Be it Remembered that the Common Council of the City of Plymouth, Indiana, met in regular session on November 10, 2025. 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 6:50 p.m.

Councilwoman Starr offered prayer, and Councilman Ecker led the Pledge of Allegiance.

President Pro Tempore Don Ecker Jr. presided over Council members Duane Culp, Kayla Krathwohl, Randy Longanecker, Shiloh Carothers Milner, Dave Morrow, and Linda Starr, who were physically present. Mayor Robert Listenberger was absent. City Attorney Houin and Clerk-Treasurer Lynn Gorski were also present. The public was able to see and hear the meeting through Zoom and streamed live at https://www.youtube.com/@CityofPlymouth.

Council members Longanecker and Krathwohl moved and seconded to approve the minutes of the regular session of the Common Council on October 27, 2025, as presented. The motion carried.

New business from council listed below:

- Longanecker: At the intersection of Columbus Drive and Baker Street, the leftover asphalt remnants were cleaned up.
- Starr: Had toured Indiana Wheel Company.

City Attorney Houin introduced Ordinance No. 2025-2251, An Ordinance Regarding Garbage Fees for the City of Plymouth on second reading.

Houin explained they were able to negotiate a contract with Republic Services for a 3% increase each year for the next five years. He stated the ordinance reflected that increase, so we don't have to remember to come back each year to adjust the fees. He explained the fees include a \$2.00 administrative fee over what Republic Services would be charging the City for trash removal. He stated he had to check with other cities around northern Indiana and other cities were significantly more than the 3% increase that we were able to negotiate and there was no guarantee if we put it out to bid that Republic would not be able to honor the 3% if they had to bid competitively.

Council members Starr and Milner moved and seconded to approve Ordinance No. 2025-2251, An Ordinance Regarding Garbage Fees for the City of Plymouth on second reading. The motion passed by roll call vote.

Councilman in Favor: Culp, Ecker, Krathwohl, Longanecker, Milner, Morrow and Starr Councilman Opposed: N/A

City Attorney Houin introduced Ordinance No. 2025-2251, An Ordinance Regarding Garbage Fees for the City of Plymouth on third reading.

Council members Longanecker and Morrow moved and seconded to approve Ordinance No. 2025-2251, An Ordinance Regarding Garbage Fees for the City of Plymouth on third reading. The motion passed by roll call vote.

Councilman in Favor: Culp, Ecker, Krathwohl, Longanecker, Milner, Morrow and Starr Councilman Opposed: N/A

#### ORDINANCE NO. 2025-2251

AN ORDINANCE REGARDING GARBAGE FEES

#### Statement of Purpose and Intent

The Plymouth Common Council must approve in ordinance form all fees and charges imposed by the City of Plymouth through its various departments for the myriad of services it provides to individuals. The City provides garbage removal service through a contract with Key Waste of Indiana Partnership drb/a Republic Services of Culver (Republic). The City and Republic have negotiated an extension of the current contract, beginning November 1, 2023 and ending October 31, 2030 with annual increases to the fees charged to the City. The purpose and intend of this ordinance is to increase garbage removal fees charged by the City to reflect the actual fee charged Republic along with administrative expenses incurred by the City for garbage removal services.

NOW, THEREFORE, BE IT ORDAINED, by the Common Council of the City of Plymouth,

<u>Section 1,</u> Title V, entitled Public Works, Chapter 52, entitled Garbage, shall be amended by making the following additions and deletions to § 52.03 RIGHT TO GARBAGE REMOVAL; CHARGES:

(A) Any resident-properly-owner or tenant within the city shall-be-enidled-to receive garbage removal service and shall receive the same upon payment of pay the follow fees. The payment for garbage collection shall be paid monthly and the collector or contractor shall not be required to give service to any user who has not paid for the

(B) The following fees shall be established for refuse collection, which fees are reasonably related to the costs of operating said collection system:

Beginning November 1, 2025 through October 31, 2026:

