

REGULAR MEETING OF THE MISHAWAKA  
BOARD OF PUBLIC WORKS AND SAFETY/UTILITY BOARD  
December 15, 2015

The regular meeting of the Board of Public Works and Safety/Utility Board was called to order by President Gary West at 10:00 a.m. All members were present. Mr. Prince moved to dispense with the reading of the minutes of December 8, 2015, 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:

Mishawaka Utilities General Manager Jim Schrader presented Utility Board Resolution 2015-09 Amending Utility Board Resolution 2015-07 and Amending the Schedule of Compensation for Certain Employees of Mishawaka Utilities and Sewer Maintenance Department for 2016 due to a Scriver's Error. Mr. Prince moved to approve as presented. Mr. Watson seconded; motion carried.

Human Resource Director Geoff Spiess requested the Board approve an Addendum to Lease Agreement with St. Joseph County for and behalf of the Public Safety Communications Consortium of St. Joseph County for 749 sqft of office space at Mishawaka Police Station, 200 Church Street, and designate the Mayor as signatory. Mr. Watson moved to approve as presented. Mr. Prince seconded; motion carried.

Mr. Spiess requested the Board approve the enrollment in RX Help Centers Prescription Advocacy Program for 2016 and designate the Human Resource Director as signatory. Mr. Watson moved to approve as presented. Mr. Prince seconded; motion carried.

Police Chief Ken Witkowski requested the Board prefer the following charges against First Class Patrol Officer Michael Woods of the Mishawaka Police Department: 1. Conviction of Crimes (Indiana Code 36-8-3-4(b)(1)); 2. Conduct Injurious to the Public Peace or Welfare (Indiana Code 36-8-3-4(b)(2)(G)); 3. Conduct Unbecoming an Officer in contradiction of Section IV-A-4 of Mishawaka Police Department's Code of Conduct and Disciplinary Procedures.

Chief Witkowski recommended the Board suspend Officer Wood's employment, without pay, for a period of sixteen (16) working days, effective December 15, 2015. Also, he recommends upon returning to work, Officer Woods' continued employment with the Mishawaka Police Department be contingent upon successful completion of all terms of probation and successfully completing monthly alcohol testing with no presence of alcohol for six months following completion of probation. Further, Officer Woods will not be assigned a take-home police car for the duration of his probation. Mr. Prince moved to approve as presented. Mr. Watson seconded; motion carried.

Terry Zeller, Parks Department Superintendent, submitted a request to remove two (2) trees and stumps in the tree lawn at 404 E. Fourth Street. 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.

Mr. Zeller requested the Board authorize the receipt of bids for up to three (3) 2015 or 2016 one-ton extended cab pick-up trucks with four (4) trade-ins to be opened January 5, 2016. Mr. Prince moved to approve as presented. Mr. Watson seconded; motion carried.

Water Division Manager Dave Majewski and Wastewater Division Manager Karl Kopec requested the Board award the quote for chemical purchase for Water and Wastewater Departments to Rowell Chemical, Hinsdale, IL, the lowest most responsive, responsible quoter, for \$0.69 per gallon for sodium hypochlorite

and \$1.28 per gallon for sodium bisulfite for an aggregate amount of \$1.97 per gallon. Mr. Watson moved to approve as presented. Mr. Prince seconded; motion carried.

Engineering Director Gary West presented Change Order No. 3 from Selge Construction for Mishawaka Avenue Improvements, Phase I, for an increase of \$460,740.62 for a new contract amount of \$4,156,813.83, and moved for its approval. Mr. Prince seconded; motion carried.

Mr. West presented Change Order No. 1 from HRP Construction for Mishawaka Avenue Improvements, Phase II, for an increase of \$78,642.68 for a new contract amount of \$1,258,442.68, and moved for its approval. Mr. Watson seconded; motion carried.

Mr. West presented Change Order No. 1 from HRP Construction for CSO Consolidation Phase II Mishawaka Avenue for an increase of \$300,811.59 for a new contract amount of \$1,823,811.59, and moved for its approval. Mr. Prince seconded; motion carried.

Approval of Claims:

There were no claims to approve.

New Business:

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

Nunemaker's Coin Shop, LLC, 2516 Lincolnway West  
Plato's Closet, 5942 Grape Road  
Ozark Trading Post, LLC, 1006 S. Merrifield Avenue  
GameStop #4209, 6501 Grape Road, Suite 382  
GameStop #721, 5656 Grape Road, Suite 10

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

Open Items:

A hearing for Second Hand Store License for Julie's Used Appliances, 2302 Lincolnway West, remained 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