

REGULAR MEETING OF THE MISHAWAKA  
BOARD OF PUBLIC WORKS AND SAFETY/UTILITY BOARD  
April 10, 2018

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 March 27, 2018 and April 3, 2018, and accept them as circulated. Ms. Miller seconded; motion carried.

Bid/Quote Openings:

One bid was received for Carnegie Library/Jesus Grill Site Improvements and is summarized below:

**BIDDER**

Ancon Construction, Goshen, IN	
BASE QUOTE	\$272,488.00
ALTERNATE #1	\$50,000.00
ALTERNATE #2	\$5,375.00
ALTERNATE #3	\$50,000.00

Mr. Prince said this bid would be forwarded to the Planning Department for their review and recommendation.

Quotes were received for replacement AC Condenser Unit for the Police Department and are summarized below:

<b>QUOTER</b>	<b>BASE QUOTE</b>
J&K HVAC, Mishawaka, IN	\$90,000.00
Dynamic Mechanical, Mishawaka, IN	\$89,379.00
Facility Mechanical, Mishawaka, IN	\$72,850.00

Mr. Prince said these quotes would be forwarded to the Police Department for their review and evaluation.

Quotes were opened for the demolition and removal of 407 E. Mishawaka Avenue and are summarized below:

<b>CONTRACTOR</b>	<b>BASE QUOTE</b>	<b>TIME TO COMPLETE</b>
Jackson Services, Rochester, IN	\$23,500.00	30 days
John Boettcher Sewer & Excavating, Mishawaka, IN	\$20,756.80	30 days
R & R Excavating, Mishawaka, IN	\$33,975.00	Per specs
Ritschard Bros., South Bend, IN	\$31,640.00	30 days

Mr. Prince said these quotes would be forwarded to the Redevelopment Department for their review and evaluation.

Mayor Comments:

Mayor Wood read letters from two residents commending the Water Department for their service.

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

Department Head Reports:

Police Chief Ken Witkowski requested the Board promote Sergeant Eric Beckham to the rank of Lieutenant effective April 10, 2018. Mr. Watson moved to approve as presented. Ms. Miller seconded; motion carried.

Parks Department Superintendent Phil Blasko requested the Board award the contract for Golf Course Chemicals and Fertilizers for 2018 to Advance Turf Solutions, Fishers, IN, the lowest most responsive and responsible quoter, for the base quote amount of \$68,027.67. Ms. Miller moved to approve as presented. Mr. Watson seconded; motion carried.

Mr. Blasko requested the Board authorize plans and authorize the receipt of quotes for Central Park Fitness Court to be opened April 24, 2018. Mr. Watson moved to approve as presented. Ms. Miller seconded; motion carried.

Sewer Maintenance Department Manager Tom Dolly requested the Board revise boot allowance for Sewer Department salaries employees from \$40 per year to \$200 every two years. Ms. Miller moved to approve as presented. Mr. Watson seconded; motion carried.

Wastewater Division Manager Karl Kopec requested the Board approve a Professional Services Agreement with Lawson-Fisher Associates for engineering services for Home Street Lift Station Upgrade for the not-to-exceed amount of \$52,500.00. Mr. Watson moved to approve as presented. Ms. Miller seconded; motion carried.

Water Division Manager Dave Majewski requested the Board authorize the receipt of bids for two (2) new 2018 full-size ¾ ton commercial type utility vans; and one (1) or more 2019 ¾ ton 4-wheel drive super/extended cab pick-up truck to be opened May 1, 2018. Ms. Miller moved to approve as presented. Mr. Watson seconded; motion carried.

City Controller Rebecca Miller presented Change Order #3 from Tyler Technologies for EnerGov Software for an increase of \$6,750.00 for a new contract amount of \$359,122.00, and moved for its approval. Mr. Watson seconded; motion carried.

City Engineer/Director Chris Jamrose requested the Board approve a Professional Services Agreement with DLZ for design services for Twelfth Street Improvements from Dodge Avenue to Campbell Street (Phase 3) for the not-to-exceed amount of \$1,313,750.00. Mr. Watson moved to approve as presented. Ms. Miller seconded; motion carried.

Ms. Jamrose requested the Board approve plans and authorize the receipt of bids for Milburn Area Improvements – Alabama, Jackson, and Burdette Streets to be opened May 1, 2018. Ms. Miller moved to approve as presented. Mr. Watson seconded; motion carried.

Ms. Jamrose requested the Board accept a 3-year Maintenance Bond from HRP Construction for Fourth Street LTCP Improvements to be in effect until May 30, 2020. Mr. Watson moved to approve as presented. Ms. Miller seconded; motion carried.

Ms. Jamrose requested the Board accept a 3-year Maintenance Bond from HRP Construction For Linden Area LTCP, Division C, to be in effect until March 5, 2021. Ms. Miller moved to approve as presented. Mr. Watson seconded; motion carried.

City Planner Ken Prince requested the Board authorize the receipt of quotes for grass cutting services for Department of Community Development owned vacant lots to be opened April 24, 2018, and moved for its approval. Mr. Watson seconded; motion carried.

Approval of Claims:

City Controller Rebecca Miller presented twenty (20) claim dockets in the amount of \$4,193,539.08, and moved for their approval. Mr. Watson seconded; motion carried.

Public Hearing:

Mr. Prince opened the public hearing for tattoo and body piercing permit for Jennifer Gerber operating at 6910 N. Main Street for microblading services. Ms. Gerber said she has approval from St. Joseph County and the facility has been inspected.

Mr. Prince closed the Public Hearing and moved for approval. Ms. Miller seconded; motion carried.

New Business:

Mr. Watson moved to approve a request from the Memorial Day Parade Committee to detour traffic on a portion of SR 933, Main Street, and Mishawaka Avenue from 9:30 a.m. to 11:00 a.m. as the route for the annual Memorial Day Parade and using portions of Spring, Mill, Race, and Third Streets 9:00 a.m. to 9:30 a.m. for parade staging on Monday, May 28, 2018. Ms. Miller seconded; motion carried.

Ms. Miller moved to approve the request from Get Wet for a Vet, Inc., seeking approval for a motorcycle ride using various City streets (Jefferson, Cedar, Lincolnway, Church) and county roads and Capital Avenue on Saturday, July 14, 2018, from 10:00 a.m. to 1:00 p.m., provided they continue to work with the Police Department on the route. However, the Police and Fire Departments recommending denying the request to close Jefferson Boulevard between Maplehurst and Lynn Streets for staging as requested. 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.

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