

REGULAR SESSION, COMMON COUNCIL, JUNE 24, 2019

Be it Remembered that the Common Council of the City of Plymouth, Indiana, met in regular session on June 24, 2019. The meeting was held in the Council Chambers, 124 N. Michigan St., Plymouth, Indiana. Mayor Senter called the meeting to order at 6:30 p.m.

Mayor Senter led the Pledge of Allegiance and Councilman Ecker offered prayer.

Mayor Senter presided for Councilmembers Culp, Ecker, Houin, Longanecker and Walters. City Attorney Surrisi and Clerk-Treasurer Xaver were also present. Councilmembers Cook and Milner were absent.

Council Members Culp and Longanecker moved and seconded to approve the minutes of the last regular Common Council meeting on June 10, 2019 as presented. The motion carried.

The following legal notice was advertised in the Pilot Newspaper on June 3, 2019 and June 14, 2019:

**City of Plymouth  
Performing Arts Community  
Event Center  
Public Hearing Notice**

On or about June 28, 2019, the City of Plymouth, on behalf of the REES Theatre, Inc., intends to apply to the Indiana Office of Community and Rural Affairs for a grant from the State Community Development Block Grant (CDBG) Public Facilities Program. This program is funded by Title I of the federal Housing and Community Development Act of 1974, as amended. These funds are to be used for a community development project that will include the following activities: the interior renovation/completion of the existing REES Theatre building to be utilized as a performing art and community event center. The total amount of CDBG funds to be requested is \$500,000. The amount of

CDBG funds proposed to be used for activities that will benefit low-and moderate-income persons is \$298,000. The Applicant also proposes to expend an estimated \$1,430,265 in non-CDBG funds on the pro-

ject. These non-CDBG funds will be derived from the following sources: cash on hand generated via the REES Theatre, Inc., capital fundraising campaign and various philanthropic donations.

The City of Plymouth, on behalf of the REES Theatre, Inc., will hold a public hearing on Monday, June 24, 2019, at 6:30 p.m., in the Plymouth City Hall Council Chambers, located at 124 North Michigan Street, Plymouth, Indiana to provide interested parties an opportunity to express their views on the proposed federally funded CDBG project. Persons with disabilities or non-English speaking persons who wish to attend the public hearing and need assistance should contact Jeanine Xaver, Plymouth Clerk Treasurer at (574) 936-2124 not later than Friday, June 21, 2019. Every effort will be made to make reasonable accommodations for these persons.

Information related to this project will be available for review prior to the public hearing as of June 3, 2019 at the Mayor's Office located at 124 North Michigan Street, Plymouth, Indiana between the hours of 9:00 a.m. to 4:00p.m., Monday-Friday. Citizens are invited to provide comments regarding these issues either at the public hearing or by prior written statement. Written comments should be submitted to: Jeanine Xaver, Clerk Treasurer, 124 North Michigan Street, Plymouth, Indiana 46563, no later than Friday, June 21, 2019, in order to ensure placement of such comments in the official record of the public hearing proceedings.

A plan to minimize displacement and provide assistance to those displaced has been prepared by City of Plymouth and is also available to the public. However, this project will result in no displacement of any persons or businesses. For additional information concerning the proposed project, please contact Shannon McLeod, Project Coordinator, at (812) 663-7385 or email her at shannon@pprgrant.com.

June 3, 2019 PN300696 hspaxlp

Councilmen Culp and Ecker moved and seconded to open the public hearing for the. Mayor Senter declared the public hearing open.

Shannon McLeod, federal grant writer from Priority Project Resources out of Greensburg, Indiana and representative of the Rees Theatre, Inc. regarding their grant proposal, addressed the council. She reviewed the phases of the Rees Theatre project and introduced Brent Martin to discuss Phase III, which is what they are requesting grant funds to help cover. She said the total cost for this project is estimated at \$1.9 million. The application to the Indiana Office of Community and Rural Affairs is for a federal grant in the amount of \$500,000. The application is due on June 28<sup>th</sup> and the announcement of the grant award will be August 15<sup>th</sup>.

