

REGULAR SESSION, BOARD OF PUBLIC WORKS AND SAFETY, July 28, 2025

The Board of Public Works and Safety of Plymouth, Indiana, met in Regular Session at 6:00 p.m. on July 28, 2025. The meeting was held in the Council Chambers, on the second floor of the City Building, 124 N. Michigan St., Plymouth, Indiana.

Mayor Robert Listenberger called the meeting to order. Listenberger presided for Board Members Duane Culp, Don Ecker Jr., Shiloh Milner, and Dave Morrow, who were physically present. City Attorney Jeff Houin and Clerk-Treasurer Lynn Gorski were also present. The public was able to see and hear the meeting through Microsoft Teams and streamed live at <https://www.youtube.com/@CityofPlymouth>.

Board members Morrow and Ecker moved and seconded to approve the minutes of the regular session of the Board of Public Works and Safety meeting of July 14, 2025, as presented. The motion carried.

City Engineer Dan Sellers for the PW-24-033 Sidewalk Project, the original contract was \$330,861.00 and it was substantially complete. He stated there was some restoration work that needed to happen in some disturbed areas, and they had been negotiating with the contractor on estimated quantities as they were asking for a little more for driveway modifications. He stated they were asking for an additional \$2,323.75, which brings the total cost to \$333,184.75, along with a seven day increase in time to complete the work. He stated since they completed the work well, he recommended approval of the change order.

Ecker asked if this was because of the driveway modifications for this change order.

Sellers replied that it mostly was as it was very difficult to anticipate what they must do to make the sidewalk ADA accessible as they must modify the driveways and make them look acceptable to the owners.

Mayor Listenberger asked if the project went well.

Street Superintendent Jim Marquardt replied that it went smoothly and quickly. He stated they do have funds to cover this.

Board members Ecker and Milner moved and seconded to approve the change order as presented. The motion carried.

Building Commissioner Dennis Manuwal Jr. stated there were no updates for Northgate MHC LLC.

Manuwal introduced Mr. Patel of Red Rock Inn who filed an appeal for a fine at 2550 N. Michigan Street. He stated this started on June 2nd when Patel came to town and a more detailed order was issued to him on June 10th. He stated the contractor did not come in to

apply for a permit until July 2nd and did not provide insurance, so the project was put on hold. He stated he did not receive anything for the contractor's insurance until July 22nd as it was sent after hours on July 21st. He stated he was well beyond the 30 days before his contractor ever got insurance and he was at the 30-day mark when the contractor first came in to speak about insurance so he believed the fine should still stand.

Culp asked if they had the insurance at the time or if it was purchased after the fine.

Manuwal replied that insurance was purchased after the fine. He stated the contractor did not get insurance until July 16th and their last meeting where the fine was imposed was on July 14th.

Morrow asked if they were on the job when they were found without insurance.

Manuwal replied that the contractor came in and spoke with them and applied for a permit and his secretary told them that they had to provide proof of insurance and they said they would do that, and they heard nothing from them. He then put the permit on hold because he was still waiting for the contractor to provide insurance, and they had not even had insurance until July 16th.

Morrow asked about when Manuwal was at the airport and saw activity at the hotel.

Manuwal replied that it was some of the downstairs tenants that Patel has help with maintenance/cleanup. He stated it was not the actual contractor.

Nilesh Kantibhal Patel (259 Zurich Avenue, Egg Harbor City, NJ 08215)

Patel stated as soon as they received the letter, he hired a contractor, as well as a structural engineer. He stated that it happened within 30 days. He stated he talked to the contractor, and we are living in New Jersey. He stated they keep in touch with everyone one by one and the work had already started. He stated they got several pictures and Manuwal talked to his structural engineer before the 30 days because we hired the structural engineer on June 10th. He stated he gave the report to Manuwal on June 18th and then they got a contract with the contractor on June 24th. He stated they were already in the process of eviction within the first week, which was hard with 30 people. He stated there were no tenants upstairs but instead they were checking his Culligan Water supply, and they brought the salt. He stated they did not know that and by accident they went to his water heater upstairs. He stated as soon as they realized they told them because they usually go up there every month. He stated after that he told his maintenance guy, so he locked that door and checked a couple of the other rooms. He stated after that nobody went upstairs. He stated he understood whatever

