



City of Plymouth
City Commission Regular Meeting Minutes
Monday, November 3, 2025, 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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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: City Manager Chris Porman, City Attorney Bob Marzano, and various members of the City Administration

2. OATH OF OFFICE

- a. New police officer sworn in by City Clerk to be effective November 3, 2025

3. AUDIT PRESENTATION

- a. City's auditor, Rana Emmons from PSLZ provided a review of the audit.

4. APPROVAL OF MINUTES

- a. October 20, 2025 City Commission Regular Meeting Minutes

Motion to approve the October 20, 2025 City Commission Regular Meeting Minutes made by Minton, supported by Pobur.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

5. APPROVAL OF THE AGENDA

Motion to approve the agenda for November 3, 2025 made by Kehoe, supported by Moroz.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

6. ENACTMENT OF THE CONSENT AGENDA

- a. Special Event: Holiday Greens Market, Saturday 11/29/2025
- b. Special Event: Hanukkah Candle Lighting and Celebration, Monday 12/15/2025
- c. Special Event: Santa's City of Plymouth Parade, Friday 11/28/2025
- d. Special Event: PCCS Mental Health and Wellness Fair, Friday, 4/25/2026

Motion to approve the consent agenda for November 3, 2025 made by Maguire, supported by Pobur;

- a. Approval of September 2025 Bills

There was a voice vote.

MOTION PASSED UNANIMOUSLY

7. CITIZEN COMMENTS

Ed Walton 1465 Palmer thanked the City for getting the tree planted on their island and also thanked Deal for her tenure and service to the City.

Kelly O’ Donnell 718 Burroughs and Oliver Wolcott 45644 N Turtlehead Ct. Plym Twp. paid tribute to Deal and thanked her for her service to the City. Also congratulated Porman on his appointment.

David Pierce 1147 W Ann Arbor Trail spoke about the Master Plan and zoning map relative to church property.

8. COMMISSION COMMENTS

Commissioners commented about the the DTP Forward open house and the Lions Club community feedback session and thanked the Lions Club. Also spoke about the electon and reminded people to vote. They welcomed Officer Saltsman and thanked the City team for their succession planning efforts. They recognized Plymouth athletes in the Cross Country finals. Spoke about the SNAP Program and encouraged donations to local food banks and humane societies.

Deal also recognized employee anniversaries:

Justin Bulmer – Sergeant – November 26 – 18 Years

Dawn Shipe – Deputy Treasurer - November 1 - 15 Years

David Cowell - Police Officer - November 16 - 10 Years

Nicholas Tefend - Police Officer - November 8 - 4 Years

She also acknowledged retirement of Lt. Jamie Grabowski - 28 yrs.

9. OLD BUSINESS – none

10. NEW BUSINESS

a. Bulk Leaf & Waste Hauling

Motion to authorize the following resolution made by Filipczak, supported by Pobur;

RESOLUTION 2025-95

WHEREAS The City of Plymouth has a need to provide for the bulk hauling and disposal of leaves and other “spoils” materials; and

WHEREAS The City of Plymouth developed bid specification for the hauling of approximately 7,250 cubic yards of leaves and approximately 8,000 cubic yards of other materials including materials from water main breaks and other public improvements; and

WHEREAS The City had two bidders on this project and the City Administration has recommended the bid from Ellsworth Industries, Inc.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize the acceptance of the bid from Ellsworth Industries for Bulk Leaf and Materials Handling. Ellsworth Industries, Inc bid is authorized for a period of three years with the authority to administratively approve up to two, one-year renewals, for a period not to exceed five total years. Funding for this service is authorized in a number of funds including the Solid Waste and Recycling Fund, Water Fund, Major Street Fund, Local Street Fund, and General Fund.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

b. Snow & Ice Control Policy

Motion to authorize the following resolution made by Filipczak, supported by Moroz;

RESOLUTION 2025-96

WHEREAS The City of Plymouth completes snow and ice control measures in order to protect the public health, safety, and welfare; and

WHEREAS The City annually reviews and updates its Snow and Ice Control Policy that directs and gives responsibilities to various City departments.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby adopt the City of Plymouth Department of Municipal Services Snow & Ice Control Policy as reviewed and revised October 2025.

