

REGULAR SESSION, BOARD OF PUBLIC WORKS AND SAFETY, November 25, 2024

The Board of Public Works and Safety of Plymouth, Indiana, met in Regular Session at 6:00 p.m. on November 25, 2024. The meeting was held in the Council Chambers, on the second floor of the City Building, 124 N. Michigan St., Plymouth, Indiana.

President Pro-Tempore Don Ecker Jr. called the meeting to order. Ecker presided for Board Members Duane Culp, Shiloh Milner, and Dave Morrow, who were physically present. Mayor Robert Listenberger was absent. City Attorney Jeff Houin and Clerk-Treasurer Lynn Gorski were also present. The public was able to see and hear the meeting through Microsoft Teams.

Board members Culp and Morrow moved and seconded to approve the minutes of the regular session of the Board of Public Works and Safety meeting of November 12, 2024, as presented. The motion carried.

Ecker stated he had reached out to Katie Roller of Patriot Rail to inquire about where they were with the railroad crossing on Lake Avenue. He stated she had reached back out to him with exciting news that they had awarded a contract to have the crossing rebuilt in March of 2025. He stated that he was going to get the media a contact so they can assist in notifying the public of railroad crossing detours. He stated it had been a long battle, and it was one they wanted to continue to stay in contact with to ensure it did not go away.

Utility Superintendent Donnie Davidson stated he was looking for approval that night on Change Order #3 for the Water Main Installation Projects with TGB Unlimited. He stated this was to change valve sizes that were identified as 1" in the original plan set but they were all 6" valves. He explained the contractor had provided a cost estimate and they were all in line with other unit prices that were on the original bid. He stated that in that case, they did not have a unit price that was included in the original bid, hence the reason for the change order. He stated they would not be seeing the quantities for the 1" lines, which would have been a savings of approximately \$26,000 but by the time each cancels out, it would be an additional cost incurred of \$16,935.64. He explained it was an oversight into the plans and the contractor bid accordingly, but now they must go back get the correct valves installed.

Culp asked for clarification that they are going from 1" valve to a 6" valve.

Davidson replied that the valves were all existing where they had to make connections but in the design on the plan sheet, it indicated they were 1", but they were 6", so they must match the preexisting conditions.

Ecker asked how long ago they identified that these were 1" valves.

Davidson replied that they noticed it when the contractor potholed and discovered they were 6" lines.

Ecker asked with the deductions that they were looking at a difference of about \$17,000.

Davidson replied in agreement and stated that in addition to this, they were evaluating just about everything they could as far as reducing cost. He stated they have eliminated using flowable fill to fill the old 12" water main underneath the railroad which had a savings of about \$12,000 and as far as he was concerned, there was very little value in pumping that with flowable fill. He stated that a lot of the cost was with unit prices as they only get paid for the price of the quantities in unit pricing, so they are seeing a reduced price in granular backfill material. He stated they are trying to keep this project as close to budget as possible.

Board members Culp and Milner moved and seconded to approve the change order as presented. The motion carried.

Davidson stated that the water tower on Pidco Drive was now complete as there was a few punch list items, such as some touch up painting and lawn restoration. He stated the water tower was back in service and operating fine and it resolved a lot of pressure issues at Valmont as they were having pressure issues with their fire system. He believed it was due to the tower being completely empty and setting off their fire alarm. He explained they had been working with Rich Cartwright on that and everything appeared to be back to normal.

He stated as far as the water main installation, they had some problems with the railroad as far as scheduling a time for boring. He explained the boring had been subcontracted to Lowe Construction Co., who specializes in that. He stated that the permit was not authorized for them, and the railroad needed 30-60 days to review the application, even though they already had the permit, they needed to coordinate their inspector and flagman. He stated the estimate appeared to be \$60,000 and they were not expecting that kind of cost. He explained the project would be shutting down, even though it was anticipated to be done before the end of the month but due to delays in the railroad permitting and scheduling of their inspectors, it had got to a point where it was in everyone's best interest to shut the project down. He explained they still had work to do out on Jefferson Street and in his opinion, it was too dangerous for the workers to be out there in the traffic. He added digging in frozen ground was high risk as it was twice as hard so it would not be worth it at that point as it can be delayed until Spring.

