

The Board of Public Works and Safety of Plymouth, Indiana, met in Regular Session on March 13, 2017, 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, Fonseca and Houin. City Attorney Surrisi and Clerk-Treasurer Xaver were also present. Member Grobe was absent.

Board Members Houin and Culp moved and seconded to approve the minutes of the last regular session of the Board of Public Works and Safety on February 27, 2017, as presented since they have been reviewed and found to be correct. The motion carried.

Utility Superintendent Davidson discussed the quotes for the Water Department's 2017 Series 5500 Heavy Duty Truck Chassis with Dump Bed and discussed the following letter of recommendation:

City of Plymouth Utilities

**Wastewater Treatment Facility
900 Oakhill Avenue
Plymouth, Indiana 46563**

DONNIE DAVIDSON
Utilities Superintendent
Phone (574)936-3017
Wastewater Treatment Facility

LARRY HATCHER JR.
Wastewater Assistant Superintendent
Pretreatment Coordinator
Phone (574)936-2368
Industrial Pretreatment

**Water Treatment Facility
900 Ledyard Street
Plymouth, Indiana 46563**

JEFF YEAZEL
Water Assistant Superintendent
Phone (574)936 -2543
Water Treatment Facility

March 6, 2017

Board of Works & Safety

RE: Recommendation 5500 Series / F-550 with Dump Bed Quotes

Members:

The Water Department requested quotes for 1 - 5500 Series / F-550 with Dump Bed from 3 local dealers:

- Oliver Ford Lincoln-Mercury 1001 E. Jefferson St. Plymouth, IN
- Country Auto Chrysler-Dodge-Jeep 2705 N. Michigan St. Plymouth, IN
- Auto Park Buick-GMC 2303 N. Oak Dr. Plymouth, IN (**chose not to participate**)

Country Auto Center

Chassis	\$45,692.00
Dump Bed	<u>\$18,915.00</u>
Total	\$64,607.00

Oliver Ford

Chassis	\$47,353.00
Dup Bed	<u>\$18,565.00</u>
Total	\$65,918.00

Although the Country Auto Center quote is lower than the Oliver Ford quote (\$1,311.00), there was a critical item substituted in the quote. An electrical PTO pump was quoted instead of the specified hydraulic PTO pump. This inhibits the desired performance during the discharging of materials. The electric option reacts to slow compared to the desired hydraulic version, which can result in dumping the entire load in lieu of a controlled amount.

My recommendation would be to award to Oliver Ford Lincoln Mercury for \$65,918.00

Donnie Davidson, Utilities Superintendent

Davidson explained that while Country Auto Center of Plymouth, Indiana did have the low bid, it was quoted with an electrical PTO (power take off) rather than a hydraulic PTO as requested. He noted that this it raises and lowers the dump truck bed and greatly inhibits the discharging of the materials of the dump truck. The electric option reacts too slow to bring the dump bed down and consequently once it gets up there and the load starts to shift, we lose the whole load onto the street. Therefore, the hydraulic system was requested for the quote.

Davidson recommended that the Board award the quote to Oliver Ford Sales of Plymouth, Indiana for \$65,918.00.

Board Members Culp and Fonseca moved and seconded to award the quote to Olive Ford Sales of Plymouth, Indiana. The motion carried.

Chief Miller presented the following February 2017 reports:

**Plymouth Fire Department
Departmental Activity Report**

Current Period: 02/01/2017 to 02/28/2017, Prior Period: 01/01/2017 to 02/28/2017
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
EMS Alarm Situations				
No Location Provided	162	448.14	377	954.85
	162	448.14	377	954.85
Fire Alarm Situations				
Combustible/flammable spills & leaks	1	0.00	2	0.00
Dispatched and cancelled en route	11	0.00	34	0.00
Emergency medical service (EMS) Incident	127	0.00	286	0.00
False alarm and false call, Other	2	0.00	3	0.00
Fire, Other	1	0.00	1	0.00
Good intent call, Other	0	0.00	3	0.00
Hazardous condition, Other	0	0.00	1	0.00
Medical assist	7	0.00	17	0.00
Mobile property (vehicle) fire	1	0.00	4	0.00
Natural vegetation fire	3	0.00	5	0.00
Outside rubbish fire	3	0.00	3	0.00
Smoke, odor problem	1	0.00	6	0.00
Special outside fire	0	0.00	1	0.00
Steam, Other gas mistaken for smoke	0	0.00	1	0.00
Structure Fire	3	0.00	6	0.00
System or detector malfunction	0	0.00	1	0.00
Unintentional system/detector operation	1	0.00	2	0.00
Wrong location, no emergency found	1	0.00	1	0.00
	162	0.00	377	0.00
Training				
Abulance Opps	3	12.00	3	12.00
Apparatus Drafting	4	8.00	4	8.00
Burns	0	0.00	5	20.00
Class Final	1	2.50	1	2.50
CPR	16	38.00	34	109.00
EMS Audit & Review	0	0.00	8	8.00
EMS Skills	11	44.00	17	68.00
EMT-B	12	42.00	12	42.00
ENvironmental Emergencies	0	0.00	7	23.50
Forceable Entry	4	14.00	4	14.00

