



City of Plymouth
 City Commission Regular Meeting Minutes
 Monday, October 21, 2024, 7:00 p.m.
 Plymouth City Hall 201 S. Main Street

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

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 Phone 734-453-1234
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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 ProTem Kelly O'Donnell, Commissioners Linda Filipczak, Jennifer Kehoe, Alanna Maguire, Nick Moroz

Excused: Commissioner Brock Minton

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

2. APPROVAL OF MINUTES

Moroz offered a motion, seconded by Maguire to approve the October 7, 2024 City Commission Regular Meeting minutes.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

3. APPROVAL OF THE AGENDA

Filipczak offered a motion, seconded by Kehoe to approve the agenda for the October 21, 2024 meeting.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

4. ENACTMENT OF THE CONSENT AGENDA

a. Approval of September 2025 Bills

b. Special Event: Compassionate Friends World-Wide Candle Lighting – Sunday 12/8/2024

c. Special Event: Spring Artisan Market, Saturday 5/3/2025

Filipczak offered a motion, seconded by Maguire, to approve the consent agenda for October 21, 2024.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

5. CITIZEN COMMENTS

None

6. COMMISSION COMMENTS

Kehoe: Saturday is the last Farmer's Market for the year.

Maguire: Happy U of M week; Early voting is 10/26/24-11/3/24.

Filipczak: October is Breast Cancer Awareness Month

Deal: The Chamber had a successful Pumpkin Palooza.

7. OLD BUSINESS

None

8. NEW BUSINESS

a. Authorization for Design & Bidding Services – 2025 Infrastructure Program

The following motion was offered by Filipczak and seconded by Moroz

RESOLUTION 2024-84

WHEREAS The City of Plymouth maintains a wide range of infrastructure to help protect and preserve the public health, safety, and welfare; and

WHEREAS There is a need to provide improvements to roads, sewers, and the water system in order to keep them in good condition; and

WHEREAS The voters of the city did authorize the sale of bonds to pay for street improvements in 2019; and

WHEREAS The City Engineer has proposed several projects for the 2025 calendar year, to include the following and their preliminary estimated construction costs:

- o North Holbrook Reconstruction between Plymouth Road and the railroad tracks - \$2,052,000
- o Main Street & Church Street Traffic Signal Upgrades, Road Construction and New Water Main - \$630,000
- o Roadway preventative maintenance – Various locations - \$200,000

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize Wade Trim to provide preliminary design engineering and bidding services as outlined in the Engineer’s letter dated October 16, 2024, in the amount of \$215,000 and as follows:

Main/Church Traffic Signal/Ped Crossing Upgrade Coordination	\$ 9,000
Holbrook Water System Design	\$24,000
Holbrook Sanitary Sewer Design	\$30,000
Holbrook Roadway, Storm Sewer, ADA Design	\$78,000
Topographic Survey Data Collection (Estimated at 12 to 14 days)	\$28,000
Permit Assistance	\$ 5,000
Preventative Maintenance Program Assistance	\$ 8,000
Project Management and Coordination	\$13,000

Wade Trim Engineering Services Subtotal: \$195,000
Geotechnical Investigation and Report Allowance: \$ 20,000
2025 Infrastructure Program Initial Design Fee Estimate: \$215,000

There was a voice vote.

MOTION PASSED UNANIMOUSLY

b. Authorization for Engineering Services – Ann Arbor Trail Evaluation

The following motion was offered by Moroz and seconded by O’Donnell

RESOLUTION 2024-85

WHEREAS The City of Plymouth maintains a wide range of infrastructure to help protect and preserve the public health, safety, and welfare; and

WHEREAS Residents in the area of Ann Arbor Trail corridor near Hamilton and Fairground engaged the City in discussions related to pedestrian crossing improvements; and

WHEREAS The City of Plymouth engaged the City Engineer to provide a proposal for Engineering Services for the evaluation of Ann Arbor Trail; and

WHEREAS The City Engineer provided a proposal for professional engineering services for the Ann Arbor Trail non-motorized crossing evaluation.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize Wade Trim to provide professional engineering services for Ann Arbor Trail non-motorized crossing evaluation as outlined in the Engineer’s letter dated October 2, 2024, in the amount not to exceed \$7,500.00.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

c. Valet Parking Policy Revision

The following motion was offered by Kehoe and seconded by O'Donnell

RESOLUTION 2024-86

WHEREAS The City of Plymouth operates a public parking system and there has been a request to allow valet parking programs to be set up in the downtown area; and

WHEREAS The City Commission identified "Review opportunities for additional parking Spaces" as a one-year task in Goal Area One #1: Sustainable Infrastructure; and

