

The Board of Public Works and Safety of Plymouth, Indiana, met in Regular Session on November 13, 2017, 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 Culp, Fonseca, Grobe and Houin. City Attorney Surrisi and Clerk-Treasurer Xaver were also present.

Board Members Culp and Houin moved and seconded to approve the minutes of the last regular session of the Board of Public Works and Safety on October 23, 2017. The motion carried.

Utility Superintendent Davidson presented Change Order #1 for Haskins Underground, Inc. for the Richter Road Water Main Extension project. He reviewed the additions and reductions (attached to change order #1), which amount to a total addition of \$1,070.00 to the contract. That would bring the project total to \$125,675.00.

Board Members Culp and Grobe moved and seconded to approve Change Order #1. The motion carried.

Davidson also presented Haskins Underground, Inc. pay request #3 for Richter Road Water Main Extension project. He explained that this pay request includes the change order just approved and the release of the retainage. The total for the pay request is \$6,948.75.

Board Members Houin and Fonseca moved and seconded to approve pay request #3 from Haskins Underground, Inc. for the Richter Road Water Main Extension Project totaling \$6,948.75. The motion carried.

Fire Chief Miller requested the board's permission to allow Clerk-Treasurer Xaver to include volunteers Daren Miller and Aaron Wagers under the city's insurance coverage and forward the city's liability insurance information to Goshen Health System. This will allow the two volunteer firefighters to participate in the practical skills portion of their advanced EMT course. Miller explained that the volunteer firefighters are paying for these classes on their own, however they have both advanced to the clinical portion of their education and this is a requirement to continue.

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

Miller also informed the board that there was a typographical error on the year of the trade in chassis with the Crossroads Ambulance bid earlier in 2017. That trade-in was listed in one place as a 2010 and another as a 2001. Miller clarified that the chassis is actually a 2002 and the price of the trade-in has not changed even though this error was discovered.

Board Members Culp and Houin moved and seconded to acknowledge the correction in the typographical error on the Ambulance Chassis Remount bid information. The motion carried.

Street Superintendent Marquardt informed the press and board that leaf season is going slow this year. The street department is currently planning on extending leaf pick-up another week or two, as long as the weather is agreeable. Marquardt said that as soon as it snows, the street department will switch over to winter equipment and leaf pick-up will end.

City Engineer Gaul discussed a supplemental agreement with INDOT for the Greenway Trail. He said previously the entire project was considered a trail and now INDOT has requested to split the

project into two sections, one for the land trails and one for the bridges. Gaul said the project cost will remain the same, but the designation numbers are being updated. He requested the board's permission to allow Mayor Senter to sign the updated agreement between INDOT and the City of Plymouth.

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

City Engineer Gaul presented Change Order #1 for the Baker Street Safe Route to School project. He said there is no change at this time to the cost of the project, only an extension on the date of completion. The project was scheduled to be completed on November 3, 2017, however it was extended to November 11, 2017. Gaul said he believes the contractor finished on November 10, 2017.

Board Members Houin and Culp moved and seconded to approve Change Order #1, for the extension of the completion date. The motion carried.

Gaul presented a request on behalf of CenturyLink asking to work in the city's right-of-way (PW-17-104) at 2928 Gary Drive. He said they will be installing an underground communications line. There will be a \$5,000 financial guarantee required.

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

Gaul presented a request on behalf of Intercarrier Networks / Earthcom to work in the city's right-of-way. He explained that the request is to extend the Metronet underground communications line along Plymouth-Goshen Trail from Randolph Drive to the corporate limit line. There will be a \$5,000 financial guarantee required.

Board Members Culp and Fonseca moved and seconded to approve the request as presented. The motion carried.

City Attorney Surrisi presented Executive Order 2017-06, Temporary Closure of West Jefferson Street for Plymouth Veterans Day Ceremony and Temporary Closure of West Garro Street for USS Indiana Submarine Display.

Board Members Houin and Culp moved and seconded to ratify Executive Order 2017-06. The motion carried.

Clerk-Treasurer Xaver presented the following request:

Requesting daytime parking for two vehicles to park on Washington St. close to E 116. We will be doing a renovation on that building through Feb. 2018. S/ Tracy Thayer, Thayer Construction, 8476 18th Rd, Argos, IN, 574-952-6671

The applicant was not present to discuss the request. There was question regarding what they were asking for. Police Chief Bacon said he believes the applicant is requesting to not get ticketed for 2-hour parking, not requesting specific parking spaces be blocked off.

Board Members Houin and Culp moved and seconded to approve the request and allow parking for two vehicles that will not be ticketed for the 2-hour parking ordinance. The motion carried.

Clerk-Treasurer Xaver presented the following request:

Nov 3, 2017 – We are requesting to hold an ecumenical unity walk for immigration, showing support for our Latino Brothers and Sisters on Sat. Nov 18, 2017, in downtown Plymouth.

Time to be determined. S/ James T. Smart, 252 Juniper Lane, Plymouth, IN 574-540-9241

Mr. Smart was present to discuss the request and answer questions. He reviewed the route of the walk and said they will start at noon.

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

Clerk-Treasurer Xaver presented the following request:

Nov 8, 2017 – Closure of Garro Street, west of Michigan Street to the alley. November 25, 2017 from 5:00 pm til 8:00 pm. We will be using this area to distribute hot chocolate and cookies during the holiday event in downtown. This will insure the safety of the participants of this event. S/ Laura Mann, Promotion of the City Coordinator, 124 N. Michigan St., Plymouth, 574-936-6717

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

City Attorney Surrisi discussed the amendment to the techFarm land sales agreement. He said that the amendment was discussed at the last meeting and reviewed that the amendment would create a committee that would oversee the use of the city funds – looking first at uses in the techFarm area and then potential uses in other areas.

Board Members Houin and Grobe moved and seconded to reject the amendment to the agreement.

Grobe asked the reasoning behind establishing a separate committee rather than requests being made through the Board of Public Works and Safety. Surrisi explained that the Redevelopment Commission is actually the body that funded the project. Funds were originally borrowed from the city, but those funds were paid back. He discussed that the proposed projects are in TIF areas that fall under the umbrella of the Redevelopment Commission.

Houin discussed his reasons behind being against the amendment to the agreement. He feels the responsibility to appropriately distribute tax money lies with the Board of Public Works as representatives from their elected positions as Council Members.

Grobe said he agrees with Houin. He believes that the money was originally intended to be used for the techFarm, but thinks the decisions either need to be made by the Board of Public Works and Safety or the Redevelopment Commission rather than forming another sub-committee.

Mayor Senter said he would like more time to figure out how the board should proceed and does not feel he can make a decision at this time.

Board Members Houin and Grobe moved and seconded to rescind the motion to reject the amendment.

Board Members Grobe and Houin moved and seconded to table the amendment to the techFarm agreement. The motion carried..

Board Members Houin and Culp moved and seconded to allow the payroll for November 15, 2017, and the claims for November 13, 2017, as entered in Claim Register #2017. The motion carried.

There being no further business to discuss, Members Fonseca and Houin moved and seconded to adjourn the meeting. The motion carried and the meeting was declared adjourned at 6:37 p.m.

Jeanine M. Xaver, IAMC, CMC
Clerk-Treasurer

APPROVED:

Mark Senter
Mayor