

The Board of Public Works and Safety of Plymouth, Indiana, met in Regular Session on January 12, 2015, at 6:00 p.m. in the Council Chambers of the City Building, 124 N. Michigan St., Plymouth, IN.

Mayor Senter presided for Board Members Culp, Ecker, Grobe and Smith. City Engineer Gaul, City Attorney Surrisi and Clerk-Treasurer Xaver were also present.

Board Members Grobe and Smith moved and seconded to approve the minutes of the last regular session of the Board of Public Works and Safety on December 29, 2014, as presented since they have been reviewed and found to be correct. The motion carried.

Board Members Grobe and Ecker moved and seconded to set 6:00 p.m. on the second and fourth Mondays of each month as the regular meeting date and time for the Board of Works meetings. The motion carried.

Board Members Grobe and Smith moved and seconded to change the meeting from May 25th to May 26th due to the Memorial Day holiday. The motion carried.

Utility Superintendent Davidson presented his monthly reports for December:

**CITY OF PLYMOUTH WATER DEPARTMENT
Board of Public Works and Safety
DECEMBER 2014 Monthly Report**

PLANT OPERATIONS

Water Treated December – Ledyard Water Treatment Plant	23,082,060 gallons
Water Treated December – Pine Water Treatment Plant	<u>20,844,956 gallons</u>
Water Treated - Total	43,927,016 gallons
Water Treated – Daily Average – Ledyard Water Treatment Plant	1,357,768 gallons
Water Treated – Daily Average – Pine Water Treatment Plant	<u>1,488,925 gallons</u>
Water Treated – Daily Average - Combined	1,417,001 gallons

- Backwashed filters at Ledyard Water Treatment Plant 9 times for a total of 477,000 gallons
- Backwashed filters at Pine Water Treatment Plant 13 times for a total of 819,000 gallons
- Total backwash usage for the month was 1,296,000 gallons

MAINTENANCE WORK ORDERS COMPLETED

- 30 - Ledyard Water Treatment Plant Maintenance
 - Inspected north and west towers
 - Disassembled old west side dehumidifier to use for parts
 - Rebuilt liquid head & checked #1 and #2 permanganate pumps
 - Cleaned and inspected influent and effluent chlorine injectors
 - Performed monthly generator
- 21 – Pine Water Treatment Plant Maintenance
 - Installed modifications to chlorine vent tube per IDEM’s request
 - Repaired pneumatic valves on backwash control panel
 - Cleaned and inspected influent and effluent injectors
 - Repaired thermostat in fluoride room heater
- 16 – Mobile Equipment

WATER SAMPLING

- 10 Distribution system bacteria samples, IDEM required
- 8 Fluoride samples, ISDH required
- 210 Process control samples and analysis at the Ledyard Water Treatment Plant samples includes Ferrous Iron, Total Iron, Manganese, and Chlorine
- 240 Process control samples and analysis at the Pine Water Treatment Plant samples includes Ferrous Iron, Total Iron, Manganese and Chlorine
- 28 Extra samples - distribution, plant and wells
- 62 Distribution Cl2

SERVICE

Locates	75	
Total Number of Work Orders		166
Service Disconnects		28

Service Disconnects for non-pay	31
Service Reconnects for non-pay	27
Blue Tags "Service Notice" left on door	10
Pink Tags "Insufficient Funds Notice" left on door	6
New Radio Read / Meter Installations	1
Accuracy checks	72
After Hours Call Outs	0
Meters repaired	2
Hydrants Serviced	27
Hydrants Sandblasted and Painted	0

CONSTRUCTION ACTIVITIES

(0) Curb Stops Replaced/Installed

(1) Old Curb Stops Found and Capped Off at Valve

12-20-14 Flora St. and W. Harrison St. – Leak on abandoned service – retired at corporation stop

(1) New Taps Installed

12-01-14 1220 Solomon Ct. – 1" tap with new pit and pit setter

(0) New Mains Completed

(0) Valve Repaired or Replaced / Valve Boxes Repaired or Replaced

(0) Hydrants Repaired/Replaced/Installed

(1) Main Breaks Repaired

12-22-14 1115 W. Washington St. – 4" main break – used a 4" x 8" clamp

(3) Service lines repaired or replaced

12-09-14 822 Pearl St. – Replaced entire ¾" service, leaking

12-26-14 1163 Pennsylvania Ave. new services from corporation stop to inside meter

