

Be it Remembered that the Common Council of the City of Plymouth, Indiana, met in regular session on July 24, 2017. The meeting was held in the Council Chambers of the City Building, 124 N. Michigan Street, Plymouth, Indiana. The meeting was called to order at 6:43 p.m.

Mayor Senter led the Pledge of Allegiance and Council Member Ecker offered prayer.

Mayor Senter presided for Councilmembers Culp, Ecker, Fonseca, Grobe, Houin, and Walters. City Attorney Surrisi and Clerk-Treasurer Xaver were also present. Council Member Cook was absent.

Council Members Ecker and Houin moved and seconded to approve the minutes of the last regular Common Council meeting on July 10, 2017. The motion carried.

The following legal notice was advertised in the Pilot Newspaper on July 13, 2017:

116
Legals

Notice of Hearing
City of Plymouth,
Indiana
Vacation of S.
Water Street

The Plymouth Common Council has received a petition from the City of Plymouth requesting the vacation of S. Water St. between the Yellow River and E. Lake Ave. Pursuant to Indiana Code § 36-7-3-12, a hearing on the petition is now scheduled for the Common Council's regularly scheduled meeting on Monday, July 24, 2017, at 6:30 p.m., 124 N. Michigan St. (Garro St. Entrance), Plymouth, IN 46563. At the hearing, any person aggrieved by the proposed vacation may object to it as provided by Indiana Code § 36-7-3-13. After the hearing, the Common Council may, by ordinance, vacate the public street.

Plymouth Common Council
Jeanine M. Xaver,
Clerk-Treasurer
July 13, 2017 PN267966
hspaxlp

Council Members Houin and Ecker moved and seconded to open the public hearing. The motion carried and the mayor declared the public hearing open.

City Attorney Surrisi discussed the vacation of S. Water Street from the Yellow River to East Lake Avenue. He said this is in support of the River Gate South Residential Project and the city owns all the adjoining property. The only concern is all the utilities buried in that area. The Plymouth Plan Commission will review a replat of this area at their August 1, 2017 meeting, which includes a 25-ft utility easement where the existing street is located. Surrisi said state statute allows for the Council to pass an ordinance to

vacate the street following a public hearing. This ordinance will be presented later in this meeting and includes that the ordinance will not be in effect until approval of by the Plan Commission for the replat is granted.

Mayor Senter opened the privilege of the floor to the public. There were no comments.

There being no further comments or questions, Council Members Houin and Grobe moved and seconded to close the public hearing. The motion carried.

Councilman Walters expressed his appreciation for the updates to the streets, not only by INDOT with Michigan Street and Lake Avenue, but the city owned streets that the Street Department has been responsible for.

Councilman Ecker asked Building Commissioner Hammonds what the status is on the building that used to be an antique store 1431 West Jefferson Street. Hammonds said he does not know what the renovation status is on this property. Ecker asked if something can be done because there are broken windows and he feels action should be taken. Hammonds will inspect to see if the building is deemed unsafe.

City Attorney Surrisi provided an update on the City Hall Renovation Project.

MEMO

TO: Common Council
FROM: Sean Surrisi
DATE: 7/20/17
RE: Update on City Hall Renovation

Bids for the City Hall Renovation Project were received this week, with Michiana Contracting having the low bid at \$2,198,700. This bid was in line with projections and leaves the City well positioned for the project. The Redevelopment Authority's bond sale in the amount of \$2,605,000 is currently scheduled for July 27th with a final closing date to be set for August 16th. We anticipate signing a contract with Michiana on the 16th or soon thereafter. Later that week or the next week we should have a pre-construction meeting. At that time, we should have a better handle on the anticipated construction schedule and we can begin planning for any disruptions in service at City Hall. We will let you know as plans are made for movement of future meeting locations, temporary office locations, etc., so you can share the information with your constituents. If you have any suggestions regarding the process, please let us know. Thanks.

Clerk-Treasurer Xaver said that the city received an A+ rating from Standard & Poor for the Plymouth Redevelopment Commission series 2017 lease rental bonds. There are twenty levels in the rating spectrum and the city received the 4th highest rating. The bond rating for the city building renovations noted, "The city plans to use reserves in fiscal 2017 to increase public safety salaries, which are expected to be an ongoing expense. As such, in fiscal 2018, the city will either need to raise new revenue through increases to fees or levies or face a budget gap estimated at between \$500,000 and \$1 million".

