

REGULAR SESSION, BOARD OF PUBLIC WORKS AND SAFETY, MARCH 9, 2020

The Board of Public Works and Safety of Plymouth, Indiana, met in Regular Session on March 9, 2020. The meeting was held in the Council Chambers, on the second floor of the city building, 124 N. Michigan St., Plymouth, Indiana.

Mayor Mark Senter called the meeting to order at 6:00 p.m. Senter presided for Board Members Duane Culp, Jeff Houin, Shiloh Milner and Bill Walters. City Attorney Sean Surrisi and Deputy Clerk-Treasurer Abby Collins were also present.

Members Culp and Walters moved and seconded to approve the minutes of the last regular session of the Board of Public Works and Safety on February 24, 2020. The motion carried.

City Attorney Surrisi made a last call for quotes the water department pickup truck. The following sealed quotes were opened and read aloud:

- Country Auto, Plymouth, IN – Chevy Silverado \$35,460.00
- Country Auto, Plymouth, IN – Dodge Ram \$31,228.00
- Auto Park, Plymouth, IN – GMC Sierra \$40,075.50
- Oliver Ford, Plymouth, IN – Ford F250 \$31,108.00

Board Members Houin and Milner moved and seconded to take all quotes under advisement. The motion carried.

Fire Chief Rod Miller submitted the following monthly reports:

Plymouth Fire Dept
Incidents by District (Summary)
Alarm Date Between {02/01/2020} And {02/29/2020}

District	Count	Pct of Incidents	Est Losses	Pct of Losses
006 Lapaz	1	0.55 %	\$0	0.00 %
007 Plymouth	115	63.88 %	\$0	0.00 %
011 Center Twp	27	15.00 %	\$0	0.00 %
019 West Twp	27	15.00 %	\$10,000	100.00 %
12 Argos Paramedic Assist	1	0.55 %	\$0	0.00 %
18 Walkerton Paramedic Assist	4	2.22 %	\$0	0.00 %
30 Argos Ambulance Assist	3	1.66 %	\$0	0.00 %
35 Walkerton Ambulance Assist	2	1.11 %	\$0	0.00 %
Total Incident Count:	180		Total Est Losses:	\$10,000

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Plymouth Fire Dept

Departmental Activity Report

Current Period: 02/01/2020 to 02/29/2020, Prior Period: 01/01/2020 to 02/29/2020

00:00 to 24:00

All Stations

All Shifts

All Units

Fire Alarm Responses, Training Classes

Category	Current Period		Prior Period	
	Count	Staff Hrs	Count	Staff Hrs
Fire Alarm Situations				
Chemical release, reaction, or toxic	1	1.38	2	2.79
Combustible/flammable spills & leaks	1	4.19	1	4.19
Dispatched and cancelled en route	8	9.04	21	70.87
Electrical wiring/equipment problem	0	0.00	1	8.82
Emergency medical service (EMS) Incident	154	602.14	285	836.06
False alarm and false call, Other	4	15.18	7	21.90
Hazardous condition, Other	1	0.65	2	2.99
Medical assist	5	4.34	11	6.60
Mobile property (vehicle) fire	1	8.88	1	8.88
Natural vegetation fire	1	3.33	1	3.33
Smoke, odor problem	1	1.48	1	1.48
Steam, Other gas mistaken for smoke	1	2.21	1	2.21
Structure Fire	1	3.83	4	51.06
System or detector malfunction	1	1.28	1	1.28
Unintentional system/detector operation	0	0.00	1	1.62
	<u>180</u>	<u>657.93</u>	<u>340</u>	<u>1,024.08</u>
Training				
adult education	2	6.00	2	6.00
AEMT Class	1	1.25	1	1.25
Anaphlaxis	66	78.50	66	78.50
CPR Recert	0	0.00	26	52.00
EMS Audit & Review	0	0.00	2	4.00
EMS Skills	2	4.50	2	4.50
EMT-B	69	261.00	156	597.00
ETCO2 Monitoring	0	0.00	12	12.00
Gas Pipe line Safety	0	0.00	1	1.50
Hazardous Materials Overview	3	3.00	3	3.00
Hazmat Awareness and Operations	0	0.00	2	148.00
Hypothermia	0	0.00	39	39.00
Ice Rescure	26	52.00	26	52.00
Personal Protective Equip.	0	0.00	6	36.00
respiratory skills	1	2.00	1	2.00
tic training	0	0.00	11	11.00
Truck Company Ops	0	0.00	1	3.00
Volunteer Fire Business Mtg.	28	28.00	60	92.00
	<u>198</u>	<u>436.25</u>	<u>417</u>	<u>1,142.75</u>

