

## REGULAR SESSION, COMMON COUNCIL, APRIL 26, 2021

Be it Remembered that the Common Council of the City of Plymouth, Indiana, met in regular session on April 26, 2021. The meeting was held in the Council Chambers, on the second floor of the City Building, 124 N. Michigan St., Plymouth, Indiana and was called to order at 6:30 p.m.

Mayor Senter led the Pledge of Allegiance and Councilman Ecker offered prayer.

Senter presided for Council member Duane Culp, Don Ecker, and Greg Compton. As allowed by Governor Holcomb's Executive Orders, Council Members Jeff Houin and Robert Listenberger attended the meeting electronically through Microsoft Teams. Clerk-Treasurer Xaver and City Attorney Surrisi were also present. Council Members Randy Longanecker and Shiloh Carothers Milner were absent.

Council Members Culp and Compton moved and seconded to approve the minutes of the last regular Common Council session on April 12, 2021, as presented. The motion carried.

City Attorney Surrisi presented Ordinance No. 2021-2178, An Ordinance Adopting A Property Registration Program for the City of Plymouth on second reading.

Surrisi stated that this was introduced at the previous meeting for a property registration program with ProChamps. Both the ordinance and the contract are draft ordinances that were provided by ProChamps. There was room for editing and discussion on the ordinance and contract to the needs of the city. Even though this was listed for second and third readings this would be more of a looking at the details and changes that are needed for this ordinance. There had been several communications from the public on this Ordinance.

Compton asked for a general overview of what this proposed ordinance and agreement would entail. Surrisi stated that this was a service that was lifted up by Building Commissioner Keith Hammonds as a recommendation for the city. If the ordinance was passed it would require owners of vacant properties to register the property. The company monitors public information sources and databases that would identify a vacant property or a property going into foreclosure proceedings. They would also take into account information from code enforcement staff if they believe it to be vacant. The company would then handle the outreach to the owner or responsible party in order to determine if the property is vacant or not. ProChamps would then assess a fee to put the property on the registration. This would be at no cost to the city administration as long as a minimum of \$100 fee was set by the ordinance. The advantage of this would be a rich database that the city could be used for zoning administration, code enforcement, etc. in the field to determine the best course of action.

Compton asked if he were to go buy a home and the intent was to rent the property if he would need to register the property with ProChamps. Surrisi stated that registering the property

## REGULAR SESSION, COMMON COUNCIL, APRIL 26, 2021

would not be needed long as the house is being rented out. This would not be a registration of rental properties.

Compton asked how long would a property need to sit vacant in order for the registration to be required. Surrisi stated that this length of time would be determined by the council over the next several meetings while working on drafting of the ordinance.

Al Eisenhour, Steve Gurriel, Dan Lowry, and Rex Crump voiced their various concerns and asked questions. There was a discussion on the topic between these parties and the council.

Council Members Ecker and Culp moved and seconded to table the discussion and assign

Compton and Houin to attend the next landlord association meeting. The motion passed by roll call vote.

A YES: Compton, Culp, Ecker, Houin, Listenberger, Milner

NAYS: None

ABSENT: Longanecker

City Attorney Surrisi presented the following CF-1 Forms for determination if the property owners have substantially complied with the Statement of Benefits.

- CF-1 for Farm Innovators, Inc. – Real Property Res: 2017-726
- CF-1 for AK Industries, Inc. – Personal Property Res: 2014-622
- CF-1 for AK Industries, Inc. – Personal Property Res: 2019-876
- CF-1 for AK Industries, Inc. – Real Property Res: 2019-876
- CF-1 for Marshall County Life Center, Inc. – Real Property Res: 2018-824

Council Members Culp and Compton moved and seconded to approve the CF-1 Forms as presented. The motion carried.

Clerk-Treasurer Xavier said that the city had received a donation from the Plymouth

Volunteer Fire Department in the amount of \$2,000 for the Safe Haven Baby Box. She asked if the council wished to accept the donations with the restricted terms, conditions, and purposes attached to the donation. If so, the donation would be receipted into the Monetary Gift Fund.

Council Members Ecker and Culp moved and seconded to accept the donations with the restricted terms, conditions, and purposes attached to the donation. The motion carried.

