

REGULAR SESSION, BOARD OF PUBLIC WORKS AND SAFETY, JULY 23, 2018

The Board of Public Works and Safety of Plymouth, Indiana, met in Regular Session on July 23, 2018, at 6:00 p.m. in the meeting room of the Plymouth Fire Department, 111 N. Center St., Plymouth, IN.

Mayor Senter presided for Board Members Houin and Walters. City Attorney Surrisi and Clerk-Treasurer Xaver were also present. Board Members Culp and Milner were absent.

Board Members Houin and Walters moved and seconded to approve the minutes of the last regular session of the Board of Public Works and Safety on July 9, 2018. The motion carried.

Mayor Senter referred to the surface water and silt washing into Laporte Street from the Lincoln Junior High construction project on the evening of Saturday, August 21st. Utility Superintendent Davidson said that he investigated the area and contacted the contractor to inform him of the situation. He said that the contractor arrived at the site within one hour and installed additional erosion control measures. The contractor was back again on Sunday at 7:00 am sweeping and cleaning the area and installed additional erosion control and diked the overflowing areas on the site.

Fire Chief Miller asked the board to allow the fire department to provide medical standby coverage for the Notre Dame football team at the Culver Academies beginning August 3rd through the 7th for approximately four hours per day as they've done in the past. They will make a donation to the city, which will be deposited into the City Monetary Gift Fund, based on an hourly equipment rate figured by Fire Chief Miller.

Gary Cook asked if there is a written agreement with Notre Dame. Chief Miller said it is just an agreement per an e-mail he received that started that way four years ago. Cook asked City Attorney Surrisi what kind of liability there would be because it has become an annual request/agreement. Surrisi stated that in his opinion, as long as the Board's approval is received, it is a lot simpler with the understanding that Notre Dame says they are going to make the donation later rather than spell it out contractually as this is what we're doing with this amount of money. In terms of liability, there isn't really any other risk than beyond what are normal operations would be. If the Board has approved for them to do the types of activity that they normally do, in terms of medical services and approve this being a separate event Surrisi doesn't see an issue with it. Cook asked if there is a way to put the monies in a different fund other than the Gift Fund such as Equipment or General Fund so it can become appropriated that way.

Clerk-Treasurer Xaver answered that ambulance receipts go into the General Fund, because that is the fund from which the fire department expenses and employees are paid. She said that if the city is trying to offset expenses for the ambulance service by doing this additional service, it makes sense that it would go into the General Fund.

Board Members Walters and Houin moved and seconded to approve the request as presented by Chief Miller.

Chief of Police Bacon informed the board that Detective Leo Mangus has submitted his letter for his retirement. His last day will be August 31, 2018. Bacon has requested to start the hiring process to fill the vacancy.

Board Members Houin and Walters moved and seconded to approve to start the hiring process. The motion carried.

Street Superintendent Marquardt informed the board that the W. Jefferson St. project near Mr. Roy Roush's property is done. They put in 6-8" of milling, a couple of inches of limestone and then rolled it. They will continue to keep an eye on it.

City Engineer Gaul reviewed PW-18-033 for 1600 N. Oak Dr., a request by Comcast / Farm Bureau to work in the City's Right-of-Way to install a communications cable in a single 2" HPDE duct in the City ROW, approximately 600' north of PIDCO Dr., crossing perpendicular to N. Oak Dr., to the east right of way line.

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

Gaul also presented PW- 18-034 for 2222 Fairfield Blvd. a request by Comcast/PirTano Construction to perform work in the City's Right of Way to install a communications cable in a single 2" HPDE duct in the City ROW beginning approximately 175' west of Village Place to approximately 1,000' west of Village Place on the north side of Fairfield Blvd. with a service line to the north right of way line at approximately 320' west of Village Place.

