



City of Plymouth  
City Commission Regular Meeting Minutes  
Tuesday, February 20, 2024, 7:00 p.m.  
Plymouth City Hall 201 S. Main Street

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City of Plymouth  
201 S. Main St.  
Plymouth, Michigan 48170-1637

[www.plymouthmi.gov](http://www.plymouthmi.gov)  
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**1. CALL TO ORDER**

a. Mayor Suzi Deal called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

b. Roll Call

Present: Mayor Suzi Deal, Mayor Pro Tem Kelly O'Donnell, Commissioners Linda Filipczak, Jennifer Kehoe, Alanna Maguire, Brock Minton, and Nick Moroz

Also present: City Manager Paul Sincock, City Attorney Bob Marzano, and various members of the city administration

**2. APPROVAL OF MINUTES**

Filipczak offered a motion, seconded by Minton, to approve the minutes of the February 5, 2024 regular meeting.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

**3. APPROVAL OF THE AGENDA**

Kehoe offered a motion, seconded by Filipczak, to approve the agenda for the February 20, 2024 meeting.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

**4. ENACTMENT OF THE CONSENT AGENDA**

a. Approval of January 2024 Bills

b. Special Event: K of C Annual Tootsie Roll Drive, Friday & Saturday 3/22/24, 3/23/24

c. Special Event: Ghosts of Plymouth Walk, Wednesday 4/27/24

d. Special Event: Plymouth Community Band Concerts, Thursdays 5/30, 6/12, 6/13, 6/20, 6/27, 7/4, 7/18, 7/25

e. Special Event: Wilcox Wednesday Music in the Park, Wednesdays 6/12 through 8/21 \*no concert 7/3

f. Special Event: Art in the Park, Friday, Saturday, Sunday 7/12, 7/13, 7/1

There was a voice vote.

MOTION PASSED UNANIMOUSLY

**5. CITIZEN COMMENTS**

Karen Sisolak, 939 Penniman, encouraged the formation of a recreation board.

Ellen Elliott, 404 Irvin, said she supported Sisolak's comments and asked that Art in the Park vendors have trash cans provided.

Ron Picard, 1373 Sheridan, spoke in support of Sisolak's comments on recreation.

**6. COMMISSION COMMENTS**

Minton thanked residents for their comments about recreation.

O'Donnell said the committee was accepting nominations for the Ruth Huston Whipple Award through April.

Moroz thanked the clerk's office and volunteers, and reminded the group that early voting was taking place.

Maguire said she attended her first Michigan Arts and Cultural Council meeting and encouraged all to apply for grants.

Deal thanked the clerk's office for their work on the February 27 election.

## 7. OLD BUSINESS

There was no old business.

## 8. CLOSED SESSION

a. Motion to go to Closed Session

Filipczak offered a motion, seconded by Minton, to enter into a closed session for attorney/client communication at 7:17 p.m.

There was a roll call vote.

YES: Filipczak, Kehoe, Maguire, Minton, Moroz, O'Donell, Deal  
MOTION PASSED

The open session resumed at 7:51 p.m.

## 9. NEW BUSINESS

a. Discussion and Possible Action on City Code Chapter 34-Environment

The following resolution was offered by Minton and seconded by Kehoe.

### RESOLUTION 2024-09

WHEREAS The City Commission of the City of Plymouth has responsibility to adopt all City ordinances and changes to the Plymouth City Code; and

WHEREAS The City Commission has determined that there needs to be an update to Plymouth City Code related to the Tree Ordinance; and

WHEREAS The City Commission needs to research some of the potential changes.

NOW THEREFORE BE IT RESOLVED THAT the City Commission **does hereby adopt an immediate Ninety (90) Day Moratorium** on the requirements of and enforcement of Division 3, Sections 34 – 18, 34 – 19, 34 – 22, 34 – 23, Division 4, Sections 34 – 24, and 34 – 26. The moratorium is to be in effect for 90 days or until the Ordinance is amended, whichever occurs first.

Lee Jacinski, 1380 Maple, said he wanted the tree ordinance to remain intact.

Mark Malcolm, 1364 Maple, said the City Commission shouldn't change the tree ordinance without public input.

Ron Picard, 1373 Sheridan, said the tree ordinance should include incentives rather than consequences.

Karen Sisolak, 939 Penniman, said there should be citizen engagement in any decision about the tree ordinance.

Nick Lauren, 1361 Beech, said he would like to better understand the tree ordinance.

