

The Board of Public Works and Safety of Plymouth, Indiana, met in Regular Session on October 28, 2019. The meeting was held in the Council Chambers, on the second floor of the City Building, 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 Houin moved and seconded to approve the minutes of the last regular session of the Board of Public Works and Safety on October 14, 2019. The motion carried.

City Attorney Surrisi provided an update on the demolition of 400 E Jefferson Street. He said the lowest responsive and responsible bidder was Langfeldt Excavating, LLC. They have 90 days from the notice to proceed to complete the work, so the community can expect to see some movement in this area.

Utility Superintendent Donnie Davidson presented the following monthly reports:

CITY OF PLYMOUTH WASTEWATER DEPARTMENT
Board of Public Works and Safety
September 2019 Monthly Report

PLANT OPERATIONS:

- | | |
|--|------------|
| 1. Total flow in gallons | 46,866,100 |
| 2. Average daily flow in gallons | 1,562,227 |
| 3. Rainfall | 5.95" |
| 4. Monthly average in BOD removal | 99.3% |
| 5. Monthly average in TSS removal | 96.8% |
| 6. Monthly average in Ammonia removal | 99.2% |
| 7. General plant maintenance | |
| 8. Work orders completed: | |
| ➤ <u>272 – Wastewater Treatment Plant</u> | |
| ➤ Kokosing Industrial completed the removal and installation of 7 valves in the secondary control building basement. | |
| ➤ Insulated piping on the hydro-gritter. | |
| ➤ Installed new angle irons in the north final clarifier to block holes and strengthen baffles. | |
| ➤ Rebuilt primary sludge pump #2. | |
| ➤ Removed old and installed new pipe vent on #1 intermediate pump. | |
| ➤ Tested all backflow preventor at the plant. | |
| ➤ Installed new pump impeller on #1 intermediate pump. | |
| ➤ Dialed in the impeller tolerance on intermediate #3 pump. | |
| ➤ Removed #4 raw sewage pump motor for rewind. | |
| ➤ <u>85– Vehicle/Mobile Equipment</u> | |
| ➤ Repaired hydraulic cylinder on Case 580 backhoe. | |
| ➤ <u>60 – Lift Stations</u> | |
| ➤ Completed the replacement of the Ledyard lift station. | |
| ➤ Installed new float in the Showland lift station. | |
| ➤ Cleaned air release ports on Goshen Rd. lift station. | |
| ➤ Replaced the phase monitor on the Briarwood lift station. | |
| ➤ Installed new timers and alternators in the Candy Ln. lift station. | |
| ➤ Installed new timers and alternators in the Clark & Rose lift station. | |
| ➤ Installed new timers and alternators in the Carriage Green lift station. | |
| ➤ Installed new timers and alternators in the Packard Woods lift station. | |

- Completed the installation of the new controller at the Industrial Park lift station including a new radar level controller.
- Radar level controller installed in the Carriage Green lift station.
- 17 - Collection System
 - 0 - Eliminated structures
 - a.
 - 0 – Replaced structures
 - a.
 - 9 – Replaced / adjusted castings
 - a. Replaced castings at structure (J7M102), (J7M101), (J7M045), (J7M365), (J6M333), (J6M332), (J7M042), (H6C003) and H5C014.
 - 1 – GIS data collection points
 - a. (K6M209)
 - 3– New structure
 - a. NW Corner of N. Third St. & W. Adams St.
 - b. 100 Block of William St.
 - c. Ledyard St. inlet.
 - 4 – Miscellaneous
 - a. Completed complete replacement of the Ledyard lift station.
 - b. Grouted and repaired (I7M107), I6C234) and H6C012.

COLLECTION SYSTEM:

1. Cleaned 19,629 feet of sewer lines.
 - 609 feet during service calls.
 - 19,020 feet during preventive maintenance.
2. Televised 0 feet of sewer lines.
3. Mechanically removed roots from 85 feet of sewer lines.
4. Removed approximately 9.81 tons of silt and debris during cleaning and inspections of sewers lines.
5. Used approximately 33,750 gallons of potable water during sewer cleaning.
6. Performed routine maintenance on 10 CSO’s and 16 pumping station.