Manuwal says as he was watching but there was no tenant up there except his maintenance guy one time. He stated they have some pictures, and work had started already so it was not delayed. He stated the only day was because of the couple week eviction process. He stated he had to arrange all 30 people, and it was hard. He stated other people were helping them and he knew they had a couple meetings. He stated the fees were not a big deal to the city but \$2,500 was too much for them because they got almost half business. He stated he was not asking for a break on the property, but this was not fair. He stated the contractor was working on the north side steps and as soon as he was done, he was going to call Manuwal to approve before starting further work. He stated it was between the contractor, order, metal parts, and everything that has already started. He stated it was not a one-day job with one person.

Manuwal stated he reported a month ago that Patel had a structural engineer prepare paperwork and it comes down to him talking to a contractor, that contractor coming in to talk to him, but when he came in to talk to him that he was already at the thirty-day mark.

Mayor Listenberger asked if he had a copy of the contract, so he knew what the scope of work that the contractor was doing.

Manuwal replied that he had what the structural engineer provided him.

Mayor Listenberger asked regarding the contractor.

Manuwal replied in disagreement as the contractor came in and said he would start on the north stairs by breaking out the concrete and iron work and then call him out to inspect prior to further work. He stated he had not been called out for that yet.

Patel stated they had a contract with the contractor on June 24th. He stated he could send a copy of the contract.

Houin reminded the board that the legal decision tonight was regarding the original order Manuwal had issued on June 10th had outlined a list of items needed to be addressed along with items to take action on. He stated it goes on to say if you do not comply with this order and substantially begin repairs within 30 days, the City of Plymouth may direct a contractor to perform the repairs at your cost and may seek enforcement of the order. He stated that was what incurred the penalty for not substantially beginning the repairs. He stated from his understanding of the Patel's was that they had hired the structural engineer within 30 days and were preparing to move forward to have the repairs completed. He stated Manuwal's position at the last meeting was that the contractor had come in to get a permit, but it had not been issued as they had not provided insurance. He stated the question to the board in deciding

whether to affirm or waive the penalty was whether the actions they took counted as substantially beginning the repairs within the 30 days from June 10th, which would be until July 10th.

Patel stated that it was not a one-person job, and they had to depend on everyone as they were not local. He stated he needed time to bring in someone who was reliable.

Mayor Listenberger asked who the contractor was that they hired now.

Patel replied that it was Voodoo DreamWorks LLC. He stated he was a professional guy and did a good job. He stated he was not local, and he gave the contractor \$46,000.

Ecker stated the bottom line was that nothing got started until after the fine was issued.

Patel stated he started the process but the guy from Homeland Security needed to review everything, and he would keep in touch with him.

Manuwal stated he was trying to change the use of the building.

Board members Ecker and Culp moved and seconded to affirm the fine. The motion passed by roll call vote.

In Favor: Culp, Ecker, Morrow, Milner, Listenberger

Opposed: N/A

Manuwal stated the next item he had was the Pointe Apartments as they had not demolished the building and they were past their 30 days. He stated it was up to the board to decide whether they would like to open this up to bid to have the building demolished and billed to the owner.

Culp stated he had heard rumor that someone was trying to buy it.

Manuwal replied that it was listed for sale, but the demolition order goes with the property, and they would have to come in.

Mayor Listenberger asked if it was causing any problems currently as it sat regarding safety or anything else.

Police Chief John Weir replied that he had not received any further calls.

Mayor Listenberger asked if the building was secure.

Manuwal replied that they had thought the building was secure before.

Mayor Listenberger asked if there was an estimate on what it may cost to demolish the building. He stated it may be best to at least get quotes. Culp agreed.

Ecker asked if they heard anything from the owners.

Manuwal replied that he had not. He stated they had 10 days from the time they received the letter to file with a judge.

Ecker asked how long they planned to linger on this project.

Manuwal replied that he would like to have all the quotes opened at the next meeting and award it to the lowest bidder.

