

REGULAR SESSION, COMMON COUNCIL, DECEMBER 26, 2018

Be it Remembered that the Common Council of the City of Plymouth, Indiana, met in regular session on December 26, 2018. The meeting was held in the Council Chambers, 124 N. Michigan St., Plymouth, Indiana. The meeting was called to order at 6:30 p.m.

Mayor Pro Tempore Ecker led the Pledge of Allegiance and offered prayer.

Mayor Pro Tempore Ecker presided for Councilmembers Culp, Longanecker, Milner, and Walters. Mayor Senter, City Attorney Surrisi and Councilmembers Cook and Houin were absent.

Council Members Longanecker and Walters moved and seconded to approve the minutes of the last regular Common Council meeting on December 10, 2018, as presented. The motion carried.

Ecker presented Ordinance No. 2018-2144R, An Ordinance Adopting the Fee Schedules for the Department of Aviation and for the Department of Park and Recreation for the City of Plymouth and Addressing Miscellaneous Fee Matters, 2nd and 3rd readings. Airport Superintendent Sheley informed the board that he was raising rent on office space at the airport, which the tenants are fully aware of.

Council Members Culp and Longanecker moved and seconded to pass Ordinance No. 2018-2144R on second reading. The motion carried by roll call vote:

AYES: Culp, Ecker, Longanecker, Milner, Walters
NAYS: None
ABSENT: Cook, Houin

Council Members Milner and Walters moved and seconded to accept Ordinance No. 2018-2144R on third reading. The motion carried by roll call vote:

AYES: Culp, Ecker, Longanecker, Milner, Walters
NAYS: None
ABSENT: Cook, Houin

Mayor Pro Tempore Ecker said that the council needs to make their appointments for to the Redevelopment Commission and the Urban Forestry and Flower Committee.

Board Members Culp and Milner moved and seconded to appoint Billy Ellinger and Mike Miley to the Redevelopment Commission for terms ending December 31, 2019. The motion carried.

REGULAR SESSION, COMMON COUNCIL, DECEMBER 26, 2018

Board Members Culp and Walters moved and seconded to appoint Steve Listenberger and Mike Delp onto the Urban Forestry and Flower Committee. After further discussion, Council Members Walters and Milner rescinded their respective motion and second to appoint Steve Listenberger and Mike Delp.

Board Members Culp and Walters moved and seconded to appoint Steve Listenberger and Debbie Palmer to the Urban Forestry and Flower Committee. The motion carried.

Mayor Pro Tempore Ecker said City Attorney Surrisi has asked permission, based on a request from the county auditor's office, to make changes to the legal description in the Ordinance for the annexation of the Stockberger property on Plymouth-Goshen Trail. The changes will include the full legal description instead of the references by parcel ID # and to reference the deed numbers. In order for the annexation to be effective immediately, it has to be done by the end of the calendar year. State statute does not allow for annexations to take place in the calendar year before a 10-year census.

Council Members Culp and Longanecker moved and seconded to authorize Surrisi to make the changes as requested. The motion carried.

Clerk-Treasurer Xaver asked permission to make year-end transfers as necessary and to include them as part of the minutes. She also requested permission to forward year-end encumbrances as necessary and to include them as part of the minutes.

Council Members Walters and Milner moved and seconded to approve the requests as submitted. The motion carried.

Mayor Pro Tempore Ecker presented Resolution No. 2018-838, transferring \$750,000.00 from the General Fund to the Rainy Day Fund. The current balance in the Rainy Day Fund, including investments, is \$2.86 million. The transfer will bring the total to \$3.61 million.

Members Walters and Milner moved and seconded to adopt Resolution No, 2018-838, Resolution to Transfer Monies from the General Fund to the Rainy Day Fund. The motion carried by roll call vote:

AYES: Culp, Ecker, Longanecker, Milner, Walters
NAYS: None
ABSENT: Cook, Houin

REGULAR SESSION, COMMON COUNCIL, DECEMBER 26, 2018

In other business, Xaver stated that the Street Department had problems with both their loaders this year, requiring repairs. She stated that \$100,000.00 was appropriated for the flood pick-up items, but the entire amount was not used. \$25,000.00 was transferred to United Way. There was a request to transfer the unused balance also to United Way. Clerk-Treasurer requested that, instead of transferring the unused balance to United Way, that the monies be used to pay for the repairs of the second loader.