City Attorney Bob Marzano explained that there needed to be a change to the tree ordinance to comply with a Sixth Circuit Court of Appeals ruling. Commission members expressed their disappointment, but acknowledged that they couldn't disregard the law, and that a 90-day moratorium would allow them time to come up with a creative solution.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

b. Recreation – Adult Over 60 & 70 Hockey Sports Policy

The following resolution was offered by Filipczak and seconded by O'Donnell.

RESOLUTION 2024-10

WHEREAS The City of Plymouth offers a variety of recreational programs to help protect the public health, safety, and welfare; and

WHEREAS There is need to adopt certain rules and policies in order to provide for a smooth operation of the programs and to inform participants of the expectations and rules of the programs.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby adopt the adopts the Over 60 and Over 70 Hockey Rules & Policies as revised 02-20-24. The policies are to be effective immediately.

BE IT FURTHER RESOLVED THAT the City Clerk shall include a complete copy of the Rules and Policies as a part of the Meeting Minutes of this meeting.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

c. Quarterly Budget Amendments

The following resolution was offered by O'Donnell and seconded by Moroz.

RESOLUTION 2024-11

WHEREAS Actual patterns of departmental expenditures occurred differently than originally projected in the 2023-2024 City Budget as adopted in June of 2023; and

WHEREAS Overall revenue and expenditure forecasts require modifications to the original budgetary allocations as established in the adopted budget; and

WHEREAS The City Budget amendments require the approval of the City Commission for changes between activity departments and between funds of the City.

NOW THEREFORE BE IT RESOLVED, that the 2023-2024 City Budget is hereby amended as indicated in the 2nd quarter amendments column of the attached Budget Amendments Summary, which is made a part of this resolution.

BE IT FURTHER RESOLVED, that the City Finance Director is authorized to change the budgetary appropriations as indicated in the Budget Amendments Summary effective February 19, 2024.

**BUDGET ADJUSTMENT SUMMARY  
SECOND QUARTER - FY 23-24**

| FUND<br>DEPT/ACTIVITY          | Approved<br>Budget | 1st Qtr.<br>Amendments | 2nd Qtr.<br>Amendments | 3rd Qtr.<br>Amendments | 4th Qtr.<br>Amendments | Tot. All<br>Amendments | Amended<br>Budget |
|--------------------------------|--------------------|------------------------|------------------------|------------------------|------------------------|------------------------|-------------------|
| <b>LOCAL ST FUND REV: #203</b> |                    |                        |                        |                        |                        |                        |                   |
| Gas & Weight taxes             | 281,056            | -                      |                        |                        |                        | -                      | 281,056           |
| Contrib & Other                | 401,437            | 5,000                  |                        |                        |                        | 5,000                  | 406,437           |
| Appropriation of Surplus       | -                  | -                      |                        |                        |                        | -                      | -                 |
| <b>TOTAL REVENUE</b>           | <b>682,493</b>     | <b>5,000</b>           | <b>-</b>               | <b>-</b>               | <b>-</b>               | <b>5,000</b>           | <b>687,493</b>    |
| <b>LOCAL ST FUND EXP: #203</b> |                    |                        |                        |                        |                        |                        |                   |
| Administration/Debt            | 25,385             | -                      | -                      |                        |                        | -                      | 25,385            |
| Routine Maintenance            | 159,005            | -                      | 10,560                 |                        |                        | 10,560                 | 169,565           |
| Stormwater System Maintenance  | 1,000              | -                      | -                      |                        |                        | -                      | 1,000             |
| Traffic Signal Maintenance     | 51,885             | 150                    | 80                     |                        |                        | 230                    | 52,115            |
| Snow & Ice Control             | 32,770             | -                      | 4,870                  |                        |                        | 4,870                  | 37,640            |
| Road Construction              | -                  | -                      | -                      |                        |                        | -                      | -                 |
| Contingency                    | 412,448            | 4,850                  | (15,510)               |                        |                        | (10,660)               | 401,788           |
| <b>TOTAL EXPENDITURES</b>      | <b>682,493</b>     | <b>5,000</b>           | <b>-</b>               | <b>-</b>               | <b>-</b>               | <b>5,000</b>           | <b>687,493</b>    |

