The Board of Public Works and Safety of Plymouth, Indiana, met in Regular Session at 6:06 p.m. on January 12, 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, Shiloh Milner, and Dave Morrow, who were physically present. Board Member Don Ecker Jr. was absent. City Attorney 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 Milner and Morrow moved and seconded to approve the minutes of the regular session of the Board of Public Works and Safety meeting of December 22, 2025, as presented. The motion carried.

Utility Superintendent Donnie Davidson stated that, as part of the 2026 budget for utilities, they had identified replacement of a 1993 Ford Dump Truck. He requested permission to solicit quotes for that replacement.

Board members Culp and Morrow moved and seconded to approve the request to solicit quotes as presented. The motion carried.

Building Commissioner Dennis Manuwal Jr. and City Attorney made a last call for quotes for asbestos remediation at the Pointe Apartments. The bids were opened as follows:

CITY OF PLYMOUTH, INDIANA
2026 ASBESTOS REMEDIATION BIDS - THE POINTE APARTMENTS
BIDS RECEIVED: JANUARY 12, 2026

	CLEAN AIR ENVIRONMENTAL SERVICES PO BOX 314 NORTH LIBERTY, IN 46554	ENVIRONMENTAL MANAGEMENT SPECIALISTS 2409 HUNTER ROAD HUNTERTOWN, IN 46748	SPECIALITY SYSTEMS OF SOUTH BEND 24501 RESEARCH DRIVE SOUTH BEND, IN 46628
CEILING	$80,534.00	$99,309.20	$199,900.00
FLOORING		$29,613.72	$28,150.00
BID TOTAL:	$80,534.00	$128,922.92	$228,050.00

Manuwal wished to take these under review and award them at the next meeting.

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

Manuwal added that in his 2026 budget he had to replace a 2012 Dodge Truck and would like the board's permission to solicit quotes for a new truck.

Board members Morrow and Milner moved and seconded to approve the request to solicit quotes as presented. The motion carried.

Fire Chief Steve Holm wished to address the ambulance. He stated they decided to look at different ways they may get rid of the ambulance versus the bidding process at the last meeting. He stated over the last couple weeks, Weir came to him wanting to look at that ambulance and seeing about doing an interdepartmental transfer with that where they would like to take that asset over and he was fine with doing that. He stated he had done the paperwork with the clerk on that, so he was looking for permission to go ahead and transfer the ambulance over.

Culp asked Weir if he had any ideas about what he wanted to do with it.

Police Chief John Weir responded that they were going to utilize it for an evidence vehicle and a command-type vehicle. He believed it would be a good multi-purpose vehicle.

Board members Milner and Culp moved and seconded to authorize the transfer of the ambulance from the Fire Department to the Police Department and formally reject the one bid received. The motion carried.

Holm and Houin made a last call for bids on a 2026 Ford Expedition. The bids were opened as follows:

CITY OF PLYMOUTH, INDIANA
2026 FIRE VEHICLE QUOTES
QUOTES RECEIVED: JANUARY 12, 2026

	OLIVER FORD LINCOLN 1001 E JEFFERSON STREET PLYMOUTH, IN 46563	ROCHESTER FORD 119 EAST 4TH STREET ROCHESTER, IN 46975
2026 FORD EXPEDITION SSV UTILITY VEHICLE	$51,724.00	$52,684.00
TRADE-IN 2013 FORD EXPLORER	$2,500.00	$3,000.00
TOTAL PRICE	$49,224.00	$49,684.00

Board members Morrow and Milner moved and seconded to approve taking the bids under advisement. The motion carried.

Weir stated he sent out an email with our 2025 department activity. He asked if anyone had any questions about that.

Morrow commented that it looked like the activity took a huge bump from the prior two years. Weir added that it keeps growing. Morrow asked if that was due to management and being more proactive.

Weir replied that he believed that was part of it. He stated they were fully staffed, and Plymouth was growing, so he believed it was a combination of everything. He asked for permission for three new squad cars in his budget.

Board members Culp and Milner moved and seconded to approve the request to solicit quotes as presented. The motion carried.

Street Superintendent Jim Marquardt stated they got through all the piles of leaves around town, and they did work on that between snowstorms or light snows. He asked to work on his two capital expenditures this year, which were a 4500 series dump truck and a lawn mower that was in their budget.

Board members Milner and Morrow moved and seconded to approve the request to solicit quotes as presented. The motion carried.

Airport Manager Bill Sheley stated they were opening bids tomorrow night at the Board of Aviation Commissioners' meeting for logging the north woods. He stated that with the taxiway being complete now, we're looking at our property to the north to be able to develop and add more hangars and buildings for the airport. He stated one of the things in our eventual plan was to purchase the property at the east end of the airport that ITAMCO owns. He stated it was a 25-acre field, and our woods go right up to that. He stated we would like to log the property line between that property and the airport's property, and there were some valuable trees right on the line. He stated he had an agreement that the City Attorney drew up with ITAMCO to split the proceeds of the lumber that's on that eastern property line so we could get it all cleared completely. He added that ITAMCO had already agreed and signed it. He stated that once they open the bids, we'll go back to whoever we award the bid to and get a number from them for how much that value was on that property line and split it with ITAMCO.

