

The Board of Public Works and Safety of Plymouth, Indiana, met in Regular Session at 6:00 p.m. on January 23, 2023. 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 Surtisi 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 January 9, 2023. The motion carried.

Police Chief Bacon states that he would like to extend a conditional offer of employment to Kenton Lovely. He states that Det. McIntyre completed a thorough background investigation on Kenton and recommended him for employment.

Mayor Senter asks if he could tell them more about him.

Bacon responds by stating that Lovely currently resides in Chillicothe, Ohio, where he is employed as a probation officer with the Chillicothe Municipal Court. He adds that he is also employed part-time with the Huntington Township Fire & EMS. He states that Kenton grew up in Culver, Indiana and also applied with the Culver Police Department. He states that he received an offer of employment from them, but his first choice is Plymouth.

Board Member Walters asked about the academy training.

Chief Bacon states that Lovely has done some in Ohio, so they might be able to seek a waiver on a portion of the training hear. If not, he will have to complete the entire training course at the police academy.

Board Members Walters and Milner moved and seconded to approve the conditional offer of employment to Kenton Lovely as presented. The motion carried.

Street Superintendent Marquardt explains that he had spoken with multiple dealerships in the surrounding area in regards to the replacement of his 10-ton dump truck that is in the budget for this year, that now is a bad time to seek quotes. He states that he was told that nobody would bid given they could not lock in a price. He has spoken with the Clerk-Treasurer about this and suggests instead of waiting on the availability and accomplishing nothing with it that he would prefer to try to grab some smaller items in his Five-Year Capital Asset Plan.

Houin asked if the truck purchase was to replace a truck.

Marquardt responds by stating that he would as the dump truck would be replacing their 2003 International Truck.

Houin asks if he would incur any increased maintenance cost by not getting a new dump truck.

Marquart states that he probably will. He adds his oldest trucks are 15 to 20 years old and the salt eats out the underside, but if they can't get a new truck that they would have to make it work.

He states that he is looking for the Council's blessing to use money for items in his Five-Year Capital Asset Plan given that it was intended for a new dump truck.

Houin believes that it makes sense to look into the Five-Year Capital Asset Plan rather than having to appropriate money next year for items that can be replaced this year.

The board approved for Marquardt to look at this Five-Year Capital Plan for purchases. Cemetery Superintendent Collins and City Attorney Surrisi opened quotes for a Utility Vehicle for the Cemetery. The quotes were read aloud as listed.

Bobcat of Fort Wayne	Total with Trade-Ins: <u>\$47,252.00</u>
Bobcat of Michiana	Total with Trade-Ins: <u>\$41,121.64</u>
Bobcat of Warsaw	Total with Trade-Ins: <u>\$55,508.66</u>

Collins sought the Board's approval to review the quotes and award the bid to the lowest respective bidder.

Board Members Culp and Houin moved and seconded to award the bid to the lowest respective bidder after review. The motion carried.


Board Members Walters and Milner moved and seconded to allow the payroll for January 13, 2023 and the claims for January 23, 2023, as entered in Claim Register #2023-2. The motion carried.


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

- January 23, 2023 Docket
- Plymouth Water Department Activity Report – December 2022
- Plymouth Wastewater Department Activity Report – December 2022

The motion carried.

There being no further business, Board Members Walters and Houin moved and seconded to adjourn, Senter declared the meeting adjourned at 6:10 p.m.


Lynn M. Gorski
Clerk-Treasurer

APPROVED:

Mark Senter
Mayor

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

PLANT OPERATIONS:

- | | |
|---------------------------------------|------------|
| 1. Total flow in gallons | 44,645,240 |
| 2. Average daily flow in gallons | 1,440,169 |
| 3. Rainfall | 1.58" |
| 4. Monthly average in BOD removal | 99.1% |
| 5. Monthly average in TSS removal | 95.2% |
| 6. Monthly average in Ammonia removal | 97.8% |
| 7. General plant maintenance | |
| 8. Work orders completed: | |

306 – Wastewater Treatment Plant

- Exercised 92 plant valves.
- Continuing work on the chemical feed system for phosphorus removal project, currently waiting on parts.
- Solar project is moving along. 100% of the framework and panels have been installed. wiring will begin in January.
- Installed new motor on automatic sampler.
- Cleaned and serviced pretreatment exhaust fans.
- Checked impeller clearance on return sludge pumps 1, 2 & 3. Checked raw pumps 3 & 4 and intermediate pumps 1 & 3.
- Power washed belt on sludge thickener.
- Repaired security light over the odor control unit.
- Replaced thermostat in pretreatment control room.

74– Vehicle/Mobile Equipment

- Cleaned screens on T-6 and T-20.
- Serviced T-25 and T-1.
- Replaced engine in E-26 (Gator).

30 – Lift Stations

- Calibrated the phase monitor's settings for the Carriage Green lift station.
- Installed protective cover on air filter for Carriage Green lift station.
- Installed new radar level controller on M.C. Jail lift station.

