The Board of Public Works and Safety of Plymouth, Indiana, met in Regular Session at 6:00 p.m. on February 12, 2024. The meeting was held in the Council Chambers, on the second floor of the City Building, 124 N. Michigan St., Plymouth, Indiana.

Mayor Listenberger called the meeting to order. Listenberger presided for Board Members Don Ecker Jr, Duane Culp, Shiloh Milner and Dave Morrow who were physically present. City Attorney Houin and Clerk-Treasurer Gorski were present. The public was able to see and hear the meeting through Microsoft Teams.

Board Members Culp and Morrow moved and seconded to approve the minutes of the regular session of the Board of Public Works and Safety meeting of January 22, 2024. The motion carried.

Utility Superintendent Davidson states he has three items to address tonight with the first item being informational. He states Water and Wastewater are currently going around with our Hydro excavators to determine the type of material that our water service lines are made of. He states there are a lot of them they gathered internally and from the basements of customers for what the material is from the main to the curb stop. He states they are trying to identify as many as they can since the ground is soft and the weather is warm so they are going neighborhood to neighborhood. He states hopefully they will be on that for only another three weeks and they will be close to wrapping it up.

Davidson states the next item is that the Wastewater Department is scheduled to replace our portable generator as they actually purchased it in 2000 used. He states with it being a 1995, the parts are becoming obsolete and they have been fortunate enough to track some down throughout the country through various vendors. He explains the current unit is 60-kilowatt generator and a lot of our lift stations now, which is what they use it on, require a minimum of 80 kW. He states they have three lift stations that they can't power up in the event they lose their stationary generator. He provides the example for their lift station out by CVS, they have a natural gas generator, but if it goes down, they have nothing to power it. He states a lot of times when the power goes out, it is in sections of the city so normally they only have 4-5 lift stations out at a time so they go from station to station pumping them down and rotate until the power comes back on. He explains they have 17 lift stations throughout the city and they have had this project now on their five-year plan for the last four years and the timing is that they would like to proceed with that with the estimated cost being from \$85,000-\$95,000, where he would like the board's permission to utilize Sourcewell Cooperative Purchasing. He explains Sourcewell is

available to government agencies and schools with the good thing being that they handle all the procurement on the various items. He states they use in this particular case MacAllister, Cummins Onan, and two other generator suppliers. He states they have used this in the past, along with the Street Department, so at this point, he would like the Board's approval to go ahead with Sourcewell.

Ecker asks if this approval is to confirm the pricing or to proceed with purchasing.

Davidson responds by stating it is to proceed with purchasing.

Ecker asks for clarification that this is for 80 kW versus what they have at 60 kW.

Davidson responds in agreeance and states they currently have 60 kW. He explains the break point is between 85 kW and then it jumps up to 100 kW, so his recommendation would be to go with 100 kW. He states that is due to the fact they would also be able to run things at the Wastewater Plant if their generators failed. He states it would provide them with a lot more versatility as they only make these now parallel, which means you could couple 2-3 generators together and between the three you could go up to 300 kW so it would be a reliable resource to the Utilities.

Ecker asks if this will be Diesel. Davidson agrees.

Board Members Ecker and Milner moved and seconded to approve the request to proceed with purchase of a 100 kW Diesel Generator. The motion carried.

Davidson states the last item is that he would like some direction from the board for what they would want to proceed with for the flood control project down by the Neighborhood Center at Plum and Garro Streets. He states he presented two similar projects with one being a turf version with some trees that will be lower maintenance with just mowing. He states the other would be one with natural grasses, which has some benefits such as cleaning the groundwater prior to discharging. He states the price for the natural grasses is considerably higher by \$50,000 the initial cost, then it is about \$8,000 of maintenance per year for a person to come out and pull weeds that they determine are invasive. He states there is a long-term maintenance there with the addition of mowing and trash pickup that will have to be done there as well. He states his preference is the mowed version as it is less expensive on capital cost and long-term maintenance. He states in knowing the amount they have in their current budget for storm sewers, that he knows it would be better to utilize the funds in other areas that need the attention.

Ecker states one thing they talked about for the west side is that there was not a lot of trees. He asks how they could address that.

Davidson responds by stating that in either version, you could choose to add trees. He states his preference would be something small leaf wise so it would not be plugging our drains in the basin as it will ultimately drain through the south end. He states we could add whatever we want throughout the years.

Mayor Listenberger comments that if they go with the mowed version and later decide they want to add native plants that it is something they could do later.

Davidson agrees and state they could later add trees and benches for park setting as long as it is not downpouring. He states there would be no fence as the slopes are at a grade that requires no fencing, which is something everyone would prefer.

