

REGULAR SESSION, BOARD OF PUBLIC WORKS AND SAFETY, DECEMBER 27, 2021

The Board of Public Works and Safety of Plymouth, Indiana, met in Regular Session at 6:00 p.m. on December 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 Duane Culp, Shiloh Milner, Bill Walters, and Jeff Houin who were physically present. City Attorney Surtisi and Clerk-Treasurer Xavier were also present. The public was able to see and hear the meeting through Microsoft Teams.

Board Members Houin and Walters moved and seconded to approve the minutes of the Regular Session meeting of December 13, 2021. The motion carried.

The following legal notice was advertised in the Pilot Newspaper on December 3 2021 and on December 10, 2021.

**NOTICE TO BIDDERS FOR
FUEL SUPPLIES – 2022
CITY OF PLYMOUTH,**

INDIANA

Notice is hereby given that the Board of Public Works and Safety of the City of Plymouth, Indiana, for its various department will receive sealed proposals or bids to be good until December 31, 2022 for gasoline and diesel fuel until 6:00 p.m. on Monday December 27, 2021, in the Council Chambers of the City Building 124 N Michigan Street, Plymouth, IN, (Garro St entrance, then proceed to second floor) at which time all bids will be opened and read aloud.

Bids may be delivered until 4:30 p.m., December 27, 2021, to the Clerk-Treasurer's office located at 124 N. Michigan Street, Plymouth, if the bidder so desires.

Item #1 – 22,500 gallons more or less ultra low sulfur diesel fuel (for on-highway use) delivered by transport truck as needed. Price to include the extra cost of Extreme winterization (with 15% K-1) per gallon.

Item #2 – 40,000 gallons more or less 87 octane E10 Plus unleaded gasoline delivered by transport truck as needed.

Bids shall be submitted on Form 95, copies of which may be obtained from the Clerk-Treasurer's Office, all parts of which shall be properly filled out and accompanied by a bid bond, certified check or cashier's check in the amount of not less than five (5%) percent of the bid. E-Verify employment documentation, City Neopolism documentation and Doing Business with Iran documentation shall be completed and submitted with the bid documentation.

Separate prices shall be stated for each item of material or work. Please provide fixed or guaranteed pricing. Please provide price before taxes and fees; provide taxes and fees; and the total cost including taxes and fees.

The City reserves the right to reject any and all bids or to waive any informalities in the bids or to award the contract to the bidder deemed in the best interest of the City without explanation. No bidder may withdraw his bid for a period of thirty (30) days after the date set for opening of bids.

Any bid received after the designated time will be returned unopened.

Jeanine M. Xavier
Clerk-Treasurer
City of Plymouth, Indiana
December 3 and 10, 2021
December 3, 10, 2021 PWS0254 lrsdarp

**NOTICE TO BIDDERS FOR
STREET MATERIALS – 2022
CITY OF PLYMOUTH,**

INDIANA

Notice is hereby given that the Board of Public Works and Safety of the City of Plymouth, Indiana, for its various department will receive sealed proposals or bids for street materials for the year 2022 until 6:00 p.m. on Monday, December 27, 2021, in the Council Chambers of the City Building 124 N Michigan St., Plymouth, IN, (Garro St entrance, then proceed to second floor) at which time all bids will be opened and read aloud.

Bids may be delivered until 4:30 p.m., December 27, 2021 to the Clerk-Treasurer's Office at 124 N. Michigan Street, Plymouth, if the bidder so desires.

Item No. 1 – 4,000 tons more or less of coarse aggregate material, Indiana State Highway Commission specifications size No. 53's. Price per ton F.O.B. plant location loaded on City Trucks.

Item No. 2 – 3,500 tons more or less ice sand. Price per ton F.O.B. plant location loaded on City Trucks.

Item No. 3 – 2,500 tons more or less fill dirt. Price per ton F.O.B. plant location loaded on City Trucks.

Item No. 4 – 2,500 tons more or less fill sand. Price per ton F.O.B. plant location loaded on City Trucks.

Item No. 5 – 5,000 tons more or less #53 Crushed Limestone and #73 Crushed Limestone. Price per ton F.O.B. plant location loaded on City Trucks.

All loads of material are to be accompanied with weight tickets.

