

REGULAR SESSION, COMMON COUNCIL, January 23, 2023

Be it Remembered that the Common Council of the City of Plymouth, Indiana, met in regular session 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 and was called to order at 6:30 p.m.

Mayor Senter led the Pledge of Allegiance and Councilman Ecker offered prayer.

Mayor Senter presided for Council Members Greg Compton, Duane Culp, Don Ecker Jr, Jeff Houin, Robert Listenberger, Randy Longanecker and Shiloh Carothers Milner. City Attorney Surrisi and Clerk-Treasurer Gorski were present. The public was able to see and hear the meeting through Microsoft Teams.

Council Members Culp and Ecker moved and seconded to approve the minutes of the regular session of the Common Council on January 9, 2023 as presented. The motion carried.

Proclamation
City of Plymouth
January 23, 2023

WHEREAS, Assistant Chief Mark Owen has dedicated his life to this community, and has demonstrated in many practical ways his deep and genuine love for the Plymouth Police Department, The DARE Program and The City of Plymouth; and

WHEREAS, Growing up in Hannah, Indiana, Mark went to South Central High School graduating in 1988. He then joined the US Air Force spending most of his time in Louisiana and South Korea; and

WHEREAS, Officer Owen joined the Plymouth PD on July 18, 1994. He was promoted to sergeant in 2005 and assistant Chief in 2013. From 1999 to 2022 Mark was the local coordinator of the Drug Awareness Resistance Education program (also known as DARE) mentoring more than 5,000 Plymouth students over those years; and

WHEREAS, Married to Melissa since 1996, Mark has two children: Travis, a current IV medical student, and Kelsey a senior at DePauw University; and

WHEREAS, Mark has also worked at Martin's Supermarket as security since 2006. His next stop is working for Walden Security at the US Federal Courthouse in South Bend; and

WHEREAS, Mark's leadership and commitment to our community is renowned and he has earned the respect of other officers and DARE coordinators and the affection of a host of area residents who are proud to call him "friend"; and

NOW, therefore, I, Mark Senter, by the virtue of the authority vested in me as Mayor, and on behalf of the entire City Council and all our citizens, do hereby present the Key to the City of Plymouth to Assistant Chief Mark Owen and wish him the best in all his future endeavors.

Mark Senter, Mayor

City of Plymouth

Assistant Police Chief Mark Owen expresses that he is thankful for being in Plymouth and he will probably never leave it as it has been a journey.

Council Members Culp and Listenberger moved and seconded to elect Don Ecker as Mayor Pro-Tempore for the Council in 2023. The motion passed by roll call vote.

Councilman in Favor: Compton, Culp, Houin, Listenberger, Longanecker and Milner

Councilman Opposed: N/A

Councilman Abstaining: Ecker

Mayor Senter asks Building Commissioner Hammonds if he would still be willing to be a part of the Marshall County Unsafe Building and Premises Board until April 2023. Hammonds agrees.

Council Members Ecker and Compton moved and seconded to appoint Keith Hammonds to the Marshall County Unsafe Building and Premises Board for 2023. The motion carried.

Human Resources Manager Klingerman explains that in reviewing a recent rate increase that one of the new positions that Utility Superintendent Davidson and herself worked on last year was not updated correctly. She states that the rate did not get updated correctly and she is asking that the Council recognize that error so that they can promote their Administrative Assistant who is currently out at the Wastewater Department to the Administrative Assistant/Operator Role.

Houin asks for clarification that this is a position that has already been approved with the intent that this individual would get this but it just never got changed in the software.

Klingerman responds by stating that is correct. She states that they approved this position last year and the rate ended up being put in the same as the Administrative Assistant as this is actually more of an advanced position. The Administrative Assistant/Operator rate should be \$22.94.

Houin asks when she is planning to make this change effective.

Klingerman responds by stating that she is asking to retro it back to January 1st, 2023.

Houin asks if this was budgeted and anticipated for. Clerk-Treasurer Gorski agrees.

Council Members Houin and Ecker moved and seconded to approve the request as presented.

The motion carried.

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Clerk-Treasurer Gorski presented the Open Burn Request from Hunter Transit LLC. Dan

Sharp was present to speak on the request.

