

REGULAR SESSION, COMMON COUNCIL, March 11, 2024

Be it Remembered that the Common Council of the City of Plymouth, Indiana, met in regular session on March 11, 2024. The meeting was held in the Council Chambers, on the second floor of the City Building, 124 N. Michigan St., Plymouth, Indiana and was called to order at 6:30 p.m.

Councilwoman Starr offered prayer and Mayor Listenberger introduced a special guest, Rosalie Mercado, to lead the Pledge of Allegiance. He explains Mercado is a member of the Student Council, Student Body President, Band, and Soccer.

Mayor Listenberger presided for Council Members Duane Culp, Don Ecker Jr, Kayla Krathwohl, Randy Longanecker, Shiloh Carothers Milner, and Linda Starr. Councilman Dave Morrow attended virtually. City Attorney Houin and Clerk-Treasurer Gorski were present. The public was able to see and hear the meeting through Microsoft Teams.

Council Members Culp and Starr moved and seconded to approve the minutes of the regular session of the Common Council on February 26, 2024 as presented. The motion carried.

Clerk-Treasurer Gorski presented an Application for Exemption from Licensing Requirements of Ordinance No. 1309 from the Ben Fisher Memorial Foundation. Jo Fisher was in attendance for this request.

APPLICATION FOR EXEMPTION FROM
LICENSING REQUIREMENTS OF
ORDINANCE NO. 1309

TO: All applicants for exemption from licensing requirements of Ordinance No. 1309.

The attached form should be completed and returned to the City of Plymouth Office, 124 N. Michigan Street, Plymouth, Indiana, 46561. If you have any questions concerning the application form, you would call (317) 296-2124.

Please be sure to fill out the application for Ordinance No. 1309. Exemption will be granted where there is a showing that an organization is of a nonprofit nature, and that the funds raised are solely for educational, charitable or other like purposes.

You should also be aware that before an exemption can be granted, a hearing before the Common Council of the City of Plymouth must be held. Since the Council meets only on the 2nd and 4th Mondays each month, applications for exemption should be filed timely enough so as to allow such a hearing.

A copy of the Ordinance is printed on the reverse side of the application form for your convenience.

Name of Applicant: Jo Fisher
Address of Applicant: 1133 Williams Dr. Bldg. PO Box 9384
Office held in organization requesting exemption: CEO Foundation
Name of Organization: Ben Fisher Memorial Foundation
Address of Organization: PO Box 93 Plymouth IN 46563
Telephone Number of Organization: (514) 780-0802 (317) 780-6803
What Products will be sold? Memorabilia, t-shirts, pens
At what location will products be sold? The four corners - Jefferson Michigan St Light
How will funds be collected? AT Light - 12 Mon-13
In what area of the City will funds be collected? decided to donate
In what area of the City will funds be collected? only at the intersection of Jefferson Michigan St (four corners)
How many days will products be sold or funds collected? Friday after noon 1-7 PM 9-3 PM
What dates will products be sold or funds collected? April 12 & 13 2024
or rain date April 19 & 20 2024
What will the proceeds from the sale of funds raised be used for? Admission such as Billboards, banners, giveaway items, t-shirts, etc. for the foundation
Does the organization have an IRS tax exemption certificate? If so, what is the number and under what section of the IRS Code? YES, #35-0588214
I hereby swear that the answers given above are true, complete and accurate, to the best of my knowledge and belief.
Dated this 28 day of February, 2024
Jo Fisher
Signature of Applicant

APPROVED BY THE
CITY OF PLYMOUTH
DATE March 11, 2024
BY Gorski
Clerk-Treasurer

Gorski states they wish to be at the four corners of Michigan and Jefferson Streets to pass out and ask for donations on April 12th-13th, which would be Friday 1:00 PM – 7:00 PM and Saturday 9:00 AM – 3:00 PM. She adds the rain date would be April 19th and 20th.

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Ecker asks for clarification that the rain dates would be proposing the same hours. Fisher agrees. Ecker states he spoke to City Attorney Houin about this to ask if it was uncommon to run until 7:00 PM on Friday night. He states he is concerned about the safety and the traffic.

