

REGULAR SESSION, COMMON COUNCIL, December 23, 2024

Be it Remembered that the Common Council of the City of Plymouth, Indiana, met in regular session on December 23, 2024. The meeting was held in the Council Chambers, on the second floor of the City Building, 124 N. Michigan St., Plymouth, Indiana, and was called to order at 6:30 p.m.

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

Mayor Listenberger presided over Council members Duane Culp, Don Ecker Jr., Kayla Krathwohl, Randy Longanecker, Shiloh Carothers Milner, and Dave Morrow who were physically present. Council member Linda Starr attended virtually. 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.

Council members Morrow and Ecker moved and seconded to approve the minutes of the regular session of the Common Council on December 9, 2024, as presented. The motion carried.

Longanecker provided a reminder that there were still several advertisement signs at the corner of Columbus Drive and Jefferson Street, along with one Gibson Street that are in the right-of-way so this continued to be a problem as these signs have not been removed.

City Attorney Houin introduced Ordinance No. 2024-2236, An Ordinance to Amend Fees Regarding City-Owned Electric Vehicle Charging Stations on second reading.

Houin stated that the charging station in River Park Square was installed with a grant and one of the conditions of that grant was that we had to offer two hours of free charging for at least the first two years that it was in operation. He explained that would be expiring at the end of December 2024, this ordinance would eliminate the two hours of free charging and begin charging immediately when users plug into the charging station.

Culp asked who maintained the charging station.

Street Superintendent Jim Marquardt responded there was an agreement with ChargePoint for 5 years maintenance on that charging station.

Longanecker asked what the agreement covered on maintenance.

Marquardt replied that it was a comprehensive agreement, however he would need to go back and review it further.

Council members Ecker and Milner moved and seconded to approve Ordinance No. 2024-2236, An Ordinance to Amend Fees Regarding City-Owned Electric Vehicle Charging Stations on second reading. The motion passed by roll call vote.

Councilmembers in Favor: Culp, Ecker, Krathwohl, Longanecker, Milner, Morrow, Starr

Councilmembers Opposed: N/A

City Attorney Houin introduced Ordinance No. 2024-2236, An Ordinance to Amend Fees Regarding City-Owned Electric Vehicle Charging Stations on third reading.

Council members Ecker and Milner moved and seconded to approve Ordinance No. 2024-2236, An Ordinance to Amend Fees Regarding City-Owned Electric Vehicle Charging Stations on third reading. The motion passed by roll call vote.

Councilmembers in Favor: Culp, Ecker, Krathwohl, Longanecker, Milner, Morrow, Starr

Councilmembers Opposed: N/A

ORDINANCE NO. 2024-2236

AN ORDINANCE TO AMEND FEES REGARDING CITY-OWNED ELECTRIC VEHICLE CHARGING STATIONS

Statement of Purpose and Intent

The Common Council of the City of Plymouth, Indiana, previously adopted Ordinance No. 2022-2203 which established certain fees and regulations regarding city-owned electric vehicle charging stations. The ordinance recognized that the City's electric vehicle charging station located on Water Street near River Park Square was obtained, in part, through grant funding which required the City to provide the first 2 hours of charging at no cost for a minimum period of 2 years after installation of the charging station. That 2-year period ends December 31, 2024 after which time the City will no longer be required to provide charging at no cost.

NOW, THEREFORE, BE IT ORDAINED, by the Common Council of the City of Plymouth, Indiana, as follows:

Section 1. Title VII, entitled Traffic Code, Chapter 71, entitled Parking Regulations, shall be amended as follows:

§ 71.15 FEE FOR USE OF CITY-OWNED ELECTRIC VEHICLE CHARGING STATIONS

(A) Use of all City-owned electric vehicle charging stations is subject to a flat hourly rate of \$2.00 per hour.

(B) The City's electric-vehicle-charging station located on Water Street near River Park Square was obtained, in part, through grant funding from the Indiana Department of Environmental Management under VW Project Funding Agreement Number-VWL2-027. As a condition of the City's application for receipt of such grant funds the City agreed to provide the first 2 hours of charging at the grant funded charging station at no cost to users for the first 2 years after its installation. The grant funded charging station is to be installed by no later than December 31, 2022. Thus, notwithstanding subsection (A), the City's electric vehicle charging station located on Water Street near River Park Square shall provide the first 2 hours of charging at no cost through December 31, 2024.

Section 2. This ordinance shall become effective January 1, 2025 after passage, due attestation, and publication as required by law. Further, this ordinance shall remain in effect until amended or repealed by the Common Council.