Ecker asked when Davidson thought they would return to the project.

Davidson replied that he would assume in March. He stated if they could coordinate the railroad permit and the boring contractor, that it was something they could do in the Winter as it was out of the way, and they could do their bore pits. He stated the hope would be that the bore would be complete within two weeks, especially with those inspection prices as it was a per hour expense, and they were at the mercy of the contractor.

Clerk-Treasurer Gorski presented a street closure request from the Downtown Merchant Group. Sandra Saenz was present to speak on behalf of the request.

Saenz stated that she was the owner of Simplee Slated Gifts & The Frame Shoppe downtown and she was there on behalf of the Downtown Merchant Group. She stated that this would be the fourth year that they had been doing this event. She stated that every year the event had grown in attendance with people already asking if they would be having smores, hot chocolate, and if they would be staying open late. She stated that they had plans for December 5th, 12th, and 19th as indicated, and they would like to close the street from 4:30 p.m. -7:00 p.m. so the Fire Department, who would be helping with smores would have time to get ready by 5 o'clock. She stated that House of Prayer would be making hot chocolate, and the dance studio would be doing dance demonstrations. She listed special appearances from Santa Claus, Buddy the Elf, and the Grinch. She stated there would be Christmas carols, special sales with merchants staying open late, and lots of fun.

Board members Morrow and Culp moved and seconded to approve the street closure request from the Downtown Merchant Group as presented. The motion carried.

REQUEST FORM
CITY OF PLYMOUTH

Date 11/17/24

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

The downtown merchant group kindly requests
a street closure for our annual holiday
night candlelight shopping events. Also
we would like to close Main St from
Michigan Street to the Post office alleyway
on Thursday Dec 5th, 12th, & 19th from
4:30 - 7:00
pm pm
by Sandra M Saenz
100 W. Grand St, Plymouth
574-532-3937

Determination of request

Approved by Board of Public Works & Safety
November 25, 2024

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

Sandra M Saenz Clerk-Treasurer

REGULAR SESSION, BOARD OF PUBLIC WORKS AND SAFETY, November 25, 2024

Board members Milner and Morrow moved and seconded to allow the payroll for November 15, 2024, and the claims for November 25, 2024, as entered in Claim Register #2024-22. The motion carried.

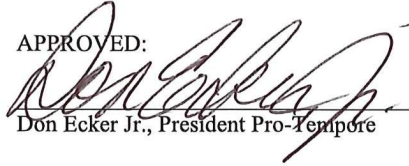
Board members Culp and Milner moved and seconded to accept the following communications:


- November 25, 2024 Docket
- November 12, 2024 Technical Review Committee Minutes
- Water Department Activity Report – October 2024
- Wastewater Department Activity Report – October 2024
- Fire Department Activity Report – October 2024

The motion carried.

There being no further business, Board members Milner and Culp moved and seconded to adjourn. Ecker declared the meeting adjourned at 6:14 p.m.

APPROVED:


Don Ecker Jr., President Pro-Tempore


Lynn M. Gorski, Clerk-Treasurer



**CITY OF PLYMOUTH WASTEWATER DEPARTMENT
Board of Public Works and Safety
October 2024 Monthly Report**

PLANT OPERATIONS:

1. Total flow in gallons	44,443,920
2. Average daily flow in gallons	1,433,675
3. Rainfall	0.75"
4. Monthly average in BOD removal	99.2%
5. Monthly average in TSS removal	96.6%
6. Monthly average in Ammonia removal	99.5%
7. Monthly average in Phosphorus removal	77.4%
8. General plant maintenance	
9. Work orders completed:	

251- Wastewater Treatment Plant

- Exercised 76 plant valves.
- Collecting information on the replacement of all four clarifier drives and iron works.
- Winterizing plants and odor control units.
- Completed repairs to the air make up unit for the pretreatment structure.
- Repaired heaters on samplers.

