

The Board of Public Works and Safety of Plymouth, Indiana, met in Regular Session on July 28, 2014, at 6:00 p.m. in the Council Chambers of the City Building, 124 N. Michigan St., Plymouth, IN.

President Pro Tempore Delp presided for Board Members Culp, Ecker, Grobe and Smith. City Engineer Gaul, City Attorney Surrisi and Clerk-Treasurer Hutchings were also present. Mayor Senter 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 July 14, 2014, as presented since they have been reviewed and found to be correct. The motion carried.

Utilities Superintendent Davidson addressed the board regarding the bids opened at the last meeting for the Beerenbrook and West Jefferson Streets Storm Sewer Project. He said that he, City Attorney Surrisi and Mark Sullivan of Midwestern Engineers reviewed the bids and on July 21<sup>st</sup> awarded the bid to Haskins Underground Utilities. He said that the total contract amount is \$412,067.00, which includes Alternates 1A and 2A, which allows for the milling and overlay of the entire street rather than just patching trenches. Final completion is to take 105 days. He asked the board to ratify the award.

Board Members Ecker and Smith moved and seconded to Ratify the Bid Award to Haskins Underground for the Beerenbrook and West Jefferson Streets Storm Sewer Project in the amount of \$412,067.00. It passed by roll call vote.

AYES: Culp, Ecker, Grobe and Smith  
 NAYS: None  
 ABSENT: Senter

Fire Chief Miller presented his report for the month of June:

**Plymouth Fire Department**  
**Incidents by District (Summary)**  
**Alarm Date Between {06/01/2014} And {06/30/2014}**

District	Count	Put of Incidents	Est Losses	Put of Losses
003 Bremen	1	0.63%	\$0	0.00%
007 Plymouth	113	71.07%	\$1,000	33.33%
011 Center Twp	13	8.18%	\$2,000	66.67%
019 West Twp	22	13.84%	\$0	0.00%
14 Starke Co. Paramedic Assist	4	2.52%	\$0	0.00%
15 Culver Paramedic Assist	2	1.26%	\$0	0.00%
16 Lakeville/Lepax Paramedic Assist	1	0.63%	\$0	0.00%
18 Walkerton Paramedic Assist	3	1.89%	\$0	0.00%
<b>Total Incident Count: 159</b>			<b>Total Est Losses: \$3,000</b>	

**Plymouth Fire Department  
Departmental Activity Report**

Current Period: 06/01/2014 to 06/30/2014, Prior Period: 01/01/2014 to 06/30/2014  
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	159	807.61	1,079	5,623.40
	159	807.61	1,079	5,623.40
<b>Fire Alarm Situations</b>				
Accident, potential accident	0	0.00	1	0.00
Chemical release, reaction, or toxic condition	0	0.00	5	0.00
Combustible/flamable spills & leaks	1	0.00	4	0.00
Dispatched and cancelled en route	10	0.00	58	0.00
Electrical wiring/equipment problem	1	0.00	4	0.00
Emergency medical service (EMS) Incident	127	0.00	840	0.00
Extrication, rescue	0	0.00	1	0.00
False alarm and false call, Other	4	0.00	17	0.00
Good intent call, Other	2	0.00	10	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	6	0.00	55	0.00
Mobile property (vehicle) fire	1	0.00	7	0.00
Natural vegetation fire	0	0.00	10	0.00
Outside rubbish fire	1	0.00	2	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	0	0.00	4	0.00
Rescue, emergency medical call (EMS), other	0	0.00	2	0.00
Service call, Other	1	0.00	3	0.00
Smoke, odor problem	0	0.00	2	0.00
Special outside fire	1	0.00	5	0.00
Steam, Other gas mistaken for smoke	1	0.00	6	0.00
Structure Fire	1	0.00	17	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	13	0.00
Wrong location, no emergency found	1	0.00	2	0.00
	159	0.00	1,079	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.

07/17/2014 13:35

Page 1

**Plymouth Fire Department  
Departmental Activity Report**

Current Period: 06/01/2014 to 06/30/2014, Prior Period: 01/01/2014 to 06/30/2014  
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>Training</b>				
Administrative Procedures	0	0.00	2	2.00
AEMT Class	1	2.00	74	262.75
Cardiac Assessment	0	0.00	12	23.00
CPR	0	0.00	38	112.00
Diabetics	0	0.00	7	7.00
Disaster MGMT	0	0.00	1	4.00
Emergency Medical Services	2	0.00	2	0.00
EMS Audit & Review	0	0.00	29	37.17
FF I-II	0	0.00	2	8.00
Fire Behavior	1	2.00	1	2.00
Fire Control, General	0	0.00	4	34.50
Fire Investigation	0	0.00	3	18.00
Fire Preplan	0	0.00	55	134.00
Foam Applications	0	0.00	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	0	0.00	71	118.50
Instructor Training	8	29.00	34	55.50
Leadership	2	14.00	12	96.00
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
Power Cot Lift	12	18.00	12	18.00
Public Education	0	0.00	14	64.00
Respiratory System	0	0.00	5	5.00
Ropes & Knots	30	75.00	30	75.00
Splinting	4	2.00	4	2.00
Staff Meeting	11	22.00	11	22.00
Training Lecture	2	14.00	3	16.00
Venting the fire	0	0.00	8	56.00
Volunteer Fire Business Mtg.	31	62.00	186	390.00
	104	240.00	740	1,912.67

\* 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.