PASSED AND ADOPTED this 23rd day of December, 2024.

Robert Listenberger, Presiding Officer

ATTEST:

Lynn M. Gorski, Clerk-Treasurer

Presented by me to the Mayor of the City of Plymouth, Indiana on the 23rd day of December, 2024, at 7:30 p.m.

Lynn M. Gorski, Clerk-Treasurer

Approved and signed by me this 23rd day of December, 2024

Robert Listenberger, Mayor

City Attorney Houin introduced Ordinance No. 2024-2237R, An Ordinance to Allow Commercial Activity of Sidewalks on second reading.

Houin stated that this was the revised ordinance that came before them on first reading at their last meeting. He explained there was a statement added regarding liability that any person placing items on the sidewalk would assume responsibility and hold the City harmless for damage to those items on the sidewalk as well as any injury or damage caused by those items on the sidewalk.

He stated this would allow the practice to continue that business owners could display merchandise as well as set up outdoor dining tables on the sidewalk as long as they maintain at least a 5-foot access down the center of the sidewalk, and they comply with all building codes.

Council members Longanecker and Culp moved and seconded to approve Ordinance No. 2024-2237R, An Ordinance to Allow Commercial Activity on Sidewalks on second reading. The motion passed by roll call vote.

Councilmembers in Favor: Culp, Ecker, Krathwohl, Longanecker, Milner, Morrow, Starr

Councilmembers Opposed: N/A

City Attorney Houin introduced Ordinance No. 2024-2237R, An Ordinance to Allow Commercial Activity of Sidewalks on third reading.

Council members Longanecker and Krathwohl moved and seconded to approve Ordinance No. 2024-2237R, An Ordinance to Allow Commercial Activity on Sidewalks on third reading. The motion passed by roll call vote.

Councilmembers in Favor: Culp, Ecker, Krathwohl, Longanecker, Milner, Morrow, Starr

Councilmembers Opposed: N/A

ORDINANCE NO. 2024-2237R

AN ORDINANCE TO ALLOW COMMERCIAL ACTIVITY ON SIDEWALKS

Statement of Purpose and Intent

It has become a common practice for businesses to decorate, display merchandise and signage, install outdoor seating, and generally encourage patrons to utilize the sidewalks within commercial districts of the City, especially the downtown area. Such outdoor uses encourage economic activity and can be attractive and inviting for customers of these businesses. In order to allow for and encourage those uses while maintaining a safe environment for all sidewalk users, it is necessary to amend the City Code restricting obstruction of sidewalks.

NOW, THEREFORE, BE IT ORDAINED, by the Common Council of the City of Plymouth, Indiana, as follows:

Section 1, Title IX, entitled General Regulations, Chapter 96, entitled Streets and Sidewalks, Section 96.001, entitled Obstructions, shall be amended as follows:

§ 96.001 OBSTRUCTING STREETS WITH GOODS, RUBBISH PROHIBITED.

It shall be unlawful for any person to obstruct or allow to become obstructed any street, alley, sidewalk, crosswalk or public place within the city:

(A) By placing, piling or displaying any goods, wares, merchandise, rubbish, or ashes or any other obstruction, or by suffering or permitting any box, barrel, bale, sign, post, marker or any other kind of goods or materials of obstruction to be placed on and allowed to remain on the sidewalks, streets or terraces between the sidewalks and the curb line of the streets;


(B) By occupying more than one-fourth of the sidewalk, for the deposit of goods, wares or merchandise in the course of receipt or delivery, for a longer period of time than 2 hours.

(C) For purposes of this section, a sidewalk shall not be considered obstructed so long as a minimum five (5) foot wide portion in the center of the sidewalk remains completely clear and passable and all items placed on or above the sidewalk comply with applicable zoning and building codes as determined by the City's Building Commissioner.

(D) Any person placing, piling or displaying items on a sidewalk shall assume all responsibility and hold the City harmless for damage to said items and any injury or damage resulting from the items being placed, piled or displayed on the sidewalk.

Section 2. This ordinance shall become effective immediately after passage, due attestation, and publication as required by law. Further, this ordinance shall remain in effect until amended or repealed by the Common Council.

PASSED AND ADOPTED this 23rd day of December, 2024.


Robert Listenberg, Presiding Officer


ATTEST:


Lynn M. Gorski, Clerk-Treasurer

Presented by me to the Mayor of the City of Plymouth, Indiana on the 23rd day of December, 2024, at 7:20 p.m.