REQUEST FORM
CITY OF PLYMOUTH

Date: 1-18-23

Notice to COMMON COUNCIL, CITY OF PLYMOUTH, INDIANA

Kindly review of the following request:

To saw the debris, utilizing an the Lumber Tractor at property parcel #504232103027000019. Located East of Oak St. & West of Pike St. The property is approximately 18 acres. Burning material is only tree material. Additionally, we will clean & clear approximately 0.5 acres of tree debris from the City of Plymouth owned parcel #50423210319000019 @ the request of Utility Superintendent

Donnie Harrison.



Hunter L. Sharp

574-936-9217

Hunter L. Sharp Hunter Transit LLC

1811 St. 17 Plymouth, IN 46523

Print Name

Address

In-Office Only:

Determination of Request

Approved by Common Council, January 23, 2023.

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

 Dan Sharp
Clerk-Treasurer
Signed Title



Date created: 1/18/2023
Last Data Upload: 1/18/2023 2:02:05 AM
Developed by: Schneider GeoSpatial

Mayor Senter states that he spoke with Fire Chief Holm today, who was not able to be in attendance tonight, and that he is okay with this. He asks Sharp if he could explain how this open burn process takes place.

Sharp responds by stating that an air curtain is an incinerator that forces air into the ground. He states that they dig a 40 foot long pit and then they put the tree debris in it and they set the air curtain up to blow air into the pit. He explained and shared with the council a video of it that he took today.

Houin asks Sharp if he has the equipment to do this himself or if he has someone who he will be hiring to come in and do it.

Sharp responds by stating he will be leasing the equipment. He states that the air curtain is owned by Jon Langfeldt.

Houin asks Surrisi if this is the same method that was approved for Centennial Crossings that he does not think they ended up using.

Surrisi responds by stating that he does not think they used it either. He states that many years ago they did an open burn out at the Airport and they got a citation from IDEM for not following this procedure as this is one of the approved procedures.

Sharp adds that he was a contractor clearing for the airport.

Houin states that he remembers having lengthy discussions on how it works with Centennial Crossings even though they ended up not using it.

Compton asks where this piece of equipment comes from because it is huge.

Sharp responds with a not so funny story about when they had trouble out at the Airport that there was also a big pile of debris out at State Road 6 that was in the county at the same time. He states that IDEM came out and stopped their progress at the airport and the progress at US 6. He states that Jon Langfeldt was a part of that. He states that long story short, Langfeldt had found the air curtain and was approved through IDEM for this type of burning. He states that Langfeldt was able to purchase it through a contractor from Valparaiso and has been utilizing it. He explains that when he got into this endeavor, he reached out to him asking if the air curtain would be available.

Compton asks if air curtain folds up to transport.

Sharp responds by stating that it swivels up into an L-shape with the wings folding up and the main part of it turning sideways. He states that it has a 36-inch blower on it and it feeds that air into the ground where the burning would take place.

Mayor Senter asks if he owns the property.

Sharp responds by stating that he and his wife acquired this property December 23, 2022. He states that the intent was to make it available to help the city and himself with a property that has been let go. He states that it was logged in 2012 and there is a lot of downed debris from that logging. He states that they do have someone lined up to process the firewood with a firewood processor for the trees that are still standing to cut down on some of the waste. He states that a lot of this dead wood stems from 2012 when the property was originally logged.

Council Members Ecker and Milner moved and seconded to approve the request as presented. The motion carried.

Clerk-Treasurer Gorski states that the proposal that was sent to the board from Baker Tilly was to offer financial support to the Clerk-Treasurer's Office along with the budgeting of the utilities. She states that the additional cost that would be incurred by the city would be able to be budgeted out of the Financial Board in the amount of \$37,200.00. She states that back in 2019, Baker Tilly did provide the city with a comprehensive financial plan that was good with the city for four years. She states that plan is about to run out and they have to have financial plan done.

Houin asks if this is a one-time payment for a plan to cover.

Gorski responds by stating that this would be for the plan plus extra financial support.

Compton asks for clarification that the financial support is accosted in there with the annual support as well. Gorski agrees. Compton asks if next year it would be less because they only do a financial plan every four years or would they do one every year.

Gorski responds by stating that she does not know the answer to that and they have offered to come and speak in regards to this as well. She states that currently with the extra money that it is only about \$2,000 more than what was originally paid for by that financial plan in 2019.

Houin asks if the \$37,200.00 is expected to be paid every year or is that one time.

