

## REGULAR SESSION, BOARD OF PUBLIC WORKS AND SAFETY, JUNE 14, 2021

The Board of Public Works and Safety of Plymouth, Indiana, met in Regular Session on June 14, 2021. The meeting was held in the Council Chambers, on the second floor of the City Building, 124 N. Michigan St., Plymouth, Indiana.

Mayor Pro Tempore Don Ecker attended the meeting virtually via Microsoft Teams and called the meeting to order when there was a quorum present. Ecker presided for Board Members Duane Culp, Shloh Milner and Jeff Houin. Mayor Senter arrived late to the meeting. City Attorney Sean Surrisi and Clerk-Treasurer Xavier were also present. The public was able to see and hear the meeting through Microsoft Teams.

Board Members Culp and Milner moved and seconded to approve the minutes of the Regular Session meeting of May 24, 2021. The motion carried.

On behalf of Building Commissioner Hammonds, City Attorney Surrisi presented the following Orders to Take Action.

To: Max Warren II  
100 N. Liberty St,  
Plymouth, IN 46563

May 28, 2021

Order to Take Action  
Regarding 100 N. Liberty Street  
Plymouth, Indiana

You are hereby notified that as Building Commissioner for the City of Plymouth, Indiana, I have determined that the structures, garage, located at 100 N. Liberty Street is an unsafe building pursuant to state law and City ordinance. You are therefore ORDERED to:

- 1.) Demolish and remove all structures, garage, located at 100 N. Liberty Street to bring the property in compliance with standards for use by statute or ordinance.

You must take this action of rehabilitation within sixty (60) days of your receipt of this Order. A substantial beginning of repairs must, however, begin within thirty (30) days of your receipt of this Order.

This Order to take Action is issued pursuant to the authority of I.C. 36-7-9-5(a)(7), and therefore a hearing is set for June 14, 2021 at 6:00 p.m. in the City Council Chambers located at 124 North Michigan St., Plymouth, Indiana.

If you do not comply with this Order within sixty (60) days, the City of Plymouth may direct a contractor to perform the repairs at your cost and/or may seek enforcement of this Order in the Marshall Superior Court, together with all costs incurred, including court costs and the assessment of a civil penalty against you in a sum not to exceed Five thousand dollars (\$5000).

Lastly, you are advised pursuant to I.C. 36-7-9-27 of the following:

- (a) A person who has been issued and has received notice of an order relative to unsafe premises and has not complied with that order:
  - (1) must supply full information regarding the order to a person who takes or agrees to take a substantial interest in the unsafe premises before transferring or agreeing to transfer that interest; and

(2) must, within five (5) days after transferring or agreeing to transfer a substantial property interest in the unsafe premises, supply the enforcement authority with written copies of:

(A) the full name, address, and telephone number of the person taking a substantial property interest in the unsafe premises; and  
 (B) the legal instrument under which the transfer or agreement to transfer the substantial property interest is accomplished.

(b) If a judgment is obtained against the department, enforcement authority, or other governmental entity for the failure of that entity to provide notice to persons holding an interest in unsafe premises in an action taken by the entity under this chapter, a person who failed to comply with this section is liable to the entity for the amount of the judgment if it can be shown that the entity's failure to give notice was a result of that person's failure.

This Order is issued by:

Keith B. Hammonds  
 Building Commissioner  
 City of Plymouth  
 111 N. Center Street  
 Plymouth, IN 46563  
 Telephone: (574) 936--2824

To: Lehmanns Realty Service

May 28, 2021

5414 W 1359 N  
 Nappanee, IN 46550

Order to Take Action  
 Regarding 349 William Street  
 Plymouth, Indiana

You are hereby notified that as Building Commissioner for the City of Plymouth, Indiana, I have determined that the structures, garage, located at 349 William Street is an unsafe building pursuant to state law and City ordinance. You are therefore ORDERED to:

1.) Demolish and remove all structures, garage, located at 349 William Street to bring the property in compliance with standards for use by statute or ordinance.

