

REGULAR SESSION, BOARD OF PUBLIC WORKS AND SAFETY, JANUARY 25, 2021

The Board of Public Works and Safety of Plymouth, Indiana, met in Regular Session on January 25, 2021. The meeting was held in the Council Chambers, 124 N. Michigan St., Plymouth, Indiana.

Mayor Mark Senter called the meeting to order at 6:00 p.m. Senter presided for Board Members Duane Culp and Bill Walters. As allowed by Governor Holcomb's Executive Orders, Board Members Jeff Houin and Shiloh Carothers Milner attended the meeting electronically. Clerk-Treasurer Jeanine Xavier and City Attorney Surrisi were also present.

Members Walters and Houin moved and seconded to approve the minutes of the last regular session of the Board of Public Works and Safety on January 11, 2021, as presented. The motion carried.

City Engineer Rick Gaul presented PW 17-106, Historic Footbridge 2022 LPA-Environmental Supplement. Gaul stated that after the Environmental review it was found that some additional services would need to be done. He explained that due to this, the State Project Manager was requesting that the city submit an opportunity for public hearing and photo documentation of the structure. It may be possible for the City to apply for funding through INDOT and get an 80/20 funding. The total amount required for this project would be \$29,200. If the city were to receive funding, the state would reimburse the city \$23,360. In talking to Clerk-Treasurer Xavier, he found that in order to approve this supplemental contract, an additional appropriation would need to be done for \$29,200.

If a public hearing were to be needed the cost would be between \$17,000 and \$18,000 that would need to be accounted for as well, as it would include the cost of advertisement, providing legal documentation, professional services of engineers to hold the hearing, professional recording services (comparable to a court reporter) and notarization of documents.

Members Houin and Walters moved and seconded to approve the Supplemental agreement in the amount of \$29,200.00 in order to proceed with the project. The motion carried.

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January 14, 2021

Mr. Rick Gaul
City of Plymouth - Engineering
900 Oakhill Ave.
Plymouth, IN 46563

Re: Contract Supplemental Request
LaPorte St. Pedestrian Bridge over the Yellow River, Des. No. 1702837
Plymouth, Marshall County, Indiana

Dear Mr. Gaul:

VS Engineering (VS) appreciates the opportunity to present this supplemental fee for the above reference project. As working through the environmental document task, there are several elements that have come up that are out of scope from the original contract's environmental document scope. Lochmueller Group (LG) has defined the needs of these out-of-scope items and are requesting these items be included in an amendment to the original contract. This supplemental will be a pass-through fee without any mark-up from VS.

A detailed breakdown of each task is included in the attachment to this letter. The supplemental fee breakdown is as follows:

Offer for Public Involvement:	\$6,800
Photo Documentation per IDNR:	\$7,400
AI Document (if Required):	\$15,000
Total:	\$29,200

It should be noted that INDOT will not increase the amount of federal funds allocated to this project. This supplemental is the responsibility of the LPA. However, I believe that INDOT would be open to a "Change Management" process that could shift some of the federal funds from CN to PE, as well as a change in program fund year. If interested, the LPA ERC can initiate the request by email to the INDOT PM. If approved, CN federal funds would be reduced and PE funds would be increased. An amendment to the contract between the LPA and Consultant would then be required.

Sincerely,

Daniel J. Kurdziel, PE
Structures Department Manager

4275 North High School Road, Indianapolis, IN 46254 • 317.293.3542 • www.vsengineering.com

Members Culp and Walters moved and seconded to allow the payroll for January 29,

2021 and the claims for January 25, 2021 as entered in Claim Register #2021. The motion carried.

