

REGULAR SESSION, COMMON COUNCIL, March 14, 2022

Be it Remembered that the Common Council of the City of Plymouth, Indiana, met in regular session on March 14, 2022. 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 Councilmen Ecker offered prayer.

Mayor Senter presided for Council members Robert Listenberger, Shiloh Carothers Milner, Duane Culp, Greg Compton, Don Ecker Jr, Randy Longanecker, and Jeff Houin. City Attorney Sean Surtisi was present. Deputy Clerk-Treasurer Williams was standing in for Clerk-Treasurer Gorski in her absence. The public was able to see and hear the meeting through Microsoft Teams.

Mayor Senter welcomed the Boy Scouts from Troop 257 that were in attendance today working on their citizenship in the community.

Council Members Culp and Ecker moved and seconded to approve the minutes of both the regular session and executive session of the Common Council on February 28, 2022, as presented.

The motion carried.

Human Resources Manager Klingerman was here to discuss the update to the Laborer (Semi-Skilled) 2022 Job Description for the Cemetery Department. She had stated that she had worked alongside the Cemetery Superintendent Mike Collins to update this summer job description. She states that there were only a couple of minor updates that were needed. The first change was to the work schedule hours. It had originally stated 3 P.M. but needs to be changed to 3:30 P.M. The second revision that was suggested by Collins under Skills and Knowledge was that they must be at least 16 years of age or older. She states that this will hopefully open up the availability for more potential employees this summer. She states that on the second page it stated normally works evenings when it should state occasionally work evenings.

Councilmen Houin asks that by opening this job up to minors, if it presents any changes to our insurance. Klingerman states that it does not. She states that she is still requiring them to have their driver's license just for insurance purposes but it does not change our insurance. She says that they do something like this at the park as well.

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

City Attorney Surtisi presented Ordinance No. 2022-2190, An Ordinance to Amend the Code of Ordinances of the City of Plymouth Concerning Volunteer Firefighters on first reading.

Fire Chief Holm was here to speak on this Ordinance. He states that with changes to Volunteer pay, they are looking to change it from \$15 to \$20. The other change is changing it from a

per call to a per credit. He explains that a per credit allows for more leniency on how they pay and allows them to recoup some of the volunteer's time when they have to put in more time. He states on the EMS side, if a volunteer goes on a call, they will receive a credit. If they take care of the patient themselves, follow-up to the hospital, and fill out the report that they will receive another credit for that original call.

Holm states that on the fire side, one credit is for a two-hour time frame. He states that if it were to exceed two hours that they would receive another half-credit, and if it were to go past four hours that it would total out to maximum of two whole credits for just that call. He states that this is a change from what is currently one payment per call whether it is two hours or four that it would be the same amount.

Councilmen Culp asks if it is on call or at the station for that extra credit. Holm states that it would be both because even if they are at the station that they are on standby waiting for another call.

Councilmen Ecker states that he wished to remind everyone that when they made the move to \$15/call about 5 years ago that there was a 12-year gap from when they went from \$12/call to \$15/call. He states that they agreed as a council at that time that they were going to review this once every several years. He states that as everyone knows Covid had appeared out of nowhere and delayed the time it took to take a look at it. He states that he had spent a lot of time with the Fire Chief to work through this and he certainly has a lot of support for this particular proposal.

City Attorney Surrisi presented Ordinance No. 2022-2191, An Ordinance to Amend Ordinance No. 2021-2182, The 2022 Salary Ordinance on first reading.

Fire Chief Holm was also here to speak on this Ordinance. He states that this is in regard to the certification stipend that paramedics get for having obtaining that certification and the extra skills it takes to maintain that certification. He states that it is currently a \$2500 stipend that gets added into their base salary. He states that they are proposing to double that to \$5000 which puts them closer to what other departments are paying paramedics stipends.

Councilmen Houin states that he had discussed with the City Attorney in regards to what it means to be a stipend and why it is paid as a stipend and what it means to increase the salary. He states that while he reads this Ordinance, it states that paramedics salary shall be increased by \$5000.16 annually; however, the certified salary shall be the same as a First-Class Firefighter's. Surrisi states that he can go ahead and clean that up.

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Houin states that he believes a certified salary is what the state looks at as a salary but maybe the language can be amended when it comes back for second reading. Surrisi agrees.

City Attorney Surrisi presents Resolution No. 2022-995, A Resolution of the Common Council of the City of Plymouth to Approve the Application of Matt & Alicia Davis for a Commercial Revitalization Rebate Program Grant.

