

REGULAR SESSION, BOARD OF PUBLIC WORKS AND SAFETY, November 24, 2025

The Board of Public Works and Safety of Plymouth, Indiana, met in Regular Session at 6:00 p.m. on November 24, 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., and Shiloh Milner, who were physically present. Board member Dave Morrow attended virtually. Clerk-Treasurer Lynn Gorski was also present. The public was able to see and hear the meeting through Zoom and streamed live at <https://www.youtube.com/@CityofPlymouth>.

Board members Culp and Ecker moved and seconded to approve the minutes of the regular session of the Board of Public Works and Safety meeting of November 10, 2025, as presented. The motion carried.

City Engineer Dan Sellers stated he had supplied a financial commitment letter that he would like approval tonight. He stated this would be for a project along Oak Drive that had the goal of improving pedestrian and nonmotorized vehicle safety. He stated it would span Oak Drive on both sides from US 30 to Jefferson Street and only on the east side from Jefferson Street to Lake Avenue. He stated the total cost of the project would be around \$4.8 million as a rough estimate. He stated construction would be in 2031 and we would start preliminary engineering, if we receive the grant next year, around July 1st, 2026. He stated the total out of pocket for Plymouth at an 80/20 project would be just shy of a million dollars. He stated the preliminary engineering expected for 2026 would be \$168,000 range and he did have that amount in his contractual services budget to cover that amount for next year.

Culp asked if he was aware that Oak Drive, on the east side, had a different setback than the west side with one being 5 feet and the other being 10 feet.

Sellers stated that it may be true, but we would have to get right-of-way from all the owners along there and we have some of them with redevelopment of different commercial properties on both sides of the road so in his estimation, it would be about 10 feet of current right-of-way on both sides of the road. He stated they would try to keep the utilities in the same location and work around what was already there.

Mayor Listenberger stated an inflation factor was added in knowing the construction was out in 2031 that was all included in this. He explained that Sellers had done a great job of putting this together. He added this would be following the sidewalk installation on Harrison

Street as we would be working on those streets in the next two years. He believed this was the next logical area to work on was Oak Drive for fitting into the plan and budget.

Culp asked how the sidewalk was going to look in front of St. Michael's Catholic Cemetery.

Sellers replied that ideally, they would be able to keep the tree lawn, and he had a five-foot tree lawn figured but there was the possibility for that stretch that they would have to put the sidewalk right along the curb. He stated they would see once they receive the preliminary engineering started but the safest option with the speed limit being 40 in that area would be to get as far away from the traffic as we can.

Culp asked if all the bicycles and skateboards would be in the roadway.

Sellers replied for the bikes, they anticipated from Hehr Lane to Jefferson Street that it would all be the same and we'll make a wide sidewalk 8 foot wide on both sides. He stated from Hehr Lane to US 30, we anticipate going from 4 travel lanes to 2 travel lanes with a center turn lane and then we would put a 5-foot-wide bike path on both sides of the road with a two-foot buffer strip of painted stripes so we could keep a two-foot buffer from the traffic.

Board members Ecker and Milner moved and seconded to approve the Oak Drive Project Financial Commitment as presented. The motion passed by roll call vote.

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

Opposed: None

Building Commissioner Dennis Manuwal Jr. stated they all received the modification order for the Red Rock Inn. He asked for the property owner to come up so he could present them with this modification order.

Mayor Listenberger stated this was the order they discussed that had to be presented here first so he was officially providing that to you.

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

Patel asked if he had to let him know within a week or two weeks.

Manuwal replied that the letter said he had 30 days to comply with this order.

Culp asked what was happening with the old McCord's building downtown on Washington Street.

Adley replied that it currently had its letter sent to the state and there was a delay when the federal government was shutdown. He stated now that it was up and running again, we're

coordinating and working with Michiana Area Council of Governments (MACOG) while they await answers from downstate.

Culp asked what they were going to do with the property.

Adley replied there was a letter sent to the state regarding the level of contamination, and we got a couple of barrels we're looking to get rid of once they get verified through the State provided, they were under certain levels.

Culp asked if the city was paying for that.