Council Members Culp and Longanecker moved and seconded to pay the repairs for the loader and any monies leftover be transferred to United Way. The motion carried.

Members Walters and Milner moved and seconded to accept the following communications:

- ❖ Minutes of the Board of Public Works and Safety meeting of December 10, 2018
- ❖ Minutes of the Board of Aviation Commissioners meeting of November 13, 2018
- ❖ Minutes of the Redevelopment Commission meeting of November 20, 2018
- ❖ Minutes of the Urban Forest and Flower Committee meeting of November 21, 2018
- ❖ November, 2018 Clerk-Treasurer's Financial Reports
- ❖ November, 2018 Clerk-Treasurer's Depository Statement and Cash Reconciliation

The motion carried.

There being no further business to come before the council, Mayor Pro Tempore Ecker declared the meeting adjourned at 6:45 p.m.

Jeanine M. Xaver, IAMC / CMC
Clerk-Treasurer

APPROVED

Don Ecker, Mayor Pro Tempore

The following entries are made a part of the record as requested by Clerk-Treasurer Xaver and approved by the Common Council members:

2018 Year End Transfer of Appropriations

Engineering

To:	101.003.411.0000	City Engineer	1,011.92
From:	101.003.431.0210	Surveying	1,011.92

Sanitation

To:	101.008.421.0000	Office Supplies	1,953.83
From:	101.008.431.0000	Contractual Services	1,953.83

REGULAR SESSION, COMMON COUNCIL, DECEMBER 26, 2018

Aviation

To	206.000.429.0010	Other Materials	324.41
From	206.000.413.0050	Health Insurance	324.41

2018 Encumbrances carried forwards to 2019

P.O. #	Vendor Name Account Number	Tran Date Account Description	Due Date	Amount	Transaction Description
1454	WALSH & KELLY* 260.000.444.0004	10/25/2017 IMPROVEMENTS	12/31/2017	102,669.26	COMMUNITY CROSSING FALL 2017
1580	WOOLPERT, INC* 402.000.444.0004	1/16/2018 IMPROVEMENTS	12/28/2018	130,996.11	AIRPORT MASTER PLAN, ALP UPDATE
1593	LOCHMUELLER GROUP LLC* 101.003.431.0010	1/16/2018 SPEC. ENGINEERING SERVICES	12/28/2018	517.50	MS4 & DRAINAGE SRVC
1815	SEH OF INDIANA LLC* 479.000.448.0000	5/8/2018 CIP - GREENWAYS TRAIL	12/31/2018	128,581.09	PLY GREENWAY TRAILS PROH
1816	LOCHMUELLER GROUP LLC* 473.000.441.0012	5/8/2018 HOHAM DRIVE RECONSTRUCTION PRJ	12/31/2018	247,332.14	HOHAM DR RECONSTRUCTION PROJ
1876	HOOSIER FIRE EQUIPMENT INC* 101.010.431.0510	6/15/2018 MAINTENANCE CONTRACTS	7/31/2018	485.00	HYDROSTATIC TESTING OF CYLINDERS
1920	MORTON SALT, INC* 201.000.429.0020	7/11/2018 STREET MATERIALS	12/31/2018	47,434.63	UNTREATED ROAD SALT
1987	NATIONAL ASPHALT SOLUTIONS LL 204.000.444.0004	8/16/2018 IMPROVEMENTS	9/30/2018	600.00	RESURFACING N BASKETBALL COURT
2028	DON MARK FENCE CONTRACTOR* 204.000.444.0004	9/11/2018 IMPROVEMENTS	10/30/2018	34,649.14	REPLACE NIXON FIELD FENCE
2029	MICHIANA CONTRACTING INC* 204.000.443.0003	9/11/2018 BUILDING IMPROVEMENTS	10/30/2018	10,920.00	NIXON FIELD MASONRY WORK
2069	LOCHMUELLER GROUP LLC* 204.000.444.0004	9/26/2018 ENGINEERING SERVICES	10/30/2018	6,656.00	ENG SRVC STORMWATER INSPCT/REVW

