



City of Plymouth  
City Commission Regular Meeting Minutes  
Monday, December 1, 2025, 7:00 p.m.  
Plymouth City Hall 201 S. Main Street

---

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**

Mayor Suzi Deal called the meeting to order at 7:00 p.m.

Present: Mayor Suzi Deal, Commissioners Linda Filipczak, Jennifer Kehoe, Alanna Maguire, Nick Moroz

Excused: Mayor Pro Tem Colleen Pobur, Commissioner Brock Minton

Also present: City Manager Chris Porman, City Attorney Bob Marzano, and various members of the City Administration

**2. APPROVAL OF MINUTES**

a. November 17, 2025 City Commission Regular Meeting Minutes

Motion to approve the November 17, 2025 City Commission Regular Meeting Minutes made by Maguire, supported by Moroz.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

**3. APPROVAL OF THE AGENDA**

Motion to approve the agenda for December 1, 2025 made by Filipczak, supported by Kehoe.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

**4. ENACTMENT OF THE CONSENT AGENDA**

a. Special Event: Wreaths Across America, Saturday 12/13/25

b. Special Event: Worldwide Candle Lighting, Sunday 12/14/25

c. Special Event: Michigan Philharmonic Summer Concert Series Salute to America, Saturday 6/27/26

Motion to approve the consent agenda for December 1, 2025 made by Kehoe, supported by Moroz.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

**5. CITIZEN COMMENTS**

Jim Mulhern (396 Arthur St.) Expressed gratitude to Mayor Deal for her service and contributions; thanked the clerk's office for organizing a successful election; Acknowledged outgoing Commissioner Moroz for his contributions, noting that Plymouth has improved due to his efforts and dedication; Commended Mayor Deal for her engagement with citizens and her leadership that prioritizes community benefits over vocal individuals.

Jack Wilson (1157 Penniman) Echoed thanks to Moroz, Deal, and current commissioners; Highlighted the importance of citizen engagement in maintaining community standards; Suggested a business-like approach to city governance by tracking issues and responsibilities; Raised concerns about the emergency siren's reliability and spoke about a competitive bidding process for city projects; Commented on various Charter provisions.

Pete Mundt (643 N Harvey) Extended thanks to Deal and Moroz for their service and welcomed new commissioners; Provided updates on community events, including the successful "Meet Santa" parade and improvements made to Starkweather Park.

Wes Graff (Chamber of Commerce) Expressed appreciation for Mayor Deal's collaboration with the Chamber over the years; Acknowledged both shared successes and professional disagreements throughout their working relationship; Thanked Moroz for his dedication and contributions to the city and wished luck to incoming commissioners.

Katie Rossi (985 Harding Street) Congratulated all commission members and especially thanked Moroz and Deal for their hard work and dedication to the community; Expressed her satisfaction with moving to this community nearly a decade ago.

## **6. COMMISSION COMMENTS**

Acknowledgments and General Appreciation: Several commissioners expressed gratitude to DMS and DDA staff for their efforts in organizing the recent Santa parade, highlighting it as a fantastic event; Maguire acknowledged the presence of a special guest, Michigan Attorney General Dana Nessel; Acknowledgement of DMS for snow and ice removal efforts despite challenging conditions; Deal expressed gratitude towards Commander John Lockwood for organizing a Veteran's Day celebration.

Upcoming Events: A Hanukkah celebration will take place on the 15th at 5:00 PM in Kellogg Park, featuring candle lighting, singing, and activities for children.

Community Engagement: Reminder of the Corridor Improvement Authority board meeting scheduled for tomorrow (12/2) at 5:30 PM, providing residents an opportunity to engage with board members about upcoming projects in the Old Village.

Mayor Deal recognized employee anniversaries: Don Schnettler, Electrical Inspector 28 Years; Michelle VanDenbeurgeury, Recreation Clerk – 18 Years; Brandon Haarala, DMS Operations Technician – 12 Years; Reiko Misumi-Schelm, Deputy DDA Director – 2 Years; Ethan Buzuvis, Rec Building Attendant – 2 Years; Bradan McCorry – Rec Building Attendant – 2 Years; Susan Messina, DMS Administrative Assistant – 2 Years; Mcgaha, Martin – DMS Operations Technician – 2 Years

## **7. ELECTION RESULTS**

Porman announced the results of the November 4, 2025 General Election.

