

REGULAR SESSION, BOARD OF PUBLIC WORKS AND SAFETY, SEPTEMBER 13, 2021

The Board of Public Works and Safety of Plymouth, Indiana, met in Regular Session on September 13, 2021. The meeting was held in the Council Chambers, on the second floor of the City Building, 124 N. Michigan St., Plymouth, Indiana.

Mayor Senter called the meeting to order. Senter presided for Board Members Bill Walters, Duane Culp, Jeff Houin and Shiloh Milner who were physically present. 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 August 23, 2021. The motion carried.

Fire Chief Holm stated that he had recently accepted the resignation of assistant chief Kinney. Kinney would be staying with the department just not in the assistant chief role. He stated that for now the department would be running with just one assistant chief, but he would eventually entertain the hiring of a new assistant chief.

Street Superintendent Marguardt presented the following request

9/9/21 – No parking sign. Tired of people parking blocking the entrance of my driveway going into garage and alleyway. S/ Max and Rebecca Hatfield, 200 Alexander St. (574)-780-0486

Marguardt stated that he had driven by the property five times, and did not see anyone parked in front of the driveway going into the garage and alleyway. He added that she also had the residents also had their own no parking signs on their garage.

Mayor Senter stated that he had sent her an email, and spoke on the phone with her. She just stated that she was tired of people blocking the entrance to the driveway. Senter said he asked her to call dispatch whenever someone was blocking the entrance. He then asked for the request to be tabled until the next meeting so that they had time to see how often this entrance was blocked.

Board Members Senter and Houin moved and seconded to table the request until the next meeting. The motion carried.

City Engineer Gaul reviewed UT-21-014 Comcast-500 W. Monroe St, NIPSCO-Fiber Optic Work in ROW. He stated that for this work in the right-of-way there was a \$5,000 financial guarantee. He asked the board for approval of UT-21-014.

City Engineer Gaul reviewed UT-21-017 Choicelight – Pilgrim Lane. He stated that there was some trouble with the south right-of-way line and had asked for a redesign which was provided. There would be financial guarantee of \$5,000. He asked the board for approval of UT-21-017.

Board Members Culp and Milner moved and seconded to approve the work in the right of way for UT-21-014 and UT-21-017 subject to the terms, notes, and conditions outlined in the correspondence provided by City Engineer Gaul and the placement of the financial guarantee. The motion carried.

City Engineer Gaul reviewed PW-17-106 Historic Footbridge 2022 LPA Construction Inspection/Engineering Contract with VS Engineering for a not-to-exceed price of \$223,200.00. He stated that this was a part of an 80/20 reimbursable grant. He asked for approval of the LPA Contract.

Board Members Houin and Walters moved and seconded to approve the 2022 Local Public Agency Agreement with VS Engineering with a not-to-exceed price of \$223,200 for construction inspection and engineering for the Historic Footbridge. The motion carried.

Gaul added that E&B Paving would like to be at the next meeting for the final closure of the Street and Sidewalk Projects at the end of October.

City Attorney Surrisi presented Executive Order #2021-06 Placement of a Dumpster on E. Laporte St. For the Rees Theatre.

Surrisi stated that this was for the final phase of construction that was to begin earlier that morning.

Board Members Houin and Walters moved and seconded to ratify Executive Order 2021-06: Placement of a Dumpster on E. Laporte Street for the Rees Theatre. The motion carried.

Surrisi presented the following request to the Board of Works:

8/26/21 - Reserve parking spaces on the north side of Laporte Street east of Michigan ½ block for construction materials for the Rees Theatre renovation project from September 13, 2021 to April 30, 2022. S/Brent Martin, 15413 12th Road, Plymouth, (574)-269-1596.

Houin asked if this would be blocking all of the parking spaced from Michigan to the alley.

Surrisi stated that this was the case.

Board Members Houin and Culp moved and seconded to approve the request as presented.

The motion carried.

Clerk-Treasurer Xavier presented the following request from the Promotion of the City

Coordinator, Laura Mann:

9/7/21 -Request to have checks for Latino Festival performers ready to distribute at the Festival on September 18, 2021 S/Laura Mann, Promotion of the City Coordinator, 124 N. Michigan St., Plymouth (574)-936-6717.

Board Members Milner and Walters moved and seconded to approve the request as presented. The motion carried.

Board Members Walters and Houin moved and seconded to allow for the payroll for

September 15, 2021 and the claims for September 13, 2021, as entered in Claim Register #2021.

