

REGULAR MEETING OF THE MISHAWAKA
BOARD OF PUBLIC WORKS AND SAFETY/UTILITY BOARD
August 1, 2017

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. All members were present. Mr. Watson moved to dispense with the reading of the minutes of July 25, 2017, and accept them as circulated. Ms. Miller seconded; motion carried.

Bid Openings:

There were no bid openings.

Mayor's Comments:

Mayor Wood was not available. Mr. Prince announced a brief staff meeting would follow today's Board meeting.

Department Head Reports:

Assistant Chief Jason Stefaniak on behalf of Chief Ken Witkowski requested the Board approve a Memorandum of Understanding with FOP #91 regarding assigned extra duty, emergency extra duty – mandatory, and split a shift when accepting an overtime assignment in response to new scheduling software program. Mr. Watson moved to approve as presented. Ms. Miller seconded; motion carried.

Chief Stefaniak presented 2016 Top Shooter Awards to Officers Brian Long, Joshua Watts, and Josh Biggs.

Chief Stefaniak requested the Board promote Probationary Patrol Officer Zachary DeGeyter to the rank of Patrol Officer Second Class, effective August 2, 2017. Ms. Miller moved to approve as presented. Mr. Watson seconded; motion carried.

Park Superintendent Phil Blasko submitted a request to remove one tree in the tree lawn at 2602 Hampton Road. The tree has been analyzed and recommended for removal by the Park Department Landscaper. Mr. Watson moved to approve as presented. Ms. Miller seconded; motion carried.

Wastewater Division Manager Karl Kopec presented CO #1 Final from HRP Construction for Oakland Avenue Lift Station Improvements for an increase of \$21,701.00 for a final contract amount of \$345,901.00. Ms. Miller moved to approve as presented. Mr. Watson seconded; motion carried.

City Engineer/Director Chris Jamrose requested the Board accept the Certificate of Substantial Completion from Rieth-Riley Construction for Gumwood Road Widening. Mr. Watson moved to approve as presented. Ms. Miller seconded; motion carried.

Ms. Jamrose requested the Board accept the 3-year Maintenance Bond from Rieth-Riley Construction for Gumwood Road Widening, to be in effect until October 30, 2017. Ms. Miller moved to approve as presented. Mr. Watson seconded; motion carried.

Ms. Jamrose requested the Board approve Right of Entry, Improvement, and Hold Harmless Agreement with John Salyer and Paula Prince for sanitary sewer lateral improvements for 2540 W. Ewing Avenue, and tree removal on common lot line of 1018 Geyer Avenue and

2540 W. Ewing Avenue. Mr. Watson moved to approve as presented. Ms. Miller seconded; motion carried.

Ms. Jamrose requested the Board approve Right of Entry, Improvement, and Home Harmless Agreement with Michelle Carriveau for sanitary sewer lateral improvements for 2540 W. Ewing Avenue and tree removal on common lot line of 1018 Geyer Avenue and 2540 W. Ewing Avenue. Ms. Miller moved to approve as presented. Mr. Watson seconded; motion carried.

City Planner Ken Prince presented a Professional Services Agreement with Abonmarche Consultants for survey services for replat of Lots 6 and 7 in Main Street Corridor First Subdivision for the not-to-exceed amount of \$3,200.00, and moved for its approval. Mr. Watson seconded; motion carried.

Mr. Prince requested the Board authorize the receipt of quotes for the demolition and removal of 209 N. Cedar Street, and moved for its approval. Ms. Miller seconded; motion carried.

Approval of Claims:

City Controller Rebecca Miller presented eighteen (18) claim dockets in the amount of \$4,997,564.49, and moved for their approval. Mr. Watson seconded; motion carried.

New Business:

Requests for disabled parking space have been received from the residents at 319 W. Sixth Street and 213 N. Indiana Avenue. These requests have been reviewed by the Mishawaka Police Department's Traffic Bureau. Upon their review, the Police Department recommends these applications be approved. Mr. Prince moved to approve the disabled parking requests as presented. Mr. Watson seconded; motion carried.

Mr. Watson moved to approve a request from Queen of Peace Church, 4508 Vistula Road, for a Waiver of Noise Ordinance and permission to hold outdoor events for their annual PeaceFest on Saturday August 27, 2017, from 8:00 a.m. to 11:00 p.m. and Sunday, August 28, 2017, from 10:00 a.m. to 5:00 p.m., subject to normal conditions of approval for public safety. Ms. Miller seconded; motion carried.

Unfinished Business:

There being no additional business brought before the Board, the meeting was adjourned at 10:13 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