The Board of Public Works and Safety of Plymouth, Indiana, met in Regular Session at 6:00 p.m. on April 13, 2026. The meeting was held in the Council Chambers, on the second floor of the City Building, 124 N. Michigan St., Plymouth, Indiana.

Mayor Robert Listenberger called the meeting to order. Listenberger presided for Board members Duane Culp, Don Ecker Jr., and Dave Morrow, who were physically present. Board Member Shiloh Milner was absent. City Attorney Jeff Houin and Clerk-Treasurer Lynn Gorski were also present. The public was able to see and hear the meeting through Zoom and streamed live at https://www.youtube.com/@CityofPlymouth.

Board members Morrow and Culp moved and seconded to approve the minutes of the regular session of the Board of Public Works and Safety meeting of March 23, 2026, as presented. The motion carried.

City Attorney Houin made a last call for bids for PW-25-009 2026 Street Repaving Projects. The bids were opened as follows:

CITY OF PLYMOUTH, INDIANA
PW-25-009 2026 STREET PROJECTS
BID TABULATION PAGE 2 OF 2
BIDS RECEIVED: April 13, 2026
BIDS TABULATED: April 15, 2026 *Revised 1:05pm*

	E&B PAVING 310 Blacketor Dr Rochester, IN 46975	MILESTONE 24358 S.R. 23 South Bend, IN 46614	RIETH-RILEY 25200 S.R. 23 South Bend, IN 46614	Original CCMG ENGINEER'S ESTIMATE	CCMG ELIGIBLE
PW-24-023 Harrison Street (Oak to Plum)	$ 1,094,160.88	$ 1,106,725.95	$ 1,215,946.10	$ 1,261,034.60	$ 931,440.88
PW-25-010 Harrison Street (Plum to Michigan)	$ 39,994.10	$ 53,318.60	$ 56,988.71	$ 58,081.06	Not CCMG Eligible
PW-25-011 PARKVIEW (DEAD END TO MICHIGAN)	$ 97,215.86	$ 125,002.95	$ 118,617.27	$ 143,871.80	Not CCMG Eligible
PW-25-012 CENTER ST. (NOVELTY TO PARKVIEW)	$ 36,374.24	$ 54,003.84	$ 53,476.61	$ 53,466.65	
PW-25-013 ADAMS (PLUM TO MICHIGAN)	$ 149,267.25	$ 175,959.45	$ 182,751.30	$ 238,108.92	
PW-25-014 MADISON ST. (5TH TO RR)	$ 44,489.90	$ 64,576.20	$ 62,346.10	$ 64,641.26	
PW-25-022 KENWOOD (OAK TO SYCAMORE)	$ 164,304.93	$ 185,905.86	$ 191,357.50	$ 211,431.16	
PW-25-024 SYCAMORE (Lake to 7th)	$ 108,314.39	$ 124,759.10	$ 135,027.31	$ 140,692.34	
PW-25-016 NUTMEG ST. (DISCOVERY TO OAKHILL)	$ 64,048.35	$ 77,862.25	$ 84,852.27	$ 84,325.33	Not CCMG Eligible
TOTAL FOR STREETS	$ 1,798,169.90	$ 1,968,114.20	$ 2,101,363.17	$ 2,255,653.12	
PW-24-017 PRICES POND	$ 49,580.79	$ 64,529.78	$ 66,536.83	$ 53,171.34	Not CCMG Eligible
Total	$ 1,847,750.69	$ 2,032,643.98	$ 2,167,900.00	$ 2,308,824.47	
CCMG Eligible amount	$ 1,434,191.59			$ 2,000,000.00	$ -
CCMG	$ 717,095.80			$ 1,000,000.00	
Plymouth Match	$ 1,130,654.90				
	AWARD THE CONTRACT TO:		E&B Paving		

Board members Ecker and Morrow moved and seconded to take the bids under advisement. The motion carried.

