

The Board of Public Works and Safety of Plymouth, Indiana, met in Regular Session on February 24, 2020. The meeting was held in the Council Chambers, on the second floor of the city building, 124 N. Michigan St., Plymouth, Indiana.

Mayor Mark Senter called the meeting to order at 6:21 p.m. Senter presided for Board Members Duane Culp, Jeff Houin, Shiloh Milner, and Bill Walters. City Attorney Sean Surrisi and Clerk-Treasurer Jeanine Xaver were also present.

Members Culp and Walters moved and seconded to approve the minutes of the last regular session of the Board of Public Works and Safety on February 10, 2020. The motion carried.

Street Superintendent Jim Marquardt made the following recommendation for the Street Department's 2500 Series Pickup Truck:

February 12, 2020

QUOTATIONS PRICES FOR A NEW 2020 OR NEWER ¾ Ton 4x4 TRUCK

1. Auto Park GMC Plymouth, IN

2020 GMC Sierra 2500 HD Double Cab 4x4.

\$41,670.35– \$900.00 (trade) = \$40,770.35

2. Country Auto Center. Plymouth IN

2020 Dodge Ram 2500 4x4 Crew Cab

\$32,698.00 - \$500.00 (trade) = \$32,198.00

3. Oliver Ford Lincoln. Plymouth IN.

2020 Ford F250 4x4 Super Cab

\$32,556.00- \$500.00 (trade) = \$32,056.00

After reviewing the quotes, the low quote from Oliver Ford I would recommend that we would accept their quote of \$32,056.00. This truck will meet our spec requirements.

Marquardt noted that the street department received a quote on February 11th, after the deadline for submission, from Auto Park GMC Plymouth. That quote did come back the highest and was submitted to the Clerk-Treasurer's office to keep with the other quotes.

Board Members Walters and Culp moved and seconded to award the quote to Oliver Ford for \$32,056.00, as recommended. The motion carried.

Marquardt also reviewed the following recommendation on the 4500 Series pickup truck for the street department:

February 12, 2020

QUOTATIONS PRICES FOR A NEW 2020 OR NEWER 4500 TRUCK CHASSIS

1. Wiers International Plymouth, IN

2021 International CV515 Class 4 Cab & Chassis 4x2.

\$49,521.00– \$2,000.00 (trade) = \$47,521.00

2. Country Auto Center. Plymouth IN

2020 Dodge Ram 4500 4x2 Chassis Cab

\$43,231.00 - \$4,500 (trade) = \$38,731.00

3. Oliver Ford Lincoln. Plymouth IN.

2020 Ford F450 4x2 Chassis Cab

\$45,315.00- \$5,000.00 (trade) = \$40,315.00

After reviewing the quotes, the low quote from Country Auto Center's Quote does not match the PTO requirements. I had to research & found online Dodge Ram is not capable of a constant live drive PTO. They also do not have heated outside mirrors & I feel that is a must have for our plow trucks for safety.

I would recommend that we would accept the quote of Oliver Ford Lincoln for \$40,315.00. This truck will meet our spec requirements.

Board Members Houin and Milner moved and seconded to award the quote to Oliver Ford as recommended for \$40,315.00. The motion carried.

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Police Chief Dave Bacon reviewed the quotes that were received from Oliver Ford and Country Auto for the three pursuit rated utility interceptors. The total cost from Oliver Ford is \$94,955.00. The total for Country Auto, which includes the V8 engines for the Durangos in order to be more comparable to the Ford model, totals \$93,098.00. The difference between the two quotes to \$1,857.00.

Bacon recommended that the board award the quote to Oliver Ford, as that was the lowest bid that meets the police department's needs. He explained some issues he has with the Dodge vehicles that the police department purchased last year. Bacon noted that they are not comfortable and have started to cause hip issues due to the contoured seat pushing on the officer's gun holster. He also said the speed and pickup of the base Ford is much better than even the V8 engine on the Dodge. The city's mechanics have recommended Ford over Dodge. Bacon said the process for changing the battery in a Dodge requires removal of the rear prisoner cell. The Ford model has their battery in the engine compartment where they should be located. The gear shift is in the middle of the center console in the Dodge, which is where the officers put their radios, siren and light controls, and tablets/keyboards. Ford has the gear shift on the column, which is more convenient and practical.

