

The Board of Public Works and Safety of Plymouth, Indiana, met in Regular Session on February 23, 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 and Smith. City Engineer Gaul, City Attorney Surrisi and Clerk-Treasurer Xaver were also present. Board Member Grobe was absent.

Board Members Culp and Ecker moved and seconded to approve the minutes of the last regular session of the Board of Public Works and Safety on February 9, 2015, as presented since they have been reviewed and found to be correct. The motion carried.

City Attorney Surrisi made a last call for all quotes to be opened for the evening.

The following sealed quotes for a ½ ton pickup truck for the wastewater department were opened and read aloud:

Oliver Ford, 1001 East Jefferson St., Plymouth, IN

Base	\$28,030.00
Alternate 1	not available
Trade in Value for vehicle #1	\$ 1,000.00
Trade in Value for vehicle #2	<u>\$ 750.00</u>
Total	\$26,280.00

Country Auto Center, 2705 N. Michigan St., Plymouth, IN

Base	\$26,140.00
Alternate 1	\$ 1,150.00
Trade in Value for vehicle #1	\$ 300.00
Trade in Value for vehicle #2	<u>\$ 300.00</u>
Total	\$26,690.00

The following sealed quotes for a new 2015 chassis for the water department were opened and read aloud:

Country Auto Center, 2705 N. Michigan St., Plymouth, IN

Bid	\$26,735.00
Trade in Value	<u>\$ 300.00</u>
Total	\$26,435.00

Oliver Ford, 1001 East Jefferson St., Plymouth, IN

Bid	\$26,435.00
Trade in Value	<u>\$ 750.00</u>
Total	\$25,685.00

Davidson said that he requested a third quote for the vehicles.

The following sealed quotes for a new 2015 service body for the water department were opened and read aloud:

Terry Truck Equipment, Inc., 2960 West 200 North, Winamac, IN

Base Quote	\$13,245.00
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A sealed quote from MacCallister Machinery of Warsaw was not labeled and was inadvertently opened without review and was resealed for the next meeting.

W.A. Jones Truck Bodies & Equipment, 1171 South Williams Drive, Columbia City, IN

Base Quote	\$11,465.00
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Board Members Ecker and Smith moved and seconded to take the quotes under advisement. The motion carried.

Street Superintendent Jim Marquardt opened the following sealed quotes for a one-ton

truck chassis for the street department:

Oliver Ford, 1001 East Jefferson St., Plymouth, IN

Bid	\$26,015.00
Trade in Value	<u>\$ 2,000.00</u>
Total	\$24,015.00

Country Auto Center, 2705 N. Michigan St., Plymouth, IN

Bid	\$25,722.00
Trade in Value	<u>\$ 500.00</u>
Total	\$25,222.00

Street Superintendent Jim Marquardt said that he sent out three requests for quotes. He asked that the board take the quotes under advisement for review.

Board Members Culp and Smith moved and seconded to take the quotes under advisement. The motion carried.

Police Chief Bacon opened the following sealed quotes for a two 2016 AWD Pursuit Rated Utility Vehicles for the police department:

Oliver Ford, 1001 East Jefferson St., Plymouth, IN

City of Plymouth price each	\$28,813.00
Trade in 1986 Ford Econoline Van	\$ 300.00
Trade in 2010 Ford Crown Victoria	\$ 2,000.00
Trade in 2011 Dodge Charger	<u>\$ 7,500.00</u>
Total	\$45,826.00

Mayor Senter noted that the airport is interested in one of the vehicles.

Police Chief Bacon asked the board to award the quote as presented.

Board Members Smith and Ecker moved and seconded to award the quote to Oliver Ford. The motion carried.

Board Member Smith said that he would be on vacation on March 9th and unable to attend the regularly scheduled meetings.

Utility Superintendent Davidson presented his 2014 Annual Report Summary for the Water and Wastewater Departments:

**CITY OF PLYMOUTH
WASTEWATER DEPARTMENT
2014 ANNUAL REPORT SUMMARY**

PLANT OPERATIONS							
PROCESSED FLOWS							
	2009	2010	2011	2012	2013	2014	2015
TOTAL	787,781,364	709,958,440	929,710,288	703,573,116	781,364,820	809,320,579	
DAILY AVERAGE	2,158,305	1,945,092	2,547,151	1,927,598	2,140,726	2,217,317	
PRECIPITATION	29.39"	33.52"	52.06"	32.37"	38.74"	42.67"	
% REMOVAL RATES							
	2009	2010	2011	2012	2013	2014	2015
TBOD	99.0%	98.9%	98.9%	99.1%	99.2%	98.2%	
TSS	96.2%	96.3%	95.9%	95.9%	96.1%	94.8%	
NH3-N	98.7%	98.6%	98.3%	97.3%	98.9%	98.2%	
LAND APPLICATION PROGRAM							
	2009	2010	2011	2012	2013	2014	2015
GALLONS APPLIED	3,017,000	3,209,800	4,399,600	3,591,640	4,448,200	4,297,300	
DRY TONS APPLIED	302.1	317.1	378.2	430.6	484.4	445.3	
ACRES USED	184.3	186.2	493.8	253.5	330.2	342.4	
NUTRIENT VALUE	\$18,009.55	\$23,154.64	\$28,206.70	\$29,559.02	\$53,478.39	\$31,810.10	
VALUE PER ACRE	\$97.72	\$124.35	\$57.12	\$116.60	\$161.96	\$92.90	