12-15-14 205 Plymouth Goshen Tr. (Prices memorial park) repaired 2" leak on service line

MISCELLANEOUS

- December Hydrant maintenance – Greased, replaced flags, tags, data collection
- December Installed 15 Storz connections for 5¼" steamer valves on 14" mains
- December Data Collection for valves mapping , data entry
- December Completed materials inventory
- December Updated safety programs and S.O.P.'s
- December Water tower maintenance contract reviews
- December Metronet completed the installation of junction cabinet and conduits at the west tower on Pidco Dr.
- December Fire flow testing for Saint Joseph Hospital
- December Fiber has been installed to the Pine Water Treatment Facility by Martell Electric (Metronet)
- December Staff meeting 12-3-14

**CITY OF PLYMOUTH WASTEWATER DEPARTMENT
Board of Public Works and Safety
December 2014 Monthly Report**

PLANT OPERATIONS:

1. Total flow in gallons 65,685,572
2. Average daily flow in gallons 2,118,889
3. Rainfall 2.60"
4. Monthly average in BOD removal 98.9%
5. Monthly average in TSS removal 95.5%
6. Monthly average in Ammonia removal 99.4%
7. General plant maintenance
8. Land applied 377,000 gallons / 40.42 dry tons of bio-solids to 28.5 acres of local farm ground
9. Completed follow up bio-monitoring as required by the city's N.P.D.E.S. permit
10. Continuing to work on the odor control project on S. Sixth St. while waiting for power to be provided to the site
11. Completed plant inventory
12. Terry Weaver received 2 weeks of laboratory training
13. Received completed Wastewater Master Plan from Midwestern Engineers
14. Work orders completed:
 - 305 – Wastewater Treatment Plant
 - Rebuilt #1 grit removal system
 - Rebuilt primary #1 sludge pump

- Replaced wear sleeve on Wemco digester sludge circulating pump
- Replaced macerator on #1 primary sludge pump
- Repaired supernatant pump on south slurry tank
- 70 – Vehicle/Mobile Equipment
 - Replaced clutch in T-6 Vactor
- 27 – Lift Stations
 - Repaired hour meters at Candy Ln. lift station
- 44 – Collection System
 - 0 - Eliminated structures
 - 0 – Replaced structures
 - 0 – Replaced/adjusted castings
 - 44 – GIS data collection points
 - 0 – Point repair
 - 0 – New structure
 - 0 – Mainline sewer replacement

MEETINGS ATTENDED:

- 12-05 KINETIC IT use of the Metronet
- 12-08 Board of Public Works and Safety
- 12-09 AFLAC Insurance
- 12-10 Northern Indiana Operators Association meeting in Nappanee, IN
- 12-10 Marshall County Leadership meeting
- 12-16 Redevelopment Commission
- 12-17 City Department Safety Meeting
- 12-29 Board of Public Works and Safety

COLLECTION SYSTEM:

1. Cleaned 105 feet of sewer lines
 - 105 feet during service calls
 - 0 feet during preventive maintenance
2. Televised 345 feet of sewer lines
3. Mechanically removed roots from 155 feet of sewer lines
4. Removed approximately 0.05 tons of silt and debris during cleaning and inspections of sewers lines
5. Used approximately 1,900 gallons of potable water during sewer cleaning
6. Performed routine maintenance on 10 CSO's and 16 pumping station

Utility Superintendent Davidson addressed the members regarding the punch list items for the Beerenbrook/Jefferson Street Storm Sewer Project. He explained that the total amount of the 5% retainage is \$31,881.13. He and the project engineer, Mark Sullivan, have assigned a value of \$2,800.00 to the punch list items. He said that it is customary to withhold 200% of the punch list items when releasing retaining. He asked that the board members approve releasing the retainage to Haskins Underground for the Beerenbrook/Jefferson Street Storm sewer project except \$5,600.00; this would result in the release of \$15,281.13.

Board Members Ecker and Smith approved the release of the retainage as presented.

The motion carried.