Houin stated this needed their approval because the property was owned by the city and not the airport specifically.

Board members Culp and Milner moved and seconded to approve the Boundary Tree Agreement with ITAMCO as presented. The motion carried.

City Attorney Houin introduced Resolution No. 2026-1188, A Resolution of the City of Plymouth to Amend the Complete Streets Policy.

Houin stated this was procedural, as they now have a Full-Time Plan Director chairing the Complete Streets Committee, and they have been looking at things that can be streamlined. He stated there has been a push to ensure that Complete Streets and the Zoning Ordinance do not

contradict one another. He stated he did wish to amend this tonight before passing it because in paragraph C. in bold, to read Board of Zoning Appeals, instead of the Plan Commission as seen below.

> **c. Temporary Waivers from this policy may be approved by the Board of Zoning Appeals in situations where the City is coordinating in a corridor and does not have an immediate plan that the developer can act upon.**

He stated that the Plan Commission had recommended an amendment to the Zoning Ordinance that would move waivers to the Board of Zoning Appeals. He stated to ensure that these do not contradict one another, he would recommend this amendment if the City Council approved that Zoning Ordinance update at the following meeting.

Culp asked why that amendment was important.

Houin replied that according to statute and normal procedure, the Zoning Ordinance sets out all the development standards and all the rules that must be followed for development in the city. He stated that, according to statute, anytime you want to vary from those standards, the procedure is to apply to the Board of Zoning Appeals for a variance from those standards. He explained we had an anomaly in our Zoning Ordinance where the requirement to install sidewalks for some reason was placed with the Plan Commission and not the Board of Zoning Appeals. He stated that it created confusion and doesn't comply with the normal statutory procedure. He stated that at the Plan Commission meeting last week, we recommended an amendment to the Zoning Ordinance to remove that from the Plan Commission and put it under the authority of the Board of Zoning Appeals, which was where we believe it should be. He added that this amendment was sent with a favorable recommendation from the Plan Commission. He stated that when he was drafting this from Plan Director Ty Adley's notes, he was not thinking about this amendment, but the change should also be made in this resolution.

Culp stated the resolution he was reading tonight put the Plan Director in charge of it all.

Houin replied in disagreement and stated he would let Adley address that when they get to those amendments in the council meeting. He stated a lot of it was just streamlining the procedure. He stated there are some steps that don't require a full Plan Commission review, especially the preliminary steps. He stated this resolution was to simplify the process for the Complete Streets Policy and ensure that it aligned with the Zoning Ordinance.

Culp stated that with this amendment, he understood that Adley would oversee it. He asked if that would change the same process where it had to go before a board or could he make those changes without board approval.

Houin replied that it allowed the Plan Director to approve exceptions that follow the procedures of the Zoning Ordinance. He stated that any decision that the Building Department could make was under the authority of the Zoning Ordinance and could be appealed through the Board of Zoning Appeals.

Adley explained the difference between what was operating currently would be if there were a waiver for the sidewalks themselves, it would technically have to come before this board before any other action could occur. He stated that to streamline that process and make it faster for developers to be able to move forward or get answers would be bringing it before the Board of Zoning Appeals, without having the extra step of coming before the Board of Public Works and Safety as it reads currently. He stated if it meets the standards of the Zoning Ordinance, it's able to move forward. He stated if it required a variance, he would not have unilateral authority to give approval.

Board members Morrow and Milner moved and seconded to amend the resolution to read Board of Zoning Appeals, instead of Plan Commission, under Section C, as mentioned above. The motion carried.

Board members Culp and Milner moved and seconded to approve Resolution No. 2026-1188R, A Resolution of the City of Plymouth to Amend the Complete Streets Policy as amended. The motion carried.

RESOLUTION NO. 2026-1188R

A RESOLUTION OF THE CITY OF PLYMOUTH TO AMEND THE COMPLETE STREETS POLICY

On November 26, 2018, the City of Plymouth Board of Public Works and Safety adopted Resolution No. 2018-833, a Resolution of the City of Plymouth Adopting a Complete Streets Policy. Since its adoption, the Complete Streets Committee has met regularly to oversee the implementation of the Complete Streets Policy. In 2024, the City of Plymouth added the position of a full-time Plan Director, and the Plan Director's duties now include coordination of the Complete Streets Committee. The purpose and intent of this resolution is to amend the City of Plymouth Complete Streets Policy to assign specific responsibilities to the Plan Director for the implementation of the Complete Streets Policy.

Therefore, the Board of Public Works and Safety of the City of Plymouth now **RESOLVES** as follows:

Section 1. The City of Plymouth Complete Streets Policy is amended as follows:

. . .

