

The Board of Public Works and Safety of Plymouth, Indiana, met in Regular Session at 6:00 p.m. on August 8, 2022. The meeting was held in the Council Chambers, on the second floor of the City Building, 124 N. Michigan St., Plymouth, Indiana.

Mayor Senter called the meeting to order. Senter presided for Board Members Duane Culp, Jeff Houin, Shiloh Milner, and Bill Walters who were physically present. City Attorney Surrisi and Clerk-Treasurer Gorski were present. The public was able to see and hear the meeting through Microsoft Teams.

Board Members Culp and Walters moved and seconded to approve the minutes of the regular session of the Board of Public Works and Safety meeting of July 25, 2022. The motion carried.

Utility Superintendent Davidson states that he has a recommendation for the Solar Project at the Wastewater Treatment Facility and to start with the engineer's estimate was \$994,560.00. He states that Retro-Tech Systems out of Valparaiso was \$993,514.00 and Solar Energy Solutions out of Nappanee was \$1,017,792.00. He states that bids were less than 2.5% between the two it was \$24,278.00.

He explains that in his review of Retro-Tech Systems he found that they were new to Solar Industry according to their cover letter. He states that consequently they did not offer any references or any current/previous solar insulations. He states that the references provided were for lighting replacement projects in schools and water meter replacement projects. He adds that doesn't fit with their application. He explains that they also offered an alternative for inverters and in the event of availability being an issue they did not provide a cost using the alternative.

He explains that in his review of Solar Energy Systems he found them to be an experienced provider/installer. He adds that they did provide four references in which he had contacted three and received two responses. He states that both references provided positive responses to the following questions. Was the project within budget, workmanship, knowledge of installation, and contract completed with contract limits. He states that there was only one comment which involved the contract being completed within contract limits. He adds that their portion of the contract was completed but the delays came down to NIPSCO's ability to fire up the project and get their portion completed. He states that was at no fault of Solar Energy Systems. He states that SES also offered two alternatives for inverters with pricing for both being lower than the official bid price. He states that Bruce Breeden is here representing Telamon, who is the city's consultant in the project. He states that Telamon rated Retro-Tech Systems at 210

and Solar Energy Systems at 214. He states that including his review of SES's experience and verified experience on like projects, his recommendation would be to award it to Solar Energy Systems even though they are not the low bid.

Breeden states that he has another piece of good news and that is on the US Senate for action. He states that out of the million dollars the city will be receiving a check for over \$320,000.00 assuming the House of Representatives passes this Friday, and the president signs the legislation in on Saturday. He states that in addition, the city will also receive the 30% of Telamon's fees as a rebate. He states that there has been an incentive tax credit for many years but since cities, towns, schools, churches, etc. don't pay taxes and are tax exempt. He adds that they have never been able to claim that incentive tax credit and in this legislation that has been argued for years does include all not for profits across the United States if they put in solar arrays starting this year. He states that going back to January 1<sup>st</sup>, they qualify for that. He states that in talks with Davidson and Surrisi that this was really close on the bids, but they recommended not the low bid, but they were not going to make a hard recommendation one way or the other to allow for Davidson to really look into it. He states that it comes down to the \$20,000.00+ difference in cost and experience.

Surrisi asks assuming that legislation gets passed if there were any steps or deadlines Breeden was aware of that they need to follow to claim that rebate.

Breeden states that it is all a political debate right now and he has a workshop the 10<sup>th</sup> of August to get the ins and outs completely on it. He states that he is aware that the House is not making any changes or amendments because they do not want to slow the process down to get it in before Labor Day. He states that if that is true that it will be signed this weekend that it will be retroactive to January 1, 2022. He explains that they do need to be complete by the end of the year to apply for this year. He states that the shaky part that he does not know until Thursday is if the control of the House and the Senate change in 2023, would they stop that project. He states that they do not know that yet but what they do know is that in 2022 they will be fine.

Houin asks for clarity that Davidson recommends the bid go to Solar Energy Systems.

Davidson agrees.

Board Members Houin and Milner moved and seconded to award the Wastewater Treatment Plant Solar Project to Solar Energy Systems as recommended. The motion carried.