Davidson explained that there is still a warranty with the project. It is a 365 day warranty from the date of substantial completion, which was November 11, 2014. The retainage and the performance bond can be applied to anything uncompleted as of November 10, 2015.

Building Commissioner Hammonds presented his report for December 2014:

Building Commissioners 2014 Fourth Quarter Report

<u>Type of Construction</u>		<u>Estimated Cost</u>	<u>Permit Cost</u>	<u>R/C</u>
Accessory	6	\$2,797,286.36	\$3,615.00	C 16
Addition	5			R 30
Deck	3			
Demolition	4			
Electrical	1			
Fence	8			
Parking Lot	2			
Plumbing	2			

Porch	1
Renovation	7
Roof	1
Sign	4
Single Family	2
Total	46

Submitted the 12 day of January 2015.

2013 Fourth Quarter Report

42 - permits issued

Estimated cost of construction \$1,669,560.00.

Building Commissioners 2014 Year End Report

<u>Type of Construction</u>		<u>Estimated Cost</u>	<u>Permit Cost</u>	<u>R/C</u>
Accessory	23	\$14,291,123.37	\$18,888.00	C 56
Addition	20			R 126
Carport	1			
Deck	19			
Demolition	7			
Electrical	1			
Fence	20			
Foundation	3			
New Construction	2			
Parking Lot	2			
Patio/Porch	2			
Plumbing	3			
Renovation	32			
Roof	3			
Sign	15			
Sign - temporary	5			
Single Family	16			
Swimming Pool	8			
Total	182			

Submitted the 12 day of January 2015.

2013 Year End Report

241 - permits issued

Estimated cost of construction \$14,293,809.79

Fire Chief Miller presented his reports for December, 2014:

**Plymouth Fire Department
Departmental Activity Report**

Current Period: 12/01/2014 to 12/31/2014, Prior Period: 01/01/2014 to 12/31/2014
00:00 to 24:00
All Stations
All Shifts
All Units
Fire Alarm Responses, EMS Alarm Responses, Training Classes

Category	Current Period		Prior Period	
	Count	Staff Hrs	Count	Staff Hrs
EMS Alarm Situations				
No Location Provided	199	698.11	2,173	12,032.50
	199	698.11	2,173	12,032.50
Fire Alarm Situations				
Accident, potential accident	0	0.00	1	0.00
Chemical release, reaction, or toxic	2	0.00	9	0.00
Combustible/flammable spills & leaks	0	0.00	15	0.00
Dispatched and cancelled en route	9	0.00	111	0.00
Electrical wiring/equipment problem	0	0.00	7	0.00
Emergency medical service (EMS) Incident	157	0.00	1,684	0.00
Extrication, rescue	0	0.00	1	0.00
False alarm and false call, Other	6	0.00	50	0.00
Fire, Other	0	0.00	1	0.00
Good intent call, Other	1	0.00	24	0.00
Hazardous condition, Other	0	0.00	1	0.00
HazMat release investigation w/no HazMat	0	0.00	4	0.00
Medical assist	18	0.00	126	0.00
Mobile property (vehicle) fire	1	0.00	11	0.00
Natural vegetation fire	0	0.00	14	0.00
Outside rubbish fire	2	0.00	8	0.00
Overpressure rupture, explosion, overhear,	0	0.00	1	0.00
Person in distress	0	0.00	1	0.00
Public service assistance	1	0.00	8	0.00
Rescue, emergency medical call (EMS),	0	0.00	2	0.00
Service call, Other	0	0.00	4	0.00
Severe Weather & Natural Disaster - Other	0	0.00	1	0.00
Severe Weather & Natural Disaster -	0	0.00	3	0.00
Smoke, odor problem	1	0.00	7	0.00
Special outside fire	0	0.00	7	0.00
Steam, Other gas mistaken for smoke	0	0.00	9	0.00
Structure Fire	0	0.00	27	0.00
System or detector malfunction	0	0.00	10	0.00
Unauthorized burning	0	0.00	1	0.00
Unintentional system/detector operation	1	0.00	23	0.00
Wrong location, no emergency found	0	0.00	3	0.00

* 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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**Plymouth Fire Department
Departmental Activity Report**

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00:00 to 24:00
All Stations
All Shifts
All Units
Fire Alarm Responses, EMS Alarm Responses, Training Classes