1. Exceptions

   a. Any exception to this Policy, including private projects, must be reviewed by the ~~Complete Streets Committee~~ **Plan Director** and approved **in accordance with the City of Plymouth Zoning Ordinance** ~~by the Board of Public Works, and be documented in writing with supporting data that indicates the basis for the decision~~. Exceptions may be granted to the Complete Streets Policy when:

      i. Specific users are prohibited from using a street or other transportation facility (such as an interstate freeway) by law;

      ii. Cost or impacts of accommodation are excessively disproportionate to the need or probable use, now or in the future;

      iii. Routine maintenance of the transportation network that does not change the roadway geometry or operations (such as mowing, cleaning, sweeping, spot repair, and other regular or seasonal maintenance);

      iv. Emergency repairs require immediate, rapid response (such as water main leaks);

      v. Accommodation is not practically feasible due to severe topographic constraints or significant adverse impacts to the natural environment, historic or cultural resources, or neighboring land uses; or

      vi. The project is under construction or in the final design stages at the time of the adoption of this policy.

   b. If a project is determined exempt from this Policy, a greater effort shall be made to accommodate affected users elsewhere, including on adjacent streets and on streets that intersect with that street or facility.

   c. Temporary Waivers from this policy may be approved by the Board of Zoning Appeals in situations where the City is coordinating in a corridor and does not have an immediate plan that the developer can act upon.

. . .

Section 2. A full copy of the revised City of Plymouth Complete Streets Policy is attached to this Resolution for reference.

PASSED AND ADOPTED on January 12, 2026.

Robert Listenberger, Presiding Officer

ATTEST:

Lynn M. Gorski, Clerk-Treasurer

Board members Morrow and Milner moved and seconded to allow the payroll for December 31, 2025, and the claims for January 12, 2026, as entered in Claim Register #2026-01. The motion passed by roll call vote with all in favor.

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

- January 12, 2026 Docket
- December 9, 2025 Technical Review Committee Minutes
- 2026 Fuel Bid Award
- Fire Department Activity Reports – December 2025
- Building Department Activity Reports – December 2025
- 2025 Police Department Activity Report

The motion passed by roll call vote with all in favor.

There being no further business, Board members Milner and Culp moved and seconded to adjourn. Listenberger declared the meeting adjourned at 6:35 p.m.

/s/ Lynn M. Gorski
Clerk-Treasurer

APPROVED:

/s/ Robert Listenberger
Mayor



Week Ending	12/7/25	12/14/25	12/21/25	12/28/25	1/4/26	1/11/26	1/18/26	1/25/26	2/1/26	2/8/26	2/15/26	2/22/26	3/1/26	Total
(10) Fire, other				1										1
(11) Structure Fire	1			1										2
(13) Mobile property (vehicle) fire		1	1		1									3
(14) Natural vegetation fire		1												1
(32) Emergency medical service (EMS) incident	34	47	48	44	25									198
(40) Flammable gas or liquid condition, other					2									2
(41) Combustible/f... spills & leaks	1	1	1		1									4
(55) Public service assistance				2	1									3
(61) Dispatched and canceled en route	2	4	3	3	1									13
(62) Wrong location, no emergency found	1													1
(70) False alarm and false call, other	2	4	2											8
(74) Unintentional system/detect... operation (no fire)				1										1
Total	41	58	55	52	31									237

2025 Plymouth Police Department's Activity

	2025	2024	2023
Total Call for Service	16,537	14,226	12,398
Criminal Reports	2,126	1,991	1,890

Criminal Cases Reports By Type

Criminal Reports	2,126	1,991	1,890
Criminal Cases Closed By Arrests	527	442	300
Criminal Reports Referred To Prosecutor	447	445	449
Property Damage Traffic Accidents	425	396	
Personal Injury Traffic Accidents	74	59	
Thefts	136	190	
Traffic Stops Resulting in a Criminal Report	482	334	
Battery Reports	38	48	
Criminal Mischief Reports	46	69	
Domestic Disturbance Resulting in a criminal Report	65	78	
Fraud Reports	31	22	
Identity Theft	8	8	
Juvenile Complaint Report	84	75	
Sex Offense Reports	21	23	

Call For Service By Type

Traffic Stops	5,462	3,699	2,197
Thefts	204	297	
Alarm	253	293	
Animal Complaints	259	240	
Battery	61	77	
Domestic Battery	243	309	
Civil Situations	177	213	
Juvenile Complaint	339	366	
Unwanted Guests	104	114	
Warrant Service	158	132	

General Citations

Tickets Misdemeanor	135	72
Tickets Infractions	1,080	446
Tickets Ordinances	24	53
Tickets Warnings	490	549
Tickets Parking	346	212

Working Hours

Regular	43,001	40,940
Overtime	616	903
Extra Hrs	239	246

Park Patrol	424	439
OPO	145	257
DUI	116	215
Other		