

The Board of Public Works and Safety of Plymouth, Indiana, met in Regular Session on March 14, 2016, 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 Delp, Fonseca, Grobe and Houin. City Engineer Gaul, City Attorney Surrisi and Clerk-Treasurer Xaver were also present.

Board Members Delp and Fonseca moved and seconded to approve the minutes of the last regular session of the Board of Public Works and Safety on February 22, 2016 and executive session of the Board of Public Works and Safety on February 18, 2016, as presented since they have been reviewed and found to be correct. The motion carried.

City Attorney Surrisi made a final call for proposals for the Open Letters of Interest for Plymouth Greenways Trail Right-of-Way Request. The following sealed letters were opened and read aloud:

- 1) SEH of Indiana of Munster, IN
- 2) Abonmarche of South Bend, IN

These will be taken under advisement by the Park Board and reviewed with City Engineer Gaul.

Police Chief Bacon discussed the quotes received at the last Board of Public Works and Safety meeting. The lowest bid was from Best Ford of Knox, IN, however they failed to include three options. Chief Bacon recommended awarding the bid to Oliver Ford for a total of \$68,432.00.

Board Members Grobe and Houin moved and seconded to award the bid to Oliver Ford. The motion carried.

Utility Superintendent Davidson presented the monthly reports for the Water and Wastewater Departments:

**CITY OF PLYMOUTH WATER DEPARTMENT  
Board of Public Works and Safety  
FEBRUARY 2016 Monthly Report**

**PLANT OPERATIONS**

Water Treated February – Ledyard Water Treatment Plant	16,505,012 gallons
Water Treated February – Pine Water Treatment Plant	<u>28,508,469 gallons</u>
Water Treated - Total	45,013,481 gallons

Water Treated – Daily Average – Ledyard Water Treatment Plant	569,138 gallons
Water Treated – Daily Average – Pine Water Treatment Plant	<u>983,051 gallons</u>
Water Treated – Daily Average - Combined	1,552,189 gallons

- Backwashed filters at Ledyard Water Treatment Plant 5 times for a total of 265,000 gallons
- Backwashed filters at Pine Water Treatment Plant 13 times for a total of 756,000 gallons
- Total backwash usage for the month was 1,021,000 gallons

**MAINTENANCE WORK ORDERS COMPLETED**

- 33 – Ledyard Water Treatment Plant Maintenance
  - Recorded bearing temperature readings on Ledyard high service pumps and motors
  - Flushed all sample taps and inspected filters
  - Inspected wells and detention tanks
  - Completed generator test and inspection
  - Cleaned influent and effluent chlorine injectors and flushed supply lines
  - Inspected north and west towers
  - #3C Well was completely rebuilt
- 16 – Pine Water Treatment Plant Maintenance
  - Replaced inline filter and maintained chlorine analyzer
  - Cleaned influent and effluent chlorine injectors and flushed supply lines
  - Recorded bearing temperature readings on high service pumps and motors
  - Flushed all sample taps and inspected filters
  - Flushed 4” main line to plant weekly
  - Cleaned and repaired air release system on #5E and #6F wells

- Completed generator test and inspected
- Repaired #2 unit heater in plant
- Inspected wells
- 20 – Mobile Equipment
  - Inspected vehicles W-1 through W-14
  - Inspected and serviced Hycon Hydro Power Pack
  - Inspected and serviced Wach’s valve turner
  - Inspected Bobcat E-50 Excavator
  - Inspected portable generator
  - Inspected Toro snow blower

**WATER SAMPLING**

- 10 Distribution system bacteria samples, IDEM required
- 58 Distribution system chlorine residual samples, IDEM required
- 8 Fluoride samples, ISDH required
- 272 Process control samples and analysis at the Ledyard Water Treatment Plant samples includes Ferrous Iron, Total Iron, Manganese, and Chlorine
- 353 Process control samples and analysis at the Pine Water Treatment Plant samples includes Ferrous Iron, Total Iron, Manganese and Chlorine
- 4 THM’s –Sample for 1<sup>st</sup> quarter
- 4 HAA5’s – Sample for 1<sup>st</sup> quarter
- 0 VOC’s sets
- 0 SOC’s / Nitrates
- 0 Radionuclide (1) ea. Ledyard Plant and Pine Plant
- 0 IOC & Sodium
- 23 Extra samples - distribution, plant and wells