Matt & Alicia Davis were here to speak on the Resolution. There were photos shown of the roof at 105 W. Laporte Street during the meeting. He states that the Council may recall that Dave Hammond had owned that building prior to them purchasing the property eight months ago. Mr. Davis states that Hammond had hired Five Star Roofing to do their roof. He states that at that time they had also applied for a Commercial Revitalization Rebate and were approved by the Common Council. He says that around the August timeframe, once they had taken over the property, they took the ceiling off and found out that they had not replaced all the damaged wood and particle board. He states that this roof came with a 20-year warranty for the work that they did and they had sent a person out to look at it. They had agreed that they messed it up and that they should have replaced that. He adds that since then he can get them on the phone but that is about as far as it will go. He states that they will not stand by their word and come fix it. He states that other businesses had used Five Star Roofing before but his recommendation is to stay far away because the calls back and forth have been awful.

He states that due to these circumstances that they have got proposals to get this back section replaced. The two proposals come from Borntrager Roofing for \$19,782 and A&M Home Services for \$5000. He states that by being local, they are definitely learning that they should have stayed local in the first place instead of 5 Star Roofing being out of Hartford City. He states that they have decided to go with A&M Home Services.

Councilmen Houin would like to add a stipulation that if they were able to recover anything from Five Star Roofing that they reimburse the percentage to the city for the prior Commercial Revitalization Rebate Grant.

Council Members Listenberger and Ecker moved and seconded to approve the Resolution No. 2022-995, A Resolution of the Common Council of the City of Plymouth to Approve the Application of Matt & Alicia Davis for a Commercial Revitalization Rebate Program Grant as presented. The motion passed by roll call vote.

Councilmen in favor: Compton, Culp, Ecker, Houin, Listenberger, Longanecker, Milner

Councilmen opposed: None

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RESOLUTION NO. 2022-995

A RESOLUTION OF THE COMMON COUNCIL OF
THE CITY OF PLYMOUTH TO APPROVE
THE APPLICATION OF MATT AND ALICIA DAVIS
FOR A COMMERCIAL REVITALIZATION REBATE PROGRAM GRANT

WHEREAS, the City has established the Commercial Revitalization Rebate Program to encourage property owners to renovate existing buildings and to make other real property improvements. The encouragement is in the form of a rebate to the property owner of an amount not to exceed twenty percent (20%) of the actual project costs directly related to the eligible improvements, not to exceed Twenty-Five Thousand Dollars (\$25,000.00); and

WHEREAS, Matt and Alicia Davis, has made application to the Plymouth Common Council for a Commercial Revitalization Rebate Program grant to assist in the renovation of commercial property at 105 W. LaPorte St. for roof repair. The Council met in a public meeting on March 14, 2022 and heard evidence on the application demonstrating eligible expenses for the renovation totaling Five Thousand Dollars (\$5,000.00). The purpose and intent of this resolution is to approve the application as set forth below.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Plymouth as follows:

Section 1. Matt and Alicia Davis' application for a Commercial Revitalization Rebate Program grant for 105 W. LaPorte St., Plymouth, Indiana is hereby approved.

Section 2. The Clerk-Treasurer is authorized to disburse from the appropriate fund, and in accordance with established procedure, a rebate to the applicant consisting of Twenty Percent (20%) of the actual cost incurred by the applicant for eligible expenses for the renovation completed on 105 W. LaPorte St., Plymouth, Indiana. In no event shall the rebate to the applicant exceed One Thousand Dollars (\$1,000.00).

Section 3. The Clerk-Treasurer is further authorized to transfer money from the City Development Fund to the Community Improvement Fund in an amount necessary to cover the costs of the eligible expenses approved by this resolution.

PASSED AND ADOPTED this 14th day of March, 2022.

Mark Senter
Mark Senter, Presiding Officer

ATTEST:

Lynn M. Gorski
Lynn M. Gorski, Clerk-Treasurer

City Attorney Surrisi presented Resolution No. 2022-996, A Resolution of the Common Council of the City of Plymouth to Approve the Application of VDM, LLC for a Commercial Revitalization Rebate Program Grant.

Brian Van Duyn was here to speak on the Resolution. He states that they are just looking to update and replace the roof at 206 N. Michigan Street. The two proposals were from Energy Efficient Roofing, LLC for \$26,654.60 and the other proposal was from A&M for \$27,199. He states that there are no issues now, but he wanted to put rubber on to have the roof last long term.

Councilmen Ecker asked when the last time work was done to that roof. Mr. Van Duyn states that they purchased the property in 2005 and he knows that they have never touched it.

Council Members Ecker and Compton moved and seconded to approve the Resolution No.