Building Commissioner Dennis Manuwal Jr. stated at the last meeting that they would be holding an evidentiary hearing on Lot 120 of Northgate Trailer Park. Abraham Anderson was not in attendance for this hearing.

Manuwal provided photos of the lot in question showing the collapsed ceiling. He stated he spoke with Anderson, and they agreed that they would demolish the unit, but it was still there, and by law we need to have a hearing on it.

Mayor Listenberger asked for clarification that this was not a part of the earlier batch of lots that needed to be demolished.

Manuwal replied in agreement and stated that he noticed this back on March 20th when they had a water leak.

Houin stated this was an evidentiary hearing and not a public hearing. He stated that if the property owner were here and wanted to present evidence, you would give them an opportunity, but since he was not present, the only evidence you had was from Manuwal; so, you had the option to affirm, rescind, or modify the order.

Board Members Morrow and Culp moved and seconded to affirm the Modified Order to Take Action for Lot 120 of Northgate Trailer Park as presented. The motion carried.

Fire Chief Steve Holm introduced updates to the Fire Department Rules and Regulations. He asked if there were any questions.

Ecker stated it was just minor changes from what he had seen.

Holm agreed that it was updates to the regulations, as it had been quite a while. He stated the rescue department was still in there that we have not had since the early 2000's, along with clarifications on other things but nothing that was drastic.

Culp asked if the volunteers fall under the same rules and regulations.

Holm replied that they did, to a point, as there were items within the regulations that do pertain to them, but then there are others that pertain just to career staff.

Culp asked if we were combining them here.

Holm replied that they were not, as these are the rules that we've had for years. He stated he didn't make any changes that separated or combined anything.

Culp stated that with the two entities, he wanted to ensure that each one had its own rules and regulations.

Holm replied that the volunteers had their bylaws that they go by and that was a lot more about attendance and training. He stated these rules and regulations related more to conduct and job-related tasks.

Board members Ecker and Culp moved and seconded to approve the updates as presented. The motion carried.

Board members Ecker and Morrow moved and seconded to take the request for the 26th Officer off the table. The motion carried.

Houin stated that after the last meeting, they were presented with some information about budget and expenses for personnel. He stated that the Clerk-Treasurer had some questions and concerns about those numbers, so we did have a meeting with Police Chief John Weir, Assistant Chief Matt Emmenhiser, himself, Culp, and Clerk-Treasurer Gorski. He stated that we reviewed some of those numbers, and it was fair to say that the bottom line was that it was impossible to say, with staffing, some officers out, and the time it would take to replace them, that it was really difficult to say whether the current budget would be able to accommodate a 26th officer for the full year. He stated that we would not know that until near the end of the year, as the Clerk-Treasurer could indicate whether there was enough in the funds to cover those expenses. He stated there was the possibility that if you approve a 26th officer, it would require an additional appropriation before the end of the year. He stated that, because of that, he recommended that if you approve for the Chief to hire a 26th officer, as some of you have indicated that you support, that you do it subject to the council approval, as they would be the ones that would have to approve an additional appropriation and 2027 budget to accommodate that 26th officer.

Culp agreed that they needed an additional officer, but being conscious of the money we have, doing an extra appropriation of funds, without knowing where we stand would make it hard for him to say yes. He stated he would also love to see what was going to happen with the High School before we do anything else.

Houin stated the agreement with Plymouth Community School Corporation (PCSC) for the School Resource Officers (SRO) expired at the end of this school year. He stated we would have until August, the beginning of the next school year, to negotiate a new contract to determine how that arrangement would proceed in the future.

Ecker asked if they wanted to stay with two officers or one.

Houin stated we had a meeting scheduled with the school corporation, so we would be able to answer those questions after we have a conversation with them. He stated that, as of now, he did not know what their intentions or preferences are.

Mayor Listenberger stated our meeting with them was next week.

Houin agreed and stated it would be with Ward Byers, Director of Security, and others from the administration.

Morrow believed that, at the very least, we should get some type of verbal agreement so we could proceed with our 2027 budget, as that starts in June.

