

The Board of Public Works and Safety of Plymouth, Indiana, met in Regular Session on April 24, 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, Grobe, and Houin. City Attorney Surrisi and Clerk-Treasurer Xaver were also present. Board Member Fonseca arrived after roll call.

Board Members Grobe and Culp moved and seconded to approve the minutes of the last regular session of the Board of Public Works and Safety on April 10, 2017, as presented since they have been reviewed and found to be correct. The motion carried.

City Attorney Surrisi made a last call for bids for the 2017 Microsurface Spring Projects. City Engineer Gaul said he knew going into the project that there were a limited number of contractors that would interested in the project. He checked with INDOT'S approved, pre-qualified contractor list, which has eleven (11) contractors on it, and contacted all four (4) contractors within 200 miles of Plymouth. Gaul said there were two contractors that attended the pre-bid meeting.

The following sealed bid was opened and read aloud:

Company	Location	Base Quote
Pavement Solutions, Inc.	Middletown, IN	\$415,972.78

Board Members Culp and Houin moved seconded to take the bid under advisement to allow City Engineer Gaul to review the bid documents. The motion carried.

City Attorney Surrisi made a last call for bids for the 2017 Street and Sidewalk Spring Projects. The following sealed bids were opened and read aloud:

Company	Location	Base Quote
E & B Paving, Inc.	Rochester, IN	\$445,370.42
Phend & Brown, Inc.	Milford, IN	\$511,897.50
Rieth-Riley Construction Co, Inc.	South Bend, IN	\$518,371.12
Walsh & Kelly, Inc.	South Bend, IN	\$431,432.25

Utility Superintendent Davidson discussed his recommendation letter concerning the 2017 Ledyard Plant Filter Building Roof Replacement Project.

City of Plymouth Utilities

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

**Water Treatment Facility
900 Ledyard Street
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

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

April 19, 2017

Board of Works & Safety

RE: Recommendation - Filter Building Roof Replacement Project (Ledyard Plant 900 Ledyard St.)

Members:

The Water Department requested quotes for the complete roof replacement of the roof on the filter building located at the Ledyard Water Plant. The following is the summary of the quotes received:

Morris & Sons Roofing Inc. 208 E. Quad St. Bourbon, IN 46504	\$95,922.00 Base Quote	\$20.00 sq.ft. Decking Replacement
Metal Building Maintenance 117 Lake St. Walkerton, IN 46574	\$107,562.00 Base Quote	\$23.50 sq.ft. Decking Replacement
Bradley Maintenance Services 1151 E. 550 N. Rochester, IN 46975	\$113,700.00 Base Quote	\$30.00 sq.ft. Decking Replacement
Bontrager Inc. 1715 E. Monroe St. Goshen, IN 46528	<u>(chose not to participate)</u>	

The roof replacement project that we recently received quotes on was quoted using different specifications than the originally specified (2015-2016 renovations project). This was due to recommendations from several roofing system providers. The (2015-2016 renovations project) specified for a traditional flat membrane system, which created pockets of standing water on the roof and lessened the life of the roof. The new specified roofing system utilizes a tapered system, which allows all water collected to have positive drainage to existing roof drains, increasing the total life of the system to 25+ years. In addition to the better roofing system, I have been informed by contractors that most are completely booked for the year. Supply / demand and retaining quality labor has presented an issue for contractors and

due to the amount of work that currently exists, several are picking and choosing which projects they are interested in working on. Government and schools are attractive, but the customer is paying the price for the work volume that currently exists.

Morris and Sons Roofing Inc. appears to have a very good reputation in the area and I would recommend the project to be awarded to Morris & Sons Roofing Inc.

Donnie Davidson, Utilities Superintendent

Davidson recommended the board award the quote to Morris and Sons Roofing.

Board Members Culp and Fonseca moved and seconded to award the quote to Morris and Sons Roofing in the amount of \$95,922 plus \$20/ft² decking, as needed. The motion carried.

Utility Superintendent Davidson provided the Water and Wastewater Department's annual 2016 reports as well as the monthly reports for March 2017.