Per Month

Residential or apartment units \$19.88 \$21.46

\$19.88 Apartment units

Commercial \$39.80 \$43.00 Beginning November 1, 2026 through October 31, 2027

Per Month \$22.04 Commercial \$44.22

Beginning November 1, 2027 through October 31, 2028

Per Month

Residential or apartment units Commercial \$45.50

Beginning November 1, 2028 through October 31, 2029:

Per Month \$23.26 Residential or apartment units \$46.80

Beginning November 1, 2029 through October 31, 2030

Per Month \$23.90 Residential or apartment units \$48.14

(C) The owners of apartment complexes, mobile home parks and commercial building with apartments with of 5 or more residential units shall be required to contract for prefuse removal service.

(D) For residential users only, the monthly refuse collection fee shall be assessed with all water bills each month unless the water service is terminated, temporarily or permanently

Section 2. The fees and charges listed in this ordinance above are hereby approved. Accordingly, the applicable Departments of the City of Plymouth are authorized to charge and collect said fees and charges.

Section 3. This ordinance shall become effective after passage, due altestation, and publication as required by law. Further, this ordinance shall remain in effect until amended or repealed by the Common Council.

PASSED AND ADOPTED this 10° day of Noyginber, 2025

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Commercial

ATTEST:

Gran M. Gorski, Clerk-Treasurer

Approved and signed by me this 10<sup>th</sup> day of November, 2925 April 1972 - Donald Ecker Jr., President Fro Tempore

City Attorney Houin introduced the proposed job description for a Part-Time Firefighter.

Human Resources Manager Jen Klingerman stated the Fire Department was requesting a Part-Time Firefighter to be entered into the salary ordinance. She stated from her understanding that we used to allow volunteer firefighters to pick up shifts to utilize them for coverage, but she was not exactly sure what happened, but that had since stopped several years ago. She stated this was simply allowing those part-time firefighters, who are not EMT certified, to once again pick up shifts by putting them in the salary ordinance. She stated they currently have Part-Time EMT B, Part-Time EMT A, and Part-Time Paramedic, but we do not have a Part-Time Firefighter position. She stated that it does not allow those volunteers that are just Firefighter certified to pick up shifts. She stated this was just opening that option to them as well. She stated they have had several volunteers reach out and have offered to pick up shifts, but they are only Firefighter certified.

Ecker asked if they were 24-hour shifts or 12-hour shifts.

Holm replied that it could be either or.

Ecker asked for more information on either or.

Holm replied that he would not imagine them ever dropping down to a six so it would probably be 12 and or 24 hours. Holm stated for a part time position, maybe they can only work 12 hours, so we work with them. He stated they have a couple full-time people who enjoy working and come in to pick up shifts, but he had a lot of others that get exhausted doing it or have other things to do so they don't have time to pick up shifts. He stated they were currently limiting the people they do have to work part-time because according to the salary ordinance currently, it required a medical certification to work part-time. He stated that it was the way it had always been, but at some point, years ago they took that capability away. He stated they do currently go times where they do not have anyone filling a shift because of the need and he didn't want to mandate anyone to come in to just cover if one person was off. He stated the need was still there as we're running more calls than ever. He stated we were on pace to run close to 150 calls more this year than we did last year. He stated every year the last four years has been a record year for the Fire Department and it keeps getting worse.

Culp asked if he heard that we were not allowing volunteers to pick up shifts.

Holm replied that the volunteers can pick up shifts if they have a medical certification.

Klingerman explained that currently we only allow EMT volunteers to pick up shifts because that's all that our salary ordinance has. She stated this was just opening that option for the volunteer firefighters to also pick up shifts.

Ecker asked what their wage would be and how that would be classified.

Holm replied that the way they were looking at \$16.82/hour, which was what our Firefighter EMT basics are making. He stated they were also looking to raise the salaries of our Part-Time Paramedics, Advanced EMTs, and Basic EMTs, because even though we are the biggest fire department in the county and run the most calls, we pretty much have the lowest part-time rate of any department around us. He stated they are losing some part-time people because they receive more at other locations around us. He listed Culver, Lakeville, La Paz, and Argos. He listed his suggested increases.

