



City of Plymouth  
City Commission Regular Meeting Minutes  
Monday, February 18, 2025, 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  
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, Mayor Pro Tem Colleen Pobur, Commissioners Linda Filipczak, Jennifer Kehoe, Alanna Maguire, Brock Minton, Nick Moroz

Also present: Acting City Manager John Buzuvis, City Attorney Bob Marzano, and various members of the city administration

**2. APPROVAL OF MINUTES**

Minton offered a motion, seconded by Pobur to approve the February 3, 2025 City Commission Regular Meeting Minutes.

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 18, 2025 meeting.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

**4. ENACTMENT OF THE CONSENT AGENDA**

Pobur offered a motion, seconded by Maguire to approve the Consent Agenda for the February 18, 2025 meeting.

- a. Approval of January 2025 Bills
- b. Special Event: Music in the Air, Fridays in 2025 5/23, 5/30, 6/6, 6/20, 6/27, 7/4, 7/18, 7/25, 8/1, 8/8, 8/15, 8/22, 8/28
- c. Special Event: Plymouth Pride in Old Village, Sunday 6/22/2025
- d. Special Event: Art in the Park, Friday-Sunday 7/11/25-7/13/25
- e. Special Event: Bumpers Mikes & Bands, Sunday 7/20/2025
- f. Special Event: Glow Yoga, Thursday 9/18/2025
- g. Special Event: Old Village Chili Cookoff, Sunday 9/21/2025
- h. Special Event: Old Village Halloween Block Party, Sunday 10/26/2025
- i. Special Event: Old Village Santa Meet & Greet, Sunday 12/14/2025

There was a voice vote

MOTION PASSED UNANIMOUSLY

**5. CITIZEN COMMENTS**

Pete Mundt, 643 N. Harvey- Thanked the Commission for approving the events for Old Village.

Heather Pacheco, 525 Irvin & District Library representative- Provided and reviewed the library’s 2024 annual report.

Scott Lorenz attempted to comment, but was unable to due to his lack of audio.

Ron Picard, 1373 Sheridan- spoke only to test the audio for Lorenz.

Dave Pierce, 1147 W. AA Trl.- Expressed concerns about the process at the recent Planning Commission meeting.

**6. COMMISSION COMMENTS**

Commission members thanked Heather Pacheco for the library’s community offerings and thanked staff for weather communications and DMS staff for their great work on clearing snow from recent weather and their extra efforts to assist.

Kehoe commented that Old Village Chili Cook-off is looking for possible restaurant participation.

Maguire acknowledged members and others who attended the recent Planning Commission meeting and reminded everyone to continue communicating in a respectful manner.

Deal invited anyone interested to sign up for the upcoming Citizen’s Academy in the spring.

**7. OLD BUSINESS**

a. Sanitary Sewer Ordinance Amendments – YUCA – Final Reading

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

RESOLUTION 2025-11

WHEREAS The City of Plymouth operates a sanitary sewer system and from time to time it is necessary to update the ordinances for a variety of reasons including environmental stewardship, and changes in state or federal law, and

WHEREAS In order to be compliant with a variety of standards and regulations it is necessary to update our Ordinances.

NOW THEREFORE BE IT RESOLVED THAT The City Commission of the City of Plymouth does hereby adopt at its second reading, changes in the Utilities sections of the Code of Ordinances for the City of Plymouth and in order to simplify the update process and to accommodate minor grammatical changes, the City shall delete all current sections of the Ordinance from Section 74-221 through 74-340.

BE IT FURTHER RESOLVED THAT the City Commission adds the following new sections to the Code of Ordinances from 74-221 to 74-340 and approves the changes highlighted here at the second and Final Reading.

- 74-222 – Definitions
- 74-223 - Abbreviations
- 74-242 – Prior to Connections
- 74-245 – Powers of YUCA
- 74-253 – Enforcement Process
- 74-255 – Permit
- 74-260 – Funding Fees
- 74-288 – Guards for excavation
- 74-294 – Required
- 74-295 – Unpolluted Discharges
- 74-296 – F.O.G. Interceptor
- 74-299 -Prohibited Pollutants
- 74-304 – Accidental Discharge

There was a voice vote.

