

REGULAR SESSION, BOARD OF PUBLIC WORKS AND SAFETY, October 9, 2023

The Board of Public Works and Safety of Plymouth, Indiana, met in Regular Session at 6:00 p.m. on October 9, 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, Don Ecker Jr., Jeff Houin and Shiloh Milner 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 Houin moved and seconded to approve the minutes of the regular session of the Board of Public Works and Safety meeting of September 25, 2023. The motion carried.

Ecker explains he received a call from a constituent in his district Saturday who is a business owner and there was a concern about some low water pressure issues at his place of business. He states he contacted Utility Superintendent Davidson and asked if there was any way we could look into it and he promptly got in contact with somebody within the water department who went out and checked it. He states fortunately everything was fine but the individual appreciated the quick response and the time that it took to do it. He asks Davidson to pass that information on to the individual who did that inspection as he sincerely appreciates it.

Mayor Senter states the house on Hillcrest Avenue that was taken down is now being rebuilt by Edwin Rodriguez and that is a good thing. He adds that he is glad he is finally able to do that.

Fire Chief Holm states on the agenda it has the Fire Department's revised rules and regulations and asks if there are any questions on those.

Houin asks for clarity that the highlighted portions of this is where the changes are.

Holm responds in agreement and states they are minor changes and corrections.

Houin states he sees nothing earthshattering in there.

Holm explains his employee that was on administrative leave is back to work today.

Street Superintendent Marquardt states for our paving projects this year that they are scheduled to start tomorrow morning on Adams Street. He explains they provided a list for the whole week leading into Monday on October 16th. He states he has seen some barricades out and they are supposed to be paving if the weather wills it. He explains there is some around Riverside School and they are aware of that so they will try for the weekend but if that gets postponed then at least next week is Fall Break so we should be good on that.

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Ecker states it is that time of year where leaves start to fall off trees and asks if we have an idea on leaf pickup.

Marguardt states they have been picking up leaves and there is a truck put together until today when it broke but they are fixing that. He explains the leaf schedule did go out in the water bills and the first leaf pickup should be October 16th and then will be official every day.

Gorski adds there is a link to the schedule on the website that has the map attached for the leaf schedule.

Marguardt adds that the leaf schedule is a suggestion for when they plan to be there because if the weather gets bad then they may get behind but they plan to check the day of.

Aviation Manager Sheley states this may be for the Common Council but since most of them are here already he would like to inform you that during tomorrow night's Board of Aviation Commissioners meeting he will be asking for some new fees and the raising of a couple fees which is in relationship to the new hangar door they are having installed. He explains he will not be able to make several of the next council meetings so he thought he would at least give you a quick explanation now so you are aware of it when it comes before you. He states he has already spoken with the Aviation Board President so he expects the fees to be approved by them. He explains it will mainly be storage fees for the hangar they are putting the new door on that they approved some money for a few meetings back. He provides the example of the last two weekends Culver Academies had parent's weekend and this last weekend they had executive board meetings so between those two weekends they had 10 large aircrafts in over the two weekends. He states over those two weekends those aircraft that came in are regulars and if this hangar would have been done, they could have earned over \$2,000 in storage fees. He states it will be adding fees for people like that who come during the Winter time and not only will they be able to earn additional money on the hangar for storage fees but we will also receive their fuel sales. He states during Winter time normally they would go to South Bend since we haven't been able to get them inside in the past. He states the fee you will see in the next couple of meetings will be in relationship to hangar door completion. He states the total price of the door was just shy of \$200,000 of which about \$9,000-\$10,000 was our portion of it after all our grants come through to reimburse us. He explains we will be able to make that money up within a year's time of fees.

Surrisi states he had sent an email out to all of you but he wanted to get this out for the public's knowledge. He states for the Hoham Drive project, they have had a number of delays. He states they announced last week after their construction meeting on Wednesday that they were

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informed that the closure of Michigan Street to install the new storm sewer pipe across there was going to be the 10th-12th but then apparently from a lot of rain that occurred in the South Bend area over the weekend delayed work that Milestone, our contractor, had on a project up there so their pipe crew is behind on that project so they will be a day behind before they get to our projects. He states the closure has now been delayed until Wednesday, October 11. He believes there is a possibility it could just be Wednesday and Thursday but, in all likelihood, it would be Wednesday, Thursday, and Friday for them. He explains he let the media know and shared it on social media. He states one other update is tomorrow the Complete Streets Committee is meeting with USI Consultants to get an update on their design of the Harrison Street Trail so they should have some more news to share with everyone at your next meeting.

Houin asks if that is still at the Street Department. Surrisi agrees.

Mayor Senter asks if they should be done Friday before people arrive for the game. Surrisi agrees.

Clerk-Treasurer Gorski introduced Resolution No. 2023-1076, A Resolution of the Board of Public Works and Safety Establishing the Date and Time for Halloween 2023.

