

REGULAR MEETING OF THE MISHAWAKA
BOARD OF PUBLIC WORKS AND SAFETY/UTILITY BOARD
September 22, 2015

The regular meeting of the Board of Public Works and Safety/Utility Board was called to order by President Gary West at 10:01 a.m. All members were present. Mr. Prince moved to dispense with the reading of the minutes of September 15, 2015, and accept them as circulated. Mr. West seconded; motion carried.

Bid Opening:

There were no bid openings.

Mayor's Comments:

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

Department Head Reports:

City Attorney Lawrence Meteiver presented Utility Board Resolution 2015-05 Authorizing the Filing of a Petition for Annexation and Zoning Classification for Gumwood Well Field. Mr. Prince moved to approve as presented. Mr. Watson seconded; motion carried.

Human Resources Director Geoff Spiess presented Board Resolution 2015-13 Amending Mishawaka Police Department Applicant Testing Procedures. Mr. Watson moved to approve as presented. Mr. Prince seconded; motion carried.

Police Chief Ken Witkowski presented Board Resolution 2015-14 Approving a Deferred Payment Purchase Agreement with Motorola for (115) VML 750 modems and accessories for a total cost of \$222,660.60. Mr. Prince moved to approve as presented. Mr. Watson seconded; motion carried.

Chief Witkowski requested the Board approve the voluntary demotion of Sgt. Steve Treber to the rank of Patrolman First Class in the Uniform Division, day shift, effective June 1, 2015. Mr. Prince moved to approve as presented. Mr. Watson seconded; motion carried.

Chief Witkowski requested the Board approve the promotion of Pfc. Richard Freeman to the rank of Sergeant, filling the sergeant vacancy in the Uniform Division, midnight shift, due to Sgt. Steve Treber taking a voluntary demotion. The promotion will be effective retroactively to July 1, 2015. Mr. Watson moved to approve as presented. Mr. Prince seconded; motion carried.

Chief Witkowski requested the Board approve changes to Property Room Manual as requested by the Prosecutor's Office regarding length of time recorded statements are kept. Mr. Prince moved to approve as presented. Mr. Watson seconded; motion carried.

Fire Chief Dale Freeman requested the Board approve agreements with Elkhart General Hospital and Indiana University Health Goshen Hospital to provide field internship and EMS Preceptor Education to EMS students in hospital education programs, and naming the Board as signatory to the agreements. Mr. Watson moved to approve as presented. Mr. Prince seconded; motion carried.

Chief Freeman requested the Board promote Richard M. Leach to the rank of Driver/Operator to fill a vacancy in that rank, effective September 22, 2015. Mr. Watson moved to approve as presented. Mr. Prince seconded; motion carried.

Water Division Manager Dave Majewski requested the Board approve a Watermain Extension Agreement with Grandview Flats, LLC, to serve Gumwood Apartments Development, in the amount of \$494,102.76. Mr. Prince moved to approve as presented. Mr. Watson seconded; motion carried.

City Planner Ken Prince requested the Board award the Battell Community Center Renovation (PLT 15-014) to Ziolkowski Construction, the lowest most responsive, responsible bidder, for the base amount of \$2,784,000.00 (no alternates), and moved for its approval. Mr. Watson seconded; motion carried.

Mr. Prince presented Change Order No. 1 Final from Walsh & Kelly for Twin Branch Parking Lot Improvements for an increase of \$12,250.00 for a final contract amount of \$255,050.00, and moved for its approval. Mr. Watson seconded; motion carried.

Mr. Prince presented a Professional Services Agreement with DLZ for development of a conceptual plan at the east end of Battell Park for the lump sum amount of \$13,180.00, and naming City Planner as signatory, and moved for its approval. Mr. Watson seconded; motion carried.

Engineering Directory Gary West requested the Board accept two (2) drainage and utility easements from Cressy Land Investments, LLC, and one (1) from Ambrose Property Group VA, LLC, for Trinity Place utility relocation and moved for its approval. Mr. Watson seconded; motion carried.

Mr. West requested the Board award the contract for Trinity Place Realignment, Phase I, to John Boettcher Sewer & Excavating, the lowest most responsive, responsible quoter, in the amount of \$133,437.95, and moved for its approval. Mr. Prince seconded; motion carried.

Mr. West presented Change Order No. 1 Final from Walsh & Kelly for Lowell and Edgar Avenue Improvements for an increase of \$31,195.67 for a final contract amount of \$226,240.67, and moved for its approval. Mr. Watson seconded; motion carried.

Mr. West presented a Professional Services Agreement with Lochmueller Group for preliminary engineering study of utilities, alignment, and cost estimate for eastward expansion of Catalpa Avenue to Filbert Road for the not-to-exceed amount of \$46,000.00, and moved for its approval. Mr. Prince seconded; motion carried.

Mr. West requested the Board approve an LPA Agreement with INDOT for Federal Highway Funding for construction of Twelfth Street from Downey to Byrkit Avenue, and moved for its approval. Mr. Watson seconded; motion carried.

Mr. West presented a Professional Services Agreement with DLZ authorizing early start of professional services for pickup survey and geotechnical investigations for the design of LTCP Conveyance Tunnel for the not-to-exceed amount of \$275,000.00, and moved for its approval. Mr. Prince seconded; motion carried.

Approval of Claims:

There were no claims to approve.

Hearings:

Mr. West set a hearing date for Tuesday, September 29, 2015, at 10:00 a.m. for Transient Merchants License for T.C. Tree Farms for the sale of Christmas Trees and Wreaths at 4917 Grape Road.

New Business:

Requests for renewal of Secondhand Store Licenses have been received from the following businesses:

Mishawaka Flea Market, 423 E. Fourth Street
Ed's Collectables, 126 N. Main Street
Tom's Vintage Toys LLC, 1127 Lincolnway East

Mr. West moved to approve as presented. Mr. Watson seconded; motion carried.

Unfinished Business:

There being no additional business brought before the Board, the meeting was adjourned at 10:31 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