Xaver gave some information on the tax rates and circuit breakers for the City of Plymouth.

She gave an overview of the DLGF Circuit Breaker Overview from April 21, 2021. The video of the DLGF webinar can be found by logging onto the DLGF Website at [in.gov/DLGF](http://in.gov/DLGF) and clicking on the “learn more” link under 2021 DLGF Webinars, then clicking on the April 21, 2021 Circuit Breaker Overview video, or at: <https://www.youtube.com/watch?v=W6EEQVmAkWk>

## REGULAR SESSION, COMMON COUNCIL, APRIL 26, 2021

Eric Walsh of Baker Tilly Municipal Advisors was present to review the updated Actual and Projected Cash Flows for the General Fund compared to the base report that was prepared for the city in August, 2020. Looking at the General Fund, he reviewed updated circuit breaker numbers and the spending trends versus the budget. He explained that in the past three years there had been a positive cash flow. Yet, there are a few misnomers in those years that caused that, such as the approximate \$1 million transfer of dormant funds to the General Fund, \$320,000 in Coronavirus Relief Grant funds received in 2020, \$235,612 in a supplemental distribution of LIT funds, and transfers to the Rainy Day Fund. This in turn would make the cash flow much lower than what it seemed to be, but still leaving a positive cash flow.

Walsh then moved to talking about the 2021 budget and what it would look like if the city were to spend every bit of the money allocated and if the city were to follow their typical trends of underspending the budget. For 2022 the hydrant rental move that the city made previously would start to benefit the city and would reduce those costs from the General Fund. Overall, the spending habits of the city have been very healthy, even with the low years. Walsh stated that in the graph that he was showing that circuit breaker losses would slow down, but it would still be a year-to-year basis with this situation. He suggested that they look at more capital-intensive years and decide if they should put as much money into the Rainy Day Fund as in previous years or to adjust that to none or not as much. Plans to spend money on capital expenditure should be nimble since circuit breaker losses can change year from year.

Compton asked if improvement of properties and increase in AV would allow for more money to be allocated to the General Fund to be used for projects. Walsh stated that it would depend on tax deduction types that are on that property would it change the net AV. As for more money in the General Fund it would only occur if the overall AV were to increase significantly each year. The change that the city would see from something where there was not a significant increase would be that the bottom line would not be as low. Walsh stressed that assessed value growth is the key to reducing circuit breaker impact.

Senter asked if 275 new units on the north side of the city opening next year would help. Surrisi stated that those units are within a TIF district so in turn the city would not realize any of that until after the bonds are paid off. Walsh added that even with other growth changes finished by March the effects would be seen in the next year, which in this case it would be 2022.

City Attorney Surrisi presented Resolution No. 2021-946, A Resolution of the Plymouth Common Council Adopting an Electronic Meeting Policy.

## REGULAR SESSION, COMMON COUNCIL, APRIL 26, 2021

Surrisi stated that this resolution is very similar to the resolution previously passed by the Board of Public Works and Safety to allow for electronic meetings. The only difference would be that four members would be needed to be physically present in order to hold the meeting.

Council Members Ecker and Compton moved and seconded to adopt Resolution No. 2021-946, A Resolution of the Plymouth Common Council Adopting an Electronic Meeting Policy as presented. The motion passed by roll call vote

AYES: Compton, Culp, Ecker, Houin, Listenberger  
NAYS: None

ABSENT: Longanecker and Milner

Mayor Senter offered the privilege of the floor. No one accepted.

Members Ecker and Compton moved and seconded to accept the following communications:

- Minutes of the Board of Public Works and Safety meeting of April 12, 2021
- 04.26.21 Check Register
- 2021-04-13 TRC Meeting Notes
- March 2021 Clerk-Treasurer's Financial Reports

The motion carried.

There being no further business to come before the Council, Council Members Ecker and Compton moved and seconded to adjourn. Mayor Senter declared the meeting adjourned at 8:07 p.m.

APPROVED

*Jeanine M. Xavier*  
Jeanine M. Xavier, IAMC, CMC, CPFIM  
Clerk-Treasurer

*Mark Senter*  
Mark Senter, Mayor