Culp asked if there would be a substantial savings in the equipment using a Ford versus a Dodge. Bacon said any equipment they have for the current Dodges would be transferrable to the Fords.

Houin asked City Attorney Surrisi if, by state statute, they could award the quote to Oliver Ford even though they were not the lowest bidder. Surrisi said yes, they can award to Oliver Ford.

Board Members Houin and Walters moved and seconded to approve the recommendation and award the police vehicle quote to Oliver Ford for \$94,955.00. The motion carried.

Utility Superintendent Davidson submitted the following monthly and annual reports:

CITY OF PLYMOUTH WATER DEPARTMENT
Board of Public Works and Safety
January 2020 Monthly Report

PLANT OPERATIONS

Water Treated – Ledyard Water Treatment Plant	18,304,923 gallons
Water Treated – Pine Water Treatment Plant	<u>18,388,380 gallons</u>
Water Treated - Total	36,693,303 gallons

Water Treated – Daily Average – Ledyard Water Treatment Plant	590,481 gallons
Water Treated – Daily Average – Pine Water Treatment Plant	<u>593,174 gallons</u>
Water Treated – Daily Average – Combined	1,183,655 gallons

- Backwashed filters at Ledyard Water Treatment Plant 9 times for a total of 756,000 gallons.
- Backwashed filters at Pine Water Treatment Plant 14 times for a total of 1,344,000 gallons.
- Total backwash usage for the month was 2,100,000 gallons.

MAINTENANCE WORK ORDERS COMPLETED

- 7– Ledyard Water Treatment Plant Maintenance
 - Installed new water line in administration building garage.
 - Completed repairs on the east overhead door in the administration building.
 - Replaced filter building de-humidifier.
 - Generator load test.
 - Inspected wells and high service pumps.
 - Repaired fluoride room exterior door.
 - Cleaned chlorine injectors.
- 6 – Pine Water Treatment Plant Maintenance
 - Generator load test.
 - Changed chlorine analyzer filters.
 - Inspected high service pumps and wells.
 - Clean chlorine injectors.
 - Replaced heater in wells E5 and 6F.
- 21 – Mobile Equipment
 - Completed repairs to W-4, W-5, WW-7, W-10, W-11, W-13, W-17 and W-24.
 - Repaired concrete breaker.

WATER SAMPLING

- 10 Distribution system bacteria samples, IDEM required.
- 62 Distribution system chlorine residual samples, IDEM required.
- 10 Fluoride samples, ISDH required.
- 327 Process control samples and analysis at the Ledyard Water Treatment Plant 1 samples include Ferrous Iron, Total Iron, Manganese, and Chlorine.
- 347 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.

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- 0 VOC's sets.
- 0 Radionuclide (1) ea. Ledyard Plant and Pine Plant.
- 0 IOC & Sodium.
- 0 Lead & Copper Samples
- 2 Nitrate/Sampling for each Plant (sets)
- 0 Extra Sampling.

SERVICE

Locates	92
Total Number of Work Orders	258
Service Disconnects	23
Service Disconnects for non-pay	36
Service Reconnects for non-pay	43
Blue Tags "Service Notice" left on door	4
Pink Tags "Insufficient Funds Notice" left on door	7
New Radio Read / Meter Installations	2
Accuracy Checks	140
After Hours Call Outs	0
Meters New/Repaired	1

CONSTRUCTION ACTIVITIES

(2) Curb Stops Repaired / Replaced / Installed

01-03-2020 1521 W. Jefferson St.- replaced & retired at ¾" curb stop (building demolished)

01-10-2020 109 W. Washington St.- Cut in ¾" Curb stop- Business owner replaced service line. (leak inside building) Plymouth Glass Co.