You must take this action of repair or rehabilitation within sixty (60) days of your receipt of this Order. A substantial beginning of repairs must, however, begin within thirty (30) days of your receipt of this Order.

This Order to take Action is issued pursuant to the authority of I.C. 36-7-9-5(a)(7), and therefore a hearing is set for June 14, 2021 at 6:00 p.m. in the City Council Chambers located at 124 North Michigan St., Plymouth, Indiana.

If you do not comply with this Order within sixty (60) days, the City of Plymouth may direct a contractor to perform the repairs at your cost and/or may seek enforcement of this Order in the Marshall Superior Court, together with all costs incurred, including court costs and the assessment of a civil penalty against you in a sum not to exceed Five thousand dollars (\$5000).

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This Order is issued by: Keith B. Hammonds  
Building Commissioner  
City of Plymouth  
111 N. Center Street  
Plymouth, IN 46563  
Telephone: (574) 936--2824

To: Dana Stahl  
405 Clark St.  
Plymouth, IN 46563

May 28, 2021

Order to Take Action  
Regarding 405 Clark Street  
Plymouth, Indiana

You are hereby notified that as Building Commissioner for the City of Plymouth, Indiana, I have determined that the structures, back porch, located at 405 Clark Street is an unsafe building pursuant to state law and City ordinance. You are therefore ORDERED to:

- 1.) Demolish and remove all structures, back porch, located at 405 Clark Street to bring the property in compliance with standards for use by statute or ordinance.

You must take this action of repair or rehabilitation within sixty (60) days of your receipt of this Order. A substantial beginning of repairs must, however, begin within thirty (30) days of your receipt of this Order.

This Order to take Action is issued pursuant to the authority of I.C. 36-7-9-5(a)(7), and therefore a hearing is set for June 14, 2021 at 6:00 p.m. in the City Council Chambers located at 124 North Michigan St., Plymouth, Indiana.

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Keith B. Hammonds  
 Building Commissioner  
 City of Plymouth  
 111 N. Center Street  
 Plymouth, IN 46563  
 Telephone: (574) 936--2824

Surrisi asked for the Board to affirm the Orders to Take Action as presented.

Board Members Houin and Milner moved and seconded to affirm the Order to Take Action as presented for the properties at 100 N. Liberty Street, 349 William Street and 405 Clark Street, all in Plymouth. The motion carried.

City Engineer Gaul reviewed PW-20-045, 2021 Street and Sidewalk Projects.

<b>CITY OF PLYMOUTH</b> ENGINEERING DEPARTMENT Public Works – Stormwater Management	Project #: Project Name: Subject:	PW-20-045 2021 STREET & SIDEWALK PROJECTS Proposed Projects to be Bid	Date: Computed By: Checked By:	2020-06-14 PRG -
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**Street Projects:**

PW-19-016 FIFTH: LAKE TO RR - STR Mill/Fill

PW-19-020 SEVENTH: HARRISON TO BEERENBROOK – Base Reconstruct w/HMA Surface

PW-20-041 WESTGATE - HILLCREST TO SR17 – STR Mill/Fill

PW-21-021 DICKMAN: DEAD END TO WEBSTER - STR Mill/Fill

PW-21-022 WEBSTER: ANGEL TO DICKMAN - STR Mill/Fill

PW-21-024 E LAPORTE: EAST TO KINGSTON - STR Mill/Fill

**Cemetery Projects:**

PW-21-010 2021 CEMETERY STREET ADDITION PROJECTS: A, B, C - STR Mill/Fill

PW-21-023 CEMETERY - OLD ADDITION (Phase 1) - Mill In Place w/HMA Surface

**Park Projects:**

PW-18-038 PACKARD WOODS SENIOR CENTER PARKING LOT

Gaul asked the board for permission to allow these projects to go out for bid.