**SERVICE**

Locates	68
Total Number of Work Orders	107
Service Disconnects	19
Service Disconnects for non-pay	24
Service Reconnects for non-pay	21
Blue Tags “Service Notice” left on door	7
Pink Tags “Insufficient Funds Notice” left on door	3
New Radio Read / Meter Installations	3
Accuracy checks	112
After Hours Call Outs	2
Meters repaired	2

**CONSTRUCTION ACTIVITIES**

- (1) **Curb Stops Repaired / Replaced / Installed**  
02-23-2016 122 Franklin St. - Replaced ¾” curb stop
- (0) **Old Curb Stops Located / Capped Off at Valve**
- (2) **New Taps Installed**  
02-29-2016 320 Meadow Ln. – Installed (2) 1” taps and a meter pit
- (0) **New Mains Completed**
- (3) **Valves / Valve Boxes / Repaired or Replaced / Valve Boxes Repaired or Replaced**  
02-17-2016 708 Colony Ct. – Repaired valve box removed debris  
02-17-2016 1000 N. Plum St. – removed debris in meter pit (found curb stop in meter pit)  
02-17-2016 1069 Lincolnway East – Vacuumed out debris in valve box
- (0) **Hydrants Repaired / Replaced / Installed / Serviced / Painted**
- (0) **Valves Exercised**
- (1) **Main Breaks and Leaks Repaired**  
02-15-2016 1200 block of W. Washington St. – Repaired 4” main break
- (1) **Service Lines / New / Repaired**  
02-29-2016 320 Meadow Ln. – Installed new service line from main to new pit

**MISCELLANEOUS**

- February – New equipment training in treatment plant
- February – 811 Email training

- February – Reorganized service files, mapping, and procedures
- February – GIS duties

**WATER DEPARTMENT IMPROVEMENT PROJECTS**

- February            Division 1 – Ledyard Water Treatment Plant Improvements
  1. 2-8-16 Progress Meeting
  2. Generator and switch gear has been installed and powered up
  3. Chemical feed lines installation completed
  4. Construction of breakroom, dressing room and offices continues
  5. Start-up completed on the west side of the filter plant and is in operation
- February            Division 2 – 12” Water main W. LaPorte St. to Oakhill Ave.
  1. All pressure testing and bacteria testing has been completed and passed
  2. Substantial completion was approved on 11-9-2015
  3. Recommend release of \$16,107.04 of retainage, \$5,600 remains to complete the remaining punch list items.

**CITY OF PLYMOUTH WASTEWATER DEPARTMENT  
Board of Public Works and Safety  
February 2016 Monthly Report**

**PLANT OPERATIONS:**

- |   |            |
|---|------------|
| 1. Total flow in gallons  | 61,708,220 |
| 2. Average daily flow in gallons  | 2,127,870  |
| 3. Rainfall   | 0.75”      |
| 4. Monthly average in BOD removal   | 98.5%      |
| 5. Monthly average in TSS removal   | 95.0%      |
| 6. Monthly average in Ammonia removal   | 96.9%      |
| 7. General plant maintenance  |            |
| 8. Work orders completed:   |            |
| • <u>312 – Wastewater Treatment Plant</u>   |            |
| ➤ Inspect/repair raw sewage pumps including adjustment of impeller clearances and valve handle braces |            |
| ➤ Inspect and repair natural gas boiler   |            |
| ➤ Paint basement of the secondary digester building   |            |
| ➤ Rebuild return sludge pump #1   |            |
| • <u>67 – Vehicle/Mobile Equipment</u>  |            |
| ➤ Inspect and repair land application equipment   |            |
| • <u>30 – Lift Stations</u>   |            |
| ➤ Vacuumed debris from Packard Woods lift station   |            |
| • <u>2 - Collection System</u>  |            |
| ➤ 0 - Eliminated structures   |            |
| a.  |            |
| ➤ 0 – Replaced structures   |            |
| a.  |            |
| ➤ 1 – Replaced/adjusted castings  |            |
| a. Repaired casting at S. Plum St. and Schuyler St.   |            |
| ➤ 0 – GIS data collection points  |            |
| ➤ 1 – Point repair  |            |
| a. 723 Blk. Lake Ave.   |            |
| ➤ 0 – New structure   |            |
| a.  |            |
| ➤ 0 – Mainline sewer replacement  |            |
| a.  |            |
| ➤ 0 – Miscellaneous   |            |
| a.  |            |