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

(1) New Taps Installed

01-23-2020 2400 Walter Glaub Dr. - 8" Hot tap for fire system.

(1) New Mains Completed

01-28-2020 2400 Walter Glaub Dr. - (Bomarko) Contractors installed 204' of 8" DI pipe for new fire system.

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

01-03-2020 2154 N. Oak Rd. – Replaced broken service box.

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

(0) Valve Exercised

(2) Main Breaks and Leaks Repaired

01-07-2020 1019 N. Walnut St.- Repaired leak on ¾" galvanized service line.

01-13-2020 1009 W. Monroe St.- Repaired 4" main break.

(0) Service Lines / New / Repaired

MISCELLANEOUS

- Four operators attended training seminar, which included CEU's at Mishawaka WWTP on 1/8/20.
- Preparing sequencing of valves for the valve exercising program, which is set to begin on 3/2/20.

- Adjusting sets associated with the unidirectional water main flushing program, which is set to begin on 6/1/20.
- All employees attended Identity Theft meeting on 1/15/20, sponsored by 1st Source Bank.
- Updating mapping in the GIS.
- Started large meter verification program.

CITY OF PLYMOUTH WASTEWATER DEPARTMENT
Board of Public Works and Safety
January 2020 Monthly Report

PLANT OPERATIONS:

- | | |
|--|------------|
| 1. Total flow in gallons | 82,298,210 |
| 2. Average daily flow in gallons | 2,654,781 |
| 3. Rainfall | 4.10" |
| 4. Monthly average in BOD removal | 98.5% |
| 5. Monthly average in TSS removal | 94.3% |
| 6. Monthly average in Ammonia removal | 98.0% |
| 7. General plant maintenance | |
| 8. Work orders completed: | |
| ➤ <u>279 – Wastewater Treatment Plant</u> | |
| ➤ Replaced 3” ball vale on non-potable water system in basement of secondary control building. | |
| ➤ Completed installing new conduits to the centrifuge to allow the removal of the dewatering drum. | |
| ➤ Rebuilt intermediate pump #3. | |
| ➤ Replaced cord on SWRB mixer and re-installed. | |
| ➤ Completed repairs to 2 ISCO automatic samplers. | |
| ➤ Installed flush valve on the conveyor system for the centrifuge. | |
| ➤ Completed CIP of centrifuge and fabricated drip pan. | |
| ➤ Installed new hoist on ultra violet disinfection system. | |
| ➤ Installed new radar level controllers on the pretreatment and secondary wet wells. | |
| ➤ Re-painted the basement of the secondary control building. | |
| ➤ Fabricated lid for grease pit dumpster. | |
| ➤ <u>83– Vehicle/Mobile Equipment</u> | |
| ➤ Installed new control panel on the portable auxiliary generator. | |
| ➤ Brake system rebuilt on T-15. | |
| ➤ <u>36 – Lift Stations</u> | |
| ➤ Removed debris from Park lift station. | |
| ➤ Addressed power outage at the Carriage Green lift station on 1/20/20. | |
| ➤ Completed draw down tests on the M.C. Jail lift station. | |
| ➤ Repaired melted wires in terminal blocks at the Pioneer Dr. lift station. | |
| ➤ Updating lift station controls schematics. | |
| ➤ <u>8 - Collection System</u> | |
| ➤ 0 - Eliminated structures | |
| a. | |
| ➤ 0 – Replaced structures | |
| a. | |

- 1 – Replaced / adjusted castings
 - a. Fife St. & Gilmore St. (J7M312).
- 6 – GIS data collection points
 - a. E5C102, E5C103, E5C104, E5C105, E5C106, and E5C107.
- 0– New structure
 - a.
- 1 – Point Repairs
 - a. Sealed pipe in structure (H6M328)
- 0 – Mainline sewer new construction / replacement.
 - a.
- 0 – Miscellaneous
 - a.

