

REGULAR SESSION, COMMON COUNCIL, NOVEMBER 25, 2019

Be it Remembered that the Common Council of the City of Plymouth, Indiana, met in regular session on November 25, 2019. The meeting was held in the Council Chambers, on the second floor of the City Building, 124 N. Michigan St., Plymouth, Indiana and was called to order at 6:30 p.m.

Mayor Senter led the Pledge of Allegiance and Councilman Don Ecker offered prayer.

Senter presided for Councilmembers Culp, Ecker, Longanecker, Milner and Walters. City Attorney Surrisi and Clerk-Treasurer Xaver were also present. Council Members Gary Cook and Jeff Houin were absent.

Council Members Ecker and Longanecker moved and seconded to approve the minutes of the last regular Common Council meeting on November 11, 2019 as presented. The motion carried.

City Attorney Surrisi presented Ordinance No 2019-2157, An Ordinance to Amend Ordinance No. 2019-2153, Commonly Known as the 2020 Salary Ordinance, with Regard to a Part Time Position in the Aviation Department, on second reading.

Council Members Culp and Ecker moved and seconded to approve Ordinance No 2019-2157, An Ordinance to Amend Ordinance No. 2019-2153, Commonly Known as the 2020 Salary Ordinance, with Regard to a Part Time Position in the Aviation Department, on second reading. It passed by roll call vote.

AYES: Culp, Ecker, Longanecker, Milner, Walters
NAYS: None
ABSENT: Cook and Houin

Council Members Ecker and Walters moved and seconded to approve Ordinance No 2019-2157, An Ordinance to Amend Ordinance No. 2019-2153, Commonly Known as the 2020 Salary Ordinance, with Regard to a Part Time Position in the Aviation Department, on third reading. It passed by roll call vote.

AYES: Culp, Ecker, Longanecker, Milner, Walters
NAYS: None
ABSENT: Cook and Houin

City Attorney Surrisi presented Ordinance No. 2019-2158, An Ordinance Fixing Salaries for the Year 2020 for the Elected Officials of the City of Plymouth, on second reading.

Council Members Walters and Milner moved and seconded to approve Ordinance No. 2019-2158, An Ordinance Fixing Salaries for the Year 2020 for the Elected Officials of the City of Plymouth, on second reading. It passed by roll call vote.

AYES: Culp, Ecker, Longanecker, Milner, Walters
NAYS: None
ABSENT: Cook and Houin

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Council Members Culp and Longanecker moved and seconded to approve Ordinance No. 2019-2158, An Ordinance Fixing Salaries for the Year 2020 for the Elected Officials of the City of Plymouth, on third reading. It passed by roll call vote.

AYES: Culp, Ecker, Longanecker, Milner, Walters

NAYS: None

ABSENT: Cook and Houin

Mayor Senter announced his appointment of Keith Hammonds to the Marshall County Unsafe Building Committee. Surrisi noted that after meeting with Marshall County representatives, it was advisable to include a representative from the City of Plymouth to keep the lines of communication open regarding unsafe buildings.

Council Members Ecker and Longanecker moved and seconded to approve the appointment of Keith Hammonds as the city's representative to the Marshall County Unsafe Building Committee. The motion carried.

Clerk-Treasurer Xaver announced that the state is changing some of their reporting requirements this year for the annual financial report. She said the new requirement is to include depreciation in all the city's capital assets, which has traditionally only done for the water and sewer departments. Xaver said she received quotes from Peterson Consulting Services, Inc for \$4,750 and Baker Tilly gave an estimate of \$7,500 to \$12,500.

Council Members Culp and Longanecker moved and seconded to award to quote to Peterson Consulting Services, Inc for the agreement for the City of Plymouth's 2019 GAAP-Compliant GASB 34 Capital Asset Report. The motion carried.

Clerk-Treasurer Xaver requested the council's permission to allow the city to collect \$101.12 from a patient's estate on an ambulance bill totaling \$601.00 at the request of the patient's attorney, who noted that it would be this amount or nothing.