MISCELLANEOUS

- Adam Sobol completed his Commercial Driver’s License requirements and is now licensed as a Class A CDL Driver.

**CITY OF PLYMOUTH WATER DEPARTMENT
Board of Public Works and Safety
September 2019 Monthly Report**

PLANT OPERATIONS

Water Treated – Ledyard Water Treatment Plant	22,850,841 gallons
Water Treated – Pine Water Treatment Plant	<u>21,600,517 gallons</u>
Water Treated - Total	44,451,358 gallons

Water Treated – Daily Average – Ledyard Water Treatment Plant	761,695 gallons
Water Treated – Daily Average – Pine Water Treatment Plant	<u>720,017 gallons</u>
Water Treated – Daily Average – Combined	1,481,712 gallons

- Backwashed filters at Ledyard Water Treatment Plant 8 times for a total of 672,000 gallons.
- Backwashed filters at Pine Water Treatment Plant 13 times for a total of 1,248,000 gallons.
- Total backwash usage for the month was 1,920,000 gallons.

MAINTENANCE WORK ORDERS COMPLETED

- 8– Ledyard Water Treatment Plant Maintenance
 - Repairs to wells 1A, 2B and 3C.
 - Repaired hydrant #359 at the water plant.
 - Inspection and adjustments to security system.
 - Peerless Midwest completed inspections to wells, high service pumps and calibrated wells and plant flow meters.
 - Inspected the west water tower (Pidco Dr.).
- 7 – Pine Water Treatment Plant Maintenance
 - Cleaned chlorine injector and sample valves.

- Flushed pressure filters sample ports.
- Completed repairs to well 5E.
- Peerless Midwest completed inspections to wells, high service pumps and calibrated wells and plant flow meters

- 19 – Mobile Equipment

- Completed repairs to W-1, W-3, W-10, W-14, W-15, W-17, W-28 and W-29.

WATER SAMPLING

- 10 Distribution system bacteria samples, IDEM required.
- 60 Distribution system chlorine residual samples, IDEM required.
- 8 Fluoride samples, ISDH required.
- 306 Process control samples and analysis at the Ledyard Water Treatment Plant 1 samples include Ferrous Iron, Total Iron, Manganese, and Chlorine.
- 288 Process control samples and analysis at the Pine Water Treatment Plant samples. Includes Ferrous Iron, Total Iron, Manganese and Chlorine.
- 0 THM's – Sample for 4th quarter.
- 0 HAA5's – Sample for 4th quarter.
- 0 VOC's sets.
- 0 Radionuclide (1) ea. Ledyard Plant and Pine Plant.
- 0 IOC & Sodium.
- 0 Lead & Copper Samples
- 4 Extra Sampling.

SERVICE

Locates	182
Total Number of Work Orders	203
Service Disconnects	18
Service Disconnects for non-pay	28
Service Reconnects for non-pay	33
Blue Tags “Service Notice” left on door	2
Pink Tags “Insufficient Funds Notice” left on door	3
New Radio Read / Meter Installations	0
Accuracy Checks	118
After Hours Call Outs	0
Meters Repaired	0

CONSTRUCTION ACTIVITIES

(3) Curb Stops Repaired / Replaced / Installed

- 09-04-2019 520 E. Jefferson St. – Replaced ¾” curb stop, copper service from main to house.
- 09-05-2019 814 Freeman St. - Replaced curb stop, service line from main to curb stop.
- 09-09-2019 617 W. Lake Ave. - Replaced curb stop, box and rod.

(2) Old Curb Stops Located / Capped Off at Valves

- 08-09-2019 816 W. Garro St. – Replaced curb stop.
- 09-11-2019 1601 W. Jefferson St.- Building demolished retired 1” service at curb stop.

(2) New Taps Installed

- 09-09-2019 1260 Solomon Ct. – New 1” tap with meter pit. (All new 1” CTS Poly with wire on customers side.
- 09-26-2019 1160 Richter Road- New 1” tap with meter pit. (All new 1” CTS Poly with wire on customers side.

(0) New Mains Completed

(3) Valves / Valve Boxes / Repaired / Replaced / Installed

- 09-11-2019 222 S. Plum St. – Replaced service box.
- 09-11-2019 1601 W. Jefferson St.- Replaced service box.
- 09-10-2019 14493 Lincoln Hwy- Repaired (4) Damaged curb box and concreted area around them.