Board Members Culp and Walters moved and seconded to approve the following

communications:

- 01.25.21 Check Register
- December 2020 Water Department Report
- December 2020 Wastewater Department Report
- 01.12.21 TRC Meeting Notes
- 01.26.21 TRC Agenda

CITY OF PLYMOUTH WATER DEPARTMENT
Board of Public Works and Safety
December 2020 Monthly Report

PLANT OPERATIONS

Water Treated - Ledyard Water Treatment Plant	16,435,647 gallons
Water Treated - Pine Water Treatment Plant	<u>17,770,943 gallons</u>
Water Treated - Total	34,206,590 gallons
Water Treated - Daily Average - Ledyard Water Treatment Plant	530,182 gallons
Water Treated - Daily Average - Pine Water Treatment Plant	<u>573,256 gallons</u>
Water Treated - Daily Average - Combined	1,103,438 gallons
Backwashed filters at Ledyard Water Treatment Plant 9 times for a total of 756,000 gallons.	
Backwashed filters at Pine Water Treatment Plant 13 times for a total of 1,248,000 gallons.	
Total backwash usage for the month was 2,004,000 gallons.	

MAINTENANCE WORK ORDERS COMPLETED

- **7- Ledyard Water Treatment Plant Maintenance**
 - Repaired chlorine analyzer.
 - Completed auxiliary generator test.
 - Repaired multiple heaters in the facility.
 - Repaired the fluoride pump.
 - Repaired backwash panel in the filter room.
 - Sealed and winterized wells #1 and #3.
 - Inspected both water towers.
- **6 - Pine Water Treatment Plant Maintenance**
 - Auxiliary generator test for plant.
 - Repaired multiple heaters in the facility.
 - Repaired #2 potassium permanganate pump.
 - Fabrication of shroud for chlorine exhaust fan.
 - Sealed and winterized wells #5 and #6.
 - Repaired entry gate to the facility.
- **15 - Mobile Equipment**
 - Completed repairs to W-10 and W-16.

WATER SAMPLING

- 10 Distribution system bacteria samples, IDEM required.
- 61 Distribution system chlorine residual samples, IDEM required.
- 8 Fluoride samples, ISDH required.
- 321 Process control samples and analysis at the Ledyard Water Treatment Plant 12 samples include Ferrous Iron, Total Iron, Manganese, and Chlorine.
- 368 Process control samples and analysis at the Pine Water Treatment Plant samples. Includes Ferrous Iron, Total Iron, Manganese and Chlorine.
 - 0 THM's - Sample for 4th quarter.
 - 0 HAA5's - Sample for 4th quarter.
 - 0 VOC's sets.
 - 0 Radionuclide (1) ea. Ledyard Plant and Pine Plant.
 - 0 IOC & Metals
 - 0 Lead & Copper Samples.
 - 0 Nitrate/Sampling for each Plant (sets)
 - 0 Extra Sampling
 - 0 Hardness/Corrosion

SERVICE

Locate	114
Total Number of Work Orders	252
Service Disconnects	19
Service Disconnects for non-pay	58
Service Reconnects for non-pay	49
Blue Tags "Service Notice" left on door	8
Pink Tags "Insufficient Funds Notice" left on door	8
New Radio Read / Meter Installations	2
Accuracy Checks	108
After Hours Call Outs	0
Meters New/Repaired	0

CONSTRUCTION ACTIVITIES

- (1) **Curb Stops Repaired / Replaced / Installed**
12-04-2020 529 Fifth St - Replaced ¾" curb stop and added meter pit. Owner replaced his section of service line from city to building.
- (0) **Old Curb Stops Located / Capped Off at Valves**
- (2) **New Taps Installed**
12-02-2020 Centennial Crossing project - 4" tap for Clubhouse.
12-03-2020 Centennial Crossing project- 1" Tap for Clubhouse.
- (0) **New Mains Completed**
- (0) **Valves / Valve Boxes / Repaired / Replaced / Installed**
- (0) **Hydrants Repaired / Replaced / Installed / Serviced / Painted**
- (0) **Valve Exercised**
- (4) **Main Breaks and Leaks Repaired**
12-14-2020 1117 Sycamore St- Leak on 3/4" service line replaced.
12-15-2020 2211 Fairfield Blvd. Unit J.- Leak on 1" glued joint (not a city standard).
12-17-2020 800 Block of Bayless St.- Repaired leak on 1 ½" polyethylene main.
12-18-2020 1014 W. Adams St.- Repaired 4" main break.
- (1) **Service Lines / New / Repaired**
12-16-2020 1201 Markley Dr. (Old Shanrock Homes)- capped fire system, per property owner request.