Mayor Listenberger stated he was worried about the cost.

Ecker stated this was taking up a lot of Manuwal's time.

Manuwal stated if they would not like to tear it down then he would at least like to issue an order to board it up.

Board members Culp and Milner moved and seconded to allow the Building Commissioner to solicit quotes. The motion passed by roll call vote.

In Favor: Culp, Ecker, Morrow, Milner, Listenberger

Opposed: N/A

Weir stated he received the quote from Kiesler Police Supply for the Glock 9mm Model 45, and he had sent that email to the council for review.

Mayor Listenberger asked if they planned to honor the \$250 trade in. Weir agreed.

Ecker asked if the quote was like the estimate at the last meeting.

Weir replied that at the last meeting he said the guns would come in below \$500/each and that he believed they would keep the optics. He said the optics would fit on the gun, but they could not get a holster with the SIG optics, so they had to get a new holster.

Culp asked if it was a Safariland holster. Weir replied Safariland Level 3 holster. Culp stated he was told that holster had been rearranged.

Weir replied that they make one for the Glock with their optics but not with the SIG optics for the current firearms they had. He stated they went with the new optic price, so it came in more with those optics. He stated that the 27 Glock Model 45's price came in at \$19,764 of the right-handed holsters, optics, and flashlights would have been \$3,542, two left-handed holsters would come in at \$308, and they would give them \$250 trade-in for 27 SIG P320 handguns which would subtract \$6,750. He stated shipping would be \$175 for a total price of \$17,039.

Ecker asked what the lead time was on this.

Weir replied that it would be four months from the time they ordered. He added that the school would not allow them in with the SIG P320's. He stated he put out an email to all

the officers advising them if they would want to get a different gun they could. He advised that he replaced his already, Corporal Hite replaced hers, and Officer Delee was carrying his old SIG 45 that was issued the last round that he purchased back. He stated he had several officers who had purchased their own guns so long as it was a quality gun that was approved and they bought a level 3 holster to carry it in, then they could carry a different gun until they get the new ones in.

Ecker asked if the different guns would be Glock or something else.

Weir replied that three in total have purchased Glock so far. One was carrying his SIG 45, and one was purchased a shadow system which was a high end one, one was purchased a FN 709, so there were different variations, but they were quality guns.

Ecker asked if there would be any inconsistency with firearms.

Weir replied there would not be any as they could not mandate what they purchased because the city was not purchasing them, and they were purchasing it with their own personal money. He stated they were buying holsters and ammo with their uniform allowance, but the gun could not be purchased with the clothing allowance.

Mayor Listenberger asked if the funds were available.

Gorski replied that he would need to take it out of his equipment budget. She added that it was \$70 more per holster than what was originally said two weeks ago.

Mayor Listenberger believed after hearing what they heard two weeks ago that this would provide the officers with a much-needed sense of peace.

Weir added that he went and got his own because he didn't want to risk going into his daycare with one. He added that Airforce Security was shot by an uncommanded discharge last Wednesday and it was sitting on the end table in a holster, and it went off ending that person's life. He stated the Airforce issued a memo pausing the use of the SIG M18 immediately.

Culp asked if Indiana Police planned to stick with their contract with SIG or change firearms as well.

Weir replied when he spoke with one of the troopers, they were looking at the Glock, but he was not sure what they decided.

Board members Ecker and Milner moved and seconded to approve the request to purchase new firearms as presented. The motion passed by roll call vote.

In Favor: Culp, Ecker, Morrow, Milner, Listenberger

Opposed: N/A

Weir stated they were doing the Level Two Active Shooter Training that day and the next. He stated 27 showed up out of the 32 who were invited.

Mayor Listenberger asked who all that entailed.

Weir replied that it was supposed to be 20 law enforcement from Marshall County, 10 Fire/EMS from surrounding agencies, and 2 dispatchers.

Street Superintendent Jim Marquardt stated they took delivery of a large dump truck last Wednesday that had been on order for a year and a half. He stated in talking with the Clerk-Treasurer, he would like to add this purchase order claim to the docket tonight for approval so they could process payment tomorrow to get the certificate of origin as everything was dated Wednesday. He stated this would allow them to get through the BMV without penalties.