MOTION PASSED UNANIMOUSLY

8. NEW BUSINESS

a. Charity Gaming License – Salem Lacrosse Athletic Association

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

RESOLUTION 2025-12



LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES (Required by MCL 432.103a(i)(ii))

At a Regular meeting of the Plymouth City Commission called to order by Mayor Suzi Deal on February 18, 2025

at 7:00 a.m./p.m. the following resolution was offered:

Moved by Mayor Pro Tem Pobur and supported by Commissioner Kehoe

that the request from Salem Lacrosse Athletic Association of Plymouth

county of Wayne, asking that they be recognized as a

nonprofit organization operating in the community for the purpose of obtaining charitable

gaming licenses, be considered for Approval

Table with 2 columns: APPROVAL and DISAPPROVAL. Rows: Yeas (7), Nays (0), Absent (0)

I hereby certify that the foregoing is a true and complete copy of a resolution offered and adopted by the Plymouth City Commission at a Regular

meeting held on February 18, 2025

SIGNED: Maureen A. Brodie, Township, City, or Village Clerk

Maureen A. Brodie, City Clerk

201 S. Main St., Plymouth, MI 48170

COMPLETION: Required. PENALTY: Possible denial of application. BSL-CG-1153(R4/24)

There was a voice vote. MOTION PASSED UNANIMOUSLY

b. Approval of Traffic Control Order 24-1 – Parking Restrictions on Joel & Sheridan Streets

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

RESOLUTION 2025-13

WHEREAS The City operates several streets and roads which need Traffic Control Orders; and

WHEREAS A Temporary Traffic Control order was issued on November 19, 2024 and has been in place with parking restrictions on Joel and Sheridan Streets.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby adopt Traffic Control Order number 24-01 for parking re-strictions on Joel and Sheridan Streets.

BE IT FURTHER RESOLVED THAT the City Clerk shall make Traffic Control Order 24-01 a part of the official meeting minutes of this City Commission Meeting.

Nick Pagan, 1156 W. AA Trl.- Opposes the No Parking restrictions related to the Traffic Control Ordince 24-1 Maguire inquired about the process to rescind the order if needed; Buzuvis commented that it would be the same process as it is to implement the order.

Kehoe asked if there had been any resident concerns; Deal and Buzuvis confirmed that there had been safety concerns.

Minton agreed with the order due to the public safety aspect.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

c. Proceeds from Sale of Jointly Owned Fire Aerial Bucket Truck



**City of Plymouth, Michigan Traffic Control Order**

Traffic Control Order No. 24-1



TO: Maureen Brodie, CMC City Clerk FROM: Chris S. Porman Street Administrator  
RE: Traffic Control Order DATE: November 19, 2024

Pursuant to the authority provided by Chapter 70 of the Code of Ordinances of the City of Plymouth, with the Uniform Traffic Code for Cities, Townships and Villages of Michigan adopted by reference, per Uniform Traffic Code R 28.1153 Rule 153, Traffic Control Orders, and in the interest of public safety and convenience the following Traffic Control Order is hereby issued by Chris S. Porman, duly authorized as the City of Plymouth Street Administrator.

This Traffic Control Order was preceded by study and investigation of traffic conditions on the following public road or roads in the City of Plymouth:

**Joel R Street & Sheridan Street Parking**

After said investigation, it is hereby ordered and directed that the City of Plymouth Department of Municipal Services erect and maintain the following traffic control devices in accordance with the Michigan Manual of Uniform Traffic Control Devices:

- Install a total of four (4), no parking signs and poles on the West side of the right-of-way on Joel R Street between W Ann Arbor Trail & Sheridan Street.
- Install one (1), no parking sign and pole on the East side of the right-of-way on Joel R Street approximately 20 feet South of the drive approach to the parking lot of 1100 W Ann Arbor Trail.
- Install one (1), no parking sign and pole on the South side of the right-of-way on Sheridan Street along the frontage of 1191 Sheridan.
- Install a total of two (2), no parking signs and poles on the North side of the right-of-way on Sheridan Street along the frontage of 1160 Sheridan (Tonquish Creek Manor).