Lynn M. Gorski, Clerk-Treasurer

Approved and signed by me this 23rd day of December, 2024.


Robert Listenberg, Mayor

City Attorney Houin introduced Ordinance No. 2024-2238, An Ordinance Regarding Permit and Application Fees for the City of Plymouth on second reading.

Houin added that these were updates requested by the Building Commissioner.

Council members Longanecker and Ecker moved and seconded to approve Ordinance No. 2024-2238, An Ordinance Regarding Permit and Application Fees for the City of Plymouth on second reading. The motion passed by roll call vote.

Councilmembers in Favor: Culp, Ecker, Krathwohl, Longanecker, Milner, Morrow, Starr

Councilmembers Opposed: N/A

City Attorney Houin introduced Ordinance No. 2024-2238, An Ordinance Regarding Permit and Application Fees for the City of Plymouth on third reading.

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Council members Longanecker and Ecker moved and seconded to approve Ordinance No. 2024-2238, An Ordinance Regarding Permit and Application Fees for the City of Plymouth on third reading. The motion passed by roll call vote.

Councilmembers in Favor: Culp, Ecker, Krathwohl, Longanecker, Milner, Morrow, Starr

Councilmembers Opposed: N/A

ORDINANCE NO. 2024-2238
AN ORDINANCE REGARDING PERMIT
AND APPLICATION FEES
FOR THE
CITY OF PLYMOUTH

Statement of Purpose and Intent

The Plymouth Common Council must approve in ordinance form all fees and charges imposed by the City of Plymouth through its various departments for the myriad of services it provides to individuals. Building Commissioner Dennis Manuwal Jr. has completed a review of all permit and application fees that fall under the purview of the Building Department and recommends certain changes to the current fee schedule. The purpose and intent of this ordinance is to adopt the Building Commissioner's recommended changes to the City's fees.

NOW, THEREFORE, BE IT ORDAINED, by the Common Council of the City of Plymouth, Indiana as follows:

Section 1, Title III, entitled Administration, Chapter 30, entitled General City Policies, shall be amended by making the following additions and deletions to § 30.02 FEE SCHEDULE FOR COPIES AND DOCUMENTS:

§ 30.02 FEE SCHEDULE FOR COPIES AND DOCUMENTS.

(A) The following fee schedule is hereby adopted and the Clerk-Treasurer's Office, as well as other city officials, are hereby required to charge for the following list of items:

Copies	single sided 8 1/2" by 11"	\$.10 per sheet
	double sided 8 1/2" by 11"	\$.20 per sheet
	single sided legal	\$.35 per sheet
	double sided legal	\$.40 per sheet
	single sided 11" by 17"	\$.50 per sheet
	double sided 11" by 17"	\$.55 per sheet
City Map	picked up at city office	\$15.00
	to be mailed by regular United States mail	\$17.00

Medical Reports	\$12.00
Accident Reports	\$12.00
Case Reports	\$5.00
Photos	\$10.00
Videos	\$10.00
Background Checks	\$5.00
CAD/Log Copies	\$ 10 per page
Fingerprints	\$5.00 first 2 cards/\$5.00 per additional card
VIN Checks	\$5.00 payment must be made at Police Department prior to the check. Checks will be performed between the hours of 7:00 a.m. and 3:00 p.m. Outside of those hours, checks will be performed by appointment only.
Salvage Checks	\$5.00

Section 2, Title XV, entitled Land Usage, Chapter 151, entitled Building Permits, § 151.02 RATES AND SCHEDULES FOR FEES FOR PERMITS, is repealed and replaced by the following:

§ 151.02 RATES AND SCHEDULES FOR FEES FOR PERMITS

(A) Improvement location permit fees.

(1) Residential permits.

(a) New Construction, Addition, and Renovations - 1 & 2 Family Homes:	\$0.10 per sq. ft. (Minimum \$100.00)
(b) Electrical/Gas meter inspection only:	\$40.00
(c) Electrical permit:	\$75.00
(d) Plumbing:	\$4.50 per fixture (Minimum \$75.00)
(e) Mechanical (HVAC):	\$75.00
(f) Roof:	\$75.00
(g) Accessory Structure:	\$0.10 per sq. ft. (Minimum \$50.00)
(h) Demolition - Any Structure:	\$50.00
(i) Fence or Retaining Wall:	\$45.00
(j) Swimming Pool - Above or In Ground:	\$75.00

