



City of Plymouth  
City Commission Regular Meeting Minutes  
Monday, December 16, 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)  
Phone 734-453-1234  
Fax 734-455-1892

**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, Commissioners Linda Filipczak, Jennifer Kehoe, Alanna Maguire, Brock Minton, Nick Moroz

Excused: Mayor ProTem Kelly O'Donnell

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 Kehoe to approve the December 2, 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 Moroz to approve the agenda for the December 16, 2024 meeting.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

**4. ENACTMENT OF THE CONSENT AGENDA**

- a. Approval of November 2024 Bills
- b. Special Event: Hanukkah Candle Lighting and Celebration – December 26, 2024

Kehoe offered a motion, seconded by Minton to approve the consent agenda for December 16, 2024.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

**5. CITIZEN COMMENTS**

None

**6. COMMISSION COMMENTS**

Kehoe- Attended in the Christmas in Plymouth event on Friday. Was a great event.

Moroz- Thanked Kehoe for leadership on the Hanakkah event that was approved. Also, thanked the Administration on all the communications on snowfall and road conditions.

Deal thanked Administration for all their extra efforts. She also read a resignation letter from Mayor ProTem O'Donnell, who is stepping down from the City Commission, effective immediately after the January 6, 2025 City Commission meeting.

**7. OLD BUSINESS**

None

## 8. NEW BUSINESS

### a. First Reading of Ordinance Changes for Police Department

The following motion was offered by Filipczak and seconded by Maguire:

#### RESOLUTION 2024-101

WHEREAS The City of Plymouth has a Code of Ordinances and from time to time it is necessary to update the Ordinance due to changes in law or technology.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby amend the following sections of City Ordinances at their first reading:

- Section 54-76 – Public Intoxication
- Section 54-78 – Trespass at night
- Section 54-233 – Malicious Use of Service Provided by Telecommunications Service Providers
- Section 54-276 – General Prohibition
- Section 54-278 – Paraphernalia
- Section 54-327 – Minors under 18 Years of Age
- Section 54-328 – Aiding, Abetting Prohibited
- Section 54-361 – Use or Possession of Tobacco Products by Minors
- Section 54-362 – Sale of Tobacco Products, Vapor Product or Alternative Nicotine Products to Persons Under 21 Years of Age
- Section 14-14 – Running at Large
- Section 14-15 – Offenses by Dogs

BE IT FURTHER RESOLVED THAT The City Commission adds the following sections to the Code of Ordinances at their First Reading.

- Section 54-9 – Violations of State Law
- Section 54-209 – Replica or facsimile of firearms
- Section 54-281 – Controlled substances to be kept in original package
- Section 54-329 – Spray Paint

There was a voice vote.

MOTION PASSED UNANIMOUSLY

### b. Police Training Contract Authorization

The following motion was offered by Maguire and seconded by Filipczak:

#### RESOLUTION 2024-102

WHEREAS The City of Plymouth maintains a police department in accordance with the City Charter to help protect the public health, safety and welfare; and

WHEREAS There is a need for on-going training of our police officers there are certain standards established by the Michigan Commission on Law Enforcement (MCOLES); and

WHEREAS The Police Chief has recommended that the City join with other municipalities to engage in a partnership with the Michigan Law Enforcement Training Associates (MLETA).

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize a contract with MLETA in the amount of \$9,800.00 to help meet the new training requirements of MCOLES. Funding for this purchase is authorized from the Police Department Budget.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

c. Annual State Highway Permit - 2025

The following motion was offered by Kehoe and seconded by Minton:

RESOLUTION 2024-103

**PERFORMANCE RESOLUTION FOR  
MUNICIPALITIES**

*This Performance Resolution (Resolution) is required by the Michigan Department of Transportation for purposes of issuing to a Municipality an "Individual Permit for Use of State Highway Right of Way", and/or an "Annual Application and Permit for Miscellaneous Operations within State Highway Right of Way".*

RESOLVED WHEREAS, the CITY OF PLYMOUTH

(County, City, Village, Township, etc.)

hereinafter referred to as the "MUNICIPALITY," periodically applies to the Michigan Department of Transportation, hereinafter referred to as the "DEPARTMENT," for permits, referred to as "PERMIT," to construct, operate, use and/or maintain utilities or other facilities, or to conduct other activities, on, over, and under State Highway Right of Way at various locations within and adjacent to its corporate limits;

NOW THEREFORE, in consideration of the DEPARTMENT granting such PERMIT, the MUNICIPALITY agrees that:

1. Each party to this *Resolution* shall remain responsible for any claims arising out of their own acts and/or omissions during the performance of this *Resolution*, as provided by law. This *Resolution* is not intended to increase either party's liability for, or immunity from, tort claims, nor shall it be interpreted, as giving either party hereto a right of indemnification, either by Agreement or at law, for claims arising out of the performance of this Agreement.
2. If any of the work performed for the MUNICIPALITY is performed by a contractor, the MUNICIPALITY shall require its contractor to hold harmless, indemnify and defend in litigation, the State of Michigan, the DEPARTMENT and their agents and employee's, against any claims for damages to public or private property and for injuries to person arising out of the performance of the work, except for claims that result from the sole negligence or willful acts of the DEPARTMENT, until the contractor achieves final acceptance of the MUNICIPALITY. Failure of the MUNICIPALITY to require its contractor to indemnify the DEPARTMENT, as set forth above, shall be considered a breach of its duties to the DEPARTMENT.
3. Any work performed for the MUNICIPALITY by a contractor or subcontractor will be solely as a contractor for the MUNICIPALITY and not as a contractor or agent of the DEPARTMENT. The DEPARTMENT shall not be subject to any obligations or liabilities by vendors and contractors of the MUNICIPALITY, or their subcontractors or any other person not a party to the PERMIT without the DEPARTMENT'S specific prior written consent and notwithstanding the issuance of the PERMIT. Any claims by any contractor or subcontractor will be the sole responsibility of the MUNICIPALITY.
4. The MUNICIPALITY shall take no unlawful action or conduct, which arises either directly or indirectly out of its obligations, responsibilities, and duties under the PERMIT which results in claims being asserted against or judgment being imposed against the State of Michigan, the Michigan Transportation Commission, the DEPARTMENT, and all officers, agents and employees thereof and those contracting governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract. In the event that the same occurs, for the purposes of the PERMIT, it will be considered as a breach of the PERMIT thereby giving the State of Michigan, the DEPARTMENT, and/or the Michigan Transportation Commission a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.
5. The MUNICIPALITY will, by its own volition and/or request by the DEPARTMENT, promptly restore and/or correct physical or operating damages to any State Highway Right of Way resulting from the installation construction, operation and/or maintenance of the MUNICIPALITY'S facilities according to a PERMIT issued by the DEPARTMENT.

- 6. With respect to any activities authorized by a PERMIT, when the MUNICIPALITY requires insurance on its own or its contractor's behalf it shall also require that such policy include as named insured the State of Michigan, the Transportation Commission, the DEPARTMENT, and all officers, agents, and employees thereof and those governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract.
- 7. The incorporation by the DEPARTMENT of this Resolution as part of a PERMIT does not prevent the DEPARTMENT from requiring additional performance security or insurance before issuance of a PERMIT.
- 8. This Resolution shall continue in force from this date until cancelled by the MUNICIPALITY or the DEPARTMENT with no less than thirty (30) days prior written notice provided to the other party. It will not be cancelled or otherwise terminated by the MUNICIPALITY with regard to any PERMIT which has already been issued or activity which has already been undertaken.

BE IT FURTHER RESOLVED that the following position(s) are authorized to apply to the DEPARTMENT for the necessary permit to work within State Highway Right of Way on behalf of the MUNICIPALITY.

Title and/or Name:

Chris Porman	and/or	Director of Municipal Services
Nick Johns	and/or	Operations Foreman
Adam Gerlach	and/or	Assistant Director Municipal Services
Al Cox	and/or	Director of Public Safety
Paul Sincock	and/or	City Manager

I HEREBY CERTIFY that the foregoing is a true copy of a resolution adopted by the

PLYMOUTH CITY COMMISSION

*(Name of Board, etc.)*

of the CITY OF PLYMOUTH of WAYNE  
*(Name of MUNICIPALITY)* *(County)*

at a CITY COMMISSION meeting held on the 16TH day

of DECEMBER A.D. 2024.



*Signed*

CITY CLERK

*Title*

MAUREEN A. BRODIE

*Print Signed Name*

There was a voice vote.  
MOTION PASSED UNANIMOUSLY

**9. REPORTS AND CORRESPONDENCE**

a. Required Receiving and Posting Pension/OPEB Reports

The City Commission received the reports.

b. Liaison Reports

Kehoe: Reported on the Planning Commission meeting and the OVA.

Filipczak: Reported on the Historic District Commission meeting.

c. Appointments – None

**10. ADJOURNMENT**

\*The next regular City Commission meeting is 7:00 pm on Monday January 6 at Plymouth City Hall.

Minton offered a motion, seconded by Kehoe to adjourn the meeting at 7:21 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