Adley replied that it was a Brownfields grant through MACOG and the federal government.

Culp asked if bricks were falling in the roadway if we could do something about it. He stated they made the person on Michigan Street do something about it and we have the same things happening. He stated it was a hazard and asked if there was something we could do.

Adley replied he was unaware of bricks falling into the roadway.

Mayor Listenberger believed that it may look like they have but they haven't yet. He asked Culp if that was what he meant. Culp agreed. Listenberger stated what they were hoping to find out was what it was going to take as far as what the remediation would look like. He stated the hope would be to talk to the Redevelopment Commission about purchasing the building, taking it down, and finding a developer to redevelop that site. He stated they started working on this back when he was a council member with Former City Attorney Sean Surrisi and he got the Brownfields grants started.

Adley stated they anticipated this stage being done during the summer but due to some transitional complications between two different brownfields grants occurring at the same time. He stated they were working to rectify those aspects and they were awaiting a response.

Mayor Listenberger stated they were hoping to have a lot more answers by the end of the year, but we are still hopeful.

Culp asked for clarification that we don't own that property or if we were in the process of owning it.

Mayor Listenberger replied that we did not own it, but it was up to the council and Redevelopment Commission and if they wanted to purchase it, we would own it. He stated it would be like other projects the city had done over the years by finding a developer and working a deal with them.

Adley explained it was not uncommon for a city to purchase a Brownfields project to facilitate additional development opportunities.

Ecker stated it was a concern in the meantime about bricks as that would become the owner's responsibility to ensure that building was in a safe position. He stated if there were concerns about the property, we should reach out to the owners.

Mayor Listenberger stated if it gets to that point, there could be safety netting or some stuff the owner could do in the meantime if necessary and we could investigate that. He stated the focus currently was wanting to get those answers back from the State.

Culp asked if someone could look at it and see if his concerns were justified.

Manuwal replied that he could look at it tomorrow and see if there were actual bricks falling. He stated if there were he would get in contact with the property owners.

Fire Chief Holm stated he spoke with the Clerk-Treasurer the other day and with the budget for 2026 being passed, he was wanting to ask permission to send out requests for bids on the department vehicle that was in our budget. He stated it was suggested that we wait until the quotes are opened in 2026, but the vehicle that was being replaced once we get a new vehicle in was just getting worse by the day. He stated he was wanting to get this process moving as fast as possible knowing that the sooner we get it in, the better we'll be. He added that it was not unsafe, but with it wearing out, it would start costing us more money to maintain than what it was worth.

Mayor Listenberger asked if they had to wait to open those bids in the new year and pay for them in 2026.

Gorski replied that with it being in the 2026 budget, they would have to be opened in 2026.

Culp asked what vehicle they were looking for.

Holm replied that it would either be another Ford Expedition or Chevy Tahoe.

Culp asked if it was the Fire Chief's vehicle.

Holm replied in agreement and stated they would be stair stepping cars down. He stated it would be the Fire Inspector's current vehicle that would be going away, and they were going to bring their current medic into that spot, take his current vehicle as the medical vehicle, and then bring a new one in.

Ecker stated he understood that they cannot open the bids until 2026 and asked if they could make the request for quotes at the end of December with bids due in January.

Gorski replied that they could.

Ecker stated at this point it was not advisable for them to approve this request now as we were talking about 4-5 weeks before they could open bids anyway.

Street Superintendent Jim Marquardt stated leaf season was going slow, but they were not giving up yet. He stated there were a lot of leaves and they would get them soon.

Human Resources Manager Jen Klingerman provided an update on our insurance renewal for Employee Benefits 2026. She stated we currently have VSP for our vision and Mutual of Omaha for our life and short-term/long-term disability with those rates being renewed as a rate lock. She stated we would not be going to market until 2027 and 2029 for those. She stated for our dental insurance, we did have a small increase of \$0.15 per employee per month bringing us to \$3.80/employee but nothing was going to be increased as far as coverage. She stated for the Lifeplex Medical Clinic, we have a rate lock on that as well. She stated for our health insurance, we had a huge increase due to medical costs and inflation, so we were anticipating quite a big increase this year as well. She stated thanks to Gibson Insurance; we did have a good renewal rate with a 1.8% increase. She stated alongside that; Gibson and she had been working on trying to revamp our wellness program, so Gibson was able to also negotiate a \$75,000 credit for us to be able to purchase gym memberships for all our employees for a 2-year rate lock.