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

Gaul said there has been one complaint regarding PEG Bandwidth. Instead of putting in one duct, as agreed by the board, they are installing two ducts. There is no change in the financial guarantee requirement. PEG Bandwidth is also servicing a couple of Blueberry poles at the park. They were planning on going from N. Michigan down Plymouth-Goshen Trail and then down south on Randolph St. They were told from the first meeting that they probably don't want to go that way as it is loaded with all kinds of underground cable. Once they saw the utility locates, they requested a different route. They have one line already approved to go down Baker St. and into the pole at the corner of Randolph and Baker, on the northwest corner where there is a cell pole for the Blueberry Festival. What they plan to do is go north along the west side of Randolph up to the tennis courts, go to the north and pick one pole up then pick the other pole at Chuck Glaub Dr. on the north side. It's a little shorter length. They are being asked to change the line of 8' off of the

pavement which puts it right in the middle of the ditch, which is one of the statements that the City doesn't want it in the middle of the ditch. Approval is needed except we will keep the approval with the same notations and agreement that was on the June 11, 2018 original notations agreement and license agreement. No boring was done at the location that they originally requested. The request is a transfer of the financial guarantee to the new location, contingent on City Engineer Gaul's approval of the plans.

Board Members Houin and Walters moved and seconded to approve the request as presented by Mr. Gaul. The motion carried.

Gaul said they have been working on the MS4, Notice of Intent. Facility updates are needed for the cemetery, park, street dept., water dept. and wastewater dept. The approval will be requested at the August 13, 2018, Board of Works meeting.

City Attorney Surrisi presented Executive Order No. 2018-07, Regarding 115 W. Washington St. to temporarily place a dumpster in the street in front of the home located at 115 E. Washington St. to facilitate renovation work.

07/14/2018 – We would like a dumpster to be allowed for a few days in front of 115 Washington street beginning on Thurs. (July 19th) until job of removal of debris is complete hopefully less than 3 days or by July 24th. S/Tina Fitch, Realtor, 2634 California, Columbus IN, 574-952-7777.

Board Members Walters and Houin moved and seconded to ratify Executive Order No. 2018-07. The motion carried.

Surrisi also presented Resolution No. 2018-807, A Resolution of the Board of Public Works and Safety Accepting the Marshall County Board of Commissioners' Transfer of Certain Real Property to the City of Plymouth. The property is located at 500 E. LaPorte Street. Board Member Walters asked if the limestone drive across from Laporte St. to an alley next to Garden Court is going to be maintained. Superintendent Marquardt stated that the City can maintain it.

Board Members Houin and Walters moved and seconded to approve Resolution No. 2018-807. The motion carried.

Promotion of the City Coordinator, Laura Mann, was present to request pre-payment of claims for the Mayor's Month of Music for the following bands:

- August 3rd Magic Bus
- August 10th Fascinating Rhythm
- August 17th Southern Straightaway
- August 24th Out of Favor Boys
- August 31st MGB

Board Members Houin and Walters moved and seconded to approve pre-payment of claims. The motion carried.

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Board Members Houin and Walters moved and seconded to allow the payroll for July 31, 2018, and the claims for July 23, 2018, as entered in Claim Register #2018. The motion carried.

Board Members Houin and Walters moved and seconded to accept the following communications:

- June, 2018 Wastewater Department Monthly Report
- June, 2018 Water Department Monthly Report
- June, 2018 Plymouth Fire Dept. Departmental Activity Report

The motion carried.

There being no further business to discuss, Members Houin and Walters moved and seconded to adjourn the meeting. The motion carried and the meeting was declared adjourned at 6:25 p.m.

Jeanine M. Xaver, IAMC, CMC
Clerk-Treasurer

APPROVED:

Mark Senter, Mayor

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

07/09/2018 – Tree is dead at 1016 N. Michigan Street. Small tree – had some type of fungus growing inside trunk and coming out. Branches have black specs – leaves brown. S/Jessie Pippenger, homeowner, 1016 N. Michigan St., Plymouth, 574-339-5958.

07/10/2018 – First United Methodist would like a city tree taken down on the south side of the church. Half the tree is dead and we're afraid it will fall on the church. S/Jeff Mills, per trustees, 400 N. Michigan St., 574-936-2943.

07/13/2018 – Trees/shrubs on corner of Jefferson & Beerenbrook. Cars/trucks have to pull out onto Jefferson to see. Trees are overgrown and you cannot see to pull out. May cause potential danger. S/Rhonda Noble, 910 W. Adams St., Plymouth, 574-344-6625.