Any bid received after the designated time will be returned unopened. Bids shall be submitted on Form 95, copies of which may be obtained from the Clerk-Treasurer's Office, all parts of which shall be properly filled out and accompanied by a bid bond, certified check or cashier's check in the amount of not less than five (5%) percent of the bid. Separate prices shall be stated for each item of material or work.

The City reserves the right to reject any and all bids or to waive any informalities in the bids or to award the contract to the bidder deemed in the best interest of the City without explanation. No bidder may withdraw his bid for a period of thirty (30) days after the date set for opening of bids.

Jeanine M. Xavier
Clerk-Treasurer
City of Plymouth, Indiana
December 3 and 10, 2021
December 3, 10, 2021 PWS0255 lrsdarp

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Street Superintendent Jim Marquardt made a last call for bids and opened the following

sealed bids for 2022 Street Supplies:

1) Stockberger Trucking LLC, 7991 Lilac Road, Plymouth, Indiana, 46563

<u>Class/Item</u>	<u>Quantity</u>	<u>Description</u>	<u>Unit Price</u>
<i>Item #1</i>	4,000 ton (more or less)	Course aggregate #53 Gravel (Commercial) FOB 11 th Road Pit	\$12.00 per ton
<i>Item #2</i>	3,500 ton (more or less)	Ice Sand (W. Sand) FOB 11 th Road Pit	\$10.75 per ton
<i>Item #3</i>	2,500 yards (more or less)	Fill Dirt FOB 11 th Road Pit	\$8.50 per ton
<i>Item #4</i>	2,500 ton (more or less)	Fill Sand FOB 11 th Road Pit	\$9.50 per ton
<i>Item #5</i>	5,000 ton (more or less)	#53 Crushed limestone #73 Crushed limestone FOB Lilac Road	\$21.75 per ton \$22.00 per ton

2) Rieth Riley Construction Co Inc, 25200 SR 23, South Bend, Indiana, 46614

	(Tons More or less)				
Item	Quantity	Unit	Description	Unit Price	Amount
1	4000	Tons	Recycled Crushed Concrete Aggregate # 53	\$ 9.50	\$ 38,000.00
2	3500	Tons	#23 Ice Sand	\$ 6.00	\$ 21,000.00
3	2500	Tons	Fill Dirt	No Bid	No Bid
4	2500	Tons	Fill Sand #23/#24	\$ 6.00	\$ 15,000.00
5	5000	Tons	#53 and #73 Crushed Limestone	No Bid	No Bid

3) Irving Materials Inc, 350 N. 150 W. US 24, Peru, IN, 46970

Item #2:

<u>Material Size</u>	<u>F.O.B. Pant Price</u>
No. 23/24 Washed Sand.....	\$9.85 per ton
No. 4 Washed Sand.....	\$8.85 per ton

Item #4:

<u>Material Size</u>	<u>F.O.B. Pant Price</u>
Fill Sand.....	\$8.00 per ton

Item #5:

<u>Material Size</u>	<u>F.O.B. Pant Price</u>
No. 53, No. 73 Crushed Limestone.....	\$19.35 per ton

Board Members Culp and Milner moved and seconded to take the bids under advisement.

The motion carried.

Street Superintendent Jim Marquardt made a last call for bids and opened the following sealed bids for 2022 Fuel Supplies:

1) Ceres Solutions Cooperative, 2025 S. Wabash St., Wabash, IN, 46992

ITEM NO.	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE
1	22,500	GALLON	COUNTRYMARK #2 DIESEL ON ROAD Ultra Low Sulfur- On Road Fuel to be delivered in transport truck lots State Excise Tax Inspection Fee L.U.S.T. Tax NET TRANSPORT BID PRICE	\$2.4070 \$0.530 \$0.010 \$0.001 \$2.948

During winter months, Premium Dieselelex-4 Winter on Road, please add .065 to above price For Extreme Winter operability (to -20F), please add .115 to above price w/ 15% K-1.

Firm pricing for the period of Jan. 1 - Dec. 31 2022. Actual firm pricing cannot be established until the time that the City of Plymouth notifies Ceres Solutions.

