

The Board of Public Works and Safety of Plymouth, Indiana, met in Regular Session on June 9, 2014, 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 and City Attorney Surrisi were also present. Clerk-Treasurer Hutchings was absent.

Board Members Ecker and Culp moved and seconded to approve the minutes of the last regular session of the Board of Public Works and Safety on May 27, 2014, as presented since they have been reviewed and found to be correct. The motion carried.

Fire Chief Miller presented his monthly report to the board.

**Plymouth Fire Department**  
**Incidents by District (Summary)**  
**Alarm Date Between {05/01/2014} And {05/31/2014}**

District	Count	Pct of Incidents	Est Losses	Pct of Losses
002 Bourbon	1	0.52 %	\$0	0.00 %
007 Plymouth	124	64.25 %	\$0	0.00 %
011 Center Twp	29	15.03 %	\$0	0.00 %
019 West Twp	25	12.95 %	\$50,000	100.00 %
12 Argos Paramedic Assist	2	1.04 %	\$0	0.00 %
14 Starke Co. Paramedic Assist	2	1.04 %	\$0	0.00 %
15 Culver Paramedic Assist	2	1.04 %	\$0	0.00 %
16 Lakeville/Lepax Paramedic Assist	4	2.07 %	\$0	0.00 %
18 Walkerton Paramedic Assist	4	2.07 %	\$0	0.00 %
<b>Total Incident Count: 193</b>			<b>Total Est Losses: \$50,000</b>	

**Plymouth Fire Department**  
**Departmental Activity Report**  
 Current Period: 05/01/2014 to 05/31/2014, Prior Period: 01/01/2014 to 05/31/2014  
 00:00 to 24:00  
 All Stations  
 All Shifts  
 All Units  
 Fire Alarm Responses, EMS Alarm Responses, Training Classes

Category	Current Period		Prior Period	
	Count	Staff Hrs	Count	Staff Hrs
<b>EMS Alarm Situations</b>				
No Location Provided	193	462.56	920	4,815.79
	193	462.56	920	4,815.79
<b>Fire Alarm Situations</b>				
Accident, potential accident	0	0.00	1	0.00
Chemical release, reaction, or toxic condition	1	0.00	5	0.00
Combustible/flamable spills & leaks	0	0.00	3	0.00
Dispatched and cancelled en route	8	0.00	48	0.00
Electrical wiring/equipment problem	1	0.00	3	0.00
Emergency medical service (EMS) Incident	156	0.00	713	0.00
Extrication, rescue	0	0.00	1	0.00
False alarm and false call, Other	2	0.00	13	0.00
Good intent call, Other	3	0.00	8	0.00
Hazardous condition, Other	0	0.00	1	0.00
HazMat release investigation w/no HazMat	0	0.00	4	0.00
Medical assist	17	0.00	49	0.00
Mobile property (vehicle) fire	0	0.00	6	0.00
Natural vegetation fire	0	0.00	10	0.00
Outside rubbish fire	0	0.00	1	0.00
Overpressure rupture, explosion, overheat, Other	0	0.00	1	0.00
Person in distress	0	0.00	1	0.00
Public service assistance	1	0.00	4	0.00
Rescue, emergency medical call (EMS), other	0	0.00	2	0.00
Service call, Other	0	0.00	2	0.00
Smoke, odor problem	0	0.00	2	0.00
Special outside fire	1	0.00	4	0.00
Steam, Other gas mistaken for smoke	0	0.00	5	0.00
Structure Fire	2	0.00	16	0.00
System or detector malfunction	0	0.00	3	0.00
Unauthorized burning	0	0.00	1	0.00
Unintentional system/detector operation (no fire)	1	0.00	12	0.00
Wrong location, no emergency found	0	0.00	1	0.00
	193	0.00	920	0.00

\* Staff hours for Fire Alarm responses that have an associated EMS alarm record are considered shared hours. Shared hours are posted only with the EMS alarm responses to avoid duplication of staff hours in totals.