Council Members Longanecker and Walters moved and seconded to permit the collection of \$101.12 for this bill. The motion carried.

Xaver reviewed the following memo with the council members:

MEMO

To: Mayor Senter
Council Members
City Attorney Surrisi

From: Clerk-Treasurer Xaver
Date: November 21, 2019
Re: Retiree Insurance Rates

All,

Annually we have to notify Infinisource, the company that administers our COBRA benefits to terminated employees, the rates of our insurances. Retirees pay the actual cost of the premiums for life, vision and health insurance that is charged by the insurance companies.

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Because the City of Plymouth is self-insured for dental insurance, there is not a fixed premium to pass along to the retirees. We have been charging former employees with single coverage \$17.70 per month; and former employees with family coverage \$52.51 per month for about fifteen years.

The maximum benefit is \$1,000/per person on the plan per calendar year.

In 2016 we took in \$1,303 in payments and paid out \$12,069 in benefits.

In 2017 we took in \$425 in payments and paid out \$1,060. In benefits.

In 2018 we took in \$425 in payments and paid out \$1,340 in benefits.

I recommend charging former employees the following rate per month for insurances:

Retiree Dental	\$ 25.00 per month (\$300 annually) *
Family Dental	\$ 75.00 per month (\$900 annually)*
All other insurances	Cost*

*plus 2% fee charged by Infinisource

I recommend leaving the employee rates as follows for insurance:

Employee	\$ 24.00 / month discounted rate for taking part in the wellness program \$ 44.00 / month without taking part in the wellness program
Employee / Child	\$136.00 / month discounted rate for taking part in the wellness program \$156.00 / month without taking part in the wellness program
Employee / Spouse	\$152.00 / month discounted rate for taking part in the wellness program \$172.00 / month without taking part in the wellness program
Family	\$186.00 / month discounted rate for taking part in the wellness program \$206.00 / month without taking part in the wellness program

You will need to vote on this to satisfy the requirements of the State Board of Accounts.

Council Members Walters and Culp moved and seconded to approve the increased rate in dental premiums for retirees to \$25 per month for single coverage and \$75 per month for family coverage and to leave the health insurance rates the same, as presented. The motion carried.

City Attorney Surrisi presented Ordinance No. 2019-2159, An Ordinance Amending the Fuel Pricing Policy for the Department of Aviation for the City of Plymouth, on first reading.

City Attorney Surrisi presented Resolution No. 2019-879, A Resolution to Transfer Monies from the General Fund to the Rainy-Day Fund.

Council Members Ecker and Longanecker moved and seconded to approve Resolution No. 2019-879, A Resolution to Transfer Monies from the General Fund to the Rainy-Day Fund. It passed by roll call vote.

AYES:	Culp, Ecker, Longanecker, Milner, Walters
NAYS:	None
ABSENT:	Cook and Houin

Marshall County Commissioner Kevin Overmyer addressed the council regarding the Veterans Parkway extension. He reviewed the county's plans to make future adjustments in light of the coming changes to US 30. Part of the extension will run within the city limits and the idea is to connect the industry that it popping up on the north west side of Plymouth to US 31. The project is slated for construction in 2025 and is projected to cost a total of \$16 million. The city's estimated

share is around \$1.3 million. It was noted that 80% would be federal dollars and 20% would be a local match. There was no action taken at this time.

City Attorney Surrisi said representatives from Winona Building Projects were unable to attend the meeting tonight, but provided the following letter:



November 25, 2019

Plymouth Economic Development Council

And Plymouth City Council

124 N. Michigan Street

Plymouth, IN 46563

Dear Council Members and related Plymouth City employees,

We would like to thank the Plymouth Economic Development Council, City Council and city employees for your efforts. Your honorable councils have provided our company with strong incentives and help to locate in Plymouth, IN. We are truly thankful and impressed with the entire team.

As with many start-ups, we have been delayed in our ramp-up. We anticipate that we will be complete with product introductions to our customer base in Q1 2020. We will continue to produce product to inventory through Q1 and begin formal shipments in Q2. We are looking forward to a strong second half in 2020.