Copy of drainage ordinance	\$15.50
Copy of subdivision ordinance	\$9.10
Copy of zoning map	\$15.00
Copy of zoning ordinance	\$16.25
Copy of the standard specification for water, sewer, curbs, streets and sidewalks, etc.	\$20.00
Copy of building or other plan documents 24" by 36"	\$10.00
Copy of building or other plan documents 36" by 48"	\$15.00
Application, including legal advertisement for public hearing for Plan Commission and/or Board of Zoning Appeals	
Plan Commission Fees:	
Rezoning:	\$100.00 \$150.00
Subdivision Applications: (Primary/Secondary)	
Minor	\$100.00 \$150.00
Major	\$160.00 \$300.00
Planned Unit Development	\$160.00 \$300.00
Board of Zoning Appeals Fees:	
Appeals:	\$100.00 \$150.00
Variance of Use:	\$100.00 \$150.00
Variance of Development Standards:	\$100.00 \$150.00
Special Use/Special Exception:	\$100.00 \$150.00
Legal advertisement for proposed annexation	\$35.00
Legal advertisement for proposed tax abatement or related waiver of noncompliance	\$35.00
Legal advertisement for proposed vacation of municipal property	\$35.00 plus cost of certified mailings

(B) As applicable, the Police Department and the Fire Department may charge the following fees for the following services:

Fire Reports	\$12.00
(k) Porch, Carport, Deck, Patio:	\$75.00

(2) Commercial permits.

(a) New Construction, Additions, and Renovations:	\$0.15 per sq. ft. (Minimum \$300)
(b) Electrical/Gas Meter Inspection Only:	\$60.00
(c) Electrical Permit:	\$100.00
(d) Plumbing:	\$4.50 per fixture (Minimum \$100.00)
(e) Mechanical (HVAC):	\$100.00
(f) Roof:	\$100.00
(g) Accessory Structure:	\$0.15 per sq. ft. (Minimum \$100.00)
(h) Demolition - Any Structure:	\$50.00
(i) Fence or Retaining Wall:	\$75.00
(j) Swimming Pool - Above or In Ground:	\$150.00
(k) Porch, Carport, Deck, Patio:	\$100.00
(l) Foundation Only:	\$0.05 per sq. ft. (Minimum \$150.00)
(m) Parking Lot:	
<2,500 sq. ft.:	\$175.00
2,501-5,000 sq. ft.:	\$300.00
5,001-10,000 sq. ft.:	\$500.00
>10,000 sq. ft.:	\$500.00 plus \$0.02 per sq. ft. over 10,000
(n) Replacement of Bulk Storage Tanks, Piping, or Dispensing Equipment for Commercial Fuel Stations:	\$75.00

(3) Sign permits.

(a) Temporary (1-30 days):	\$40.00
(b) Permanent - Surface Mounted:	\$60.00
(c) Pylon-Type with Pole and Footing:	\$100.00

(4) Solar Energy Permits.

(a) Rooftop Solar Energy System:	\$100.00
(b) Ground Mounted Solar Energy System:	
(i) Micro - <120 sq. ft.:	\$60.00
(ii) Small - 120 - <1,750 sq. ft.:	\$100.00
(iii) Medium - 1750 - <40,000 sq. ft.:	\$150.00

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(iv) Large	
40,000 sq. ft. - <2 acres:	\$200.00
2 acres - <5 acres:	\$400.00
5 acres - <10 acres:	\$600.00
10 acres - <20 acres:	\$1,500.00
20 acres - <50 acres:	\$3,000.00
50 acres - <100 acres:	\$5,000.00
100 acres or more:	\$8,000.00

Section 3, Title XV, entitled Land Usage, Chapter 151, entitled Building Permits, shall be amended by making the following additions and deletions to § 151.03
REGISTRATION OF CONTRACTORS:

§ 151.03 REGISTRATION OF CONTRACTORS.

The City of Plymouth elects to make itself subject to Marshall County Ordinance No. 2007-13 concerning the registration of contractors. A copy of said ordinance, which the City of Plymouth is now subject to, is attached to the ordinance codified in this section. In addition thereto, to the fullest extent consistent with I.C. 36-1-22-6(2), the city implements its own contractor registration program.

(A) DEFINITIONS. For the purposes of this program, the term "contractor" means any person, firm, or entity engaging for remuneration in the building or construction business, including any new construction, remodeling, repairs, alteration, or demolition of nonresidential properties for which a city permit is required, and any new construction, remodeling, repairs, alteration, or demolition of residential properties, excluding the dwelling unit, for which a city permit is required.

