

The Board of Public Works and Safety of Plymouth, Indiana, met in Regular Session at 6:00 p.m. on August 22, 2022. 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, Jeff Houin, Shiloh Milner, and Bill Walters who were physically present. City Attorney Surrisi and Clerk-Treasurer Gorski were present. The public was able to see and hear the meeting through Microsoft Teams.

Board Members Culp and Walters moved and seconded to approve the minutes of the regular session of the Board of Public Works and Safety meeting of August 8, 2022. The motion carried.

Opening Bids for Multiple Building Demolition Project:

116 Legals	116 Legals	116 Legals	116 Legals
Notice to Bidders City of Plymouth, Indiana Multiple Building Demolition Project The City of Plymouth, Indiana, is seeking bids for the "Multiple Building Demolition Project." The project includes the demolition of four structures and associated items as described in the specifications and located at 219 E. Garro St., 402 S. Plum St., 300 E. Jefferson St., and 620 S. Plum St. in Ply-	mouth. Plans and Specifications may be obtained without cost from the Plymouth Clerk-Treasurer between the hours of 8:30 a.m. and 4:30 p.m., Monday through Friday (574-936-2124). All sealed bids shall be labeled identifying the project and shall be addressed and delivered to: City of Plymouth c/o Clerk-Treasurer Lynn Gorski, 124 N. Michigan St.	Plymouth, IN 46563 Your sealed bids are due at the above office on or before Monday, August 22, 2022, at 4:30 p.m., or one last call for bids will be made at the regularly scheduled meeting of the Plymouth Board of Public Works and Safety on Monday, August 22, 2022, at 6:00 p.m., 124 N. Michigan St., Plymouth, IN 46563 (Garro St. Entrance, Council Chambers, Second Floor). Late responses will not	be accepted. No bid shall be withdrawn after scheduled closing time for receipt of bids for at least fifteen (15) days. The City reserves the right to reject any or all bids, accept all or any part of any bid received, to waive any and all informalities in bidding, and to accept the lowest and/or best bid. A pre-bid meeting will be held at 10:00 a.m. on Tuesday, August 16, 2022, beginning at the project site, 219 E. Garro St., Plymouth, IN 46563. All prospective bidders are encouraged to attend. City of Plymouth August 8, 15, 2022 PWS37663 hspaxlp

City Attorney Surrisi opened the Bids for the Multiple Building Demolition Project. He states that these are for homes in which three were acquired through the FEMA grant that is underway and a fourth that the city along with the Wastewater Utility purchased.

Multiple Building Demolition Bids:

Langfeldt Excavating	\$66,580.00
Beaver Excavating	\$72,400.00
Stower's Excavating	\$78,000.00

Mayor Senter asks for clarification on what buildings were included.
Surrisi responds by listing 219 E. Garro Street, 402 S. Plum Street, 300 E. Jefferson Street, and 620 S. Plum Street. He adds that 620 S. Plum Street is the one in which the city had purchased recently.

Surrisi asks for approval, if everything is in order, to the lowest responsible bidder. He states that at least with the FEMA properties they would like have those demolished and the grant concluded by the end of October so they would like to move forward with that.

Board Members Houin and Milner moved and seconded to award the bid to the lowest responsible bidder after review. The motion carried.

Police Chief Bacon states that two officers had submitted their resignations last Wednesday. He explains that Paul Stamper and Jared Arnold were both hired by the South Bend Police Department. He states that he would like to offer a conditional offer of employment to David Vinson. He states that he applied with the last hiring process which produced Officer Baker and Officer Fase. He states that he is a good candidate and a local resident.

Mayor Senter adds that it sounds like he is well established here with his wife teaching. Board Members Culp and Listenberger moved and seconded to approve the request to hire David Vinson as presented. The motion carried.

Cemetery Superintendent Collins wished to give an update on the Columbarium. He states that after reviewing the quotes that they went with the Remembrance Centre. He explains that with their quote coming in at \$18,030.00 and with him having \$50,000.00 in the budget for the Columbarium's, that he had went ahead and ordered two of them. He explains that even with ordering two of them it still left enough in the budget to do the sidewalks and the foundation work.

Mayor Senter asks how many openings will be made with two Columbarium's.