Thank you for your continued support of Winona Building Products and our efforts to create a strong business and employer for the Plymouth community.

Sincerely,

Jamie Visker – CEO / Founder

Craig Effenberger – Founder

Brian Bailey – President

Heidi Amspaugh, with Baker Tilly Municipal Advisors, was present to review the Winona Building Projects Financing Information.

Amspaugh noted that repayment of these bonds lies solely with Winona Building Products. She said this does encompass both real and personal property investments totaling \$60,900,000. The investments are projected to be made in phases between 2021 and 2025. A separate TIF district was created in 2018 just for this business's property. Baker Tilly made some projections on the total amount of TIF revenue to be generated once the project is complete: real property is projected at \$93,000 annually and personal property is projected to be \$492,300 annually. Amspaugh reviewed the following table:

PLYMOUTH (INDIANA) REDEVELOPMENT COMMISSION

Proposed Winona Building Products Project

COMPARISON OF ESTIMATED ANNUAL TAX INCREMENT AND ESTIMATED ANNUAL DEBT SERVICE

Assumes the bonds are purchased by the Company

<u>Taxes Payable Year</u>	<u>Estimated Tax Increment (1)</u>	<u>Allowance for TIF Administration Fees</u>	<u>Net Tax Increment</u>	<u>Estimated Debt Service (2)</u>	<u>Estimated Tax Increment Remaining (3)</u>	<u>Estimated Tax Increment Coverage</u>
2020	\$0	\$0	\$0	(\$240,074)	(\$240,074)	0%
2021	130,200	(10,000)	120,200	(211,313)	(91,113)	59%
2022	319,680	(10,000)	309,680	(305,469)	4,211	101%
2023	498,840	(10,000)	488,840	(485,125)	3,715	101%
2024	685,020	(10,000)	675,020	(672,750)	2,270	100%
2025	760,680	(10,000)	750,680	(748,906)	1,774	100%
2026	657,960	(10,000)	647,960	(643,094)	4,866	101%
2027	585,300	(10,000)	575,300	(575,188)	113	100%
2028	585,300	(10,000)	575,300	(573,594)	1,706	100%
2029	585,300	(10,000)	575,300	(571,344)	3,956	101%
2030	585,300	(10,000)	575,300	(573,531)	1,769	100%
2031	585,300	(10,000)	575,300	(574,969)	331	100%
2032	585,300	(10,000)	575,300	(570,750)	4,550	101%
2033	585,300	(10,000)	575,300	(570,875)	4,425	101%
2034	585,300	(10,000)	575,300	(285,250)	290,050	198%
Totals	\$7,734,780	(\$140,000)	\$7,594,780	(\$7,602,231)	(\$7,451)	

(1) See page 5. Assumes no property tax abatement and represents 100% of the estimated Tax Increment is pledged towards the repayment of the proposed Bonds.

(2) See page 7.

(3) Assumes the Company will pay the shortfall payments when TIF Revenues are not sufficient.

Ecker asked when the bond will be issued. Amspaugh said the closing date has not been set yet, but she anticipates that will take place in the next several weeks.

There was discussion regarding a request from City Attorney Surrisi for the council to consider suspending the rules and vote on the ordinance on all three readings this evening. It was determined by state statute that two-thirds (2/3) of the Common Council must be present to even consider suspending the rules. Regardless of whether there are five, six, or seven members present, the vote must be unanimous in order to proceed with all three readings.

