

The Board of Public Works and Safety of Plymouth, Indiana, met in Regular Session on September 9, 2019. The meeting was held in the Council Chambers, 124 N. Michigan St., Plymouth, Indiana. Mayor Senter called the meeting to order at 6:00 p.m.

Mayor Senter presided for Board Members Culp, Houin, Milner and Walters. City Attorney Surrisi and Clerk-Treasurer Xaver were also present.

Board Members Culp and Milner moved and seconded to approve the minutes of the last regular session of the Board of Public Works and Safety on August 26, 2019. The motion carried.

The following legal notice was advertised in the Plymouth Pilot News on August 23 and 30, 2019:

**NOTICE TO BIDDERS
CITY OF PLYMOUTH,
INDIANA
PW-19-008 2019 STREET &
SIDEWALK FALL PROJECTS**
Notice is hereby given that the CITY OF PLYMOUTH, Indiana, by and through its Board of Public Works and Safety, hereinafter referred to as the OWNER, will receive sealed bids for the CITY OF PLYMOUTH - PW-19-008 2019 STREET & SIDEWALK FALL PROJECTS at the office of the Clerk-Treasurer of the City of Plymouth - City Hall, 124 North Michigan Street, Plymouth, Indiana, 46563.
Sealed bids are invited and may be forwarded by registered mail, addressed to the City, in care of the Clerk-Treasurer by no later than **4:30 PM (local time)** and will be considered by the OWNER at a public meeting called to open such proposals on or after **6:00 PM (local time)** on **September 9, 2019** at the City of Plymouth - City Hall, 124 North Michigan Street, Plymouth, Indiana, 46563 (Garro Street Entrance). Proposals received by the Clerk-Treasurer after 4:30 PM (local time) shall be returned unopened. The bidder shall be responsible to make sure that bids are mailed or otherwise delivered to the Clerk-Treasurer before said time. One final call for bids shall be made prior to the opening of the bids at the subject meeting. The PW-19-008 2019 STREET & SIDEWALK FALL PROJECTS shall be the street milling/reconstruction and hot mix asphalt placement project with ADA Ramps as described in the Specifications. The fee will

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be waived for all contractors who submitted a bid for the 2019 Street & Sidewalk Spring Projects.

A complete set of Contract Documents and Specifications may be obtained at the Clerk-Treasurer's Office between the hours of 8:30 a.m. and 4:30 p.m., local time, Monday through Friday. A non-refundable fee of \$50.00 is required at the time of Contract Documents and Specifications package procurement. The fee will be waived for all contractors who submitted a bid for the 2019 Street & Sidewalk Spring Projects.

A pre-bid meeting will be held at the City of Plymouth - Wastewater Treatment Plant; 900 Oakhill Avenue 9:00 AM on Thursday August 29, 2019.

All bids received at the Office of the Clerk-Treasurer or delivered to the meeting by 6:00 PM local time will be opened publicly and read aloud by the Board at the Board of Public Works and Safety Meeting; 124 North Michigan Street (Garro Street entrance) at the above time.

Bids are to be submitted on Indiana Form No. 96 and shall be accompanied with the appropriate financial statement. Each bid shall be accompanied by a certified check or acceptable bid bond, in a sum of not less than five percent (5%) of the total bid amount. Bids shall be in sealed envelopes, marked with the name and place of business of the bidder. E-Verify employment documentation, City Nepotism documentation, Doing Business with Iran, and Tier 1 Contractor Certification Pursuant to IC 5-16-13 documentation shall be completed and submitted with the bid documents.

A performance bond equal to the contract price and a payment bond to insure the payment of subcontractors, con-

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tract laborers, material suppliers, and persons furnishing services will be required upon award of contract.

No bid shall be withdrawn after scheduled closing time for receipts of bids for at least thirty (30) days. The Board reserves the right to reject any or all bids, to accept all, or any part of any bid received, and to waive any and all informalities in bidding, and to accept the lowest and/or best bid.

Board of Public Works and Safety: Jeanine M. Xaver
Clerk-Treasurer

August 23 & 30, 2019-P
August 23, 30, 2019 PN304111 hspaxlp

City Attorney made a last call for bids for the 2019 Street and Sidewalk Fall Projects.

The following sealed bids were opened and read aloud:

- E&B Paving – Rochester, IN \$536,209.61
- Rieth-Riley – South Bend, IN \$467,814.00
- Walsh & Kelly – South Bend, IN \$559,869.99

Board Members Houin and Walters moved and seconded to table the bids and take them under advisement. The motion carried.

Utility Superintendent Davidson reported on the North Water Tower project on Parkview Street. He said the fabricating and welding is complete and passed inspection. The painters will now begin sandblasting the inside of the tank and prepping the outside for coating. The timeframe is 40 days and the project appears to be going smoothly.