**CITY OF PLYMOUTH WATER DEPARTMENT
Board of Public Works and Safety
March 2017 Monthly Report**

PLANT OPERATIONS

Water Treated March – Ledyard Water Treatment Plant	24,279,293 gallons
Water Treated March – Pine Water Treatment Plant	<u>20,199,671 gallons</u>
Water Treated - Total	44,478,964 gallons
Water Treated – Daily Average – Ledyard Water Treatment Plant	783,203 gallons
Water Treated – Daily Average – Pine Water Treatment Plant	<u>651,601 gallons</u>

Water Treated – Daily Average – Combined 1,434,804 gallons

- Backwashed filters at Ledyard Water Treatment Plant 9 times for a total of 774,000 gallons.
- Backwashed filters at Pine Water Treatment Plant 14 times for a total of 1,344,000 gallons.
- Total backwash usage for the month was 2,088,000 gallons.

MAINTENANCE WORK ORDERS COMPLETED

- 23 – Ledyard Water Treatment Plant Maintenance
 - Inspected north and west water towers.
 - Replaced pressure release valve on pressure filter #4 – cell #1, which had a defect - repairs were covered under warranty.
 - Installed SS shelving in chemical feed rooms for backup power supply units for the chemical feed pumps.
 - Relocated respirator cabinet in utility room next to foyer.
 - Installed splash guards on pressure filter backwash discharge points.
 - New metal roofs installed at the electrical and chlorine buildings.
- 20 – Pine Water Treatment Plant Maintenance
 - Flushed all sample taps and inspected filters.
 - Inspected wells.
 - Adjusted pneumatic valves on pressure filters.
 - Peerless Midwest retired 4 test wells on the property.
- 26 – Mobile Equipment
 - New bed liner welded into the tandem axle dump truck W-5.

WATER SAMPLING

- 10 Distribution system bacteria samples, IDEM required
- 62 Distribution system chlorine residual samples, IDEM required
- 10 Fluoride samples, ISDH required
- 331 Process control samples and analysis at the Ledyard Water Treatment Plant samples include Ferrous Iron, Total Iron, Manganese, and Chlorine
- 367 Process control samples and analysis at the Pine Water Treatment Plant samples includes Ferrous Iron, Total Iron, Manganese and Chlorine
- 0 THM's – Sample for 4th quarter
- 0 HAA5's – Sample for 4th quarter
- 0 VOC's sets
- 0 Radionuclide (1) ea. Ledyard Plant and Pine Plant
- 0 IOC & Sodium
- 8 Extra Sampling

SERVICE

Locates	141
Total Number of Work Orders	139
Service Disconnects	7
Service Disconnects for non-pay	43
Service Reconnects for non-pay	0
Blue Tags "Service Notice" left on door	10
Pink Tags "Insufficient Funds Notice" left on door	3
New Radio Read / Meter Installations	1
Accuracy checks	41
After Hours Call Outs	0
Meters repaired	0

CONSTRUCTION ACTIVITIES

- (4) Curb Stops Repaired / Replaced / Installed**
 - 03-10-2017 413 N. Walnut St. – Replaced curb stop, new box and rod.
 - 03-27-2017 617 S. Michigan St. – Repaired valve, replaced box and rod.
 - 03-27-2017 2845 Jack Greenlee Dr. – Installed concrete meter vault with 2 wheel valves and new 2" meter.
 - 03-29-2017 203 & 203 ½ N. Michigan St. - Replaced curb stop, box and rod.
- (3) Old Curb Stops Located / Capped Off at Valve**
 - 03-27-2017 314 E. Jefferson St. – Retired 1" service line.
 - 03-27-2017 314 E. Jefferson St. – Retired 6" main.
 - 03-28-2017 Becknell Dr. & Randolph St. – Retired 4" valve K5V001.
- (2) New Taps Installed**
 - 03-08-2017 187 S. Oak Dr. – Installed new 1" tap with meter pit and bored 50' of 1" service line - new Dollar General.
 - 03-29-2017 203- 203 ½ N. Michigan St. 1½ tap to replace 3 old corporation stops connected to a manifold.
- (0) New Mains Completed**
- (0) Valves / Valve Boxes / Repaired / Replaced / Installed**
- (0) Hydrants Repaired / Replaced / Installed / Serviced / Painted**

03-08-2017 Centennial Park at Hoosier Old Wheels – Retired old hydrant HYD-213.
03-31-2017 Western Ave. at American Containers – Replaced leaking seal at HYD-305.