Mayor Listenberger stated that it was good news as we were originally looking at a 14-15% rate increase for health insurance this year with Gorski budgeting for a 12% increase.

Marquardt requested to leave the two directional sign requests from Jay Buchtel posted at Harrison & Michigan Street along with Harrison Street & Oak Drive for Marshall County DAV Chapter 42 on the table. He stated he was in contact with North American Signs, who did our wayfinding signs originally, and he had sent him everything that we've done with wayfinding signs, and they were working on a price to do those new signs.

Gorski presented a request from Toni Samuels for a Loading/Unloading Only Sign in front of 218 W. LaPorte Street. Toni Samuels was present to answer questions.

Samuels stated she was having a lot of problems there as a lot of her clients come off the Marshall County Council on Aging bus. She stated there were so many people parking in front of her business as to where the Council on Aging bus can't get in there. She stated they have people who park right up by the stop sign which caused people to not stop at that stop sign.

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Weir stated as far as parking, there's a crosswalk there and people must park behind the white line. He stated he had not seen anyone past those lines yet since they spoke. He stated he had noticed an SUV with a trailer that seems to be there quite often, but it does leave occasionally. He believed that was where the problem came from.

Milner asked if the Council on Aging only ran Monday through Friday.

Samuels replied in agreement and stated it was maybe from 7-5.

Milner stated they could do something similar where it reserved the spot for a set number of hours for loading and unloading.

Mayor Listenberger asked what her hours were.

Samuels replied that you never know. She stated the concern wasn't on Saturday or Sunday but during the week when clients come in the van.

The discussion continued for some time about a timeframe for the new sign.

Marquardt recommended making a "No Parking Loading Zone from here to corner from 9-5, Monday through Friday".

Board members Culp and Milner moved and seconded to approve the request with the Street Superintendent's recommendation. The motion passed by roll call vote.

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

Opposed: None

REQUEST FORM
CITY OF PLYMOUTH

Date: November 18, 2025

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

Kindly review of the following request:

Request for a "Loading/Unloading Only" sign for in front of my business at 218 W. Laporte Street.

My clients that arrive via the Rock City Rider/Council on Aging van are unable to load/unload safely due to cars from the apartments next door being parked directly in front of my shop.

Signed

Toni Samuels

Phone Number

574 936 9099

Print Name

Address 218 W Laporte St, Plymouth, IN 46563

In-Office Only:

Determination of Request

Board of Public Works & Safety approved a Loading Zone Sign from here to corner - Monday thru Friday 9-5 Sign on November 24, 2025

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

[Signature]
Signed

Clerk-Treasurer
Title

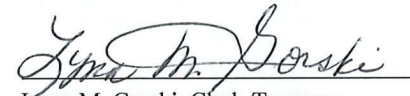
Board members Ecker and Milner moved and seconded to allow the payroll for November 14, 2025, and the claims for November 24, 2025, as entered in Claim Register #2025-22. The motion passed by roll call vote with all in favor.

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

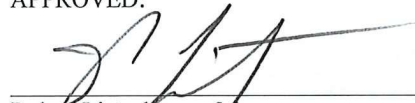
- November 24, 2025 Docket
- Water Department Activity Report – October 2025
- Wastewater Department Activity Report – October 2025

The motion passed by roll call vote with all in favor.

There being no further business, Board members Ecker and Milner moved and seconded to adjourn. Listenberger declared the meeting adjourned at 6:30 p.m.


Lynn M. Gorski, Clerk-Treasurer

APPROVED:


Robert Listenberger, Mayor

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

PLANT OPERATIONS

Water Treated – Ledyard Water Treatment Plant	20,939,272 gallons.
Water Treated – Pine Water Treatment Plant	<u>23,670,049 gallons.</u>
Water Treated - Total	44,609,321 gallons.