Houin asked if the E Laporte Street section included the section between the footbridge and Liberty. Gaul stated that this would be on the other end of the street by Kingston to East Street.

Board Members Houin and Culp moved and seconded to authorize for the projects to go out for bid. The motion carried.

City Engineer Gaul presented SW-21-015 Dollar General – Jefferson & Kingston. Gaul stated that John Wojtila of the Zarembo Group was requesting to subdivide a portion of the Plymouth Associates Limited Partnership property at 320 N. Kingston. He had been working with Mr. Wojtila and his design team on improving the stormwater runoff at the site. In turn, they ran into an unresolved difference regarding the percolation of water that would be present in the new stormwater basin.

Wojtila stated that they have been doing a lot of work with the drainage plan for the lot, and as a part of the project. They have added five new inlets to the 1.03-acre lot and have added two new inlets between the existing lot and the new Dollar General lot. This would in turn require all new catch basins and drain pipes on the Dollar General lot. They would also be extending and installing storm sewer lines, upsizing the size of the pipes, and adding inlets to the existing lot. There was a detention pond in the back of the lot, and they were proposing that the basin where the pump station is located would hold 12,000 cubic feet of detention. The staff of the City of Plymouth requested that this detention pond hold 53,000 cubic feet to hold the run off for the new and existing lots. During previous conversations with Gaul, it was brought up that since this piece of property had a history of flooding, the City Engineer and the Board of Public works can ask for additional remediation be done on these lots. Wojtila stated that he believes that they had been doing a lot of remedial action in this area, and asked for the board for clarification on what size of detention pond should be required for the area.

Houin asked that since the Dollar General lot is on a small portion, would it leave or create more flooding issues on the remaining property. Wojtila stated that the flooding would certainly be reduced on the 1.03-acre lot. He added that he and his staff believe that the previous flooding issues were due to the old storm pipes in the area not functioning, and the work that they will do should correct the pipe issue.

Gaul stated that the main issue that they would be looking at was the fact that now that the pipes would be working in this area, all of the water from the lots would be pumped to the detention pond and the pump station. With the size of the pumps, it would still have to store water in the detention area, with the 12,000 cubic feet of detention it would still cause flooding when the pond

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overfills just in another location. Since there was disagreement on this, they had to turn to the Board of Public Works and Safety for a final decision. Gaul stated that he understood that Wojtila and his company have put a lot of money into this, but since the existing lot owner had not been doing anything to the property, they would want to correct the issues to protect their lot. If there was a power outage during a large storm, the amount of water would not be able to be contained in the 12,000 cubic foot detention until a portable generator were to be attached to the pump station.

Houin asked what would happen if they were to not make a decision on this topic at this meeting. Wojtila stated that he would respectfully ask the board to make a decision at this meeting. If they decided to table the discussion, they would have to move forward with the 53,000 cubic feet of detention. Houin stated that since this kind of topic was not something that they typically handle, they would have to go with the City Engineer and rely on his expertise in this situation.

Culp asked about the pond that they would be putting in the back if that would create a problem due to having the big pond that was fixed previously. Utility Superintendent Davidson stated that Culp was thinking about a different pond. As the large pond would be the Candy Lane Pond. The pond that the developer was having issues with was the detention pond at the back of the existing lot. When this detention pond was full, the water would in turn be pumped down to the Candy Lane Pond for storage.

Culp asked if the Candy Lane Pond would be able to take the excess off of the Dollar General detention pond. Gaul stated that it would all have to go through the pipes and be pumped down, so it would in turn depend on the pipes and the pump to the Candy Lane Pond.

Board Members Houin and Culp moved and seconded to deny the request and require the 53,000 cubic feet of detention. The motion carried.

City Attorney Surrisi presented a Uniform Conflict of Interest Disclosure Statement for Adam Fishbaugh. Mr. Fishbaugh is currently a city employee and has a financial interest connected with any contracts or purchases with AF Small Engine LLC.