**Plymouth Fire Department
Departmental Activity Report**

Current Period: 02/01/2017 to 02/28/2017, Prior Period: 01/01/2017 to 02/28/2017
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
Training				
Gas Pipe line Safety	0	0.00	4	11.00
Gastrointestinal Emerg	0	0.00	3	12.00
Infants & Children	2	8.00	5	20.00
Instructor's Meeting	5	10.00	12	17.00
Marshall County Fire Association Mtg.	4	6.00	8	12.00
Neurological Emergencies	0	0.00	2	8.00
Obstetrics	0	0.00	2	8.00
Physical Ability Test	0	0.00	15	45.00
Pump Operations	10	24.00	10	24.00
RIT/FF CPR	6	6.00	46	76.00
SCBA Testing and Filling Procedures	39	71.00	39	71.00
Shock	0	0.00	5	2,252.00
Spine and Neck Injuries	0	0.00	1	4.00
Splinting	0	0.00	2	8.00
Test and Skills	0	0.00	3	12.00
Toxicology	0	0.00	3	12.00
Trauma	0	0.00	3	12.00
Volunteer Fire Business Mtg.	25	37.50	53	65.50
	142	323.00	311	2,976.50

**Plymouth Fire Department
Incidents by District (Summary)**

Alarm Date Between {02/01/2017} And {02/28/2017}

District	Count	Pct of Incidents	Est Losses	Pct of Losses
006 Lapaz	1	0.61 %	\$0	0.00 %
007 Plymouth	114	70.37 %	\$9,050	7.60 %
008 Polk	1	0.61 %	\$0	0.00 %
011 Center Twp	17	10.49 %	\$75,000	63.00 %
019 West Twp	23	14.19 %	\$35,000	29.40 %
12 Argos Paramedic Assist	2	1.23 %	\$0	0.00 %
16 Lakeville/Lapaz Paramedic Assist	2	1.23 %	\$0	0.00 %
18 Walkerton Paramedic Assist	2	1.23 %	\$0	0.00 %
Total Incident Count:	162		Total Est Losses:	\$119,050

Miller also notified the board that the Plymouth Volunteer Fire Department applied for a grant in fall 2016 through the Marshall County Community Foundation for a replacement gator for their equipment that is fifteen years old. The grant was awarded in the amount of \$13,000.00, therefore the Plymouth Volunteer Fire Department is turning over ownership of that Gator to the City of Plymouth.

Police Chief Bacon sent the board member's the Police Department's February 2017 report:

PLYMOUTH POLICE DEPARTMENT
Activity Report Summary 2017

Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Information	311	256											567
Complaint	505	494											999
911 Hang-Up Calls	90	69											159
Residential Security Checks	113	183											296
Alarms	58	57											115
Vehicle Checks	17	23											40
Assist Other Agencies	5	8											13
Animal Complaints	20	17											37
Traffic Stops	334	399											733
Code Enforcement	39	33											72
Citations Issued	148	271											419
Accident Reports	33	46											79
Case Reports	135	163											298
Arrests	49	74											123
Arrests (Adult)	42	65											107
Arrests (Juvenile)	7	9											16

Street Superintendent Marquardt updated the board on the two sidewalk requests (see post-minutes requests). He compared these requests to the ADA transition plan and both areas are far down the list. Marquardt has called and spoken with the individuals who made the request to explain this information. He also said the he will have a list available for the board members at the next meeting for the 2017 sidewalk projects.

Marquardt also discussed the intersection at Pennsylvania Avenue and Michigan Street. The controllers for the that light are outdated and the 2017 budget includes funding for changing out some controllers and sensors throughout the city. He discussed the following quote:

City of Plymouth Street Dept.

2124 Western Avenue, Plymouth, In. 46563-1044

Phone 574-936-2017 Fax 574-936-3551

street@plymouthin.com


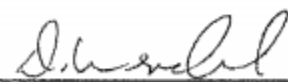
March 13, 2017

To The Board of Public Works and Safety

Pricing to replace Traffic Signal Controllers and Light Heads to update our system.

I'm Requesting permission at this time to start at Michigan & Pennsylvania and work our way through this list as budget will allow. This will update the controllers that parts are no longer available.

After reviewing the proposal from Michiana Contracting we feel the priority should start with # 4, #5, #8, #10, #9, #6, #1, & #3 leaving detection systems #2 & #7 for next year's budget.

