

REGULAR SESSION, COMMON COUNCIL, JULY 11, 2016

Be it Remembered that the Common Council of the City of Plymouth, Indiana, met in regular session on July 11, 2016. 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 6:38 p.m.

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

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

Council Members Delp and Ecker moved and seconded to approve the minutes of the last regular meeting of the Common Council on June 27, 2016, as presented. The motion carried.

The following legal notice was advertised in the Plymouth Pilot Newspaper on June 30, 2016:

**NOTICE TO TAXPAYERS
OF PROPOSED ADDITIONAL APPROPRIATIONS**

Notice is hereby given the taxpayers of the City of Plymouth, Marshall County, Indiana that the proper legal officers of the Common Council at their regular meeting place of the Council Chambers of the City Building, 124 North Michigan Street (Garro Street entrance), Plymouth, Indiana at 6:00 p.m., Monday, July 11, 2016, will meet in regular session to consider the following additional appropriations in excess of the budget for the current year.

<u>Fund Name:</u>	LOIT 2016 Special Distribution
<u>Major Budget Classification:</u>	Capital Outlays
<u>Amount:</u>	\$ 555,423.00
<u>Fund Name:</u>	Rainy Day Fund
<u>Major Budget Classification:</u>	Capital Outlays
<u>Amount:</u>	\$ 444,577.00

Taxpayers appearing at the meeting shall have a right to be heard. The additional appropriations as finally made will be referred to the Department of Local Government Finance (DLGF). The DLGF will make a written determination as to the sufficiency of funds to support the appropriations made within fifteen (15) days of receipt of a Certified Copy of the action taken. Handicapped citizens needing special accommodations for the meeting, please call the ADA Coordinator, 574-936-2948.

Jeanine M. Xaver
Clerk-Treasurer

June 30, 2016 PN247699 hspax/p

Council Members Culp and Houin moved and seconded to open the public hearing. The motion carried.

City Attorney Surrisi explained that the additional appropriations of \$555,423 in the LOIT 2016 Special Distribution Fund and \$444,577 in the Rainy Day Fund are being sought to get the funds in place for the Community Crossings Road Project.

Councilman Delp is grateful that we are moving the money around so that we are able to improve city streets.

Councilman Houin asked the approximate balance in the Rainy Day Fund.

Mayor Senter noted that balance would be around \$5.9 million.

All Council Members and public attendees were provided an opportunity to comment on the public hearing. There being no other questions or comments, Council Members Ecker and Fonseca moved and seconded to close the public hearing. The motion carried.

Councilman Ecker asked for an update on the railroad tracks at Harrison Street and Jefferson Street.

City Attorney Surrisi said that he does not have an update, but he will make a point to reach back out to the Pioneer Rail folks. The last he talked with them, they had sent a staff member out to make an

assessment; the staff member sent his recommendations back to his supervisor to make a decision to schedule repairs. Surrisi said that it has been about two months since then, so he will contact them.

Ecker voiced concern about the safety of the railroad crossing and would like to see the city require the railroad to maintain the crossing.

Ecker also asked Street Superintendent Marquardt if something can be done about the tracks on Oak Road near Bomarko.

Marquardt said the only real option is to get in there with a milling machine and then fill in with pavers. He said that most of it would have to be done by hand.

Councilman Cook asked if the Lake Avenue viaduct was discussed when the railroad employee was in town. He asked that the landscaping and brush be taken care of.

Surrisi said that he would reach out to his contact at the railroad.

City Attorney Surrisi presented Ordinance No. 2016-2102, An Ordinance Fixing Salaries of Appointed Officers and Employees, Fire and Police Personnel of the City of Plymouth, Indiana, for the Year 2017, on first reading.

Surrisi presented Resolution No. 2016-696, Additional Appropriation Resolution.

Councilmen Ecker and Culp moved and seconded to approve Resolution No. 2016-696, Additional Appropriation Resolution. It passed by roll call vote.

AYES: Cook, Culp, Delp, Ecker, Fonseca and Houin
NAYS: None
ABSENT: Grobe

Those present watched the State Board of Accounts Webinar on Internal Controls.

Clerk-Treasurer Xaver presented the mayor and council members with a copy of IC 5-11-1-27, Local governmental internal controls; personal training; violations; reporting misappropriations.

Surrisi explained that the city has to create procedures and indicate how we are addressing each of the five components and within each of those components, how we are addressing the seventeen principles identified in the webinar. The staff can use the manual in the day-to-day operations; and the State Board of Accounts will have the information available to verify what controls are in place.

Xaver noted that the internal controls pertain to all of the departments. The minimum training accepted by the state is the watching of the video, so each employee will need to do so. Xaver said that she has to certify that each employee has been trained or the state will not approve the city's 2017 budget.

Members Ecker and Houin moved and seconded to accept the following communications: Minutes of the Board of Public Works and Safety meeting of June 27, 2016; Minutes of the Technical Review Committee meeting of June 21, 2016; and the Final Official Statement for Sewage Works Revenue Bonds of 2016. The motion carried.

REGULAR SESSION, COMMON COUNCIL, JULY 11, 2016

There being no further business to discuss, Council Members Grobe and Houin moved and seconded to adjourn the meeting. The motion carried and the meeting was declared adjourned at 7:21 p.m.

Jeanine M. Xaver
Clerk-Treasurer

APPROVED

Mark Senter, Mayor