

REGULAR MEETING OF THE MISHAWAKA
BOARD OF PUBLIC WORKS AND SAFETY/UTILITY BOARD
May 7, 2013

The regular meeting of the Board of Public Works and Safety/Utility Board was called to order by President Gary West at 10:00 a.m. All members were present. Mr. Prince moved to dispense with the reading of the minutes of April 30, 2013, and accept them as circulated.

Bid Openings:

One bid was opened for a 2013 4 X 4 Gas Powered Chassis w/Dump Body Truck for the Sewer Department and is summarized below:

VENDOR	BASE BID
Jordan Automotive, Mishawaka	
MODEL: 2014 Ford F450 Regular Cab	\$59,155.00
DELIVERY: 120 days	
DISCOUNT: 25%	

Mr. West said this bid would be forwarded to the Sewer Department for their review and consideration.

One bid was opened for a 2013 4 X 4 Gas Powered Chassis w/Service Body Truck for the Sewer Department and is summarized below:

VENDOR	BASE BID
Jordan Automotive, Mishawaka	
MODEL: 2014 Ford F350 DRW Chassis	\$47,050.00
DELIVERY: 120 days	
DISCOUNT: 25%	

Mr. West said this bid would be forwarded to the Sewer Department for their review and consideration.

Bids were opened for Main Street Whitetopping and are summarized below:

CONTRACTOR	BID TOTAL
Selge Construction, Niles, MI	\$1,063,060.59
Rieth-Riley Construction, South Bend, IN	\$1,081,528.00
Walsh & Kelly Construction, South Bend, IN	\$1,196,622.09

Mr. West said the bids would be forwarded to the City's consultant for their review and evaluation. The engineer's estimate for the project was \$1,595,000.00.

Bids were opened for Fulmer Road Area Drainage Improvements and are summarized below:

CONTRACTOR	BASE BID	ALT #1	ALT #2
Beer & Slabaugh, Nappanee, IN	\$779,956.10	\$56,444.20	(-\$35,000.00)
C & E Excavating, Elkhart, IN	\$717,899.40	\$41,695.00	(-\$2,800.00)
HRP Construction, South Bend, IN	\$697,770.00	\$57,480.00	(-\$40,250.00)
John Boettcher Sewer & Excavating, Mishawaka, IN	\$886,842.53	\$68,639.00	\$875.00

Niblock Excavating, Bristol, IN	\$741,640.33	\$68,350.70	\$24,675.00
Ritschard Bros., South Bend, IN	\$923,104.08	\$76,521.40	\$2,100.00
Rieth-Riley Construction, South Bend, IN	\$719,181.55	\$95,857.60	(-\$46,375.00)
Selge Construction, Niles, MI	\$649,482.30	\$52,374.00	\$7,000.00

Mr. West said the bids would be forwarded to the City's consultant for their review and evaluation. The engineer's estimate for the project was \$799,000.00.

Mayor's Comments:

Mayor Wood said the Postal Workers will be picking up food donations this Saturday which will benefit the Northern Indiana Food Bank. Any donations can be left next to mailboxes. Mayor Wood said 6,982 households were served by the Food Bank.

Mayor Wood said the recycling stats for April show recycling pick up increased 68 tons in one month since the distribution of the larger recycling bins.

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

Department Head Reports:

Police Chief Ken Witkowski announced that Becky Scheibelhut has been named the Mishawaka Public Safety Communications Center Dispatcher of the Year for 2013. Chief Witkowski said Ms. Scheibelhut is an 11-year veteran and currently holds the position of Communications Training Officer and IDACS Coordinator.

Chief Witkowski said Ms. Scheibelhut was directly responsible for saving the life of a young woman kayaking on Lake Michigan when the kayak capsized. The father contacted dispatch, explained the situation and provided Ms. Scheibelhut with the daughter's cell phone number. Becky contacted the young woman and kept her talking and alert on the phone while rescue workers searched the area for her.

Chief Witkowski commended Ms. Scheibelhut for her calm and professional demeanor and because she was willing to go the extra mile, a young woman's life was saved.