Category	Current Period		Prior Period	
	Count	Staff Hrs	Count	Staff Hrs
Fire Alarm Situations				
	199	0.00	2,174	0.00
Training				
Administrative Procedures	0	0.00	5	15.25
AEMT Class	0	0.00	75	267.75
Apparatus / Equipment	0	0.00	62	98.00
Apparatus Check Procedures	2	4.00	2	4.00
Cardiac Assessment	0	0.00	12	23.00
CFR	0	0.00	38	112.00
Defensive Driving	0	0.00	20	20.00
Diabetics	0	0.00	7	7.00
Disaster MGMT	0	0.00	6	44.00
EMAI Conference	0	0.00	3	24.00
Emergency Medical Services	0	0.00	4	0.00
Emergency Vehicle Operation Course	0	0.00	54	276.75
EMS Audit & Review	13	1.50	136	137.47
EMT-B	1	1.00	1	1.00
FF I-II	0	0.00	2	8.00
Fire Behavior	0	0.00	1	2.00
Fire Control, General	0	0.00	8	50.50
Fire Department Organization	35	56.00	58	171.00
Fire Ground Safety	0	0.00	37	71.50
Fire Investigation	0	0.00	3	18.00
Fire Preplan	0	0.00	55	134.00
Foam Applications	0	0.00	31	57.00
Hazardous Materials Overview	30	90.00	30	90.00
Hazmat Awareness and Operations	0	0.00	21	128.00
Hazmat Laws and Regulations	0	0.00	7	14.00
Heart Monitor, 12 lead, defib,	9	18.00	11	19.50
Helicopter EMS Orientation	0	0.00	10	15.00
Hose Test	0	0.00	71	118.50
Hypothermia	0	0.00	13	15.00
Infection Control	0	0.00	5	5.00
Instructor Training	0	0.00	37	65.50
Ladder Skills	0	0.00	24	60.00
Ladders	0	0.00	14	28.00

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Plymouth Fire Department
Incidents by District (Summary)
Alarm Date Between {12/01/2014} And {12/31/2014}

District	Count	Pct of Incidents	Est Losses	Pct of Losses
001 Argos	1	0.50 %	\$0	0.00 %
006 Lapaz	2	1.00 %	\$0	0.00 %
007 Plymouth	131	65.82 %	\$0	0.00 %
011 Center Twp	24	12.06 %	\$0	0.00 %
019 West Twp	25	12.56 %	\$0	0.00 %
12 Argos Paramedic Assist	2	1.00 %	\$0	0.00 %
14 Starke Co. Paramedic Assist	4	2.01 %	\$0	0.00 %
15 Culver Paramedic Assist	1	0.50 %	\$0	0.00 %
16 Lakeville/Lapaz Paramedic Assist	2	1.00 %	\$0	0.00 %
18 Walkerton Paramedic Assist	7	3.51 %	\$0	0.00 %
Total Incident Count: 199			Total Est Losses: \$0	

Plymouth Fire Department
Departmental Activity Report

Current Period: 12/01/2014 to 12/31/2014, Prior Period: 01/01/2014 to 12/31/2014
 00:00 to 24:00
 All Stations
 All Shifts
 All Units
 Fire Alarm Responses, EMS Alarm Responses, Training Classes

Category	Current Period		Prior Period	
	Count	Staff Hrs	Count	Staff Hrs
Training				
Leadership	0	0.00	17	108.00
Marshall County Fire Association Mtg.	0	0.00	24	58.50
Mega Code	0	0.00	4	6.00
Nusing Home Fires	0	0.00	2	2.00
Officers Meeting	0	0.00	47	54.75
Paramedic School	0	0.00	24	100.00
Ped. Adv. Life Support	0	0.00	12	12.00
Pension Board Meeting	0	0.00	8	4.00
Personal Safety	0	0.00	18	36.00
Physicians Order Scope Treatment	9	9.00	9	9.00
Power Cot Lift	0	0.00	12	18.00
Public Education	0	0.00	38	140.00
Public Information Officer	0	0.00	15	46.02
Respiratory System	0	0.00	5	5.00
Ropes & Knots	0	0.00	34	83.00
SCBA	0	0.00	5	3.75
SCBA Inspection, Care, and Cleaning	0	0.00	2	2.00
Scene Size Up	0	0.00	28	42.00
Self Rescue	0	0.00	4	6.00
Splinting	0	0.00	4	2.00
Staff Meeting	0	0.00	11	22.00
Training Lecture	0	0.00	5	23.00
Triage	1	1.00	1	1.00
Venting the fire	0	0.00	31	113.50
Volunteer Fire Business Mtg.	0	0.00	336	675.00
	<u>100</u>	<u>180.00</u>	<u>1,559</u>	<u>3,673.24</u>

* 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.

