

REGULAR SESSION, BOARD OF PUBLIC WORKS AND SAFETY, September 12, 2022

The Board of Public Works and Safety of Plymouth, Indiana, met in Regular Session at 6:00 p.m. on September 12, 2022. The meeting was held in the Council Chambers, on the second floor of the City Building, 124 N. Michigan St., Plymouth, Indiana.

Mayor Pro Tempore Ecker called the meeting to order. Ecker presided for Board Members Duane Culp, Jeff Houin, and Bill Walters who were physically present. Board President Mark Senter and Board Member Shiloh Milner were absent. 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 22, 2022. The motion carried.

Fire Chief Holm wished to provide a breakdown of how Blueberry Weekend went as for added services on their end. He states that it was a nice weekend and they were not overwhelmed. He states that out at the park they had a total of 48 refusals. He explains that they made contact with people that called for medical and they were able to be signed off as they were treated there. He states that there were 8 transports for people who were actually taken out of the park and taken to the hospital. He adds that a few of those were actually taken over by Tri-County Ambulance Service for them. He adds that they assisted over the weekend if Plymouth were on other calls dealing with issues in the city. He states between a total of three paramedics they worked a total of 35 hours out at the park in the medic carts. He adds that there were also EMT's from their department that worked out there.

Holm introduced Justyn Wade and his wife Cayla Wade. He states that Wade started with the Fire Department August 28th with his first full-time shift. He states that he has been a volunteer with them for a while now and came to them as a Full-Time person from Southwest Fire in South Bend. He explains that they are happy to have him here and have him sworn in tonight.

Clerk-Treasurer Gorski administered the Oath of Office to Firefighter Justyn Wade.

Police Chief Bacon states that he is requested approval tonight to extend a conditional offer of employment to Richard Ayala. He states that he is an officer from a different department within the county and he would be a great asset to their department.

Board Members Culp and Walters moved and seconded to approve the request to extend a conditional offer of employment to Richard Ayala. The motion carried.

Street Superintendent Marquardt states that E&B Paving is in town today starting to mark out all the paving projects. He states that they are planning on sawing out concrete on Friday for the handicap ramps that need to be done within the projects and then follow through with paving after that. He states that they will know more of a schedule after this week. He explains that they have always discussed restriction of parking with a 48-hour notice. He states that he does not have a date exactly when they are going to start but in the past, it has been approved beforehand as long as they do 48 hours with approval. He adds that he does not think that many of the streets are going to be an issue aside from one or two. He states they are also aware that they have to work with residents and keep them informed too.

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

Marquardt wished to also inform the Board about the tactical urbanism that the Complete Street Committee has been discussing at the intersection of Michigan and Garro Street. He adds that they got the INDOT Permit done and have received a permit back. He states that they were hoping to start the project by now but the permit took forever to get. He states that currently MACOG has taken 90% of the materials they had from the Jefferson Street project and are using them in some other spots. He states that as a committee tomorrow they should know a little more when it is going to be but they did get the permit from INDOT and they are going to work on trying to get this figured out.

Culp states that it has come to his attention on two separate occasions a couple weeks ago that if a semi tried to make that turn it would have issues with the sidewalks extending out further.

Marquardt states that it would make it tighter to turn but he would hope that the delivery drivers going down that way were told ahead of time. He states that he believes he was approached by the same gentlemen on concerns on the semi-traffic going down towards his business. He states that he is not sure on the size of semi-trucks they have coming in but it would be tighter it up.

Culp asks if Marquardt could pose that question to the committee and look at that aspect.

Houin responds by stating that he is not an expert in this but his understanding is that it will be tighter but it still will be drawn to engineering standards so it still should be something a semi can maneuver and that they would just have to slow down. He adds that at the same time it will be built out of temporary materials so the delineators that will be used like on Jefferson

Street will be plastic. He states that if a semi were to run over one that it would not cause any damage except to that plastic.

Marquardt states that it is not going to get any narrower compared to where the cars are parked on Garro Street now. He adds that they can watch it.

Culp states that the scare that comes to him is when they make the turn and if someone is sitting at the light heading east if they would be able to make the turn or not and cause havoc.

Houin states that's why it is intended as a temporary simulation to see how it would work.

Marquardt states that this has been discussed a little but they will discuss it further. He states that it will happen sometime soon and that they do want to have it done by winter but he is uncertain on how soon it is going to happen.

City Attorney Surrisi introduced two updated job descriptions for a Civilian EMT-B Position and an Aviation Assistant Manager Position. He states that the first is a new job description for Civilian EMT-B. He states that this is a position is a work around to the issue of the new law that went into effect the first of July that doesn't allow new civilian firefighters that aren't eligible for 1977 pension fund but this is a permissible use of creating a position that's just on the medical side similar to what they have with the civilian paramedic position. He states that none of the job description duties involve firefighting and so this is permissible and Fire Chief Holm has an individual who is eager and ready to join the department in this position.