Fisher responds by stating she did her research last year and what she found from the Knights of Columbus and the Lions that those are the hours they operate on. She states her guys are really safe as they work the roads. She explains we go out in Class 3 Safety Vests and set up cones. She states we are giving out key chains this year as we gave out rubber bands and pens the year prior. She states they say Work Zone Awareness and on the back side they have our website, which is under construction, along with the saying, "I am my brother's keeper." She adds that was Ben's motto.

Council Members Culp and Krathwohl moved and seconded to approve the application of exemption for licensing requirements of Ordinance #1309 from the Ben Fisher Memorial Foundation as submitted. The motion carried.

Clerk-Treasurer Gorski introduced Resolution No. 2024-1100, A Resolution to Establish a Comprehensive Plan Advisory Committee.

Houin states he has spoke before about the Comprehensive Plan Advisory Committee and this is the resolution that formally creates that committee. He states work has already started so the Committee hopes you approve this tonight.

Resolution 2024-1100

**A Resolution to Establish a
Comprehensive Plan Advisory Committee**

Beginning in late 2022 and continuing throughout 2023, the City of Plymouth engaged in the process of reviewing and updating the City's Comprehensive Plan. The new Plymouth Forward 2040 Comprehensive Plan was approved by the Plymouth Plan Commission on December 5, 2023 and by the Plymouth Common Council on December 11, 2023.

A Comprehensive Plan is only as good as its implementation, and the Plymouth Forward 2040 Steering Committee expressed a strong desire to continue its work to achieve the goals identified in the Plan. The final Plan recommends formation of an Advisory Committee to ensure effective oversight and continuity. The Advisory Committee would be made up of members representing "a diverse spectrum of expertise, including individuals from the original Steering Committee, active citizens, educators, medical professionals, local business owners, government representatives, and more."

The Plymouth Common Council wishes to formally create the Advisory Committee recommended by the Comprehensive Plan, and now **RESOLVES** to establish a Comprehensive Plan Advisory Committee as follows:

1. **Name:** The Committee shall be known as the Plymouth Comprehensive Plan Advisory Committee

2. **Purpose:** The purpose of the Committee shall be to ensure effective oversight and continuity by overseeing execution of the Plymouth Forward 2040 Comprehensive Plan. The Committee shall have no formal authority to take independent action but will ensure the Plan has a prominent place on relevant meeting agendas and inspire community ownership.

The City Council and the Plymouth Forward 2040 Steering Committee acknowledge that the Comprehensive Plan Advisory Committee is established as recommended by the Plymouth Forward 2040 Comprehensive Plan adopted in 2023. However, the City Council anticipates reviewing and updating the Comprehensive Plan regularly, at least every ten years. The Comprehensive Plan Advisory Committee, including its structure and purpose, shall also be reviewed regularly and shall continue to oversee execution of each successive Comprehensive Plan.

3. **Membership:** The Committee shall include the following standing members:

- a. City Attorney, who shall act as chairperson for the Committee.
- b. City Plan Consultant or Plan Director.

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- c. One member of the Plymouth Plan Commission, appointed by the Plan Commission.
- d. One member of the Plymouth Common Council, appointed by the Council

In addition to these standing members, membership of the Committee shall be open to all persons willing to participate in the work of the Committee. There shall be no minimum nor maximum number of members beyond the standing members identified above.

4. **Meetings:** The Committee shall meet regularly, on a schedule determined appropriate by the Committee. The Plan envisions that the Committee will initially meet monthly, but will transition to a quarterly schedule, balancing oversight with efficiency.

5. **Subcommittees:** The Committee shall form various subcommittees to conduct the work of the Committee. Each subcommittee shall have a specific focus and shall identify a chairperson. The subcommittee chairperson's responsibility shall include coordinating activities of the subcommittee and reporting the subcommittee's progress to the full Advisory Committee.