Listenberger asks if Garro Street is on the list of paving projects this year.

Davidson responds by stating they have been talking with the Street Department about this project.

Ecker asks if Garro Street is at the top of the list.

Marquardt responds by stating that Garro Street is really high on the list.

Davidson states the reason for wanting a decision on this sooner is so the Troyer Group could start determining elevations on where some of the concrete will go for curbing. He explains they plan on working together by providing the concrete and working with their crews as far as installing them.

Morrow asks if it will be the Utility or the Street Department who will be handling the maintenance.

Davidson responds by stating it will be the Utility Department.

Culp states he would want to leave the decision to the Utility and Street Superintendents as they put in all this work.

Davidson states with all the drainage problems around the city, they have to stretch the funds and he would hate to sink a majority of it into one pot.

Board Members Culp and Ecker moved and seconded to approve the mowed turf concept for the flood control project at Plum and Garro Streets. The motion carried.

Fire Chief Holm states he wished to catch everyone up on the hiring process they have going on. He states they did receive three qualified applicants, one who is a Firefighter/Paramedic, while the other two are Firefighter/EMT's. He states tomorrow night they will be holding internal interviews for the three of them. He states Saturday they will be doing both a written test and an agility test for all three of them so hopefully after this week we will get this

all narrowed down and next meeting he could come with a recommendation to offer employment.

Mayor Listenberger asks him if he wants to introduce Justyn Wade and his recent accomplishment.

Holm states for those who were unaware that Wade was selected as Marshall County Fire Association's Firefighter of the Year. He states they had a pretty bad car accident on US 31 and he handled the scene until paramedics could arrive where there was two critical patients and a car fire occurring simultaneously. He expresses that Wade handled it well.

Police Chief Weir explains they are going to be accepted the bids from Auto Park for the 2024 Dodge Durango's.

Houin states at the last meeting these bids were taken under advisement because Oliver Ford had submitted a quote for Ford vehicles they had to rescind because they were no longer available but new ones would soon become available. He states after discussing with Weir, they identified the bid Auto Park as the low bid, even after receiving the information from Oliver Ford on what they could get us now. He states if they were to open it up for new quotes, Oliver Ford would still be higher so Auto Park would still be lower quote.

Ecker asked for clarification that the new quote from Oliver Ford would have been higher than the original quote.

Houin responds in agreeance and states that Auto Park would still be the lowest bid.

Ecker states when they discussed this weeks ago that there was concern about the Durango seats. He asks if those concerns have been resolved.

Weir responds by stating it has not and they have been trying to switch vehicles around. He states he just switched his around with another Officer because they had a Durango and were uncomfortable. He states they should have enough now for them to switch around with those who are not fitting comfortably in them. He states he has not seen the new model this year to see if they have changed the seating on them or not.

Ecker states that's something they need to be cognizant of moving forward.

Weir states they just have people who fit better in the Dodge Durango's and ones who fit better in the Ford Explorers.

Board Members Ecker and Culp moved and seconded to approve award of the Police Squad Car bid to Auto Park. The motion carried.

Weir wished to inform the Board that he has put an email out to advise they have Corporal openings. He explains one of their Detectives is interested so there may be a Detective opening along with our Drug Task Force position opening. He explains he also wished to add a Corporal and he spoke to the Clerk-Treasurer about that. He states she did explain that they did have money in their budget to cover three Corporals for the road. He states they currently do have a Corporal but that our School Resource Officer and he would like three Corporals for the road so they can have one of each shift.

Culp asks if he plans on doing promotions or appointments.

Weir responds by stating he plans on doing promotions as he put out an email and they are supposed to respond by tomorrow night at midnight if they are interested. He explains he already has eight people interested. He states he also wanted to ask about creating a part-time Police Aide position as they are accepting applications externally for Police Aide and he has five so far. He states he also wished to start the process for a part-time Police Aide so for the times when that person is on vacation, they can bring someone in part-time.

Clerk-Treasurer Gorski explains they do not have this position currently but there is enough in his budget to cover that person. She states the Board of Public Works and Safety would have to approve the job description and once that is approved, then they can have the Council approve an amendment to the Salary Ordinance to have a part-time Aide Position at the Police Department.

Human Resources Manager Klingerman states Weir is asking to start the process as they still have to create a whole new job description as well. She states they are currently at the first step in the process.

Ecker asks what the Police Aide is expected to do.

