

Be it Remembered that the Common Council of the City of Plymouth, Indiana, met in regular session on August 9, 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 offered prayer.

Senter presided for Council members Greg Compton, Jeff Houin, Robert Listenberger and Shiloh Carothers Milner, all of who attended the meeting in person. Council Members Duane Culp, Don Ecker and Randy Longanecker were absent. City Attorney Surrisi and Clerk-Treasurer Xaver were also present. The public was able to see and hear the meeting through Microsoft Teams.

Council Members Compton and Houin moved and seconded to approve the minutes of the last regular Common Council session and the Executive Session meeting on July 26, 2021, as presented. The motion carried.

City Attorney Surrisi presented Ordinance No. 2021-2182, An Ordinance Fixing Salaries of Appointed Officers and Employees, Fire and Police Personnel of the City of Plymouth, Indiana for the Year 2022, on third reading.

Council Members Houin and Compton moved and seconded to pass Ordinance No. 2021-2182, An Ordinance Fixing Salaries of Appointed Officers and Employees, Fire and Police Personnel of the City of Plymouth, Indiana for the Year 2022, on third reading.

Utility Superintendent Davidson stated that he had been having a hard time retaining and recruiting employees for the utilities. One of the main issues is that the field that they work in is not exactly a glamorous job. Now that he is competing against other employers that pay the same or more than him, he was struggling to keep and get employees. He proposed a change in the 2022 salaries to better reflect the amount of work and technical portions of their jobs. He added that these employees are often asked to help with projects that are outside their normal scope of work in order to help save the city money. With this, they typically don't get any rewards other than knowing that they have done the job correctly

With the last job advertisement from the utilities, they only had one applicant. With the most recent job advertisement they have had four applicants. They would be completing the review process later in the week. He was worried how many would still be interested once they see the rate of pay for the job. He stated that he had checked to see if the proposal was feasible

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with Baker Tilly, and they concurred that the higher rate of pay would be feasible. He was looking to try and get some younger staff as he does have an aging staff currently.

Houin stated that he knows that in the past there was a push to standardize wages across city departments. He added that this does not accurately reflect the difference in responsibilities across the different departments. In turn he felt that this request was justified, but would like Davidson to document the reasons for this change. He asked if there had been any work to update the job descriptions. Davidson stated that he intends to work with HR and City Attorney to develop a very detailed description of each job in order to justify the increase in pay.

Surrisi added that there would be plenty of time to update these as the Ordinance would be for the 2022 fiscal year. He then asked Davidson to explain the proposed change of rates.

Davidson stated that now that the utilities no longer collect public hydrant fees from the city budget and instead collect their funds by rates paid by the public, the utilities operate separate from the General Fund. He stated that this rate increase would be a 3% rate increase for all of his employees with a few exceptions. A few selected employees would get a \$2 addition to their wages as well. This would come to a total of \$46,000.00 in the sewer department and \$33,000.00 in the water department.

Council Members Houin and Listenberger moved and seconded to amend Ordinance No. 2021-2182, An Ordinance Fixing Salaries of Appointed Officers and Employees, Fire and Police Personnel of the City of Plymouth, Indiana for the year 2022, to incorporate the wage increases presented by Utility Superintendent Davidson. The motion passed by roll call vote.

AYES: Compton, Houin, Listenberger, Milner
NAYS: None
ABSENT: Culp, Ecker, Longanecker

Council Members Houin and Compton moved and seconded to pass Ordinance No. 2021-2182, An Ordinance Fixing Salaries of Appointed Officers and Employees, Fire and Police Personnel of the City of Plymouth, Indiana for the year 2022, as amended, on third reading. The motion passed by roll call vote.

AYES: Compton, Houin, Listenberger, Milner
NAYS: None
ABSENT: Culp, Ecker, Longanecker

Clerk-Treasurer Xaver reported that the city received the following donations:

- \$100.00 from St. Thomas Episcopal Church for the Latino Festival

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 Houin and Compton moved and seconded to accept the donations with the restricted terms, conditions, and purposes attached to the donation. The motion carried.

Police Chief Bacon requested that the council approve the replenishment of any sick time due to a worker's compensation for an officer injury at the beginning of 2022. He also requested that they continue to pay the officer during the time that they were off if they were to run out of sick time by the end of the year.

Houin stated that the council had been looking to revise the workers compensation policy in the future and this would fall in line with that change.

Council Members Listenberger and Houin moved and seconded to approve the request as presented. The motion carried.