Collins responds by stating that there 48 in each so in total there will be 96 niches. He adds that the previous Columbarium had 72 niches.

Houin asks how long Collins anticipates it will take to fill the two.

Collins responds by stating that it was around 10 years for the 72 niches but cremation is on the rise.

Clerk-Treasurer Gorski presented the Request to Partially Block Traffic from Amy Knapp. Amy Knapp and Anna Kietzman were in attendance to present their request.

Knapp explains that Center Township has budgeted \$5,000 to improve something in Center Township. She states that last year they used the money to buy pool furniture for the park. She states that this year the board voted that they could improve the township and make it prettier. She states that she thought about a mural down by Penguin Point where they painted red where the city sidewalk slants down and there is also a place up above that. She states that the

Heartland Artist has agreed to do the painting and use commissions to get the paint donated by Lowe's and by Sherwin-Williams.

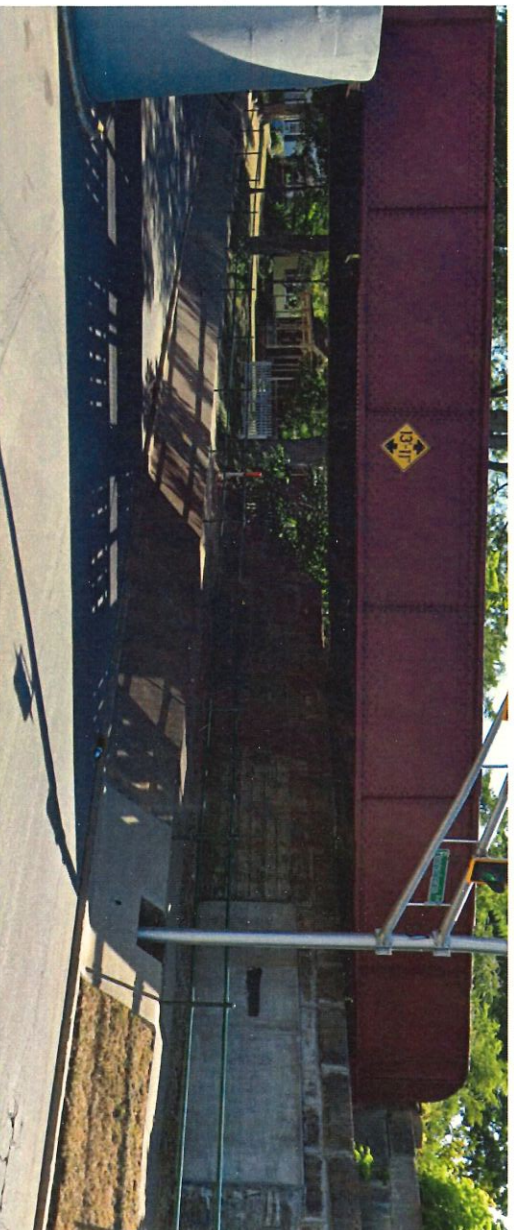
Mayor Senter asks if they know what the mural is going to be.

Kietzman responds by stating that during the festival (ARTS in the Street) she put out a ballet with some choices. She adds that she kept it open for votes for anyone coming into the gallery as she really wanted some community input on the design. She explains that they narrowed it down to five mural styles that are trendy. She lists the themes as Plymouth Themed, Interactive, Abstract, Patriotic, and one other. She states that it came down to the Interactive and the Abstract theme that tied. She explains that what they figured out is that they can blend a couple of these but what they were looking for with the ballot was a taste of what the community was thinking about.

She explains that they were nervous about having the mural go across the entirety of the slanted concrete as it was subject to a lot of weathering but she believes that ultimately it could use something. She states that using several tones of the maroon color from the viaduct itself they could do something geometric or very simple in that place as it would be easily repairable. She adds that the partial closing of the road would just be for that bottom part and that one lane would be enough.

Street Superintendent Marquardt states that his concern was if they could pressure wash the area and that they do not have any pressure washing equipment like that. He states that it could take days to do that big of a slab.

Millner states that she knows someone who said that they would pressure wash that area as a service project.