## **8. RECOGNITION OF RETIRING COMMISSION MEMBERS**

Commissioner Nick Moroz and Mayor Suzie Deal were recognized for their dedicated service to the City of Plymouth as they step down from their positions. Their contributions included numerous infrastructure improvements, public safety enhancements, and successful community projects.

Moroz was praised for his leadership in significant initiatives, such as securing funding for road safety and infrastructure improvements, developing plans to revitalize downtown spaces, his role in establishing the Parks Sponsorship Program along with successful projects such as pedestrian crossings, EV charging stations, and renovations at the Cultural Center.

Mayor Deal, celebrated for her ten years of service, was commended for her collaborative approach to governance, prioritizing community well-being, and maintaining financial stability in the city, with emphasis on her leadership, her role in guiding complex decisions and her commitment to long-term community health and development.

Fellow commissioners and community members expressed their gratitude for both officials' commitment to public service, highlighting their positive influence on Plymouth's development and the lasting impact of their work. Tokens of appreciation were presented to them, celebrating their

accomplishments and encouraging their continued involvement in the community as they transition from their official roles.

**9. OATH OF OFFICE FOR NEWLY ELECTED COMMISSIONERS - JUDGE JAMES PLAKAS:**

**a. 35th District Judge James Plakas administered the oath of office to elected Commissioners:**

Joe Elliott (4-year term) Jennifer Kehoe (4-year term)  
Alanna Maguire (2-year term) Karen Sisolak (4-year term)

City Clerk Brodie took a seat with the City Commission and chaired the next agenda item.

**b. Election of Mayor**

City Clerk Brodie opened nominations for the Office of Mayor for the City of Plymouth.

As directed by the City Charter, the first nomination for Mayor goes to the sitting Mayor Pro Tem, Commissioner Colleen Pobur.

Brodie asked for a roll call vote from the Commissioners regarding the nomination of Pobur for the office of Mayor.

Elliott N Filipczak N Kehoe N Maguire N Sisolak N

NOMINATION FAILED and the floor was opened for nominations for mayor.

Maguire nominated Filipczak

Brodie asked for a roll call vote from the Commissioners regarding the nomination of Filipczak for the office of Mayor.

Elliott Y Filipczak Y Kehoe N Maguire Y Sisolak Y

NOMINATION PASSED

**35th District Court Judge James Plakas administered the Oath of Office for Mayor Filipczak**

Mayor Filipczak was seated.

**c. Election of Mayor Pro Tem:**

As directed by the City Charter, the first nomination for Mayor Pro Tem goes to the person receiving the highest number of votes, Commissioner Joe Elliott.

Mayor Filipczak asked for a roll call vote from the Commissioners regarding the nomination of Commissioner Elliott for the office of Mayor Pro Tem.

Elliott Y Filipczak Y Kehoe N Maguire Y Sisolak Y

NOMINATION PASSED

35th District Court Judge James Plakas administered the Oath of Office for Mayor Pro-Tem Elliott. Mayor Pro Tem Elliott was seated.

**10. ADOPTION OF RULES & ORDER OF BUSINESS:**

Motion to authorize the following resolution made by Elliott, supported by Maguire;

RESOLUTION 2025-100

The following resolution was offered by Commissioner Elliott and seconded by Commissioner Maguire for approval:

RESOLVED, that pursuant to 5.7(d) of the City Charter, the City Commission does hereby establish its rules to be (1) the applicable provisions of the City Charter; (2) to the extent not in conflict with (1), the Ethics Code of the City of Plymouth; and (3) to the extent not in conflict with either (1) or (2), Roberts Rules of Order Newly Revised; and

RESOLVED FURTHER, that pursuant to Section 5.7(d) of the City Charter, the City Commission does hereby establish its order of business for regular meetings to be as follows:

1. Call to Order
2. Approval of Minutes
3. Approval of the Agenda
4. Enactment of the Consent Agenda
5. Citizen Comments
6. Commission Comments
7. Old Business
8. New Business
9. Reports and Correspondence
10. Adjournment

With the items on the Consent Agenda to be approved as one motion; and

RESOLVED, the seating arrangement at the City Commission table, from the perspective of facing the audience, shall be as follows:

- Mayor – in the center seat
- City Manager – seat to the left of the Mayor
- Mayor Pro-Tem – seat to the left of the City Manager
- City Attorney – seat to the right of the Mayor
- Immediate Past Mayor (if a Commissioner) – seat to the right of the City Attorney
- Four (or five) remaining Commissioners – as assigned by the Mayor; and

RESOLVED FURTHER, that pursuant to Section 5.7(e) of the City Charter, the attendance policy for the City Commission shall be as follows:

Each City Commissioner shall attend every regular and special meeting of the City Commission, unless unable to do so for one of the following reasons:

1. an emergency or a confining illness of the Commissioner, or of a member of the Commissioner's family, which requires the Commissioner's personal care;
2. attendance at another function by a Commissioner as the official representative of the City, as authorized by the City Commission; or

3. absence from the City of Plymouth on personal business at a location from which it is not practical to return for the Commission meeting.

As soon as a Commissioner anticipates that he or she will miss any regular or special City Commission meeting, or will arrive late to such meeting, the Commissioner shall advise the Mayor or the City Manager of such anticipated absence or late arrival, including the reason for it.

If a Commissioner anticipates having to leave a regular or special City Commission meeting, the Commissioner shall advise the Mayor prior to the start of the meeting as to the reason.

At the appropriate meeting's roll call, the Mayor or Clerk shall advise the Commission of any absent Commissioner's reason for such absence, if known; and any Commissioner's anticipated early departure from the meeting. The Mayor shall then state that without objection, the Commissioner shall be recorded as "Absent – excused, reason for absence" or "Absent – unexcused", or if it an early departure, then "Absent as of \_\_\_p.m. – excused, reason for absence" or "Absent as of \_\_\_p.m. – unexcused". If there is an objection, then the Mayor shall call for a vote of the Commission on the proposed recording of the absence.

If a Commissioner is unable to notify the Mayor or Clerk prior to the meeting from which the Commissioner is absent, then the Commissioner shall submit a written explanation of such absence to the Mayor or Clerk prior to the meeting at which the applicable minutes are approved. The City Commission shall then consider such explanation and determine whether to make a correction to the minutes regarding that meeting's attendance record. No further change in the attendance record for any meeting shall be made after the applicable minutes have been approved.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

#### **11. ADOPTION OF REGULAR MEETING SCHEDULE:**

Motion to authorize the following resolution made by Kehoe, supported by Maguire;

##### RESOLUTION 2025-101

BE IT RESOLVED That the Plymouth City Commission shall hold regular City Commission Meetings at 7:00 p.m. on the first and third Mondays of each month in the City Commission Chambers at the Plymouth City Hall, 201 S. Main Street or other designated location; and

BE IT FURTHER RESOLVED That for the purposes of establishing the regular meeting schedule pursuant to City Charter Section 5.7, the term "holidays" shall mean those days designated as holidays by the State of Michigan in its current statute, or as amended in the future; and that if any of these holidays falls on a Sunday, then the next Monday will be considered to be the public holidays for purposes of this schedule; and

BE IT FURTHER RESOLVED That should the meeting date fall on a holiday that City Hall is closed or is a State of Michigan designated holiday, then the meeting shall be held on the Tuesday immediately following said holiday unless otherwise determined, at the above specified time and place.