2022-996, A Resolution of the Common Council of the City of Plymouth to Approve the Application of VDM, LLC for a Commercial Revitalization Rebate Program Grant as presented.

The motion passed by roll call vote.

Councilmen in favor: Compton, Culp, Ecker, Houin, Listenberger, Longanecker, Milner
Councilmen opposed: None

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RESOLUTION NO. 2022-996

A RESOLUTION OF THE COMMON COUNCIL OF
THE CITY OF PLYMOUTH TO APPROVE
THE APPLICATION OF VDM, LLC
FOR A COMMERCIAL REVITALIZATION REBATE PROGRAM GRANT

WHEREAS, the City has established the Commercial Revitalization Rebate Program to encourage property owners to renovate existing buildings and to make other real property improvements. The encouragement is in the form of a rebate to the property owner of an amount not to exceed twenty percent (20%) of the actual project costs directly related to the eligible improvements, not to exceed Twenty-Five Thousand Dollars (\$25,000.00); and

WHEREAS, VDM, LLC, has made application to the Plymouth Common Council for a Commercial Revitalization Rebate Program grant to assist in the renovation of commercial property at 206 N. Michigan St. for a new roof. The Council met in a public meeting on March 14, 2022 and heard evidence on the application demonstrating eligible expenses for the renovation totaling Twenty-Six Thousand Six Hundred Fifty Dollars and Sixty Cents (\$26,654.60). The purpose and intent of this resolution is to approve the application as set forth below.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Plymouth as follows:

Section 1. VDM, LLC's application for a Commercial Revitalization Rebate Program grant for 206 N. Michigan St., Plymouth, Indiana is hereby approved.

Section 2. The Clerk-Treasurer is authorized to disburse from the appropriate fund, and in accordance with established procedure, a rebate to the applicant consisting of Twenty Percent (20%) of the actual cost incurred by the applicant for eligible expenses for the renovation completed on 206 N. Michigan St., Plymouth, Indiana. In no event shall the rebate to the applicant exceed Five Thousand Three Hundred Thirty Dollars and Ninety-Two Cents (\$5,330.92).

Section 3. The Clerk-Treasurer is further authorized to transfer money from the City Development Fund to the Community Improvement Fund in an amount necessary to cover the costs of the eligible expenses approved by this resolution.

PASSED AND ADOPTED this 14th day of March, 2022.

ATTEST:


Mark Senter, Presiding Officer


Lynn M. Gorski, Clerk-Treasurer

City Attorney Surrisi presented Resolution No. 2022-997, A Resolution of the Common Council of the City of Plymouth to Adopting a Plan for Expenditure of American Rescue Plan Act of 2021 Funds.

Surrisi explains that it is not much of a plan but it was to get something on the books that says we are going to spend the funds on approved purposes. He states that back in January, the Department of Treasury issued a Final Rule that lines out the types of projects or programming that the funds can be spent on. He states that one such potential use for these funds has already been identified. There have been talks on using \$500,000 of this for the Solar Panel Installation out at the Wastewater Treatment Plant.

Utility Superintendent Davidson was here to share that the project was under review by NIPSCO as far as the necessary upgrades to their grid, if there are any. He adds that this review is required since they will be selling back power back to NIPSCO. He says that it is currently in NIPSCO's hands on what the study is actually going to cost and the necessary equipment such as

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transformers and the like which NIPSCO will have to install. He states that things are moving forward but not too fast. He states that he is a little hesitant until he gets that solid number from NIPSCO. He believes that would be the more responsible way to go instead of giving an open checkbook to them if the city ends up deciding that isn't what they wish to pay.

Surrisi states that a couple other potential uses for the money could be the ready grant program projects. He states that the Mayor, Councilmen Ecker, Councilmen Listenberger and himself have been working with a committee to go through some of those ideas and refine them. He states that as they hear from the South Bend/Elkhart regional partnership and the Regional Development Authority that will receive those applications, which is expected to be around the April-June timeframe, then they will try to bring some of those before the Council. He states that the Blue Zones Initiative is one that Linda Yoder from the Marshall County Community Foundation is going to come speak to the Council about at their next meeting which is scheduled for the 28th of March.

Councilmen Listenberger states for clarification that this Resolution today is just saying that we are going to follow the guidelines and come up with a plan for the funds. Surrisi agrees.

Council Members Ecker and Milner moved and seconded to approve the Resolution No.

2022-997, A Resolution of the Common Council of the City of Plymouth to Adopting a Plan for Expenditure of American Rescue Plan Act of 2021 Funds as presented. The motion passed by roll call vote.