Street Superintendent Marquardt stated that the Street Department ran across a few items that they could not get ahold of through other retailers, and Mr. Fishbaugh was able to get ahold of them. In turn they were looking to the get Conflict of Interest approved so that they could buy from him. Marquardt added that they would still price out items from retailers before buying as they have always done.

Board Members Houin and Milner moved and seconded to approve the Uniform Conflict of Interest Disclosure Statement as presented. The motion carried.

## REGULAR SESSION, BOARD OF PUBLIC WORKS AND SAFETY, JUNE 14, 2021

Clerk-Treasurer Xaver presented the following request to the Board of Works:

5/27/21 – Request to have checks prepared in advance to facilitate paying Mayor’s Month of Music performers on the date of their performances:  
 Aug 6 – Blond Entertainment (The Bishops)  
 Aug 13 – Magic Bus Band LLC  
 Aug 20 – Pasquale Rulli Jr (Autumn Leed & the River City Band)  
 Aug 27 – Grand Master LLC (PS Dump Your Boyfriend)  
 Sept 3 – Treated N Released  
 S/Laura Mann, Promotion of the City Coordinator, 124 N. Michigan St, Plymouth 933-4106

Clerk-Treasurer Xaver explained that the State Code does not allow for the prepayment of claims unless there was an ordinance in place to allow it, and action was taken on each request at a public meeting. She provided Ordinance No. 2016-2104; An Ordinance to Amend the Code of Ordinance of the City of Plymouth Concerning Prepayment of Certain Claims; to the board for review.

Board Members Houin and Senter moved and seconded the approval of the request as presented. The motion carried.

City Engineer Gaul and John Wojtila asked the Board of Public Works and Safety to give preliminary approval of the drainage plan submitted with the City in order to have the plat approved by the plan commission. This would include the 53,000 cubic feet of detention as required by the board previously.

Board Members Houin and Culp moved and seconded to give preliminary approval of the drainage plan submitted with the 53,000 cubic feet of detention as required by the board previously.

The motion carried.

Board Members Culp and Milner moved and seconded to allow for the payroll for June 15, 2021 and the claims for June 14, 2021, as entered in claim register #2021. The motion carried.

Board Members Senter and Houin moved and seconded to accept the following communications:

- 06.14.21 Check Register
- PFD Activity Report April 2021
- PFD Activity Report May 2021
- May 2021 Water Utility Report
- May 2021 Wastewater Utility Report
- 2021 April Code Enforcement Activity Report
- 2021 April PPD Activity Report

REGULAR SESSION, BOARD OF PUBLIC WORKS AND SAFETY, JUNE 14, 2021

PFD  
Departmental Activity Report

Current Period: 04/01/2021 to 04/30/2021, Prior Period: 01/01/2020 to 04/30/2020  
 08:00 to 24:00  
 All Stations  
 All Shifts  
 All Units  
 Fire Alarm Suspended, Training Classes, Activities (Non-Incident), Equipt Repair/Overhaul

Category	Current Period		Prior Period	
	Count	Staff Hrs	Count	Staff Hrs
<b>Fire Alarm Situations</b>				
Chemical release, reaction or leak	1	0.49	2	2.79
Combustible/flammable spills & leaks	3	4.39	2	31.34
Disruption and cancel and on route	10	23.81	25	83.92
Electrical wiring/equipment problem	1	1.44	1	18.17
Emergency medical services (EMS) incident	149	380.25	107	1,466.12
Exerciser, rescue	1	1.74	5	0.00
False alarm and false call, other	2	8.30	18	26.74
Fire, other	2	2.55	1	8.41
Good intent call, other	1	1.76	2	12.21
Incarnious consultation, other	0	0.00	2	2.89
Medical arrival	11	88.87	14	4.22
Mobile property (moving) flow	1	1.32	4	20.54
Natural vegetation fire	4	22.02	3	14.03
Outside rubbish fire	1	2.12	0	0.00
Smoke, odor problem	0	0.00	4	12.79
Steam, odor gas detector, no smoke	2	10.59	1	2.21
Structure fire	2	11.63	5	72.00
System or detector malfunction	0	0.00	2	6.78
Technological system/detector operation	3	2.21	1	1.52
	213	940.83	642	1,779.09