City of Plymouth 2026 Regular Meeting Schedule

January 5, 2026	April 6, 2026	July 6, 2026	October 5, 2026
January 20, 2026 (Tues)	April 20, 2026	July 20, 2026	October 19, 2026
February 2, 2026	May 4, 2026	August 3, 2026	November 2, 2026
February 17, 2026 (Tues)	May 18, 2026	August 17, 2026	November 16, 2026
March 2, 2026	June 1, 2026	September 8, 2026 (Tues)	December 7, 2026
March 16, 2026	June 15, 2026	September 21, 2026	December 21, 2026

City of Plymouth 2027 Regular Meeting Schedule

January 4, 2027	April 5, 2027	July 6, 2027	October 4, 2027
January 19, 2027 (Tues)	April 19, 2027	July 19, 2027	October 18, 2027
February 1, 2027	May 3, 2027	August 2, 2027	November 1, 2027
February 16, 2027 (Tues)	May 17, 2027	August 16, 2027	November 15, 2027
March 1, 2027	June 7, 2027	September 7, 2027 (Tues)	December 6, 2027
March 15, 2027	June 21, 2027	September 20, 2027	December 20, 2027

There was a voice vote.

MOTION PASSED UNANIMOUSLY

**12. OLD BUSINESS**

**13. NEW BUSINESS**

a. Authorization to Hire – Police Department

Motion to authorize the following resolution made by Maguire, supported by Kehoe;

RESOLUTION 2025-102

WHEREAS The City Commission did adopt what is commonly known as the Hiring Ordinance in August of 2000; and

WHEREAS The Ordinance requires that the City Administration seek prior and express approval for any full-time position; and

WHEREAS The City Administration is seeking prior and express approval for the hiring of a police officer to fill a vacancy in that department.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize prior and express approval to hire a police officer. The City Administration is authorized to proceed with hiring the new police officer.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

b. Authorization to Hire – DMS

Motion to authorize the following resolution made by Elliott, supported by Maguire;

RESOLUTION 2025-103

WHEREAS The City of Plymouth has an Ordinance which requires that the City Manager seek prior and express approval before filling any full-time employee position within the City staff; and

WHEREAS The City Administration is currently seeking prior and express approval to fill one open position at the Department of Municipal Services at this time.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby grant prior and express approval for the hiring of one full time position at the Department of Municipal Services at this time.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

c. Authorization to Hire – Part Time Staff

Motion to authorize the following resolution made by Sisolak, supported by Maguire;

RESOLUTION 2025-104

WHEREAS The City of Plymouth has a hiring policy which prohibits the hiring of any relative of a current City employee; and

WHEREAS The Department of Municipal Services has recommended the hiring of Mark Humbarger for a part time position and his son-in-law is currently employed by the City as an employee in a similar department.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby specifically authorize the hiring of Mark Humbarger for a part-time position with the Municipal Services Department.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

d. Authorization to purchase - Power Washer

Motion to authorize the following resolution made by Sisolak, supported by Kehoe;

RESOLUTION 2025-105

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 repairs and renovations of the wash bay at the Municipal Services yard would be included in the 2025-26 Budget; and

WHEREAS The City Administration solicited quotes from reputable companies with power washer sales, installation and service experience; and

WHEREAS The City received three proposals, of which the best proposal is from Hotsy Midwest Cleaning Systems in the amount of \$18,894.00; and

WHEREAS The City Administration and staff is recommending the purchase and installation of a Hotsy 1400 Series Stationary Natural Gas Pressure Washer, remote switch, stand with integrated detergent tank, downstream detergent injection system, heavy duty dual lance foam wand, and undercarriage wash attachment from Hotsy Midwest Cleaning Systems; and

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize the purchase of Wash Bay Equipment in the amount of \$18,894.00 and the expense is to be charged to the Capital Improvement Fund Account 101-900-971.438; and

BE IT FURTHER RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize a contingency of \$2,000.00 from the Capital Improvement Fund Account 101-900-971.438 for unforeseen issues with installation, for a total expenditure not to exceed \$20,894.00.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

#### **14. REPORTS AND CORRESPONDENCE**

There's no DDA meeting this month.

There is an HDC meeting coming up this week Wednesday and there is a ZBA meeting on Thursday the 4<sup>th</sup>.

#### **15. ADJOURNMENT**

The next regular City Commission meeting is 7:00 pm on Monday, December 15 at Plymouth City Hall.

Motion made by Elliott, supported by Maguire to adjourn the meeting at 8:17 p.m.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

---

LINDA FILIPCZAK  
MAYOR

---

MAUREEN A. BRODIE, CMC, MiPMC  
CITY CLERK