Xaver said she understands that at the public hearing at the last meeting the council stated they intended to look into raising fees. She agrees that raising fees will help fund the activities in each department, but does not believe it will cover the cost of the raises that have already been given to public

safety employees. The city is limited in what they can charge for ambulance services, and while there is room in this area for a slight increase, she does not believe it can increase much due to limitations for Medicare patients.

Xaver said that she had asked the building commissioner to recommend new rates for applications for cases heard by the Plan Commission and Board of Zoning Appeals. She said that with his recommended increases, the city may recognize an increase in 2018 of approximately \$7-8,000 in building permits and approximately \$5,000 in PC/BZA application fees. However, these increases do not quite cover the increases in the building commissioner's budget since the last fee increase, let alone offset the most recent additional appropriation requests. She said she believes the same problem applies across the board to all departments – fee increases will offset recent department-specific increases, but will not offset the projected increased spending in 2017 and 2018. She went on to state that the city's assessed valuation is not keeping up with the state's annual growth quotient. Even though there is growth within the city in the last few years, they are primarily in the TIF districts, so the city departments that are funded by the tax dollars are not benefitting from the property taxes in those areas.

Xaver said the council will either need to reduce capital spending for 2018 or use the tools that the state has provided to local municipalities and adopt a wheel tax or ask the county to adopt a public safety LOIT. She went on to say that no one wants another tax, neither does she, however the current spending is already effecting the city's bond rating. Xaver said that if the council wishes to have revenue in 2018 from a wheel tax, it must be adopted by August 31st, which means there would need to be a public hearing at the next meeting.

Walters asked if the wheel tax is a variable or set rate. Xaver said that Umbaugh has recommended the city adopt the higher tier of the tax. Walters asked how much revenue this would generate. Xaver said she believes it will be around \$400,000.

Grobe said he feels there is something structural that still needs to be addressed because this potential revenue will only cover so much of the increases in 2018 and the gap will continue to grow over the years. He said he supports additional revenue unless something on the budget end is addressed.

Houin asked when the council will have preliminary budget information. Xaver said there is a meeting with the company providing the salary survey on July 27th and she has a meeting with state on August 3rd. The budget work session is scheduled for August 21st. Houin said it may be worthwhile to at least have the public hearing at the next meeting so this potential tax is at least an option to consider at the end of August when there is a better idea of the projected 2018 budget and to hear from the public. Walters agreed that the council should hear the public's opinion on the tax.

REGULAR SESSION, COMMON COUNCIL, JULY 24, 2017

Xaver said that Umbaugh has offered to submit a quote to help with a fee study. Their estimate is \$5,000 - \$10,000, depending on how much in-house work we are able to complete for them. She asked the council if they wished to engage in these services.

Council Members Ecker and Culp moved and seconded to move forward with Umbaugh's services for evaluation of the city's fee schedule. It passed by roll call vote.

AYES: Culp, Ecker, Fonseca, Grobe, Houin, and Walters

NAYS: None

ABSENT: Cook

City Attorney Surrisi presented Ordinance No. 2017-2119, An Ordinance of the Common Council of the City of Plymouth Authorizing the Investment of Public Funds, on first reading.

City Attorney Surrisi presented Resolution No. 2017-750, A Resolution Providing for the Transfer of Appropriations in the LARE Grant Fund of the City of Plymouth, Indiana, as Requested by the Park and Recreation Board and Forwarded to the Common Council for Their Action and Passage Pursuant to IC 6-1.1-18-6.

Clerk-Treasurer Xaver explained that this is not an additional appropriations but rather transferring funds from one line item to another. During the budget process, Xaver thought they were construction costs, but they are actually professional services.

Council Members Ecker and Houin moved and seconded to approve Resolution No. 2017-750, A Resolution Providing for the Transfer of Appropriations in the LARE Grant Fund of the City of Plymouth, Indiana, as Requested by the Park and Recreation Board and Forwarded to the Common Council for Their Action and Passage Pursuant to IC 6-1.1-18-6. It passed by roll call vote.

AYES: Culp, Ecker, Fonseca, Grobe, Houin, and Walters

NAYS: None

ABSENT: Cook

City Attorney Surrisi presented Resolution No. 2017-751, A Resolution of the Common Council of the City of Plymouth Authorizing the Investment of Public Funds Pursuant to IC 5-13-9-5.