REGULAR SESSION, BOARD OF PUBLIC WORKS AND SAFETY, August 22, 2022

REQUEST FORM
CITY OF PLYMOUTHDate: Aug 22nd meeting 2022

Notice to BOARD OF PUBLIC WORKS AND SAFETY, CITY OF PLYMOUTH, INDIANA

Kindly review of the following request:

Permission to partially block traffic on 1/2 of the South-Round lane at ^{South} Michigan St under the Viaduct. Project is to paint a mural on both the upper/lower side of the sidewalk. A coordination of Center Township and the local heartland artist is trying to beautify the township and city. We would also suggest the city to powdercoatch the surface as prep for painting. The dates for work (weather permitting) is the Tuesday after Labor Day Sept. 6th - Sept. 16th. 2022 Thank-You.

Signed Amy L. Knapf Phone Number 574-936-3736
 Center Township Trustee (OFFICE)

Print Name AMY L. KNAPF Address 510 W. Adams St
Suite 300
Plymouth, IN 46507

In-Office Only:
 Determination of Request

Approved by Board of Public Works & Safety on August 22, 2022.

Return original form to Clerk-Treasurer's office after determination is complete.

Signed Sydney GorskiTitle Clerk-Treasurer

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

Clerk-Treasurer Gorski presented the Request to Waive Late Fees for Utilities from the Marshall County Auditor. Julie Fox was in attendance to present her request.

Clerk-Treasurer Gorski asks the Council to consider forgiving the late penalties for the Marshall County Auditor, as a government entity the State Board of Accounts does not permit them to pay late fees and penalties. Their utility payment was received via USPS on August 8th, postmarked on August 5th. Penalties are added to the accounts on the 5th. In the past 24 months they have paid prior to the due date. The total amount to be considered is \$636.13 on the 5 utility accounts.

Houin states that he was reading the request email sent to the Board between Gorski and Fox about paying with ACH instead of checks. He asks Gorski if that is not something they can do.

Gorski responds by stating that it is something that they cannot do. She states that they cannot allow people to push money to their account but we can pull it. She explains that is a part

of the State Code. She explains that for an ACH agreement between the customer and the city that they pull out five business days before the due date it is pulled out of the customer's account. She adds that the Marshall County Auditor can't allow them to pull from their account. She states that they can push it to ours but we can't pull it from theirs.

Fox states that currently they write five checks for each one of their buildings. She adds that they attempted to do it with one check but coming through the cities bank, it does not get applied correctly so they were requested to issue each bill separately.

Gorski states that she is not sure why that is.

Fox states that Gorski has given her the access to view their bill online so that should help them in the future.

Houin states that they occasionally get requests from residents who have large bills and their typical practice if they are not mistaken is to waive those late fees and set up payment plans in those cases. He believes that since this is the first time it has happened that it would make sense to waive the fees in this case.

Board Members Houin and Milner moved and seconded to waive the late fees for the Marshall County Auditor. The motion carried.

Board Members Walters and Milner moved and seconded to allow the payroll for August 31, 2022 and the claims for August 22, 2022, as entered in Claim Register #2022-16. The motion carried.

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


communications:

- August 22, 2022 Docket
- Water Department Activity Report – July 2022
- Wastewater Department Activity Report – July 2022
- Memo Regarding Late Fees for Marshall County

The motion carried.

There being no further business, Board Members Milner and Houin moved and seconded to adjourn, Senter declared the meeting adjourned at 6:22 p.m.

APPROVED:


Lynn M. Gorski
Clerk-Treasurer


Mark Senter
Mayor

CITY OF PLYMOUTH WASTEWATER DEPARTMENT
Board of Public Works and Safety
July 2022 Monthly Report

PLANT OPERATIONS:

1. Total flow in gallons	57,314,440
2. Average daily flow in gallons	1,848,853
3. Rainfall	7.96"
4. Monthly average in BOD removal	99.1%
5. Monthly average in TSS removal	96.4%
6. Monthly average in Ammonia removal	99.6%
7. General plant maintenance	
8. Work orders completed:	

321 - Wastewater Treatment Plant

- Exercised 92 in plant valves.
- Continuing work on the chemical feed system for phosphorus removal project, currently waiting on parts.
- Valve actuators on the primary clarifiers have failed, replacement parts have been ordered, 6-month delivery time.
- Repaired the socket for the bulb on the ultraviolet disinfection system.
- Installed new voltage stickers on all electrical equipment.
- Evoqua was at the WWTP to investigate the reason the new mixer is tearing up belts. Determined the belt material was wrong and the excessive heat was the cause.
- Infrared Preventative Maintenance (Infrared PM) performed heat testing on all electrical connections. Plant maintenance completed all defects (hot spots) that were identified.
- Replaced lower bearing on hydro gritter.
- Cleaned polymer feed check valves.
- Completed organizing inventory.
- Repaired/replaced thermostats for exhaust fans in blower room.