Miller presented a Specialized Training Request for volunteer firefighter John Grolich to attend the Indiana Fire Instructors Association Annual Conference in Lawrenceburg, Indiana. The estimated cost of the class, lodging, meals and transportation is \$671.00. The conference is January 29-31, 2015.

Board Members Culp and Ecker moved and seconded to approve the request. The motion carried.

Police Chief Bacon presented the Activity Report Summary for 2014 for the police department:

PLYMOUTH POLICE DEPARTMENT
Activity Report Summary 2014

Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Information	797	786	790	753	759	802	900	865	806	764	662	543	9,227
Complaint	162	174	198	189	257	226	290	206	241	205	176	209	2,513
911 Calls	175	165	141	180	171	173	185	177	162	126	166	156	1,977
Residential Security Checks	305	291	326	157	106	45	106	38	82	75	182	170	1,883
Alarms	59	35	50	33	40	45	47	40	45	42	44	39	519
Vehicle Checks	15	23	34	34	47	33	33	28	34	28	28	23	360
Assist Other Agencies	53	51	46	32	20	23	18	29	19	21	30	14	356
Animal Complaints	25	30	33	44	52	53	26	40	33	31	17	21	406
K9 Use	9	16	30	28	27	34	17	27	24	21	12	9	234
Code Enforcement				29	39	35	30	14	8	22	8	2	187
Traffic Stops	123	167	347	202	285	339	329	300	206	192	234	194	2,918
Citations Issued	105	82	213	83	170	209	281	252	149	73	112	98	1,827
Accident Reports	47	38	25	31	40	34	37	49	41	38	52	39	471
Arrests	23	39	38	55	35	48	56	53	44	42	51	31	515
Case Reports	84	115	121	132	104	107	131	149	115	106	108	96	1,368
Signed Charges (Adult)	19	33	38	48	28	37	49	47	35	30	38	26	428
Signed Charges (Juvenile)	4	6	-	7	7	11	7	6	9	12	13	5	87

Chief Bacon reported that the officer involved in the shooting on December 29, 2014 is back to duty as of today. He thanked the council for their prayers.

Street Superintendent Marquardt presented the fuel pricing that he locked in on with North Central Co-op. He noted that the based price for the gasoline is \$1.709 before taxes; after taxes and fees is \$1.98/gallon and diesel is \$2.1360 plus taxes and fees is \$2.31 per gallon. He said this is a savings of just over \$1.00/gallon over last year.

Board Members Culp and Ecker moved and seconded to ratify the award of the bid as presented. The motion carried.

City Engineer Gaul presented a request from United Telephone Company of Indiana to perform work in the city’s right of way to install directional bored conduit with fiber optic infrastructure starting on the south side of Garro Street (east of Plum); then north across the street and north in the gravel alley to the south side of Adams Street; fiber optic cable will be pulled in existing conduit on the south side of Adams Street to the west (south of the southwest corner of the Community Resource Building); and directional bored conduit with fiber optic infrastructure starting on the south side of Adams Street north to the Community Resource Building.

Board Members Ecker and Culp moved and seconded to approve the request as presented, including Notations included in Gaul’s letter dated January 12, 2014 regarding PW-14-041. The motion carried.

City Attorney Surrisi presented the proposed 2015 Animal Control Services Agreement.

AGREEMENT FOR TRANSPORTATION SERVICES

This agreement made and entered into by and between the CITY OF PLYMOUTH, a municipal corporation of the State of Indiana acting by and through its duly elected Common Council, hereinafter referred to as “the City,” and the MARSHALL COUNTY COUNCIL ON AGING, INC., an Indiana not-for-profit corporation with Federal Identification Number 35-1522711, hereinafter referred to as “Older Adults.”