Said sign(s) to give notice of the following determination:

**No parking on the West side of Joel R Street between W Ann Arbor Trail and Sheridan Street. No parking on the East side of Joel R Street from approximately 20 feet South of the drive approach to the parking lot of 1100 W Ann Arbor Trail to Sheridan Street. No parking on the South side of Sheridan Street along the frontage of 1191 Sheridan from the sign and pole to Joel R Street. No Parking on the North side of Sheridan along the frontage of 1160 Sheridan (Tonquish Creek Manor) from Joel R Street to the drive approach to 1210 Sheridan.**

It is further ordered and directed that this order shall become effective upon being filed with the clerk and upon erection of adequate signs giving notice of the existence of aforesaid. This emplacement is ordered temporary subject to review in seventy (70) days with reports and recommendations to the City Manager prior to the expiration of the 90 day test period.

Traffic Control Order No. 24-1 presented for approval by the City Commission of the City of Plymouth on ~~February 17, 2025~~, following approval it is hereby ordered and directed that this order be filed in the office of the Director of Public Safety of the City of Plymouth.

cc: Paul J. Sincok, City Manager  
Al Cox, Director of Public Safety

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

RESOLUTION 2025-14

WHEREAS The City of Plymouth and the City of Northville owned a 2015 Aerial Bucket Truck that was used by the jointly operated fire department; and

WHEREAS The Township of Northville requested to purchase the truck in the amount of \$600,000 and the proceeds of the sale of the truck were to be split between the two cities after the final finance payment was made; and

WHEREAS The intergovernmental agreement between the cities of Northville and Plymouth did not specifically address how the proceeds of the sale would be split between the two cities; and

WHEREAS The two cities have developed a Letter of Understanding Regarding the Disbursement Funds, which provides that the City of Plymouth will receive 59% of the sale proceeds and the City of Northville will receive 41% of the proceeds, in accordance with the current funding formula.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby adopt the Letter of Understanding Regarding the Disbursement of Funds between the City of Plymouth and the City of Northville and authorizes the Mayor of the City of Plymouth to sign the document.

BE IT FURTHER RESOLVED THAT the City Clerk is hereby directed to include a copy of the Letter of Understanding Regarding the Disbursement of Funds with the official Meeting Minutes of this meeting.

Pobur and Moroz commented that this is a very good and cost-effective way to handle these vehicles and a responsible use of money.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

**LETTER OF UNDERSTANDING REGARDING  
DISBURSEMENT OF FUNDS**

This Letter of Understanding ("LOU") is between the City of Northville ("Northville"), whose address is 215 West Main Street, Northville, Michigan 48167; and the City of Plymouth ("Plymouth"), whose address is 201 South Main Street, Plymouth, Michigan 48170; collectively the "Parties".

Whereas, the Parties collectively purchased an Aerial Apparatus pursuant to Section 6(f) of the First Amended and Restated Fire Service Agreement dated August 3, 2015; and

Whereas, that Section of the First Amended and Restated Fire Service Agreement obligated the Parties to be pay for that Aerial Apparatus pursuant to the funding service cost allocation as set forth in Section 6(b) thereof; and

Whereas, neither the First Amended and Restated Fire Service Agreement, nor the current Interlocal Fire Service Agreement between the Parties and dated March 20, 2023, explicitly state the method for disbursement of proceeds of the sale of the Aerial Apparatus; and

Whereas, the Parties wish to clarify the terms of disbursement and not modify the remaining terms of the First Amended and Restated Fire Service Agreement, nor the current Interlocal Fire Service Agreement;

Now, therefore, the Parties agree as follows:

1. The proceeds of the sale of the Aerial Apparatus shall first be used to pay remaining debt pursuant to the funding service cost allocation as set forth in section 6(a) of the Interlocal Fire Service Agreement.
2. The remainder of the proceeds of the sale of the Aerial Apparatus shall then be disbursed to the parties pursuant to the funding service cost allocation as set forth in Section 6(a) of the Interlocal Fire Service Agreement, which is currently 59% Plymouth, 41% Northville.
3. This interpretation of the Section 6(a) of the Interlocal Fire Service Agreement in no way sets precedent or modifies the remainder of the Interlocal Fire Service Agreement, including but not limited to the disbursement of any asset without limitation.

WHEREFORE, THE PARTIES CAUSE THIS AGREEMENT TO BE IN FULL FORCE BY AFFIXING THEIR SIGNATURES BELOW.

**City of Northville, Michigan**

\_\_\_\_\_  
Witness

\_\_\_\_\_  
By: Brian Turnbull  
Its: Mayor

Date: \_\_\_\_\_

**City of Plymouth, Michigan**

\_\_\_\_\_  
Witness

\_\_\_\_\_  
By: Suzi Deal  
Its: Mayor

Date: 2/18/2025

  
**CITY OF PLYMOUTH**  
**RESOLUTION #2025-14**

**Proceeds from Sale of Jointly Owned Fire Aerial Bucket Truck**

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

WHEREAS The City of Plymouth and the City of Northville owned a 2015 Aerial Bucket Truck that was used by the jointly operated fire department; and

WHEREAS The Township of Northville requested to purchase the truck in the amount of \$600,000 and the proceeds of the sale of the truck were to be split between the two cities after the final finance payment was made; and

WHEREAS The intergovernmental agreement between the cities of Northville and Plymouth did not specifically address how the proceeds of the sale would be split between the two cities; and

WHEREAS The two cities have developed a Letter of Understanding Regarding the Disbursement Funds, which provides that the City of Plymouth will receive 59% of the sale proceeds and the City of Northville will receive 41% of the proceeds, in accordance with the current funding formula.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby adopt the Letter of Understanding Regarding the Disbursement of Funds between the City of Plymouth and the City of Northville and authorizes the Mayor of the City of Plymouth to sign the document.

BE IT FURTHER RESOLVED THAT the City Clerk is hereby directed to include a copy of the Letter of Understanding Regarding the Disbursement of Funds with the official Meeting Minutes of this meeting.

BE IT FURTHER RESOLVED that the City Clerk is hereby directed to include a copy of the agreement as a part of these meeting minutes.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

I, Maureen A. Brodie, City Clerk for the City of Plymouth, Michigan, do hereby certify the foregoing to be a true and correct copy of a resolution approved by the Plymouth City Commission at their regular meeting scheduled on Monday, February 18, 2025.



MAUREEN A. BRODIE, CMC, MIPMC

CITY CLERK

CITY OF PLYMOUTH, MICHIGAN

## 9. REPORTS AND CORRESPONDENCE

### a. Liaison Reports

Pobur reported from the CWW; the City can no longer opt out of Wayne County transit, and reviewed a report from the Senior Alliance on senior population statistics.

Minton reported on the Planning Commission, thanking members and participants at the last meeting; one PUD approved with conditions and one (Brookside) was postponed.

Filipczak reported that there is no HDC meeting for February, but there will be in March. Cemetery Board and NPFAB will also meet in March.

Maguire reported that the Library Board is meeting at the same time as the City Commission tonight. Also, reported on the PCCA and needs of seniors 55+.

Kehoe spoke about the OVA, which meets at Meridian Coffee at 7pm on the last Wednesday of each month.

Deal reported that the DDA reviewed their goals for the year, the phase 3 for the Art Walk, they recommended that the liquor license cap be raised by one.

## 10. ADJOURNMENT

\*The next regular City Commission meeting is 7:00 pm on Monday March 3 at Plymouth City Hall.

Pobur offered a motion, seconded by Minton to adjourn the meeting at 7:50 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