

REGULAR MEETING OF THE MISHAWAKA
BOARD OF PUBLIC WORKS AND SAFETY/UTILITY BOARD
April 20, 2010

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. Mr. Prince moved to dispense with the reading of the minutes of April 13, 2010, and accept them as circulated. Mr. Watson seconded; motion carried.

Bid Openings:

Quotes were opened for Motel 6 Sewer Relocation and are summarized below:

<u>QUOTER</u>	<u>BASE QUOTE</u>
R & R Excavating, Inc.	\$95,635.00
Selge Construction Co., Inc.	\$93,103.00
Underground Services	\$83,553.00

Mr. West said the quotes will be taken under advisement for review and consideration by the Engineering Department.

Quotes were opened for Lincolnway East Sanitary Sewer Lowering and are summarized below:

<u>QUOTER</u>	<u>BASE QUOTE</u>
HRP Construction, Inc.	\$72,300.00
R & R Excavating, Inc.	\$97,625.00
Underground Services	\$90,950.00
John Boettcher Sewer & Excavating	\$91,919.00*

*Boettcher submitted a Voluntary Alternate of -\$10,212.00 if 100' X 24" LF bore is acceptable and both feasible for all parties concerned in lieu of open cut.

Mr. West said the quotes will be taken under advisement for review and consideration by the Engineering Department.

Quotes were opened for the demolition of 530 W. 6th Street, 531 W. 5th Street, 126 E. 13th Street, and 615 Madison Street and are summarized below:

COMPANY	BASE QUOTE	TIME TO COMPLETE	ALT #1 (TOP SOIL, GRADE, SEED)	TIME TO COMPLETE	TOTAL QUOTE	TOTAL TIME TO COMPLETE
Alva Enterprises	\$34,500.00	30 days	\$2,800.00	30 days	\$37,300.00	30 days
Ritschard Bros., Inc.	\$35,406.00	30 days	\$3,925.00	10 days	\$39,331.00	40 days
Torok Excavating Inc.	\$29,499.00	30 days	\$2,260.00	-	\$31,759.00	30 days
R & R Excavating, Inc.	\$34,830.00	30 days	\$5,490.00	-	\$40,320.00	30 days
C & E Excavating, Inc.	\$35,012.00	30 days	\$4,800.00	15 days	\$39,812.00	45 days
Jackson Services	\$22,800.00	30 days	\$2,200.00	3 days	\$25,000.00	33 days

Mr. West said the quotes will be taken under advisement for review and consideration by the Community Development Department.

Requests for Qualifications for First Time Homebuyer Building Partners were received from The McCollister Group and Place Builders. These will be forwarded to the Community Development Department for review and consideration.

Mayor's Comments:

Mayor Rea indicated a brief staff meeting would follow today's Board meeting.

Department Head Reports:

Police Chief Ken Witkowski announced that Stacy Madison has been named the Mishawaka Police and Fire Department's Dispatcher of the Year for 2010. Mrs. Madison is a 7-year veteran of the Communications

Center and is presently assigned to the day shift. Chief Witkowski said Mrs. Madison maintains a calm and professional demeanor and is always willing to go the extra mile to assist not only her co-workers in the Communications Center, but Police Officers, Fire Fighters, Paramedics, and the citizens of our community.

Chief Witkowski also announced that the recipient for Mishawaka Police Department's Officer of the Year for 2009 is Sergeant Kevin Will. Sergeant Will is an 18-year veteran of the Police Department and is assigned to the Investigative Division on the afternoon shift. Chief Witkowski said Sergeant Will is a self-motivated and persistent investigator and never leaves a stone unturned in his follow ups and his investigative skills are significant when it comes to prosecution. He added that Sergeant Will is a leader and an asset to the Investigative Division.

Park Superintendent Mike Faulkner requested the Board's approval to award the contract for one (1) Compact Air Sweeper to Hull Lift Truck, Elkhart, IN, the lowest responsive and responsible bidder, for \$53,600.00 (demonstration model 2007 Advance, RS-500). Mr. Prince moved to award the contract for Compact Air Sweeper to Hull Lift Truck for \$53,600.00. Mr. Watson seconded; motion carried.