REGULAR SESSION, COMMON COUNCIL, JUNE 24, 2019

McLeod explained that the rest of the funding will come from several sources, including the city's donation of \$575,000 from TIF revenue, \$300,000 from a Regional Cities Grant, and the remaining balance will be donations and pledges from local businesses and citizens. The partnership would be between the City of Plymouth and Rees Theatre, Inc., as the city would be the considered the grantee. The funds would be on-request, so as the Rees needs funding to pay contractors, the City of Plymouth would request the funds and then cut a check to Rees Theatre, Inc. to in turn pay the contractors.

Councilman Houin asked if this includes any additional funding beyond what has already been pledged by the city. McLeod said no, there is no additional funds being requested from the city at this time.

Mayor Senter offered the privilege of the floor to the council members and the public. There were no comments.

Councilmen Ecker and Longanecker moved and seconded to close the public hearing. The motion carried and Mayor Senter declared the public hearing closed.

The following legal notice was advertised in the Pilot Newspaper on June 14, 2019:

**NOTICE OF PUBLIC HEARING**

Notice is hereby given to the citizens of Plymouth, Marshall County, Indiana, that a public hearing will be conducted by the Common Council of the City of Plymouth on a request for tax abatement on real and personal property improvements by IWC Real Estate, LLC located at 2935 VanVactor Drive, Plymouth, IN. A statement of benefits is on file in the Clerk-Treasurer's office, 124 N. Michigan St., Plymouth, IN. The real estate has been designated within an Economic Revitalization Area pursuant to IC 6-1.1-12.1-1 on June 10, 2019. A description of the affected area is available and can be inspected in the County Assessor's Office. Said hearing will be held on Monday, June 24, 2019, in the

**116  
Legals**

Council Chambers of the City Building, located on the second floor at 124 N. Michigan St., (Garro Street entrance), Plymouth, IN at the Common Council meeting at 6:30 p.m. Persons appearing at such public hearing shall have the right to be heard on the proposed project. Disabled persons needing special accommodations, please contact the ADA Coordinator at 574-936-2948. Dated this 11th day of June, 2019.  
Jeanine M. Xaver  
Clerk-Treasurer  
City of Plymouth, Indiana  
June 14, 2019 - P  
June 14, 2019 PN301404 hspaxlp

Councilmen Ecker and Walters moved and seconded to open the public hearing for IWC Real Estate, LLC Tax Abatement. Mayor Senter declared the public hearing open.

Jerry Chavez, President and CEO of Marshall County Economic Development Corporation, addressed the council. He spoke in favor of the tax abatement for IWC Real Estate, LLC and submitted the following letter of support:

REGULAR SESSION, COMMON COUNCIL, JUNE 24, 2019

June 16, 2019

Mayor Mark Senter, &  
Plymouth City Council  
City of Plymouth  
124 N. Michigan Street  
Plymouth, IN 46563

**RE: Indiana Wheel Company**

Mayor Senter:

The Marshall County Economic Development Corporation (MCEDC) is pleased to support an application by Indiana Wheel Company (IWC) for real and personal tax abatement in conjunction with their estimated \$22.8 MM investment.

IWC is a startup company owned by three companies that have a long history in the steel wheel market. The lead company, Jingu, is the largest steel manufacturing company in China. The other two are US based companies that operate on the west coast and in the mid-west. Companies such as General Motors, Volkswagen and Ford Motor Company are some of the existing clients for Jingu.

IWC has purchased the former Bay Valley warehouse facility in west Plymouth. The project will build out the manufacturing capabilities of the building for approximately \$8.44 MM. IWC then will purchase nearly \$14.5 MM in machinery and equipment. IWC plans on hiring approximately 117 employees for this project.

*MCEDC respectfully requests that the Plymouth City Council approves the Indiana Wheel Company tax abatement application as outlined in the Confirming Resolution.*

On behalf of the MCEDC Board of Directors, we thank you for consideration and action taken on this tax abatement request. We also appreciate support given to economic development and the growth in Marshall County and the City of Plymouth.

Respectfully,

Jerry Chavez  
President/CEO



Mayor Senter offered the privilege of the floor to the council members and the public. There were no comments.