Street Superintendent Marquardt states that he wished to address the fuel situation. He states that they did receive a load of 8,000 gallons this last week and it is now down \$1.17/

gallon, and the total price came up to be \$9,334.30 cheaper than their last load. He explains that they are still going to have to do an additional appropriation for the last two loads. He states that he is going to get with the Clerk-Treasurer to discuss that. He states that due to the last Clerk-Treasurer cutting the budget somewhat and the price skyrocketing they are going to be a little short.

**Opening Columbarium Quotes:**

Cemetery Superintendent Collins and City Attorney Surrisi open the Columbarium

Quotes.

**Columbarium Quotes:**

|                               |                    |
|-------------------------------|--------------------|
| <b>Carl Kay Memorials</b>     | <b>\$27,205.00</b> |
| <b>The Remembrance Centre</b> | <b>\$18,030.00</b> |
| <b>South Bend Monument</b>    | <b>\$20,188.00</b> |
| <b>Palmer Funeral Home</b>    | <b>\$38,470.00</b> |

Collins asks for permission to award the bid to the lowest quote once everything has been reviewed.

Board Members Houin and Walters moved and seconded to award the bid to the lowest quote after review. The motion carried.

Clerk-Treasurer Gorski presented the Request to Block Parking Spaces from Shiloh

Milner. Shiloh Milner was in attendance to present her request.

Milner explains that this request is presented tonight in the case that they bring a lift. She states that their second thought was that they may be able to bring a ladder and if that is the case that they will just need to block off a couple spaces as well as the sidewalk in front of the shop.

Mayor Senter asks if this is just her building.

Milner responds by stating that this is for the apartment that is above the shop.

Houin asks for clarification that this is on a Monday.

Milner responds by stating that this is on a Monday, and no one is closed on the block, but she has spoken with Randy Danielson at the Rees Theatre as they have a lot of stuff there as well, so he is aware. She states that everyone else is aware except for Jim Vinal at Opie's Deli who she still needs to speak to.

REQUEST FORM  
CITY OF PLYMOUTHDate: 8/21/22

Notice to BOARD OF PUBLIC WORKS AND SAFETY, CITY OF PLYMOUTH, INDIANA

Kindly review of the following request:

Must replacement windows will be  
installing new windows on 8/22/22. They  
may need up to 7 parking spaces beginning  
in front of my Shop at 110 N. Michigan St.  
and going down as far as the Red Theatre.  
I've contacted the Reds, so they are aware as  
well as other Shop owners. They are also  
requesting that section of sidewalk to be  
closed as well for safety.

Signed: Shilah MilnerPhone Number 574-767-0356Print Name Shilah Milner Address 304 Webster Ave  
Plymouth, IN 46513In-Office Only:  
Determination of RequestApproved by Board of Public Works & Safety on August 8, 2022

Return original form to Clerk-Treasurer's office after determination is complete.

Signed: Emily GorskiTitle Clerk-Treasurer

Board Members Houin and Culp moved and seconded to approve the request as presented. The motion carried with Milner abstaining.

Clerk-Treasurer Gorski presented the Petition to Replace Signage from Page Luva. Page Luva was in attendance to present her request.

Luva states that she would like the yield signs replaced due to people not properly yielding there. She states that they have multiple children that live in the neighborhood, as well as her children, and they like to ride their bikes up and down the sidewalk. She states that she herself has almost been hit even driving by there as people just fly past the yield signs. She adds that they get a lot of foot traffic through there especially during summer now that school is starting and the Blueberry Festival. She states that the sidewalk there in front of her home just stops and it is just grass all the way to Fairbanks. She states that she sees children walking by and

end up having to get off the sidewalk and just start walking in the middle of the road. She expresses that she just doesn't want an accident to happen.

Mayor Senter states that he spoke to Marquardt today who is on Microsoft Teams tonight and he states that he believes he was okay with the changes to the signs however the sidewalk is a different story.

Marquardt reclarifies the point that changing the signs would be a good thing where the street comes out all the way from the park as it is very narrow so that would help slow people down. He states that he is aware that the sidewalk ends at Luva's house and there is two more lots without a sidewalk. He states the only problems he may have is a decent sized tree towards the corner and also to try to tie the sidewalk with the crosswalk across Fairbanks with the way that it has been done over the last five years. He restates that it would be hard to tie that in to make it safe so they may have to investigate that a lot more as that corner can become congested in the mornings and evenings from school traffic. He states that as for stop signs that can be addressed easily.

Luva states that she is aware that the trees Marquardt mentioned had been removed.