W I T N E S S E T H:

WHEREAS, Older Adults manages a program entitled “Marshall County Public Transportation Program” which in part provides partially subsidized public transportation to citizens of Marshall County, including of course citizens of Plymouth; and,

WHEREAS, for several years the City has contributed to the funding of this public transportation program with a payment from its City Development funds to the Michiana Area Council of Governments (MACOG), which in turn made payment to Older Adults; and,

WHEREAS, the City desires to continue with its contributive subsidy in support of public transportation for the citizens of Plymouth and Older Adults desire to maintain the program into 2015; and,

WHEREAS, it would be far more fiscally efficient and therefore prudent for the City to make direct payment to Older Adults, instead of MACOG.

NOW, THEREFORE, in consideration of the mutual promises and subject to the terms and conditions listed below, the parties mutually agree as follows:

1. SERVICES TO BE PERFORMED

Older Adults agrees to maintain the Marshall County Public Transportation Program in its present form which consists of providing public transportation to citizens of Plymouth for a nominal and subsidized fee.

2. VOLUNTARY AUDIT AT REASONABLE TIMES WITH REASONABLE ADVANCE NOTICE

Older Adults agrees to allow the City, or the City's designee, to audit all records of Older Adults related to the Marshall County Public Transportation Program at all reasonable times and with reasonable advance notice, to ensure that Plymouth citizens are being adequately served by the program relative to the monetary subsidy provided by City.

3. NON-AGENCY RELATIONSHIP

The parties specifically agree that one is not the agent of the other. In other words, Older Adults acknowledges that, in managing and providing services to the citizens of Plymouth, it is neither an agent of the City, nor in any way takes direction from the City in its management of the program, or Older Adults supervision of and relationship with the drivers providing services to citizen riders.

4. HOLD HARMLESS

Older Adults agrees to hold the City harmless from any cause of action arising out of Older Adults' management of the Marshall County Public Transportation Program or its supervision of the employees providing services to citizen riders.

5. SUBSIDY PAYMENT FOR SERVICES

In exchange for the performance of the obligations of this Agreement by Older Adults, City shall pay to Older Adults the annual sum of \$8,000.00, payable in at least semi-annual increments throughout the calendar year 2015. Older Adults shall prepare and submit to the Office of the Clerk Treasurer a duly executed claim in proper form, with any other documentation requested by the Clerk Treasurer.

6. BINDING AGREEMENT

This Agreement shall be binding upon the parties pursuant to its terms and conditions and both parties acknowledge each is duly authorized to enter into, effectuate and carry out this Agreement pursuant to said terms. neither this Agreement nor any interest therein may be assigned by either party without the prior written consent of the party being first had and obtained.

7. TERM OF AGREEMENT

It is agreed the effective date of this Agreement shall be January 1, 2015, and that this Agreement shall be in full force and effect for the entire calendar year of 2015.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals this ____ day of _____, 2015.

"CITY"

Mark Senter, Mayor

ATTEST:

Jeanine M. Xaver, Clerk Treasurer

“OLDER ADULTS”

Signature: _____

Printed Name: _____
President, Board of Directors
Marshall County Council on Aging, Inc.

ATTEST:

Board Members Smith and Ecker moved and seconded to approve the agreement as presented. The motion carried.

Board Members Smith and Grobe moved and seconded to remove the Weidner request from the table that was discussed at the last meeting. The motion carried.

Street Superintendent Marquardt reviewed the information provided at the last meeting. He noted that all other businesses in that area have their own lighting.

Board Members Smith and Culp moved and seconded to deny the request. The motion carried.

Luke Houin was present to address the board members regarding his proposed Eagle Scout Flag Pole Project for River Park Square. Houin is a member of Boy Scout Troop 257.

The board members thanked him for his proposed project.

Board Members Smith and Ecker moved and seconded to allow the salaried payroll for December 1-15, 2014, and the claims for January 12, 2015 as entered in Claim Register #2015. The motion carried.

There being no further business to discuss, Members Grobe and Culp moved and seconded to adjourn the meeting. The motion carried and the meeting was declared adjourned at 6:24 p.m.

S/Jeanine M. Xaver
Clerk-Treasurer

APPROVED:

S/Mark Senter
Mayor