Subcommittees shall be formed or eliminated by the Advisory Committee as needed. Some subcommittees will likely continue their work generally throughout the existence of the Comprehensive Plan, while other subcommittees may be formed to implement a specific strategy of the Plan and may be dissolved once that strategy has been achieved. By way of example, the following initial subcommittees have been identified and recommended by the Plymouth Forward 2040 Steering Committee:

- a. **Marketing** – to celebrate achievements of the Committee and the City, fostering community ownership and pride.
 - b. **Membership** – to identify and recruit Committee members to ensure a well-rounded perspective.
 - c. **Zoning** – to implement various strategies of the Plan that require amendments to the Plymouth Zoning ordinance.
 - d. **Revitalization Rebate** – to implement Wellbeing Strategy 9 of the Plan to "Restructure the Façade Grant Program to be stronger and offer a streamlined process to increase participation."
 - e. **Building Trades** – to implement Growth Strategy 7 of the Plan to "Start a renovation-trade class or club as a program offered in Plymouth Schools."
6. **Collaboration:** The Committee shall collaborate with other boards, committees, and elected officials within the City to achieve the shared vision presented by the Comprehensive Plan.
7. **Reports:** To keep the Comprehensive Plan in focus, a standing agenda item shall be placed on the Common Council and Plan Commission meeting agendas for a designated member of the Advisory Committee to update members on the work

and progress of the Committee. When appropriate, updates shall include any recommendations by the Committee to take formal action toward implementing the strategies identified in the Comprehensive Plan.

In addition to regular updates at Common Council and Plan Commission meetings, the Advisory Committee shall conduct an annual progress review in the last quarter of each year and provide the results of the review to the Common Council and Plan Commission.

PASSED AND ADOPTED by the Plymouth Common Council on March 11, 2024.


Robert Listenberg, Presiding Officer

ATTEST:


Lynn M. Gorski, Clerk-Treasurer

Council Members Ecker and Krathwohl moved and seconded to approve Resolution No. 2024-1100, A Resolution to Establish a Comprehensive Plan Advisory Committee as presented. The motion carried.

Houin states with approval of the resolution you will now need to appoint a member of the City Council to serve on that Committee. He explains Councilman Ecker has been very active with both the Steering Committee and now the Advisory Committee.

Council Members Starr and Milner moved and seconded to appoint Don Ecker Jr. to serve as the acting member from the City Council on the Comprehensive Plan Advisory Committee. The motion carried with Ecker abstaining.

Houin states for the ONE Marshall County update we are advertising for bids on the final construction engineering for the Greenways Trail Phase 3 Project and expect to bid out the rest of the construction later this year. He states this is an INDOT funded grant so it does take a while. He states the other Stellar Project that is being completed is Kevin Berger's Riverside Commons

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Housing Project. He states they are working on scheduling a ribbon cutting for both Plymouth and LaPaz facilities in May. He states he has no updates on the new structure of ONE Marshall County but they are on the agenda for County Development for the Future meeting on Wednesday of this week.

Houin states for the Comprehensive Plan Update that he is happy to report the City Council has approved the Resolution to officially form the Committee. He states in the Resolution, you will see two of the Subcommittees that we are starting with and two of them have already met and two more are scheduled to meet this week. He states we are getting to work on the strategies and goals outlined in the Comprehensive Plan.

Mayor Listenberger states he wants to thank the Comprehensive Plan Advisory Committee and the Subcommittees as it is a real help to his office as their input is invaluable.

Houin comments that there was some skepticism from MACOG as everyone speaks about implementing the plan but most communities do not follow through. He states they have been pleasantly surprised with all the work we have been able to do and there is a good-sized group of very dedicated citizens who continue to work in order to make progress on the Comprehensive Plan.

Council Members Ecker and Starr moved and seconded to accept the following communications:

- Minutes of the Board of Public Works and Safety meeting of February 26, 2024
- March 11, 2024 Check Register
- February 2024 Clerk-Treasurer Financial Reports
- Plymouth Sewer – 2023 Financial Management Report
- Plymouth Water – 2023 Financial Management Report
- February 5, 2024 Park Board Minutes
- February 5, 2024 Board of Zoning Appeals Minutes
- February 27, 2024 Technical Review Committee Minutes

The motion carried.

There being no further business to come before the Council, Council Members Longanecker and Milner moved and seconded to adjourn, Mayor Listenberger declared the meeting adjourned at 6:43 p.m.


Lynn M. Gorski
Clerk-Treasurer

APPROVED


Robert Listenberger, Mayor