**MEETINGS ATTENDED:**

- 02-02 TRC / Wallace property line relocation review / Hayden property line relocation review
- 02-04 Guaranteed Savings Contract – Committee meeting
- 02-05 Review of utilities budgets with Umbaugh & Associates and Clerk-Treasurer
- 05-05 Utilities safety meeting with Gibson Insurance
- 02-08 Board of Public Works and Safety
- 02-10 Preliminary review of the Eastside Watershed Study with Commonwealth Engineers
- 02-16 Redevelopment Commission Meeting
- 02-17 Kick-off meeting with Kokosing Construction Co. on the negotiation of contract (Guaranteed Savings Contract) for the WWTP Improvements Project
- 02-19 MCEDC on future developments
- 02-22 Board of Public Works and Safety
- 02-24 City Safety Meeting

02-24 B.L. Anderson Co. on aeration options on the new aeration tank

**COLLECTION SYSTEM:**

1. Cleaned 1,030 feet of sewer lines
  - 0 feet during service calls
  - 1,030 feet during preventive maintenance
2. Televised 0 feet of sewer lines
3. Mechanically removed roots from 0 feet of sewer lines
4. Removed approximately 0.52 tons of silt and debris during cleaning and inspections of sewers lines
5. Used approximately 2,750 gallons of potable water during sewer cleaning
6. Performed routine maintenance on 10 CSO's and 16 pumping station

Davidson also presented the annual reports for the Water and Wastewater Departments:

## PLYMOUTH WATER DEPARTMENT

### 2015 Annual Report Summary

	2011	2012	2013	2014	2015	Totals	Average
Distribution bacteria sampling	130	120	126	120	128	624	125
Distribution chlorine residual			612	732	698	2,042	511
Fluoride sampling	114	104	101	104	95	518	130
Process control sampling (Ledyard)	4370	4,099	4,197	4,076	3,998	20,740	5,185
Process control sampling (Pine)	4226	3,672	3,945	4,488	4,866	21,197	5,299
TTHM's and HAAS's (set)	8	2	14	16	40	80	20
SOC's / Nitrates (1 set each plant)	2	2	2	14	0	20	5
Chemical Sampling (1 set each plant)	0	2	0	0	2	4	1
Extra Samples					179	179	45
						0	
Locates	1434	1,265	1,210	1,746	1,750	7,405	1,851
Work Orders	2916	1,712	1,576	1,768	1,674	9,646	2,412
Service disconnects	240	328	346	323	293	1,530	383
Service disconnects for non pay	380	332	359	352	414	1,837	459
Service reconnects for non pay	329	272	311	316	364	1,592	398
"Service Notice" Blue Tags	90	32	30	103	100	355	89
"Insufficient Funds Notice" Pink Tags	88	84	88	78	64	402	101
New Radio Read Meter Installations	1073	108	27	21	19	1,248	312
Accuracy checks	1004	425	398	550	519	2,896	724
After Hours Call Outs	58	40	22	18	36	174	44
Meters repaired	0	0	0	37	13	50	13
Hydrants Serviced, Replaced, Painted	709	632	538	55	289	2,223	556
						0	
Curb Stops Replaced	51	21	19	23	14	128	32
Old curb stop found and capped	11	34	23	11	16	95	24
New Taps Installed	21	12	19	6	8	66	17
New Mains	3	3	5	4	4	19	5
Valve Boxes Repaired or Replaced	38	30	37	46	41	192	48
Hydrants Repaired or Replaced	23	22	10	25	289	369	92
Valves Exercised			730	800	528	2,058	515
Main Breaks / Repairs	11	9	10	11	8	49	12
Service line repaired / replaced	27	36	30	49	33	175	44
						0	0
Water Audit - % Loss Pumped vs. Billed - MG	13.56	8.29	12.50	13.49	7.48	55.32	11.06