(B) REGISTRATION. Contractors shall be required to register with the City Building Commissioner. At the time of registration, the contractor shall provide a certificate of insurance showing general liability coverage and, as applicable, proof of workers' compensation insurance coverage or a duly filed Affidavit of Independent Contractor status with the State of Indiana. Further, the contractor shall pay an annual registration fee, which shall cover a 1-year period beginning on the first day of each year and ending on the thirty-first day of December of each year. The fee for contractors registering with the city for the first time shall be \$75 \$100.00. The fee for contractors renewing their registration in subsequent years shall be \$50 \$55.00. Registration of a contractor may be denied by the City Building Commissioner if a contractor has refused to comply with the Building Code or other applicable ordinances after having received a written notice of said violations during the previous year.

Section 4. This ordinance shall become effective January 1, 2025 after passage, due attestations, and publication as required by law. Further, this ordinance shall remain in effect until amended or repealed by the Common Council.

PASSED AND ADOPTED this 23rd day of December, 2024.


Robert Listenberg, Presiding Officer

ATTEST:

Lynn M. Gorski, Clerk-Treasurer

Presented by me to the Mayor of the City of Plymouth, Indiana on the 23rd day of December, 2024, at 7:30 p.m.


Lynn M. Gorski, Clerk-Treasurer

Approved and signed by me this 23rd day of December, 2024.


Robert Listenberg, Mayor

Clerk-Treasurer Gorski presented a request from George Schricker. She stated that some of them were not on the council when Resolution No. 2023-1045R was approved. She explained that this resolution was approved on April 24, 2023, for George Schricker to replace the roof, install a new awing, masonry work and painting at 113 & 115 N. Michigan Street with a bid totaling \$84,109.50, of which the resolution approved 20% in the amount of which was \$16,821.90. She stated that since this was approved in 2023, Schricker was not able to utilize the vendor for painting and completed the work himself, with purchasing the paint and hiring three individuals to do the painting. She stated that Schricker also did not go with the lowest priced vendor for the awning. She explained that he had provided receipts and a breakdown of expenses for the painting which came in lower than his quoted price from the two vendors. She stated that because of the extent of the revitalization, he was asking the council to approve the full amount of \$16,821.90, even though he did not utilize the vendors that were approved in Resolution No. 2023-1045R and there were additional costs.

Council members Culp and Milner moved and seconded to approve the amended vendors for Resolution No. 2023-1045R. The motion carried.

Clerk-Treasurer Gorski presented an agreement with Baker Tilly. She sought their approval to renew the agreement with Baker Tilly that the City has had for the past couple of years for their support in Accounting and Reporting, Gateway Annual Report, Debt Management, Financial Management Report along with the Comprehensive Financial Plan. She stated this included the quarterly summary report of the financials they all receive and as with everything, the cost did increase by \$1,200.00 per year, which would be split between the Financial Board and the Utilities.

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Council members Krathwohl and Ecker moved and seconded to approve the agreement with Baker Tilly. The motion carried.

City Attorney Houin introduced Ordinance No. 2024-2239, An Ordinance to Amend the Code of Ordinance of the City of Plymouth Concerning Adoption of the Personnel Policy by Reference on first reading.

Houin stated these were amendments to the employee handbook and this was on agenda for first reading, however they were going to ask the council to consider suspending the rules tonight and passing this on all three readings. He explained there were two changes being proposed, the first one is to simply allow department heads to hold applications longer, currently the policy is to hold applications for 45 days this change would allow department heads to hold applications for one year. He stated the second change for COBRA benefits was for terminated employees, as they made a change earlier in the year by removing the dental benefits from COBRA and it turned out that was not legal. He explained the amendment would correct that and specified that terminated employees would not have access to the LifePlex Medical Clinic. He stated they would also like that to go into effect January 1, 2025.

Council members Ecker and Longanecker moved and seconded to suspend the rules and approve Ordinance No. 2024-2239, on all three readings. The motion passed by roll call vote.

Councilmembers in Favor: Culp, Ecker, Krathwohl, Longanecker, Milner, Morrow, Starr

Councilmembers Opposed: N/A

City Attorney Houin introduced Ordinance No. 2024-2239, An Ordinance to Amend the Code of Ordinance of the City of Plymouth Concerning Adoption of the Personnel Policy by Reference on second reading.

Council members Ecker and Krathwohl moved and seconded approve Ordinance No. 2024-2239, An Ordinance to Amend the Code of Ordinance of the City of Plymouth Concerning Adoption of the Personnel Policy by Reference on second reading. The motion passed by roll call vote.