Council Members Longanecker and Culp moved and seconded close the public hearing. The motion carried and Mayor Senter declared the public hearing closed.

The following legal notice was advertised in the Pilot Newspaper June 14, 2019:

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**NOTICE OF  
PUBLIC HEARING**

Notice is hereby given to the citizens of Plymouth, Marshall County, Indiana, that a public hearing will be conducted by the Common Council of the City of Plymouth on a request for tax abatement on real and personal property improvements by Culver Tool & Engineering, Inc., located at 2121 Walter Glaub Drive, Plymouth, IN. A statement of benefits is on file in the Clerk-Treasurer's office, 124 N. Michigan St., Plymouth, IN.

The real estate has been designated within an Economic Revitalization Area pursuant to IC 6-1.1-12.1-1 on June 10, 2019. A description of the affected area is available and can be inspected in the County Assessor's Office.

Said hearing will be held on Monday, June 24, 2019, in the Council Chambers of the City Building, located on the second floor at 124 N. Michigan St., (Garro Street entrance), Plymouth, IN at the Common Council meeting at 6:30 p.m.

Persons appearing at such public hearing shall have the right to be heard on the proposed project.

Disabled persons needing special accommodations, please contact the ADA Coordinator at 574-936-2948.

Dated this 11th day of June, 2019.

Jeanine M. Xaver  
Clerk-Treasurer  
City of Plymouth, Indiana  
June 14, 2019 - P

June 14, 2019 PN301403 hspaxlp

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Councilmen Longanecker and Walters moved and seconded to open the public hearing for the Culver Tool & Engineering, Inc. Tax Abatement. Mayor Senter declared the public hearing open.

Jerry Chavez, representative of Marshall County Economic Development Corporation, addressed the council. He spoke in favor of the tax abatement for Culver Tool & Engineering, Inc. and submitted the following letter of support:

REGULAR SESSION, COMMON COUNCIL, JUNE 24, 2019

June 16, 2019

Mayor Mark Senter, &  
Plymouth City Council  
City of Plymouth  
124 N. Michigan Street  
Plymouth, IN 46563

**RE: Culver Tool and Engineering, Inc. (CTE Solutions)**

Mayor Senter:

The Marshall County Economic Development Corporation (MCEDC) is pleased to support an application by CTE Solutions for real and personal tax abatement in conjunction with their estimated \$3.675 MM investment.

CTE Solutions (CTE) has its beginning when it was established in 1950 in the automotive broaching industry. In 2013, the company transformed itself to service the medical industry. Since then, the company has outgrown its current facility and employs over 183 FTEs.

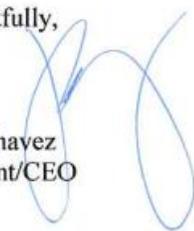
CTE has purchased the Auto Park building at 1901 Walter Glaub Dr. CTE will transform the office building to house administrative staff and will also add on to the current building so that some manufacturing capabilities will be on site. CTE then will purchase nearly \$1.5 MM in machinery and equipment to manufacture spinal rods, implant devices, and special instruments.

*MCEDC respectfully requests that the Plymouth City Council approves the CTE Solutions tax abatement application as outlined in the Confirming Resolution.*

On behalf of the MCEDC Board of Directors, we thank you for consideration and action taken on this tax abatement request. We also appreciate support given to economic development and the growth in Marshall County and the City of Plymouth.

Respectfully,

Jerry Chavez  
President/CEO



Mayor Senter offered the privilege of the floor to the public. There were no comments.

Council Members Longanecker and Walters moved and seconded close the public hearing.

The motion carried and Mayor Senter declared the public hearing closed.

City Attorney Surrisi presented Ordinance No. 2019-2149, An Ordinance to Amend the Code of Ordinances of the City of Plymouth Concerning Adoption of Personnel Policy by Reference, on second reading.

REGULAR SESSION, COMMON COUNCIL, JUNE 24, 2019

Council Members Houin and Walters moved and seconded to pass Ordinance No. 2019-2149, An Ordinance to Amend the Code of Ordinances of the City of Plymouth Concerning Adoption of Personnel Policy by Reference, on second reading.

