

The Board of Public Works and Safety of Plymouth, Indiana, met in Regular Session on June 22, 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 Smith and Culp moved and seconded to approve the minutes of the last regular session of the Board of Public Works and Safety on June 8, 2015, as presented since they have been reviewed and found to be correct. The motion carried.

Utility Superintendent Davidson provided an update on the Ledyard Water Project. The notice to proceed was issued on June 9th. The start dates for the project are as follows: Division I is 8/3/15, Division II is 8/3/15, and Division III will begin within the next two weeks.

Superintendent Davidson requested the Board's permission to solicit quotes for the roof replacement project at the secondary control building at the Wastewater Treatment Plant, which was budgeted for 2015.

Board Members Ecker and Smith moved and seconded to begin soliciting quotes for the roof replacement project. The motion carried.

Davidson also discussed the recent flooding that took place in areas of the city. The water department addressed as many issues as they were able. The severity of the rainfall dictated what happened and his facilities were working a maximum capacity during that time. It was also discovered that people had pulled sanitary manhole covers to try and relieve some of the street flooding, which in turn caused greater flooding especially in some homes. Davidson stressed that citizens need to try and be patient when flooding occurs. The water will recede, it just takes some time. During that time, it would be better to have that flooding occur on the street rather than in someone's home. Citizens should always drive around flooded areas, not through them. Davidson's departments are looking into issues where there has been some damage to property to try and alleviate the situation.

Newly retired police officer, Ted Brown, addressed the administration and thanked each of them for his career with the City of Plymouth.

City Engineer Gaul presented a proposed License Agreement for Access to Public Right-of-Way between the Board of Public Works and Safety for the City of Plymouth, Indiana and Comcast of Indiana/Michigan, LLC/PirTano Construction Company, Inc. to install CATV along the west side of Oak Drive from ~250' north of Jefferson Street to ~296' north of Jefferson Street then east across Oak Drive to the subject property at 552 Oak Drive. This includes a \$5,000.00 cash financial guarantee for this project. Gaul requested that the Board approve the request pending the signing of the License Agreement, placement of the Financial Guarantees and agreement to perform the outlined work.

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

Gaul notified the Board that the MS4 audit did occur on Tuesday, June 16, 2015. Written results of the audit are pending at this time.

Gaul also discussed the upcoming Street Projects with Niblock. A pre-construction meeting was held on June 19, 2015. The contract was provided to Gaul on June 22, 2015 and construction is

expected to begin within one week. Gaul stated that there will be a lot of concrete work and an update will be provided to the Board at their next meeting. The board members approved the contract.

City Attorney Surrisi presented an update and recommendations from the Sign Committee regarding billboards, gateway signs, and a roundabout sign. It has been proposed that the billboards be located at four locations: US 6 near junction of US 31, US 31 North just south of Michigan Rd, US 30 West just east of Pilot truck stop, and US 30 East near Redwood Rd. The Signage RFP received two submissions and the Committee has recommended moving forward with North American Signs. There has been some ongoing discussion with landscapers regarding maintenance around the signs and the Committee is waiting on a final price for several design changes that were requested, however the price will remain within the \$100,000.00 budget for 2015. Aside from the Board, the design is also contingent upon approval of a variance with the Board of Zoning Appeals and the proposal will also be presented to the County Commissioners for approval in July.

Board Members Ecker and Smith moved and seconded to approve the general design of the signs and to allow the Sign Committee to move forward with what they have put together at this point. The motion carried.

Surrisi also presented the updated Memorandum of Understanding with the Marshall County Commissioners for use of signs at the roundabout following changes to paragraph E regarding insurance coverages. The roundabout is located at Michigan Street and 7th Road.

Board Members Smith and Culp moved and seconded to approve the agreement. The motion carried.

City Attorney Surrisi presented the release of financial guarantee for Michiana Contracting for the Nixon Field Sports Lighting Project. It has been reviewed by Park Superintendent Hite and the project was completed to his satisfaction. Surrisi is seeking the Board's approval for release of this financial guarantee.