ITEM NO.	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE
2	40,000	GALLON	COUNTRYMARK 87 E-10 PLUS Gasoline - 87 Octane Unleaded Fuel to be delivered in transport truck lots Fuel to be delivered in transport truck lots State Excise Tax Inspection Fee L.U.S.T. Tax NET TRANSPORT FIRM PRICE	\$2.4380 \$0.320 \$0.010 \$0.001 \$2.7690

Firm pricing for the period of Jan. 1 – Dec. 31 2022. Actual firm pricing cannot be established until the time that the City of Plymouth notifies Ceres Solutions.

Marquardt suggested that we continue purchasing from Ceres Solutions because they have been the supplier that we have been buying fuel at currently at fixed pricing.

Board Members Houin and Walters moved and seconded to take the bids under advisement. The motion carried.

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Fire Chief Holm notified the board that with Rod Miller moving to the Fire Inspector position at the beginning of the year, that it was going to leave them with an open position for Firefighter EMT. Holm requested permission to open up the process on hiring for that position. Board Members Culp and Houin moved and seconded to approve the request. The motion carried.

Clerk Treasurer Xaver presented Resolution #202-987, A Resolution of the Board of

Public Works and Safety to Declare Certain EMS Bills Delinquent and Uncollectible.

RESOLUTION NO. 2021-987

A RESOLUTION OF THE BOARD OF
PUBLIC WORKS AND SAFETY TO DECLARE CERTAIN
EMS BILLS DELINQUENT AND UNCOLLECTIBLE

BE IT RESOLVED by the Board of Public Works and Safety of the City of Plymouth Indiana that the delinquent and uncollectible bills for the Plymouth Community Ambulance service for Jan thru Dec, 2013 be written off the ledgers as bad debts.

	Gross Amoun Contractual		Net	AMOUNT		%	BALANCE		%
	Billed	Allowance		PAID	COLLECTED		DUE	WRITTEN OFF	
PRIVATE PAY	179,161.27	7,563.24	171,598.03	95,668.46	56%	75,929.57	44%		
MEDICAID	57,072.00	39,142.79	17,929.21	17,439.87	97%	489.34	3%		
MEDICARE	275,488.53	51,685.01	223,803.52	214,951.37	96%	8,852.15	4%		
ASSIST	32,710.33	5,730.48	26,979.85	16,230.73	60%	10,749.12	40%		
BANKRUPTCY					0%		0%		
TOTAL	544,432.13	104,121.52	440,310.61	344,290.43	78%	96,020.18	22%		

ADOPTED THIS 27th DAY OF DECEMBER 2021, upon passage by the Board of Works and approval by the mayor.

PASSED AND ADOPTED this 27th day of December, 2021.

ATTEST:


Mark Senter, Presiding Officer


Jeanine M. Xaver, IAMC/CM/CACP/IM, Clerk-Treasurer

Xaver stated that these bills were from 2013 and that the overall collection rate is 78%. Eligible bills have been turned over to the city's collection agency. Almost \$11,000 in uncollected bills are from Interlocal Agreements with other ambulance services. The original agreement called for the billing ambulance service (the service we were assisting) to split the amount collected with the City of Plymouth. Unfortunately, that means if they didn't collect, neither did we.

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Houin asked for clarification on what the collected amount was. Xaver stated that the overall collected percentage was 78%.

Houin asked for a reminder on what the process was for collecting delinquent bills. The billing agency will try 3 times to get either get the information that they need, such as insurance information, or to actually collect from the patient. After that they send it back to the city building and they will try in house. And if the city building can't collect in house, then it is sent to Eagle Collections which adds 30% to the bill so the city is not losing out on the bill.

Board Members Houin and Culp moved and seconded to approve Resolution #2021-987, A Resolution of the Board of Public Works and Safety to Declare Certain EMS Bills Delinquent and Uncollectible. The motion carried.

Board Members Houin and Culp moved and seconded to allow for the payroll for December 31, 2021 and the claims for December 27, 2021, as entered in Claim Register #2021. The motion carried.

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

communications:

- December 27, 2021 Docket
- December 14, 2021 Technical Review Committee Notes
- November 2021 Plymouth Fire Department Activity Report
- November 2021 Wastewater Department Activity Report
- November 2021 Water Department Activity Report

The motion carried

There being no further business, Board Members Milner and Houin moved and seconded to adjourn, Senter declared the meeting adjourned at 6:14 p.m.

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

APPROVED: *Mark Senter*
Mark Senter
Mayor