

REGULAR MEETING OF THE MISHAWAKA
BOARD OF PUBLIC WORKS AND SAFETY/UTILITY BOARD
June 2, 2020

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. in the Council Chambers. All members were present. Mr. Watson moved to dispense with the reading of the minutes of May 26, 2020, and accept them as circulated. Ms. Miller 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:

Assistant Police Chief Dan Gebo on behalf of Chief Witkowski requested the Board accept the voluntary retirement of Jason Stefaniak who has served the Mishawaka Police Department for 20 years, effective retroactively to May 30, 2020; and the voluntary retirement of Tim Spencer who has served the Mishawaka Police Department for over 30 years, effective June 3, 2020. Mr. Watson moved to approve as presented. Ms. Miller seconded; motion carried.

Fire Chief Bryon Woodward presented a Professional Services Agreement with Crossroads Ambulance Sales and Service to refurbish and remount our 2013 Horton Type 1 Ambulance onto a 2020 Freightliner M2 Chassis for the not-to-exceed amount of \$165,295.00, and name the Fire Chief as signatory. Ms. Miller moved to approve as presented. Mr. Watson seconded; motion carried.

Parks Department Superintendent Phil Blasko presented a Professional Services Agreement with Sandy Lane Construction for two (2) pavilions at Twin Branch Park for the not-to-exceed amount of \$48,700.00. Mr. Watson moved to approve as presented. Ms. Miller seconded; motion carried.

Kevin Wasmer on behalf of Electric Division Manager Rick Springman requested the Board award the contract for Relay and Control Panels for Union Street Substation to Keystone EMC, the lowest most responsive and responsible bidder, for the base bid of \$37,617.38. Ms. Miller moved to approve as presented. Mr. Watson seconded; motion carried.

Mr. Wasmer requested the Board award the contract for Control Building for Union Street Substation to VFP, the lowest most responsive and responsible bidder, for the base bid of \$181,317.00 (alternate proposal for concrete building). Mr. Watson moved to approve as presented. Ms. Miller seconded; motion carried.

Business Office Manager Virginia Fras requested the Board declare one (1) Pitney Bowes Mailing Machine as surplus for disposal. Ms. Miller moved to approve as presented. Mr. Watson seconded; motion carried.

IT Director Patrick Stokes requested the Board declare four (4) Apple iPhone 6s as surplus for AT&T Buyback Program value of \$140.00 (\$35.00 each). Mr. Watson moved to approve as presented. Ms. Miller seconded; motion carried.

City Engineer/Director Chris Jamrose presented Change Order #3 with C&E Excavating for Ironworks Plaza Improvements – Phase I – for an increase of \$85,462.71 for a new contract amount of \$4,693,387.52. Ms. Miller moved to approve as presented. Mr. Watson seconded; motion carried.

Ms. Jamrose presented Change Order #7 Final with C&E Excavating for Douglas Road Improvements Phase II for an increase of \$16,164.15 for a final contract amount of \$6,587,118.64. Mr. Watson moved to approve as presented. Ms. Miller seconded; motion carried.

City Planner Ken Prince presented a Professional Services Agreement with US Signcrafters for a single-sided monument sign for Beutter Park for the not-to-exceed amount of \$14,730.00, and moved for its approval. Mr. Watson seconded; motion carried.

Mr. Prince presented a Notice of Recognition of Encroachment for stairs and landing at 549 W. Seventh Street, and moved for its approval. Ms. Miller seconded; motion carried.

Approval of Claims:

City Controller Rebecca Miller presented nineteen (19) claims dockets in the amount of \$3,221,634.19, and moved for their approval. Mr. Watson seconded; motion carried.

Public Hearing:

Mr. Prince opened the Public Hearing for Transient Merchant License for TNT Fireworks to sell fireworks in the Meijer Parking Lot at 3610 Bremen Highway from June 22, 2020 thru July 5, 2020, from 10:00 a.m. to 10:00 p.m.

Mr. Prince closed the public hearing and moved to approve the Transient Merchant License for TNT Fireworks subject to normal conditions of approval for public safety. Mr. Watson seconded; motion carried.

New Business:

Mr. Prince moved to approve the request from Get Wet for a Vet, Inc., seeking approval for a motorcycle ride using various City streets and county roads and Capital Avenue on Saturday, August 1, 2020, from 9:00 a.m. to 3:00 p.m., including the closure of Jefferson Boulevard from Maplehurst to Lynn from 8:30 a.m. to 11:00 a.m., provided they continue to work with the Police Department on the route. Mr. Watson seconded; motion carried.

Unfinished Business:

There being no additional business brought before the Board, the meeting was adjourned at 10:15 a.m.

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

Kari Myers – Clerk of the Board of
Public Works and Safety/Utility Board