| FUND<br>DEPT/ACTIVITY            | Approved<br>Budget | 1st Qtr.<br>Amendments | 2nd Qtr.<br>Amendments | 3rd Qtr.<br>Amendments | 4th Qtr.<br>Amendments | Tot. All<br>Amendments | Amended<br>Budget |
|----------------------------------|--------------------|------------------------|------------------------|------------------------|------------------------|------------------------|-------------------|
| <b>RECREATION FUND REV: #208</b> |                    |                        |                        |                        |                        |                        |                   |
| Cultural Center Revenues         | 501,000            | -                      | 18,490                 |                        |                        | 18,490                 | 519,490           |
| Transfer from General Fund       | 298,661            | -                      | -                      |                        |                        | -                      | 298,661           |
| Administrative Charges           | 1,000              | -                      | -                      |                        |                        | -                      | 1,000             |
| Program Fees & Charges           | 298,000            | -                      | 3,110                  |                        |                        | 3,110                  | 301,110           |
| Appropriation of Surplus         | 161,849            | -                      | -                      |                        |                        | -                      | 161,849           |
| <b>TOTAL REVENUE</b>             | <b>1,260,510</b>   | <b>-</b>               | <b>21,600</b>          | <b>-</b>               | <b>-</b>               | <b>21,600</b>          | <b>1,282,110</b>  |
| <b>RECREATION FUND EXP: #208</b> |                    |                        |                        |                        |                        |                        |                   |
| Cultural Center & Administration | 1,084,755          | -                      | 12,950                 |                        |                        | 12,950                 | 1,097,705         |
| Basic Skills                     | -                  | -                      | -                      |                        |                        | -                      | -                 |
| Recreation Vending               | -                  | -                      | -                      |                        |                        | -                      | -                 |
| Recreation Services              | 13,850             | -                      | -                      |                        |                        | -                      | 13,850            |
| Adult Athletics                  | -                  | -                      | -                      |                        |                        | -                      | -                 |
| Youth Athletics                  | 5,500              | -                      | 310                    |                        |                        | 310                    | 5,810             |
| Miracle League                   | 10,000             | -                      | 2,255                  |                        |                        | 2,255                  | 12,255            |
| PCHA                             | -                  | -                      | -                      |                        |                        | -                      | -                 |
| PCHA - Mini Mites                | -                  | -                      | -                      |                        |                        | -                      | -                 |
| MSD Services                     | 6,740              | -                      | 330                    |                        |                        | 330                    | 7,070             |
| Soccer                           | 118,150            | -                      | -                      |                        |                        | -                      | 118,150           |
| Liquor                           | 10,540             | -                      | -                      |                        |                        | -                      | 10,540            |
| Classes & Special Events         | 4,650              | -                      | 5,755                  |                        |                        | 5,755                  | 10,405            |
| Therapeutic Program              | 1,000              | -                      | -                      |                        |                        | -                      | 1,000             |
| Senior Programs-Classes          | 5,325              | -                      | -                      |                        |                        | -                      | 5,325             |
| Plymouth-Canton Steelers         | -                  | -                      | -                      |                        |                        | -                      | -                 |
| Capital Outlay                   | -                  | -                      | -                      |                        |                        | -                      | -                 |
| Contingency                      | -                  | -                      | -                      |                        |                        | -                      | -                 |
| <b>TOTAL EXPENDITURES</b>        | <b>1,260,510</b>   | <b>-</b>               | <b>21,600</b>          | <b>-</b>               | <b>-</b>               | <b>21,600</b>          | <b>1,282,110</b>  |