The motion carried.

Board Members Houin and Milner moved and seconded to accept the following

communications:

- 09.13.21 Check Register
- August 24, 2021 Technical Review Committee Meeting Notes
- August 2021 Wastewater Monthly Reports
- August 2021 Water Monthly Reports
- August 2021 PPD Activity Report
- August 2021 Code Enforcement Activity Report

CITY OF PLYMOUTH WASTEWATER DEPARTMENT
Board of Public Works and Safety
August 2021 Monthly Report

PLANT OPERATIONS:

- | | |
|---------------------------------------|------------|
| 1. Total flow in gallons | 66,025,960 |
| 2. Average daily flow in gallons | 2,129,870 |
| 3. Rainfall | 5.78" |
| 4. Monthly average in BOD removal | 98.9% |
| 5. Monthly average in TSS removal | 96.3% |
| 6. Monthly average in Ammonia removal | 99.2% |
| 7. General plant maintenance | |
| 8. Work orders completed: | |

330 – Wastewater Treatment Plant

- Completed removal of materials from the south Aqua Store tank after the removal of 2 panels.
- Exercised 60 valves.
- Influent & effluent flow meters were calibrated by B.L. Anderson on 8/26/21.
- Centrifuge sludge feed pump (Seepex) was completely rebuilt.
- Repaired the seal on the north primary sludge pump.
- All exhaust fans were inspected and adjusted.
- Gas mixer on top of the primary digester continues to have issues. Tearing up belts, appears to be related to mismatched pulleys.
- Continue troubleshooting the grit removal system, which does not appear to be removing adequate amount of grit. Hydro-gritter completed their inspection and testing.
- Repairs complete on centrifuge bowl. Unit was found to be out of balance, which required the unit to be shipped to Greenwood, IN for a rebuild.

72 – Vehicle/Mobile Equipment

60 – Lift Stations

- All wet wells were vacuumed with lots of trash and debris included.
- Replaced the back-up battery on the Ferndale lift station.
- Pioneer Dr. lift station had a failure, which was traced back to a failure in the back-up battery system.
- Power pack failure was detected and corrected at the new Centennial Crossing lift station.
- 30/17 had a pump failure, which was traced back to a bath towel plugging the impeller.

32 - Collection System

- 2 - Eliminated structures
 - a. 2 - at the Washington School storm sewer project.
- 3 - Replaced structures
 - a. Washington School storm sewer (H7C141 and H7C125).
 - b. Novelty St. & N. Plumb St. sanitary manhole (I6M101).
- 9 - Replaced / adjusted castings
 - a. Repaired casting & structure (I4C208).
 - b. Adjusted castings (K6C342, K6M317, K6M316, K6C333 and K6C35) at 821 LWE.
 - c. 222 Parkview St. adjusted casting (J5C213).
 - d. Adjusted casting on W. Jefferson St. (H6C331).
 - e. Replaced casting at 555 N. Oak Dr. (H6C241).
- 5 - GIS data collection points
 - a. 5 information points collected at various locations throughout the city.
- 2 - New structure
 - a. 1013 Highland Ct. - 48" sanitary manhole (K7M135).
 - b. Washington School storm sewer (H7C14).
- 4 - Point Repairs
 - a. Repaired numerous sink holes at 128 Candy Ln. (36" storm sewer).
 - b. Repaired sinkhole at 5th St. & W. Jefferson St. (I6M222).
 - c. Repaired 2 sinkholes on Wilson Circle at structures (K6C15 & K6C140).
- 8 - Miscellaneous
 - a. R & R Sewer completed inspection of 1,200 feet of 36" storm sewer on Fendale St.
 - b. Cured in Place Pipe (CIPP) installed on N. Kingston Rd. - 52' - 10"
 - c. Cured in Place Pipe (CIPP) installed on easement behind 1013 Highland Ct. - 242' - 8"
 - d. Cured in Place Pipe (CIPP) installed on N. Kingston Rd. - 368' - 10"
 - e. Cured in Place Pipe (CIPP) installed on 900 Blk. W. Monroe St. - 304' - 12"
 - f. Cured in Place Pipe (CIPP) installed on 800 Blk. W. Monroe St. - 327' - 12"
 - g. Cured in Place Pipe (CIPP) installed on alley south of 900 Blk. of W. Lake Ave. - 329' - 8"
 - h. Replaced 453' of 10" storm sewer through the Washington School property.

