

REGULAR MEETING OF THE MISHAWAKA
BOARD OF PUBLIC WORKS AND SAFETY/UTILITY BOARD
April 28, 2015

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. All members were present. Mr. Prince moved to dispense with the reading of the minutes of April 21, 2015, and accept them as circulated. Mr. Watson seconded; motion carried.

Bid/Quote Openings:

Quotes were opened for the demolition and removal of 801 S. Union and 1102 S. Union Street and are summarized below:

COMPANY	BASE QUOTE	COMPLETE	ALTERNATE
John Boettcher Sewer & Excavating, Mishawaka	\$42,675.37	45 days	\$88.35
R & R Excavating, Mishawaka, IN	\$30,700.00	Per specs	\$45.00
Grade-Rite Excavating, Granger, IN	\$48,525.00	30 days	\$39.00
Jackson Services, Rochester, IN	\$31,000.00	30 days	\$229.00

Mr. West said these quotes will be forwarded to the Community Development Department for their review and consideration.

Mr. West said the bid opening for CIPP Various Locations has been extended one week to May 5, 2015.

Mayor's Comments:

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

Department Head Reports:

Police Chief Ken Witkowski presented Pfc. Scott Robinson as the recipient for the Mishawaka Police Department's Officer of the Year for 2014. Chief Witkowski said Officer Robinson is a self-driven, hard-working and extremely knowledgeable officer. As a result of his hard work during 2014, he was sent to the Indiana Law Enforcement Academy to complete four weeks of highly comprehensive training to become a certified crime scene technician. Upon completion, he was placed "in-charge" of the Midnight Shift's newly formed riding technician program.

Chief Witkowski continued by saying that since becoming a part of the riding technician program, Officer Robinson has been instrumental in educating and assisting his fellow technicians, and because of his leadership the program is doing very well. He has proven to be an outstanding officer and his accomplishments and actions over the course of the year reflect highly upon him and the Mishawaka Police Department.

Chief Witkowski requested that the Board accept the voluntary retirement of Lt. Robert Sherbun who has served the Mishawaka Police Department for 33 ½ years, effective May 1, 2015. Mr. Watson moved for the Board's approval to accept the voluntary retirement of Lt. Sherbun effective May 1, 2015. Mr. Prince seconded; motion carried.

City Planner Ken Prince presented a Professional Services Agreement with CGI Communications to develop a community showcase video program, effective retroactively to April 21, 2015, and moved for its approval. Mr. Watson seconded; motion carried.

Mr. Prince presented a Professional Services Agreement with DLZ to provide landscape planning services to develop a conceptual plan for Battell Park for the not-to-exceed amount of \$4,000.00, and moved for its approval. Mr. Watson seconded; motion carried.

Mr. Prince presented a Professional Services Agreement with Specialty Systems of South Bend, Inc., for asbestos abatement at Battell Center for the not-to-exceed amount of \$6,575.00, and moved for its approval. Mr. Watson seconded; motion carried.

Mr. Prince presented a Professional Services Agreement with ACM Engineering & Environmental Services for lead paint inspection at Battell Center for the not-to-exceed amount of \$1,500.00, and moved for its approval. Mr. Watson seconded; motion carried.

Engineering Director Gary West presented a Professional Services Agreement with Abonmarche Consultants to provide planning, surveying, and engineering services for Byrkit Street – Twelfth to Dragoon, for the not-to-exceed amount of \$44,500.00, and moved for its approval. Mr. Watson seconded; motion carried.

Mr. West requested the Board award the bid for 2015 Curb & Sidewalk Program to Walsh & Kelly, South Bend, the lowest most responsive and responsible bidder, with a total bid of \$125,525.00 and bid for most common items of \$46,400.00, and moved for its approval. Mr. Prince seconded; motion carried.

Mr. West requested the Board award the quote for Merrifield Park Sewer Improvements to HRP Construction, South Bend, the lowest most responsive and responsible quoter, in the amount of \$47,069.00, and moved for its approval. Mr. Watson seconded; motion carried.

Mr. West presented Change Order No. 9 Amended for Twelfth Street Improvements, INDOT Project R-34218, extending the intermediate completion date by 145 days from November 15, 2014 to April 9, 2015, and moved for its approval. Mr. Prince seconded; motion carried.

Mr. West requested the Board approve the receipt of bids for 2015 CDBG Infrastructure Improvements to be opened May 19, 2015, and moved for its approval. Mr. Watson seconded; motion carried.

Mr. West requested the Board approve plans and authorize the receipt bids for Lowell Avenue and Edgar Avenue Improvements to be opened May 19, 2015, and moved for its approval. Mr. Prince seconded; motion carried.

Mr. West requested the Board approve a three-year maintenance bond from Jackson Dean Construction for off-site street improvements on University Drive at Costco, being in effect until April, 2018, and moved for its approval. Mr. Watson seconded; motion carried.

Mr. West requested the Board accept the Deeds of Dedication for right-of-way at Mishawaka Avenue and Cedar Street as follows: Ron Cybulski (NWC); George & Jenia Tschumakow (NEC); and Burkhart Advertising (SEC), and moved for their approval. Mr. Prince seconded; motion carried.

Mr. West presented Change Order. No 3 from Selge Construction, Niles, MI, for Twin Branch Safe Routes to School (INDOT Contract R-36481) for a decrease of (\$8,100.00) for a modified contract of \$315,036.45, and moved for its approval. Mr. Watson seconded; motion carried.

Approval of Claims:

Mr. Watson moved to approve twenty (20) Claim Dockets for Utilities and Civil City as submitted by City Controller Becky Miller for a total amount of \$6,913,064.59. Mr. Prince seconded; motion carried.

New Business:

Mr. West moved to approve the request from Mishawaka Memorial Day Parade, Inc. to close State Route 933 (Lincolnway) at Main Street and use various streets for the annual Memorial Day Parade, Monday, May 25, 2015 from 8:00 a.m. to 11:00 a.m. Mr. Watson seconded; motion carried.

Mr. Prince moved to approve closing the east/west alley immediately south of 605 S. Logan Street from 2:00 p.m. to 10:00 on Saturday, May 9, 2015, to place a bounce house for a child's birthday party and suggested they call 811 prior to driving any stakes in the alley, and contacting State Barricading for barricades. Mr. Watson seconded; motion carried.

Unfinished Business:

There being no additional business brought before the Board, the meeting was adjourned at 10:38 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