72- Vehicle/Mobile Equipment

- Replaced both fans on the vacuum side of T-20 combination sewer cleaner.
- Replaced the fluid coupler on T-20.

38- Lift Stations

- Repaired float level controls at the Pioneer Dr. lift station.
- Flushed 5,280 feet of 8" force main from the Pioneer Dr. lift station.

6 - Collection System

- 0 - Eliminated structures
 - a.
- 0 - Replaced structures
 - a.
- 0 - Repaired structure
 - a.
- 0 - Replaced / adjusted castings.
 - a.
- 0 - GIS data collection points.
 - a.
- 1 - New structure
 - a. Installed new manhole in alley behind 800 W. Lake Ave.
- 4 - Point Repairs
 - a. 1101 E. Jefferson St. - repaired service lateral that was damaged during water main boring project.
 - b. 1105 E. Jefferson St. - repaired service lateral that was damaged during water main boring project.
 - c. Removed 10" stub from manholes K7M005 and K7M118 prior lining project.
- 1 - Miscellaneous
 - a. Flushed 5,280 feet of 8" force main from the Pioneer Dr. lift station.

COLLECTION SYSTEM GENERAL:

1. Cleaned 15,365 feet of sewer lines:
 - 0 feet during service calls
 - 15,365 feet during preventive maintenance
2. Telescoped 10,203 feet of sewer lines.
3. Mechanically removed roots from 60 feet of sewer lines.
4. Removed approximately 7.68 tons of silt and debris during cleaning and inspections of sewers lines.
5. Used approximately 30,505 gallons of potable water during sewer cleaning.
6. Performed routine maintenance on 10 CSO's and seventeen pumping stations.

MISCELLANEOUS

- Continuing work on the wastewater's asset management plan.
- Completed the stormwater detention basin at W. Garro St. & N. Plum St.
- Training employees on the new 811 call confirmation system that goes into effect in January.
- Two employees are training for CDL.
- A new server backup system has been installed.
- Completed various sampling of local industry as required by IDEM.
- Reviewing and updating department safety programs.

**CITY OF PLYMOUTH WATER DEPARTMENT
Board of Public Works and Safety
October 2024 Monthly Report**

PLANT OPERATIONS

Water Treated - Ledyard Water Treatment Plant	24,838,621 gallons
Water Treated - Pine Water Treatment Plant	<u>21,847,397 gallons</u>
Water Treated - Total	46,686,018 gallons

Water Treated - Daily Average - Ledyard Water Treatment Plant	801,246 gallons.
Water Treated - Daily Average - Pine Water Treatment Plant	<u>704,755 gallons</u>
Water Treated - Daily Average - Combined	1,506,001 gallons

- Backwashed filters at Ledyard Water Treatment Plant 9 times for a total of 756,000 gallons.
- Backwashed filters at Pine Water Treatment Plant 13 times for a total of 1,248,000 gallons.
- Total backwash usage for the month was 2,004,000 gallons.

REGULAR SESSION, BOARD OF PUBLIC WORKS AND SAFETY, November 25, 2024

MAINTENANCE WORK ORDERS COMPLETED

- 15- Ledyard Water Treatment Plant Maintenance
 - Completed auxiliary generator test.
 - Completed temperature checks on high service pumps
 - Cleaned and inspected chlorine injectors and analyzer.
 - Inspected the north water tower.
 - Winterizing plant.
 - Repair security lighting.
 - Repair heaters.
 - Repair high service pumps 1, 2, and 3.
- 13 - Pine Water Treatment Plant Maintenance
 - Completed auxiliary generator test.
 - Completed temperature checks on high service pumps.
 - Cleaned and calibrated chlorine analyzer.
 - Cleaned chlorine injector.
 - Winterizing plant.
 - Repair heaters.
 - Cummins completed repairs to the auxiliary generator.
- 17 - Mobile Equipment
 - W-1, W-5, W-11, W-14, W-15, W-16, W-17, W-23, W-30 and W-36.