Water Treated – Daily Average – Ledyard Water Treatment Plant	675,460 gallons.
Water Treated – Daily Average – Pine Water Treatment Plant	<u>763,550 gallons.</u>
Water Treated – Daily Average – Combined	1,439,010 gallons.

- Backwashed filters at Ledyard Water Treatment Plant 9 times for a total of 756,000 gallons.
- Backwashed filters at Pine Water Treatment Plant 14 times for a total of 1,344,000 gallons.
- Total backwash usage for the month was 2,100,000 gallons.

MAINTENANCE WORK ORDERS COMPLETED

- 22- 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. AT&T is upgrading the antennas and communications equipment on the north water tower, which they rent space on.
 - Completed repairs to well #3C.
 - All test wells have been sealed and IDEM paperwork has been submitted.
 - Winterizing.
- 17 – Pine Water Treatment Plant Maintenance
 - Completed auxiliary generator test.
 - Completed temperature checks on high service pumps.
 - Cleaned and inspected chlorine injectors.
 - Winterizing.
 - Completed repairs to the sewage lift station.
 - Completed repairs to the fluoride feed system.
- 10 – Mobile Equipment
 - W-6, W-16, T-17, E-17, W-18, W-23, W-24, and W-30.

WATER SAMPLING

- 10 Distribution system bacteria samples, IDEM required.
- 62 Distribution system chlorine residual samples, IDEM required.
- 4 Fluoride samples, ISDH required.
- 461 Process control samples and analysis at the Ledyard Water Treatment Plant include Ferrous Iron, Total Iron, Manganese, and Chlorine
- 473 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
- 0 Set IDEM required PFAS sampling on both points of entry.

SERVICE

Utility Locates	248
Total Number of Work Orders	401
Service Disconnects	54
Service Disconnects for non-pay	34
Service Reconnects for non-pay	55
Blue Tags "Service Notice" left on door	2
Pink Tags "Insufficient Funds Notice" left on door	14
New Radio Read / Meter Installations	93
Accuracy Checks	183
After Hours Call Outs	0
Meter Repaired	0
Consumer Confidence Report Requested Hand Delivery	0

CONSTRUCTION ACTIVITIES

- (3) **Curb Stops Repaired / Replaced / Installed**
 - 10-03-2025 815 Ferndale St. - replaced curb stop & concrete sidewalk.
 - 10-07-2025 121 Shalley Dr.- Replaced leaking curb stop.
 - 10-30-2025 400 Charles St.- Replaced leaking curb stop
- (2) **Curb Stops Located / Capped Off at Valves**
 - 10-16-2025 Lewis St. -Capped off (2) service taps and retired both service lines.
- (5) **New Taps Installed**
 - 10-01-2025 309 Lewis St.- New tap and meter pit.
 - 10-01-2025 316 Lewis St. - New tap.
 - 10-08-2025 223 N. Plum St. - New tap.
 - 10-08-2025 407 W. Washington St. -New tap.
 - 10-22-2025 Wilson Circle- Installed 3 taps and two pits for future homes.
- (2) **New Mains Completed**
 - 10-01-2025 Lewis St. project -Bored in 315' of 2" poly main with 4 taps.
 - 10-08-2025 W. Washington St. & N. Plum St. - Bored 200' of 1" poly main to 2 homes.
- (5) **Valves / Valve Boxes / Repaired / Replaced / Installed**
 - 10-02-2025 815 Ferndale. -Cleaned out curb box- Curb stop will need replaced.
 - 10-03-2025 217 William St.-Repaired curb box in sidewalk.
 - 10-13-2025 Fairbanks St. & Klinger St.- Replaced 6" valve (I6V015).
 - 10-14-2025 W. Harrison St. & N. Plum St.- Repacked 6" valve (I6V015).
 - 10-15-2025 Bayless St.- Repaired valve box (K8V003).
 - 10-15-2025 457 Alexander St.- Vac out meter pit.
- (0) **Hydrants Repaired / Replaced / Installed / Serviced / Painted**
- (0) **Valve Exercised**
- (4) **Main Breaks and Leaks Repaired**
 - 10-09-2025 800 Block of N. Plum St.- Clamped bell main leak.
 - 10-21-2025 916 W. Washington St.- Repaired leak in street - will need replaced in future.
 - 10-29-2025 Third St. & W. Washington St.- Repaired leak on main line.
 - 10-29-2025 908 N. Plum St.- Contractor hit ½" corporation stop. Repaired with clamp and new tap.
- (1) **Service Lines / New/ Repaired**
 - 10-22-2025 Wilson Circle- Installed 3 Taps & 2 pits for future homes with 300" of 1" poly.