City Attorney Surrisi presented Resolution No. 2021-966: A Resolution of the Common Council of the City of Plymouth Approving Resolution No. 2021-964, A Resolution by the Plymouth Plan Commission Which Approved Resolution No. 2021-960, A Declaratory Resolution by the Plymouth Redevelopment Plan for the US 30/Oak Road Economic Development Area (TIF#1).

City Attorney Surrisi presented Resolution No. 2021-967: A Resolution of the Common Council of the City of Plymouth Approving Resolution No. 2021-965, A Resolution by the Plymouth Plan Commission Which Approved Resolution No. 2021-961, A Declaratory Resolution by the Plymouth Redevelopment Plan for the US 30/Pine Road Economic Development Area (TIF#3)

Surrisi stated that this would be the final step in adding the Veteran's Parkway Project to the project lists for TIF #1 and TIF #3. Last year they had gained the support of the council and applied for funding with the county for the project. As one continuous project, this was denied by INDOT for funding. After further discussions with INDOT they encouraged the city and the county to start some of the preliminary engineering work for the project and for the city to reapply for funding separate from the county. This would have the county undertaking the portion of the project from Michigan Road to Oak Drive. The city would be undertaking the portion from Oak Drive to Pioneer Drive. By adding this project to the project list, it would allow for the TIF funds to be expended for this project for the preliminary engineering work. The construction work for the project would not start until at least 2025. This project is about 4.5-million-dollar project. The city's portion would be about \$900,000.00. The Redevelopment Commission at their last meeting had engaged Baker Tilly to do a Feasibility Study for this

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project which would be ready for the September Redevelopment Commission Meeting. He stated that the council would just be affirming that this would be in line with goals of the comprehensive plan. He asked for approval of both of the resolutions as presented.

Houin asked if there was any agreement between the city and the county on the maintenance of the road once it was completed. Surrisi stated that he believes that each party would be responsible to maintain their portion of the road ways, but there had not been an agreement made on this subject yet. Surrisi stated that he had been working with Jim Clevenger at the county about an intergovernmental agreement that would address how the city would work with the county during the grant period. This was not yet out of the drafting and discussion stage.

Street Superintendent Marquardt stated that on previous projects like this they currently take care of the roadways that are within the city limits and the county takes care of the part of the roadways that fall outside of the city limits. Senter added that there had been talks of annexation of that area as well.

Surrisi stated that if these resolutions were to get passed, they would be asking for a contract with USI consultants for the preliminary engineering work that will be done for the application to INDOT by December. There had been over \$216,000 in funds from TIF #3 that was left over from the Aquatic Center project that the Redevelopment Commission agreed to leave in MCEDC's account for the hopes of attracting a hotel near the aquatic center. Since this project was on hold due to COVID and the current environment in the hospitality field, they agreed to return these funds to be used as additional funds for the engineering work for this project. He added that since the bulk of the spending for the project is a way out, they would have plenty of time to figure out the funding of the project.

Clerk-Treasurer Xaver stated that she had concerns with the council adopting the two resolutions presented this evening, the end result being the addition of the Veterans Drive project to the project list for the US 30 / Oak Road Economic Development Area and the US 30 / Pine Road Economic Development Area. Baker Tilly completed a feasibility analysis to refinance the bonds for the aquatics center for the US 30/ Pine Road area project list. In the June 30, 2021 letter (7/12/21 council packet) to the Redevelopment Commission members and Common Council Members there was a reference to future debt. The requirement was that if the Redevelopment Commission wanted to take on future debt payable from the US 30 Pine Road TIF income, they would need to certify that they would have enough coverage for the debt and previous bond obligations. She stated that while the Veteran's Parkway Project was not intended

to cause additional debt, she was concerned that there would not be enough cash flow to fund the project and continue to meet the city's debt obligations in the TIF areas without causing hardship to the city taxpayers and the taxpayers of the overlapping taxing units. In the previous year the Redevelopment Commission released assessed valuation in the amount of \$25 million to overlapping taxing units. By increasing the AV in each taxing district, it allows the tax rates to be lower in each taxing unit. While AV and tax rates are inverse of each other (when AV goes up, tax rates decrease) the direct result does not increase property tax revenue, but the indirect result does, because when the property tax rates decrease, the property tax cap losses would also decrease for each taxing unit.

Xaver stated that Baker Tilly was working on a feasibility analysis for the US 30/Oak Road allocation area as well as working on updating the feasibility analysis that they completed in June for the US 30/Pine Road allocation area. They expect to have to reports complete in September as Surrisi had mentioned earlier. She stated that she understood that another step remained in the overall process which would include public hearings and additional resolutions to be considered by the Redevelopment Commission. However, as elected officials and governing body of the city, she hoped that they would not adopt the resolution without knowing the outcome of the analyses.