Miller also requested the board's approve to send four volunteer fire department members, Craig Miller, Travis McVicker, Aaron Wagers and Justin Wade, to the National Fire Academy in

Activity Report Summary 2020

Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Calls for Service, Complaints, Information	660	666											1,326
911 Hang-Up Calls	59	70											129
Alarms	58	47											105
Vehicle Checks	11	7											18
Assist Other Agencies	8	10											18
Animal Complaints	15	13											28
Traffic Stops	245	245											490
Citations Issued	102	118											220
Accident Reports	34	40											74
Case Reports	98	101											199
Arrests	36	30											66
Arrests (Adult)	30	19											49
Arrests (Juvenile)	6	11											17

City Attorney Surrisi presented the Written Determination that Reasonable Effort has Been Made to Obtain Service and Approving Service by Publication regarding the Unsafe Building at 400 E Jefferson Street. He said that they are trying to recuperate the cost of having the unsafe building demolished. Surrisi did send notification of the affidavit, which outlines the cost of the demolition to the property owner, via certified mail, however that was returned nearly a month later with no signature. This affidavit has been approved by the State Board of Accounts and filed with Marshall County Clerk.

Surrisi said that at this point, the city can now use other methods to make service on the property owner. He sent the affidavit via regular mail and will publish the notice in the newspaper twice, with one week in between publications. The first publication was on March 6th and will run again on March 13th. The owner will have 30 days to respond and challenge the cost claimed, which is roughly \$12,500. If the owner responds, the case would be turned over to the circuit court judge for a hearing. Surrisi said if the property owner does not respond, the city can file with the county clerk for an entry of judgement by the circuit court judge and force the property into foreclosure.

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Board Member Walters asked if the property was forced into foreclosure, would it then become city property. Surrisi said there is a process to go through and the owner could step up and pay the judgement to clear the outstanding lien, but if the owner does not come forward, eventually the land could be up for sheriff's sale and would be available for anyone in the public to purchase.

The document Surrisi is presenting to the board sets out the efforts that have already been made and gives approval to serve by publication.

Board Members Culp and Walters moved and seconded to approve the Written Determination that Reasonable Effort has Been Made to Obtain Service and Approving Service by Publication. The motion carried.

City Attorney Surrisi presented Resolution No. 2020-891, Resolution of the City of Plymouth Renaming Shamrock Drive to Zentis Drive.

Board Members Houin and Walters moved and seconded to adopt Resolution No. 2020-891, Resolution of the City of Plymouth Renaming Shamrock Drive to Zentis Drive. The motion carried.

Deputy Clerk-Treasurer Collins presented the following request:

Request from First United Church of Christ. Where: use of north 2 rows in parking lot south of First United Church of Christ, 321 N Center St. When: Friday, April 17, 5pm to Saturday, April 18, 3pm. Why: Fundraiser for the church – Ralph's Walleye Fish Sandwiches. The location is deal for not impeding street traffic flow and to allow access for necessary electrical connection. When: Requesting area specified in the parking be blocked off to parking and approval to use lot. Contacts: Robert Manuwal, Church Council, VP and Cheryl Scarberry, Deacon. The church thanks you for your consideration. S/ Robert Manual and Cheryl Scarberry, 574-360-7742, 574-514-5496, 315 N Center St.

Robert Manuwal and Cheryl Scarberry were both present to discuss the request and answer questions. Bob said he spoke with Street Superintendent Marquardt about putting barricades or cones out the night before. He did not think that would be a problem.

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

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Board Members Walters and Milner moved and seconded to allow the payroll for March 13 and the claims for March 9, 2020, as entered in Claim Register #2020. The motion carried.

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

- Fire Department February 2020 Reports

The motion carried.

There being no further business to discuss, Board Members Walters and Culp moved and seconded to adjourn the meeting. The motion carried and the meeting was declared adjourned at 6:41 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:

3/3/2020 – Street Light Repair Request: The light bulb seems to be burned out. The pole is located at 1915 Felix Place. S/ Ryan Bernard, 2009 Felix Pl, Plymouth, 574-780-5114
Street Superintendent Marquardt: Light pole is NIPSCO's. Obtained pole number and submitted to NIPSCO's website on 3/4/20