City Attorney Surrisi noted that this change to the employee handbook reflects changes to the driving policy for the city. It passed by roll call vote.

AYES: Culp, Ecker, Houin, Longanecker, Walters  
NAYS: None  
ABSENT: Cook, Milner

Council Members Houin and Culp moved and seconded to pass Ordinance No. 2019-2149, An Ordinance to Amend the Code of Ordinances of the City of Plymouth Concerning Adoption of Personnel Policy by Reference, on third reading. It passed by roll call vote.

AYES: Culp, Ecker, Houin, Longanecker, Walters  
NAYS: None  
ABSENT: Cook, Milner

City Attorney Surrisi presented Ordinance No. 2019-2150, An Ordinance of the Common Council of the City of Plymouth, Indiana, Authorizing the Issuance of the City of Plymouth, Indiana, Taxable Economic Development Revenue Bonds of 2019 (Pretzels, Inc. Project) and the Use of the Proceeds Thereof to Support the Pretzels, Inc. Project, and Authorizing Other Actions in Respect Thereto, on second reading.

Heidi Amspaugh, representative with Baker Tilly, and Tim Emerick, representative from Barnes & Thornburg, were present to discuss the financing and answer any questions. Amspaugh said that these are bonds that Pretzels, Inc. would be purchasing and taking the backing on. The bonds will be payable from the tax increment generated from their expansion only. The current Pretzels, Inc. building is in TIF 3 and as the building stands now, TIF 3 will continue to receive that tax revenue. This bond financing will only encompass the expansion of the building. For the first ten years, Pretzels will receive 100% of the tax revenue generated from the new TIF area to be used as

REGULAR SESSION, COMMON COUNCIL, JUNE 24, 2019

the bond payment. The following four years, they would get 80% back with the remaining 20% going to the Redevelopment Commission. The TIF area has a 25-year life with this bond financing being a 15-year commitment to the company. Any TIF revenue generated after that would be going to the Redevelopment Commission. Amspaugh explained that the \$13,125,000 figure is the maximum number. The numbers and figures are calculations figured on what the assumed assessed value will be based on comparable properties in Plymouth. What Pretzels, Inc. is being promised is that they will receive 100% of their TIF revenue for ten years and then 80% for 4 years. She said that whatever that assessed value ends up being, which they are anticipating will be more like \$9,865,000 is what they would get back in the form of the bond payment through these taxable economic development revenue bonds. The taxes will be generated through both real and personal property.

Tim Emerick addressed the council. He explained that an air parcel was created specifically for this new TIF area. It is everything above the dirt so the Pretzels Inc expansion will be the only part of the TIF area. Emerick said there is no obligation by the city to pay these bonds, they are fully backed by the company. Surrisi added that Pretzel's responsibilities also include all the professional fees and administrative costs for the record keeping of the TIF area.

Council Members Ecker and Walters moved and seconded to adopt Ordinance No. 2019-2150, An Ordinance of the Common Council of the City of Plymouth, Indiana, Authorizing the Issuance of the City of Plymouth, Indiana, Taxable Economic Development Revenue Bonds of 2019 (Pretzels, Inc. Project) and the Use of the Proceeds Thereof to Support the Pretzels, Inc. Project, and Authorizing Other Actions in Respect Thereto, on second reading.

AYES: Culp, Ecker, Houin, Longanecker, Walters  
NAYS: None  
ABSENT: Cook, Milner

Council Members Culp and Ecker moved and seconded to adopt Ordinance No. 2019-2150, An Ordinance of the Common Council of the City of Plymouth, Indiana, Authorizing the Issuance of

REGULAR SESSION, COMMON COUNCIL, JUNE 24, 2019

the City of Plymouth, Indiana, Taxable Economic Development Revenue Bonds of 2019 (Pretzels, Inc. Project) and the Use of the Proceeds Thereof to Support the Pretzels, Inc. Project, and Authorizing Other Actions in Respect Thereto, on third reading.