Ecker stated he would prefer not to put an officer on for the rest of this year but to look at putting it into the budget for 2027.

Culp asked if we could table that until we found out what the school would do.

Mayor Listenberger stated we could table it but, in his opinion, as we are approaching the June budget talks, he suggested we either say yes or no.

Culp stated that we had more than just one problem here, as you have the police department wanting a 26th officer and the fire department wanting three additional staff members that had to be resolved. He stated it wasn't against anybody, but we just aren't sure where our dollars and cents are going to be. He stated if we table it, we can see which way the school goes for what they have to offer and then let's entertain it. He stated Weir already said they would be down two officers, and they're going to hire one. He stated his understanding was that we would have $44,000 left in that budget to run to the end of the year. He stated that we normally turn in 5% of our budget and that would leave 4%.

Weir stated that was with paying a 26th officer and that 4% was still money left. He stated he didn't understand where the SRO came into this. He stated they are paid the same no matter what.

Culp stated it was 181 days of the year.

Weir stated we still pay their wages, and it was included in the 25 officers that we have. He stated nothing was going to change as far as money toward another officer out of the SROs.

Culp stated that the bottom line was that we may have more money.

Weir stated that it goes into the general fund, which gets paid out differently.

Culp stated it was already budgeted now, like OPO and all the other ones that are all out of that budget now.

Weir stated we would then be back at appropriations.

Culp agreed and stated that if we were going to take money out with an additional appropriation, he would want to see where we stand with PCSC.

Morrow asked if the money we receive from the school corporation goes into his budget. Weir disagreed.

Clerk-Treasurer Gorski stated the money that's received for 14 different departments that are in the general fund goes into the general fund reserves. She stated those general fund reserves and/or the general fund tax draws are what can make your appropriations for spending. She stated that whole bucket of money that's there for the general fund was divided by 14 different departments. She stated it was there, but it was not specifically a "police budget." She stated it goes into the general fund that funds his budget.

Morrow agreed with Ecker that we should wait for the school's negotiations and see how the year plays out and plan for it once we know the amount of money we would be receiving from the state.

Mayor Listenberger stated it would be disappointing, but another thing that came to light was that the officer who was leaving was not leaving now. He believed there was going to be a lag time in the salary for that position, and by the time you get the 26th hired, we'll have gone through a couple of months. He stated that would be two months' worth of salaries saved by the time you got the 26th officer hired. He stated we really want to go into the 2027 budget process having all these answers so that we could advocate for a 26th officer starting the first of the year. He stated the officer leaving was part of the money that he could see us squeaking by through the end of the year with. He stated it was a difficult time to make the decision now, and he just got the information about the officer about an hour ago.

Ecker stated that from the conversation it sounded like we agreed down the road that we want a 26th officer, but he believed it was best to put it in the 2027 budget. He stated we would know there would be an impact and hit the reserves a little, but this would provide us with time. He stated we could start advertising for an officer in the fourth quarter with an intentional hiring rate for the first quarter of 2027.

Weir stated we were in the middle of a process now because we started the process.

Board members Ecker and Morrow moved and seconded to deny the request for a 26th Officer. The motion passed by roll call vote with all in favor.

Clerk-Treasurer Gorski presented two requests from Red Rock Inn for extension of an Order to Take Action and forgiveness of a utility bill. Nilesh Patel was in attendance to speak on behalf of these requests.

Patel stated he wished to extend the order because of the court date for evicting the restaurant and would need at least a couple of months' extension.

Manuwal stated that Patel had asked for an extension already back in November and he agreed to have a demolition permit issued by May 1st and a $500,000 bond to the city.

Mayor Listenberger asked if he had done the surety bond.

Patel replied that we applied because, whatever the letter said on November 24th, he didn't receive the copy. He asked for it to be mailed to him.

Manuwal replied that he handed the copy of the letter to him on November 24th during that meeting.

Mayor Listenberger stated that we talked about this, and you admitted you didn't read it very well.

Patel said he had that letter and called Manuwal.