<b>CUSTOMERS</b>							
	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
RESIDENTIAL	3,042	3,052	3,084	3,039	3,052	3,180	2,838
COMMERCIAL	570	575	569	568	555	575	534
INDUSTRIAL	74	73	72	71	71	74	65
MUNICIPAL	52	55	40	56	63	43	31
<b>TOTAL</b>	<b>3,738</b>	<b>3,755</b>	<b>3,765</b>	<b>3,734</b>	<b>3,741</b>	<b>3,872</b>	<b>3,468</b>

### **2015 MAJOR PROJECTS OR ACHIEVEMENTS**

- Sanitary Sewer replacement on Corbin St. between Beerenbrook St. and 5<sup>th</sup> St.
- Improved drainage on Marigold Ct.
- Improved drainage at Freedom Park
- Lined manhole J6M323 located on Grand Ave.
- Reshaped drainage ditch in front of 1411 Pidco Dr.
- Improved drainage along Oak Dr. between Pidco Dr. and Harrison St.
- Improved drainage at River Park Square
- Improved drainage at the intersection of Washington St. and Simon St.
- Improved drainage around the Municipal Pool
- Improved drainage at 1701 W. Jefferson St.
- Replaced Plymouth/Goshen, Viaduct, Packard Woods, Showland and Carraige Green lift station control systems
- Improved drainage at the intersection of Poplar St. & Elm St.
- Point repair in the 500 Blk. N. Plum St.
- Point repair at Markley Dr. & Oak Dr.
- Purchase one new pickup truck
- Roof replacement on secondary control building

**CITY OF PLYMOUTH  
WASTEWATER DEPARTMENT  
2015 ANNUAL REPORT SUMMARY**

<b>PLANT OPERATIONS</b>							
<b>PROCESSED FLOWS</b>							
	2009	2010	2011	2012	2013	2014	2015
TOTAL	787,781,364	709,958,440	929,710,288	703,573,116	781,364,820	809,320,579	876,169,933
DAILY AVERAGE	2,158,305	1,945,092	2,547,151	1,927,598	2,140,726	2,217,317	2,400,466
PRECIPITATION	29.39"	33.52"	52.06"	32.37"	38.74"	42.67"	44.57"
<b>% REMOVAL RATES</b>							
	2009	2010	2011	2012	2013	2014	2015
TBOD	99.0%	98.9%	98.9%	99.1%	99.2%	98.2%	98.3%
TSS	96.2%	96.3%	95.9%	95.9%	96.1%	94.8%	95.0%
NH3-N	98.7%	98.6%	98.3%	97.3%	98.9%	98.2%	96.6%
<b>LAND APPLICATION PROGRAM</b>							
	2009	2010	2011	2012	2013	2014	2015
GALLONS APPLIED	3,017,000	3,209,800	4,399,600	3,591,640	4,448,200	4,297,300	5,191,650
DRY TONS APPLIED	302.1	317.1	378.2	430.6	484.4	445.3	482.7
ACRES USED	184.3	186.2	493.8	253.5	330.2	342.4	506.2
NUTRIENT VALUE	\$18,009.55	\$23,154.64	\$28,206.70	\$29,559.02	\$53,478.39	\$31,810.10	\$41,822.97
VALUE PER ACRE	\$97.72	\$124.35	\$57.12	\$116.60	\$161.96	\$92.90	\$82.62

<b>COLLECTION SYSTEM</b>							
<b>INVENTORY OF THE COLLECTION SYSTEM</b>							
	2009	2010	2011	2012	2013	2014	2015
FORCE MAINS	3.6 MILES	4.4 MILES	4.4 MILES	4.3 MILES	4.3 MILES	4.3 MILES	4.8 MILES
SANITARY SEWERS	60.5 MILES	60.8 MILES	61.1 MILES	61.4 MILES	60.9 MILES	61.0 MILES	60.8 MILES
STORM SEWERS	45.5 MILES	45.9 MILES	46.3 MILES	44.3 MILES	44.4 MILES	44.6 MILES	45.9 MILES
SANITARY SEWER MANHOLES	1,360	1,366	1,337	1,353	1,351	1,351	1,355
STORM SEWER MANHOLES	499	500	498	501	500	502	510
CATCH BASINS/INLETS	1,888	1,909	1,826	1,841	1,844	1,854	1,900