(0) Valves Exercised

(0) Main Breaks and Leaks Repaired

(8) Service Lines / New / Repaired

03-02-2017 618 Pearl St. – Installed ¾” service line and meter pit from curb to house.
03-06-2017 218 N. Michigan St. – Separated service from 222 N. Michigan St.
03-06-2017 222 N. Michigan St. – Separated service from 218 N. Michigan St.
03-08-2017 108 N. Michigan St. – Separated service from 110 N. Michigan St.
03-09-2017 110 N. Michigan St. – Separated service from 108 N. Michigan St.
03-09-2017 1014 W. Jackson St. – Leak on service line - customer replaced his line, city relocate meter pit with new curb stop into city right of way.
03-21-2017 409 E. Adams St. - Replaced ¾” galvanized service line.
03-22-2017 101 & 103 W. La Porte St. - Separated services.

MISCELLANEOUS

- AT&T completed work at the north tower for antenna maintenance.
- Continuing to organizing procedural steps in the city’s Unidirectional Flushing of all city mains.
- Continuing updating records on all customers’ service line curb stops (shut off valves).
- Well Head Protection updates was conducted on 3-22-17 with the Local Planning Team.
- Received Trenching & Shoring training from United Rentals on 3-1-17.
- Provided Water & Wastewater Plant tours for 18 Girl Scouts and adults.
- Received inflatable shoring equipment associated with IPEP grant.

**CITY OF PLYMOUTH WASTEWATER DEPARTMENT
Board of Public Works and Safety
March 2017 Monthly Report**

PLANT OPERATIONS:

1. Total flow in gallons 75,725,740
2. Average daily flow in gallons 2,442,766
3. Rainfall 4.05”
4. Monthly average in BOD removal 98.7%
5. Monthly average in TSS removal 94.6%
6. Monthly average in Ammonia removal 99.5%
7. General plant maintenance
8. Work orders completed:
 - 257 – Wastewater Treatment Plant
 - Completed fabricating and installing replacement parts for the south primary clarifier.
 - Installed UV disinfection bulbs
 - Relocated SCADA antennas to larger tower, preparing to eliminate smaller tower as part of the WWTP renovations
 - Fabricating handrails for new aeration basin
 - Push new conduits under the driveways for the new fiber system
 - Replacing boiler tubes in the methane boiler
 - Repaired the west bio-roughing tower distributor arm
 - 47– Vehicle/Mobile Equipment
 - 48 – Lift Stations
 - Completed installing upgrades to US 30 and SR 17 lift station SCATA / controllers
 - 3 - Collection System
 - 0 - Eliminated structures
 - a.
 - 0 – Replaced structures
 - a.
 - 0– Repaired structure
 - a.
 - 2 – Replaced/adjusted castings
 - a. Manhole along S. Michigan K8M003
 - b. Replaced hood on inlet J8C102 on Oakhill Ave.
 - 0 – GIS data collection points
 - a.
 - 0 – Point repair
 - a.
 - 1– New structure
 - a. WWTP north of the breakroom
 - 0 – Mainline sewer new construction / replacement
 - a.
 - 0 – Miscellaneous
 - a.

COLLECTION SYSTEM:

1. Cleaned 18,227 feet of sewer lines
 - 201 feet during service calls
 - 18,026 feet during preventive maintenance
2. Televised 42,298 feet of sewer lines
3. Mechanically removed roots from 0 feet of sewer lines
4. Removed approximately 12.13 tons of silt and debris during cleaning and inspections of sewers lines
5. Used approximately 24,050 gallons of potable water during sewer cleaning
6. Performed routine maintenance on 10 CSO's and 16 pumping station

MISCELLANEOUS

- Working with Pretzels Inc. on the start-up of their industrial pretreatment facility.
- Received demonstration on combination sewer cleaner.
- Received Trenching / Shoring training from United Rentals on 3-1-17.
- Provided tour of the Water and Wastewater Plants to 20 Girl Scouts and adults on 3-9-17.

WASTEWATER TREATMENT PLANT RENOVATION PROJECT

- Installing concrete finishes on structures.
- Installing piping and cutting in valves for the return sludge lines from the final clarifiers.
- Completed all concrete on the final clarifier and suspended inner walls. Installing new drive equipment and weirs.
- Iron workers completed the roof and side panels on the sludge de-watering building and started on the pretreatment structure.
- Electricians installing the fiber loop around the plant and installing various electrical feeds to equipment. Work is continuing on the new auxiliary generator.
- Completed concrete work for final clarifier splitter box.