Lisa Lee, bond counsel with Ice Miller, was present to discuss the bonds and review Ordinance No. 2019-2160, An Ordinance Authorizing the City of Plymouth, Indiana to Issue Its “Taxable Economic Development Revenue Bonds, Series 2019 (Winona Project)” and Approving and Authorizing Other Actions in Respect Thereto. She said that the Plymouth Economic Development Commission unanimously agreed to these terms at their meeting earlier in the day. She echoed that this is a single-taxpayer TIF, so the TIF area that was created in 2018 is this project only and will be self-supporting. Lee said that no other city revenues or property tax levies are pledged to the repayment of these bonds other than this project TIF. She outlined what the council is agreeing to in Section 3 of the ordinance:

Section 3. The City may issue its Bonds, maturing no later than August 1, 2034, in the aggregate principal amount not to exceed \$7,500,000. The Bonds are to be issued for the purpose of procuring funds to pay a portion of the costs of financing the Project, all as more particularly set out in the Financing Documents, incorporated herein by reference, which Bonds will be payable as to principal, premium, if any, and interest from TIF Revenues pursuant to the Financing Documents. The Bonds shall be issued in fully registered form in any denominations of \$5,000 and any integral multiples thereof or as provided in the Indenture, payable semiannually on February 1 and August 1. The Bonds shall be subject to optional redemption prior to maturity at the option of the City, on any date, upon ten (10) days' written notice, at face value, plus in each case accrued interest to the date fixed for redemption, with no premium, as further provided in the Indenture. The Bonds may be issued as term bonds subject to mandatory sinking fund redemption. Payments on the Bonds are payable in lawful money of the United States of America by check mailed or delivered to the registered owners or by wire transfer as provided in the Indenture. The Bonds shall never constitute a general obligation of, an indebtedness of, or a charge against the general credit of the City nor are the Bonds payable in any manner from revenues raised by taxation, except for TIF Revenues, as described in the Indenture.

Lee also noted that the interest rate cannot exceed 4%. She outlined some of the financing documents including the loan agreement, information about the trust indenture, and the bond purchase agreement.

Council Members Ecker and Culp moved and seconded to suspend the rules and read Ordinance No. 2019-2160 on all three readings tonight. The motion carried.

Council Members Ecker and Walters moved and seconded to adopt Ordinance No. 2019-2160, An Ordinance Authorizing the City of Plymouth, Indiana to Issue Its “Taxable Economic Development Revenue Bonds, Series 2019 (Winona Project)” and Approving and Authorizing Other Actions in Respect Thereto, on second reading. It passed by roll call vote.

AYES: Culp, Ecker, Longanecker, Milner, Walters
NAYS: None
ABSENT: Cook and Houin

Council Members Culp and Ecker moved and seconded to adopt Ordinance No. 2019-2160, An Ordinance Authorizing the City of Plymouth, Indiana to Issue Its “Taxable Economic Development Revenue Bonds, Series 2019 (Winona Project)” and Approving and Authorizing Other Actions in Respect Thereto, on third reading. It passed by roll call vote.

AYES: Culp, Ecker, Longanecker, Milner, Walters
NAYS: None

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ABSENT: Cook and Houin

Senter offered the privilege of the floor.

Clerk-Treasurer Xaver said the city tax rate was advertised as \$2.13 and was passed at \$1.79, so that is positive news. The 2020 budget was approved by the state. She also noted that there will be an additional appropriation public hearing at the next council meeting. The Aviation Rotary Fund is in need of purchasing more fuel; there was a missed payment when planning the total amount to be paid out for the city hall project; and the 1993 TIF tax payment to The Rees will also be appropriated.

Xaver also asked where funding will come from if the council is in support of moving forward with the Veterans Parkway extension.

Council Members Ecker and Longanecker moved and seconded to table the discussion regarding Veterans Parkway until their next meeting when more information is available. The motion carried.

Members Longanecker and Culp moved and seconded to accept the following communications:

- Minutes of the Board of Public Works and Safety meeting of November 11, 2019
- Final Rate Levy Comparisons 2020
- Minutes of the Redevelopment Commission meeting of October 15, 2019
- Minutes of the Urban Forest and Flower Committee meeting of October 16, 2019
- Minutes of the Park Board meeting of October 7, 2019

The motion carried.

There being no further business to come before the Council, Council Members Ecker and Walters moved and seconded to adjourn the meeting. The meeting adjourned at 7:12 p.m.

Jeanine M. Xaver, IAMC, CMC
Clerk-Treasurer

APPROVED

Mark Senter, Mayor