Mayor Listenberger asked when he applied for the surety bond.

Patel replied that he could provide you with it within a week. He stated he applied in one of the South Bend companies.

Mayor Listenberger asked when he applied.

Patel replied today in the morning.

Mayor Listenberger stated that it was supposed to be done within 30 days.

Manuwal agreed and stated that he was supposed to have the property completely secured. He stated there was supposed to be a demolition permit issued by May 1st and demolition started by June 1st. He stated that, without the surety bond, as far as he was concerned, he had not fulfilled his part of the agreement.

Mayor Listenberger asked if he had secured the building for the most part. Manuwal agreed. He stated that May 1st was coming soon and asked why he could not get a demolition contract by May 1st.

Patel replied that there was a court date on May 1st with the restaurant. He stated that was why they called the demolition guy, as they were almost ready, but as soon as we had a court order in our hands, then we could start soon. He stated he could apply for a permit tomorrow.

Culp asked if there was a reason why you didn't start the eviction sooner.

Patel replied that the court extended it a couple of times for reasons he was unaware of.

Houin stated that, according to the court records, the complaint was filed on February 26th with a claim filed on February 27th. He stated Sunrise Hotel of Plymouth, Inc. filed the motion for continuance since they had not been able to obtain service from the defendants and service was required before they could proceed.

Ecker asked for clarification on service of what.

Houin replied that service of process was the formal delivery of a summons to the defendant before they could proceed. He stated that it had not been accomplished yet, and that it was typically done as a personal service where it was sent to the sheriff's office, and they have a process server who delivers it personally. He stated that sometimes they get delayed and there was no reason indicated, but the summons was filed properly on February 27th. He stated they requested a continuance of the hearing, and it was currently scheduled for May 1st.

Culp asked if it was continued a couple of times.

Houin replied that it was just one continuance, and the original hearing was scheduled for March 20th, and it was continued because service had not been confirmed.

Culp asked if the attempt was done by court services or by a private individual.

Houin replied that it was served by the sheriff. He stated that just today it looked like service was returned on April 9th.

Mayor Listenberger stated one of the things mentioned for why you could not get a contract with a demolition company was because they weren't allowed inside the restaurant commercial building. Patel agreed. Mayor Listenberger asked the demolition contractor if he could give a quote and get it under contract with Patel without going inside that part.

Lawrence Hemphill (1514 Dawson Street, Indianapolis, IN 46203)

Hemphill of Hippo Demo replied that it would be advantageous for the accuracy of the quote to go inside and assess the property to know what was going on exactly.

Mayor Listenberger stated they would address the utility concern later but right now what we are trying to decide now was for an extension based on not being able to supply a quote and getting it under contract. He stated that we also know that he hadn't complied with the surety bond, but he had an application. He asked if this looked legitimate and if the dollar amounts were correct because he saw a $168,000 contract price.

Hemphill replied that price was for the demolition of just the hotel.

Manuwal stated this was just the application and not the surety bond.

Mayor Listenberger asked if that part of the problem could potentially be a fine.

Manuwal replied that, according to the agreed-upon letter, he had 30 days to get us that, and he did not. He stated that the consequences of that were that all fines would be retroactive. He stated that since he had the application now, even though he was supposed to have the bond

within 30 days, he did apply. He suggested that this be tabled until the next meeting, and if he did not have it by then, we would start assessing fines.

Board members Ecker and Culp moved and seconded to table the extension of the demolition request as presented. The motion passed by roll call vote.

In Favor: Culp, Ecker, Morrow, Listenberger

Opposed: None

Absent: Milner

Mayor Listenberger stated we could move on to the utility bill portion of the request.

Patel stated it was the last couple of bills, with the first being $2,338.96 and the newest one being $4,901.87. He stated we never saw that bill when the property was active.

Ecker asked if we mail these invoices or email them.

Clerk-Treasurer Gorski replied that we mail these to his New Jersey address.

