

The Board of Public Works and Safety of Plymouth, Indiana, met in Regular Session on April 27, 2015, 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, Ecker, and Smith. City Engineer Gaul, City Attorney Surrisi and Clerk-Treasurer Xaver were also present. Board Member Grobe was absent.

Board Members Ecker and Smith moved and seconded to approve the minutes of the last regular session of the Board of Public Works and Safety on April 13, 2015, as presented since they have been reviewed and found to be correct. The motion carried.

Mark Sullivan of Midwestern Engineers Inc. referred to letter "RE: Engineer's Recommendation for Water Projects, Division I – Ledyard Water Treatment Plant Improvements, Division II – Water Main Extension, Division III – Ledyard Water Treatment Plant Equipment Storage Building" and presented an overview of all three divisions of the project. He recommended to award the following bids due to the lowest, responsive, and responsible bidders:

- Division I to Thieneman Construction, Inc. for a base bid amount of \$3,132,000.00
- Division II to Haskins Underground, Inc. for a base bid amount of \$439,607.00
- Division III to Michiana Contracting, Inc. for a base bid amount of \$251,380.00

Mr. Sullivan said he and Superintendent Davidson met with Umbaugh since the bids were over the engineer's estimated costs. In review, all projects fall within the \$5,535,000 bond construction budget. There was discussion to tentatively award all bids as recommended by Engineer Mark Sullivan pending successful completion of the bond.

Board Member Ecker also asked for an explanation regarding the reduction of the contingency from 5% to 3%. Mr. Sullivan explained that it is customary to go with a contingency of 3% once you have received bids. As the planning of the project commences, contingency rates are higher. Once the project has been designed and unknown aspects of the project become clearer, the contingency rates are dropped.

Board Members Smith and Culp moved and seconded to accept the bids recommended by Mr. Sullivan pending the completion of the bond. The motion carried.

City Attorney Surrisi made a last call for quotes to be opened for the evening.

The following sealed quotes for the Wastewater Furnace and A/C Unit for the Old Administration Building were opened and read aloud:

- Peregrine Heating & Cooling 610 E. Jefferson St, Plymouth, IN 46563 for \$11,981.00
- Bowman's Tin Shop, Inc. 113 E. LaPorte St, Plymouth IN 46563 for \$16,825.00

Board Members Smith and Ecker moved and seconded a motion to take all quotes under advisement. The motion carried.

Utility Superintendent Davidson requested the Acceptance of Proposal for Engineering Services for the Wastewater Treatment Plant Improvements with Mark Sullivan from Midwestern Engineering. The contract was reviewed by City Attorney Surrisi.

Board Members Ecker and Culp moved and seconded to approve the Acceptance of Proposal for Engineering Services for the Wastewater Treatment Plant Improvements as presented. The motion carried.

Building Commissioner Hammonds updated the board on the 17 hours of continuing education he participated in with the Indiana Association of Building Commissioners.

Fire Chief Miller requested approval from the board for required Advanced Cardiac Life Support training for a full time paramedic in Goshen, Indiana next month. The cost will be \$500.00.

Board Members Culp and Smith moved and seconded to approve the request as presented.

The motion carried.

Chief Miller reported the following for March 2015:

**Plymouth Fire Department
Departmental Activity Report**

Current Period: 03/01/2015 to 03/31/2015, Prior Period: 01/01/2015 to 03/31/2015
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	157	1,005.45	496	3,018.99
	157	1,005.45	496	3,018.99
Fire Alarm Situations				
Accident, potential accident	0	0.00	1	0.00
Combustible/flammable spills & leaks	0	0.00	3	0.00
Controlled burning	0	0.00	1	0.00
Dispatched and cancelled en route	11	0.00	33	0.00
Electrical wiring/equipment problem	1	0.00	1	0.00
Emergency medical service (EMS) Incident	123	0.00	377	0.00
False alarm and false call, Other	0	0.00	9	0.00
Fire in mobile property used as a fixed	0	0.00	1	0.00
Fire, Other	0	0.00	3	0.00
Good intent call, Other	3	0.00	5	0.00
Medical assist	7	0.00	32	0.00
Mobile property (vehicle) fire	0	0.00	2	0.00
Natural vegetation fire	5	0.00	5	0.00
Outside rubbish fire	1	0.00	1	0.00
Overpressure rupture, chemical reaction	0	0.00	1	0.00
Person in distress	0	0.00	1	0.00
Public service assistance	0	0.00	1	0.00
Special outside fire	0	0.00	1	0.00
Steam, Other gas mistaken for smoke	1	0.00	2	0.00
Structure Fire	1	0.00	4	0.00
System or detector malfunction	1	0.00	3	0.00
Unauthorized burning	0	0.00	1	0.00
Unintentional system/detector operation	3	0.00	8	0.00
	157	0.00	496	0.00
Training				
Combat Ready Firefighting	7	59.50	7	59.50
CPR	23	46.00	23	46.00
Diabetics	0	0.00	1	0.00
Emergency Medical Services	0	0.00	1	0.00
EMS Audit & Review	24	19.00	62	28.50