Weir responds by stating their current Police Aide, Carswell, is a Jack of All Trades as she handles all the computer stuff, does the reports, processes the digital video from the cars to go to the Prosecutor's Office, does the cleaning, assists with general maintenance on site, etc. He states for their new full-time Police Aide, they are also wanting them to take charge of the IDACS as that is currently what Detective McIntyre is handling. He states the current Police Aide is IDACS certified so the new person will need to become certified anyway. He states if there is ever a stolen car or a missing person, they will be in charge of all of that paperwork to make sure it is staying up to date with the State. He states our new position will also be taking

our lab specimens to either Lowell or Indianapolis, as they usually have to have our officer drive them to and from those places twice a month.

Mayor Listenberger asks when Carswell's last day is.

Weir responds by stating the 29th of February.

Mayor Listenberger asks when they will start interviewing applicants.

Human Resources Manager Klingerman responds by stating they have a deadline of Wednesday night so as soon as all the applications are in, he will go through the process of interviewing. She states the best-case scenario is they are hoping to have someone in Carswell's position by the end of the month. She states it is already a position created so they could start right away. She explains it is the part-time position they will need approval on to start the process of making it.

Ecker asks Houin if they have two different motions they will need to make or not.

Houin responds by stating you would need to take action on both of his requests to add a Corporal position and to start the process of starting a part-time Police Aide.

Board Members Ecker and Morrow moved and seconded to add another Corporal position. The motion carried.

Board Members Culp and Morrow moved and seconded to add a part-time Police Aide.

The motion carried.

Street Superintendent Marquardt states at the last meeting we opened Fuel Bid Pricing and you all gave him permission to get a price locked in and signed. He states they were able to get that locked in to what was bid that evening so gasoline for this year will be \$2.87/ gallon compared to \$3.03/ gallon last year. He states diesel is \$3.32/ gallon and last year they paid \$3.56/ gallon. He explains with that being said, they watch fuel prices go up and down daily and some days are good while some are bad. He explains if they have to buy 8,000 gallons on a bad day, then they are really spending. He states they are trying to stay ahead of any price spikes so they did get locked in at those bid prices.

Park Superintendent Hite asks for permission to advertise for temporary help for the Spring/ Summer at the Parks Department.

Board Members Morrow and Culp moved and seconded to approve advertisement of Spring/Summer help for the Parks Department. The motion carried.

Clerk-Treasurer Gorski introduced Resolution No. 2024-1096, A Resolution of the Board of Public Works and Safety to Write-Off Delinquent and Uncollectable Water, Wastewater, Garbage and Stormwater Bills.

She lists the write-off amounts as seen below for 2021. She explains we billed a total of \$5,592,685.79 in all of those categories. She states 0.024% was not collected.

Culp asks if there is recourse for someone if they come in after these are written off.

Gorski responds by stating if they come in to file for service that they have a file for bad debts and they are required to pay these to have service turned back on in their name.

WATER	WASTE WATER	GARBAGE	STORM WATER	PUBLIC HYDRANT	TOTAL
651.42	165.18	473.28	26.50	46.13	1,362.51

#### **RESOLUTION NO. 2024-1096**

A RESOLUTION OF THE BOARD OF PUBLIC WORKS & SAFETY TO WRITE-OFF DELINQUENT AND UNCOLLECTABLE WATER, WASTEWATER, GARBAGE AND STORMWATER BILLS

BE IT RESOLVED by the Board of Public Works & Safety of the City of Plymouth, Indiana, that the delinquent and uncollectable water, wastewater, garbage, public hydrant and stormwater bills as listed be written off the ledgers of the City of Plymouth as bad debts.