Gorski responds by stating that she would imagine that would be every year. She states that they will continue to review the financial plan as they do with the utility budgets.

Houin asks if they have been paying that every year since the 2019 budget or was it one time in 2019.

Gorski responds by stating that they have not been paying that every year since the 2019 financial budget. She states that the council will also be receiving quarterly reports on the financial stability of the city as well.

Compton states that he really likes the this in terms of them having future capital budgets that this is vital. He lists the example of the fire truck and states that they put \$400,000.00 into the Rainy Day fund but they need a future capital expenditure plan. He states that ten years from now they may have to buy another one so every year they can put it into their budget that they put money into that account to set aside to buy that future purchase. He states that they can help out with how to do that with the state given that he is aware of how complicated it is with them. He states that he is fully in support of this.

Culp asks if this was budgeted.

Gorski agrees.

Houin asks for clarity if an additional appropriation would be necessary for this.

Gorski responds by stating that she will not need an additional appropriation for this.

Council Members Houin and Culp moved and seconded to approve the request as presented.

The motion carried.

Surrisi states that for Stellar Communities they are still wrapping up the Rees Grant and hanging onto a few items for River Park Square Phase Two. He states that outside of Stellar there are a couple things he would like to add. He states that they had their first kickoff meeting today for the Harrison Street Trail Project. He explains that the Mayor alongside members of the Complete Streets Committee and Council Compton and him all attended that with representatives from USI

Consulting. He states that it was a good first meeting and they are going to be starting with the survey work for that in the coming weeks with the hopes that their planning will be done by late Summer and that it is good to see that underway. He states that they also did get the initial approval of the ARPA READI Grant funding and the process for that is the Regional Development Authority had approved them for \$144,000 for that project and they had to collect all of that information and send it off to the State and received approval from them so now they can work with the Regional Development Authority to enter into a contract with them for the grant funds. He explains that he will be working with them over the coming months and then once they get to a construction stage with this project that those funds will then become available to them.

Surrisi states that the last thing he wanted to add was that last year Garden Court along with the Bowen Center applied for a position at the Indiana Supportive Housing Institute. He states that this is a program that is the same program that eventually grant funding was made available for Serenity Place out on Jefferson Street. He states that this housing institute is a four-month process with several days of meetings down in Bloomington about the supportive housing program and all the participants from the project team have to attend that to qualify for the initial grant funding. He states that Mayor Senter participated in that back in 2016 for what eventually became the Serenity Place Project and this time Surrisi will be attending the institute this time with hopes that at the end of this process that the project will successfully receive grant funding for another project here in Plymouth.

Councilman Compton states that they previously discussed that they were going to go out and grade the sidewalks and put a value on each sidewalk in Plymouth to determine how they will be spending the \$432,926.69 that they are going to put in the budget this year that may have to carry over for next year. He states that Marquardt and himself got together and came up with a simple grading form that goes from 0-4. He explains that 0 would be that there was never a sidewalk there and 4 would mean the sidewalk was in great shape. He states that additionally there would be another category that they called Special S which would identify areas close to a school, playground, park, etc. that they would receive special attention. He states that last Friday they went out and started grading them and it went a lot better than they thought it would. He explains that in three hours time they covered the whole northeast quadrant of Plymouth. He states that he thought it would take them several days a week for months to do and it looks like they may be able to get it done in five trips. He states that they got to talk about it to as they went along that there are ideas aside from just replacing the sidewalk. He states that they have done a lot of shavimg and there are a

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lot of places that could be shaved instead of replaced and that he is excited about this. He states that he wants to thank Marquardt for all of the effort he has put into it.

Council Members Ecker and Milner moved and seconded to accept the following

communications:


- Minutes of the Board of Public Works and Safety meeting of January 9, 2023
- January 23, 2023 Check Register
- December 2022 Clerk-Treasurer Financial Reports
- MEMO 01.23.23 WW Admin Assistant & Operator 2023 Rate
- CT Memo 01.19.23 Baker Tilly Financial Advisory Service

The motion carried.

There being no further business to come before the Council, Council Members Longanecker and Compton moved and seconded to adjourn, Mayor Senter declared the meeting adjourned at 6:54 p.m.


Lynn M. Gorski
Clerk-Treasurer

APPROVED


Mark Senter, Mayor