COLLECTION SYSTEM:

1. Cleaned 2,213 feet of sewer lines.
 - 1,472 feet during service calls.
 - 741 feet during preventive maintenance.
2. Televised 0 feet of sewer lines.
3. Mechanically removed roots from 0 feet of sewer lines.
4. Removed approximately 1.11 tons of silt and debris during cleaning and inspections of sewers lines.
5. Used approximately 9,800 gallons of potable water during sewer cleaning.
6. Performed routine maintenance on 10 CSO’s and 16 pumping station.

MISCELLANEOUS

- Nine employees attended NIOA meeting in Mishawaka on 1/8/20.
- Received gas sensor training on 1/10/20.
- Hosted “Identity Theft” meeting on 1/15/20, sponsored by 1st Source Bank.
- Completed industrial pretreatment inspection of Indiana Wheel on 1/17/20.
- Started preliminary discussions on potential solar use at the WWTP.

PLYMOUTH WATER DEPARTMENT

2019 Annual Report Summary

	2011	2012	2013	2014	2015	2016	2017	2018	2019	Totals	Average
Distribution bacteria sampling	130	120	126	120	128	111	120	120	120	1,095	122
Distribution chlorine residual			612	732	698	670	730	730	728	4,900	700
Fluoride sampling	114	104	101	104	95	104	104	102	104	932	104
Process control sampling (Ledyard)	4370	4,099	4,197	4,076	3,998	4,843	3,855	3,810	3,747	36,995	4,111
Process control sampling (Pine)	4226	3,672	3,945	4,488	4,866	4,635	4,093	4,081	3,944	37,950	4,217
TTHM's and HAAS's (set)	8	2	14	16	40	16	18	24	13	151	17
SOC's / Nitrates (1 set each plant)	2	2	2	14	0	16	2	2	5	45	5
Chemical Sampling (1 set each plant)	0	2	0	0	2	2	30	0	2	38	4
Extra Samples					179	276	67	33	8	563	113

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Locates	1434	1,265	1,210	1,746	1,750	1,554	1,840	1,660	1,970	14,429	1,603
Work Orders	2916	1,712	1,576	1,768	1,674	1,932	2,405	2,846	3,015	19,844	2,205
Service disconnects	240	328	346	323	293	377	204	235	259	2,605	289
Service disconnects for non pay	380	332	359	352	414	452	503	489	437	3,718	413
Service reconnects for non pay	329	272	311	316	364	410	513	592	548	3,655	406
"Service Notice" Blue Tags	90	32	30	103	100	65	81	80	73	654	73
"Insufficient Funds Notice" Pink Tags	88	84	88	78	64	45	61	41	46	595	66
New Radio Read Meter Installations	1073	108	27	21	19	14	15	9	11	1,297	144
Accuracy checks	1004	425	398	550	519	737	1,071	1,355	1,571	7,630	848
After Hours Call Outs	58	40	22	18	36	31	4	30	19	258	29
Meters repaired	0	0	0	37	13	25	10	4	12	101	11

Curb Stops Repaired/Replaced/Installed	51	21	19	23	14	22	25	22	18	215	24
Old curb stop found and capped	11	34	23	11	16	14	12	11	8	140	16
New Taps Installed	21	12	19	6	8	39	28	22	20	175	19
New Mains	3	3	5	4	4	3	6	10	11	49	5
Valve Boxes Repaired or Replaced	38	30	37	46	41	61	34	125	40	452	50
Hydrants Repaired or Replaced	23	22	10	25	289	746	725	533	537	2,910	323
Valves Exercised			730	800	528	0	17	0	0	2,075	231
Main Breaks / Repairs	11	9	10	11	8	16	17	22	25	129	14
Service line repaired / replaced	27	36	30	49	33	29	27	20	49	300	33
Water Audit - % Loss Pumped vs. Billed - MG	13.56	8.29	12.50	13.49	7.48	5.19	3.36	5.67	7.19	76.73	8.53