**Testing/Maintenance of Equipment**

Hydrant Annual Test 1 Year	0	0.00	29	0.00
	0	0.00	29	0.00
<b>Training</b>				
1403	0	0.00	12	48.00
account documentation	2	3.00	0	0.00
adult education	6	0.00	2	6.00
AEPP Class	0	0.00	1	1.25
Attendance Ops	5	5.00	8	8.00
Amphibious	0	0.00	66	78.00
Armed Response	0	0.00	1	1.00
cardiovascular emergencies	1	3.00	0	0.00
Chest and Abdominal Injuries	0	0.00	15	39.00
course-18 online ldr	0	0.00	6	6.00

\* Staff hours for Fire Alarm responses that have an associated EMS alarm record are considered shared hours. Shared hours are posted only with the EMS alarm response to avoid duplication of staff hours in totals.

05/28/2021 07:59

**PD**  
**Departmental Activity Report**

Current Period: 04/01/2021 to 04/30/2021, Prior Period: 01/01/2020 to 04/30/2020  
 00:00 to 24:00  
 All Stations  
 All Shifts  
 All Units  
 Fire Alarm Responses, Training Classes, Activities (Non-Incident), Equip Maint/Testing

Category	Current Period		Prior Period	
	Count	Staff Hrs	Count	Staff Hrs
<b>Training</b>				
GENE ONLINE LMS	0	0.00	29	29.00
CCR Report	0	0.00	26	52.00
Reports	0	0.00	1	0.00
EMG Audit & Review	15	30.00	2	4.00
EMG Skills	9	18.00	18	112.50
EMT-B	0	0.00	298	782.50
EMT2 Monitoring	0	0.00	12	12.00
Exercitation	0	0.00	1	1.00
FF-1-11	22	136.00	3	36.252.00
FF-1-11	11	33.00	0	0.00
Fire Behavior	0	0.00	1	6.00
Fire Search & Rescue	0	0.00	1	1.50
Gas Pipe Line Safety	0	0.00	1	3.00
Hazardous Materials Overview	0	0.00	2	140.00
Hazmat Awareness and Operations	0	0.00	2	3.00
Hypothermia	0	0.00	19	33.00
Ice Rescue	0	0.00	24	52.00
Instructor Training	22	91.00	0	0.00
Personal Protective Equip.	0	0.00	6	36.00
Respiratory Skills	0	0.00	1	2.00
Sids	0	0.00	1	1.00
Lic Training	0	0.00	11	11.00
Truck Company Ops	0	0.00	1	3.00
Volunteer Fire Business Mtg.	23	23.00	37	113.00
	112	382.00	630	27,898.25

**PFD**

**Incidents by District (Summary)**  
**Alarm Date Between (04/01/2021) And (04/30/2021)**

District	Count	Pct of Incidents	Est Losses	Pct of Losses
001 Argos	1	0.16%	\$0	0.00%
006 Laper	2	0.92%	\$0	0.00%
007 Plymouth	143	67.13%	\$96,000	63.91%
011 Corlier Twp	30	14.08%	\$10,000	24.35%
019 West Twp	25	11.72%	\$9,000	32.20%
12 Argos Paramedic Assist	2	0.93%	\$0	0.00%
16 Lakewille/Esplan Paramedic Assist	6	2.81%	\$0	0.00%
18 Walkerton Paramedic Assist	2	0.93%	\$0	0.00%
31 Laper Ambulance Assist	2	0.93%	\$0	0.00%
<b>Total Incident Count: 213</b>			<b>Total Est Losses: \$41,000</b>	