77 - Vehicle/Mobile Equipment

- Installed new run switch on T-26.
- Installed new lights on E-57.
- Replaced starter on T-20.
- Installed new power inverter on T-21.

76 - Lift Stations

- Replaced sump pump at the Goshen Rd. lift station.
- Continuing to get a large amount of debris in lift station at US30/SR17.
- Installed 1 new debris screens in M.C. Jail lift station.
- Installed 2 new anti-clog pumps at the Briarwood lift station.

15 - Collection System

- 0 - Eliminated structures
 - a.
- 0 - Replaced structures
 - a.
- 8 - Repaired structure
 - a. 18M109, J8M114, J8M113, H7M105, J7M064, H7M013, 17M116 and H6M303
- 2 - Replaced / adjusted castings
 - a. 17M117 and H7M103
- 0 - GIS data collection points
 - a.
- 1 - New structure
 - a. New inlet at Polk St. and Sering St. (J6C360).
- 3 - Point Repairs
 - a. Removed Vactor nozzle from structure (17M129).
 - b. North end of Richard St., replaced approximately 20' of 8" sewer pipe from structure (H6M303).
 - c. Replaced approximately 6' of 8" sewer pipe from structure at east end of Poplar St. (18M109).
- 1 - Miscellaneous
 - a. Remove sand bar along the Yellow River at CSO-007, west end of Cleveland St.

COLLECTION SYSTEM:

1. Cleaned 16,534 feet of sewer lines.
 - 132 feet during service calls.
 - 16,402 feet during preventive maintenance.
2. Televised 365 feet of sewer lines.
3. Mechanically removed roots from 0 feet of sewer lines.
4. Removed approximately 8.27 tons of silt and debris during cleaning and inspections of sewers lines.
5. Used approximately 28,290 gallons of potable water during sewer cleaning.
6. Performed routine maintenance on 10 CSO's and 17 pumping station.

MISCELLANEOUS

- Continuing inspection of the sanitary/storm sewer system in the Centennial Crossing project and starting to collect as-built information.
- Continuing to monitor the H2S in trunklines by Walmart and Pregis.
- Receiving hundreds of locate requests for the Surf Broadband project.
- Six employees completed 6 hours each of training provided by Alliance of Indiana Rural Water, which went towards our IDEM required operator's licenses; continued education units.

CITY OF PLYMOUTH WATER DEPARTMENT
Board of Public Works and Safety
July 2022 Monthly Report

PLANT OPERATIONS

Water Treated – Ledyard Water Treatment Plant	25,900,387 gallons
Water Treated – Pine Water Treatment Plant	<u>23,294,819 gallons</u>
Water Treated - Total	49,195,206 gallons
Water Treated – Daily Average – Ledyard Water Treatment Plant	835,496 gallons
Water Treated – Daily Average – Pine Water Treatment Plant	<u>751,446 gallons</u>
Water Treated – Daily Average – Combined	1,586,942 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

- 20- Ledyard Water Treatment Plant Maintenance
 - Completed auxiliary generator test.
 - Completed temperature checks on high service pumps.
 - Cleaned and inspected chlorine injectors.
 - Inspected both water towers.
 - Completing the final adjustment on the permanganate analyzer.
 - Working on the backwash controller.
 - Repaired A/C unit for the administration building.
 - Cleaned all air release valves on wells.
 - Infrared Preventative Maintenance (Infrared PM) performed heat testing on all electrical connections. Plant maintenance completed all electrical defects (hot spots) that were identified.
 - Replaced the electrical transformer in the maintenance shop.
- 17 – Pine Water Treatment Plant Maintenance
 - Completed auxiliary generator test.
 - Completed temperature checks on high service pumps.
 - Cleaned and calibrated chlorine analyzer.
 - Cleaned chlorine injector.
 - Infrared Preventative Maintenance (Infrared PM) performed heat testing on all electrical connections. Plant maintenance completed all electrical defects (hot spots) that were identified.
- 7 – Mobile Equipment
 - General preventative maintenance.