PLYMOUTH WATER DEPARTMENT

2016 Annual Report Summary

	2011	2012	2013	2014	2015	2016	Totals	Average
Distribution bacteria sampling	130	120	126	120	128	111	735	123
Distribution chlorine residual			612	732	698	670	2,712	452
Fluoride sampling	114	104	101	104	95	104	622	104
Process control sampling (Ledyard)	4370	4,099	4,197	4,076	3,998	4,843	25,583	4,264
Process control sampling (Pine)	4226	3,672	3,945	4,488	4,866	4,635	25,832	4,305
TTHM's and HAA5's (set)	8	2	14	16	40	16	96	16
SOC's / Nitrates (1 set each plant)	2	2	2	14	0	16	36	6
Chemical Sampling (1 set each plant)	0	2	0	0	2	2	6	3
Extra Samples					179	276	179	90
							0	0
Locates	1434	1,265	1,210	1,746	1,750	1,554	8,959	1,493
Work Orders	2916	1,712	1,576	1,768	1,674	1,932	11,578	1,930
Service disconnects	240	328	346	323	293	377	1,907	318
Service disconnects for non pay	380	332	359	352	414	452	2,289	382
Service reconnects for non pay	329	272	311	316	364	410	2,002	334
"Service Notice" Blue Tags	90	32	30	103	100	65	420	70
"Insufficient Funds Notice" Pink Tags	88	84	88	78	64	45	447	75
New Radio Read Meter Installations	1073	108	27	21	19	14	1,262	210
Accuracy checks	1004	425	398	550	519	737	3,633	606
After Hours Call Outs	58	40	22	18	36	31	205	34
Meters repaired	0	0	0	37	13	25	75	13
							0	0
Curb Stops Replaced	51	21	19	23	14	22	150	25
Old curb stop found and capped	11	34	23	11	16	14	109	18
New Taps Installed	21	12	19	6	8	39	105	18
New Mains	3	3	5	4	4	3	22	4
Valve Boxes Repaired or Replaced	38	30	37	46	41	61	253	42
Hydrants Repaired or Replaced	23	22	10	25	289	746	1,115	186
Valves Exercised			730	800	528	0	2,058	343
Main Breaks / Repairs	11	9	10	11	8	16	65	11
Service line repaired / replaced	27	36	30	49	33	29	204	34
							0	0
Water Audit - % Loss Pumped vs. Billed - MG	13.56	8.29	12.50	13.49	7.48	5.19	60.51	10.09

**CITY OF PLYMOUTH
WASTEWATER DEPARTMENT
2016 ANNUAL REPORT SUMMARY**

PLANT OPERATIONS								
PROCESSED FLOWS								
	2009	2010	2011	2012	2013	2014	2015	2016
TOTAL	787,781,364	709,958,440	929,710,288	703,573,116	781,364,820	809,320,579	876,169,933	866,687,940
DAILY AVERAGE	2,158,305	1,945,092	2,547,151	1,927,598	2,140,726	2,217,317	2,400,466	2,374,488
PRECIPITATION	29.39"	33.52"	52.06"	32.37"	38.74"	42.67"	44.57"	37.55"
% REMOVAL RATES								
	2009	2010	2011	2012	2013	2014	2015	2016
TBOD	99.0%	98.9%	98.9%	99.1%	99.2%	98.2%	98.3%	98.6%
TSS	96.2%	96.3%	95.9%	95.9%	96.1%	94.8%	95.0%	95.6%
NH3-N	98.7%	98.6%	98.3%	97.3%	98.9%	98.2%	96.6%	98.4%
LAND APPLICATION PROGRAM								
	2009	2010	2011	2012	2013	2014	2015	2016
GALLONS APPLIED	3,017,000	3,209,800	4,399,600	3,591,640	4,448,200	4,297,300	5,191,650	4,859,467
DRY TONS APPLIED	302.1	317.1	378.2	430.6	484.4	445.3	482.7	501.4
ACRES USED	184.3	186.2	493.8	253.5	330.2	342.4	506.2	474.8
NUTRIENT VALUE	\$18,009.55	\$23,154.64	\$28,206.70	\$29,559.02	\$53,478.39	\$31,810.10	\$41,822.97	\$42,323.81
VALUE PER ACRE	\$97.72	\$124.35	\$57.12	\$116.60	\$161.96	\$92.90	\$82.62	\$84.41