* 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**

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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				
EMS Skills	0	0.00	2	0.00
Fire Department Organization	5	5.00	5	5.00
Fire Investigation	1	4.00	1	4.00
Fire Preplan	15	30.00	71	121.50
Gas Pipe line Safety	0	0.00	5	12.50
Hazardous Materials Overview	3	7.50	30	115.50
Heart Monitor, 12 lead, defib,	10	10.00	10	10.00
Infants & Children	0	0.00	3	24.00
Instructor Training	0	0.00	4	16.00
Instructor's Meeting	0	0.00	11	5.50
Oxygen admin	0	0.00	9	9.00
Patient Assessment	0	0.00	15	13.50
Reading Smoke - the Sequel	2	18.00	2	18.00
SCBA	0	0.00	3	2.25
Staff Meeting	0	0.00	10	20.00
Strategic and Tactical Operations	0	0.00	20	98.00
Training Lecture	0	0.00	2	16.00
Truck Company Ops	5	45.00	5	45.00
Volunteer Fire Business Mtg.	22	22.00	79	121.50
Well-Being of EMT	13	19.50	13	19.50
	<u>130</u>	<u>285.50</u>	<u>394</u>	<u>810.75</u>

Plymouth Fire Department

Incidents by District (Summary)

Alarm Date Between {03/01/2015} And {03/31/2015}

District	Count	Pct of Incidents	Est Losses	Pct of Losses
001 Argos	4	2.54 %	\$0	0.00 %
007 Plymouth	95	60.50 %	\$7,000	87.50 %
011 Center Twp	27	17.19 %	\$1,000	12.50 %
019 West Twp	24	15.28 %	\$0	0.00 %
12 Argos Paramedic Assist	1	0.63 %	\$0	0.00 %
15 Culver Paramedic Assist	1	0.63 %	\$0	0.00 %
18 Walkerton Paramedic Assist	5	3.18 %	\$0	0.00 %
Total Incident Count:	157		Total Est Losses:	\$8,000

City Attorney Surrisi presented Resolution No. 2015-655, A Resolution of the Board of Public Works and Safety Designating a Motor Vehicle as Surplus Property of the Plymouth Police Department and Authorizing its Transfer to the Plymouth Board of Aviation Commissioners and the Department of Aviation. The vehicle is a Crown Victoria and the Board of Aviation Commissioners will pay the trade-in value of \$4,000.00.

Board Members Ecker and Smith moved and seconded to adopt Resolution No. 2015-655, A Resolution of the Board of Public Works and Safety Designating a Motor Vehicle as Surplus Property of the Plymouth Police Department and Authorizing its Transfer to the Plymouth Board of Aviation Commissioners and the Department of Aviation. The motion carried by roll call:

AYES: Senter, Culp, Ecker and Smith
NAYS: None
ABSENT: Grobe

Board Members Smith and Ecker moved and seconded to allow the salaried payroll for April 1-15, 2015, and the claims for April 27, 2015 as entered in Claim Register #2015. The motion carried.

Clerk-Treasurer Xaver presented the following requests:

To close West Garro Street from Michigan Street to the alley, Thursday, July 23, 2015 through Saturday, July 25, 2015 for the Rotary Club Pancake Days. S/ Laurie Sutter, Rotary Club

Board Members Ecker and Culp moved and seconded to approve the request. The motion carried.

We request that Center Street, between Madison and Monroe, be blocked off for our Olympic Day. We will not block the exit to the County Building parking lot. The time frame is 7:30am to 3:00pm on May 27, 2015. Rain dates would be May 28, 2015 or May 29, 2015. S/ Molly Kuykendall, St. Michael School, 612 N. Center Street, Plymouth

Board Members Culp and Ecker moved and seconded to approve the request. The motion carried.

St. Michael Church, 612 N. Walnut Street, is requesting a temporary closure of the 600 block of North Center Street to vehicular traffic. We would like to close the street between the school and the church on Saturday, May 9, 2015 from 10:00am to 5:00pm for a Cinco de Mayo Festival, which the public is invited to attend. We request the use of barricades from the street department for the closure. S/ Rev. John Korcsmar, St. Michael Church, 612 N. Walnut St., Plymouth,

Board members Ecker and Smith moved and seconded to approve the request. The motion carried.

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

S/Jeanine M. Xaver
Clerk-Treasurer

APPROVED:

S/Mark Senter
Mayor