**PFD**

**Departmental Activity Report**

Current Period: 03/01/2021 to 03/31/2021, Prior Period: 01/01/2020 to 03/31/2020

00:00 to 24:00  
 All Stations  
 All Shifts  
 All Units  
 Fire Alarm Responses, Training Classes, Activities (Non-Incident), Equip Maint/Testing

Category	Current Period		Prior Period	
	Count	Staff Hrs	Count	Staff Hrs
<b>Fire Alarm Situations</b>				
Chemical release, reaction, or toxic condition	1	5.75	2	3.36
Compressible/flamable spills & leaks	1	4.94	2	21.94
Dispatched and cancelled en route	16	10.24	40	145.08
Electrical wiring/equipment problem	0	0.00	3	18.17
Emergency medical service (EMS) Incident	158	296.04	705	2,065.27
False alarm and false call, Other	5	8.32	26	44.80
Fire, Other	1	0.74	2	10.51
Good house call, Other	3	2.97	1	12.31
Hazardous condition, Other	1	2.04	2	2.99
Medical assist	3	1.60	16	9.85
Medical property (vehicle) fire	2	11.92	8	32.43
Natural vegetation fire	2	3.85	3	14.32
Outside rubbish fire	1	6.06	0	0.00
Smoke, odor problem	1	0.38	5	13.37
Special outside fire	1	2.16	0	0.00
Special type of incident, other	1	1.80	0	0.00
Steam, Other gas mistaken for smoke	0	0.00	1	2.21
Structure fire	1	0.82	7	34.48
System or detector malfunction	2	2.21	3	67.73
Unauthorized system/detector operation (no fire)	2	2.15	3	6.09
	229	360.32	813	2,555.01

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Testing/Maintenance of Equipment

Hydro Static Test 3 Year	0	0.00	29	0.00
<b>Training</b>				
1403	0	0.00	12	48.00
adult education	0	0.00	2	6.00
NEWB Class	0	0.00	1	1.25
altered mental status	0	0.00	12	24.00
Ambulance Ops	0	0.00	3	3.00

\* Staff hours for Fire Alarm responses that have an associated EMS alarm record are considered shared hours. Shared hours are posted only with the EMS alarm responses to avoid duplication of staff hours in totals.

06/09/2021 08:33

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PRD

Departmental Activity Report

Current Period: 05/01/2021 to 05/31/2021, Prior Period: 01/01/2020 to 05/31/2020

00:00 to 24:00

All Stations

All Shifts

All Units

Fire Alarm Responses, Training Classes, Activities (Non-Incident), Equip Maint/Testing

Category	Current Period		Prior Period	
	Count	Staff Hrs	Count	Staff Hrs
<b>Training</b>				
Anaphylaxis	0	0.00	65	78.50
Autism Disorder	0	0.00	1	1.00
Burns	0	0.00	30	30.00
Chesr and Abdominal Injuries	0	0.00	35	35.00
COVID-19 online Idhs	0	0.00	6	6.00
CBAD ONLINE IAS	0	0.00	29	29.00
OPR Recers	0	0.00	26	52.00
dementia	0	0.00	1	0.00
EMS Audits & Review	0	0.00	2	4.00
EMS SKILLS	0	0.00	86	289.50
EMT-B	0	0.00	247	889.00
EMOC Monitoring	0	0.00	12	12.00
EMOC	21	118.00	0	0.00
evacuation	0	0.00	1	1.00
FR I-II	0	0.00	3	26,092.00
Fire Search & Rescue	0	0.00	29	106.00
Gas Pipe Line Safety	0	0.00	1	1.50
Hazardous Materials Overview	0	0.00	3	3.00
Harmat Awareness and Operations	0	0.00	2	145.00
Hypothermia	0	0.00	39	29.00
Ice Rescue	0	0.00	26	52.00
Personal Protective Equip.	0	0.00	6	36.00
Pump Operations	0	0.00	9	9.00
respiratory skills	0	0.00	1	2.00
SEARCH & RESCUE	15	30.00	0	0.00
sids	0	0.00	1	1.00
vic training	0	0.00	11	11.00
Truck Company Ops	0	0.00	5	7.00
Volunteer Fire Business Mtg.	0	0.00	87	119.00
	36	148.00	800	28,334.75

\* Staff hours for Fire Alarm responses that have an associated EMS alarm record are considered shared hours. Shared hours are posted only with the EMS alarm responses to avoid duplication of staff hours in totals.