COLLECTION SYSTEM								
INVENTORY OF THE COLLECTION SYSTEM								
	2009	2010	2011	2012	2013	2014	2015	2016
FORCE MAINS	3.6 MILES	4.4 MILES	4.4 MILES	4.3 MILES	4.3 MILES	4.3 MILES	4.8 MILES	5.0 MILES
SANITARY SEWERS	60.5 MILES	60.8 MILES	61.1 MILES	61.4 MILES	60.9 MILES	61.0 MILES	60.8 MILES	62.2 MILES
STORM SEWERS	45.5 MILES	45.9 MILES	46.3 MILES	44.3 MILES	44.4 MILES	44.6 MILES	45.9 MILES	47.3 MILES
SANITARY SEWER MANHOLES	1,360	1,366	1,337	1,353	1,351	1,351	1,355	1,389
STORM SEWER MANHOLES	499	500	498	501	500	502	510	523
CATCH BASINS/INLETS	1,888	1,909	1,826	1,841	1,844	1,854	1,900	1,984

COLLECTION SYSTEM MAINTENANCE								
	2009	2010	2011	2012	2013	2014	2015	2016
SEWER CLEANING (FT)	233,666	202,847	172,684	111,823	168,337	88,413	43,066	98,353
ROOT REMOVAL (FT)	3,773	7,656	13,946	9,405	4,914	4,368	1,476	3,783
TELEVISIONING (FT)	6,059	3,239	123,980	35,274	87,973	32,280	3,406	39,734
DEBRIS REMOVAL (CLEANING)	64.00 TONS	96.0 TONS	98.7 TONS	63.8 TONS	82.32 TONS	44.08 TONS	27.81 TONS	49.18 TONS
INLET REPLACEMENT	38	20	37	35	34	21	9	6
MANHOLE REPLACEMENT	2	2	0	1	2	0	2	4
NEW INLETS	7	5	3	1	3	4	10	14
INLETS ELIMINATED	8	5	13	8	1	2	1	2
NEW MANHOLES	3	0	1	1	2	2	0	0
POINT REPAIRS (STORM/SAN)	4	3	6	9	1	0	15	13
CASTING ADJUSTMENT	14	17	8	27	11	17	3	24

CUSTOMERS								
	2009	2010	2011	2012	2013	2014	2015	2016
RESIDENTIAL	3,042	3,052	3,084	3,039	3,052	3,180	2,838	2,831
COMMERCIAL	570	575	569	568	555	575	534	532
INDUSTRIAL	74	73	72	71	71	74	65	66
MUNICIPAL	52	55	40	56	63	43	31	31
TOTAL	3,738	3,755	3,765	3,734	3,741	3,872	3,468	3,460

2016 MAJOR PROJECTS OR ACHIEVEMENTS

Sewer Improvements:

- Randolph St. storm sewer
- Polk St. storm sewer
- W. Jefferson St. & 5th St. storm sewer
- Berkley St. storm sewer
- Memory Ct. storm sewer
- W. Jefferson St. & Beerenbrook St. storm sewer
- Hoham Dr. & Western Ave. storm sewer
- Jim Nieu Dr. culvert replacement
- Oakhill Ave. & Nutmeg Rd. storm sewer
- Continuing upgrading lift station SCADA controllers

Capital Improvement Projects

- Purchased 20 cu/yd trailer for dry bio-solids transfer
- Boys & Girls Club sanitary sewer relocation project
- Purchased front mower - John Deere
- Purchased 1/2 ton pickup truck
- Replaced roofs on primary control building and raw sewage pump house
- WWTP renovation project began in August, cost of project \$10,800,000

Davidson provided an update on the Boys and Girls Club Sanitary Sewer Project. The site has been inspected and appears to be in order. Thomas Excavating has requested the release of the

\$4,000 retainage. Substantial completion was on November 15, 2016 and there is a one-year warranty on the project.

Board Members Grobe and Houin moved and seconded to approve the release of the retainage to Thomas Excavating for the Boys and Girls Club Sanitary Sewer Project. The motion carried.

Davidson also gave an update on the Plymouth-Goshen Road Water Main Extension Project. The project is substantially complete and the contractor is working on the punch list items. Those items are expected to be completed in the next several weeks.

The Wastewater Treatment Facility Improvement Project with Kokosing Industrial is a little over 50% complete. They are currently about one month ahead of schedule.

Lastly, Davidson said he and Rick Gaul are working with Republic Services, who had an incident over the winter where some hydraulic oil was leaked into a retention pond in the Tall Oaks area. The company is aware of it and is working with a firm out of Valparaiso to get it cleaned up.

