

REGULAR MEETING OF THE MISHAWAKA  
BOARD OF PUBLIC WORKS AND SAFETY/UTILITY BOARD  
June 26, 2018

The regular meeting of the Board of Public Works and Safety/Utility Board was called to order by President Ken Prince at 10:00 a.m. All members were present except Ms. Miller. Clerk Myers was absent. Mr. Watson moved to dispense with the reading of the minutes of June 19, 2018, and accept them as circulated. Mr. Prince seconded; motion carried.

Bid Openings:

One bid was received for One (1) or More New 2019 4WD Standard-Cab Contractor Dump Truck for the Electric Department and is summarized below:

**BIDDER**

Jordan Ford, Mishawaka, IN	
MODEL: F550 4X4 Regular Cab w Dump Body	<b>BASE BID: \$67,699.00</b>
TRADE-IN:	- 1,200.00
TOTAL (Base minus trade-in):	<b>\$66,499.00</b>
ALTERNATE: 6.8 L Gas V-10 engine	deduct <b>\$7,930.00</b>
DELIVERY: 180 days	
DISCOUNT: 30% for parts purchased	

Mr. Prince said this bid would be forwarded to the Electric Department to be verified since the bid included a discrepancy and for their review and evaluation.

Quotes were opened for the Demolition and removal of buildings located at 912 and 906 Lincolnway West and are summarized below:

CONTRACTOR	BASE QUOTE	TIME TO COMPLETE
R & R Excavating, Mishawaka, IN	\$75,000.00	30 days
John Boettcher Sewer & Excavating, Mishawaka, IN	\$68,982.50	45 days

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

Mayor's Comments:

Mayor Wood shared that ribbon cutting ceremonies were planned at Merrifield Park and Castle Manor on Wednesday, June 27 at 1:00 pm and at Rosemary's Garden in Battell Park on Thursday, June 28 at 11:30 am. A ribbon cutting ceremony was held at the new Fitness Court in Central Park on Saturday, June 23.

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

Department Head Reports:

Fire Chief Byron Woodward requested the Board promote Steven Newland to the rank of Driver/Operator effective June 26, 2018. Mr. Watson moved to approve as presented. Mr. Prince seconded; motion carried.

Fire Chief Woodward requested the Board promote Joshua Jester to the rank of Lieutenant effective June 26, 2018. Mr. Watson moved to approve as presented. Mr. Prince seconded; motion carried.

Wastewater Division Manager Karl Kopec requested the Board authorize the purchase of one 2019 Chevrolet Silverado 3500 HD with Knapheide 108D54 Service Body from National Auto Fleet Group utilizing the NJPA purchase program for for list price of \$41,405.00 less NJPA discount of \$10,104.93 plus Knapheide body in amount of \$35,472.00 for total contract price of \$66,772.07. Mr. Kopec said Indiana Code 5-22-10-12 provides that a purchasing agent may make a special purchase when the market structure is based on price, but the governmental body is able to receive a dollar or percentage discount of the established price. Mr. Watson moved to approve as presented. Mr. Prince seconded; motion carried.

City Engineer/Director Chris Jamrose requested the Board authorize the receipt of bids for 2018 Miscellaneous Summer Street and Alley Paving to be opened July 17, 2018. Mr. Watson moved to approve as presented. Mr. Prince seconded; motion carried.

Ms. Jamrose requested the Board approve a Professional Services Agreement with DLZ for construction services for Ironworks Utilities Phase II for the not-to-exceed amount of \$25,885.00. Mr. Watson moved to approve as presented. Mr. Prince seconded; motion carried.

Ms. Jamrose presented Change Order #1 with Selge Construction for Douglas Road and Grape Road Eastbound Right Turn Lane, for an increase of \$40,042.00 for a new contract amount of \$1,276,506.09. Mr. Watson moved to approve as presented. Mr. Prince seconded; motion carried.

Mr. Prince on behalf of IT Manager Patrick Stokes requested the Board authorize the receipt of quotes for Mary Gibbard Park Security to be opened July 10, 2018, and moved for its approval. Mr. Watson seconded; motion carried.

Mr. Prince on behalf of IT Manager Patrick Stokes requested the Board authorize the receipt of quotes for Merrifield Park Security Additions to be opened July 10, 2018, and moved for its approval. Mr. Watson seconded; motion carried.

Mr. Prince on behalf of City Controller Rebecca Miller requested the Board approve a roof replacement contract with Advanced Roofing & Home Improvement for the Activate Clinic at 333 E Mishawaka Ave for the not-to-exceed amount of \$17,960.00, and moved for its approval. Mr. Watson seconded; motion carried.