	MICHIANA CONTRACTING INC 7843 LILAC ROAD PO BOX 929 PLYMOUTH IN 46563 PHONE: 574-936-8613 FAX: 574-936-6201	Page No: 1 of 1 Pages	<h2 style="margin: 0;">PROPOSAL</h2>				
TO: City of Plymouth	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black;">PHONE:</td> <td style="width: 50%; border-bottom: 1px solid black;">DATE: 3/10/2017</td> </tr> <tr> <td colspan="2" style="border-bottom: 1px solid black;">JOB NUMBER / LOCATION</td> </tr> <tr> <td style="border-bottom: 1px solid black;">JOB NUMBER</td> <td style="border-bottom: 1px solid black;">FAX:</td> </tr> </table>	PHONE:	DATE: 3/10/2017	JOB NUMBER / LOCATION		JOB NUMBER	FAX:
PHONE:	DATE: 3/10/2017						
JOB NUMBER / LOCATION							
JOB NUMBER	FAX:						
Prepared by MEW							
We hereby submit specifications and estimates for:							
Traffic Signal Budget prices for the following:							
1) Jefferson & Center replace controller	\$	11,700.00					
2) Jefferson & Center wireless detection	\$	22,250.00					
3) Jefferson & Center new signals & wire	\$	8,175.00					
4) Michigan & Pennsylvania replace controller	\$	14,250.00					
5) Michigan & Pennsylvania new signals & wire	\$	8,475.00					
6) Jefferson & LWE replace controller	\$	11,700.00					
7) Jefferson & LWE wireless detection-LWE only	\$	12,650.00					
8) Michigan & Hoham replace controller	\$	13,525.00					
9) Michigan & Hoham wireless detection	\$	15,200.00					
10) Michigan & Hoham replace span, wire and all signals	\$	12,900.00					
Total	\$	130,825.00					
We Propose hereby to furnish material and labor - complete in accordance with the above specifications, for the sum of:							
dollars (_____)							
Payment to be made as follows: Net 30 days							
All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workers' Compensation Insurance.							
		Authorized Signature 	Note: This Proposal may be withdrawn by us if not accepted in 30 days				
Acceptance of Proposal: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.		Signature _____	Signature _____				

Marquardt requested the board's permission to start this project with Michiana Contracting and begin prioritizing areas that need work including Pennsylvania/Michigan, Hoham Drive, and Lincolnway.

Board Members Houin and Fonseca moved and seconded to the request to move forward with intersection updates. The motion carried.

The potential crosswalk at Baker and Michigan Streets was discussed. Marquardt said that this intersection is part of a state highway and after discussions regarding the crosswalk, the State did not respond favorably to the request.

City Engineer Rick Gaul provided an update on Michigan/Oakhill signal. He said the project is out for bid and project specifications are available. A pre-bid meeting will be held on Friday, March 17, 2017, and bids will be opened at the March 27, 2017, Board of Public Works and Safety meeting.

Clerk-Treasurer Xaver presented the following request:

Would like to see 2 hr parking on Water St between Garro and Washington St to W side there are currently 3 store fronts on that stretch of street and there are constantly cars parked there by City employees and store owners from Michigan St that do not

move all day prohibiting customers a place to park. S/ Pamela Mahler-Lee, 201 E Garro St, 574-341-9355

Business owner, Emanuel Reese, has had customers complain about lack of parking spaces and agrees with the request to make this area 2-hour parking. It was noted that parking on the east side of that street is already limited to 2-hour parking.

Board Members Houin and Fonseca moved and seconded to approve the request. The motion carried.

Clerk-Treasurer Xaver presented the following request:

Close Michigan Street from Adams Street to LaPote Street from 8:00AM until 4:00PM. I have attached a map for your use. This is for the P-Town Cruz-n Car Show. S/ Skip Davidson, 8377 Jarrah Road, Plymouth, IN 574-930-0612

Skip Davidson was present to answer questions regarding the request. He said the date is June 10th and this is the eighth year the event has taken place.

Board Members Culp and Houin moved and seconded to approve the request as presented. The motion carried.

Board Members Houin and Culp moved and seconded to allow the payroll for March 15, 2017, and the claims for March 13, 2017, as entered in Claim Register #2017. The motion carried.

There being no further business to discuss, Members Culp and Fonseca moved and seconded to adjourn the meeting. The motion carried and the meeting was declared adjourned at 6:20 p.m.

Jeanine M. Xaver, IAMC
Clerk-Treasurer

APPROVED:

Mark Senter
Mayor

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

3/2/2017 – Side walk from E. Adams St. all the way down to E. Washington St. along Indiana Ave. the East side. S/ Erika Ramirez, 500 E Adams St, Plymouth, 574-952-2270*

2/24/2017 – Side walk request S/ Jaime Baca Ortiz, 916 W Garro St, Plymouth, 574-210-6173*

*See discussion above