**Plymouth Fire Department  
Departmental Activity Report**

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00:00 to 24:00  
All Stations  
All Shifts  
All Units  
Fire Alarm Responses, EMS Alarm Responses, Training Classes

Category	Current Period		Prior Period	
	Count	Staff Hrs	Count	Staff Hrs
<b>Training</b>				
Administrative Procedures	0	0.00	2	2.00
ARMT Class	0	0.00	73	260.75
Cardiac Assessment	12	23.00	12	23.00
CPR	0	0.00	38	112.00
Diabetics	7	7.00	7	7.00
Disaster MGMT	0	0.00	1	4.00
EMS Audit & Review	14	17.17	29	37.17
FF I-II	0	0.00	2	8.00
Fire Control, General	0	0.00	4	34.50
Fire Investigation	3	18.00	3	18.00
Fire Preplan	0	0.00	55	134.00
Foam Applications	26	52.00	31	57.00
Hazmat Awareness and Operations	0	0.00	21	128.00
Hazmat Laws and Regulations	0	0.00	7	14.00
Hose Test	10	20.00	71	118.50
Instructor Training	11	5.50	26	26.50
Leadership	0	0.00	10	82.00
Mega Code	0	0.00	4	6.00
Officers Meeting	0	0.00	7	5.25
Paramedic School	0	0.00	24	100.00
Pension Board Meeting	0	0.00	8	4.00
Personal Safety	0	0.00	18	36.00
Public Education	9	44.00	14	64.00
Respiratory System	0	0.00	5	5.00
Training Lecture	0	0.00	1	2.00
Venting the fire	0	0.00	8	56.00
Volunteer Fire Business Mtg.	30	45.00	155	328.00
	<u>122</u>	<u>231.67</u>	<u>636</u>	<u>1,672.67</u>

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Miller reported that he will be traveling to Columbus, Ohio, on Thursday of this week to take delivery of the new ambulance.

Police Chief Bacon presented his monthly report:

<b>TYPE</b>	<b>May Totals</b>
Information	759
Complaint	237
911 Calls	171
Residential Security Checks	106
Alarms	40
Vehicle Checks	47
Assist Other Agencies	20
Animal Complaints	52
K9 Use	27
Code Enforcement	39
Traffic Stops	285
Citations Issued	170
Accident Reports	40
Arrests	35
Case Reports	104
Charges Signed (Adult)	28
Charges Signed (Juvenile)	7

City Engineer Gaul reported that the bid documents for the 2014 Street and Sidewalk Projects will be in the clerk-treasurer's office tomorrow morning and the city will be accepting bids at the June 23rd meeting and awarding the bid at the July 14th meeting. Some of the projects have a deadline due to the proximity to the schools.

City Attorney Surrisi addressed the board members regarding the DC Tech Antenna Lease. He said that on August 22, 2011, the city entered into a lease agreement with DC Tech to put antennae on the water tower. The exchange would provide the city opportunity to use their internet service at all of the city facilities as well as DC Tech providing free downtown Wi-Fi at no cost for rent. He said that the downtown Wi-Fi is in place, but the only city facility that has taken advantage of the internet service is his office. He said that he had the internet and phone service through DC Tech for about a year and a half; but he went to another provider earlier this year. Surrisi said that last year the parties entered into an addendum to the lease which included \$100/month rent to be paid by DC Tech and allowed them to place additional antennae on the tower for the remainder of the three year term which ends in August, 2014. Surrisi said that the lease has a provision that allows for cancellation with written notice a minimum of 30-days before the end of the term or it renews for another year. He said it can also be cancelled with 60 days notice. Surrisi asked the members to consider terminating the agreement. He said that the city is investigating the possibility of utilizing Metronet services. He said that should the city decide to continue the agreement, the board should at least consider changing the terms of the agreement. Surrisi said that he switched from DC Tech services because he was without service for approximately two weeks.

City Attorney Surrisi presented the following request:

5/28/14 - Plymouth Public Library requests the use of the small parking lot adjacent to the Old Fire Station for an activity for the Summer Reading Program. We need the lot closed from 10:00 AM til 5:30 PM on June 12th. S/ Kirsten Martin, Clerk, 201 N. Center Street, Plymouth, IN, 574-936-2324

It was noted that the correct date is Saturday, June 14th.

Members Grobe and Ecker moved and seconded to approve the request for June 14th; the motion carried.

Members Smith and Culp moved and seconded to allow the salaried payroll for May 16-31, 2014 and the claims for June 9, 2014, as entered in Claim Register #2014. The motion carried.

There being no further business to discuss, Board Members Grobe and Culp moved and seconded to adjourn the meeting. Motion carried. The meeting was declared adjourned at 6:15 p.m.

S/Toni Hutchings, IAMC, CMC, CPFA  
Clerk-Treasurer

APPROVED:

S/Mark Senter, Mayor