Surrisi explained that this is a reauthorization of what was made two years ago. There have been some changes in state statutes over the last few years. Before, certificates of deposit could only be invested with banks within the city limits. Now, when a new authorization is made every two years, the city can seek bids or proposals from any bank that is on the state-approved list of depositories.

Council Members Houin and Grobe moved and seconded to approve Resolution No. 2017-751, A Resolution of the Common Council of the City of Plymouth Authorizing the Investment of Public Funds Pursuant to IC 5-13-9-5.

Ecker asked Clerk-Treasurer Xaver how things have gone over the last two years. Xaver said it has been relatively smooth with Umbaugh sending the bids out. She recently discovered that some financial institutions will quote lower with a broker.

REGULAR SESSION, COMMON COUNCIL, JULY 24, 2017

Resolution No. 2017-751 passed by roll call vote.

AYES: Culp, Ecker, Fonseca, Grobe, Houin, and Walters

NAYS: None

ABSENT: Cook

City Attorney Surrisi presented Plymouth Commercial Revitalization Rebate Program Application for Treat's Squire Shop, Plymouth, Indiana. Gary Treat was present to discuss improvements that have been made to building. Treat said the total cost for the work is \$4,000 and is requesting 20% of that, which is \$800.

It was noted that an exception could be made in this case, but the application is to be filed with the Council prior to work being completed.

Council Members Ecker and Grobe moved and seconded to approve the application for reimbursement. It passed by roll call vote.

AYES: Culp, Ecker, Fonseca, Grobe, Houin, and Walters

NAYS: None

ABSENT: Cook

City Attorney Surrisi presented Resolution No. 2017-755, A Resolution of the Common Council of the City of Plymouth to Approve an Investment Policy.

Surrisi explained that state statute requires that the city's investment policy be reauthorized every four years.

Council Members Grobe and Fonseca moved and seconded to approve Resolution No. 2017-755, A Resolution of the Common Council of the City of Plymouth to Approve an Investment Policy. It passed by roll call vote.

AYES: Culp, Ecker, Fonseca, Grobe, Houin, and Walters

NAYS: None

ABSENT: Cook

Surrisi asked the council to consider suspending the rules and consider passing Ordinance No. 2017-2120 on second and third reading.

Council members Houin and Ecker moved and seconded to suspend the rules and consider passing Ordinance No. 2017-2120 on second and third reading. It passed by roll call vote.

AYES: Culp, Ecker, Fonseca, Grobe, Houin, and Walters

NAYS: None

ABSENT: Cook

Council Members Houin and Walters moved and seconded to pass Ordinance No. 2017-2120, An Ordinance to Vacate S. Water Street, on second reading. It passed by roll call vote.

AYES: Culp, Ecker, Fonseca, Grobe, Houin, and Walters

NAYS: None

ABSENT: Cook

Council Members Culp and Fonseca moved and seconded to pass Ordinance No. 2017-2120, An Ordinance to Vacate S. Water Street, on third reading. It passed by roll call vote.

REGULAR SESSION, COMMON COUNCIL, JULY 24, 2017

AYES: Culp, Ecker, Fonseca, Grobe, Houin, and Walters

NAYS: None

ABSENT: Cook

In other business, Mayor Senter wished Jeanette Surrisi good luck on her bar exam.

Members Grobe and Ecker moved and seconded to accept the following communications:

Minutes of the Board of Public Works and Safety meeting of July 10, 2017;
Minutes of the Technical Review Committee meeting of July 18, 2017;
Minutes of the Urban Forest and Flower Committee meeting of June 20, 2017;
Minutes of the Plymouth Fire Pension Board meeting of July 7, 2017;
Minutes of the Redevelopment Commission special session meeting of June 12, 2017;
Minutes of the Redevelopment Commission regular meeting of June 20, 2017;
Minutes of the Redevelopment Authority meeting of June 21, 2017;
Minutes of the Board of Aviation Commissioners meeting of June 13, 2017;
Clerk-Treasurer's Financial Reports and Cash Reconciliation for June, 2017

The motion carried.

Mayor Senter opened the privilege of the floor. No one accepted.

There being no further business to discuss, Council Members Houin and Fonseca moved and seconded to adjourn the meeting. The motion carried and the meeting was declared adjourned at 7:22 p.m.

Jeanine M. Xaver, IAMC / CMC
Clerk-Treasurer

APPROVED

Mark Senter, Mayor