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.
- Initiated lead sampling requirements with 120Water which will be focused on schools and daycares.
- Annual fire hydrant maintenance started.
- Annual meter pit inspection and winterizing has started.

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

PLANT OPERATIONS:

1. Total flow in gallons	43,795,040
2. Average daily flow in gallons	1,412,743
3. Rainfall	1.66"
4. Monthly average in BOD removal	99.4%
5. Monthly average in TSS removal	97.9%
6. Monthly average in Ammonia removal	99.5%
7. Monthly average in Phosphorus removal	86.4%
8. General plant maintenance	
9. Work orders completed:	

315- Wastewater Treatment Plant

- Exercised 17 plant valves.
- Power washed sludge thickener belt.
- Replaced the pressure regulator at the WWTP odor control unit.
- Influent and effluent flow meters were calibrated in accordance with IDEM regulations.
- Serviced all augers in the centrifuge building.
- Winterize equipment at the WWTP.
- Replace rubber skimmers on all clarifiers.
- Replace wearing sleeves and packing on the sludge circulating pump.
- Repaired roof leak above the laboratory in the administration building.
- Serviced the acid clean system on the ultraviolet disinfection system.
- Installed new building identification signage.

73- Vehicle/Mobile Equipment

- Replaced the drive chain and mechanism for the reel on T-20.
- Plant received the hydro excavation tool for the combination sewer cleaners.
- Replaced the upper stack on the semi tractor.
- Replaced all 8 batteries on the Genie man lift.
- Removed debris from the debris tank pump-off system on T-6.

47- Lift Stations

- Rewired the controls in the Goshen Rd. lift station to address the issue of the station being pumped dry and air locking the pumps.
- Reset the SCADA communications radio at the Briarwood lift station.

6 - Collection System

- 0 - Eliminated structures
 - a.
- 0 - Replaced structures
 - a.
- 0 - Repaired structure
 - a.
- 2 - Replaced / Repaired / Adjusted castings.
 - a. 16M315
 - b. Adjusted private storm sewer casting between 2150 & 2154 N. Oak Dr.
- 0 - GIS data collection points.
 - a.
- 0 - New structure
 - a.
- 1 - Point Repairs
 - a. Completed repairs to broken pipe at W. Jefferson St. & Eighth St.
- 3 - Miscellaneous
 - a. Cleaned and inspected pressure/vacuum valves on Pioneer Dr. lift station force main.
 - b. Removed pump from the Pioneer Dr. lift station for repairs.
 - c. Insituform has completed cleaning and inspecting sewers in the Highland Ct. area prior to relining on November 12, 2025.

COLLECTION SYSTEM GENERAL:

1. Cleaned 24,641 feet of sewer lines:
 - 861 feet during service calls
 - 23,780 feet during preventive maintenance
2. Televised 17,745 feet of sewer lines.
3. Mechanically removed roots from 1,377 feet of sewer lines.
4. Removed approximately 12.32 tons of silt and debris during cleaning and inspections of sewers lines.
5. Used approximately 61,985 gallons of potable water during sewer cleaning.
6. Performed routine maintenance on 10 CSO's and seventeen pumping stations.

MISCELLANEOUS

- Developing the Asset Management Plan for the wastewater department as required by IDEM with a deadline on 1-1-2027.
- Rain garden has been installed at the south end of the detention basin located just south of the Neighbor Center.
- Issued RBC their Industrial Waste Permit.