

REGULAR SESSION, BOARD OF PUBLIC WORKS AND SAFETY, JUNE 25, 2018

The Board of Public Works and Safety of Plymouth, Indiana, met in Regular Session on June 25, 2018, at 6:00 p.m. in the meeting room of the Plymouth Fire Department, 111 N. Center St., Plymouth, IN.

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 June 11, 2018. The motion carried.

Street Superintendent Marquardt reported back on the West Jefferson Street subject brought up at the last meeting by Mr. Roy Roush. He and City Engineer Gaul got together and decided that they would get a locate of what is out there for sure, take down about 5-6" or more if possible, haul out the finer material that has settled and replace it with some millings, roll it in as best as possible and finally, top it with some limestone. It will be done in sections so that they don't have to barricade a large area for days. They will try to start it the week after the 4th of July. Marquardt said he would call Mr. Roush to update him on the subject.

Marquardt reported on the following sidewalk requests:

06/11/2018 – I live at 6740 St. Rd. 17 and 814 N. Walnut is a rental. Granddaughter lives there. S/Dorothy Doczy, 814 North Walnut St., Plymouth IN 46563, 574-936-4187.

Marquardt reported that the intersection could fall pretty high on the plan, but the intersections between Jackson St. and Harrison St. were done with the street project this past year. Marquardt said that there was also a tree request for this location and stated that the tree does not look bad. He said the sidewalk has a crack that heaves up about an inch or so in one spot. The other walks there don't look too bad.

Mayor Senter asked if it was possible to have a cut-off time in the spring for all sidewalk requests and after that date, all requests will be held for the following year.

Marquardt said it's possible, but they've done it this way for years but just recently started presenting them to the Council.

City Attorney Surrisi said there's a value to bringing them to the board because it's important to consider and make some kind of decision for possible liability issues. Surrisi stated that the City has certain immunities for making decisions and weighing the values of choosing one project over another, so if we have that shown on record that it was considered but not on the priority list and there's no funding for it at this time, it's good to have that kind of thing on record. Surrisi also read City Code, Section 96.068:

PROCEDURE FOR ORDERING CONSTRUCTION OR REPAIR.

(A) If any person wishes to make a request for sidewalk repair, this written request shall be submitted to the Street Superintendent. The Superintendent shall review the request in respect to the conformance to the city ADA transition plan. The Superintendent shall inform the person regarding the status of the request within 30 days of the receipt of the request.

(B) If any person shall build or repair his walk, he shall do so in conformity with the resolutions and ordinances for the construction and repair of the same and to the approval of the Street Superintendent.

(1994 Code, § 96.53) (Ord. 367, passed - -; Am. Ord. 98-1732, passed 11-23-1998; Am. Ord. 2012-2033, passed 4-9-2012)

06/19/2108 – Sidewalk on East side of property very uneven – across street from courthouse. (Property on corner of Walnut and Jefferson) Northwest corner of Walnut & Jefferson. S/Marcy Eckhoff Wagner, 1140 Shady Lane, Plymouth IN 46563, 574-323-8826. (Note: property is at 300 W. Jefferson St., Plymouth).

Marquardt states that it is further down on the ADA Transition Plan. The existing walk in front of the place was done several years ago and is in pretty good shape. On the side of the property, the sidewalk is a little rough with a couple of little trip hazards. The corner was updated to ADA compliance with the street projects about 3-4 years ago. He said the thing to look at would be to do the whole block which would be a whole fill project; however, it was fairly recently dome scaled. Marquardt will call Mrs. Eckhoff Wagner to explain. Marquardt informed the board that as far as the sidewalk projects go, they'll be finishing off on the Michigan St. and Charles St. area, which is the end of the list that was approved at the beginning of the season. They will then be moving onto Lincoln and Nursery St. where it was high on the list.

Mayor Senter stated that he received an e-mail, commending the sidewalks and what a great program we have.

Senter asked Marquardt about the Lewis Street house and the trees there. Marquardt stated that there are approximately 4-5 city trees that sustained significant damage.

City Engineer Gaul said that it wasn't on the agenda, but Marquardt talked to Pavement Solutions. They are going to try to be in town on Thursday to start posting signs on Webster Avenue and will close down the street for their contract work. Since school is still in session, they plan on doing the work in one day and have the street and intersection open by the end of the day.

Gaul presented the following proposed Memorandum of Understanding between the city and Plymouth Community School Corporation.



Administrative Office
P. 574.936.3115 · F. 574.936.3160
611 Berkley Street · Plymouth, IN 46563
Office of the Superintendent

June 13, 2018

MEMORANDUM OF UNDERSTANDING

This Memorandum of understanding (MOU) is entered into by the Plymouth Community School Corporation and the City of Plymouth for the purpose of providing additional storm water drainage runoff control for to the Lincoln Junior High school campus located at: 830 Gibson Street, Plymouth, IN 46563.

