1006 S. Merrifield Avenue. Mr. West moved to approve as presented. Mr. Prince seconded; motion carried.

Unfinished Business:

There being no additional business brought before the Board, the meeting was adjourned at 10:16 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