

## REGULAR SESSION, BOARD OF PUBLIC WORKS AND SAFETY, September 26, 2022

The Board of Public Works and Safety of Plymouth, Indiana, met in Regular Session at 6:00 p.m. on September 26, 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 September 12, 2022. The motion carried.

Police Chief Bacon states that he is requested approval tonight to extend a conditional offer of employment to Jeremy Enyart for their last officer opening. He states last year Enyart left the Plymouth Police Department to go to Argos and he is looking to return.

Board Members Walters and Houin moved and seconded to approve the request to extend a conditional offer of employment to Jeremy Enyart. The motion carried.

Cemetery Superintendent Collins reminds the board that a month ago they had a couple in here concerned about the property lines with the cemetery on the southwest corner. He states that the survey has been completed and the tree that was in question is right on the property line. He explains that the issue was the limbs hanging over the owner's barn. He questioned if the city would be willing to go half on the payment to get the limbs cut off. Collins states that he doesn't have a problem with it but he just needs to get a quote and see how much it is going to cost. He explains that they paid half for the survey so it would make sense to go half on the tree limbs.

Mayor Senter asks how much it would cost to cut it down completely.

Collins responds by stating that he would not as it is a large tree and would cost a couple thousand dollars from what he would estimate. He states that the property owner explained that he would be fine with just getting the limbs cut off above the barn that is rubbing the roof.

Collins states that there is also one dead tree behind the shed that is leaning towards the property owner's shed and it could eventually fall down on his shed.

Mayor Senter asks if that one is the city's tree.

Collins responds by stating that one is entirely the city's tree. He restates that he is going to get quotes and see how much it is going to cost and then is looking to proceed with the Board's permission.

Houin asks for both of them.

Collins responds by stating that it would be to trim the one and cut down the other completely. He states that the one in the back next to the shed is dead and it is not very large.

Mayor Senter asks if that is one that the Street Department could do.

Marquardt responds by stating that it is not. He states that given its size that he would look towards the contractor that the city has been using.

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

Street Superintendent Marquardt states that they had received an email from NIPSCO. He explains that they have been talking about relocating gas service out of basements from the alley as they are not supposed to be there per their rules. He states that they have been in talks with the Street Department and paid for street cuts. He explains that they have met with contractors in regards to fixing sidewalks and the brick when they are done. He states that these talks have been going all Summer and he finally got an email from them that they are going to be doing this October 4, 2022. He states that the road will need to be blocked on Garro Street at least half a block down from the Post Office would be closed. He adds that the alley at the Post Office would be closed as well. He states that they are hoping for a day or two at the most. He states that they have been in contact with the Post Master and they are on board with this as well. He states that October 4<sup>th</sup>, NIPSCO will have 3 street cuts to do and will have to remove brick and sidewalk.

Houin asks for a time for how long this will take.

Marquardt responds by stating that they are hoping for a day but it will possible be two depending on how it goes.

Marquardt states that as far as Tactical Urbanism goes, he states that they will still need to do some painting on the lines for the center section of Michigan and Garro Street. He states that they were going to try on the first of October but seeing how the Rees Theatre is going to be having their grand opening they are ideally hoping for the fourth of October.

Clerk-Treasurer Gorski presented the Request to Reserve Parking Spaces for Entertainment Vehicle Parking from Mayor Mark Senter.

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



**REQUEST FORM  
CITY OF PLYMOUTH**

Date: 9-26-22

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

Kindly review of the following request:

REQUEST ALL THE PARKING SPACES ON BOTH  
SIDES OF LAORTE ST. BE RESERVED FOR ENTER-  
TAINMENT VEHICLE PARKING. THIS WILL BE  
FROM THE ALLEY BEHIND THE REES WEST  
TO MICHIGAN ST. SATURDAY 10-1 FROM  
7AM TO 11PM

Signed Mark CD

Phone Number 936-6717

Print Name MARK SENTER, MAYOR Address 124 N. MICH

In-Office Only:  
Determination of Request

Approved by Board of Public Works + Safety 9/26/22

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

Signed Sharon Sparks

Title Clerk - Treasurer

Board Members Milner and Walters moved and seconded to allow the claims for September 26, 2022, as entered in Claim Register #2022-19. The motion carried.

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

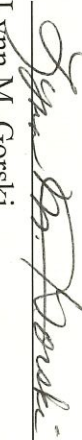
communications:

- September 26, 2022 Docket
- Water Department Activity Report – August 2022
- Wastewater Department Activity Report – August 2022

The motion carried.

## REGULAR SESSION, BOARD OF PUBLIC WORKS AND SAFETY, September 26, 2022

There being no further business, Board Members Houin and Culp moved and seconded to adjourn, Senter declared the meeting adjourned at 6:09 p.m.