Board Members Ecker and Smith moved and seconded to approve the release of financial guarantee for Michiana Contracting. The motion carried.

City Attorney Surrisi presented Resolution No. 2015-656, Resolution of the Board of Public Works and Safety Designating a Hand Gun as Surplus Property of the Plymouth Police Department and Authorizing its Transfer to a Retiring Police Officer. Surrisi requested that the Board table this Resolution so he may research the City's policies closely following a citizen's concern for legality of this transfer.

Surrisi also presented a request from Billy Trevor of the Marshall County Boys and Girls Club to conduct soil borings on the City's property located near the Boys and Girls Club. The organization is interested in possibly expanding their facility, which would involve purchasing land owned by the City of Plymouth. The Club is interested in testing the soil to see if the ground is suitable for potential construction. Should the Board approve this, Surrisi will put together an agreement between the City and the Boys and Girls Club.

Board Members Culp and Grobe moved and seconded to approve the request to conduct soil borings on City property. The motion carried.

Surrisi presented a request from Roland Pereira, the owner of the property at 311 E. Jefferson Street, to purchase the vacant, City-owned property behind his property. His interest is to have additional parking for his tenants and their businesses. Surrisi would like to know if the Board would be interested in pursuing this proposal.

Board Members Ecker and Smith moved and seconded to pursue and explore the proposal.

The motion carried.

Clerk-Treasurer Xaver presented the following request:

Plymouth-Kilwinning Masonic Lodge respectfully request we be allowed to use the water tower property located on Parkview St. to store our golf carts during the Blueberry festival. We have made this request for a number of years. We will provide our own lock. S/ Mike Good, W.M. , 109 Water St., Plymouth, IN 574-936-2664

Board Members Grobe and Smith moved and seconded to approve the request. Utility Superintendent Davidson requested that the Board table this request until he can obtain further information from AT&T, who has work scheduled on that tower around that time. He is unsure if that work will continue throughout the Blueberry festival. Board Member Grobe withdrew the motion to approve the request and instead moved to table the request. Board Member Smith seconded the motion and it carried.

Clerk-Treasurer Xaver presented the following request:

I would like to have a '30 year anniversary patient appreciation day' on Sept 10th from 12-6pm. I am requesting to close Garro Street between the alley (just west of Michigan St) and Michigan Street for that day. We would have a tent set up similar to the Rotary Club pancake breakfast and serve food from City Center, Brass Rail, and Granny's. S/ Louis Plumlee, 113 N. Michigan St., Plymouth, 936-3505

Plumlee was present to address the Board and answer any questions. Board Member Ecker suggested that the closure be an all-day event rather than specified times to allow ample time to put up the tent and to create less traffic in the area. Plumlee agreed that the all-day closure would be most appropriate.

Board Members Ecker and Culp moved and seconded to approve the request with a revised closure time of 6:00 a.m. to 6:00 p.m. The motion carried.

Clerk-Treasurer Xaver presented the following request:

The Plymouth Chamber of Commerce is requesting to close N. Michigan Street between W. Washington and LaPorte Streets on August 1, 2015 for Truck N' Tailgate Truck Show. Hours to be closed: 8:00 a.m. – 4:00 p.m. S/ Connie Holzwart, Director, 120 N. Michigan St., Plymouth, 936-2323

Board Member Ecker asked about INDOT's approval and Mayor Senter clarified that INDOT will not approve this request until the City of Plymouth provides approval. Ms. Holzwart is aware that she'll need to obtain INDOT approval in addition to this Board's approval. The distance of closure will be the same as the car show.

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

Board Members Smith and Ecker moved and seconded to allow the salaried payroll for June 1-15, 2015, and the claims for June 22, 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 6:33p.m.

S/Jeanine M. Xaver
Clerk-Treasurer

APPROVED:

S/Mark Senter
Mayor