Mayor Listenberger stated that he did not believe he was disputing that he got the mail. He asked if the dispute was about the water leak that caused the bill to skyrocket.

Patel replied that it was one time, and the restaurant guy called him saying there was something leaking over here. He stated he drove here that same night, called the utility department to shut it off when the restaurant shut down that night, and we could fix it that night. He stated that they told him that they couldn’t stop the water and would come the next morning. He stated there was a half-inch pipe that came out from the joint in the utility room upstairs, and we fixed it in a minute.

Mayor Listenberger stated that it got corrected and your bill went back to normal.

Patel stated he did not think that was the problem and thought that it was something wrong with the meter. He stated that the meter was still spinning with everything off.

Utility Superintendent Donnie Davidson explained that we historically test all the large meters every five years and this meter was checked in April of 2023. He stated it passed inspection and met all American Water Works Association (AWWA) standards. He stated in this case, the main meter is on the 6-inch line feeding the hotel and the restaurant. He stated there was a meter in the restaurant which was a deduct meter, off the main meter, and the restaurant pays that much, and that amount was deducted off Patel’s bill. He stated it indicated a leak, and Patel said that he was there today and it does not show a leak. He stated we could not find any water other than the one that he alluded to, as far as when the police officers contacted him about one of the breaks in one of the apartments that they fixed the next day.

He said that there was a lot of water usage. He stated that Patel said he went through all the buildings and could not find anything, and there was no indication of high usage on the restaurant part. He stated that we have assisted, with Patel's permission, in locating his line throughout the facility to give them an idea where the line goes, and we also provided a company that can do leak detection. He stated that if the meter was not indicating a leak today, it would be a waste of funds to try to find a leak that potentially was not there. He stated he had no idea where the water went.

Mayor Listenberger asked if his opinion was that the meter was okay.

Davidson replied that his opinion was that the meter was good, but we could have it tested again. He stated the problem would be that we would be spending money on a meter that's going to be eliminated here soon.

Mayor Listenberger asked if he paid that bill even though it was high.

Patel replied that he paid the $2,300 bill. He stated that it was so high, so he came to the Mayor's office for a meeting. He stated we had a personal meeting explaining everything, and you said, "Yeah, you could bring it up to the board." He stated he brought that $4,900 bill to your office.

Mayor Listenberger replied that he didn't say it would be okay, but he did say you would have to bring it to the Board of Works.

Patel stated that when he came this morning, the meter was not spinning, so he had no idea. He stated that the last time nobody was there, as it was closed, so it was confusing.

Davidson stated that we would like to take another look at the meter, as there's a leak detector built right into the meter, and if the indicator was not spinning, then there's no leak. He stated that where the water went was beyond him.

Clerk-Treasurer Gorski stated if it was not outside, then it went down the drain.

Culp asked if there was a possibility that the leak you had was running for longer than you thought, causing that higher bill.

Davidson stated it would seem odd that two months back-to-back it would be high because the $2,300 bill was higher than normal.

Patel stated his normal bill used to be $1,500 to $2,000 when it's operating the motel. He stated that, with it closed, the last bill he paid was around $2,300, and now the latest one was around $4,900.

Ecker stated, according to this letter, you paid $4,901.87, but then on March 31st, we received a notification from our bank that you stopped the payment.

Patel stated that it was because of their meeting on March 26; after their meeting, he put a stop payment on it.

Mayor Listenberger asked if it was because of their meeting.

Patel disagreed and suggested giving him credit for the sewage portion of the bill.

Davidson clarified wastewater credit. He stated the only way that we could issue wastewater credit would be if we could determine that the water didn't go down the drain. He stated if the water went down the drain, then the water was processed. He stated that if a leak was found and it's leaking into the ground, storm sewer, or creek, then it would qualify. He stated that, at this point, we don't know where the leak was or anything. He stated that if this could wait for another meeting, he would have someone come in and test the meter to ensure accuracy. He stated that he was confident that it was accurate, but it would probably cost $500-$600 to have it tested. He stated that we'd also go out and look at the meter and the leak detection on the meter before they even come. He stated he wasn't sure how quickly you want to get this resolved, as it keeps adding up.