- Capital Improvements Projects
- * North Water Tower Painting
 - * Kubota Skid Loader
 - * North Liberty St. Water Main Replacement Project
 - * Grand St. Water Main Replacement Project

CITY OF PLYMOUTH
WASTEWATER DEPARTMENT
2019 ANNUAL REPORT SUMMARY

PLANT OPERATIONS											
PROCESSED FLOWS											
	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
TOTAL	787,781,364	709,958,440	929,710,288	703,573,116	781,364,820	809,320,579	876,169,933	866,687,940	892,769,600	767,354,200	52,783,380
DAILY AVERAGE	2,158,305	1,945,092	2,547,151	1,927,598	2,140,726	2,217,317	2,400,466	2,374,488	2,445,944	2,102,340	2,086,077
PRECIPITATION	29.39"	33.52"	52.06"	32.37"	38.74"	42.67"	44.57"	37.55"	44.40"	44.45"	40.02"
% REMOVAL RATES											
	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
TBCD	99.0%	98.9%	98.9%	99.1%	99.2%	98.2%	98.3%	98.6%	98.8%	98.9%	98.7%
TSS	96.2%	96.3%	95.9%	95.9%	96.1%	94.8%	95.0%	95.6%	95.9%	96.0%	95.5%
NH3-N	98.7%	98.6%	98.3%	97.3%	98.9%	98.2%	96.6%	98.4%	95.8%	98.4%	98.7%
LAND APPLICATION PROGRAM											
	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
GALLONS APPLIED	3,017,000	3,209,800	4,399,800	3,591,640	4,448,200	4,297,300	5,191,650	4,859,457	2,002,400	0	0
DRY TONS APPLIED	302.1	317.1	378.2	430.6	484.4	445.3	482.7	501.4	181.8	0.0	0.0
ACRES USED	184.3	186.2	493.8	253.5	330.2	342.4	506.2	474.8	130.9	0.0	0.0
NUTRIENT VALUE	\$18,009.55	\$23,154.64	\$28,206.70	\$29,559.02	\$53,478.39	\$31,810.10	\$41,822.97	\$42,323.81	\$17,694.29	\$0.00	\$0.00
VALUE PER ACRE	\$97.72	\$124.35	\$57.12	\$116.60	\$161.96	\$92.90	\$82.62	\$89.14	\$135.17	\$0.00	\$0.00
METRIC TONS TO RESOURCE CENTER OR LANDFILL									212.73	236.22	236.38
EXPENSE FOR DISPOSAL									\$11,590	\$11,150	\$13,747

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COLLECTION SYSTEM											
INVENTORY OF THE COLLECTION SYSTEM											
	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
FORCE MAINS	3.6 MILES	4.4 MILES	4.4 MILES	4.3 MILES	4.3 MILES	4.3 MILES	4.8 MILES	5.0 MILES	4.9 MILES	4.1 MILES	4.9 MILES
SANITARY SEWERS	60.5 MILES	60.8 MILES	61.1 MILES	61.4 MILES	60.9 MILES	61.0 MILES	60.8 MILES	62.2 MILES	62.0 MILES	61.7 MILES	62.0 MILES
STORM SEWERS	45.5 MILES	45.9 MILES	46.3 MILES	44.3 MILES	44.4 MILES	44.6 MILES	45.9 MILES	47.3 MILES	47.3 MILES	47.1 MILES	47.3 MILES
SANITARY SEWER MANHOLES	1,360	1,366	1,337	1,353	1,351	1,351	1,355	1,389	1,384	1,386	1,396
STORM SEWER MANHOLES	499	500	498	501	500	502	510	523	523	524	530
CATCH BASINS/INLETS	1,888	1,909	1,826	1,841	1,844	1,854	1,900	1,984	1,976	1,952	1,63