<b>COLLECTION SYSTEM MAINTENANCE</b>							
	2009	2010	2011	2012	2013	2014	2015
SEWER CLEANING (FT)	233,666	202,847	172,684	111,823	168,337	88,413	43,066
ROOT REMOVAL (FT)	3,773	7,656	13,946	9,405	4,914	4,368	1,476
TELEVISIONING (FT)	6,059	3,239	123,980	35,274	87,973	32,280	3,406
DEBRIS REMOVAL (CLEANING)	64.00 TONS	96.0 TONS	98.7 TONS	63.8 TONS	82.32 TONS	44.08 TONS	27.81 TONS
INLET REPLACEMENT	38	20	37	35	34	21	9
MANHOLE REPLACEMENT	2	2	0	1	2	0	2
NEW INLETS	7	5	3	1	3	4	10
INLETS ELIMINATED	8	5	13	8	1	2	1
NEW MANHOLES	3	0	1	1	2	2	0
POINT REPAIRS (STORM/SAN)	4	3	6	9	1	0	15
CASTING ADJUSTMENT	14	17	8	27	11	17	3

CUSTOMERS							
	2009	2010	2011	2012	2013	2014	2015
RESIDENTIAL	3,042	3,052	3,084	3,039	3,052	3,180	2,838
COMMERCIAL	570	575	569	568	555	575	534
INDUSTRIAL	74	73	72	71	71	74	65
MUNICIPAL	52	55	40	56	63	43	31
<b>TOTAL</b>	<b>3,738</b>	<b>3,755</b>	<b>3,765</b>	<b>3,734</b>	<b>3,741</b>	<b>3,872</b>	<b>3,468</b>

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- Purchase one new pickup truck
- Roof replacement on secondary control building

Superintendent Davidson also requested the Board’s permission to begin soliciting quotes for a ½ ton pickup truck for the Water Department and a ½ ton pickup truck for the Wastewater Department.

Board Members Delp and Houin moved and seconded to allow Superintendent Davidson to begin soliciting quotes for the two ½ ton pickup trucks. The motion carried.

Davidson also noted that half of the Ledyard Water Treatment Plant is now up and operating with the new equipment. The complete plant is expected to be up and running within the next 6 to 8 weeks.

Lastly, Davidson introduced Roger Kottlowski and Nathan Beach of Commonwealth Engineers. They discussed the East Side Watershed Study regarding the flooding around Candy Lane and the Plymouth Plaza. The flooding is occurring following short, intense rain storms. The runoff from the agricultural land only partially drains into the McFarling retention pond, with the remaining water back flowing into a depression area north of the Candy Lane cul-de-sac and adjacent to several homes. Also, based on the study, there appears to be several sewer lines with negative slopes along Pennsylvania Avenue. This, along with insufficient capacity, creates a backflow effect and pushes floodwaters back toward the McFarling Pond and flood-prone areas. The following options were proposed:

- A. New storm inlet at the ponding area north of Candy Lane; the removal of the overflow weir at Pennsylvania and East St; the replacement of 550 feet of existing sewers on Candy Land with 36 inch diameter pipes; and, the constructions of 1,800 feet of new 36 inch storm sewer on either Pennsylvania Ave or Ferndale St. This option will separate the Candy Lane drainage from the farm drainage coming from south of Pennsylvania Ave and direct it to the existing trunk line on Ferndale St. Model results for this concept indicate that a storm

similar to the July 18, 2015, storm event would result in less than 1 foot of flooding at Candy Lane for a duration of approximately 1 hour.