2021	WRITE-OFF	S - DELINQUENT AND UNCOLLECT	ABLE BILLS							
					WASTE		STORM	PUBLIC		
TRAL	ACCTS	NAME	BERVICE ADDRESS	VIATER	PATER	GARBAGE	VIATER	HYDRANT	TOTAL	ADDIN FE
1/22/2021	104 003-39	James L Ciesielski****	120 Louisa St	120.60		70.18		7.33	204.17	
5/25/2021	111-219-54	Craig A Clayton *****	1125 W Washington St	65.76		53.03		11.17	129.95	
6/29/2021	104-552-37	Maricela Exiga Aguitar****	334 Ewing 6t	36.31	28.02	34.60	10.50	7.33	116.96	
8/31/2021	109-111-35	Antonio D Baca Arriaga****	316 Lewis St	53.55	67.33	34.80	10.50	7.33	173.51	
10/8/2021	116-210-77	Donna M Coffin ****	700 N Michigan St	23.65	38.78	14.91	5.50	3.14	85.19	
11/3/2021	107-015-65	Elisa K Holstein**	217 Gilmore St		31.05				31.05	
12/3/2021	115-720-35	Nicholas Daniel Creighbaum****	702 N First St			15.05		5.99	21.04	
12/10/2021	117-018-28	Jesus Moreno****	711 Magnetic Pyk Way	16.59		18.23		3.84	28.66	
12/14/2021	107-135-88	Craig Osborn ****	720 Thayer SI	328 69		232.28			540.97	
1014241	10713703									
1314741	10713763									
* Estato Filod										
* Estato Filed	n/Dtormwaler t									
* Estato Filod ** Wastewate ************************************	n/Otormwater t									
* Estato Filed ** Wastewate *** Bankruptcy **** Eagle for	ns/Diormwater t									
* Estato Filed ** Wastewate ************************************	n/Diormwaler l									
* Estato Filed ** Wastewate *** Bankruptcy **** Eagle for	n/Diormwaler l			651.42	165.10	473.28	26.50	46.13	1,342.51	
Estate Filed "Wastewate "Wastewate ""Eagle for ""Decease Total Write-of	n/Diormwaler t Collection d-no estate			1,701,605.53	2,636,304.31	579,371.98	433,105.00	242,298.97	5,592,685.79	\$ 16,500.00
* Estato Filed ** Wastewate ************************************	in/Ditormwater to Collection d no estate ffs 12021									

PASSED AND ADOPTED this 12th day of February 2024.

ATTEST:

h. 1.

Board Members Ecker and Culp moved and seconded to approve Resolution No. 2024-1096, A Resolution of the Board of Public Works and Safety to Write-Off Delinquent and Uncollectable Water, Wastewater, Garbage and Stormwater Bills. The motion carried.

Clerk-Treasurer Gorski introduced Resolution No. 2024-1097, A Resolution of the Board of Public Works and Safety to Declare Certain EMS Bills Delinquent and Uncollectible.

She lists the write off amounts as seen below for 2015.

BALANCE	%	AMOUNT	%
DUE	WRITTEN OFF	PAID	COLLECTED
88,057.41	19%	384,971.9	0 81%

Culp asks if any of these can be taken to small claims.

Houin responds by stating he is unfamiliar with many of the details for these but he would assume it would not be worth it as they have already undergone a collection procedure so he would imagine many of these are uncollectible.

#### RESOLUTION NO. 2024-1097

### A RESOLUTION OF THE BOARD OF PUBLIC WORKS AND SAFETY TO DECLARE CERTAIN EMS BILLS DELINQUENT AND UNCOLLECTIBLE

BE IT RESOLVED by the Board of Public Works and Safety of the City of Plymouth Indiana that the delinquent and uncollectible bills for the Plymouth Community Ambulance service for Jan thru Dec, 2015 be written off the ledgers as bad debts.

	Gross Amount	Contractual	Not	AMOUNT	%	BALANCE	%	
	Billed	Allowance	Charges	PAID	COLLECTED	DUE	WRITTEN OFF	
PRIVATE PAY	189,397.72	25,392.48	164,005.24	100,958.42	62%	63,046.82	38%	
MEDICAID	90,285.90	50,369.36	39,916.54	39,457.00	99%	459.54	1%	
MEDICARE	296,317.61	42,334.39	253,983.22	229,501.31	90%	24,481.91	10%	
ASSIST	30,281.50	15,157.19	15,124.31	15,055.17	100%	69.14	0%	
BANKRUPTCY	0.00	0.00	0.00	0.00	0%	0.00	0%	
TOTAL	606,282.73	133,253.42	473,029.31	384,971.90	81%	88,057.41	19%	

ADOPTED THIS 12th DAY OF FEBRUARY, 2024

Robert Listenberger, Mayor

ATTEST:

Clerk-Treasurer

Board Members Culp and Milner moved and seconded to approve Resolution No. 2024-1097, A Resolution of the Board of Public Works and Safety to Declare Certain EMS Bills Delinquent and Uncollectible. The motion carried.

Clerk-Treasurer Gorski introduces a street light request for Dollar General on 1539 S.

Michigan Street from Mike Delp. Mike Delp was in attendance to answer questions.

Board Members Ecker and Morrow moved and seconded to take the request off the table. The motion carried.