  
Lynn M. Gorski  
Clerk-Treasurer

APPROVED:

  
Mark Senter  
Mayor

**CITY OF PLYMOUTH WATER DEPARTMENT**  
**Board of Public Works and Safety**  
**August 2022 Monthly Report**

PLANT OPERATIONS

|   |                           |
|---|---------------------------|
| Water Treated - Ledyard Water Treatment Plant   | 26,551,688 gallons        |
| Water Treated - Pine Water Treatment Plant  | <u>21,340,174 gallons</u> |
| Water Treated - Total   | 47,891,862 gallons        |
| Water Treated - Daily Average - Ledyard Water Treatment Plant                                 | 856,506 gallons           |
| Water Treated - Daily Average - Pine Water Treatment Plant                                    | <u>688,393 gallons</u>    |
| Water Treated - Daily Average - Combined  | 1,544,899 gallons         |
| • Backwashed filters at Ledyard Water Treatment Plant 9 times for a total of 756,000 gallons. |                           |
| • Backwashed filters at Pine Water Treatment Plant 13 times for a total of 1,248,000 gallons. |                           |
| • Total backwash usage for the month was 2,004,000 gallons.                                   |                           |

MAINTENANCE WORK ORDERS COMPLETED

- 17- Ledyard Water Treatment Plant Maintenance
  - Completed auxiliary generator test.
  - Completed temperature checks on high service pumps.
  - Cleaned and inspected chlorine injectors.
  - Inspected both water towers.
  - Completing the final adjustment on the permanganate analyzer.
  - Meeting with Peerless Midwest on new test well at #2B site.
  - FSS Technologies completed upgrades to the plant's alarm system.
- 18 - Pine Water Treatment Plant Maintenance
  - Completed auxiliary generator test.
  - Completed temperature checks on high service pumps.
  - Cleaned and calibrated chlorine analyzer.
  - Cleaned chlorine injector.
  - Completed repairs and adjustments to the SCADA control panel.
  - Repaired leak on pressure filter #2 at drain pipe.
  - Activated the high/low chlorine alarm system for finished water.
- 5 - Mobile Equipment
  - General preventative maintenance.

WATER SAMPLING

- 10 Distribution system bacteria samples. IDEM required
- 62 Distribution system chlorine residual samples. IDEM required
- 4 Fluoride samples. ISDH required
- 288 Process control samples and analysis at the Ledyard Water Treatment Plant include Ferrous Iron, Total Iron, Manganese, and Chlorine
- 310 Process control samples and analysis at the Pine Water Treatment Plant Samples include Ferrous Iron, Total Iron, Manganese and Chlorine
  - 1 THM's Sets.
  - 0 HAA5's Sets.
  - 0 VOC's sets.
  - 0 SOC/2nd Annual 1 for each plant sets.
  - 0 Radionuclide
  - 0 IOC - Metals-Radon
  - 0 Lead & Copper Samples
  - 0 Nitrate/Sampling for each Plant (sets)
  - 1 Extra Sampling
  - 0 Hardness/Corrosion



**SERVICE**

|  |     |
|--|-----|
| Utility Locates                                    | 589 |
| Total Number of Work Orders                        | 290 |
| Service Disconnects                                | 12  |
| Service Disconnects for non-pay                    | 68  |
| Service Reconnects for non-pay                     | 60  |
| Blue Tags "Service Notice" left on door            | 8   |
| Pink Tags "Insufficient Funds Notice" left on door | 5   |
| New Radio Read / Meter Installations               | 3   |
| Accuracy Checks                                    | 134 |
| After Hours Call Outs                              | 0   |
| Meters New/Repaired                                | 0   |
| Consumer Confidence Report Requested Hand Delivery | 0   |

**CONSTRUCTION ACTIVITIES**

- (2) **Curb Stops Repaired / Replaced / Installed**  
 08-17-2022 722 Ferndale St. - Replaced broken curb stop.  
 08-22-2022 1301 S. Michigan St.- Replaced 1 ½" corporation stop and saddle (Jackson Heights).
- (4) **Old Curb Stops Located / Capped Off at Valves**  
 08-23-2022 420 S. Plum St.- Retired at main.  
 08-23-2022 620 S. Plum St.- Retired at main.  
 08-23-2022 219 E. Garro St.- Retired at main.  
 08-23-2022 300 E. Jackson St.- Retired at main.
- (6) **New Taps Installed**  
 08-12-2022 3633 Miller Dr. - 8" Tap installed for Renewal by Anderson building.  
 08-12-2022 3633 Miller Dr.- 2" Tap installed for Renewal by Anderson building.  
 08-17-2022 1145 Richter Rd.- New 1" tap and meter pit.
- (0) **New Mains Completed**
- (2) **Valves / Valve Boxes / Repaired / Replaced / Installed**  
 08-25-2022 Bitter Root Dr. & Creekside Dr.-Kerf cut valve box.  
 08-25-2022 507 W. Adams St. - New valve box.
- (2) **Hydrants Repaired / Replaced / Installed / Serviced / Painted**  
 08-11-2022 500 Harrison St.- Retired fire hydrant  
 08-26-2022 S. Walnut and W. Lake Ave.- Hit and run, replaced break flange on HYD038.
- (0) **Valve Exercised**
- (2) **Main Breaks and Leaks Repaired**  
 08-05-2022 2011 Westgate Ave.- Assisted contractor for a service line leak.  
 08-22-2022 100 Block of Jackson Heights Rd.- Leak - installed a 11° bend.
- (1) **Service Lines / New/ Repaired**  
 08-04-2022 123 N. Walnut St.- Installed meter pit and new curb stop.