RESOLUTION NO. 2023-1076

RESOLUTION OF THE PLYMOUTH BOARD OF PUBLIC WORKS AND SAFETY
ESTABLISHING THE DATE AND TIME FOR HALLOWEEN 2023

WHEREAS, for several years American children of all ages, including the children of the City of Plymouth, have engaged in a festive activity near the end of October known as "Trick or Treating"; and,

WHEREAS, it has been the practice of the Board of Public Works and Safety to establish a certain date and time for the collecting of goodies, treats, and candies as the ghosts and goblins of the community go forth attired in a variety of costumes and disguises; and,

WHEREAS, this Board of Public Works and Safety believes it to be a safe and prudent practice to continue to establish hours and a date for such collection.

NOW, THEREFORE, BE IT RESOLVED by the Board of Public Works and Safety of the City of Plymouth, Indiana as follows:

1. That the evening of Tuesday, October 31st, be and the same hereby is declared to be the official Halloween night for the citizens of the City of Plymouth; and,
2. That said collection of residential door to door Halloween treats shall be between the house of 5:00 and 7:00 p.m. that evening; and,
3. That all citizens of the community who wish to participate in said trick or treating should allow their porch lights to remain on during said hours as set forth herein.

PASSED AND ADOPTED this 9th day of October, 2023.

Attest:


Lynn M. Gorski
Clerk-Treasurer


Mark Senter, Mayor

Board Members Ecker and Milner moved and seconded to approve Resolution No. 2023-1076, A Resolution of the Board of Public Works and Safety Establishing the Date and Time for Halloween 2023. The motion carried.

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Clerk-Treasurer Gorski introduces a request to Close Sidewalk and Parking Spaces from the Wild Rose Moon. Brent Martin was in attendance to speak on behalf of this request.

REQUEST FORM
CITY OF PLYMOUTH
 Date: 9. 27-23

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

PLEASE UNLATCH SIDEWALK & PARKING SPACES
 IN FRONT OF 115 & 113 North Michigan St.
 For purposes of Removing PAINT & TUCK POINTING
 THE FRONT OF BUILDING FAÇADE & STUCCO
 WORK ON ~~Marquette~~ Parapet wall.
 The period of time is 10-10-23 to 11-10-23

George W. Still
 Signed _____ Phone Number 574-276-1185

George Schirder
 Print Name _____ Address 11644 WMAE ROAD
PLYMOUTH, IN. 46603

In-Office Only:
Determination of Request

Approved by Board of Public Works & Safety, October 9, 2023.

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

Brent Martin Clerk-Treasurer
 Signed _____ Title _____

Martin states he does not know how many of you have scheduling issues with Masons but they finally got their Mason scheduled for later this week to begin. He states they are looking at removing the paint on the building, cleaning it, replacing brick that has deteriorated, tuck pointing the entire façade, putting a breathable film back on, and then painting the storefront. He states that is the project and they would expect that to run over the course of about four weeks. He states he has directed the Mason who is Bruce Spangle, from Silver Lake, Indiana to leave a walk path out by the curb so the sidewalk is not 100% closed but he will also need some parking places for his materials and equipment.

Ecker asks how much space is going to be between the parking space and the sidewalk.

Martin responds by stating he told him to leave at least a four-foot path from the curb back.

Mayor Senter states he believes we have a chili cook off coming up soon and asks if anyone is aware of the date on that.

Milner responds by stating she believes it is on Saturday.

Board Members Houin and Culp moved and seconded to approve the request to close the sidewalk and parking spaces from October 10th through November 10th, 2023 as presented. The motion carried.

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Board Members Houin and Milner moved and seconded to allow the payroll for September 29, 2023, along with the claims for October 9, 2023, as entered in Claim Register #2023-19. The motion carried.


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

communications:

- October 9, 2023 Docket
- September 27, 2023 Technical Review Committee Minutes
- Plymouth Code Enforcement Activity Report – September 2023
- Plymouth Fire Department Activity Report – September 2023

The motion carried.

There being no further business, Board Members Milner and Houin moved and seconded to adjourn, Senter declared the meeting adjourned at 6:14 p.m.


Lynn M. Gorski
Clerk-Treasurer

APPROVED:


Mark Senter
Mayor

BUILDING COMMISSIONER

Code Enforcement

Activity Report Summary 2023

Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Tall Grass				1	40	21	15	5	2				84
Owner Complied				1	37	17	12	4	2				73
City Action (Mowed)				2	3	3	3	1					9
Action Pending				1	1	1	0	0	0				2
Abandoned or Junk Vehicles													
Owner Complied													
City Action (Towed)													
Action Pending													
Debris/Junk on Property				1	3	6	10	19	6				45
Owner Complied				1	2	1	6	13	2				25
City Action (Cleaned)								6	2				8
Action Pending				1	1	5	4	0	2				12
Fowl/Livestock													
Owner Complied													
City Action													
Action Pending													
Signs in Public Right of Way (Removed)					1	1							2