Wastewater Division Manager Karl Kopec presented a Professional Service Agreement with Lawson-Fisher Associates for Storm Water Quality Management Plan preparation for a not-to-exceed amount of \$15,840.00. Mr. Watson moved to approve the Professional Service Agreement with Lawson-Fisher Associates for Storm Water Quality Management Plan preparation for the not-to-exceed amount of \$15,840.00. Mr. Prince seconded; motion carried.

Community Development Director Lory Timmer requested the Board's approval to receive quotes for the demolition and clearance of 922 Lincolnway West to be opened on May 4, 2010. Mr. Prince moved for the Board's approval to receive quotes for demolition of 922 Lincolnway West. Mr. Watson seconded; motion carried.

Mrs. Timmer requested the Board's approval to request qualifications for a Low Income Housing Building Partner, per procurement guidelines established for the Neighborhood Stabilization Program. Qualifications will be received by the Board for opening at the May 11, 2010 meeting. Mr. Prince moved to approve. Mr. Watson seconded; motion carried.

Mrs. Timmer requested the Board's approval to request qualifications for a First Time Homebuyer Program Building Partner, per procurement guidelines established for the Neighborhood Stabilization Program. Qualifications will be received by the Board for opening at the May 11, 2020 meeting. Mr. Watson moved to approve; Mr. Prince seconded; motion carried.

Mrs. Timmer also presented a Professional Service Agreement with Specialty Systems of South Bend for asbestos abatement at 126 E. 13th Street, in the amount of \$4,940.00. Mr. Watson moved to approve the Professional Service Agreement with Specialty Systems of South Bend for asbestos abatement at 126 E. 13th Street in the amount of \$4,940.00. Mr. Prince seconded; motion approved.

Street Commissioner Mike Watson moved the Board to authorize receipt of bids for Diesel Fuel and Gasoline for the Central Services Department to be opened on May 11, 2010. Mr. Prince seconded; motion carried.

Engineering Director Gary West moved the Board to authorize the receipt of quotes for the demolition of "Midas" at 101 E. McKinley Avenue to be opened on May 4, 2010. Mr. Prince seconded; motion carried.

Mr. West requested approval of an Escrow Agreement with Walsh & Kelly for Main Street Improvements, Phase IV, and moved for its approval. Mr. Watson seconded; motion carried.

Mr. West also requested approval of an Escrow Agreement with HRP Construction for Milburn Sewer Improvements, Divisions "B" and "D", and moved for its approval. Mr. Prince seconded; motion carried.

Approval of Claims:

Mr. Prince moved to approve sixteen (16) Claim Dockets for Utilities and Civil City as submitted by City Controller Yvonne Milligan for a total amount of \$9,168,133.70. Mr. Watson seconded; motion carried.

Approval of SRF Pay Applications:

Mr. Watson moved to approve SRF - Disbursement Request #26 from Lawson-Fisher Associates for professional engineering services in the amount of \$15,637.00. Mr. Prince seconded; motion carried.

New Business:

A request from Living Water Church, 1922 Milburn Boulevard, to close Carlton Street between Milburn and the north alley for a Community Fun Fair on Saturday, May 8, 2010 from 12:00 to 3:00 p.m. was taken under advisement.

A request from Mr. Paul Gurson of Yakety-Yak Café to block Center Street between Fourth Street and the alley to the south for a "Yakety Yak Café 5th Anniversary Street Party" at 701 W. Fourth Street on Saturday, May 22, 2010 between the hours of 2:00 pm and 10:00 pm was reviewed by the Board. Mr. Prince moved to approve this request subject to the standard conditions regarding public safety and noise control. Mr. Watson seconded; motion carried.

A Secondhand Store License renewal application has been received from Ed's Collectables, 126 N. Main Street, Mishawaka. Mr. Watson moved to approve the Secondhand Store License renewal for Ed's Collectables, 126 N. Main Street. Mr. Prince seconded; motion carried.

The American Cancer Society requested a waiver from the City's Noise Ordinance during this year's Relay for Life to be held at Mishawaka High School beginning at 3:00 p.m. on Friday, May 21, 2010 and concluding at 3:00 p.m. on Saturday, May 22, 2010. In addition, they requested that Homewood between Wenger and Studebaker be designated for disabled parking during this event. Mr. West moved for the Board's approval to waive the City's Noise Ordinance contingent upon the city's standard conditions and also to designate disabled parking on Homewood. Mr. Watson seconded; motion carried

Unfinished Business:

There being no additional business brought before the Board, the meeting was adjourned at 10:46 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