Cost = \$390,000.00

- B. New storm inlet at the ponding area north of Candy Lane; and, replacement of storm sewers from the upstream low point at Candy Lane all the way to the Yellow River. In this option, the proposed sewer would replace the existing 30 inch pipe with over 4,400 feet of 36 to 42 inch diameter storm sewer. Model results for this concept indicate that a storm similar to the July 18, 2015, storm event would results in less than 1.5 feet of flooding at Candy Lane for a duration of approximately 1 hour.

Cost = \$823,000.00

- C. New storm inlet at the ponding area north of Candy Lane; a new 15.8 ac-ft regional detention basin located in agricultural land east of McFarling Pond; and, the upsizing of storm sewers to 30 inch diameter from the low point at Candy Lane to the intersection of Pennsylvania Ave and East St. In order to provide storage for the 100-year storm event, the basin would need to have a footprint of about 4.2 acres. Optimization of excavation and berm construction will need to be considered in the final design. Even with optimization of cut and fill, a significant amount of waste is anticipated. Model results for this concept indicate that a storm similar to the July 18, 2015, storm event would result in less than 1 foot of flooding at Candy Lane for a duration of approximately 1.5 hours.

Cost = \$807,000.00

- D. Option D is a combination of the storm sewer upgrades from Option B and the regional detention basin from Option C. Model results for this concept indicate flooding would be prevented at Candy Lane ponding area for a storm similar to the July 18, 2015, storm event.

Cost = \$1,250,00.00

There was additional discussion regarding the water level of the McFarling Pond. Davidson also discussed the rarity of the storms the City encountered last year as 100-year storm events. There was also an update on the pumps that the Plymouth Plaza is responsible for. The pumps have been updated, but the City cannot rely on this equipment to better the problem. Davidson also noted that the City currently shares sewer lines with the County, which also contributes to the City water lines taking on additional flow. There was discussion that it may be essential to separate the City lines from the County lines and that funding for the project will need to be determined before moving forward.

Fire Chief Miller presented the February 2016 reports for the Fire Department:



**Plymouth Fire Department  
Departmental Activity Report**

Current Period: 02/01/2016 to 02/29/2016, Prior Period: 01/01/2016 to 02/29/2016

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
<b>EMS Alarm Situations</b>				
No Location Provided	174	1,315.30	332	1,902.62
	174	1,315.30	332	1,902.62
<b>Fire Alarm Situations</b>				
Chemical release, reaction, or toxic	2	0.00	3	0.00
Combustible/flammable spills & leaks	1	0.00	1	0.00
Dispatched and cancelled en route	15	0.00	24	0.00
Electrical wiring/equipment problem	2	0.00	2	0.00
Emergency medical service (EMS) Incident	129	0.00	248	0.00
False alarm and false call, Other	4	0.00	6	0.00
Good intent call, Other	2	0.00	2	0.00
Hazardous condition, Other	1	0.00	1	0.00
Medical assist	9	0.00	22	0.00
Mobile property (vehicle) fire	1	0.00	1	0.00
Natural vegetation fire	3	0.00	3	0.00
Public service assistance	1	0.00	1	0.00
Service call, Other	0	0.00	1	0.00
Smoke, odor problem	0	0.00	1	0.00
Structure Fire	1	0.00	6	0.00
System or detector malfunction	0	0.00	2	0.00
Unintentional system/detector operation	3	0.00	6	0.00
Wrong location, no emergency found	0	0.00	2	0.00
	174	0.00	332	0.00
<b>Training</b>				
12 lead Acquisition/transmission	0	0.00	4	2.00
Advanced Cardiac Life Support	5	40.00	5	40.00
Apparatus / Equipment	0	0.00	15	45.00
Cardiac Assessment	0	0.00	4	4.00
CHF vs. COPD	0	0.00	1	1.00
CPR	0	0.00	3	10.00
Drug Addiction	0	0.00	1	1.00
EMS Audit & Review	0	0.00	14	13.75
EMS Skills	0	0.00	12	18.00
EMT-B	12	46.00	22	82.00

\* Staff hours for Fire Alarm responses that have an associated EMS alarm record are considered shared hours. Shared hours are posted only with the EMS alarm responses to avoid duplication of staff hours in totals.