COLLECTION SYSTEM MAINTENANCE											
	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
SEWER CLEANING (FT)	233,666	202,847	172,684	111,823	168,337	88,413	43,066	98,353	85,051	166,043	254,945
ROOT REMOVAL (FT)	3,773	7,656	13,946	9,408	4,914	4,368	1,476	3,783	7,765	1,390	8,270
TELEVISIONING (FT)	6,059	3,239	123,980	35,274	87,973	32,280	3,406	39,734	65,170	7,351	4,283
DEBRIS REMOVAL (CLEANING)	64.00 TONS	95.0 TONS	98.7 TONS	63.8 TONS	82.32 TONS	44.08 TONS	27.81 TONS	49.18 TONS	45.54 TONS	83.07 TONS	128.22 TONS
INLET REPLACEMENT	38	20	37	35	34	21	9	6	17	16	14
MANHOLE REPLACEMENT	2	2	0	1	2	0	2	4	2	8	2
NEW INLETS	7	5	3	1	3	4	10	14	4	9	32
INLETS ELIMINATED	8	5	13	8	1	2	1	2	1	5	2
NEW MANHOLES	3	0	1	1	2	2	0	0	0	3	12
POINT REPAIRS (STORM/SAN)	4	3	6	9	1	0	15	13	20	35	25
CASTING ADJUSTMENT	14	17	8	27	11	17	3	24	29	16	41

CUSTOMERS											
	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
RESIDENTIAL	3,042	3,052	3,084	3,039	3,052	3,180	2,838	2,831	2,837	2,845	2,879
COMMERCIAL	570	575	569	568	555	575	534	532	531	545	537
INDUSTRIAL	74	73	72	71	71	74	65	66	66	63	66
MUNICIPAL	52	55	40	56	63	43	31	31	33	33	33
TOTAL	3,738	3,755	3,765	3,734	3,741	3,872	3,468	3,460	3,467	3,486	3,515

2019 MAJOR PROJECTS OR ACHIEVEMENTS

Sewer Improvements:

- 1,986' of 36" RCP storm sewer, 189' - 12" sanitary sewer, 15' - 10" sanitary sewer, 13' - 15" storm sewer, 277' - 12" storm sewer, 10 manholes, 20 inlets and 8 - inserta tees. \$1,070,577.05
- Installed 60' of 24" HDPE storm culvert at 1901 Walter Glaub Dr.
- Installed 400' - 8" & 12" storm sewer in the 700 - 800 blocks of Ledyard St.
- Installed 305' - 12" and 45' - 8" storm sewer on East St.
- 42' - 6" and 126' - 8" storm sewer in the 1000/1100 blocks of E. Jefferson St.
- Replaced Candy Ln. and Ledyard lift stations

Miscellaneous:

- Installed new digested sludge circulating pump.
- Updated controls on all lift stations.
- Rebuilt ultra violet disinfection system.
- Installed new controllers on plant's boiler system.

Capital Improvement Projects

- Super Duty Pick-up Truck with tool boxes and hoist
- CSD Modem Upgrades
- Komatsu Skid Loader
- Planer / Miller
- Ferndale 36" Storm Sewer Replacement
- Candy Ln. Storm Sewer Project
- Polymer Drum Scales
- Replaced Candy Ln. and Ledyard Lift Stations
- Replaced Goshen Tr. Lift Station Pumps
- Installed Slurry Tank Yard Drains
- Replaced 7 18" Plug Valves in Basement of Secondary Control Building
- Installed new Ultra Violet Disinfection Control Panel

Davidson requested the board's permission to begin soliciting quotes for the ¾ ton pickup truck for the Water Department. This was budgeted for 2020.

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

Davidson provided an update on the guaranteed savings contract for the digester rehabilitation project. He said before the next board meeting, he would recommend creating a 3-person committee to review the proposals received and conduct a rating system on those submissions so they are as transparent as possible before awarding the contract.

Board Members Walters and Houin moved and seconded to form the subcommittee of City Attorney Surrisi, Councilman Don Ecker and Utility Superintendent Davidson for the digester rehabilitation project. The motion carried.