WATER SAMPLING

- 10 Distribution system bacteria samples, IDEM required
- 62 Distribution system chlorine residual samples, IDEM required
- 5 Fluoride samples, ISDH required
- 255 Process control samples and analysis at the Ledyard Water Treatment Plant include Ferrous Iron, Total Iron, Manganese, and Chlorine
- 271 Process control samples and analysis at the Pine Water Treatment Plant Samples include Ferrous Iron, Total Iron, Manganese and Chlorine
- 0 THM's Sets.
- 0 HAA5's Sets.
- 0 VOC's sets.
- 2 SOC/2nd Annual 1 for each plant sets.
- 0 Radionuclide
- 0 IOC - Metals-Radon
- 0 Lead & Copper Samples
- 0 Nitrate/Sampling for each Plant (sets)
- 0 Extra Sampling
- 0 Hardness/Corrosion

SERVICE

Utility Locates	513
Total Number of Work Orders	289
Service Disconnects	19
Service Disconnects for non-pay	41
Service Reconnects for non-pay	47
Blue Tags "Service Notice" left on door	12
Pink Tags "Insufficient Funds Notice" left on door	3
New Radio Read / Meter Installations	1
Accuracy Checks	165
After Hours Call Outs	0
Meters New/Repaired	0
Consumer Confidence Report Requested Hand Delivery	0

CONSTRUCTION ACTIVITIES

- (6) **Curb Stops Repaired / Replaced / Installed**
 - 07-11-2022 1221 W. Garro St. - Replaced curb stop.
 - 07-11-2022 1024 N. Walnut St.- Replaced curb stop/leak.
 - 07-20-2022 225 William St.- Replaced curb stop in concrete driveway.
 - 07-21-2022 300 Lynn St.- Installed meter pit.
 - 07-25-2022 300 Franklin St. - Replaced curb stop.
 - 07-26-2022 625 Bayless St.- Replaced curb stop.
- (2) **Old Curb Stops Located / Capped Off at Valves**
 - 07-14-2022 402 W. Garro St.- Leak on old service line (Retired at corporation stop).
 - 07-26-2022 215 W. Washington St. (Police Station)- Leak on abandoned service line. (Retired at corporation stop).
- (0) **New Taps Installed**
- (0) **New Mains Completed**
- (1) **Valves / Valve Boxes / Repaired / Replaced / Installed**
 - 07-18-2022 W. Laporte St. & N. Plum St.-Repacked valve.
 - 07-22-2022 424 Gilmore St. - New valve box
 - 07-27-2022 Repaired 10 valve boxes.
 - 07-29-2022 W. Harrison St. & N. Walnut St.- Replaced operating nut for valve J6V019.
- (0) **Hydrants Repaired / Replaced / Installed / Serviced / Painted**
- (0) **Valve Exercised**
- (5) **Main Breaks and Leaks Repaired**
 - 07-06-2022 419 Clark St.- Repaired leak on our service line
 - 07-14-2022 118 Candy Lane- Repaired leak in between curb stop & meter pit (Replaced curb stop).
 - 07-14-2022 402 W. Garro St.- Leak on old service line (Retired at corporation stop).
 - 07-25-2022 S. Plum St. & Schuyler St. - Repaired leak.
 - 07-25-2022 2033 Western Ave.- Leak on 1 ½ curb stop & service line.
 - 07-26-2022 215 W. Washington St. (Police Station)- Leak on abandoned service line. (Retired at corporation stop).
- (1) **Service Lines / New/ Repaired**
 - 07-12-2022 800 W. Adams St.- Replaced service line & curb stop from main to new curb stop.

MISCELLANEOUS

- GIS data collection.
- Locating hundreds of utilities locate requests from Surf Wireless for the design of the fiber system throughout the city.
- Collecting as-built information for Centennial Crossing development.
- Completed safety module on "Basics of Heat Stress" on 7-8-22.
- Water main verification in the 100 block of S. Center St., for the 2 water mains coming from under the river from the old Water Department (Bowen Printing).