

REGULAR MEETING OF THE MISHAWAKA
BOARD OF PUBLIC WORKS AND SAFETY/UTILITY BOARD
October 18, 2016

The regular meeting of the Board of Public Works and Safety/Utility Board was called to order by President Gary West at 10:04 a.m. All members were present except Mr. Watson. Mr. Prince moved to dispense with the reading of the minutes of October 11, 2016, and accept them as circulated. Mr. West seconded; motion carried.

Mayor's Comments:

Mayor Wood announced the Common Council approved the 2017 budget.

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

Department Head Reports:

Police Chief Ken Witkowski requested the Board promote Sgt. Brad Haney, assigned to the Investigative Division – Special Victims Unit, to the rank of Lieutenant to fill the vacancy created when Lt. Kent Barhydt retired on August 5, 2016, to be effective October 18, 2016. Mr. Prince moved to approve as presented. Mr. West seconded; motion carried.

Fire Chief Bryon Woodward requested the Board promote EMS Master Firefighter Nicholas K. Kaufman to the rank of EMS Lieutenant to fill a vacancy in that rank, effective October 18, 2016. Mr. Prince moved to approve as presented. Mr. West seconded; motion carried.

Chief Woodward requested the Board approve a lease agreement with Stryker Flex Financial for two (2) Physio-Control LIFEPAK 15 Monitor Defibrillators, less (\$13,000.00) for trade-in of two (2) LIFEPAK 12 Units for two (2) annual payments of \$24,448.20 for a total of \$48,896.40. Mr. Prince moved to approve as presented. Mr. West seconded; motion carried.

Chief Woodward requested the Board approve the purchase of PrimeAlert CAD Voice System from Locution Systems to meet the needs of the Countywide PSAP Center to provide alarming and notification at all stations in the amount of \$38,520.00. Mr. Prince asked Chief Woodward if South Bend and St. Joseph County were also required to purchase the system. Chief Woodward said yes. Mr. Prince moved to approve as presented. Mr. West seconded; motion carried.

Street Commissioner Tim Ryan requested the Board approve the receipt of quotes for one (1) ½ ton 4X4 crew cab pick-up truck to be opened November 1, 2016. Mr. Prince moved to approve as presented. Mr. West seconded; motion carried.

City Controller Rebecca Miller presented updated General Purchasing Guidelines and requested the Board's approval. Mr. Prince moved to approve as presented. Mr. West seconded; motion carried.

City Planner Ken Prince requested the Board accept a three (3) year Maintenance Bond from HRP Construction for Watson Central Services Facility, Phase II Improvements, to be in effect until March 21, 2019, and moved for its acceptance. Mr. West seconded; motion carried.

Engineering Director Gary West presented Change Order No. 1 Final from John Boettcher Sewer & Excavating for Trinity Place Realignment, Phase IV, for an increase of \$146,092.83

for a final contract amount of \$610,646.75, and moved for its approval. Mr. Prince seconded; motion carried.

Approval of Claims:

There were no claims to approve.

New Business:

A request from University Park Mall to place a temporary ice rink in the southeastern parking lot from November 17, 2016 through January 23, 2017. Walt Galvin, Operations Director at University Park Mall was in attendance and said there would be a warming area, vendors, porta-potties, and perhaps bleacher type seating for spectators/parents. He said he's working with utilities for water and electric service.

Chief Woodward said Fire wasn't comfortable with the proposed "archway entrance" due to accessibility of the site. Mr. Galvin said it was only a small area.

Mr. Prince said he understood there was going to be a convert event. He said if so, that would need to come back before the Board for approval.

Mr. Prince also indicated that any signage on the site would need to be directed inward to the parking lot and not Grape Road.

Mr. Prince moved to approve subject to any site modifications required by public safety departments for access, sound, etc,, and contact Fire Department for inspection after set up. Mr. West seconded; motion carried.

A request from Parks Department to close the north parking lot entrance and emergency drive at Battell School Apartments for "Trunk or Treat" from 9:00 p.m. Friday, October 21, 2016, through 9:00 p.m. Saturday, October 22, 2016. Mr. Prince moved to approve as presented. Mr. West seconded; motion carried.

Mr. West set a hearing date for Tuesday, October 25, 2016, at 10:00 a.m. for Transient Merchants License for Brown's Tree Farm for the sale of Christmas Trees at 420 W. McKinley Avenue (K-mart parking lot).

Unfinished Business:

There being no additional business brought before the Board, the meeting was adjourned at 10:27 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