06/09/2021 08:33

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**CITY OF PLYMOUTH WATER DEPARTMENT**  
**Board of Public Works and Safety**  
**May 2021 Monthly Report**

**PLANT OPERATIONS**

Water Treated – Ledyard Water Treatment Plant	28,444,889 gallons
Water Treated – Pine Water Treatment Plant	<u>10,781,563 gallons</u>
Water Treated - Total	39,226,452 gallons
Water Treated – Daily Average – Ledyard Water Treatment Plant	917,577 gallons
Water Treated – Daily Average – Pine Water Treatment Plant	<u>347,792 gallons</u>
Water Treated – Daily Average – Combined	1,265,369 gallons
• Backwashed filters at Ledyard Water Treatment Plant 8 times for a total of 672,000 gallons.	
• Backwashed filters at Pine Water Treatment Plant 11 times for a total of 624,000 gallons. Note: Pine plant ran half capacity while well #4D was serviced.	
• Total backwash usage for the month was 1,296,000 gallons.	

**MAINTENANCE WORK ORDERS COMPLETED**

- 7-Ledyard Water Treatment Plant Maintenance
  - Completed auxiliary generator test.
  - Completed de-winterizing facilities.
  - Repaired #1 high service pump.
  - Completed repairs to the center overhead garage door on administration building.
  - Completed temperature checks on high service pumps.
  - Cleaned and inspected chlorine injectors.
  - Inspected both water towers.
  - Complete repairs to front gate and fence.
- 8-Pine Water Treatment Plant Maintenance
  - Completed auxiliary generator test.
  - Completed temperature checks on high service pumps.
  - Troubleshooting the backwash system.
  - Completed de-winterizing facilities.
  - Adjust the Pine Plant to run at half capacity while well #4D is being rebuilt.
  - Cleaned and inspected chlorine injectors.
- 21-Mobile Equipment
  - Completed repairs to W-6, W-14, W-18 and W-29.

**WATER SAMPLING**

- 10 Distribution system bacteria samples. IDEM required.
- 62 Distribution system chlorine residual samples. IDEM required.
- 8 Fluoride samples, ISDH required.
- 322 Process control samples and analysis at the Ledyard Water Treatment Plant 12 samples include Ferrrous Iron, Total Iron, Manganese, and Chlorine.
- 328 Process control samples and analysis at the Pine Water Treatment Plant samples. Includes Ferrrous Iron, Total Iron, Manganese and Chlorine.
  - 1 THM's – Sample for 4th quarter.
  - 1 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)
  - 2 Extra Sampling
  - 0 Hardness/Corrosion

**SERVICE**

Locate	236
Total Number of Work Orders	191
Service Disconnects	11
Service Disconnects for non-pay	35
Service Reconnects for non-pay	48
Blue Tags "Service Notice" left on door	6
Pink Tags "Insufficient Funds Notice" left on door	7
New Radio Read / Meter Installations	0
Accuracy Checks	80
After Hours Call Outs	0
Meters New/Repaired	2