BE IT FURTHER RESOLVED THAT the City Commission of the City of Plymouth does hereby establish that the minimum billing for the City or its contractors removing snow as a result of violations of Section 62-39 and 62-40 of the Plymouth City Code shall be a minimum of \$200.00, plus the cost of snow removal services.
Authorization to Purchase Snowplows

There was a voice vote.

MOTION PASSED UNANIMOUSLY

c. 1st Quarter Budget Amendments

Motion to authorize the following resolution made by Pobur, supported by Minton;

RESOLUTION 2025-97

WHEREAS, certain expenditures require allocation to departments differently than originally projected in the 2025-2026 City Budget, as adopted; and

WHEREAS, revenue forecasts and expenditure patterns require modifications to the original budgetary allocations as established in June 2025;

NOW, THEREFORE BE IT RESOLVED, that the 2025-2026 City Budget is hereby amended as indicated in the 1st quarter amendments column of the attached Budget Adjustment Summary which is hereby made a part of this resolution.

BE IT FURTHER RESOLVED, that the Finance Director is hereby authorized to make the line item changes necessary to implement these budgetary amendments.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

d. Authorization for Adjustment to City Commission Regular Meeting Schedule
Motion to authorize the following resolution made by Minton, supported by Moroz;

RESOLUTION 2025-98

WHEREAS Recent amendments to the Michigan Constitution allow a six-day window for the receipt and counting of ballots from servicemembers and overseas voters, which may delay county certification of election results; and

WHEREAS Such delays would prevent the City from lawfully administering oaths of office, seating newly elected officials, or conducting organizational business as prescribed by the City Charter; and

WHEREAS City Charter Section 4.15 permits the City Commission, by resolution, to extend the time for newly elected officials to take the oath of office; and

WHEREAS Consultation with the County Clerk's Office and the City Attorney confirms that deferring these actions until after certification best ensures compliance with state law and protects the City's legal standing;

NOW, THEREFORE, BE IT RESOLVED, that the City Commission hereby extends the time for newly elected officials to qualify for office under Section 4.15 of the City Charter, and that the oath of office, seating of new Commissioners, and conducting of organizational business—including selection of the Mayor and Mayor Pro Tem under Section 5.5—shall occur at the regular City Commission meeting on November 17, 2025, following certification of election results; and

BE IT FURTHER RESOLVED, that this resolution supersedes Resolution No. 2023-97 regarding the City Commission's post-election meeting schedule, by eliminating the November 10, 2025 regular meeting.

Maguire requested recusal from voting on this item due to perception of conflict of interest.

City Attorney Marzano requested a 10 minute recess to review law related to this. (recessed from 7:55 pm to 8:05 pm.)

A motion was made by Maguire, supported by Filipczak to allow Maguire to recuse hrself from voting on this item.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

Commissioners voted on the above resolution.

There was a voice vote.

MOTION PASSED UNANIMOUSLY (6-0)

11. REPORTS AND CORRESPONDENCE

a. Pension/OPEB Report

Commission was presented with and received the Pension and OPEB Reports as required by Act 202 of 2017.

b. Liaison Reports:

Filipczak reported on NPFAB

Kehoe reported on DDA and OVA

Minton reported on Planning Commission

c. Appointments – none.

12. ADJOURNMENT

The next regular City Commission meeting is 7:00 pm on Monday, November 17 at Plymouth City Hall.

Motion made by Pobur, supported by Moroz to adjourn the meeting at 8:09 p.m.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

SUZI DEAL
MAYOR

MAUREEN A. BRODIE, CMC, MiPMC
CITY CLERK