EMT Basics:

\$16.82 - \$20.82

EMT Advanced:

\$17.81 - \$21.91

Paramedics:

\$19.22 - \$25.22

Holm replied that the medics deserve that higher rate as they are responsible for a lot when it comes to medical care. He stated that their license and skill level was way above any other certifications that we have.

Morrow asked if that was a separate concern.

Houin replied that he wished to clarify that what was before them tonight was simply the job description and the next step would be to amend the salary ordinance. He stated at that time they could then have a discussion and decide on whether to keep that rate at the current part-time rate or to make the adjustments.

Culp stated in the requirements for the job description it read that they needed, "Possession of state-certified Firefighter I and Firefighter II certifications," but did they also need the certifications as a paramedic or EMT.

Holm explained that they did not need that for what was proposed tonight with the new job description. He stated that it was solely for someone with Firefighter I and II certifications. He stated they would be able to operate with the fire trucks on all levels just like they always do. He stated the other thing they would be able to do was to drive an ambulance for us if needed but they just wouldn't be able to care for a patient. He stated we would have other people available to do that, but it would give us the ability to continue keeping up our staff and get out the door as fast as we can, which would always be our number one priority.

Morrow asked if this new position could be filled by one of our volunteers or someone from another fire department.

Holm replied that our main goal was to utilize those within our own volunteer department.

He explained we have plenty of volunteers currently who are firefighter certified only and they've all said that they would be more than willing to help us out if they could.

Morrow asked if this would also save the city money by not paying out overtime.

Holm replied in agreement and stated his goal this year was to allow for a single position to be covered for part-time use or if a full-time person, they were putting their hours in their comp bank versus getting it paid out, thus saving on our overtime. He stated if they did have two people off that put us at minimum staffing, then he was allowing for a person to work overtime.

Council members Morrow and Milner moved and seconded to approve the job description as presented. The motion passed by roll call vote.

City Attorney Houin introduced Resolution No. 2025-1177, A Resolution of the Common Council of the City of Plymouth to Approve the Application of Loyal Order of Moose, Plymouth, Indiana, Lodge No. 741 for a Commercial Revitalization Rebate Program Grant.

# Stephanie Thomas (8295 7th Road, Plymouth, IN 46563)

Thomas stated the building was originally built in 1955 and it's been added on to, replaced, and roof work has been done. She stated the portion that we're needing to do now was the roof of the oldest portion of the building. She stated they were having real severe leaks at one spot. She stated that they had submitted 3 proposals for the repair work on that one section instead of the full building now because the rest of the roof was in good condition. She stated the Moose was a family organization and their goal was to help children. She stated Mooseheart was a small little town right outside of Chicago, Illinois that had its own school, homes, church, and that's where we support not only local, but we do support them. She started as the new administrator on March 1<sup>st</sup> and this Summer they donated to the Boys and Girls Club, FOP, Marshall County Humane Society, etc.

Council members Morrow and Culp moved and seconded to approve Resolution No. 2025-1177, A Resolution of the Common Council of the City of Plymouth to Approve the Application of Loyal Order of Moose, Plymouth, Indiana, Lodge No. 741 for a Commercial Revitalization Rebate Program Grant as presented. The motion passed by roll call vote.

Councilman in Favor: Culp, Ecker, Krathwohl, Longanecker, Milner, Morrow and Starr Councilman Opposed: N/A

#### RESOLUTION NO. 2025-1177

A RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PLYMOUTH TO APPROVE THE APPLICATION OF LOYAL ORDER OF MOOSE, PLYMOUTH, INDIANA, LODGE NO. 741 FOR A COMMERCIAL REVITALIZATION REBATE PROGRAM GRANT

WHEREAS, the City has established the Commercial Revitalization Rebate Program to encourage properly owners to renovate existing buildings and to make other real properly improvements. The encouragement is in the form of a rebate to the property owner of an amount not to exceed twenty percent (20%) of the actual project costs directly related to the eligible improvements, not to exceed Twenty-Fire Thousand Dollars (\$25,000.00).