WHEREAS The City Downtown Development Authority Board did review and recommend Changes in the existing Policy to allow for year-round valet parking, and to Designate a specific area for Downtown Valet Parking; and

WHEREAS The City Commission has control of the public parking system and the authority to grant use of public parking spaces to a parking valet system that will use Contracted private parking spaces to allow for more parking availability in the public parking system; and

WHEREAS The Downtown Merchants/Restaurants have indicated a desire to implement a Valet Parking system on a seasonal and pay expenses for such a system in accordance with The revised policy as recommended by the DDA Board at their October 14, 2024, meeting.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby adopt the City of Plymouth Valet Parking Policy & Application 2024-2025 as recommended by the DDA Board at their October 14, 2024, meeting. In addition, expenses for the program shall be funded through user fees and/or direct funding from the downtown merchants/restaurants.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

d. Emergency Purchase Confirmation Tree Service

The following motion was offered by Filipczak and seconded by Maguire

RESOLUTION 2024-87

WHEREAS The City of Plymouth experienced a significant storm event on Wednesday, August 28, 2024, which resulted in widespread damage, including downed trees and debris posing Hazards to public safety, obstructing roadways, and damaging public and private property; and

WHEREAS The immediate removal of fallen trees, limbs, and debris is essential to restore public Safety, ensure access for emergency responders, and protect the health and welfare of the Community; and

WHEREAS It was necessary to engage professional tree removal and debris management services on an emergency basis to ensure a timely response to the storm damage and to mitigate further risks to the public; and

WHEREAS Sec. 2-137. - Emergency purchases of the City Charter provides for the City Manager to authorize emergency procurement and services in situations that threaten public health, safety, and welfare,

WHEREAS The City Administration did contract with American Made Trees Services, Art's Residential Tree Services, and Perlongo Excavating to perform emergency tree service for the City of Plymouth

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby confirm the Emergency Authorization for tree services completed by American Made Tree Services in the amount of \$15,750.00. Funding for this authorization is to be allocated from the City's Solid Waste Fund.

NOW BE IT ADDITIONALLY RESOLVED THAT the City Commission of the City of Plymouth does hereby confirm the Emergency Authorization for tree services completed by Art's Residential Tree Service in the amount of \$8,050.00. Funding for this authorization is to be allocated from the City's Solid Waste Fund.

NOW BE IT FURTHER RESOLVED THAT the City Commission of the City of Plymouth does hereby confirm the Emergency Authorization for tree services completed by Perlongo Excavating in the amount of \$30,070.00. Funding for this authorization is to be allocated from the City's Solid Waste Fund.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

e. Authorization to Purchase Pick up Truck

The following motion was offered by Filipczak and seconded by O'Donnell

RESOLUTION 2024-88

WHEREAS The City of Plymouth operates an equipment fleet to help protect the public health, safety, and welfare; and

WHEREAS The City Commission determined that a F350 Pick Up Truck was a piece Of equipment that would be included in the 2024-2025 Budget; and

WHEREAS The City Administration obtained pricing based on the MiDeal Purchasing Program, which the city has used for previous vehicle purchasing; and

WHEREAS The City Administration and staff are recommending the purchase of a 2025 Fleet/Non-Retail Ford F350 4WD 176" Work Truck from Lafonatine Ford of Lansing, MI; and

WHEREAS The City Administration and staff are recommending the purchase of a Boss 9' 2" Power-V DXT Red Steel Blade Snow Plow from Truck & Trailer Specialties of Howell, MI.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize the purchase of a 2025 Fleet/Non-Retail Ford F350 4WD 176" Work Truck from the MiDeal Purchasing Program in the amount of \$52,893.00 and the expense is to be charged to the Equipment Fund Account 661-000-141.500.

BE IT ADDITIONALLT RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize the purchase of the Boss 9' 2" Power-V DXT Red Steel Blade Snow Plow from Truck & Trailer Specialties utilizing the City of Rochester Hills RFP-RH-20-023 contract awarded in September 2020 in the amount of \$9,767.00 and the expense is to be charged to the Equipment Fund Account of 661+000-141.500.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

9. REPORTS AND CORRESPONDENCE

a. Liaison Reports

Kehoe – Provided a DDA meeting update and the next OVA meeting is Oct 30 at 7pm at Meridian Coffee.

Filipczak – Provided an update on the NPFAB and the next Cemetery Board meeting is Oct 28.

Deal – The Generator arrived at the Cultural Center

b. Appointments – None

10. ADJOURNMENT

*The next regular City Commission meeting is 7:00 pm on Monday November 4 at Plymouth City Hall. Maguire offered a motion, seconded by Kehoe to adjourn the meeting at 7:44 p.m.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

SUZI DEAL
MAYOR

MAUREEN A. BRODIE, CMC, MiPMC
CITY CLERK