Police Chief Dave Bacon presented the following monthly reports:

PLYMOUTH POLICE DEPARTMENT
Activity Report Summary 2019

| Type | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | YTD |
|--|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| Calls for Service, Complaints, Information | 694 | 654 | 679 | 747 | 908 | 924 | 844 | 997 | | | | | 6,447 |
| 911 Hang-Up Calls | 69 | 80 | 57 | 69 | 78 | 89 | 95 | 94 | | | | | 631 |
| Alarms | 89 | 64 | 64 | 60 | 56 | 80 | 64 | 65 | | | | | 542 |
| Vehicle Checks | 11 | 12 | 16 | 13 | 23 | 25 | 16 | 12 | | | | | 128 |
| Assist Other Agencies | 6 | 13 | 9 | 6 | 10 | 16 | 7 | 15 | | | | | 82 |
| Animal Complaints | 19 | 10 | 22 | 21 | 22 | 44 | 41 | 30 | | | | | 209 |
| Traffic Stops | 333 | 296 | 291 | 292 | 469 | 470 | 439 | 512 | | | | | 3,102 |
| Citations Issued | 141 | 84 | 146 | 115 | 311 | 289 | 273 | 301 | | | | | 1,660 |
| Accident Reports | 50 | 36 | 22 | 24 | 51 | 55 | 33 | 38 | | | | | 309 |
| Case Reports | 122 | 128 | 135 | 126 | 140 | 154 | 152 | 148 | | | | | 1,105 |
| Arrests | 46 | 52 | 65 | 35 | 56 | 50 | 45 | 57 | | | | | 406 |
| Arrests (Adult) | 41 | 43 | 52 | 30 | 46 | 44 | 42 | 51 | | | | | 349 |
| Arrests (Juvenile) | 5 | 9 | 13 | 5 | 10 | 6 | 3 | 6 | | | | | 57 |

PLYMOUTH POLICE DEPARTMENT

Code Enforcement

Activity Report Summary 2019

| Type | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | YTD |
|---|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| Tall Grass | 0 | 0 | 0 | 0 | 45 | 47 | 10 | 31 | | | | | 133 |
| Owner Complied | 0 | 0 | 0 | 0 | 40 | 45 | 8 | 20 | | | | | 113 |
| City Action (Mowed) | 0 | 0 | 0 | 0 | 5 | 2 | 2 | 10 | | | | | 19 |
| Action Pending | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | | | | | 1 |
| Abandoned or Junk Vehicles | 7 | 9 | 13 | 13 | 6 | 8 | 10 | 54 | | | | | 120 |
| Owner Complied | 6 | 9 | 12 | 13 | 6 | 7 | 8 | 34 | | | | | 95 |
| City Action (Towed) | 1 | 0 | 1 | 0 | 0 | 1 | 2 | 3 | | | | | 8 |
| Action Pending | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 17 | | | | | 17 |
| Debris/Junk on Property | 2 | 12 | 22 | 15 | 5 | 7 | 10 | 21 | | | | | 94 |
| Owner Complied | 2 | 8 | 16 | 15 | 5 | 6 | 10 | 14 | | | | | 76 |
| City Action (Cleaned) | 0 | 4 | 6 | 0 | 0 | 1 | 0 | 7 | | | | | 18 |
| Action Pending | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | 0 |
| Fowl/Livestock | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | 0 |
| Owner Complied | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | 0 |
| City Action | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | 0 |
| Action Pending | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | 0 |
| Signs in Public Right of Way (Removed) | 0 | 1 | 2 | 0 | 0 | 13 | 25 | 73 | | | | | 114 |

Street Superintendent Marquardt provided an update on the sidewalk request from Mike Delp on South Michigan Street that was discussed at the last board meeting. He said the estimated cost of materials for installing the new sidewalk from Jackson Heights Road to the south approximately 200-feet is \$2,400.00. He said if they installed sidewalk from Jackson Heights Road to Lemler Lane that would be an additional 450-feet and the cost would be about \$6,585.00 in materials.

Milner and Walters both said they support installing sidewalk at this location as both have seen increased pedestrian traffic in the area. It was discussed that maybe part of the sidewalk could be installed now and plan to install the remaining section at a later date. Houin said he feels it would be best to install the shorter section from Jackson Heights Road to the south and join with the already existing sidewalk.

It was decided that the 200-foot section from Jackson Heights Road to the south will be added to next year's sidewalk projects.

Marquardt discussed the pothole request from Angie Rice for the public parking lot south of Yolanda's restaurant (southeast corner of Center and LaPorte Streets):

8/9/2019 POTH-00029 – Location of Pothole: Public parking lot off of Laporte St, south of Yolanda's. Size of pothole: Large (over 24"). S/ Angela Rice, 574-935-4108, angie.rice@edwardjones.com

Marquardt said there is a section of millings in the parking lot. The area has been repeatedly sinking and patched over the years. He has contacted a smaller contractor to get quotes on asphaltting this area, as it is a larger section than what the street department can do. Marquardt said they will continue to put millings down to patch the area until he can budget a contractor to fix the large area.

City Attorney Surrisi provided an update on the negotiations between the owners of 881 Broadway Street. Surrisi has been in contact with the local owner's attorney, who said the Florida owner will buy out the local owner's interest. They have a signed purchase agreement and are looking at closing in early October. It appears the Florida owner's intent is to rehabilitate the property. Surrisi said he will stay in contact with the local attorney, Adam Lukenbill, and let the board know when the sale is complete.

City Attorney Surrisi presented Executive Order 2019-05, Regarding 1210 N Walnut Street. He said this request was to place a dumpster on the street, which came in between meetings.

Board Members Walters and Milner moved and seconded to ratify Executive Order 2019-05, Regarding 1210 N Walnut Street. The motion carried.

Laura Mann, Promotion of the City Coordinator, requested the board's permission to be able to pay vendors and musicians for the Latino Festival on the day of the event, September 21st.

Board Members Houin and Milner moved and seconded to approve the request. The motion carried.

Members Houin and Walters moved and seconded to allow the payroll for September 13, 2019 and the claims for September 9, 2019 as entered in Claim Register #2019. The motion carried.

There being no further business to discuss, Members Milner and Walters moved and seconded to adjourn the meeting. Mayor Senter declared the meeting adjourned at 6:15 p.m.

Jeanine M. Xaver, IAMC, CMC
Clerk-Treasurer

APPROVED:

Mark Senter, Mayor