WHEREAS, Loyal Order of Moose, Pyrmouth, Indiana, Lodge No. 741 has made application to the Plymouth Common Council for a Commercial Revitalization Rebate Program grant to assist in the renovation of commercial property at 1225 W. Jefforson Street to replace a portion of the roof. The Council met in a public meeting on November 10, 2025, and heard evidence on the application demonstrating eligible expenses for the renovation with a bid totaling \$22,902.00. The purpose and intent of this resolution is to approve the application as set forth below.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Plymouth as follows:

<u>Section 1</u>, Loyal Order of Moose, Plymouth, Indiana, Lodge No. 741's application for a Commercial Revtalization Rebate Program grant for 1225 W. Jefferson Street, Plymouth, Indiana is hereby approved.

Section 2, The Clerk-Treasurer is authorized to disburse from the appropriate fund, and in accordance with established procedure, a rebate to the applicant consisting of Twenty Percent (20%) of the actual cost incured by the applicant for eligible expenses for the renovation completed on 1225 W. Jefferson Street, Plymouth, Indiana. In no event shall the rebate to the applicant exceed Four Thousand Five Hundred Eighty and 40/100 Dollars (34,560.40).

Section 3. The Clerk-Treasurer is further authorized to transfer money from the City Development Fund to the Community Improvement Fund in an amount necessary to cover the costs of the eligible expenses approved by this resolution.

PASSED AND ADOPTED this 10° day of Novembyl, 2025/ Lan Collect. Jr., Mayor Pro Témpon

ATTEST

Syra In Douk

City Attorney Houin introduced Resolution No. 2025-1178, A Resolution of the Common Council of the City of Plymouth to Approve the Application of Kip Cook for a Commercial Revitalization Rebate Program Grant.

Kip Cook (1044 Angel Street, Plymouth, IN 46563)

Cook stated this was for his building at 204 N. Michigan Street between the two jewelry stores. He stated he bought the building 35 years ago and 30 years ago he put a new roof on it. He stated the back quarter section of it, the part closest to the alley now has some severe leakage and when it was inspected, it was suggested to do the whole roof.

Morrow attested that there was a problem back there because if you try to walk out the back door, you might trip over a bucket. Cook agreed.

Council members Morrow and Starr moved and seconded to approve Resolution No. 2025-1178, A Resolution of the Common Council of the City of Plymouth to Approve the Application of Kip Cook for a Commercial Revitalization Rebate Program Grant as presented. The motion passed by roll call vote.

Councilman in Favor: Culp, Ecker, Krathwohl, Longanecker, Milner, Morrow and Starr Councilman Opposed: N/A

#### **RESOLUTION NO. 2025-1178**

A RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PLYMOUTH TO APPROVE THE APPLICATION OF KIP COOK FOR A COMMERCIAL REVITALIZATION REBATE PROGRAM GRANT

WHEREAS, the City has established the Commercial Revitalization Rebate Program to encourage property owners to renovate existing buildings and to make other real property improvements. The encouragement is in the form of a rebate to the property owner of an amount not to exceed liventy percent (20%) of the actual project costs directly related to the eligible improvements, not to exceed Twenty-Five Thousand Dollars (\$25,000.00); and

WHEREAS, Kip Cook has made application to the Plymouth Common Council for a Commercial Revitalization Rebate Program grant to assist in the renovation of commercial property at 204 N. Michigan Street to replace the roof. The Council met in a public meeting on November 10, 2025, and heard evidence on the application demonstrating eligible expenses for the renovation with a bid totaling \$40,448.00. The purpose and intent of this resolution is to approve the application as set forth below.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Plymouth as follows:

Section 1, Kip Cook's application for a Commercial Revitalization Rebate Program grant for 204 N. Michigan Street, Plymouth, Indiana is hereby approved.