He states that the change for the Aviation Assistant Manager Position is removing the requirement of holding a commercial driver's license. He states that was something that was a lingering thing in the job description that is not really a necessity for the job. He states that the new candidate that Airport Manager Sheley has identified for hire in this position does not hold a CDL so they wanted to make sure to clean it up before bringing that person on board. He adds that Human Resource Manager Klingerman is on Microsoft Teams if the Board has any questions regarding these job descriptions.

Airport Manager Sheley states that the Street Department had disposed of the equipment that they were borrowing from them years ago. He adds that he still maintains his CDL if they did need to go get something.

Board Members Walzer and Culp moved and seconded to approve the request for both positions as presented. The motion carried.

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Board Members Houin and Culp moved and seconded to allow the payroll for September 15, 2022 and the claims for September 12, 2022, as entered in Claim Register #2022-17. The motion carried.

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


communications:

- August 22, 2022 Docket
- Fire Department Activity Report – July 2022

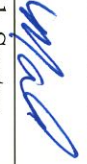
The motion carried.

There being no further business, Board Members Culp and Walters moved and seconded to adjourn, Ecker declared the meeting adjourned at 6:15 p.m.

APPROVED:



Lynn M. Gorski
Clerk-Treasurer



Mark Senter
Mayor

PFD

Departmental Activity Report

Current Period: 08/01/2022 to 08/31/2022, Prior Period: 01/01/2022 to 08/31/2022

00:00 to 24:00

All Stations

All Shifts

All Units

Fire Alarm Responses, EMS Alarm Responses, Training Classes, Activities (Non-Incident), Equipment Maintenance, Departmental Events

Category	Current Period		Prior Period	
	Count	Staff Hrs	Count	Staff Hrs
Fire Alarm Situations				
Chemical release, reaction, or toxic condition	2	6.85	3	14.45
Citizen complaint	0	0.00	2	5.09
Combustible/flamable spills & leaks	2	5.14	9	23.03
Dispatched and cancelled en route	22	98.52	159	471.84
Electrical wiring/equipment problem	1	8.52	5	66.59
Emergency medical service (EMS) Incident	185	386.07	1,353	3,878.08
False alarm and false call, Other	4	5.56	24	70.24
Fire, Other	0	0.00	3	16.62
Good intent call, Other	0	0.00	2	2.75
Hazardous condition, Other	0	0.00	2	3.41
HarMap release investigation w/no HarMap	0	0.00	1	0.40
Medical assist	0	0.00	31	73.64
Mobile property (vehicle) fire	4	10.34	12	45.99
Natural vegetation fire	0	0.00	9	97.05
Outside rubbish fire	0	0.00	5	15.70
Public service assistance	1	2.18	6	14.40
Rescue, emergency medical call (EMS), other	0	0.00	1	0.80
Service call, Other	1	1.22	1	1.22
Severe Weather & Natural Disaster - Specified	0	0.00	1	1.21
Smoke, odor problem	0	0.00	6	52.60
Steam, Other gas mistaken for smoke	0	0.00	3	18.29
Structure Fire	2	22.66	13	128.91
System or detector malfunction	0	0.00	6	18.83
Unintentional system/detector operation (no fire)	2	2.21	5	17.57
Vicinity alarm	1	1.27	1	1.27
Water problem	0	0.00	3	22.81
	227	550.54	1,666	5,064.79
Training				
Hydrant Hook up	0	0.00	2	3.00
Active Shooter	7	10.50	39	117.50

* Staff hours for Fire Alarm responses that have an associated EMS alarm record are considered shared hours. Shared hours are posted only with the EMS alarm responses to avoid duplication of staff hours in totals.

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Departmental Activity Report

Current Period: 08/01/2022 to 08/31/2022, Prior Period: 01/01/2022 to 08/31/2022
00:00 to 24:00
All Stations
All Shifts
All Units
Fire Alarm Responses, EMS Alarm Responses, Training Classes, Activities (Non-Incident), Equipt
Maint/Testing, Departmental Events