**BUDGET ADJUSTMENT SUMMARY  
SECOND QUARTER - FY 23-24**

| FUND<br>DEPT/ACTIVITY             | Approved<br>Budget | 1st Qtr<br>Amendments | 2nd Qtr.<br>Amendments | 3rd Qtr.<br>Amendments | 4th Qtr.<br>Amendments | Tot. All<br>Amendments | Amended<br>Budget |
|-----------------------------------|--------------------|-----------------------|------------------------|------------------------|------------------------|------------------------|-------------------|
| <b>WATER/SEWER OPER FUND REV:</b> |                    |                       |                        |                        |                        |                        |                   |
| <b>#592</b>                       |                    |                       |                        |                        |                        |                        |                   |
| Sales & Service Charges           | 4,998,825          | 40,000                | -                      |                        |                        | 40,000                 | 5,038,825         |
| Sale of Bonds                     | -                  | -                     | -                      |                        |                        | -                      | -                 |
| Appropriation of Surplus          | 383,435            | -                     | 49,670                 |                        |                        | 49,670                 | 433,105           |
| <b>TOTAL REVENUES</b>             | <b>5,382,260</b>   | <b>40,000</b>         | <b>49,670</b>          | <b>-</b>               | <b>-</b>               | <b>89,670</b>          | <b>5,471,930</b>  |
| <b>WATER/SEWER OPER FUND EXP:</b> |                    |                       |                        |                        |                        |                        |                   |
| <b>#592</b>                       |                    |                       |                        |                        |                        |                        |                   |
| Administration                    | 4,483,730          | -                     | 1,295                  |                        |                        | 1,295                  | 4,485,025         |
| Trunk & Lateral                   | 332,840            | -                     | 21,000                 |                        |                        | 21,000                 | 353,840           |
| Mains Maintenance                 | 226,100            | -                     | 20,750                 |                        |                        | 20,750                 | 246,850           |
| Meter Maintenance                 | 176,350            | 80,000                | 800                    |                        |                        | 80,800                 | 257,150           |
| Service Maintenance               | 111,345            | (40,000)              | 5,725                  |                        |                        | (34,275)               | 77,070            |
| Hydrant Maintenance               | 51,895             | -                     | 100                    |                        |                        | 100                    | 51,995            |
| Capital Outlay                    | -                  | -                     | -                      |                        |                        | -                      | -                 |
| Contingency                       | -                  | -                     | -                      |                        |                        | -                      | -                 |
| <b>TOTAL EXPENDITURES</b>         | <b>5,382,260</b>   | <b>40,000</b>         | <b>49,670</b>          | <b>-</b>               | <b>-</b>               | <b>89,670</b>          | <b>5,471,930</b>  |

| FUND<br>DEPT/ACTIVITY      | Approved<br>Budget | 1st Qtr<br>Amendments | 2nd Qtr.<br>Amendments | 3rd Qtr.<br>Amendments | 4th Qtr.<br>Amendments | Tot. All<br>Amendments | Amended<br>Budget |
|----------------------------|--------------------|-----------------------|------------------------|------------------------|------------------------|------------------------|-------------------|
| <b>EQUIPMENT FUND REV:</b> |                    |                       |                        |                        |                        |                        |                   |
| <b>#661</b>                |                    |                       |                        |                        |                        |                        |                   |
| Miscellaneous              | 1,028,463          | -                     | 32,045                 |                        |                        | 32,045                 | 1,060,508         |
| Appropriation of Surplus   | -                  | -                     | -                      |                        |                        | -                      | -                 |
| <b>TOTAL REVENUES</b>      | <b>1,028,463</b>   | <b>-</b>              | <b>32,045</b>          | <b>-</b>               | <b>-</b>               | <b>32,045</b>          | <b>1,060,508</b>  |
| <b>EQUIPMENT FUND EXP:</b> |                    |                       |                        |                        |                        |                        |                   |
| <b>#661</b>                |                    |                       |                        |                        |                        |                        |                   |
| Miscellaneous              | 993,698            | -                     | 1,315                  |                        |                        | 1,315                  | 995,013           |
| Contingency                | 34,765             | -                     | 30,730                 |                        |                        | 30,730                 | 65,495            |
| <b>TOTAL EXPENDITURES</b>  | <b>1,028,463</b>   | <b>-</b>              | <b>32,045</b>          | <b>-</b>               | <b>-</b>               | <b>32,045</b>          | <b>1,060,508</b>  |

There was a voice vote.  
MOTION PASSED UNANIMOUSLY

d. Duct Cleaning at City Hall

The following resolution was offered by Filipczak and seconded by Maguire.

RESOLUTION 2024-12

- WHEREAS The City of Plymouth operates several public facilities in their mission to protect the public health and safety; and
- WHEREAS From time to time it is necessary for routine maintenance to be completed on the air duct systems in the building to help ensure a safe work environment as well as the public safety; and
- WHEREAS The City Administration did accept sealed bids for the cleaning of the air ducts at certain City facilities.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby accept the bid from Amistee Air Duct Cleaning in the amount of \$12,870 for the City Hall Complex in the current fiscal year.

There was a voice vote.  
MOTION PASSED UNANIMOUSLY

**10. REPORTS AND CORRESPONDENCE**

a. Liaison Reports

Kehoe said she attended the February DDA meeting and provided an update.

Minton gave an update on the Planning Commission's February meeting.

b. Appointments

There were no appointments.

**12. ADJOURNMENT**

A motion to adjourn was offered by Maguire and seconded by Filipczak at 8:27 p.m.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

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SUZI DEAL  
MAYOR

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MAUREEN A. BRODIE, CMC, MiPMC  
CITY CLERK