(1) Hydrants Repaired / Replaced / Installed / Serviced / Painted

- 09-16-2019 Pioneer Dr & Gary Dr.- Relocated Fire Hydrant (HYD397).

(0) Valve Exercised

(2) Main Breaks and Leaks Repaired

- 09-30-2019 187.5 N. Michigan St.- (King Gyros) Repaired leak on service line.
- 09-30-2019 200 Block of N. Michigan St. - Repaired a 6” main break.

(9) Service Lines / New / Repaired

- 09-10-2019 220 Dickson St. - (Leak on customer side) contractor replaced service.

- (We replaced curb stop).
- 09-17-2019 122 E. Adams St. - (Leak) Replaced ¾” curb stop and service line from main to curb stop.
- 09-18-2019 607 S. Michigan St. - Bored ¾” service and curb stop.
- 09-24-2019 408 S. Plum St. - Replaced ¾” curb stop and service line from main to house added meter pit.
- 09-25-2019 807 Angel St.- Connected service to new main (Replaced curb stop and our service line).
- 09-25-2019 825 Angel St.- Connected service to new main (Replaced curb stop and our service line).
- 09-26-2019 801 Angel St.- Connected service to new main (Replaced curb stop and our service line).
- 09-26-2019 805 Angel St.-Connected service to new main (Replaced curb stop and our service line).
- 09-26-2019 2915 Commerce Dr.- (Noodles) Connected customers service to our meter pit. (1” CTS Poly with wire).

MISCELLANEOUS

- Drained the north water tower (Parkview St.). Fedewa Inc., painting contractors have started repairs and painting of the water tower.
- Started testing backflow devices at city owned properties.
- Broke down and stored water services for the Blueberry Festival.
- Bacteria testing completed and passed at the new water services for the Lincoln Jr. High School and Pretzels Inc.
- GPS distribution system installs and repairs.

Street Superintendent Jim Marquardt provided an update on the alley request regarding the First United Methodist Church located at 400 N Michigan Street. He said that he and City Engineer Gaul visited the site. The areas causing the greatest problems are where the downspouts drain and the areas along the building where there are spaces for the water to enter the building. Marquardt will send the church a letter with the city’s findings from the investigation.

Board Member Houin asked for an update on the apartment building at 881 Broadway Street. Building Commissioner Keith Hammonds said that the owner has hired a plumber to start working on the plumbing in hopes of getting the water service connected.

City Engineer Rick Gaul presented two requests from MapleNet Wireless for work in the city’s right-of-way to install fiber optic cable. The first request is for Nutmeg Rd, Nutmeg Ridge Dr, Nutmeg Tr, and Muckshaw Rd (UT-19-033). The second request is for 211 W Madison Street (UT-19-034). Each request will require a \$5,000 financial guarantee.

Board Members Culp and Milner moved and seconded to approve UT-19-033 and UT-19-034 as presented, subject to the terms, notes and conditions outlined in the correspondence provided by City Engineer Gaul and the placement of financial guarantees. The motion carried.

City Engineer Gaul requested the board’s permission to solicit bids for the 2019 Street & Sidewalk Community Crossings Matching Grant Projects (PW-19-038) for Spring 2020. The grant money has been awarded and the projects include:

- Ferndale St from S Liberty to East
- Airport Rd from N Michigan to end

Gaul noted that this project will include a section of Airport Rd from the end where the city street ends to the parking lot, which will use non-CCMG funding.

Board Members Walters and Houin moved and seconded to approve the request to solicit bids for PW-19-038. The motion carried.

Lastly, Gaul discussed the Community Crossings agreement between the City of Plymouth and INDOT. The purpose of the agreement is for the city to be able to receive funding for the projects. He received the agreement today and forwarded it to City Attorney Sean Surrisi. Gaul requested the board's permission to enter into that agreement pending final review and approval from the city attorney.

Board Members Houin and Walters moved and seconded to approve the agreement pending the city attorney's review. The motion carried.