Fire Chief Dale Freeman reported Probationary Firefighters Kevin Cooper, Travis Corn, Chad Kinney, Richard Meyers, Jared Norton, and Jason Stauffacher had successfully completed their one year probationary period and recommended they be promoted to First Class Firefighters effective May 7, 2013. Mr. Watson moved to approve as presented. Mr. Prince seconded; motion carried.

Building Commissioner Brock Hundt requested the Board receive quotes for the demolition and removal of 635 E. Twelfth Street to be opened May 21, 2013. Mr. Prince moved to approve as presented. Mr. Watson seconded; motion carried.

Mr. Hundt presented the Building Department statistics for the month of April, 2013. He said permits for (2) new single family homes and (4) multi-family homes were issued in April.

Park Superintendent Terry Zeller submitted a request to remove one tree and stump in the right of way at 434 N. Wenger, and one tree and stump at 516 Berlin. The trees have been analyzed and recommended for removal by the Park Department Landscaper. Mr. Watson moved to approve as presented. Mr. Prince seconded; motion carried.

Human Resource Director Bonnie Bonham requested the Board approve a consulting/brokerage services agreement for health benefits with Gibson Insurance in the amount of \$54,000.00; and an agreement for the development of an on-site clinic for City employees in the amount of \$7,000.00 and designate Mayor Wood as signatory. Mr. Prince moved to approve as presented. Mr. Watson seconded; motion carried.

Engineering Director Gary West presented Change Order No. 3 Final from John Boettcher Sewer & Excavating for Bennington Drive Utility and Street Extension for an increase of \$47,846.32 for a final contract amount of \$843,828.31, and moved for its approval. Mr. Watson seconded; motion carried.

Mr. West requested the Board approve plans and advertise for bids for Milburn Area Sewer Improvements CIPP Lateral Lining Phase II to be opened May 28, 2013, and moved for its approval. Mr. Prince seconded; motion carried.

Mr. West requested the Board approve plans and advertise for bids for Fairmount Area Sewer Main and Lateral Rehabilitation to be opened May 28, 2013, and moved for its approval. Mr. Watson seconded; motion carried.

Mr. West presented a Professional Service Agreement with First Group Engineering to develop traffic signal timing plans for Grape, Main, and Douglas corridors for the not-to-exceed amount of \$132,300.00, and moved for its approval. Mr. Prince seconded; motion carried.

Approval of Claims:

There were no claims to approve.

Approval of SRF Pay Applications:

There were no applications to approve.

Public Hearing:

Mr. West opened the Public Hearing for the Mishawaka Flea Market's request to hold an outdoor flea market on May 17th and May 18th at 1006 S. Merrifield.

Paul McDonald spoke on behalf of the request. He said the vendors will be located on the grassy area north of the building.

Mr. Prince said this is a one time event only and if he wished to have the outdoor event more often, he would need to apply for a Use Variance.

Mr. West closed the Public Hearing.

Mr. Watson moved to approve the one time outdoor event. Mr. Prince seconded; motion carried.

New Business:

Mr. West said requests for renewal of Secondhand Store Licenses have been received from the businesses listed below:

Ed's Collectables, 126 N. Main Street
Guitar Center, 5825 Grape Road

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

A request from South Bend Police Department to travel through Mishawaka for "Fallen Officer Scholarship Ride" on August 3, 2013, was taken under advisement.

Old Business:

A request from "The Boot Campaign Inc." to hold a charity event in the ABC Warehouse parking lot at 5517 Grape Road on Saturday, June 1, 2013, from 1:00 p.m. to 7:00 p.m. continued under advisement.

A request from First United Methodist Church to block off their parking lot on Wednesday, July 31, 2013, for a community outreach picnic continued under advisement.

A request for "Help With Love Bike-A-Thon" on Saturday, September 14, 2013, continued under advisement.

A request for Notice of Recognition of Encroachment submitted by Bethel College for installation of a directional sign on Lowell Avenue continued under advisement.

Administrative approval of Second Hand Store License Renewal received from Julie's Used Appliances, 2302 Lincolnway West, continued under advisement due to previous building and zoning deficiencies identified on the property.

A request submitted by ASAP Towing Services for Towing Services Contract continued under advisement.

Unfinished Business:

There being no additional business brought before the Board, the meeting was adjourned at 10:47 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