**MISCELLANEOUS**

- GIS data collection.
- Locating hundreds of utilities locate requests from Surf Wireless for the design of the fiber system throughout the city.
- Attended webinar on "Cybersecurity Training", sponsored by the American Water Works Association (AWWA) on 8/4/22.
- Collecting as-built information for Centennial Crossing development.
- Completed safety module on "Pictograms" on 8-16-22.
- Completed safety module on "Emergency Eye Wash & Shower" on 8-22-22.
- Installed water main locating stations on mains in the Jackson Heights Subdivision.
- Set up water supply system for the Blueberry Festival.

**CITY OF PLYMOUTH WASTEWATER DEPARTMENT**  
**Board of Public Works and Safety**  
**August 2022 Monthly Report**

**PLANT OPERATIONS:**

|                                       |            |
|---------------------------------------|------------|
| 1. Total flow in gallons              | 55,451,630 |
| 2. Average daily flow in gallons      | 1,788,762  |
| 3. Rainfall                           | 3.41"      |
| 4. Monthly average in BOD removal     | 99.4%      |
| 5. Monthly average in TSS removal     | 96.5%      |
| 6. Monthly average in Ammonia removal | 99.5%      |
| 7. General plant maintenance          |            |
| 8. Work orders completed:             |            |

**349 – Wastewater Treatment Plant**

- Exercised 91 in plant valves.
- Continuing work on the chemical feed system for phosphorus removal project, currently waiting on parts.
- Removed old methane/natural gas boiler and started installing replacement.
- Adjusted return sludge pump #3 impeller clearance.
- Change ballast on ultra violet disinfection unit.
- Install 3 electrical disconnects on the return sludge telescopic valves.
- Replaced main breaker on the cooling fan for the centrifuge.
- Adjusted the level radar on the secondary wet well.
- Adjusted the impeller clearance on #3 raw sewage pump.
- Completed repairs to the clogged gas mixing piping on the anaerobic digester gas mixer.
- Bid for the WWT/P solar project was awarded to Solar Energy Systems for \$1,017,792.

**83– Vehicle/Mobile Equipment**

- Repaired flange on vacuum tube on T-20.
- Replaced radiator on semi-tractor.

**76 – Lift Stations**

- Replaced level control float on Goshen Rd. lift station.
- Removed debris from rakes prior to entering pumps.
- Replaced level control float on the S. Oak lift station.
- Adjusted force main check valves on the Centennial Crossing lift station.
- Unclogged pumps at the 30/17 lift station.
- Installed junction box cage on the Candy Ln. lift station.

**16 – Collection System**

- 0 – Eliminated structures
  - a.
- 0 – Replaced structures
  - a.
- 8– Repaired structure
  - a. Lined structures H6M107, H4M215, L7M017, H6M104, H6M106, H6C016, H5C015 and K6C226.
- 7– Replaced / adjusted casings
  - a. KSM202, H6M106, H6M107, I4C205, I4C301, J7M303 and H6C016.
- 0 – GIS data collection points
  - a.
- 0 – New structure
  - a.
- 0 – Point Repairs
  - a.
- 1 – Miscellaneous
  - a. Retired service at SSP 217.

**COLLECTION SYSTEM:**

1. Cleaned 33,771 feet of sewer lines.
  - 0 feet during service calls.
  - 33,771 feet during preventive maintenance.
2. Televised 0 feet of sewer lines.
3. Mechanically removed roots from 0 feet of sewer lines.
4. Removed approximately 16.89 tons of silt and debris during cleaning and inspections of sewers lines.
5. Used approximately 48,075 gallons of potable water during sewer cleaning.
6. Performed routine maintenance on 10 CSO's and 17 pumping station.

**MISCELLANEOUS**

- Continuing inspection of the sanitary/storm sewer system in the Centennial Crossing project and starting to collect as-built information.
- Continuing to monitor the H2S in trunklines by Walhart and Pregs.
- Receiving hundreds of locate requests for the Surf Broadband project.
- Completed safety module on "Pictograms" on 8-2-22.
- Attended webinar on "Cybersecurity Training", sponsored by the American Water Works Association (AWWA) on 8/4/22.
- Completed safety module on "Emergency Eye Wash & Shower" on 8-22-22.