**Plymouth Fire Department  
Departmental Activity Report**

Current Period: 02/01/2016 to 02/29/2016, Prior Period: 01/01/2016 to 02/29/2016

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
<b>Training</b>				
Fire Behavior	16	128.00	16	128.00
Fire Investigation	3	6.00	3	6.00
Fire Preplan	0	0.00	2	1.50
Gas Pipe line Safety	0	0.00	11	33.00
Glucometer Training/Skills Blood	0	0.00	4	2.00
Hose Lays	0	0.00	6	6.00
Infants & Children	0	0.00	1	1.00
Instructor Training	2	6.50	4	20.00
IV Therapy	2	1.00	2	1.00
Leadership	0	0.00	1	8.00
P H T L S	17	129.50	17	129.50
Patient Assessment	6	17.00	6	17.00
Pension Board Meeting	10	1.70	10	1.70
Physical Ability Test	0	0.00	10	30.00
Preplan	7	14.00	30	60.00
Pump Operations	0	0.00	6	12.00
Risk Management	0	0.00	1	9.00
SEARCH & RESCUE	6	27.00	6	27.00
Volunteer Fire Business Mtg.	27	40.50	55	59.26
	<u>113</u>	<u>457.20</u>	<u>272</u>	<u>768.71</u>

**Plymouth Fire Department**

**Incidents by District (Summary)**

**Alarm Date Between {02/01/2016} And {02/29/2016}**

District	Count	Pct of Incidents	Est Losses	Pct of Losses
004 Culver	1	0.57 %	\$0	0.00 %
007 Plymouth	110	63.21 %	\$34,500	100.00 %
011 Center Twp	23	13.21 %	\$0	0.00 %
019 West Twp	32	18.39 %	\$0	0.00 %
12 Argos Paramedic Assist	1	0.57 %	\$0	0.00 %
15 Culver Paramedic Assist	2	1.14 %	\$0	0.00 %
16 Lakeville/Lapaz Paramedic Assist	2	1.14 %	\$0	0.00 %
18 Walkerton Paramedic Assist	3	1.72 %	\$0	0.00 %
<b>Total Incident Count:</b>	<b>174</b>		<b>Total Est Losses:</b>	<b>\$34,500</b>

Chief Miller presented a training request for Rich Cartwright and Kimberly Cooper to attend a CPR Instructor Course with Lutheran EMS at IU Goshen Hospital on March 17, 2016. The cost is \$80.00 per person.

Board Members Houin and Grobe moved and seconded to approve the training requests. The motion carried.

Chief Miller also requested permission to reimburse participants in the FDIC training in Indianapolis at \$50.00 per person. There are usually around 12 employees/volunteers that attend.

Board Members Grobe and Houin moved and seconded to approve the training requests. The motion carried.

Miller also requested the Board’s permission to move Firefighter/Paramedic Kimberly Cooper out of her probationary period and on to full time and full pay status as her one year of service has been completed.

Board Members Delp and Houin moved and seconded to approve moving Kimberly Cooper to full time status. The motion carried.

Miller also notified the Board that the Fire Department will be hiring two employees from the current pool of applicants. One is for a retiring firefighter and another that resigned at the beginning of March 2016.

Police Chief Bacon presented the monthly activity report for the Police Department:

**Plymouth Police Department  
Activity Report for Summary 2016**

<u>Type</u>	<b>Jan</b>	<b>Feb</b>	<b>YTD</b>
Information	451	470	921
Complaint	446	460	906
911 Calls	76	108	184
Residential Security Checks	139	102	241
Alarms	67	77	144
Vehicle Checks	34	22	56
Assist Other Agencies	10	9	19
Animal Complaints	18	16	34
Code Enforcement	40	23	63
Traffic Stops	281	294	575
Citations Issued	174	196	370
Accident Reports	39	42	81
Arrests	106	99	205
Case Reports	46	38	84
Signed Charges (Adult)	38	29	67
Signed Charges (Juvenile)	8	9	17

Street Superintendent Marquardt requested permission to begin the hiring process to replace one of his mechanics who will be retiring on April 1, 2016.