AYES: Culp, Ecker, Houin, Longanecker, Walters  
NAYS: None  
ABSENT: Cook, Milner

City Attorney Surrisi presented Ordinance No. 2019-2151-R, An Ordinance Fixing Salaries of Appointed Officers and Employees, Fire and Police Personnel of the City of Plymouth, Indiana for the Year 2020, on second reading.

Council Members Walters and Houin moved and seconded to adopt Ordinance No. 2019-2151-R, An Ordinance Fixing Salaries of Appointed Officers and Employees, Fire and Police Personnel of the City of Plymouth, Indiana for the Year 2020, on second reading.

Councilman Houin stated that the current proposal gives a 2% raise across the board to all employees except three: Building Commissioner, Airport Manager, and City Attorney. He said his biggest concern is that he feels the people in those positions are being considered for the raise and not the positions themselves. After reviewing the 2017 salary survey, a 4% raise for the Building Commissioner position and Airport Manager position would get those up from the low end of the proposed range up closer to the middle range, therefore he is supportive of those suggested increases. He does not support a 4% increase for the City Attorney, as the salary is currently already on the higher end of the salary survey and is currently the highest paid employee in the city.

Mayor Senter said that he requested the 4% raise for City Attorney Surrisi due to the time that he has put in to projects over the years.

Ecker asked Mayor Senter what the method was for determining the 2% increase for the remaining city employees. Senter said that the cost of living is projected to go up 2% and that is

REGULAR SESSION, COMMON COUNCIL, JUNE 24, 2019

what the city has done in the past. Ecker questioned whether a 2% increase for the remaining employees was enough.

Walters said he supports raising the attorney's salary 4% based on Surrisi's job performance..

Houin agreed that the current city attorney's performance is commendable, however singling out one individual and saying that they deserve a 4% raise based on their job performance is simultaneously telling all the other employees that their job performance was not good enough to warrant the same percentage of a raise.

Culp said that he supports a raise for the Airport Manager and feels he is extremely underpaid. He wants to see this position raised up to a salary comparable to some of the other department heads. He is also comfortable raising the City Attorney's salary up 4% even if it will be above the median range based on the salary survey.

Longanecker stated that he is very impressed with the work going on at the airport. He also appreciates all the hard work and efforts of the building commissioner, as well as all the other department heads.

The motion was defeated by roll call vote.

AYES: Culp, Walters  
NAYS: Ecker, Houin, Longanecker  
ABSENT: Cook, Milner

Ecker requested additional information from Clerk-Treasurer Xaver, including a head count of employees by department. He said he is not opposed to the proposal for the three positions previously mentioned, but would like to conduct research regarding the rest of the employees and make a recommendation to the other council members. Ecker said he feels there needs to be a holistic approach to the payroll structure.

Clerk-Treasurer Xaver asked the council's pleasure regarding the receipt of a city monetary gift donation of \$500.00 from Culver Tool and Engineering Solutions for the Mayor's Month of

REGULAR SESSION, COMMON COUNCIL, JUNE 24, 2019

Music event. Council Members Ecker and Longanecker moved and seconded to accept the monetary gift of \$500.00 from CTE Solutions into the City Monetary Gift Fund. The motion carried.

City Attorney Surrisi presented Resolution No. 2019-861, Resolution of the City of Plymouth Confirming the Adoption of a Declaratory Resolution Designating Certain Real Estate Within the City of Plymouth to be Within an “Economic Revitalization Area” for Purposes of Real Property and Personal Property Tax Abatement Pursuant to I.C. 6-1.1-12.1 et seq. (IWC Real Estate, LLC).

Council Members Ecker and Walters moved and seconded to adopt Resolution No. 2019-861, Resolution of the City of Plymouth Confirming the Adoption of a Declaratory Resolution Designating Certain Real Estate Within the City of Plymouth to be Within an “Economic Revitalization Area” for Purposes of Real Property and Personal Property Tax Abatement Pursuant to I.C. 6-1.1-12.1 et seq. (IWC Real Estate, LLC). It passed by roll call vote.