Houin asked if the resolutions as they were right now was just adding this project to the project list, but not committing to the project. Surrisi stated that the approval of the resolutions would allow for the next step in confirming the addition of the project to their project list which would allow for them to spend TIF money on the project. He added that what they were doing in the resolution was confirming that this falls within the comprehensive plan. Yet, as elected leaders the need to have a whole picture to every decision that they make is important as well. After talking to Baker Tilly, he did perceive that there may have to be some investigation in borrowing funds from the city in the final years of the project when the bulk of the work is being done. Since this project is and 80/20 plan, ultimately a majority of the money would be reimbursed from the project. He stated that he was confident that they would find a way to come up with \$978,000.00 from the TIF districts. The only thing that may require outside funding would be the construction portion of the project. If they were not able to successfully win the grant the plans would still be good, and they would just have to reevaluate and apply again next year.

Compton asked if they were just committing to it fitting into the comprehensive plan, and if Baker Tilly were to present a negative report would the city have any exposure. Surrisi stated that the only exposure would be that the Redevelopment Commission would have a public hearing and be asked to adopt confirming resolutions to add the project to their project list. After that they would engage USI consultants to do preliminary engineering work. In turn the exposure would be the \$145,000.00 of Redevelopment funds on preliminary engineering work that may not be able to use the plans for if a negative report came back.

Listenberger asked if the city or Redevelopment Commission had already spent any money on this project. Surrisi stated that there had not been any money spent on this project. They had worked with USI consultants last year to submit the previous application for the project with the county which was unsuccessful.

Houin asked if they were to approve the resolutions and it was added to the redevelopment plan, and the report came back from Baker Tilly would it ever come back to the council for approval or if this would be an overall approval. Surrisi stated that this would not come back before the board unless the Redevelopment Commission had to issue some form of debt or the need for a fringe loan from the city.

Houin asked what the effect would be if they were to table the resolutions until their next meeting pending the report from Baker Tilly. Surrisi said that it would cause the need to set a new public hearing for the Redevelopment Commission and would delay the engagement of USI on the preliminary engineering work. Otherwise, USI would just have a bit less of the preliminary engineering work done by the time the application to INDOT would be due.

Houin asked if it had to be approved and be a part of the TIF plan before the preliminary engineering could be started. Surrisi stated that he was correct because that is how they planned on funding the preliminary engineering work.

Compton asked if there was a set date for when Baker Tilly would get the report back on this project. Surrisi stated that it seemed like they would have it done by the second week of September.

Compton asked if they were to table the resolutions if it would add any additional costs. Surrisi stated that it would not, but it would make the application weaker due to the lower amount of preliminary engineering work that could be done.

Council Members Houin and Compton moved and seconded to adopt Resolution No.

2021-966 and Resolution No. 2021-967. The motion failed to pass by roll call vote.

AYES: Houin, Listenberger, Milner

NAYS: Compton

ABSENT: Culp, Ecker, Longanecker

Surrisi stated that he would get ahold of Baker Tilly and see if they could get the analyses ready earlier so that he could get it out the council for review. He would present new resolutions at a later meeting after the results were received.

City Attorney Surrisi updated the council on the Stellar Communities' projects. He stated that MACOG submitted the three INDOT applications for the Greenways Trail Phase III project, the Michigan Street Viaduct Project, and the Harrison Street Sidewalk Project. It seemed like the Greenway Trails Project was well received, and they did have some comments on the railroad coordination for the Michigan Street and Harrison Street projects. He stated that they will be working with MACOG in order to meet the needs of INDOT to get the applications back in.

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

Council members Listenberger and Compton moved and seconded to accept the following communications:

- Minutes of the Board of Public Works and Safety meeting of July 26, 2021
- July 27, 2021 Technical Review Committee Meeting Notes
- 08.09.21 Check Register
- June 2021 Clerk-Treasurer's Depository Statement and Cash Reconciliation
- Clerk-Treasurer Xaver's Confidential of Advanced Certified Public Funds Investment Manager form the Association of Public Treasurers of the United States and Canada.

The motion carried.

There being no further business to come before the Council, Council Members Houin and Milner moved and seconded to adjourn the meeting. Mayor Senter declared the meeting adjourned at 7:15 p.m.

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

APPROVED

Mark Senter
Mark Senter, Mayor