Board members Morrow and Culp moved and seconded to approve the request as presented. The motion passed by roll call vote.

In Favor: Culp, Ecker, Morrow, Milner, Listenberger

Opposed: N/A

Clerk-Treasurer Gorski introduced a request to install a fire pit on city property at 201 Water Street from Kevin Berger.

Mayor Listenberger stated the request had been rescinded.

REQUEST FORM
CITY OF PLYMOUTH

Date: 6-26-25

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

We would kindly request permission to install a small
fire pit in the northernmost island of the parking lot
west of Water Street Townhomes at 201 Water Street.
(see attached site plan) Pit would be a heavy reinforced
concrete pipe section (see attached exhibit)

Signed Kevin L. Berger (574) 842-3344
Print Name Kevin L. Berger Address 8886 9th St

In Office Only:
Determination of Request
Requester rescinded request, July 28, 2025

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

Signed [Signature] Title Clerk-Treasurer

REGULAR SESSION, BOARD OF PUBLIC WORKS AND SAFETY, July 28, 2025

Clerk-Treasurer Gorski introduced a request for prepayment of entertainer services from Abigail Collins for Family Fun Day.

Board members Ecker and Morrow moved and seconded to approve the request as presented. The motion carried.

REQUEST FORM
CITY OF PLYMOUTH

Date, July 18, 2025

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

Kindly review of the following request

I am requesting pre payment for the following entertainment services related to Family Fun Day 2025:

\$775 - to be paid to Ginny Hartin (main entertainment for the event)
\$340 - to be paid to Lake City Bounce LLC (bouncehouse rental)

It is standard practice in the live entertainment industry to receive payment on site.

If approved, checks will be retained by Recreation Director, Abby Collins, and personally handed to Mr. Hartin and to the Lake City Bounce service tech. Family Fun Day will take place on Saturday, August 23, 2025 from 6-8pm in River Park Square.

Signed Abby Collins 574 340 5118
Phone Number

Abby Collins 1660 N. Michigan St. Plymouth, IN
Print Name Address

In Office Only:
Determination of Request

Approved by Board of Public Works & Safety on
July 28, 2025

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

Steph Gorski Clerk-Treasurer
Signed Title

Clerk-Treasurer Gorski introduced an alley closure request from Patty Welch for St. Michael Fall Festival. Patty Welch was in attendance to speak on behalf of this request.

Welch stated Saturday they would have chicken and noodles at the school from 4-6 PM and from 6-10 PM, they plan to be outside for the Fall Festival.

Board members Morrow and Milner moved and seconded to approve the request as presented. The motion carried.

REGULAR SESSION, BOARD OF PUBLIC WORKS AND SAFETY, July 28, 2025

REQUEST FORM
CITY OF PLYMOUTH

Board of Public Works & Safety
Notice to COMMON COUNCIL, CITY OF PLYMOUTH, INDIANA

Date: 7/23/2025

Kindly review the following request:

Saturday, October, 2025 St. Michael
Parish close off alley behind school
from 12pm - 11pm for St. Michael
Fall Festival.

Signed Patty Welch Phone Number 574-952-6658
Print Name Patty Welch Address 805 Parker St. Lot 129
Plymouth

In Office Only:
Determination of Request

Approved by Board of Public Works & Safety on July 28, 2025

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

Signed Lynn Gorski Title Clerk-Treasurer

Board members Ecker and Morrow moved and seconded to allow the payroll for July 15, 2025, and the claims for July 28, 2025, as entered in Claim Register #2025-14. The motion carried.

Board members Morrow and Milner moved and seconded to accept the following communications:


- July 28, 2025 Docket
- July 22, 2025 Technical Review Committee Minutes
- Water Department Activity Report – June 2025
- Wastewater Department Activity Report – June 2025

The motion carried.

There being no further business, Board members Ecker and Milner moved and seconded to adjourn. Listenberger declared the meeting adjourned at 6:39 p.m.