Patel asked about tomorrow morning. Davidson agreed.

Mayor Listenberger stated we do have a policy to disconnect, and there was one bill that hasn't been paid, but you have paid the bills after that.

Clerk-Treasurer Gorski disagreed and stated that they needed to have that stop payment paid by Friday, and it had not been paid. She stated that currently there was a penalty added to that account. She read aloud the letter sent on March 31st. She stated this was supposed to be paid by April 10th. She stated the bill was now past due, so the total due on his account currently was $5,627.03, and that was to be paid immediately.

Mayor Listenberger asked if the water did not go down the drain, we would issue credit at some point, but the consumer still had to pay the bill until a credit was issued.

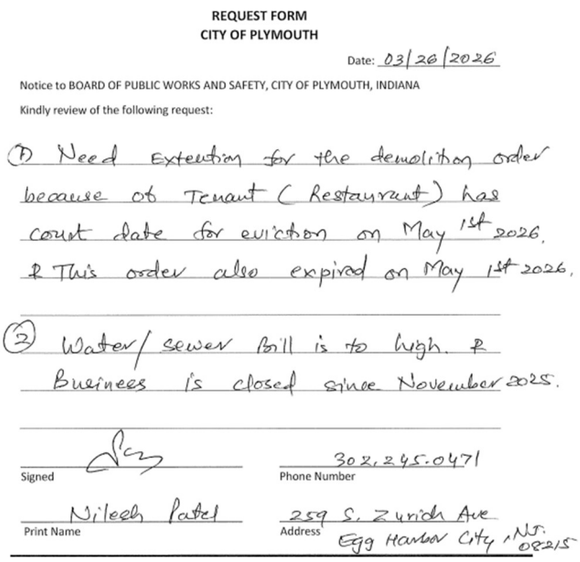
Davidson replied that if we could show that the water did not go down the drain, then a wastewater credit would be issued. He stated it was not a full credit and goes toward their highest usage within the last 12-24 months.

Ecker asked if we would check the meter tomorrow.

Davidson replied that we'll look at the leak detector on the meter and if it was not spinning, we could take another step to have the meter tested by a third party. He stated we

could also take a meter reading tomorrow and compare it to their last reading so that we could get an idea if there was still any kind of leak.

Board members Morrow and Culp moved and seconded that he pay the full bill in the amount of $5,627.03, and if it is found that the water didn't go down the drain, then the city could issue a wastewater credit. The motion carried.



REQUEST FORM
CITY OF PLYMOUTH

Date: 03/26/2026

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

Kindly review of the following request:

(1) Need Extention for the demolition order because of Tenant (Restaurant) has court date for eviction on May 1st 2026. & This order also expired on May 1st 2026.

(2) Water/ sewer bill is to high. & Business is closed since November 2025.

Signed — 302.245.0471 Phone Number

Nileeh Patel Print Name — 259 S. Zurich Ave Egg Harbor City, NJ. 08215 Address

Clerk-Treasurer Gorski presented a parking space request from Hinterland Bookery. Joseph Germick was in attendance to speak on behalf of this request.

Germick stated this would be on May 9th from 8 am to 3 pm.

Ecker asked if this was the second or third time he had a similar request.

Germick replied this was the third time and if he planned, he would have provided multiple dates.

Mayor Listenberger asked if he was only requesting one date today. Germick agreed.

Board members Ecker and Culp moved and seconded to approve the request as presented. The motion passed by roll call vote.

In Favor: Culp, Ecker, Morrow, Listenberger

Opposed: None

Absent: Milner

REQUEST FORM
CITY OF PLYMOUTH

Date: 04/01/26

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

Kindly review of the following request:

I wish to occupy 2 parking spaces in front of Ivy Term Plant cafe, 113 E. Laporte St. Plymouth IN. to set up Hinterland Books, a mobile bookshop.