COLLECTION SYSTEM:

- 1. Cleaned 5,399 feet of sewer lines.
 - feet during service calls.
 - 5,399 feet during preventive maintenance.
- 2. Televised 0 feet of sewer lines.
- 3. Mechanically removed roots from 0 feet of sewer lines.
- 4. Removed approximately 6.36 tons of silt and debris during cleaning and inspections of sewers lines.
- 5. Used approximately 40,355 gallons of potable water during sewer cleaning.
- 6. Performed routine maintenance on 10 CSO's and 17 pumping station.

MISCELLANEOUS

- Requested an NPDES permit modification on the monitoring of chlorides from the Indiana Department of Environmental Management (IDEM).

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

PLANT OPERATIONS

Water Treated – Ledyard Water Treatment Plant	27,734,008 gallons
Water Treated – Pine Water Treatment Plant	<u>16,932,554 gallons</u>
Water Treated - Total	44,666,562 gallons
Water Treated – Daily Average – Ledyard Water Treatment Plant	894,645 gallons
Water Treated – Daily Average – Pine Water Treatment Plant	<u>546,211 gallons</u>
Water Treated – Daily Average – Combined	1,440,856 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

- 6- Ledyard Water Treatment Plant Maintenance
 - Completed auxiliary generator test.
 - Completed temperature checks on high service pumps.
 - Auxiliary generator experienced some issues due to the heavy rains caused moisture to enter the control boards.
 - FSS completed the updates to the facility's security systems.
 - Repaired chlorinator for the post feed system.
 - Cleaned and inspected chlorine injectors.
 - Inspected both water towers.
 - Peerless Midwest started testing 2 new tests well sites at the Ledyard Plant for water quality and production, anticipating replacing well #2B in 2022.
- 5 – Pine Water Treatment Plant Maintenance
 - Completed auxiliary generator test.
 - Completed temperature checks on high service pumps.
 - FSS completed the updates to the facility's security systems.
 - Repaired a leak on the sodium permanganate feed pump.
 - Flushed chlorine analyzer.
 - NIPSCO changed out the plant's gas meter.
 - Repaired hallway security camera.
 - Repaired fluoride feed pump #1.
 - Repairing air compressor, which supplies air to the pneumatic vales that allows backwashing to occur automatically.
- 17 – Mobile Equipment

WATER SAMPLING

- 10 Distribution system bacteria samples, IDEM required.
- 62 Distribution system chlorine residual samples, IDEM required.
- 8 Fluoride samples, ISDH required.
- 353 Process control samples and analysis at the Ledyard Water Treatment Plant include Ferrous Iron, Total Iron, Manganese, and Chlorine.
- 352 Process control samples and analysis at the Pine Water Treatment Plant samples. Includes Ferrous 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-Radon
- 0 Lead & Copper Samples.
- 0 Nitrate/Sampling for each Plant (sets)
- 5 Extra Sampling- CMD New Main, New Shell Building, Blueberry Festival.
- 0 Hardness/Corrosion

SERVICE

Utility Locates	182
Total Number of Work Orders	227
Service Disconnects	19
Service Disconnects for non-pay	31
Service Reconnects for non-pay	47
Blue Tags "Service Notice" left on door	4
Pink Tags "Insufficient Funds Notice" left on door	3
New Radio Read / Meter Installations	2
Accuracy Checks	118
After Hours Call Outs	0
Meters New/Repaired	3

CONSTRUCTION ACTIVITIES

- (1) **Curb Stops Repaired / Replaced / Installed**
08-12-2021 824 N. Michigan – Replaced broken curb stop.
- (0) **Old Curb Stops Located / Capped Off at Valves**
- (3) **New Taps Installed**
08-02-2021 351 Eastwood Dr.- New 1" tap and meter pit.
08-16-2021 1000 E. Jefferson St.- New 1" tap and meter pit
08-09-2021 2857 Jim Neu Dr.- (New Shell Building) 8" Fire tap with 200' of 8" ductile iron pipe and (2) 2" polyethene pipes, taps and service.
- (0) **New Mains Completed**