Marquardt states that his recommendation right now is that the sidewalk issue would really need to be looked into to see if that can be tucked in the way that corner section is offset. He states that he is unsure if that is one more place where they want to put a legal crosswalk if that would cause a confusion with traffic or not.

Luva states that would be great, but she does believe that it would be in the best interest of the city and the kids to extend that sidewalk.

Houin states that he does not spend enough time there to really have an idea on the amount of traffic, but he does use Grand Avenue to travel from his home to the park a lot. He states that when cars are parked on the street that it does make it difficult to see what is coming and that he is usually walking or biking. He states that as for cars that don't slow down there, they would have no way to see if traffic is coming so stop signs are a good suggestion.

Board Members Houin and Walters moved and seconded to approve the request install the stop signs along with the request that the Street Superintendent further investigate the feasibility to install sidewalks there. The motion carried.

# REQUEST FORM

## CITY OF PLYMOUTH

Date 8-03-2022

Notice to BOARD OF PUBLIC WORKS AND SAFETY, CITY OF PLYMOUTH, INDIANA  
Kindly take care of the following request:

I would like to petition the city  
of Plymouth to replace the yield  
signs on the corners of Grand Ave and  
Franklin Ave with stop signs and also  
extend and repair the sidewalk in front  
of 325 Franklin Ave to the corner of Fairbank Ave.  
Due to the safety of the neighborhood children,

~~Requester Name~~325 Franklin Ave Plymouth, IN

Address

Phone number 514-767-0072

## Determination of request:

Board of Public Works + Safety approved Stop signs to  
replace Yield signs at Grand Ave + Franklin St.

Return original form to Clerk-Treasurer's  
Office after determination is complete.

Lynn M. Gorski Clerk-Treasurer  
Signature Title

Board of Public Works + Safety requested  
Street Superintendent Margueret to  
evaluate the side walk extension from 325  
Franklin Street to Fairbanks Avenue.

Board Members Culp and Milner moved and seconded to allow the payroll for August 15, 2022 and the claims for August 8, 2022, as entered in Claim Register #2022-15. The motion carried.

Board Members Houin and Walters moved and seconded to accept the following

communications:

- August 8, 2022 Docket
- July 26, 2022 Technical Review Committee Minutes
- Plymouth Fire Department Activity Report July 2022

The motion carried.

There being no further business, Board Members Walters and Milner moved and seconded to adjourn, Senter declared the meeting adjourned at 6:19 p.m.

APPROVED:

Lynn M. Gorski  
Lynn M. Gorski  
Clerk-Treasurer

Mark Senter  
Mark Senter  
Mayor

PFD  
Departmental Activity Report

Current Period: 07/01/2022 to 07/31/2022, Prior Period: 01/01/2022 to 07/31/2022  
00:00 to 24:00  
All Stations  
All Shifts  
All Units  
Fire Alarm Responses, EMS Alarm Responses, Training Classes, Activities (Non-Incident), Equip  
Main/Testing, Departmental Events

| Category  | Current Period |           | Prior Period |           |
|---|----------------|-----------|--------------|-----------|
|   | Count          | Staff Hrs | Count        | Staff Hrs |
| Fire Alarm Situations                             |                |           |              |           |
| Chemical release, reaction, or toxic condition    | 0              | 0.00      | 1            | 7.60      |
| Children complaint                                | 0              | 0.00      | 2            | 5.09      |
| Combustible/flammable spills & leaks              | 3              | 10.41     | 7            | 17.89     |
| Dispatched and cancelled en route                 | 16             | 19.10     | 137          | 373.32    |
| Electrical wiring/equipment problem               | 0              | 0.00      | 4            | 60.07     |
| Emergency medical service (EMS) Incident          | 152            | 635.22    | 1,169        | 3,492.01  |
| False alarm and false call, Other                 | 6              | 7.54      | 20           | 64.68     |
| Fire, Other                                       | 0              | 0.00      | 3            | 16.62     |
| Good intent call, Other                           | 0              | 0.00      | 2            | 2.75      |
| Hazardous condition, Other                        | 0              | 0.00      | 2            | 3.41      |
| Harvey release investigation w/no Harvey          | 1              | 0.40      | 1            | 0.40      |
| Medical assist                                    | 1              | 0.26      | 31           | 73.64     |
| Mobile property (vehicle) fire                    | 2              | 22.45     | 8            | 35.65     |
| Natural vegetation fire                           | 3              | 8.26      | 9            | 97.05     |
| Outside rubbish fire                              | 2              | 1.54      | 5            | 15.70     |
| Public service assistance                         | 0              | 0.00      | 5            | 12.22     |
| Rescue, emergency medical call (EMS), other       | 0              | 0.00      | 1            | 0.80      |
| Severe Weather & Natural Disaster - Specified     | 1              | 1.21      | 1            | 1.21      |
| Smoke, odor problem                               | 0              | 0.00      | 6            | 52.60     |
| Steam, Other gas mistaken for smoke               | 1              | 4.58      | 3            | 18.29     |
| Structure fire                                    | 3              | 29.36     | 11           | 106.25    |
| System or detector malfunction                    | 0              | 0.00      | 6            | 19.83     |
| Unintentional system/detector operation (no fire) | 1              | 0.70      | 3            | 15.36     |
| Water problem                                     | 0              | 0.00      | 3            | 22.91     |
|   | 192            | 741.03    | 1,449        | 4,514.25  |
| Training  |                |           |              |           |
| Hydrant Hook up                                   | 0              | 0.00      | 2            | 3.00      |
| Active Shooter                                    | 0              | 0.00      | 32           | 107.00    |
| Advanced Med. Life Support                        | 0              | 0.00      | 14           | 112.00    |
| Airway Management                                 | 0              | 0.00      | 5            | 20.00     |