Signed

607-972-1173
Phone Number

Joseph Cormick
Print Name

1021 Miner St. Plymouth IN 46563
Address

In-Office Only:
Determination of Request

4/13/26 Board of Public Works + Safety approved the use of 2 parking spaces for May 9th from 8am - 3pm.

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

Signed — Clerk-Treasurer
Title

Clerk-Treasurer Gorski presented a street closure request from Heartland Arts Center for their 12th Annual ARTS in the Street Festival. Anna Kietzman was in attendance to speak on behalf of this request.

Board members Morrow and Ecker moved and seconded to approve the request as presented. The motion passed by roll call vote.

In Favor: Culp, Ecker, Morrow, Listenberger

Opposed: None

Absent: Milner

REQUEST FORM
CITY OF PLYMOUTH

Date: April 3, 2026

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

Kindly review of the following request:

Please see attached. ARTS IN THE STREET

Signed

Phone Number 219-477-0747

Print Name Anna Kietzman

Address 10145 Princess Ct, Plymouth, IN 46563

In-Office Only:
Determination of Request

4/13/26 Board of Public Works + Safety approved.

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

Signed — Title Clerk - Treasurer

April 6, 2026

Re: Road Closure Request – Heartland Art Center ARTS in the Street Festival

On behalf of the Heartland Art Center, we respectfully request permission to close Michigan Street for our 12th Annual ARTS in the Street Festival, to be held on Saturday, July 25, 2026. This beloved community event celebrates the arts and continues to grow each year, drawing residents and visitors alike to our vibrant downtown.

Requested Road Closure Details

Location: Michigan Street from LaPorte Street to Adams Street

Closure Period: 5:00 a.m. to 7:00 p.m.

Festival Hours: 10:00 a.m. to 5:00 p.m.

The road closure from 5:00 a.m. to 7:00 p.m. is necessary to allow adequate time for setup prior to the event opening at 10:00 a.m. and full teardown and cleanup following the close of the festival at 5:00 p.m.

About the Festival

ARTS in the Street is a free, family-friendly festival featuring artist booths, food vendors, a beer and wine tent, live artist demonstrations, musical performances, hands-on art-making activities, and more. The event is free and open to the public. Now in its 12th year, the festival has become a cornerstone of Plymouth's summer calendar, consistently bringing community members and out-of-town visitors to our downtown.

- **Portable Restrooms:** Portable toilet facilities will be provided and made available to all festival attendees.
- **Waste Management:** Heartland Art Center will manage all trash collection and disposal throughout the event and during teardown, leaving the street clean upon reopening.

We greatly appreciate the Board's continued support of this event and its positive impact on our community. We are committed to working cooperatively with the City to ensure a safe and well-organized festival. Please do not hesitate to contact us with any questions or to request additional information.

Respectfully submitted,

Anna Kietzman, President
Heartland Art Center

Clerk-Treasurer Gorski presented a parking lot usage request from Heartland Arts Center. Anna Kietzman was in attendance to speak on behalf of this request.

Kietzman stated they were occupying the old firehouse, and we have our second largest exhibit of the year called Small Wonders. She stated that with the firehouse came some occupancy limitations, and we have a lot of artists who participate in this exhibit. She stated we wanted to put a tent outside in the parking lot to help with overflow. She stated that with the occupancy set at 47 per floor, we'll probably have 65-70 artists plus family if they want to bring them. She stated the event was Friday, May 29th, from 6-8 pm but they would probably need some time to set up the tent and to tear down the tent, weather permitting.

Ecker asked what the size of the tent was.

Kietzman replied they had two tents that they used for the festival and they were 10 x 20. She stated her thought was to use both, and if this becomes a common event in the future, then we may invest in something a little larger to use for the festival as well. She stated that it would be a 20 x 30 tent. She stated she would weigh the tents down. She stated that, with setup being weather-dependent, she was asking for flexibility with the time.

Morrow stated that it was not a problem but stated that, with it being a public lot, there needed to be signage so nobody left their car parked there for a couple of days.