Section 2. The Clerk-Treasurer is authorized to disburse from the appropriate fund, and in accordance with established procedure, a rebate to the applicant consisting of Twenty Percent (20%) of the actual cost incurred by the applicant for eligible expenses for the renovation completed on 204 N. Michigan Street, Plymouth, Indiana. In no event shall the rebate to the applicant exceed Eight Thousand Eighty-Nine and 60/100 Dollars (\$8,089.60)

Section 3. The Clerk-Treasurer is further authorized to transfer money from the City Development Fund to the Community Improvement Fund in an amount necessary to cover the costs of the eligible expenses approved by this resolution

PASSED AND ADOPTED this 10th day of November, 2025.

TTEST:

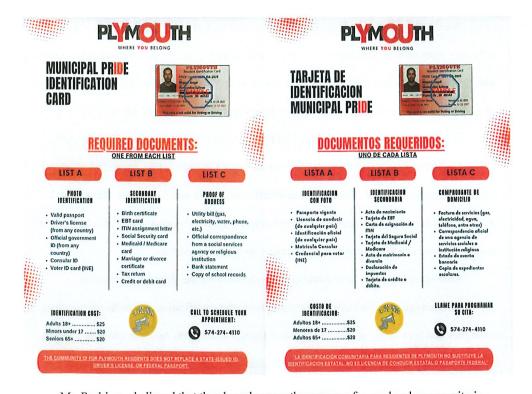
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Houin stated the next resolution on the agenda was being reworked and it would be back in a different form for their next meeting.

Ed and Norma Rodriguez of La Voz Unida were present to provide a PRIDE Card Update.

Mr. Rodriguez stated it was last year when they approached the council to give an update on the

PRIDE card. He stated that LA Voz Unida was a 501(c)(3) organization here in Plymouth and read
their mission statement. He provided a handout to the council as seen below:



Mr. Rodriguez believed that they have become the resource for our local community in helping with translations, interpretations, and truly trying to bridge our community. He stated these PRIDE cards offer our residents the opportunity to fill a prescription, to obtain a public library card, and get access to schools. He stated these were things that you and I take for granted that these folks do not. He stated they do not qualify for a state issued ID mainly because of one category, that they do not have a social security number. He stated that since 2020 we have generated over 600 identification cards for our residents. He stated in their research to find their own printer that it was \$12,000-\$15,000 to buy a printer like the one utilized by their partner La Casa de Amistad in South Bend. He stated they had been working very closely with the Knights of Columbus and Marshall County Community Foundation. He stated they had been traveling and working very hard to pass a driving privilege card bill proposal. He listed they had been to Columbus City, Ligonier, Bloomington, etc. and achieved 15 resolutions showing support for the residents in Indiana. He stated in generating 600 identification cards to the tune of \$25 each they had effectively handed \$15,000 to La Casa de Amistad to take back up to South Bend so the Knights of Columbus were generous enough to work with them and in the past six weeks have purchased our own printer. He stated they did not buy the very nice one and had to start with the very generic one for \$3,000. He stated the reason for this printer was so that La Voz Unida could self-sustain. He stated they are continuing their work not just in Plymouth and listed Logansport, Bremen, Ligonier, and Warsaw as potential options. He stated it would be nice to generate their own income, so they did not have to

worry about grants. He thanked the council, referenced a lot of good that this city has, and efforts from the Empowerment Committee to strengthen the community. He stated they had been working with the Marshall County Neighborhood Center to try and help them with the resources that they offer and deter folks from abusing and taking things they don't even need. He stated they want to reach out to some nursing homes and the Lighthouse Autism Center for use with these cards.

Mrs. Rodriguez stated through the Empowerment Committee they were also educating members of the community regarding cultural differences. She stated it started with maybe 7 members and has went up to around 25-30 individuals that come once a month who have really developed to be able to share and communicate with differing people.

Starr asked how they were working with healthcare of the Hispanic community.

