

REGULAR MEETING OF THE MISHAWAKA
BOARD OF PUBLIC WORKS AND SAFETY/UTILITY BOARD
August 23, 2016

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 except Mr. Watson. Mr. West moved to dispense with the reading of the minutes of August 16, 2016, and accept them as circulated. Mr. Prince seconded; motion carried.

Quote Opening:

Quotes were opened for the demolition and removal of 1516 N. Main Street and are summarized below:

CONTRACTOR	QUOTE
R&R Excavating, Mishawaka, IN	\$16,083.00
John Boettcher Sewer & Excavating, Mishawaka, IN	\$39,767.00
Torok Excavating, South Bend, IN	\$26,799.00

Mr. West said these quotes would be forwarded to the Engineering Department for their review and evaluation.

Mayor's Comments:

Mayor Wood reminded everyone of the upcoming events: blood drive at Battell Center today; MBA After Hours at Watson Central Services Facility on Wed; and said Bethel College students would be working in parks under the direction of Jake Crawford.

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

Department Head Reports:

Police Chief Ken Witkowski requested the Board approve the purchase of an automated scheduling program, POSS Core Scheduling System, from Visual Computer Services, in the amount of \$35,876.68, with an annual maintenance/subscription fee of \$10,455.00 and one-time payment of \$1,500.00 for training. Mr. Prince moved to approve as presented. Mr. West seconded; motion carried.

Fire Chief Bryon Woodward requested the Board approve the contract with Reporting Systems, Incorporated, for "Emergency Reporting" software to replace current Firehouse program for the purchase cost of \$11,485.00 plus an annual fee of \$8,939.00. Mr. Prince moved to approve as presented. Mr. West seconded; motion carried.

City Planner Ken Prince presented a Professional Services Agreement with TecServ Environmental for removal of two (2) 8,000 gallon fuel underground storage tank at 500 N. Cedar Street (former Central Services facility) for the not-to-exceed amount of \$39,309.00, and moved for its approval. Mr. West seconded; motion carried.

Mr. Prince presented a Professional Services Agreement with DLZ for groundwater sampling and environmental site planning at 500 N. Cedar Street (former Central Services facility) for the not-to-exceed amount of \$21,200.00, and moved for its approval. Mr. West seconded; motion carried.

Mr. Prince presented a request from Mishawaka Catholic Schools to install a total of four (4) light pole banners; two at St. Bavo's School, and two at St. Joseph School, and moved for its approval. Mr. West seconded; motion carried.

Engineering Director Gary West requested the Board award the quote for 2016 CDBG ADA Infrastructure Improvements, Phase II, to Rieth-Riley Construction, South Bend, the lowest most responsive and responsible quoter, in the amount of \$71,575.00, and moved for its approval. Mr. Prince seconded; motion carried.

Mr. West requested the Board approve infrastructure plans for Fiera Vista Villas; all infrastructure and streets to be privately maintained except for the watermain, and moved for its approval. Mr. Prince seconded; motion carried.

Mr. West requested the Board reject all bids received for Merrifield Pool Liner and Gutter Replacement Project as they exceeded funds allocated for the project, and moved for their rejection. Mr. Prince seconded; motion carried.

Mr. West requested the Board approve a three (3) year Maintenance Bond from Selge Construction for Brick-Fir Watermain Project effective through July, 2019, and moved for its approval. Mr. Prince seconded; motion carried.

New Business:

A request for disabled parking space has been received from the resident 821 W. Donaldson Avenue. This request has been reviewed by the Mishawaka Police Department's Traffic Bureau. Upon their review, the Police Department recommends this application be approved. Mr. West moved to approve the disabled parking request as presented. Mr. Prince seconded; motion carried.

Approval of Claims:

There were no claims to approve.

Unfinished Business:

There being no additional business brought before the Board, the meeting was adjourned at 10:20 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