

REGULAR MEETING OF THE MISHAWAKA
BOARD OF PUBLIC WORKS AND SAFETY/UTILITY BOARD
November 19, 2019

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 November 12, 2019, and accept them as circulated. Ms. Miller seconded; motion carried.

Bid Opening:

Bids were opened for one (1) new 12/16/20/22.4 MVA Power Transformer for Union Street Substation for the Electric Department and are summarized below:

BIDDER

COMPANY: PTTI, Canonsburg, PA
BASE BID: \$620,685.00
SHIP DATE: 280 days

COMPANY: Howard Power Solutions, Laurel, MS
BASE BID: \$532,000.00
SHIP DATE: Not Specified

COMPANY: Solomon Corporation, Solomon, KS
BASE BID: \$544,030.00 *Remanufactured Unit
\$ 35,500.00 Field Services
TOTAL BID: \$579,530.00
SHIP DATE: 18-24 weeks

COMPANY: OTC Services, Inc., Louisville, OH
BASE BID: \$676,778.00
SHIP DATE: Less than 312 days

COMPANY: PEPCO – Professional Electric Products Co., Akron, OH
BASE BID: \$654,500.00
SHIP DATE: 266-280 days

COMPANY: Wesco Distribution, Inc., Daleville, IN
BASE BID: \$797,515.00
SHIP DATE: 196 days

COMPANY: Brownstown Electric Supply Co., Inc., Brownstown, IN
BASE BID: \$552,053.00
SHIP DATE: 308 DAYS

COMPANY: Delta Star, Inc., Lynchburg, VA
BASE BID: \$626,950.00 – Virginia
\$539,550.00 – Quebec facility
SHIP DATE: 350-378 days – Virginia
182-210 days – Quebec facility

COMPANY: Virginia Transformer Corp., Roanoke, VA
BASE BID: \$540,686.00
SHIP DATE: 210 days

COMPANY: Niagara Transformer Corp., Buffalo, NY
BASE BID: \$606,867.00
SHIP DATE: 46 days

Mr. Prince said these bids would be forwarded to the Electric Department's consultant for their review and evaluation.

Mayor's Comments:

Mayor Wood said the ribbon cutting ceremony for the Ernestine M. Raclin building at Center for Hospice would be held this morning.

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

Department Head Reports:

Police Chief Ken Witkowski presented Sgt. Eric Petersen as Mishawaka Police Officer of the 2nd Quarter 2019.

Chief Witkowski said Sgt. Petersen was instrumental in apprehending several "wanted" individuals who were in our area. One was wanted for first degree murder out of Illinois and the second from Michigan was an escapee wanted for felony resisting law enforcement and robbery. He said as a result of Sgt. Petersen's efforts, he was able to prevent any further crimes by these suspects.

Mayor Wood recognized Sgt. Eric Petersen as recipient of Officer of the 2nd Quarter 2019.

Fire Chief Bryon Woodward requested the Board place Travis Sears on Administrative Leave with pay to be effective retroactively to November 15, 2019. Mr. Watson moved to approve as presented. Ms. Miller seconded; motion carried.

Parks Department Superintendent Phil Blasko requested the Board approve Supplemental Agreement #1 with Lehman & Lehman for Twin Branch Park Phase III for an increase of \$10,525.00 for a new not-to-exceed amount of \$40,975.00. Ms. Miller moved to approve as presented. Mr. Watson seconded; motion carried.

Mr. Blasko submitted a request to remove one tree and stump in the tree lawn at 425 N. Mason Street. 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.

Electric Department Manager Rick Springman requested the Board approve a Professional Services Agreement with Spectrum Engineering for design services for 12kV upgrade at the Union Street Substation for the not-to-exceed amount of \$155,249.00, and designate the Electric Division Manager as signatory on financial claims. Ms. Miller moved to approve as presented. Mr. Watson seconded; motion carried.

City Engineer/Director Chris Jamrose requested the Board approve Supplemental Agreement #1 with Lawson-Fisher Associates for various sites in downtown Mishawaka (bounded by Lincolnway, West River, and Main) for an increase of \$15,500.00 for a new not-to-exceed amount of \$170,415.00. Mr. Watson moved to approve as presented. Ms. Miller seconded; motion carried.

City Planner Ken Prince requested the Board renew the contract with Blacharski's Automotive for snow and ice removal services for (4) municipal parking lots and public

sidewalks for lots owned by Redevelopment Department for 2019/2020 snow removal season at the same rates, and moved for its approval. Mr. Watson seconded; motion carried.

Mr. Prince presented a Professional Services Agreement with Alliance Architects for design services for remodeling 100 Lincolnway West for use as a City facility for multiple offices for the not-to-exceed amount of \$83,600.00, and moved for its approval. Ms. Miller seconded; motion carried.

Mr. Prince presented a Professional Services Agreement with Helman Sechrist for design services for remodeling 100 Lincolnway West for use as a City facility for multiple offices for the not-to-exceed amount of \$35,000.00, and moved for its approval. Mr. Watson seconded; motion carried.

Mr. Prince presented a Professional Services Agreement with The Troyer Group for design services for Mill Street Streetscape for the not-to-exceed amount of \$10,000.00, and moved for its approval. Mr. Watson seconded; motion carried.

Mr. Prince presented a Professional Services Agreement with Jones Petrie Rafinski for design services for Mill Street Streetscape for the not-to-exceed amount of \$10,000.00, and moved for its approval. Ms. Miller seconded; motion carried.

Mr. Prince presented a Professional Services Agreement with TecServ Environmental for Phase I Environmental Site Assessment for 1534 E. Twelfth Street for the not-to-exceed amount of \$1,800.00, and moved for its approval. Mr. Watson seconded; motion carried.

Approval of Claims:

City Controller Rebecca Miller presented eighteen (18) claim dockets in the amount of \$9,236,570.02, and moved for their approval. Mr. Watson seconded; motion carried.

Hearings:

Mr. Prince opened the Public Hearing for Tattoo and Body Piercing Permit for LaSheen Taylor employed by Xclusive Beauty n/Brows at 605 W. Edison Road, Unit L.

LaSheen Taylor, 797 Pulling Street, South Bend, said she was a licensed cosmetologist and will be doing microshading which is classified as tattooing.

Mr. Prince closed the Public Hearing.

Mr. Prince moved to approve the Tattoo and Body Piercing Permit for LaSheen Taylor. Mr. Watson seconded; motion carried.

New Business:

Mr. Prince moved to approve a request for renewal of a Secondhand Store License received from Cashland Financial Services, 702 S. Ironwood Drive. Ms. Miller seconded; motion carried.

A request for two (2) disabled parking spaces have been received from the business at 602 E. Mishawaka Avenue. This request has been reviewed by the Mishawaka Police Department's Traffic Bureau. Upon their review, the Police Department recommends one disabled parking space be located around the corner on Chestnut Street. Mr. Prince moved to approve the disabled parking request as presented. Mr. Watson seconded; motion carried.

Unfinished Business:

There being no additional business brought before the Board, the meeting was adjourned at 10:30 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