Mr. Rodriguez replied that it was tricky due to the qualifications for different programs. He stated they had been working with the Marshall County Council on Aging to encourage folks to come out and participate. He stated these were areas with a lot of struggles as people were not accustomed to that. He stated the Hispanic community seldom places folks in nursing homes and rather stay in the homes until they pass. He stated part of what they were after was educating people that it was okay. He stated for seniors it was a little difficult, so the primary focus was on the children by trying to break barriers and have them participate more in extracurricular activities at schools, programs, etc.

Marshall County EMA Director Jack Garner was present to provide an annual update and offer an event invitation to the council. Garner provided a flyer as seen below:

# EMA Public Safety Town Hall



Join the Marshall County EMA Director to learn about his vision for the agency's future! Help shape emergency planning response, and recovery in Marshall County by providing your input. All public safety professionals are encouraged to attend and share what they believe EMA can do to help their organization accomplish great things. All comments - supportive AND critiques - are welcomed!

WHO:

WHERE:

WHEN:

WHEN:

WHEN:

WHEN:

WHEN:

Two sessions (only attend one)

Thursday, December 4

1-3 PM

or

6-8 PM

Garner stated this was a chance for all the public safety officials to get together in Marshall County. He stated that included our first responders, elected officials, school safety officials, public health, etc. to have a conversation about what emergency management should look like in Marshall County. He started in this position two years ago, fresh out of college, so there had been a whole lot of learning over these last two years and training that had to be completed. He explained it was now time to hit the ground running. He stated he had bounced a lot of ideas between his advisory board and the county commissioners for projects over the next few years for this agency and wanted some public input on that. He stated the first hour would include PowerPoints explaining what emergency management was and then talking about his vision for the agency. He stated the second hour would be a chance for everyone to discuss what my agency can do for you. He stated there had been a distance between the towns and cities between that department at the county level and what happens at the city level, but he would like to build that back up. He explained the county was not here to take over for you in a time of emergency but instead here to provide resources for you.

Ecker asked if this was the first meeting of this type. He asked if there was something around a year ago like this.

Garner replied that there was one at the United Way back in May and stated that Ecker was at that one. He stated that was more of a training for elected officials for what their role was in an incident command type scenario. He stated this one would be more collaborative and talking about the hyper local focus here in Marshall County. He stated this was the first of this he could think of. He listed that he had Elkhart County Commissioners and Fulton County Commissioners coming with their EMA Directors to see if this would be something they want to do in their counties too.

Morrow asked about the open-door laws with the council getting together.

Garner replied that was why he split it into two sessions so if there was not a majority in the same session that he believed they should be good. He stated it was the same thing they had to work through with the commissioners and other councils too.

There were no updates on ONE Marshall County.

City Attorney Houin provided an update on the Comprehensive Plan. He stated the work had been spread out among these subcommittees that are doing fantastic things. He stated they heard from Norma and Ed Rodriguez about the Empowerment Subcommittee and the turnout they have. He stated Jack Garner was also assisting with organization of a young adult committee to discuss ideas about the future of the city. He stated that Plan Director Ty Adley brought him a stack of proposed amendments to our zoning and subdivision ordinances to streamline things and make it

both more consistent and easier to navigate. He stated we were seeing a lot of work at the committee level and a lot of good progress.

Council members Starr and Krathwohl moved and seconded to accept the following communications:

- Minutes of the Board of Public Works and Safety meeting of October 27, 2025
- November 10, 2025 Check Register
- 2025 Q3 Council Report Baker Tilly
- October 28, 2025 Technical Review Committee Minutes
- October 7, 2025 Board of Zoning Appeals Minutes
- October 7, 2025 Plan Commission Minutes
- July 7, 2025 Park Board Minutes
- September 2, 2025 Park Board Minutes
- October 6, 2025 Park Board Minutes

The motion carried.

There being no further business to come before the Council, Council members Longanecker and Milner moved and seconded to adjourn. President Pro Tempore Ecker declared the meeting adjourned at 7:31 p.m.

Lynn M. Gorski Clerk-Treasurer

APPRØVED

Donald Ecker Jr., President Pro Tempore