Street Superintendent Marquardt reviewed the tabled sidewalk request from the last meeting:

All the sidewalks are broken and or missing. Please help. Thank you. S/
Jerry Nichols, 800 W Washington Street, Plymouth, 574-345-1041

Marquardt said he looked at this area. The sidewalk is in bad shape. The property has been neglected for years, but appears to be owned by someone new who is rehabilitating the property. The sidewalk is in a 3B area according the MACOG transition plan, which is rather far down the list for repair. Marquardt said it appears part of the sidewalk was broken up due to utility repairs going into the house, which he feels would be their responsibility to fix. He will let Mr. Nichols know that the sidewalk projects for 2020 are already set and it would likely be some time before this area would be on the project list.

Cemetery Superintendent Mike Collins informed the board about an update regarding the truck quote that was awarded last meeting. The specs required a backup camera. McCormick Motors quoted a backup alarm instead but agreed to change the quote to include the camera at no additional cost.

City Engineer Rick Gaul presented three requests for work in the city's right-of-way and detailed the projects plans:

- UT-20-006 for Surf Air Wireless at 1400 and 1500 Pidco Dr, \$5,000 financial guarantee

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- UT-20-007 for Comcast at 500 W Jefferson St, \$2,000 financial guarantee
- UT-20-008 for Comcast at 2001 N Michigan St, \$5,000 financial guarantee
*pending submission of corrected application

Board Members Culp and Houin moved and seconded to approve the work in the right-of-way, subject to the terms, notes, and conditions outlined in the correspondence provided by City Engineer Gaul and the placement of the financial guarantees, with the approval of UT-20-008 being contingent upon submission of a corrected application. The motion carried.

Gaul also notified the board that he has received three small cell facilities applications: one that is in a Marshall County parking lot, one for the Jefferson/Lincolnway “Y” intersection, and one at the Webster Center. These will be discussed at the Technical Review Committee meeting on February 25th.

Mayor Senter noted that the Marshall County Dispatch discussion will be tabled.

Clerk-Treasurer Xaver presented the following request:

The Heartland Artists Gallery is requesting to close down Michigan Street between Laporte and Washington to hold their 7th Annual Art in the Street Festival on Saturday, June 27, 2020 from 10 AM – 3 PM. The event will include artists’ booths, food vendors, kids’ activities, live music and dancing entertainment, and a wine and beer tent – all celebrating local and regional art. We would like to request that Michigan Street be closed down from 6 AM to 5 PM on the 27th to allow for ample time for setup and tear down of artists’ booths. S/ Anna Kietzman, President, 101 N Michigan St, Plymouth, 219-477-0747

Kietzman was present to discuss her request. She said in addition to closing Michigan Street last year, they also closed part of Garro Street from the post office alley to Michigan Street. This would include that closure as well. She said because attendance has been increasing over the years, they will also be bringing in portable toilets for public use.

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

REGULAR SESSION, BOARD OF PUBLIC WORKS AND SAFETY, FEBRUARY 24, 2020

Board Members Houin and Culp moved and seconded to allow the payroll for February 28 and the claims for February 24, 2020, as entered in Claim Register #2020. The motion carried.

Board Members Houin and Walters moved and seconded to accept the following communications:

- Water Department January 2020 Report
- Wastewater Department January 2020 Report
- 2019 Annual Summary – Water
- 2019 Annual Summary - Wastewater
- 2016 Intergovernmental Agreement for Marshall County and City of Plymouth for Dispatch Services
- Fee Schedule from 2016 Intergovernmental Agreement for Dispatch Services
- Memo from Clerk-Treasurer Xaver regarding payment for 2020 Dispatch Services

The motion carried.

There being no further business to discuss, Board Members Walters and Culp moved and seconded to adjourn the meeting. The motion carried and the meeting was declared adjourned at 6:41 p.m.

Jeanine M. Xaver, IAMC, CMC
Clerk-Treasurer

APPROVED:

Mark Senter
Mayor