

REGULAR MEETING OF THE MISHAWAKA
BOARD OF PUBLIC WORKS AND SAFETY/UTILITY BOARD
October 4, 2016

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 September 27, 2016, and accept them as circulated. Mr. Watson seconded; motion carried.

Bid Openings:

There were no bid openings.

Mayor's Comments:

Mayor Wood said the Indiana Bicentennial Torch Relay would be coming to Mishawaka on Saturday at approximately 11:20 and pass thru Beutter Park.

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

Department Head Reports:

Police Chief Ken Witkowski said he was pleased to recognize the top three (3) shooters of the Police Department for 2016. They are: Lt. Douglas Grow and Sgt. Ryan Corbett who tied for first place; and Patrol Officer First Class Andrew Sark.

Chief Witkowski requested the Board promote Sgt. Craig Nowacki, assigned to the Services Division as Training Coordinator, to the rank of Lieutenant to fill the lieutenant vacancy created when Capt. Rulli retired in July. This promotion will be effective October 4, 2016. Mr. Prince moved to approve as presented. Mr. Watson seconded; motion carried.

City Planner Ken Prince requested the Board award the quote for Hill Street Community Gardens Improvement Project to Acorn Landscaping, South Bend, the most responsive and responsible quoter, and moved for its approval. Mr. Prince indicated Acorn's quote was not the lowest as it was determined that Fuerbringer Landscaping's quote only included landscape components and they withdrew their quote. Also, Acorn's quote was inadvertently left behind when all quotes were brought to the Board room for reading. Legal Counsel was consulted and since multiple individuals from the City could verify the receipt of the quote before the required time and the error did not involve any outside interaction with those quoting, that the Acorn Landscaping quote should be opened and included. Mr. Watson seconded; motion carried.

Engineering Director Gary West presented a Letter of Engagement with Ice Miller to provide legal services for eminent domain of right-of-way on 12th Street and Tunnel Projects and provide legal assistance with subterranean easement acquisition at an hourly rate of \$395.00, and moved for its approval. Mr. Watson seconded; motion carried.

Mr. West presented a Certificate of Substantial Completion and punch list from HRP Construction on CSO Consolidation Phase II, Division 2, Wilson Boulevard (MWW 15-003), and moved for its acceptance. Mr. Prince seconded; motion carried.

Mr. West presented a Certificate of Substantial Completion and punch list from HRP Construction on Liberty Drive and Elizabeth Street Improvements (MWW 16-003), and moved for its acceptance. Mr. Watson seconded; motion carried.

Mr. West presented a Professional Services Agreement with Lawson-Fisher Associates for design, survey, geotechnical, and permitting services in Linden Area LTCP Division "B" Sewer Separation and Division "C" Project Coordination for the not-to-exceed amount of \$150,980.00, and moved for its approval. Mr. Prince seconded; motion carried.

Approval of Claims:

There were no claims to approve.

New Business:

A request from St. Joseph School to close the gates on Spring Street (between 3rd and 4th Streets) for "Trick or Trunk" for students on Tuesday, October 25, 2016, from 4:30 p.m. to 7:30 p.m. Mr. Watson moved for its approval. Mr. Prince seconded; motion carried.

A request from Beiger Elementary School and East United Methodist Church to close 3rd Street between Melville and Virgil for "Trunk or Trick" for students on Friday, October 28, 2016, from 4:30 p.m. to 9:00 p.m. Mr. Prince moved for its approval subject to normal conditions of approval for public safety. Mr. Watson seconded; motion carried.

Unfinished Business:

There being no additional business brought before the Board, the meeting was adjourned at 10:21 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