Councilmembers in Favor: Culp, Ecker, Krathwohl, Longanecker, Milner, Morrow, Starr

Councilmembers Opposed: N/A

City Attorney Houin introduced Ordinance No. 2024-2239, An Ordinance to Amend the Code of Ordinance of the City of Plymouth Concerning Adoption of the Personnel Policy by Reference on third reading.

Council members Longanecker and Krathwohl moved and seconded approve Ordinance No. 2024-2239, An Ordinance to Amend the Code of Ordinance of the City of Plymouth Concerning Adoption of the Personnel Policy by Reference on third reading. The motion passed by roll call vote.

Councilmembers in Favor: Culp, Ecker, Krathwohl, Longanecker, Milner, Morrow, Starr

Councilmembers Opposed: N/A

**ORDINANCE NO. 2024-2239
AN ORDINANCE TO AMEND
THE CODE OF ORDINANCES OF THE CITY OF PLYMOUTH CONCERNING
ADOPTION OF PERSONNEL POLICY BY REFERENCE**

Statement of Purpose and Intent

The purpose and intent of this ordinance is to effectuate the proposed additions and deletions to the City Code adopting the newly revised Personnel Policy, which incorporates a revision to the vacation policy and other updates.

NOW, THEREFORE, BE IT ORDAINED by the Common Council of the City of Plymouth, Indiana as follows:

Section 1. Title III, entitled Administration, Chapter 35 entitled Personnel Policies, in the Code of Ordinances of the City of Plymouth shall be amended by making the following additions and deletions to §35.01 ADOPTION OF PERSONNEL POLICY BY REFERENCE:

(A) The Personnel Policy, as attached to Ordinance No. 2024-2227, 2024-2239, passed August 12, 2024 December 23, 2024 is hereby adopted as the Personnel Policy Manual for the city.


(B) All department heads and city employees are hereby directed to implement the policies as contained in the Personnel Policy Manual. All employment relations are to be managed in accordance with the Personnel Policy Manual, with the exceptions noted in said manual.

(C) All directives, executive orders, and ordinances heretofore in effect on any subject mentioned in any prior Personnel Policy Manual are hereby superseded by the Personnel Policy Manual, attached to Ord. No. 2024-2227, 2024-2239, passed August 12, 2024 December 23, 2024. Any ordinance, directive, or employee rule in conflict with the provisions of the Personnel Policy Manual are hereby repealed, revoked, rescinded and held for naught. Any additions, modification, or deletions to this Personnel Policy Manual shall be done by an ordinance to amend the Personnel Policy Manual and therefore shall require Common Council approval by majority vote.

Section 2. A copy of the Personnel Policy Manual entitled "City of Plymouth Employee Handbook," which is adopted by Section 1 above, is attached hereto. For ease of reference, the newly amended sections are highlighted throughout.

Section 3. This Ordinance shall take full force and effect on January 1, 2025, due attestation and publication if required by law.

PASSED AND ADOPTED this 23rd day of December, 2024.


Robert Listenberger, Presiding Officer


ATTEST:


Lynn M. Gorski, Clerk-Treasurer

Presented by me to the Mayor of the City of Plymouth, Indiana on the 23rd day of December, 2024, at 7:26 o'clock p. m.


Lynn M. Gorski, Clerk-Treasurer

Approved and signed by me this ___ day of _____, 2024.


Robert Listenberger, Mayor

Clerk-Treasurer Gorski introduced Resolution No. 2024-1137, A Resolution of the Common Council of the City of Plymouth Authorizing the Investment of Public Funds Pursuant to IC 5-13-9-5.

Gorski stated this was an annual authorization for investments.

Council Members Ecker and Longanecker moved and seconded to approve Resolution No. 2024-1137, A Resolution of the Common Council of the City of Plymouth Authorizing the Investment of Public Funds Pursuant to IC 5-13-9-5. The motion passed by roll call vote.

Councilman in Favor: Culp, Ecker, Krathwohl, Longanecker, Milner, Morrow, Starr

Councilman Opposed: None

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RESOLUTION NO. 2024-1137

A RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PLYMOUTH AUTHORIZING THE INVESTMENT OF PUBLIC FUNDS PURSUANT TO IC 5-13-9-5

WHEREAS, the City of Plymouth (the "City") desires pursuant to IC 5-13-9-5 to allow banks outside the political subdivision to submit quotes on public funds certificates of deposit for the purpose of investing its operating and utility funds;

NOW, THEREFORE, BE IT RESOLVED BY THE Common Council of the City of Plymouth as follows:

Section 1. Pursuant to IC 5-13-9-5, the Common Council of the City of Plymouth hereby authorizes the investing officer of the City to invest in certificates of deposit of depositories that have not been designated by the local board of finance but have been designated by the state board of finance as a depository for state deposits under IC 5-13-9.5.