Kietzman agreed and stated that closing the parking lot would impact her staff directly. She stated she also spoke with the owner of Brass Rail today, and they gave us their blessing. She stated it was a Friday night, and in summary, they said it would bring people downtown. She stated that we always encourage people to go eat locally when they show up.

Morrow stated that they need to do something to notify people who use that lot.

Kietzman stated we could adopt the same procedure that we have for the festival, where we have the no parking signs that we put out a couple of days in advance with a date on them that informs them of the time not to park.

Board members Ecker and Culp moved and seconded to approve the request as presented. The motion passed by roll call vote.

In Favor: Culp, Ecker, Morrow, Listenberger

Opposed: None

Absent: Milner

REQUEST FORM
CITY OF PLYMOUTH

Date: April 3, 2026

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

Kindly review of the following request:

Please see attached. FIREHOUSE PARKING LOT

Signed [signature] Phone Number 219-477-0747

Print Name Anna Kietzman Address 10145 Princess Ct, Plymouth, IN 46563

In-Office Only:
Determination of Request

4/13/26 Board of Public Works + Safety approved set up at 4:00 on May 29 or earlier if the weather looks bad and to work with the Street Department for barrels.

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

Signed [signature] Title Clerk-Treasurer

April 6, 2026

Re: Request to Utilize Historic Firehouse Parking Lot – Small Wonders Exhibition Closing Reception

On behalf of the Heartland Art Center, we respectfully request permission to utilize the parking lot adjacent to the Historic Firehouse for a tented area in connection with our annual Small Wonders exhibition closing reception, to be held on Friday, May 29, 2026, from 6:00 p.m. to 8:00 p.m.

Small Wonders is one of two of Heartland Art Center's annual juried exhibitions celebrating works by artists from across the Northern Indiana region. The closing reception is a highlight of the show, bringing together artists, purchasers, and community members to recognize award recipients and enjoy an evening of art and fellowship. This event typically draws 60 or more attendees.

Purpose of the Parking Lot Request

Due to capacity limitations inside the Historic Firehouse, we would like to set up a tent in the adjacent parking lot to provide a comfortable overflow space for the reception. The tented area will be used to serve refreshments and provide additional space for guests to visit with artists. Should interior capacity be exceeded during the event, we will also use the tent for the awards presentation. Our goal is to ensure all attendees can enjoy the evening safely and comfortably.

Tent Setup and Removal

Heartland Art Center will arrange for the tent to be placed earlier in the day on Friday, May 29, to allow adequate time for setup prior to the 6:00 p.m. reception. Weather permitting, we intend to take the tent down the same evening following the event. If conditions do not allow for safe evening removal, the tent will be taken down the following morning, Saturday, May 30.

Parking and Downtown Impact

We do not anticipate that this request will significantly impact downtown parking availability. Ample street and parking lot parking is available across the street from the Historic Firehouse, providing convenient access for all event attendees. We believe the temporary use of the parking lot for the tent will have minimal impact on the surrounding area.

We appreciate the Board's consideration of this request and are happy to provide any additional information or answer any questions you may have. We look forward to hosting another successful Small Wonders reception and are grateful for the City's continued partnership with the Heartland Art Center.

Respectfully submitted,

Anna Kietzman, President
Heartland Art Center

Board members Ecker and Morrow moved and seconded to allow the payroll for March 31, 2026, and the claims for April 13, 2026, as entered in Claim Register #2026-07. The motion carried.

Board members Morrow and Culp moved and seconded to accept the following communications:

- April 13, 2026 Docket
- Building Department Activity Reports – March 2026
- Wastewater Department Activity Reports – March 2026
- Water Department Activity Reports – March 2026

The motion carried.

There being no further business, Board members Ecker and Morrow moved and seconded to adjourn. Listenberger declared the meeting adjourned at 7:00 p.m.

/s/ Lynn M. Gorski
Clerk-Treasurer

APPROVED:

/s/ Robert Listenberger
Mayor