Clerk-Treasurer Xaver presented the following request:

Plymouth Industrial Development Corporation (PIDCO) would like to request a closure of Flora Street to repair the two railroad crossings. The repairs are currently scheduled to take place on November 11-13. The work, performed by Ameritrack Rail, will be as follows: a. Cut asphalt 6' from center on either side of track. B. Rebuild the track and raise to proper cross level. C. Install PPI rubber flange on the field and gage side of the rail. D. Install 7" of asphalt (5" of base and 2" of surface). S/ Terry Burkins, 2864 Miller Dr, Plymouth, 574-274-0168

Mr. Burkins was present to answer questions and discuss the request. He said the original request was for November 11-13, but that has since changed to November 13-15.

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

Clerk-Treasurer Xaver presented the following request:

Closure of Jefferson Street between Center & Walnut Streets and closure of Center Street between Jefferson Street and Madison Street on 11/11/2019 from 10:55 am until approximately 11:30 am for the Veteran's Day ceremony at the Marshall County Courthouse. The intersections will be closed using Plymouth fire trucks and a Plymouth police squad car. Closure of these streets will help with noise during the ceremony and will maintain a safe area for attendees of the ceremony. *the fire chief and police chief have agreed to participate. S/ Laura Mann, Promotion of the City Coordinator, 124 N Michigan St, 574-936-6717

Council Members Milner and Culp moved and seconded to approve the request. The motion carried.

Clerk-Treasurer Xaver presented the following request:

Request to close Michigan Street from Laporte Street to Adams Street for the Annual Lighted Holiday Parade and Christmas Tree Lighting event. Street will

be closed from 5:45 pm until approximately 6:45 pm to ensure the safety of the attendees. The Parade will travel south on Michigan Street from Adams Street then go east on Laporte Street to River Park Square. We will be lighting the Christmas tree in River Park Square this year. We have an INDOT permit secured. S/ Laura Mann, Promotion of the City Coordinator, 124 N Michigan St, 574-936-6717

Laura Mann clarified that the event will take place on November 30th.

Council Members Culp and Walters moved and seconded to approve the request. The motion carried.

Mayor Senter presented the following request:

HIS Small Wonders Pre-school would like to use the firehouse parking lot for their trunk or treat event on this Wednesday 10-30-19 from 9-11. S/ Jennifer Houin, 952-0103

Council Members Walters and Milner moved and seconded to approve the request. The motion carried.

Members Culp and Milner moved and seconded to allow the payroll for October 31, 2019 and the claims for October 28, 2019 as entered in Claim Register #2019. The motion carried.

Board Members Walters and Milner moved and seconded to approve the following communications:

- September 2019 Water & Wastewater Department Monthly Reports
- Tim Hackett Letter RE Viaduct Project
- Offer of Judgement RE Freedom Home Solutions, 108 N Liberty Street

There being no further business to discuss, Members Walters and Milner moved and seconded to adjourn the meeting. Mayor Senter declared the meeting adjourned at 6:24 p.m.

Jeanine M. Xaver, IAMC, CMC
Clerk-Treasurer

APPROVED:

Mark Senter, Mayor

The following requests were forwarded to the proper committee to act upon:

10/11/2019 – Tree Request: I would like full removal of all old tree at 408 S Plum St. that are on city land around house. S/ David Crowton, 408 S Plum St, 415-678-8355

10/19/2019 – Mr. Mayor: The recently painted via-duct over south Michigan St. improved a long standing eyesore. That being said, the job is only half done. How about some sort of lettering on each side of the bridge – “Welcome to Plymouth”, or “Thanks for visiting Plymouth”. The exact working would of course be up to the city council, but the bridge needs something more. I refer you to the via-ducts over Union, Church and Main Sts. in Mishawaka. The greetings used there

sends a very positive message. A message that the city and its residents can be proud of. The painting of the bridge over Michigan St. was long overdue, but now it needs an exclamation point. In another matter, the traffic lights at Michigan and Jefferson Sts. Jefferson and North Sts. need to be synchronized. Anyone doubting the need, only need to try to make a left turn from northbound Michigan St. on to westbound Jefferson St. when school is letting out. A nearly impossible feat. Any other time, the lights rarely allow for a through movement on Jefferson St. Traffic is almost always obliged to stop at both lights only one block apart. Please look into these two items to see what can be done. S/ Tim Hackett, 17626 Filbert Rd, Argos, IN 46501