Category	Current Period		Prior Period	
	Count	Staff Hrs	Count	Staff Hrs
Training				
Advanced Med. Life Support	0	0.00	14	112.00
Airway Management	0	0.00	5	20.00
Alternative Fuel	10	10.00	41	61.50
Ambulance Ops	2	2.00	5	3.50
Anaphylaxis	0	0.00	8	6.00
Apparatus / Equipment	2	2.00	21	28.00
Apparatus Check Procedures	0	0.00	2	2.00
audit and review	3	10.00	90	176.50
Autism Spectrum Disorder	0	0.00	1	1.00
Blood Borne Pathogens	1	0.50	1	0.50
Cadaver Lab	0	0.00	1	2.00
Cardiac	0	0.00	17	17.50
Class Review	0	0.00	2	4.00
covid-19 online idhs	1	1.00	1	1.00
CRAP/NEB/ETCO2	0	0.00	2	1.00
CPR	3	3.00	3	3.00
CPR Recert	0	0.00	28	84.00
Diabetics	0	0.00	13	26.00
Documentation	27	51.00	27	51.00
Driving Apparatus & Pumping	0	0.00	6	14.00
Emergency Medical Responder	8	20.00	8	20.00
EMS Audit & Review	0	0.00	3	1.50
EMS ECHO	0	0.00	3	4.50
EMS Skills	14	31.50	38	106.50
EMT-B	0	0.00	69	272.00
Epinephrine Administration	0	0.00	2	1.00
ESO	2	2.00	6	10.00
ESO Software Reporting	0	0.00	5	10.00
Exercitation	1	4.00	20	61.00
FF I-II	2	5.50	14	42.50
Fire Behavior	0	0.00	22	110.00
Fire Control, General	0	0.00	5	7.50

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PFD

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00:00 to 24:00
All Stations
All Shifts
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Fire Alarm Responses, EMS Alarm Responses, Training Classes, Activities (Non-Incident), Equip
Mainc/Testing, Departmental Events

Category	Current Period		Prior Period	
	Count	Staff Hrs	Count	Staff Hrs
Training				
Fire Department Organization	0	0.00	6	6.00
Fire Search & Rescue	0	0.00	1	4.00
Fire Streams	0	0.00	2	6.00
Forcible Entry	0	0.00	1	3.00
Gas Pipe Line Safety	0	0.00	1	1.50
General Building Construction	0	0.00	1	3.00
Generalized Weakness	0	0.00	11	11.00
Grain Bin	4	18.00	4	18.00
Gun shot wounds - trauma	1	0.50	1	0.50
Hazmat Awareness and Operations	0	0.00	6	23.00
Heat Emergencies	0	0.00	24	22.00
HIPAA	0	0.00	8	8.00
Hose Test	36	72.00	37	74.00
Human Anatomy	0	0.00	4	4.00
Ice Rescue	0	0.00	23	69.00
ICS 300	3	25.50	3	25.50
Infants & Children	0	0.00	4	4.00
Infection Control	0	0.00	1	1.00
Instructor Training	0	0.00	7	17.00
Internal Controls	0	0.00	3	3.00
IV Maintenance	0	0.00	1	0.50
Mandatory	2	3.00	2	3.00
MCI	0	0.00	55	361.00
NIMS MANDATORY	2	5.00	2	5.00
Obstetrics	0	0.00	3	12.00
P H I L S	0	0.00	22	176.00
Pathophysiology	0	0.00	5	20.00
Ped. Adv. Life Support	0	0.00	2	11.00
Pediatric Emergencies	0	0.00	24	39.00
Pediatric Trauma	1	0.50	1	0.50
Personal Protective Equip.	0	0.00	24	36.00
Pharmacology	0	0.00	21	42.00

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Maint/Testing, Departmental Events

Category	Current Period		Prior Period	
	Count	Staff Hrs	Count	Staff Hrs
Training				
PPE	0	0.00	1	4.00
Preplan	5	7.50	5	7.50
Protocol Review	0	0.00	1	1.50
Protocol Test	0	0.00	10	9.00
Public Relations	0	0.00	33	135.50
Pump Operations	0	0.00	10	19.00
Respiratory Emergencies	0	0.00	7	14.00
Risk Management	8	4.00	8	4.00
roof ventilation	0	0.00	23	69.00
Ropes & Knots	0	0.00	14	21.00
Safety in the Workplace	0	0.00	3	1.50
Seizure	0	0.00	10	12.00
Sepsis	0	0.00	13	26.00
sids	0	0.00	16	31.00
Suicide Prevention	1	1.00	1	1.00
tanker ops	0	0.00	2	4.00
Technical Rescue Awareness	2	2.00	2	2.00
Test and Skills	0	0.00	2	2.00
Training Lecture	3	3.00	3	3.00
Trauma	0	0.00	17	44.00
Trauma in OB	0	0.00	11	11.00
Victims of Abuse	19	23.00	19	23.00
Vol. EMS Bus. Mtg	0	0.00	24	36.00
Volunteer Fire Business Mtg.	28	42.00	172	207.67
Water Supply	0	0.00	1	2.00
Weather Safety	0	0.00	4	2.00
	198	360.00	1,246	3,083.67

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