Marquardt states he did contact NIPSCO and he sent a whole list on the pricing. He reiterates from last meeting that he does not believe we need to put one light for one driveway for one business because they could do that themselves. He states when you look at this, the pole is a little off from the driveway anyways and it is dark along that whole area, so he would recommend out of the eight poles that they light at least four poles coming into the city. He states a cost estimate for what that would be would involve a lamp cost to install, an electric cost that varies per

month based off the kW hours used, etc. He states with it all totaled together for one light with the electric for the year would be \$236.28, with it being \$19.69/ month per light. He states if you take four lights at the yearly cost that it is \$945.12. He states that is figured on the highest wattage one and he states our wattage is a little lower than what we have around the city so that rate should be a little better but he would have to review that. He explains the worst-case scenario would be the \$945.12/ year. He states for the past two years of the power and light budget that it would be able to be paid because they will eventually continue to add lights but as of right now this would light it from Jackson Heights Road to the end of the Cemetery right before Eastwood Subdivision.

Mayor Listenberger states he drove out there right after the last meeting and it is definitely needed so this would be nice.

Marquardt comments that it is dark out there and some people do walk down the wide berm.

He adds they do get some deer hits out there every now and then but they get deer hits in the city as well.

REQUEST FORM CITY OF PLYMOUTH	
Date: 1-10 - 2024	
Notice to BOARD OF PUBLIC WORKS AND SAFETY, CITY OF PLYMOUTH, INDIANA	
Kindly review of the following request:	
Requesting a dusk todawn street be placed	
on Nipsea pole on south side of below address,	
drive way Management told me this week	
they have been getting complaints that the	
driving is hard to find in the dock.	
	In-Office Only:
Building is owned by Don Wordel, Karen Delp,	Determination of Request
mike Delp & Dave Delp (Michound LIC) That Kyen !	Board of Public Wares & Sofety approved request to inshe of Dusa to Down lights from Jackson Hights to 1934 5.
hulad Dolo 574-930-4552	Michigan St. on Foliary 12, 2024
Signed Phone Number	Return original form to Clerk-Treasurer's office after determination is complete.
Dollar General	Lah 1. N T
Mike Delp 1539 5 Michigan St	Stand Title

Board Members Culp and Milner moved and seconded to approve the request to install four dusk to dawn street lights from Jackson Heights Road northbound to the end of the Cemetery. The motion carried.

Clerk-Treasurer Gorski introduces a request to pay Mayor's Summer of Music bands the evening of the event.

Mayor Listenberger states there will be 10 concerts this year and they are raising money with sponsorships.

# REQUEST FORM CITY OF PLYMOUTH

Date 01/23/2024

ND SAFETY, CITY OF PLYMOUTH, INDIANA
ers so they can be paid the right of their performance.
gust 2, 9, 16, 23, 30 and September 6.
mance, prior to them beginning to play.
`
City Coordinator
124 N. Michigan Street, Plymouth, IN 46563
574-936-6717
Public Works & Safety
Age Str. Howki

Board Members Milner and Ecker moved and seconded to approve the request as presented.

The motion carried.

Board Members Ecker and Milner moved and seconded to allow the payroll for January 31, 2024 and the claims for February 12, 2024, as entered in Claim Register #2024-3. The motion carried.

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

- February 12, 2024 Docket
- January 23, 2024 Technical Review Committee Minutes
- Plymouth Code Enforcement Activity Report January 2024

The motion carried.

There being no further business, Board Members Milner and Morrow moved and seconded to adjourn, Senter declared the meeting adjourned at 6:34 p.m.

Lynn M. Gorski

APPROVED:

Robert Listenberger

Mayor

## **BUILDING COMMISSIONER**

Code Enforcement

Activity Report Summary 2024

Туре	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTU
Tall Grass													
Owner Complied													
City Action (Mowed)													
Action Pending													
TO ACMOUNT HER DOG ACADE MADE TO BE	CHARLE.	74.0 W.A.	April	Willen	er nave	91. PM	ではいい	8,70.5	WO WELL	1.54 11	40 (4) (0)	C 174.0	Charle
Abandoned or Junk Vehicles													
Owner Complied													
City Action (Towed)													
Action Pending													
car carrier processes as an artificial	4	(Service	Min's	46.35	1177317	55,7814	C. Mark	(A.1)4.4.5	SOUTH A	200° 36	100	77.13	_
Debris/Junk on Property													4
Owner Complied	4												4
City Action (Cleaned)													
Action Pending													
or one substantial selections	negro de	ar die	Property Co.	MITTER AND	154.302	7.417.78	Sucres.	12. 3.75	Physical	21-22-	Suby!Q	Sec. 200	0.784
Fowl/Livestock													
Owner Complied					,								
City Action													
Action Pending													
Signs in Public Right of Way (Removed)	Ja vo Mila	1	3.4.7.70	STATES OF	36 7 67 5	Storen	ici ayan	Si parises	7800 P - 100	340-22	N ALVE	-Marion	P