AYES: Culp, Ecker, Houin, Longanecker, Walters  
NAYS: None  
ABSENT: Cook, Milner

Surrisi presented Resolution No. 2019-862, Resolution of the City of Plymouth Confirming the Adoption of a Declaratory Resolution Designating Certain Real Estate Within the City of Plymouth to be Within an “Economic Revitalization Area” for Purposes of Real Property and Personal Property Tax Abatement Pursuant to I.C. 6-1.1-12.1 et seq. (Culver Tool & Engineering, Inc.).

Council Members Longanecker and Ecker moved and seconded to adopt Resolution No. 2019-862, Resolution of the City of Plymouth Confirming the Adoption of a Declaratory Resolution Designating Certain Real Estate Within the City of Plymouth to be Within an “Economic Revitalization Area” for Purposes of Real Property and Personal Property Tax Abatement Pursuant to I.C. 6-1.1-12.1 et seq. (Culver Tool & Engineering, Inc.). It passed by roll call vote.

AYES: Culp, Ecker, Houin, Longanecker, Walters

REGULAR SESSION, COMMON COUNCIL, JUNE 24, 2019

NAYS: None  
ABSENT: Cook, Milner

City Attorney Surrisi presented PC 2019-05, Certified Proposal Regarding Centennial Crossings Planned Unit Development. Surrisi explained that this preliminary plan was approved by the Plan Commission at their June 2019 meeting. He reviewed the application and content that was submitted and discussed before the Plan Commission. Surrisi noted that if approved by the council, the zoning map would be amended to reflect this area as a Planned Unit Development. Each phase of the project would need to go before the Plan Commission before work can begin on that phase.

Council Members Ecker and Walters moved and seconded to adopt PC 2019-05, Certified Proposal Regarding Centennial Crossings Planned Unit Development. It passed by roll call vote.

AYES: Culp, Ecker, Houin, Longanecker, Walters  
NAYS: None  
ABSENT: Cook, Milner

City Attorney Surrisi presented the following items for the council's approval

- Adoption of Four Factor Analysis for Limited English Proficiency Persons. He said the city did not meet the required threshold to provide notices in another language.

- Resolution No. 2019-863, Authorizing Application Submission and Local Match Commitment

- Authorization form which gives local authorities the green light to sign the application materials. He noted that the local match that has already been pledged by the Redevelopment Commission is available.

Council Members Houin and Ecker moved and seconded to approve all three documents as presented. The motion carried.

Mayor Senter offered the privilege of the floor. There were no comments.

REGULAR SESSION, COMMON COUNCIL, JUNE 24, 2019

Members Ecker and Longanecker moved and seconded to accept the following communications:

- Minutes of the Board of Public Works and Safety meeting of June 10, 2019
- Minutes of the Board of Aviation Commissioners meeting of May 14, 2019
- Minutes of the Technical Review Committee meeting of June 4, 2019
- Minutes of the Urban Forest and Flower Committee meeting of May 15, 2019
- Minutes of the Redevelopment Commission meeting of May 21, 2019
- Financial Management Report for the Four Months Ended April 30, 2019 for the City of Plymouth, Indiana, Municipal Water Utility, from Baker Tilly (to be distributed at meeting)
- Financial Management Report for the Four Months Ended April 30, 2019 for the City of Plymouth, Indiana, Municipal Wastewater Utility, from Baker Tilly (to be distributed at meeting)
- Clerk-Treasurer's Financial Reports for April, 2019
- Clerk-Treasurer's Cash Reconciliation for April 2019
- Clerk-Treasurer's Financial Reports for May, 2019
- Clerk-Treasurer's Cash Reconciliation for May 2019
- City of Plymouth Property Tax Abatement Program Guidelines
- MCEDC Letters of Support RE Tax Abatements for Vigilant Holdings, CTE Solutions, Hoosier Racing Tire, and Indiana Wheel Co.

The motion carried.

There being no further business to come before the Council, Council Members Houin and

Ecker moved and seconded to adjourn the meeting. The meeting adjourned at 7:21 p.m.

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Jeanine M. Xaver, IAMC, CMC  
Clerk-Treasurer

APPROVED

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Mark Senter, Mayor