- (9) **Valves / Valve Boxes / Repaired / Replaced / Installed**
08-04-2021 100 N. Michigan St.- Adjusted (2) valves boxes for sidewalk project.
08-05-2021 N. Plum St. and W. Laporte St – Repacked main valve (JTV010).
08-09-2021 Sycamore St. and Lynn St.- Realign valve box.
08-09-2021 Village Pl. and W. Lake Ave.- Realign valve box.
08-09-2021 Hillcrest Ave. and Red Oak Ct.- Realign valve box.
08-10-2021 Hope Blvd. - Realign valve box.
08-10-2021 N. Center St. and North St.- Realign valve box.
08-17-2021 423 Miner St.- Repaired valve box.
- (0) **Hydrants Repaired / Replaced / Installed / Serviced / Painted**
- (0) **Valve Exercised**
- (0) **Main Breaks and Leaks Repaired**
- (4) **Service Lines / New / Repaired**
08-04-2021 Centennial Park- Repaired meter pit at the C-League Diamond.
08-12-2021 Centennial Crossing (Prepared 24 Meter setters).
08-21-2021 1208 Westgate Ave.- Haskins Inc. Installed new service line (assisted).
08-25-2021 511 & 513 E. Garro St.- Separated service lines and ran 2 new services, curb stop, meter pit.

MISCELLANEOUS

- GIS data collection.
- Assisted Briarwood manufactured home park in locating their isolation valves on their water system.
- Received the new data collector for the WACH'S valve exercising unit.
- Completed sampling and testing of new service and main lines at Centennial Crossing, spec building on Jim Neu Dr. and the Garden Court facility located on W. Jefferson St.
- Installed water distribution system, including blowing off all service lines and testing for bacteria and chlorine residuals at the Blueberry Festival.
- Replaced the light and disabled switch on the top of the west water tower (Picco Dr.).
- Water personnel installing auxiliary generator at the Picco Dr. water tower.
- Well Head Protection 5-Year Update was submitted to IDEM for their review.

PLYMOUTH POLICE DEPARTMENT
Activity Report Summary 2021

Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Calls for Service, Complaints, Information	695	633	793	861	873	868	778	880					6,381
911 Hang-Up Calls	97	95	104	108	104	127	113	103					851
Alarms	65	59	62	56	59	80	67	76					524
Vehicle Checks	10	5	17	22	4	17	15	13					103
Assist Other Agencies	6	2	7	7	5	5	6	13					51
Animal Complaints	21	18	23	33	30	31	45	28					229
Traffic Stops	284	217	427	272	319	281	242	278					2,320
Citations Issued	145	111	221	118	173	137	66	163					1,134
Accident Reports	26	22	30	34	38	37	28	35					250
Case Reports	97	99	109	102	119	96	110	117					849
Arrests	16	33	33	34	44	31	45	39					275
Arrests (Adult)	11	25	26	26	33	29	40	31					221
Arrests (Juvenile)	5	8	7	8	11	2	5	8					54

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	43	12	10	21					86
Owner Complied	0	0	0	0	35	10	8	16					69
City Action (Mowed)	0	0	0	0	8	2	2	4					16
Action Pending	0	0	0	0	0	0	0	1					1
Abandoned or Junk Vehicles	3	86	7	13	10	11	9	1					140
Owner Complied	2	85	5	10	10	11	7	1					131
City Action (Towed)	1	1	2	3	0	0	2	0					9
Action Pending	0	0	0	0	0	0	0	0					0
Debris/Junk on Property	3	1	69	57	8	6	3	4					151
Owner Complied	2	1	60	44	7	6	2	4					126
City Action (Cleaned)	1	0	9	13	1	0	1	0					25
Action Pending	0	0	0	0	0	0	0	0					0
Fowl/Livestock	0	0	0	0	0	0	0	0					0
Owner Complied	0	0	0	0	0	0	0	0					0
City Action	0	0	0	0	0	0	0	0					0
Action Pending	0	0	0	0	0	0	0	0					0
Signs in Public Right of Way (Removed)	0	0	0	0	14	9	6	7					36

The motion carried.

There being no further business, after a proper motion and second to adjourn, Senter declared the meeting adjourned at 6:14 p.m.

Jeanine M. Xavier
Jeanine M. Xavier, IAMC, CMC, ACPFIM
Clerk-Treasurer

APPROVED:
Mark Senter
Mark Senter
Mayor

The following requests have been submitted to the proper committee to act:

08/30/21 – I planted three trees in the 70's. They are too close together. Can you please take the middle tree down? The trees are on the North Side of my home. S/David A Kain, 620 N. Michigan St. (574)-936-9406.