COLLECTION SYSTEM							
INVENTORY OF THE COLLECTION SYSTEM							
	2009	2010	2011	2012	2013	2014	2015
FORCE MAINS	3.6 MILES	4.4 MILES	4.4 MILES	4.3 MILES	4.3 MILES	4.3 MILES	
SANITARY SEWERS	60.5 MILES	60.8 MILES	61.1 MILES	61.4 MILES	60.9 MILES	61.0 MILES	
STORM SEWERS	45.5 MILES	45.9 MILES	46.3 MILES	44.3 MILES	44.4 MILES	44.6 MILES	
SANITARY SEWER MANHOLES	1,360	1,366	1,337	1,353	1,351	1,351	
STORM SEWER MANHOLES	499	500	498	501	500	502	
CATCH BASINS/INLETS	1,888	1,909	1,826	1,841	1,844	1,854	

COLLECTION SYSTEM MAINTENANCE							
	2009	2010	2011	2012	2013	2014	2015
SEWER CLEANING (FT)	233,666	202,847	172,684	111,823	168,337	88,413	
ROOT REMOVAL (FT)	3,773	7,656	13,946	9,405	4,914	4,368	
TELEVISIONING (FT)	6,059	3,239	123,980	35,274	87,973	32,280	
DEBRIS REMOVAL (CLEANING)	64.00 TONS	96.0 TONS	98.7 TONS	63.8 TONS	82.32 TONS	44.08 TONS	
INLET REPLACEMENT	38	20	37	35	34	21	
MANHOLE REPLACEMENT	2	2	0	1	2	0	
NEW INLETS	7	5	3	1	3	4	
INLETS ELIMINATED	8	5	13	8	1	2	
NEW MANHOLES	3	0	1	1	2	2	
POINT REPAIRS (STORM/SAN)	4	3	6	9	1	0	
CASTING ADJUSTMENT	14	17	8	27	11	17	

CUSTOMERS							
	2009	2010	2011	2012	2013	2014	2015
RESIDENTIAL	3,042	3,052	3,084	3,039	3,052	3,180	
COMMERCIAL	570	575	569	568	555	575	
INDUSTRIAL	74	73	72	71	71	74	
MUNICIPAL	52	55	40	56	63	43	
TOTAL	3,738	3,755	3,765	3,734	3,741	3,872	

2014 MAJOR PROJECTS OR ACHIEVEMENTS

- Indiana Water Environment Association Laboratory Excellence Award
- Indiana Water Environment Safety Excellence Award
- Completed successfully discharge bio-monitoring for spring and fall
- Purchased new 1/2 ton pickup truck
- Upgrading SCATA monitoring system
- Replaced Perth mixing system on primary digester
- Purchased used 2006 semi-tractor, to transport bio-solids to farm fields
- Purchased new DR-3900 Spectrophotometer for ammonia and phosphorus monitoring
- Completed the study for the Wastewater's 20 Year Master Plan
- Installing odor control unit in the S. 6th St. area
- Upgrading lift station SCATA monitoring systems
- Installed new variable frequency drives on #2 intermediate pump
- Completed 4,802 work orders completed
- 60, of 10" culvert on Skylane Dr.
- 250' of 12" storm sewer - 1 new inlet in the 2500 block of Western Ave.
- 287' of 8" storm sewer - 4 new inlet on Gideon St.
- 163' of 18" sanitary sewer - 2 new manholes in alley south of 600 block of E. Jefferson St.