MISCELLANEOUS

- GIS data collection.
- Completed inventory.
- One employee attended webinar on 12/2/20 sponsored by Alliance of Indiana Rural Water on "Sludge Digestion & Bio-solids".
- Welded methane gas piping in the primary digester at the WWTP.
- Winterized all meter pits.
- 58 non-pay water shut offs.

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CITY OF PLYMOUTH WASTEWATER DEPARTMENT
Board of Public Works and Safety
December 2020 Monthly Report

PLANT OPERATIONS:

1. Total flow in gallons	43,753,160
2. Average daily flow in gallons	1,411,392
3. Rainfall	2.34"
4. Monthly average in BOD removal	99.1%
5. Monthly average in TSS removal	94.8%
6. Monthly average in Ammonia removal	99.3%
7. General plant maintenance	
8. Work orders completed:	

274 - Wastewater Treatment Plant

- Kokosing Industrial and sub-contractors have completed the installation of miscellaneous items on the roof of the primary digester.
- Installed new methane gas regulator, flame arrester and transmission piping in the basement of the primary digester.
- Completed installing flush valves on the intermediate pump, air release lines.
- Replaced the kick plates on the ramp going down the primary digester to the roof.
- Replaced sand and gravel in the Vactor dump station.
- Centrifuge and thickener training.
- Installed anti-slip mats on the roof of the primary digester.
- Inspect and remove unusable items stored in maintenance buildings.
- Repaired bio-tower automatic sampler.

70- Vehicle/Mobile Equipment

- T-6, T-19, T-25, T-26 and T-42
- Monthly portable generator inspection

40 - Lift Stations

- Load test on Pioneer Dr / US 30 lift station.
- Installed new radar level sensor on the lift station wet well at Centennial Crossing.

9 - Collection System

- 0 - Eliminated structures^{a.}
- 0 - Replaced structures^{a.}
- 0 - Replaced / adjusted castings^{a.}

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- 9 - GIS data collection points
 - a. Various
- 0 - New structure
 - a.
- 0 - Point Repairs
 - a.
- 0 - Miscellaneous
 - a.

COLLECTION SYSTEM:

1. Cleaned 4,577 feet of sewer lines.
 - 2,057 feet during service calls.
 - 2,520 feet during preventive maintenance.
2. Televised 0 feet of sewer lines.
3. Mechanically removed roots from 0 feet of sewer lines.
4. Removed approximately 2.29 tons of silt and debris during cleaning and inspections of sewers lines.
5. Used approximately 5,405 gallons of potable water during sewer cleaning.
6. Performed routine maintenance on 10 CSO's and 16 pumping station.

MISCELLANEOUS

- Testing sewer lines and manholes at the Centennial Crossing Project.
- 3 employees attended webinar on "Sludge Digestion & Bio-solids Handling" sponsored by Alliance of Indiana Rural Water on 12/2/20.
- 2 employees attended webinar on "Total Nitrogen" sponsored by the Indiana Water Environment Association on 12/10/20.
- Completed work with Haskins Underground on the placement of the control panel and conduits at the Centennial Crossing lift station.
- Completed inventory.

There being no further business to discuss, Board Members Culp and Walters moved and seconded to adjourn the meeting. The motion carried and Mayor Senter declared the meeting adjourned at 6:09 p.m.

APPROVED:

Jeanine M. Xaver
 Jeanine M. Xaver, IAMC, CMC
 Clerk-Treasurer

Mark Senter
 Mark Senter, Mayor