

REGULAR SESSION, BOARD OF PUBLIC WORKS AND SAFETY, March 11, 2024

The Board of Public Works and Safety of Plymouth, Indiana, met in Regular Session at 6:00 p.m. on March 11, 2024. The meeting was held in the Council Chambers, on the second floor of the City Building, 124 N. Michigan St., Plymouth, Indiana.

Mayor Listenberger called the meeting to order. Listenberger presided for Board Members Don Ecker Jr, Duane Culp, and Shiloh Milner who were physically present. Board Member Dave Morrow attended virtually. City Attorney Houin and Clerk-Treasurer Gorski were present. The public was able to see and hear the meeting through Microsoft Teams.

Board Members Culp and Ecker moved and seconded to approve the minutes of the regular session of the Board of Public Works and Safety meeting of February 26, 2024. The motion carried.

Ecker wished to thank the Water Department and their team that came out to address a water line that was leaking in his neighborhood. He states they came out last Thursday when the call was made, they identified and marked it, and followed up with the repair today. He states the neighbor is happy as the crew did a phenomenal job.

Utility Superintendent Davidson states the total cost of the engineering services contract falls in line with the OCRA Application, which was a total of \$240,000. He explains the design portion was \$177,000, the bidding portion was \$15,000, the construction engineering was \$48,000. He states he would like the board's approval to move forward.

Ecker asks about Paragraph D, which references, "Compensation for Water Construction Inspection" which calls for \$135,000 in accordance with Attachment A. He asks him to elaborate more on that.

Davidson responds by stating it is on an as needed basis not to exceed \$135,000. He states there are multiple points throughout the project that will call for water construction inspection such as water tower inspection, water main inspections, and if there are days when they feel an inspection is not needed, we can request them to not be there. He states a good portion of the time we handle our own inspections, like this lead service line inspection we have going on, but sometimes there are too many projects occurring simultaneously for us to cover. He states the figures are not to exceed.

Board Members Ecker and Milner moved and seconded to approve the request as presented. The motion carried.

Davidson states there is an update to the Indiana Finance Authority grant application we applied for, and we have been notified that we were approved for \$9,933 that we applied for in

the application. He states that is approved and our plans are to work with our consultant to determine the last few unknown lines. He explains that will help us as far as costs.

He states the last item he has is the portable generator that was approved before that the anticipated cost was to be \$85,000-\$95,000 through Sourcewell Cooperative Purchasing but we ended up purchasing the new generator for just under \$75,000 so that is good news.

City Engineer Sellers updates with Street Superintendent Marquardt out sick he will update the board on Hoham Drive. He states signs and barricades are starting to be put up today and it sounds from the contractor that they will be shutting down Hoham Drive on March 18, 2024 and they will be starting on the storm sewer construction and some water main work initially.

Ecker asks what that does for the timeline until completion.

Sellers responds by stating they were very noncommittal on the timeline as it was delayed due to the NIPSCO problems there. He states he expects August or September based off what they said.

Airport Manager Sheley asks if we will receive advance notice if they plan to close off Michigan Street again.

Sellers responds by stating they should be notifying the businesses in the area shortly.

Police Chief Weir states they had 20 applicants turned in by last Friday. He explains there are 3 lateral transfers and 17 are green with no training. He states we are having our first written and agility tests on April 6th.

Park Superintendent Hite states the Pickleball Project is going forward as Brown & Brown Contractors have been awarded the project. He states they should break ground soon.

Culp asks if there is any expectation on when it should be complete.

Hite responds by stating it shouldn't take more than sixty days.

Culp asks if it will be four courts.

Hite responds by stating it will be six courts.

City Attorney Houin introduces Resolution No. 2024-1099, A Resolution of the Board of Public Works and Safety to Approve Intergovernmental Agreement for Building Inspection Services.

Houin states the County Attorney contacted him as they hired a Full Time County Building Commissioner/ Inspector and they are concerned because they only have one. He states when he is on vacation, they won't be able to cover inspections, so they asked if the city would

be willing to enter into a mutual agreement so either when the County or the City Building Commissioners go onto vacation, or otherwise out of town, that we would cover for one another on inspections that could not wait. He explains some inspections are time sensitive and they do not want to wait until the Building Commissioner is back. He states he is aware there was some concern, because when the City Building Commissioner was covering for the County, when they did not have one, that it was a whole lot of work, if not too much. He states he had a conversation with Manuwal and the Mayor. He explains Manuwal feels like if this is only for vacations and temporary that it would be manageable and he would be fine with it.

Building Commissioner Manuwal states most contractors think their jobs can't wait.

Houin states he stressed to him that his opinion is if the Building Commissioner believes it can wait, then it can wait, to ensure that the city is the first priority. He explains this agreement is also another way for us to work together with the County in helping one another out. He explains the County Attorney prepared this agreement and I reviewed it. He explains he has verbal approval from all three County Commissioners that if this is approved tonight, that they would approve it at their next meeting and put it into effect.

Ecker states he does not have a problem with the agreement and his only concern is for Manuwal's workload. He states he agrees that we want to be partners where we can be and where it makes sense so he feels comfortable approving this.

RESOLUTION NO. 2024-1099

**A RESOLUTION OF THE BOARD OF PUBLIC WORKS AND SAFETY
TO APPROVE INTERGOVERNMENTAL AGREEMENT FOR
BUILDING INSPECTION SERVICES**

The City of Plymouth and Marshall County each employ a Building Commissioner whose duties include performing building inspections within their respective jurisdictions. Marshall County recently approached the City of Plymouth with a concern that while their Building Commissioner is on vacation, no one would be available to perform necessary and time-sensitive inspections. To address this, the Marshall County Commissioners have proposed the attached Intergovernmental Agreement Between Marshall County and the City of Plymouth for Building Inspection Services.

