

REGULAR MEETING OF THE MISHAWAKA
BOARD OF PUBLIC WORKS AND SAFETY/UTILITY BOARD
May 17, 2011

The regular meeting of the Board of Public Works and Safety/Utility Board was called to order by President Gary West at 10:03 a.m. All members were present. Mr. Prince moved to dispense with the reading of the minutes of May 10, 2011, and accept them as circulated. Mr. Watson seconded; motion carried.

Bid/Quote Opening:

Bids were opened for Milburn Area Sewer Improvements CIPP, Phase II, and are summarized below:

COMPANY	BASE BID
Insituform Technologies USA, Inc.	\$1,495,392.20
Inland Waters Pollution Control	\$1,792,046.95
Reynolds Inliner, LLC	\$1,711,543.00
Utility Services Authority, LLC	\$1,867,276.00

Mr. West said the bids would be taken under advisement for review, evaluation, and recommendation by the City's consultant. The Engineer's estimate for this project was \$2,176,734.00.

Quote were opened for the demolition and removal of 413 and 421 N. Cedar Street and are summarized below:

COMPANY	BASE QUOTE	TIME TO COMPLETE
John Boettcher Sewer & Excavating	\$215,687.00	90 days
Grade-Rite Excavating, Inc.	\$73,980.00	60 days
Torok Excavating Inc.	\$127,333.00	60 days
R & R Excavating	\$94,910.00	30 days
C & E Excavating	\$194,971.00	41 days
Jackson Services	\$115,000.00	60 days

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

Mayor's Comments:

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

Department Head Reports:

Park Superintendent requested the Board authorize the receipt of quotes for one (1) 2011 Trim Mower for the Golf Course to be opened on Tuesday, May 31, 2011. Mr. Prince moved to approve as presented. Mr. Watson seconded; motion carried.

Mr. Faulkner presented a Professional Service Agreement with Lawson-Fisher Associates for engineering design services for Eberhart Golf Course Drainage Project for a not-to-exceed amount of \$26,675.00. Mr. Watson moved to approve as presented. Mr. Prince seconded; motion carried.

Mr. Faulkner submitted a request to remove a tree and stump in the right of way at 809 Alabama. The tree has been analyzed and recommended for removal by the Park Department

Landscaper. Mr. Watson moved to approve as presented. Mr. Prince seconded; motion carried.

Mr. Faulkner also re-introduced Tom Klaer who will fill in during the search for a replacement for him.

Interim Human Resources Director Bonnie Bonham presented a contract renewal for the New Avenues Employee Assistance Program (EAP) for calendar year 2011, retroactive to January 1, 2011, and requested that the Human Resources Director be designated as the signatory to the agreement. Mrs. Bonham also presented a Business Associate Agreement which describes the restrictions and use of protected health information transmitted by electronic media and other means and also designating the Human Resource Director as signatory. Mr. Watson moved for the approval of the contract renewal with New Avenues as well as the Business Associate Agreement. Mr. Prince seconded; motion carried.

City Planner Ken Prince presented Change Order No. 1 from Casteel Construction Corporation for Merrifield Park Entrance Improvements for an increase of \$12,348.00 for a new contract amount of \$69,148.00 and moved for its approval. Mr. Watson seconded; motion carried.

Street Commissioner Mike Watson requested the Board approve the receipt of bids for one (1) ¾ ton, 4 X 4, pick-up truck with plow for Code Enforcement for Weights and Measures use to be opened on June 7, 2011, and moved for its approval. Mr. Prince seconded; motion carried.

Mr. Watson requested the Board approve the receipt of bids for one (1) 4 cylinder, 4-door, SUV for the Street Department to be opened on June 7, 2011, and moved for its approval. Mr. Prince seconded; motion carried.

Engineering Director Gary West presented a Professional Service Agreement with Greeley and Hansen for Milburn Boulevard Sewer Improvements, Division "G", for professional engineering services for flow monitoring and design for the not-to-exceed amount of \$355,510.00 and moved for its approval. Mr. Prince seconded; motion carried.

Mr. West presented an Escrow Agreement with John Boettcher Sewer and Excavating and 1st Source Bank of Niles for Douglas Road Medical Park, Phase II, and moved for its approval. Mr. Watson seconded; motion carried.

New Business:

Mr. West said a request for a Secondhand Store License has been received from Jack Guerra at 1215 E. Jefferson Boulevard. A public hearing has been set for Tuesday, May 24, 2011, at 10:00 a.m.

Mr. West said requests for disabled parking have been received from residents at 810 W. Third Street and 816 W. Grove Street. These requests have been reviewed by the Mishawaka Police Department's Traffic Bureau. Upon their review, the Police Department recommends that these applications be approved. Mr. Prince moved to approve the disabled parking requests as presented. Mr. Watson seconded; motion carried.

Mr. West said a request for disabled parking has been received from the resident at 532 N. Pine Street and has been reviewed by the Mishawaka Police Department's Traffic Bureau. Upon their review, the Traffic Bureau made "no recommendation". Police Chief Ken Witkowski recommends this request be denied. Mr. Watson moved to deny the disabled parking request for 532 N. Pine Street but can approve the installation of a "Do Not Block Drive" sign. Mr. Prince seconded; motion carried.

Mr. West indicated Grievance 2011-02 has been filed by Mishawaka Professional Firefighters Union Local 360 pertaining to minimum suppression staffing strength as a result of the 3rd ambulance.

The Board reviewed a request from the Blair Hills Recreation Committee to again block off streets for their annual Fourth of July Bike Parade to be held on Monday, July 4, 2011 between 8:30 a.m. and 9:30 a.m. Mr. Watson moved to approve the request from the Blair Hills Recreation Committee to close Blair Hills Avenue, Merrifield Avenue, Wood Lane, Bugle Lane, Steeplechase Drive, and Wheatstone Drive for their annual Fourth of July Bike Parade on July 4, 2011. Mr. Prince seconded; motion carried.

Approval of Claims:

Mr. Watson moved to approve fifteen (15) Claim Dockets for Utilities and Civil City as submitted by City Controller Yvonne Milligan for a total amount of \$7,149,170.51. Mr. Prince seconded; motion carried.

Approval of SRF Payments:

There were no applications to approve.

Open Items:

Grievance Hearings #10-01 and #10-02 originally scheduled for February 22, 2011 have been continued indefinitely until such a date that the City's witness is available.

Mr. West indicated the hearing for Grievance 2011-1 filed by the Mishawaka Professional Firefighters Local #360 originally scheduled for April 26, 2011 has been postponed indefinitely.

A hearing for Police Dispatch Grievance 2011-1 has been scheduled for Tuesday, June 7, 2011 at 11:00 a.m. in Room 106.

Unfinished Business:

There being no additional business brought before the Board, the meeting was adjourned at 10:34 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