07/17/2014 13:35

Page 2

Miller presented a Specialized Training Request for John Grolich to attend the Emergency Services Conference sponsored by the Indiana Fire Chiefs. The conference is August 20-23, 2014 in Indianapolis. He said that the cost of the class is covered by LEPC, the cost of lodging is \$327 plus tax and mileage is estimated to cost \$135.00, for a total estimated cost of \$462.00.

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

City Engineer Gaul reported that the city received a contract from INDOT for the Baker Street Safe Routes to School Grant; the contract has been reviewed by the city attorney. He said that by accepting and signing the contract, the city will received \$329,962.40 in federal highway funds. The city's share of the contract is \$82,490.60.

Board Members Smith and Ecker moved and seconded to approve the contract. It passed by roll call vote.

AYES: Culp, Ecker, Grobe and Smith  
NAYS: None  
ABSENT: Senter

Fire Chief Miller addressed the board regarding a request from the University of Notre Dame Football Program for the Plymouth EMS to provide service at the team's upcoming practices at the Culver Academies during the week of August 4<sup>th</sup>. He estimated that his department will have to be on-site for about four hours per day for the practices. He noted that the team doctor will also be on site.

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

Clerk-Treasurer Hutchings referred to the following requests, which was tabled at the last meeting:

6/5/14 - Pennsylvania Ave. between 3:00 PM to 4:00 PM is difficult and unsafe to drive on. Cars are parking on both sides of the street resulting in bottleneaking and congestive traffic flow. School lets out at this time and many children are in this area. Suggesting no parking between 3-4 pm signs be posted on Pennsylvania Ave. S/ Eric Carlson, 627 Ferndale St., Plymouth, IN, 574-780-3662

The members agreed to leave the request tabled.

Clerk-Treasurer Hutchings presented the following requests:

7/24/14 – Beta Delta Chapter of Tri Kappa would like to be on the agenda for the meeting 7/28/2014. Requesting permission for Tri Kappa Street Lamp Banners to be hung during February 2014, for our 100<sup>th</sup> year serving Plymouth. S/ Mandy Metsker, Tri Kappa 100 Year Birthday Committee, 820 N Michigan St., 574-540-9668

Ms. Metsker said that they would like the street department to hang the banners where the city banners are usually hung for the month of February, 2015.

Street Superintendent Marquardt asked that the banners be sized to match the existing banners so that the brackets do not have to be changed.

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

7/24/14 – Would like to park a 20 yard dumpster on Walnut St. between Madison and Jefferson St. (west side of court house) from 7/28/14 – 8/29/14. Use of 5-6 parking spaces safety barricades will be used. S/ Michael Chapman, project manager, Michiana Contracting, Inc., PO Box 929, Plymouth, IN, 574-930-4605

Mr. Delp noted that they will be working for the county on the third floor.

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

Members Smith and Culp moved and seconded to allow the salaried payroll for July 1-15, 2014 and the claims for July 28, 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. The motion carried and the meeting was declared adjourned at 6:19 p.m.

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

APPROVED:

S/Michael Delp, President Pro Tempore

The following requests were forwarded to the proper committee to act:

7/23/14 – Dead tree at 1120 W. Madison needs removed; afraid fall on house & big limbs keep falling off of tree. Tree is only one left on the street across from Holzwart business that details cars. S/ Mary E. Hosteter, 1120 W. Madison St., 936-4250

7/25/14 – Request to have 2 old trees removed at 412 Pierce St. The trees are on the city side of the property. They line the street, one on each side of small sidewalk. S Helen Ayers, owner, 412 Pierce St., 574-935-9849, Amanda Scott (daughter) 574-780-4527

7/18/14 – 831 Mansfield has a tree (standing in parkway). It's dead and side facing house is covered in poison ivy. Please remove the poison and ivy & dead tree ASAP. S/ Len Filelwich, owner, 831 Mansfield, 952-9797 (property managers)

7/28/14 – 1104 N. Walnut St. – On Walnut St – tree directly in front of house to the left of the sidewalk leading from street to house – branches hanging ready to fall as one fell on house already. If possible, remove entire tree as there is 4 in front of house already. S/ Nancy K. Collins, 1104 N. Walnut St., 720-229-3936

7/29/2014 – Kindly take care of the following request: 1 new tree in front of property at 409 Charles St., 1 new tree side of property at 625 Bayless St. S/ James Kadlec, owner, 625 Bayless St., 574-936-4226