\* Staff hours for Fire Alarm responses that have an associated EMS alarm record are considered shared hours. Shared hours are posted only with the EMS alarm responses to avoid duplication of staff hours in totals.

08/01/2022 14:29

Page 1

| Category                      | Current Period |           | Prior Period |           |
|-------------------------------|----------------|-----------|--------------|-----------|
|                               | Count          | Staff Hrs | Count        | Staff Hrs |
| Training                      |                |           |              |           |
| Alternative Fuel              | 31             | 51.50     | 31           | 51.50     |
| Ambulance Ops                 | 0              | 0.00      | 3            | 1.50      |
| Ambulants                     | 0              | 0.00      | 8            | 6.00      |
| Apparatus / Equipment         | 4              | 4.00      | 19           | 26.00     |
| Apparatus Check Procedures    | 2              | 2.00      | 2            | 2.00      |
| Audio and review              | 15             | 30.00     | 86           | 160.50    |
| Austin Spectrum Disaster      | 0              | 0.00      | 1            | 1.00      |
| Canister Lab                  | 0              | 0.00      | 1            | 2.00      |
| Cards                         | 0              | 0.00      | 17           | 17.50     |
| Class Review                  | 2              | 4.00      | 2            | 4.00      |
| COP/WEB/ECOC                  | 0              | 0.00      | 2            | 2.00      |
| CPR Review                    | 0              | 0.00      | 28           | 84.00     |
| Diabetes                      | 0              | 0.00      | 13           | 26.00     |
| Driving Apparatus & Pumping   | 0              | 0.00      | 6            | 14.00     |
| EMS Audit & Review            | 0              | 0.00      | 3            | 1.50      |
| EMS ECHO                      | 2              | 2.50      | 3            | 4.50      |
| EMS Skills                    | 0              | 0.00      | 24           | 75.00     |
| EMT-B                         | 0              | 0.00      | 69           | 272.00    |
| Epi/nephrine Administration   | 0              | 0.00      | 2            | 1.00      |
| ESO                           | 4              | 8.00      | 4            | 8.00      |
| ESO Software Reporting        | 0              | 0.00      | 5            | 10.00     |
| Evacuation                    | 0              | 0.00      | 19           | 57.00     |
| FF 1-11                       | 0              | 0.00      | 12           | 37.00     |
| Fire Behavior                 | 0              | 0.00      | 22           | 110.00    |
| Fire Control, General         | 0              | 0.00      | 5            | 7.50      |
| Fire Department Organization  | 6              | 6.00      | 6            | 6.00      |
| Fire Search & Rescue          | 0              | 0.00      | 1            | 4.00      |
| Fire Stream                   | 0              | 0.00      | 2            | 6.00      |
| Forceable Entry               | 0              | 0.00      | 1            | 3.00      |
| Gas Pipe Line Safety          | 0              | 0.00      | 1            | 1.50      |
| General Building Construction | 0              | 0.00      | 1            | 3.00      |
| Generalized Weakness          | 0              | 0.00      | 11           | 11.00     |

\* Staff hours for Fire Alarm responses that have an associated EMS alarm record are considered shared hours. Shared hours are posted only with the EMS alarm responses to avoid duplication of staff hours in totals.