WATER SAMPLING

- 10 Distribution system bacteria samples, IDEM required.
- 62 Distribution system chlorine residual samples, IDEM required.
- 4 Fluoride samples, ISDH required.
- 327 Process control samples and analysis at the Ledyard Water Treatment Plant include Ferrous Iron, Total Iron, Manganese, and Chlorine
- 310 Process control samples and analysis at the Pine Water Treatment Plant Samples includes Ferrous Iron, Total Iron, Manganese and Chlorine
- 0 THM's Sets.
- 0 HAA5's Sets
- 2 VOC's sets
- 2 SOC/2nd Annual 1 for each plant sets
- 0 Radionuclide
- 2 IOG- Metals-Radon
- 0 Lead & Copper Samples
- 2 Nitrate/Sampling for each Plant (sets)
- 0 Extra Sampling
- 0 Hardness/Corrosion
- 0 Set IDEM required PFAS sampling on all 6 wells.

SERVICE

Utility Locates	283
Total Number of Work Orders	375
Service Disconnects	43
Service Disconnects for non-pay	28
Service Reconnects for non-pay	40
Blue Tags "Service Notice" left on door	26
Pink Tags "Insufficient Funds Notice" left on door	12
New Radio Read / Meter Installations	22
Accuracy Checks	196
After Hours Call Outs	1
Meters New/Repaired	3
Consumer Confidence Report Requested Hand Delivery	0

CONSTRUCTION ACTIVITIES

- (1) Curb Stops Repaired / Replaced / Installed
 - 10-23-2024 501 W. Lake Ave- Replaced leaking curb stop.
- (4) Curb Stops Located / Capped Off at Valves
 - 10-03-2024 Cut and capped 6" main at Gilmore St. and Douglass St.
 - 10-28-2024 115 Alexander St.- Cut & capped abandoned 1/4" service at corp.
 - 10-29-2024 509 E. Garro St.- Retired old abandoned 1/4" service at corp.
 - 10-30-2024 122 S. Center St.- Cut & retired 12" main under river.
- (8) New Taps Installed
 - 10-09-2024 1140 Dora Lane - New 1" tap with meter pit.
 - 10-09-2024 1150 Dora Lane - New 1" tap with meter pit.
 - 10-09-2024 1160 Dora Lane - New 1" tap with meter pit.
 - 10-14-2024 1440 Stanley Dr. - New 6" tap with 328' ft. of 6" DI main.
 - 10-14-2024 1440 Stanley Dr. - New 2" tap with 328' ft. of 2" poly pipe.
 - 10-18-2024 1221 Elm St.- New 1" tap
 - 10-21-2024 W. LaPorte St. and N. Plum St. - New 12" valve.
 - 10-22-2024 W. LaPorte St. and N. Plum St. - New 6" valve.
- (0) New Mains Completed
- (3) Valves / Valve Boxes / Repaired / Replaced / Installed
 - 10-14-2024 2007 Felix Pl.-New box & rod
 - 10-23-2024 1509 W. Harrison St.- New box & rod.
 - 10-24-2024 727 S. Michigan St.- Repaired box.
- (0) Hydrants Repaired / Replaced / Installed / Serviced / Painted
- (0) Valve Exercised
- (1) Main Breaks and Leaks Repaired
 - 10-23-2024 501 W. Adams St.- Replaced leaking curb stop.
- (1) Service Lines / New/ Repaired
 - 10-23-2024 904 W. Adams St.- New 1/4" service line (leak).

MISCELLANEOUS

- GPS data collection.
- Continuing to work with Commonwealth Engineers and Baker Tilley on certifying the department's asset management plan.
- Hydrostatic and bacteria testing on new services at 1440 Stanley Dr. (AK Industries).
- Assisted WWTP in flushing force main at Pioneer Dr. lift station.
- Water Improvement Projects continuing. Division 1 - TGB Unlimited water main improvements / Division 2 - O & J Coatings water tower renovation.