Plymouth Community School Corporation agrees to construct the storm water and erosion control measures as detailed in plans and specifications, as approved by the City of Plymouth, for the construction of the new Lincoln Junior High School.

Plymouth Community School Corporation agrees to the following timeline.

- Plymouth Community School Corporation intends to start this project June 2018.
- Plymouth Community School Corporation agrees to complete the project, including renovations to the existing junior high school, by July 2021.

The City of Plymouth will provide limited assistance in the identification of drains associated with said project, plan review and approval resulting in the necessary permits.

This Memorandum of Understanding is the complete agreement between Plymouth Community School Corporation and The City of Plymouth and may be amended only by written agreement signed by each of the parties involved.

A handwritten signature in black ink that reads 'Andrew Hankley'.

Plymouth Community Schools
Address: 611 Berkley St.
Plymouth, IN 46563
Telephone: 574.936.3115

City of Plymouth
900 Oakhill Ave.
Plymouth, IN 46563
Telephone: 574.936.3614

www.plymouth.k12.in.us

Board Members Walters and Culp moved and seconded to approve the request as presented. The motion carried, with Houin abstaining.

Gaul also updated the board of the Laporte St. Footbridge. He said the committee reviewed and rated the firms that responded to the Requests for Information. Gaul reported that VS Engineering ranked the highest, and requested permission to begin negotiations with VS Engineering.

Board Members Culp and Houin moved and seconded to being negotiations. Motion carried.

Engineer Gaul presented Working Right-of-Way request for CenturyLink for Aldi at 2170 N. Oak Drive. It is for an underground communication line beginning at CenturyLink's handhole

located within the right-of-way, on the north side of the Markley and east of Scotty's Hydraulic Service; then west & northwest & west to the west side of the private drive east of Goodyear; then directional bore north to the ROW. Various city department superintendents have reviewed the application.

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

Gaul also presented a Working Right-of-Way request for CenturyLink for Walmart on Oak Road & Hoham Drive. A communication line beginning at CenturyLink's handhole located within the right-of-way, on the south side of the Hoham and approximately 1250' east of Oak Drive; then underground crossing Hoham to the north side of Hoham. Then to work in the ROW (for the installation of aerial lines on poles to the Walmart property on the west side of Oak Drive as approved by NIPSCO). Various city department superintendents have reviewed the installation. The Superintendents suggest that the Board of Public Works and Safety approve the request.

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

Gaul discussed the Baker St. Ditch Project on U.S. 30 crossing regarding the detours. He has an e-mail into INDOT to see how the traffic is going to be maintained and what their schedule is going to be during Labor Day Weekend.

City Attorney Surrisi presented Resolution No. 2018-806, A Resolution of the City of Plymouth Board of Public Works and Safety Regarding Policy Department Policies and Procedures. Chief Bacon explained that it provides their department a web-based platform for their rules and regulations that are kept up to date. He stated that it has already been budgeted.

Board Members Houin and Milner moved and seconded to approve Resolution No. 2018-806, A Resolution of the City of Plymouth Board of Public Works and Safety Regarding Policy Department Policies and Procedures. It passed by roll call vote.

AYES: Senter, Culp, Houin, Milner, Walters
NAYS: None

Clerk-Treasurer Xaver presented a request for HIS Small Wonders Preschool:

06/07/2018 – We will be having a garage sale for our scholarship program on June 28th & 29th. We would like permission to use the parking lot on North side of building. S/HIS Small Wonders Preschool, Jenny Houin, Old Firehouse, 574-952-0103.

Board Members Milner and Houin approved the request. The Police Department will not ticket during the time of the garage sale. Motion carried.

Board Members Culp and Walters moved and seconded to allow the payroll for June 29, 2018, and the claims for June 25, 2018, as entered in Claim Register #2018. The motion carried.

Board Members Housin and Culp moved and seconded to accept the following communications:

- Water Report – May, 2018
- Wastewater Report – May, 2018

The motion carried.

There being no further business to discuss, Members Culp and Walters moved and seconded to adjourn the meeting. The motion carried and the meeting was declared 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:

06/11/2018 – Tree removal?? Roots going under sidewalk. S/Dorothy Doczy, 814 N. Walnut St., Plymouth, 574-936-4187.

06/21/2018 – Please remove the dying Ash Tree on my property on Miner St. & at 201 Webster. Please plant another tree when possible. S/Dale Livinghouse, owner, 201 Webster St., Plymouth, 574-952-6511, by Frank Filson.