08/01/2022 14:29

Page 2

| Category                        | Current Period |           | Prior Period |           |
|---------------------------------|----------------|-----------|--------------|-----------|
|                                 | Count          | Staff Hrs | Count        | Staff Hrs |
| <b>Training</b>                 |                |           |              |           |
| Hazmat Awareness and Operations | 0              | 0.00      | 6            | 23.00     |
| Heat Emergencies                | 20             | 20.00     | 24           | 22.00     |
| IRPAA                           | 0              | 0.00      | 8            | 8.00      |
| Hose Test                       | 0              | 0.00      | 1            | 2.00      |
| Human Anatomy                   | 0              | 0.00      | 4            | 4.00      |
| Ice Rescue                      | 0              | 0.00      | 23           | 69.00     |
| Infants & Children              | 0              | 0.00      | 4            | 4.00      |
| Infection Control               | 1              | 1.00      | 1            | 1.00      |
| Inspector Training              | 0              | 0.00      | 7            | 17.00     |
| Internal Controls               | 3              | 3.00      | 3            | 3.00      |
| IV Maintenance                  | 0              | 0.00      | 1            | 0.50      |
| MCI                             | 0              | 0.00      | 55           | 361.00    |
| Obstetrics                      | 0              | 0.00      | 3            | 12.00     |
| PH ILS                          | 0              | 0.00      | 22           | 176.00    |
| Pathophysiology                 | 0              | 0.00      | 5            | 20.00     |
| Red. Adv. Life Support          | 0              | 0.00      | 2            | 11.00     |
| Reliable Emergencies            | 0              | 0.00      | 24           | 39.00     |
| Personal Protective Equip.      | 0              | 0.00      | 24           | 36.00     |
| Pharmacology                    | 0              | 0.00      | 21           | 42.00     |
| PPE                             | 0              | 0.00      | 1            | 4.00      |
| Protocol Review                 | 1              | 1.50      | 1            | 1.50      |
| Protocol Test                   | 2              | 1.00      | 10           | 9.00      |
| Public Relations                | 5              | 12.50     | 13           | 35.50     |
| Pump Operations                 | 0              | 0.00      | 10           | 19.00     |
| Respiratory Emergencies         | 0              | 0.00      | 7            | 14.00     |
| roof ventilation                | 0              | 0.00      | 23           | 69.00     |
| Ropes & Knots                   | 0              | 0.00      | 14           | 21.00     |
| Safety in the Workplace         | 0              | 0.00      | 3            | 1.50      |
| Seizure                         | 0              | 0.00      | 10           | 12.00     |
| Septals                         | 0              | 0.00      | 13           | 26.00     |
| SLCs                            | 1              | 1.00      | 16           | 31.00     |
| tanker ops                      | 0              | 0.00      | 2            | 4.00      |

\* Staff hours for Fire Alarm responses that have an associated EMS alarm record are considered shared hours. Shared hours are posted only with the EMS alarm responses to avoid duplication of staff hours in totals.

08/01/2022 14:29

Page 3

| Category                     | Current Period |           | Prior Period |           |
|------------------------------|----------------|-----------|--------------|-----------|
|                              | Count          | Staff Hrs | Count        | Staff Hrs |
| <b>Training</b>              |                |           |              |           |
| Test and Skills              | 2              | 2.00      | 2            | 2.00      |
| Trauma                       | 0              | 0.00      | 17           | 44.00     |
| Trauma in OB                 | 0              | 0.00      | 11           | 11.00     |
| Tol. EMS Bus. Mrg            | 0              | 0.00      | 24           | 36.00     |
| Volunteer Fire Business Mrg. | 28             | 42.00     | 144          | 168.67    |
| Water Supply                 | 0              | 0.00      | 1            | 2.00      |
| Weather Safety               | 0              | 0.00      | 4            | 2.00      |
|                              | 129            | 192.00    | 1,027        | 2,617.67  |

\* Staff hours for Fire Alarm responses that have an associated EMS alarm record are considered shared hours. Shared hours are posted only with the EMS alarm responses to avoid duplication of staff hours in totals.

08/01/2022 14:29

Page 4