Section 2. This authorization expires one (1) year after the adoption date.

Passed and adopted by the Common Council of the City of Plymouth this 23rd day of December, 2024.


Robert Listenberger, Presiding Officer

ATTEST:


Lynn M. Gorski
Clerk-Treasurer

Clerk-Treasurer Gorski introduced Resolution No. 2024-1138, A Resolution of the Providing for the Transfer of Appropriations Within Departments and Funds of the City of Plymouth, Indiana as Requested by the Department of Heads and Forwarded to the Common Council for their Action and Passage Pursuant to IC 6-1.1-18-6.

Council Members Longanecker and Krathwohl moved and seconded to approve Resolution No. 2024-1138, A Resolution of the Providing for the Transfer of Appropriations Within Departments and Funds of the City of Plymouth, Indiana as Requested by the Department of Heads and Forwarded to the Common Council for their Action and Passage Pursuant to IC 6-1.1-18-6. The motion passed by roll call vote.

Councilman in Favor: Culp, Ecker, Krathwohl, Longanecker, Milner, Morrow, Starr

Councilman Opposed: None

RESOLUTION 2024-1138

A RESOLUTION PROVIDING FOR THE TRANSFER OF APPROPRIATIONS WITHIN DEPARTMENTS AND FUNDS OF THE CITY OF PLYMOUTH, INDIANA AS REQUESTED BY THE DEPARTMENT HEADS AND FORWARDED TO THE COMMON COUNCIL FOR THEIR ACTION AND PASSAGE PURSUANT TO IC 6-1.1-18-6

WHEREAS, IC 6-1.1-18-6 provides that all cities using departmental budgets may, by ordinance or resolution, transfer appropriations from one major budget classification to another within a department or office at any regular public meeting without prior notice and without approval from the Department of Local Government Finance, provided such transfer does not necessitate expenditure of more money than the total amount set out in the budget.

WHEREAS, certain extraordinary conditions have developed since the adoption of the existing annual budget for the year 2024 and it is now necessary to transfer appropriations into different categories than was appropriated in the annual budget for various departments.

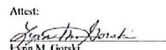
WHEREAS, it has been shown that certain existing appropriations have unobligated balances will be available for transferring as follows:

Department	From Account	To Account	Amount
Law	1101.005.431.0560 Contractual Services	0.19 1101.009.421.0000 Office Supplies	0.19
		Total for Law Department	\$0.19
	Financial Board	1101.007.431.0000 Contractual Services	600.71 1101.007.421.0000 Office Supplies
		Total for Financial Board	\$600.71
Police		1101.009.445.0200 Equipment	1659.78 1101.009.422.0200 Garage & Motor
	1101.009.445.0200 Equipment	22627.95 1101.009.422.0210 Gasoline	22,627.95
		Total for Police Department	\$24,287.73
Fire	1101.010.431.0100 Social Security	11,564.25	
	1101.010.431.0000 Office Supplies	206.60	
	1101.010.432.0300 Medical Supplies	3,404.07	
	1101.010.433.0000 Other Materials	899.64	
	1101.010.429.0000 Other Supplies	2,342.91	
	1101.010.431.0560 Accrued Billing	489.58	
	1101.010.430.0000 Utilities	812.05	
	1101.010.430.0100 Maintenance Contracts	1,083.66	
	1101.010.430.0000 Fees & Dues	29.33	
	1101.010.430.0000 Physicians	27.90	
	1101.010.445.0200 Equipment	6,728.07	
		\$27,858.06	
Fire		1101.010.431.0500 Contractual Services	2,914.71
		1101.010.432.0400 Telephone	55.81
		1101.010.430.0200 Repairs & Labor	1,929.15
		1101.010.430.0100 Refuels	6,216.22
		1101.010.430.0300 Instruction/Training	16,742.17
		Total for Fire Department	\$27,858.06
Law Enforcement	2228.000.445.0500 Equipment	285.00 2228.000.439.0310 Instruction/Training	285.00
Cont'd Education		Total for Law Enforce-Cont'd Ed	\$285.00
Deferral & Diversion	2223.000.429.0000 Other Supplies	1,344.00 2223.000.449.0000 Equipment	1,344.00
		Total for Deferral & Diversion	\$1,344.00
Park Gilt	2301.600.430.0500 Gifts on Supplies	1,582.40 2301.600.429.0000 Gifts on Supplies	1,582.40
		Total for Park Gilt	\$1,582.40

NOW, THEREFORE, be it resolved by the Common Council of the City of Plymouth, Indiana, that for the expenses of various departments the appropriations are hereby transferred and set apart out of the funds named for the purposes specified in the 2024 annual budget, subject to the laws governing the same, and that such sums are herein transferred unless otherwise stipulated by law.