APPROVED:


Robert Listenberger, Mayor


Lynn M. Gorski, Clerk-Treasurer

CITY OF PLYMOUTH WASTEWATER DEPARTMENT
Board of Public Works and Safety
June 2025 Monthly Report

PLANT OPERATIONS:

1. Total flow in gallons	54,290,610
2. Average daily flow in gallons	1,809,687
3. Rainfall	6.79"
4. Monthly average in BOD removal	98.9%
5. Monthly average in TSS removal	89.9%
6. Monthly average in Ammonia removal	95.6%
7. Monthly average in Phosphorus removal	83.3%
8. General plant maintenance	
9. Work orders completed:	

386- Wastewater Treatment Plant

- Exercised 18 plant valves.
- Activated our 3rd final clarifier for additional detention times, needed due to heavy organic loading.
- Serviced all plant actuators.
- Inspected and adjusted ultraviolet disinfection system acid and wiper system.
- Serviced bio-roughing tower distributor arms.
- Replaced the 2" ball valve that controls the waste activated sludge.
- Replaced overhead LED in pretreat building.
- Replaced the lower bearing and auger discs on hydro-gritter.
- Cleaned coils in all air conditioning units.
- Received new SCADA computers, Torie Engineering is completing the programming.
- Serviced and repaired all exhaust fans.

71- Vehicle/Mobile Equipment

- Replaced the fluid coupler on the T-20.
- Installed new tool storage system in T-27.

60- Lift Stations

- Replaced the ethernet cable on radio at the Centennial Crossing lift station.
- Adjusted radar level controller at the Candy Lane lift station.
- Flushed the check valves at the Centennial Crossing and Clark & Rose lift stations.
- Replaced both pumps with new non-clog type at the Carriage Green lift station.
- Replaced check valve in Clark & Rose lift station.
- Replaced the control board on the transfer switch for Pioneer Dr. lift station.

8 - Collection System

- 0 - Eliminated structures
 - a.
- 0 - Replaced structures
 - a.
- 0 - Repaired structure
 - a.
- 4 - Replaced / Repaired / Adjusted castings.
 - a. H6M217, K7M122, K7M123, and K7M124
- 0 - GIS data collection points.
 - a.
- 1 - New structure
 - a. In ditch line on Jim Neu Dr. by the Marshall County Jail.
- 2 - Point Repairs
 - a. Repaired tile at airport solar field that had been bored through.
 - b. Repaired service line that served the Knights of Columbus, contractor was not aware it was in that location.
- 2 - Miscellaneous
 - a. Installed 82' of 12" RCP under Jim Neu drive by the Marshall County Jail.
 - b. Reconstructed airport storm drainage outlet by replacing 24' of 8" PVC and stabilizing the creek bank.

COLLECTION SYSTEM GENERAL:

1. Cleaned 11,874 feet of sewer lines:
 - 0 feet during service calls
 - 11,874 feet during preventive maintenance
2. Televised 13,739 feet of sewer lines.
3. Mechanically removed roots from 722 feet of sewer lines.
4. Removed approximately 5.94 tons of silt and debris during cleaning and inspections of sewers lines.
5. Used approximately 17,345 gallons of potable water during sewer cleaning.
6. Performed routine maintenance on 10 CSO's and seventeen pumping stations.

MISCELLANEOUS

- Continuing work on the Wastewater Department asset management plan.
- Two employees attended a chlorine safety and handling seminar sponsored by Alexander Chemical at the Century Center in South Bend on 6/13/25.
- Hyper Wave installing a new phone system at the wastewater treatment facility.

CITY OF PLYMOUTH WATER DEPARTMENT
Board of Public Works and Safety
June 2025 Monthly Report

PLANT OPERATIONS

Water Treated – Ledyard Water Treatment Plant	27,316,658 gallons
Water Treated – Pine Water Treatment Plant	<u>23,926,940 gallons</u>
Water Treated - Total	51,243,598 gallons

Water Treated – Daily Average – Ledyard Water Treatment Plant	910,555 gallons
Water Treated – Daily Average – Pine Water Treatment Plant	<u>797,565 gallons</u>
Water Treated – Daily Average – Combined	1,708,120 gallons