0 - Collection System

- 0 - Eliminated structures^{a.}
- 0 – Replaced structures^{a.}
- 0– Repaired structure^{a.}

- 0- Replaced / adjusted castings.
 - a.
- 0 - GIS data collection points
 - a.
- 0 - New structure
 - a.
- 0 - Point Repairs
 - a.
- 0 - Miscellaneous
 - a.

COLLECTION SYSTEM:

1. Cleaned 25,830 feet of sewer lines.
 - 0 feet during service calls.
 - 25,830 feet during preventive maintenance.
2. Televised 789 feet of sewer lines.
3. Mechanically removed roots from 0 feet of sewer lines.
4. Removed approximately 12.92 tons of silt and debris during cleaning and inspections of sewers lines.
5. Used approximately 49,570 gallons of potable water during sewer cleaning.
6. Performed routine maintenance on 10 CSO's and 17 pumping station.

MISCELLANEOUS

- Webster Environmental is conducting an odor study on the collection system. Noticeable odors have been reported since October.
- Smoke tested both bio-filter (odor control units) for equal air distribution.
- Placed order for new Close Circuit Televising (CCTV) unit, after board approval on 12-27-22.
- Completed inventories for the State Board of Accounts.

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

PLANT OPERATIONS

Water Treated - Ledyard Water Treatment Plant	21,418,307 gallons
Water Treated - Pine Water Treatment Plant	<u>17,994,065 gallons</u>
Water Treated - Total	39,412,372 gallons
Water Treated - Daily Average - Ledyard Water Treatment Plant	690,913 gallons
Water Treated - Daily Average - Pine Water Treatment Plant	<u>580,454 gallons</u>
Water Treated - Daily Average - Combined	1,271,367 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

- **18- 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.
 - Gaskets were replaced on high pressure filter #1, cell 2.
 - Repaired electric on plant hanging heater.
 - Repaired chlorine booster pump
 - Cleaning up past electrical modifications.
- **14 - Pine Water Treatment Plant Maintenance**
 - Completed auxiliary generator test.
 - Completed temperature checks on high service pumps.
 - Cleaned and calibrated chlorine analyzer.
 - Cleaned chlorine injector.
- **10 - Mobile Equipment**
 - General preventative maintenance.

WATER SAMPLING

- 10 Distribution system bacteria samples, IDEM required
- 62 Distribution system chlorine residual samples, IDEM required
- 5 Fluoride samples, ISDH required

- 252 Process control samples and analysis at the Ledyard Water Treatment Plant include Ferrous Iron, Total Iron, Manganese, and Chlorine
- 330 Process control samples and analysis at the Pine Water Treatment Plant Samples includes Ferrous Iron, Total Iron, Manganese and Chlorine
 - 0 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)
 - 0 Extra Sampling
 - 0 Hardness/Corrosion

SERVICE

Utility Locates	177
Total Number of Work Orders	221
Service Disconnects	31
Service Disconnects for non-pay	46
Service Reconnects for non-pay	48
Blue Tags "Service Notice" left on door	9
Pink Tags "Insufficient Funds Notice" left on door	7
New Radio Read / Meter Installations	1
Accuracy Checks	79
After Hours Call Outs	0
Meters New/Repaired	0
Consumer Confidence Report Requested Hand Delivery	0

CONSTRUCTION ACTIVITIES

- (2) **Curb Stops Repaired / Replaced / Installed**
 - 12-07-2022 117 Elliott Ave.- Replaced curb stop, box & rod.
 - 12-16-2022 404 William St.- Replaced curb stop, box & rod.
- (0) **Old Curb Stops Located / Capped Off at Valves**
- (1) **New Taps Installed**
 - 12-03-2022 2705 N. Michigan St.- Assisted in cutting in a new 6" valve & new 2" valve for new addition to existing building. (Auto Park).
- (0) **New Mains Completed**
- (2) **Valves / Valve Boxes / Repaired / Replaced / Installed**
 - 12-06-2022 1801 Jim Neu Dr. - New valve box.
 - 12-06-2022 104 Shalley Dr. - Repaired existing valve box.
- (0) **Hydrants Repaired / Replaced / Installed / Serviced / Painted**
- (0) **Valve Exercised**
- (1) **Main Breaks and Leaks Repaired**
 - 12-22-2022 N. Michigan & Skyplane Dr.- Repaired a 6" main break.
 - 12-27-2022 Repaired leak on service line at 407 W. Washington St.
 - 12-29-2022 Repaired leak on service line at 922 N. Plum St.
- (0) **Service Lines / New/ Repaired**

MISCELLANEOUS

- GIS data collection.
- Inventories have been completed.
- Service line inspection for lead is ongoing.
- ¾ ton Ford F-250 was delivered on 11-30-22.
- Pre-construction meeting conducted on 12-20-22 for the Hoham Dr. reconstruction project. As part of the project the existing 12" cast iron water main will be replaced with ductile iron and all service connections will also be replaced.