Councilmen in favor: Compton, Culp, Ecker, Houin, Listenberger, Longanecker, Milner
Councilmen opposed: None

RESOLUTION NO. 2022-997

A RESOLUTION OF THE COMMON COUNCIL OF
THE CITY OF PLYMOUTH TO ADOPTING A PLAN FOR EXPENDITURE OF
AMERICAN RESCUE PLAN ACT OF 2021 FUNDS

WHEREAS, the City has received funding through the American Rescue Plan Act of 2021 ("ARPA or the Act"), federal legislation designed to address various adverse impacts of the Covid-19 pandemic. The Act requires a recipient of ARPA funds to adopt a plan for expenditure of the funds. The purpose and intent of this resolution is to adopt such a plan.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Plymouth as follows:

Section 1. The City shall expend its funds received under ARPA for any purposes authorized by the U.S. Department of Treasury's Coronavirus State & Local Fiscal Recovery Funds Final Rule, effective April 1, 2022.

PASSED AND ADOPTED this 14th day of March, 2022.

ATTEST:


Lynn M. Gorski, Clerk-Treasurer


Mark Senter, Presiding Officer

City Attorney Surrisi starts his discussion about the Stellar Communities Update. He states that the Troyer Group, who was the selected contractor for the Greenway Trails Phase 3, had to make a change in one of their subcontractors which in turn delayed the process of negotiating. He says they expect by the end of the week to have a contract proposal price to the city. He states that in the coming weeks the city should have that contract finalized and approved by INDOT and get them moving forward on the design work.

City Attorney Surrisi started up the Discussion of the Comprehensive Plan. He turned it over to Councilmen Houin who then turned it over to Councilmen Listenberger.

Councilmen Listenberger started discussing about the interview process for volunteers and the listing price for the project being around 70-80 thousand dollars. He states that they got around to thinking about the whole situation that they came to the conclusion that it should be broken down into sections. He gives an example of how the Complete Streets Committee could tackle one section and another committee could do a separate section. He states that they could break it down so that the city could do the project themselves. He adds that MACOG offered to do sections of the project.

Councilmen Houin stated that the last email he saw regarding the Comprehensive Plan suggested that they may have to do a full revision.

City Attorney Surrisi states that that was a suggestion from the people over at MACOG because it was more than ten years old. Surrisi believes that it is at least something to consider. He states that we already have many different committees engaged in various different topics that are already a part of the Comprehensive Plan. He states that with the recommendation from MACOG that the city may need to bite the bullet and scarp the project spend \$80,000 on a consultant.

Councilmen Houin asks if MACOG was one of the consultants that was approached. Surrisi states that they were not at the time.

Councilmen Listenberger asks if we have to go with MACOG's suggestion. Surrisi states that we do not have to, as there is no state requirement.

Mayor Senter believes that the project was adopted in 2013 which would make the project around 9 years old.

Councilmen Listenberger believes that we could put together some overwriting committee and dole out these projects that we could still get it done for less than the 80-90 thousand.

Councilmen Houin would like to say that he was on the Steering Committee for the last one and it was definitely a professionally driven process. He would rather see more of a grassroots effort

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to involve people on those committees that are going to be working on the plan to help develop the plan. He states that he likes that suggestion.

Councilmen Listenberger states that part of the process comes down to surveying and stuff for citizens. He asks if we have to go about doing that stuff again. Surrisi states that the short answer to that is no, but the statutory requirement for this is really minimal. He states that it has to be recommended by the Plan Commission and adopted by the Common Council. He adds that it is practical to make the plan meaningful and that it captures where the community stands on it.

He also adds that it wouldn't be a bad idea to lean on MACOG to facilitate some of the focus groups and things of the sort. Mayor Senter believes that they did something similar for Bourbon or Argos. Surrisi agrees and that he believes that maybe it was for a small fee of 10-15 thousand dollars.

Councilmen Listenberger believes that maybe we could reach out to them and get the ball rolling on this. He hopes that maybe he could have a proposal for them for the next meeting.

Council Members Longanecker and Milner moved and seconded to accept the following

communications:

- Minutes of the Board of Public Works and Safety meeting of February 28, 2022
- March 8, 2022 Technical Review Committee Meeting Notes
- March 14, 2022 Check Register
- Plymouth Water & Sewer 2021 Financial Management Report

The motion carried.

There being no further business to come before the Council, Council Members Longanecker and Ecker moved and seconded to adjourn, Mayor Senter declared the meeting adjourned at 7:01 p.m.

APPROVED



Mark Senter, Mayor



Lynn M. Gorski
Clerk-Treasurer