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

Superintendent Marquardt also provided an update on the paving proposal for Plum Street between North and Harrison Streets. Now with more housing in the area and continued semi-truck traffic, the proposal is to install a 4-way stop at that intersection. Marquardt asked that this proposal be considered and discussed in the future.

City Attorney Surrisi provided an update on the Iqbal property at 400 E. Jefferson St. He and Building Commissioner Hammonds have discussed the property and determined that all the areas of concern that were previously addressed have generally been satisfied with the exception of the parking lot update, which must be completed by August 2016.

City Attorney Surrisi also provided an update on the rough railroad crossings. Representatives from Pioneer Railroad were inspecting the crossings at both Harrison and Jefferson Streets recently and

will be putting together proposals for the improvements. Surrisi has also been in contact with management level personnel from another railroad company out of Wyoming. He is hoping to schedule conference calls to discuss the rough railroad crossings in our area and discuss the potential for establishing a quiet zone in Plymouth.

Linda Rippy, the executive director of the Marshall County Museum, was present to discuss the following request:

This is a request to place a 5 foot fiberglass bison in front of the museum. Every county in Indiana is encouraged to place a bison in their county and along the torch relay route. This is an Indiana Association of united Ways project. S/ Linda Rippy, Executive Director, 123 N. Michigan St, Plymouth, IN 574-936-2306

Ms. Rippy indicated that the bison is 100 pounds, 3 ½ feet wide and 8 feet long and would be placed on the sidewalk in front of the Marshall County Museum. This is to celebrate Indiana's bicentennial celebration. The duration has not been determined at this time, but could potentially be a permanent display like the local blueberries.

Board Members Delp and Fonseca moved and seconded to approve the request to place the bison on the sidewalk with Superintendent Marquardt's supervision. The motion carried.

Board Members Grobe and Delp moved and seconded to allow the payroll for March 15, 2016, and the claims for March 14, 2016, as entered in Claim Register #2016. The motion carried.

Joyce Maxwell-Downs, N.D., was present to discuss concerns with fluoride in the City's water supply. Ms. Maxwell-Downs stated that fluoride is difficult to filter, accumulates in the human body, and has been linked to cell damage on a chromosomal level which may aggravate degenerative diseases of the nervous system. She said that cities around the country are beginning to remove this product from their water supplies because there is no study that indicates there is benefit from this product, even the reduction of cavities which is the primary purpose for adding the chemical. She is asking that the City of Plymouth remove fluoride from their water supply.

Utility Superintendent Davidson noted that the City of Plymouth currently adds 0.7 ppm (mg/L) of fluoride in the City's water supply following the recommendation from the Environmental Protection Agency. In addition to the EPA, the City also follows testing and recommendations from the following organizations:

- Indiana State Board of Health
- Health and Human Services
- Center for Disease Control and Prevention
- American Dental Association
- American Water Works Association
- American Medical Association

Davidson noted that adding fluoride to our water supply is not a regulatory requirement and is strictly optional; however he does not recommend removing fluoride from our water supply.

Board Member Houin and City Attorney Surrisi both expressed the need to have additional resources and education on the subject prior to making any decisions.

There being no further business to discuss, Members Grobe and Delp moved and seconded to adjourn the meeting. The motion carried and the meeting was declared adjourned at 7:07 p.m.

S/Jeanine M. Xaver  
Clerk-Treasurer

APPROVED:

S/Mark Senter  
Mayor

The following requests have been submitted to the proper committee to act:

Please look at the tree located at 1001 Lake Ave. The property is a corner property and the tree is located on Sixth St. It appears as though lightning may have struck the tree and at least part of it needs to be removed before it falls. S/ Angie Birchmeier, Birchmeier Rentals, LLC, 11100 Shadylane Dr., Plymouth, IN 574-780-1309

Please look at the trees located at 1217 N. Center St. They both need attention, but one has a large hole and appears to be rotting. S/ Angie Birchmeier, Birchmeier Rentals, LLC, 11100 Shadylane Dr., Plymouth, IN 574-780-1309

Remove tree has split in it. Front of 312 S. Walnut. S/Joe Slater, Owner, 312 Walnut St, 574-935-0687