Board Member Grobe asked if there are any reporting requirements for an incident like this. Davidson said there are certain volumes that require reporting and it is a self-reporting system. The city was not made aware of the situation until March 23, 2017.

Fire Chief Miller asked permission to send Dr. Holm to the Indiana Medical Records Conference. He will be attending with several other fire department employees that have already received approval. The cost is \$100.

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

Street Superintendent Marquardt said he will review the sidewalk requests from Penny Neidig / Tara Sailes and Jose Cesar Baca Arriaga and see where they fall in the ADA plan.

Board Member Houin asked if he had any updates on the pillars in the subdivision southeast of the junior high school. Marquardt said there are no updates. He and Clerk-Treasurer Xaver will look to see where funding may be available for the project, including possible grant funding.

City Attorney Surrisi presented Resolution No. 2017-734, A Resolution of the Board of Public Works and Safety Designating a Handgun as Surplus Property of the Plymouth Police Department and Authorizing Its Transfer to a Retiring Police Officer. Mayor Senter said that this is for retiring police officer Gary Cleveland.

Board Members Culp and Grobe moved and seconded to approve Resolution No. 2017-734, A Resolution of the Board of Public Works and Safety Designating a Handgun as Surplus Property of the Plymouth Police Department and Authorizing Its Transfer to a Retiring Police Officer. The motion carried.

Clerk-Treasurer Xaver presented the following request:

Marshall County Relay for Life Event Leadership Committee is requesting to paint the town purple – Relay is June 17 at River Park – put purple ribbons along Mich St from Kroger to Oakhill and Riverpark and Downtown area June 1st and cleanup before June 21. S/ Joan Hunt, 805 Baker Street, Plymouth, 574-229-2846.

Ms. Hunt was present to discuss her request. She said the request is to allow the committee to tie purple ribbons around town to show people that the relay is coming up on June 17. This is the first year they have used ribbons rather than painting on the windows of downtown businesses.

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

Clerk-Treasurer Xaver presented the following request:

Looking for approval to set a dumpster on Michigan Street for a roofing project at 101 and 107 N Michigan St. Also, we will need a lift to repair brick on both locations, this means we would have to shut down the sidewalk during repairs. S/ Matt Lowry, 411 W Jefferson St, Plymouth, 574-935-4144

Mr. Lowry was present to discuss the request. Mayor Senter asked what dates they were planning on doing the work. Lowry said he was not sure and that is depends on if additional permitting is required to complete the project.

Street Superintendent Marquardt said a dumpster permit may be required from the state if they are planning on putting it on Michigan or LaPorte Street. Lowry asked if they could put it in the alley. Marquardt said the trash company uses the alleyway for weekly pickups.

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

Clerk-Treasurer Xaver explained that we have been advised to purchase a replacement switch for metronet access so that we have one on hand should an existing switch fail. Kinetic IT will not order the switch until payment is received. Because of this, there is a claim in this docket to preapprove a payment for a replacement switch in order to avoid disrupting phone and internet service for city departments.

Board Members Culp and Fonseca moved and seconded to allow the payroll for April 28, 2017, the prepayment claim to Kinetic IT in the amount of \$10,645.75, and the claims for April 24, 2017, as entered in Claim Register #2017. The motion carried.

There being no further business to discuss, Members Grobe and Culp moved and seconded to adjourn the meeting. The motion carried and the meeting was declared adjourned at 6:28 p.m.

Jeanine M. Xaver, IAMC
Clerk-Treasurer

APPROVED:

Mark Senter
Mayor

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

4/7/2017 – Tree Request: Please remove the tree in my front yard. When we have strong storms, I've seen the trunk sway. If it fell, it would fall on my home or do damage to my neighbor's home. I would appreciate this and thank you very much. S/ Kathleen E Sutton, 609 W Garro St, Plymouth, 574-936-4793

4/13/2017 – Tree Request: At 114 E Jackson St there is a tree located just south of the sidewalk which appears to be dead. According to the property lines this is a City tree and we would like it removed. Please let us know if there are any questions/comments. Thank you S/ Angie Birchmeier, 11100 Shadylane Dr., Plymouth, 574-780-2123

4/22/2017 – Tree Request: Tree is making sidewalk buckle up. It was a replacement sidewalk, tree needs to come out. S/ Cheryl Himes, 314 Brook Ave, Plymouth, 574-936-8060 (same request for tickets 00038, 00039, and 00040)