The Board of Public Works and Safety now **RESOLVES** to approve the proposed Intergovernmental Agreement and authorizes the Mayor to execute the Agreement on behalf of the City of Plymouth.

PASSED AND ADOPTED on March 11, 2024.


Robert Listenberger, Mayor

ATTEST:


Lynn M. Gorski, Clerk-Treasurer

Board Members Ecker and Culp moved and seconded to approve Resolution No. 2024-1099, A Resolution of the Board of Public Works and Safety to Approve Intergovernmental Agreement for Building Inspection Services. The motion carried.

Clerk-Treasurer Gorski introduces a request from Dustin's Place for a 5K Run Route. She comments that she is unsure on the dates for this race as it was not mentioned in the initial application. Diana Weiss was in attendance to answer questions.

REQUEST FORM
CITY OF PLYMOUTH

Date: 3/11/24

Notice to BOARD OF PUBLIC WORKS AND SAFETY, CITY OF PLYMOUTH, INDIANA
Kindly review of the following request:

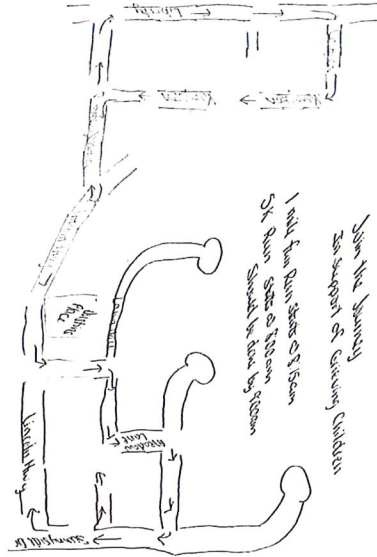
Dustin's Place 5K Run Route
See attached map
Race is May 4, 2024

Signed: [Signature] Phone Number: 773-955-1150
Print Name: Diana Weiss Address: 7141 Hickey Rd
Springfield, IL 62777

In-Office Only:
Determination of Request
Approved by Board of Public Works & S.C. by Mar 11, 2024

Return original form to Clerk-Treasurer's office after determination is complete.

Signed: [Signature] Clerk-Treasurer
Title



Weiss states that Dustin's Place is a non-profit that offers group counseling to local children and families. She states one of our big fundraisers is our annual Join the Journey 5K Run and Family Fun Run. She explains it will be Saturday, May 4th, starting at 9:00 AM for the 5K. She states the 1-mile Family Fun Run is going to start a few minutes after that at 9:15 AM. She states they are expecting it to end, at the latest, at 11:00 AM, as they have some people who walk the entire course of the 5K. She explains it has been approved by the Marshall County Sheriff's Department and they will be providing safety for the event. She states they will be having water stations and people directing the runners.

Mayor Listenberger asks if this is the third race.

Weiss responds in agreement by stating this is their third annual Join the Journey.

Culp asks if they will require anything safety wise from the City of Plymouth.

Weiss responds by stating she does not believe so. She states Marshall County Sheriff's Department is already providing a few Deputies and they have other people at each station. She states all they need is your support.

Board Members Culp and Milner moved and seconded to approve the request from Dustin's Place as presented. The motion carried.

Clerk-Treasurer Gorski introduces a request from the Ben Fisher Memorial Foundation. Jo Fisher was in attendance to answer questions.

REQUEST FORM
CITY OF PLYMOUTH

Date: Feb. 28, 2024

Notice to BOARD OF PUBLIC WORKS AND SAFETY, CITY OF PLYMOUTH, INDIANA
Kindly review of the following request:

Ben Fisher Memorial Foundation requests permission to utilize the brackets in downtown Plymouth to hang Work Zone Awareness Vertical banners for the month of April (1-30th) 2024.

Work Zone Awareness Corrugated Ribbons to be attached to green light posts

Signed: *J. Fisher* Phone Number: *(574) 747-1601*
First Name: *Jo Fisher* Address: *113 Adams St. Plymouth*

In-Office Only:
Determination of Request
Rec'd of All. Work - Sub. approved, March 11, 2024

Return original form to Clerk-Treasurer's office after determination is complete.
Signed: *J. Ecker* Title: *Clk. Treasurer*

Fisher states she is the CEO and Founder for the Ben Fisher Memorial Foundation and they raise awareness for work zones and road safety. She states a work zone to her is anyone that pulls over as you are pulling over for a reason. She explains it could be firefighters, someone working on a vehicle, a mom taking care of a child, etc. She states we are about saving lives. She explains that last year we had Bowen Printing make corrugated ribbons and we attached them to the green light posts down Michigan Street, north and south, along with River Park Square. She states she did speak with Marquardt and we have the same number of brackets as last year.

Ecker states he had a conversation with Marquardt last week when we received our packets and he wanted to be sure he understood completely. He states Marquardt seemed comfortable with it.

Board Members Milner and Ecker moved and seconded to approve the request from the Ben Fisher Memorial Foundation as presented. The motion carried.

Board Members Culp and Milner moved and seconded to allow the payroll for February 29, 2024 and the claims for March 11, 2024, as entered in Claim Register #2024-5. The motion carried.

Board Members Ecker and Milner moved and seconded to accept the following communications:

- March 11, 2024 Docket
- February 27, 2024 Technical Review Committee Minutes
- Plymouth Code Enforcement Activity Report – February 2024
- Plymouth Fire Department Activity Report – February 2024
- Plymouth Building Commission Activity Reports – February 2024
- Intergovernmental Agreement for Building Inspection Services
- Plymouth Water OCRA Contract