Passed and adopted by the Common Council on the 23rd day of December, 2024.


Robert Listenberger, Presiding Officer

Attest:

Lynn M. Gorski
Clerk-Treasurer

Viki Brown of Dustin's Place explained she was here back in September updating them on what had been going on at Dustin's Place. She stated that she was there to introduce a renovation project that they were about to undertake at a new location. She explained that LifePlex had gifted Dustin's Place a 6,500 sq. foot shell space on the upper level of their complex, keeping them here in Plymouth. She stated to fully utilize it for what their needs were that it would be a \$757,000 project, which would provide them an entry way, 10 program meeting rooms, an art expression room, a volcano expression room which was a physical expression room, a sensory room, and a family dining hall, so they would be able to space 100 individuals at any given time. She stated that currently, they are averaging 85 individuals, and this would give them an opportunity to expand outside their current schedule of every other Monday evening group. She added that they would be able to host Saturday workshops too. She provided a cost breakdown from Ancon Construction and what they have for funding. She stated that she was coming to them that evening to see if they could consider funding a portion of the \$231,000 that they are short on for this project. She explained when she looked at the population of who came and utilized Dustin's Place, about 30% of those are Plymouth residents; 13% Bremen; 8% other Marshall County residents; 47% are from St. Joseph County and 2% from elsewhere. She stated that the request today for Plymouth was \$50,000.00 for funding of this project.

Morrow asked if the 30% mentioned are Plymouth residents in the city limits.

Brown replied that the Plymouth residents are those with the postal zip code of 46563.

Ecker asked if she has spoken with those in St. Joseph County.

Brown indicated the biggest issue with St. Joseph County is that the building is in Marshall County. The St. Joseph County Community Foundation has given \$25,000 for staffing, the St. Joseph County Health Department should have approximately \$40,000 in April, again for programming. She stated that they could not fund a building that was not located in their county.

Culp asked if Dustin's Place received any State funding.

Brown indicated that they do not take any State or Federal funding, because they dictate who they could serve (i.e. You can only service this income population), and grief does not pick who needs help.

Ecker asked if it was included in the budget for 2025.

Gorski replied that it was not included in the budget.

Listenberger stated that sometime in late January he anticipated getting together to see how the numbers were finalized in 2024. He asked Brown what the timeframe was for her project.

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Brown indicated that they need 75% of the funding before they can break ground, and her goal would be to sign contracts in February to start the renovations.

Culp asked to table the request until they have their final numbers for 2024.

Ecker stated they need to be fiscally responsible.

Houin indicated that this would be added to the agenda on January 27, 2025, to revisit this.

Houin updated the board on ONE Marshall County. He stated that for READI 2.0, they had some great news as the Heartland Art Center received \$500,000, the Bremen housing project and trail received \$3.7 million, along with Habitat for Humanity also receiving funds. He stated that the Plymouth Housing Project unfortunately did not receive READI 2.0 funding.

Houin updated the board on the Comprehensive Plan Committee. He explained that the new City Plan Director Ty Adley was getting up to speed on the Comprehensive Plan Committee and would be taking charge going into next year.

Council members Ecker and Milner moved and seconded to accept the following communications:


- Minutes of the Board of Public Works and Safety meeting of December 9, 2024
- December 23, 2024, Check Register
- December 10, 2024 Technical Review Committee Minutes
- November 2024 Clerk-Treasurer Financial Reports
- November 10, 2024 Board of Aviation Commissioners Minutes
- November 17, 2024 Redevelopment Commission Minutes
- December 4, 2024 Fire Pension Board Minutes
- Baker Tilly Engagement Agreement

The motion carried.

There being no further business to come before the Council, Council members Longanecker and Krathwohl moved and seconded to adjourn. Mayor Listenberger declared the meeting adjourned at 7:21 p.m.


Lynn M. Gorski
Clerk-Treasurer

APPROVED


Robert Listenberger, Mayor