City Planner Ken Prince requested the Board approve a Professional Services Agreement with DLZ for Battell Park Master Plan Update, specifically including the relocation of the Civil War Memorial and playground area, for the not-to-exceed amount of \$14,800.00, and moved for its approval. Mr. Watson seconded; motion carried.

#### Approval of Claims:

There were no claims to approve.

#### Hearings:

Mr. Prince opened the Public Hearing for a Carnival Permit for Mid America Shows Delaware, Inc (KevaWorks) for a community carnival in the north parking lot at the University Park Mall September 13-14, 2018 from 5:00 pm to 11:00 pm and September 15-16, 2018 from Noon to 11:00 pm, setup to begin on September 10, 2018, including 18-20 rides, 5-8 game trailers, and 3 food trailers.

Mr. Blake Houston of Mid America Shows stated they have provided local county fairs in the past, and look forward to trying this carnival at the UP Mall this year. If it is successful, they would be interested in continuing this in the future. Mr. Wes Mehr, UP Mall manager, agreed with Mr. Houston's statement. Police Chief Ken Witkowski expressed concern with providing the necessary security especially since this event will occur with a home Notre Dame football game. Mr. Mehr committed to providing the necessary security, similar to the UP Mall's Summerfest event, which would include off duty officers, private security, and EMT and emergency vehicle access would be maintained at all times.

Mr. Prince closed the Public Hearing. Mr. Watson moved to approve subject to normal conditions. Mr. Prince seconded; motion carried.

#### New Business:

The Board has received two requests for approval of a Riverfront Development Project Area Liquor License Eligibility. One request is from The Dome Bar and Grill located at 901 W Fourth St, and the other is from Diloreto Club located at 914 N Division St. Mr. Prince moved to send both of these requests to the Mayor with a favorable recommendation. Mr. Watson seconded; motion carried.

A request from NewGroup Media to close Mishawaka Ave from Niles Ave to Indiana Ave on Friday, July 13, 2018 from 9:30 am to 11:00 am to reduce background traffic noise during video recording in Shiojiri Garden was taken under advisement.

A request from Get Wet for a Vet to close Jefferson Blvd from Maplehurst to Lynn on Saturday, July 14, 2018 from 10:00 am to 12:00 pm for motorcycle ride fundraising event. City Clerk Ms. Debbie Ladyga-Block asked the Board to reconsider the request to temporarily close Jefferson Blvd for this event and introduced Danny Gann with VFW Post 360 and Bob Saros with Get Wet for a Vet. Mr. Prince acknowledged that this request has been revised for a shorter time period and they will be hiring State Barricading for the traffic control. Police Chief Witkowski requested the use of off duty officers to assist with traffic control. Fire Chief Woodward requested that an event volunteer remain at both ends of the closure to move the barricades for emergency access. Mr. Saros stated that access would be maintained for residents within the closure, agreed to staffing both ends of the closure, and confirmed they were hiring State Barricading for the traffic closure. Mr. Gann added that event volunteers would pull the traffic control off the street at Noon. Mr. Prince, Street Commissioner Tim Ryan, and Ms. Jamrose confirmed they preferred the hiring of State Barricading compared to the City being responsible for this street closure. Mr. Prince moved to approve subject to hiring State Barricading, normal conditions, and maintaining emergency access. Mr. Watson seconded; motion carried.

A request to close Fifth St between Smith and Taylor for a block party on Wednesday, July 4, 2018 from 12:00 p.m. to 12:00 a.m. Police Chief Witkowski and Fire Chief Woodward requested that the residents within this closure be notified and the event end at 11:00 p.m. Mr. Watson moved to approve subject to normal conditions of approval for public safety and they notify all households affected by the street closure. Mr. Prince seconded; motion carried.

#### Unfinished Business:

At the request of the applicant, Mr. Prince moved to withdraw the request from Mishawaka Life to close Main Street between Lincolnway and Church and First Street between Main Street and Church Street for Mishawaka Marketplace to be held bi-weekly on Saturdays beginning July 14, 2018 and ending October 20, 2018, 8:00 a.m. – 2:00 p.m. Mr. Watson seconded; motion carried.

A request from St. Joseph County Special Olympics for Rock N River Music Fest Corn & Sausage Roast on Saturday, August 4, 2018 at Kamm's Island including a motorcycle ride from 11:30 am to 1:00 pm using Front St, Spring St, Dragoon Trail, Bremen Hwy, Union St, and various County roads. Police Chief Witkowski stated that this is an annual event and the police are working with the applicant on the route and providing an escort. Mr. Watson moved to approve subject to normal conditions of approval for public safety. Mr. Prince seconded; motion carried.

There being no additional business brought before the Board, the meeting was adjourned at 10:25 a.m.

Ken Prince – President of the Board of  
Public Works and Safety/Utility Board

Janel Douhan – Acting Clerk of the Board of  
Public Works and Safety/Utility Board