PLYMOUTH WATER DEPARTMENT

2014 Annual Report Summary

	2010	2011	2012	2013	2014	Totals	Average
Distribution bacteria sampling		130	120	126	120	496	124
Distribution chlorine residual				612	732	1,344	336
Fluoride sampling		114	104	101	104	423	106
Process control sampling (Ledyard)		4370	4,099	4,197	4,076	16,742	4,186
Process control sampling (Pine)		4226	3,672	3,945	4,488	16,331	4,083
TTHM's and HAAS's (set)		8	2	14	16	40	10
SOC's / Nitrates (1 set each plant)		2	2	2	14	20	5
Chemical Sampling (1 set each plant)		0	2	0	0	2	1
Locates		1434	1,265	1,210	1,746	5,655	1,414
Work Orders		2916	1,712	1,576	1,768	7,972	1,993
Service disconnects		240	328	346	323	1,237	309
Service disconnects for non pay		380	332	359	352	1,423	356
Service reconnects for non pay		329	272	311	316	1,228	307
"Service Notice" Blue Tags		90	32	30	103	255	64
"Insufficient Funds Notice" Pink Tags		88	84	88	78	338	85
New Radio Read Meter Installations		1073	108	27	21	1,229	307
Accuracy checks		1004	425	398	550	2,377	594
After Hours Call Outs		58	40	22	18	138	35
Meters repaired		0	0	0	37	37	9
Hydrants Serviced		580	486	485	55	1,606	402
Hydrants sandblasted and painted		129	146	53	0	328	82
Curb Stops Replaced		51	21	19	23	114	29
Old curb stop found and capped		11	34	23	11	79	20
New Taps Installed		21	12	19	6	58	15
New Mains		3	3	5	4	15	4
Valve Boxes Repaired or Replaced		38	30	37	46	151	38
Hydrants Repaired or Replaced		23	22	10	25	80	20
Valves Exercised				730	800	1,530	383
Main Breaks / Repairs		11	9	10	11	41	10
Service line repaired / replaced		27	36	30	49	142	36
						0	0
Water Audit - % Loss Pumped vs. Billed - MG	15.84	13.56	8.29	12.50	13.49	47.84	11.96

Building Commissioner Hammonds reported that from April 13-16, 2015, he would be attending the Indiana Association of Building Official's Annual Education Conference in Michigan City.

Fire Chief Miller presented the following Requests for Specialized Training:

February 26th & 27th – 2 paramedics for continuing education for their advanced cardiac life support credits at a cost of \$125.00 each for a total of \$250.00.

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

March 6th – 7 firefighters to attend a leadership and truck operations class at Bethel College at a cost of \$25.00 each for a total of \$175.00.

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

March 7th – 5 firefighters to attend the North East Fire Training Center in Fort Wayne at a cost of \$60.00/day for a total of \$300.00.

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

March 13th - 15th – John Grolich and Jim Budd to attend the National Fire Academy in Emmittsburg, MD. The cost to the city will be mileage plus one night's hotel at an approximate cost of \$760.00.

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

City Engineer Gaul asked the board members to appoint two members to the Common Construction Wage Committee. He said in the past Don Ecker has been the industry

representative and Jim Marquardt has been the agency taxpayer representative; both have agreed to continue to serve.

Board members Culp and Smith moved and seconded to reappoint the committee members as presented. The motion carried.

Gaul presented a request for payment of invoice #101159 from SEH of Indiana in the amount of \$10,441.77 for preliminary engineering services on the Greenway Trail Phase III. He said it is for approximately 10% of the project. The claim is subject to 80% reimbursement with proof of a cancelled check.

City Attorney Surrisi noted that Mr. Gaul is handling the claims and because he is the city's Designated Employee in Responsible Charge with INDOT. He said that the park board has oversight of all of the substantive decisions about the design and construction, but having the Board of Works approve the claims allows for quicker turnaround of processing the claims.

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

Skip Davidson addressed the board regarding the following request:

2/17/15 – Close Michigan Street on June 13 from 8:00 am - 4:00 pm. Please use attached map for details. S/ Skip Davidson, 8377 Jarrah Road, 574-930-0612

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

Clerk-Treasurer Xaver said that there is also a request from Hunter Transit for payment of an invoice. The purchase order is for \$20,550.50 and Hunter Transit has presented an invoice in the amount of \$10,275.25. She explained that the invoice was not received in time to be added to the docket, so it requires specific board approval.

Airport Manager Lattimer reported that the work is approximately three quarters of the way done with the work and he is pleased with the work to date. He has no objection to the payment.

Board Members Ecker and Smith moved and seconded to approve the request for payment of \$10,275.25 for invoice #3424. The motion carried.

Board Members Smith and Ecker moved and seconded to allow the salaried payroll for January 16-31, 2015, and the claims for February 23, 2015 as entered in Claim Register #2015.

There being no further business to discuss, Members Ecker and Smith moved and seconded to adjourn the meeting. The motion carried and the meeting was declared adjourned at 6:24 p.m.

S/Jeanine M. Xaver
Clerk-Treasurer

APPROVED:

S/Mark Senter
Mayor

The following request was presented to the proper committee to act:

2/2/15 – Remove 2 trees on Pearl St. side. S/ Jose Guerrero, 225 Dickson St. 574-323-0480