**CONSTRUCTION ACTIVITIES**

<b>(2) Curb Stops Repaired / Replaced / Installed</b>	
05-10-2021 1100 W. Laporte St. - Replaced ¾" curb stop.	
05-18-2021 719 W. 5 <sup>th</sup> St. - Installed new ¾" curb stop.	
<b>(0) Old Curb Stops Located / Capped Off at Valves</b>	
<b>(5) New Taps Installed</b>	
05-13-2021 413 W. Garro St. - New 1" tap with meter pit. (New habitat house).	
05-13-2021 415 W. Garro St. - New 1" tap with meter pit. (New habitat house).	
05-14-2021 419 W. Garro St. - New 1" tap with meter pit. (New habitat house).	
05-14-2021 421 W. Garro St. - New 1" tap with meter pit. (New habitat house).	
05-19-2021 2159 N. Oak Rd - New 2" tap. (Installed all new service). Gordon's dog grooming.	
<b>(0) New Mains Completed</b>	
<b>(2) Valves / Valve Boxes / Repaired / Replaced / Installed</b>	
05-04-2021 220 N. Liberty St. - Retired valve and tee to the original (Lincoln Junior High School).	
05-25-2021 Gibson St. & Roy St. - Relocated HYD140 5' back from curb.	
<b>(1) Hydrants Repaired / Replaced / Installed / Serviced / Painted</b>	
04-21-2021 1100 block of W. Jackson St. - Installed new fire hydrant.	
<b>(0) Valve Exercised</b>	
<b>(1) Main Breaks and Leaks Repaired</b>	
05-11-2021 805 Dickman St. - Repaired leak on old line.	
<b>(4) Service Lines / New / Repaired</b>	
05-04-2021 724 Pennsylvania Ave. - Assisted contractor in installation of new service line.	
05-10-2021 1100 W. Laporte St. - Assisted contractor in installation of new service line.	
05-11-2021 910 W. Monroe - Replaced entire service line. (Damaged by contractor).	
05-17-2021 1023 N. Michigan St. - Assisted contractor in installation of new service line and meter pit.	

**MISCELLANEOUS**

- GIS data collection.
- Replaced the backflow preventer device at the River Park Square building.
- Eye Protection safety training 5/14/21.
- Chemical Hazards – Routes of Entry safety training 5/21/21.
- Consumer Confidence Report has been sent out to our customers.

**PLYMOUTH POLICE DEPARTMENT**  
**Code Enforcement**

**Activity Report Summary 2021**

Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Tall Grass	0	0	0	0									0
Owner Completed	0	0	0	0									0
City Action (Mowed)	0	0	0	0									0
Action Pending	0	0	0	0									0
<hr/>													
Abandoned or Junk Vehicles	3	86	7	13									109
Owner Completed	2	85	5	10									102
City Action (Towed)	1	1	2	0									4
Action Pending	0	0	0	3									3
<hr/>													
Debris/Junk on Property	3	1	69	57									130
Owner Completed	2	1	60	39									102
City Action (Cleaned)	1	0	9	10									20
Action Pending	0	0	0	8									8
<hr/>													
Fowl/Livestock	0	0	0	0									0
Owner Completed	0	0	0	0									0
City Action	0	0	0	0									0
Action Pending	0	0	0	0									0
<hr/>													
Signs in Public Right of Way (Removed)	0	0	0	0									0

**PLYMOUTH POLICE DEPARTMENT**  
**Activity Report Summary 2021**

Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Calls for Service,	695	633	793	861									2,982
Complaints, Information	97	95	104	108									404
911 Hang-Up Calls	65	59	62	56									242
Alarms	10	5	17	22									54
Vehicle Checks	6	2	7	7									22
Assist Other Agencies	21	18	23	33									95
Animal Complaints	284	217	427	272									1,200
Traffic Stops	145	111	221	118									595
Citations Issued	26	22	30	34									112
Accident Reports	97	99	109	102									407
Case Reports	16	33	33	34									116
Arrests	11	25	26	26									88
Arrests (Adult)													
Arrests (Juvenile)	5	8	7	8									28

The motion carried.

There being no further business, after a proper motion and second to adjourn. Ecker declared the meeting adjourned at 6:39 p.m.

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

APPROVED:  
  
 Mark Senter  
 Mayor