- Backwashed filters at Ledyard Water Treatment Plant 8 times for a total of 672,000 gallons.
- Backwashed filters at Pine Water Treatment Plant 12 times for a total of 1,152,000 gallons.
- Total backwash usage for the month was 1,824,000 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 and analyzer.
 - Inspected the north and west water towers including the repair to the security fencing.
 - Completed repairs to the electricity in the storage building.
 - Peerless Midwest removed #1A well for rebuild.
- 12 – Pine Water Treatment Plant Maintenance
 - Completed auxiliary generator test.
 - Completed temperature checks on high service pumps.
 - Cleaned and inspected chlorine injector.
 - Rebuild of high service pump #1 was completed and reinstalled.
 - Flushed all air conditioning units and sample taps.
 - Completed repairs to the backwash system.
- 14 – Mobile Equipment
 - E-59 and W-9.

WATER SAMPLING

- 10 Distribution system bacteria samples, IDEM required.
- 62 Distribution system chlorine residual samples, IDEM required.
- 4 Fluoride samples, ISDH required.
- 401 Process control samples and analysis at the Ledyard Water Treatment Plant include Ferrous Iron, Total Iron, Manganese, and Chlorine
- 447 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
- 2 SOC/2nd Annual 1 for each plant set
- 0 Radionuclide
- 0 IOC- Metals-Radon
- 0 Lead & Copper Samples
- 0 Nitrate/Sampling for each Plant (sets)
- 0 Extra Sampling
- 0 Hardness/Corrosion
- 2 Set IDEM required PFAS sampling on both points of entry.

SERVICE

Utility Locates	823
Total Number of Work Orders	414
Service Disconnects	24
Service Disconnects for non-pay	55
Service Reconnects for non-pay	50
Blue Tags "Service Notice" left on door	26
Pink Tags "Insufficient Funds Notice" left on door	7
New Radio Read / Meter Installations	35
Accuracy Checks	219
After Hours Call Outs	3
Meter Repaired	0
Consumer Confidence Report Requested Hand Delivery	6

CONSTRUCTION ACTIVITIES

- (0) Curb Stops Repaired / Replaced / Installed
- (3) Curb Stops Located / Capped Off at Valves
 - 06-25-2025 Located (2) curb stops at 717 & 717.5 Lincoln St. and adjusted.
 - 06-04-2025 1012 W. Washington St. – Removed unused curb stop that was leaking.
 - 06-05-2025 900 W. Washington St. – Repaired curb stop associated with sidewalk replacement project.
- (1) New Taps Installed
 - 06-06-2025 2155 Walter Glaub Dr. – Installed new 2" service line and curb box.
- (1) New Mains Completed
 - 06-18-2025 1655 Pioneer Dr. (Digger) – 602' of 12" water main extended to the west.

REGULAR SESSION, BOARD OF PUBLIC WORKS AND SAFETY, July 28, 2025

- (1) **Valves / Valve Boxes / Repaired / Replaced / Installed**
06-05-2025 900 W. Washington St. – installed new telescopic valve box and rod.
- (1) **Hydrants Repaired / Replaced / Installed / Serviced / Painted**
07-18-2025 1655 Pioneer Dr. (Digger) – new public hydrant installed.
- (0) **Valve Exercised**
- (2) **Main Breaks and Leaks Repaired**
06-03-2025 1022 Angel St. – repaired 6" water main break.
06-04-2025 2706 Briarwood Ave. - Leak in water meter pit repaired.
- (1) **Service Lines / New/ Repaired**
06-30-2025 100 N. Third St. – repaired service line curb stop.

MISCELLANEOUS

- Water Improvement Projects continuing, Division 1 – TGB Unlimited water main improvements / Division 2 – O & J Coatings water tower renovation.
- Continuing with the city water meter replacement program.
- Completed water main flushing program. Used 3,085,290 gallons of water to flush the entire system.
- Annual lead service line inventory has been submitted to IDEM& EPA.
- One employee attended a chlorine safety and handling seminar sponsored by Alexander Chemical at the Century Center in South Bend.
- The State Board of Health completed the inspection of our water system fluoride program.
- G.I.S. data collection.