REGULAR SESSION, COMMON COUNCIL, DECEMBER 26, 2018

	626.900.431.0000	STORMWATER MANAGEMENT-PROFESSI				
2087	PLYMOUTH LAND SURVEYING & DES		10/9/2018	11/30/2018	1,500.00	ALTA SURVEY OF 321 N WALNUT ST & ALLEY
	101.005.431.0100	SPECIAL LEGAL SERVICES				
2104	FRANK VEST*		10/17/2018	11/30/2018	575.00	PAINT W END OF BLDG
	205.000.431.0000	CONTRACTUAL SERVICES				
2119	RAMCO BUILDER & SUPPLY LLC*		10/25/2018	11/30/2018	10,631.42	METAL ROOF,SOFFIT,FASCIA
	204.000.444.0004	IMPROVEMENTS				
2145	CENTRAL PAVING, INC.*		11/5/2018	12/31/2018	6,095.25	COLD PATCH
	201.000.429.0020	STREET MATERIALS				
2159	BIS DIGITAL, INC*		11/8/2018	12/30/2018	5,466.00	DIGITAL RECORDING SOFTWARE,MIXER,MICROPHONES
	101.011.443.0003	BUILDING IMPROVEMENTS				
2162	THE TROYER GROUP INC*		11/13/2018	12/31/2018	4,370.00	CONST DOCUMENTATION FOR KAYAK LAUNCH
	204.000.444.0004	IMPROVEMENTS				
2174	DIXON ENGINEERING, INC*		11/16/2018	12/31/2018	4,000.00	SPEC & DOCUMENTATION RECOATING N WATER TOWER
	601.600.436.0040	MAINT OF RESERV & STANDPIPES				
2187	LESLIE COATINGS, INC.*		11/21/2018	12/31/2018	3,600.00	COATING N TENNIS COURT
	204.000.444.0004	IMPROVEMENTS				
2198	PAUL CONWAY SHIELDS INC*		11/26/2018	12/31/2018	3,200.00	FIRE BOOTS,GLOVES,PATCH,STRCHR BOARD
	101.010.429.0010	OTHER MATERIALS				
2202	AFC INTERNATIONAL, INC*		11/27/2018	12/31/2018	1,992.82	GAS METER,MONITOR,CALIBRATOR KIT,REGULTR
	101.010.429.0010	OTHER MATERIALS				
2206	DELL MARKETING*		11/28/2018	12/31/2018	2,565.37	DELL LAPTOP,DOCK,BACKPACK
	101.007.421.0000	OFFICE SUPPLIES				
2209	KABELIN ACE HARDWARE*		11/29/2018	12/31/2018	717.17	CHAINS FOR CHAINSAWS
	201.000.429.0015	TOOLS				
2211	MORRISON INDUSTRIAL EQUIPMENT		11/30/2018	12/31/2018	14,900.00	2014 DOOSAN FORK LIFT/TRADE IN (CLARK)
	201.000.445.0000	EQUIPMENT				

REGULAR SESSION, COMMON COUNCIL, DECEMBER 26, 2018

2221	DONALD R. FREY & CO, INC* 101.007.439.0902	12/18/2018	12/31/2018	6,025.00	3 DAY TRAINING-CUBIC/BUCS/CHIPS 4.23.-25.19 INSTRUCTION/TRAINING
2223	UNITED WAY OF MARSHALL COUNTY 101.006.431.0570	12/31/2018	12/31/2018	33,130.02	DONATION 2018 FLOOD RECOVERY PROMOTION OF CITY
2243	HOLIDAY INN EXPRESS* 101.006.431.0570	12/26/2018	12/31/2019	<u>407.68</u>	4 HOTEL ROOMS FOR DEVER BIERMAN &MHO PROMOTION OF CITY
TOTAL ENCUMBRANCES CARRIED OVER TO 2019				\$ 810,016.60	