

CITY OF PLYMOUTH  
PLYMOUTH REDEVELOPMENT AUTHORITY  
THURSDAY, MARCH 4, 2021 7:30 AM

Official Meeting Minutes

**1. Call to Order – Roll Call:** Chairman Gentine called the meeting to order at 7:30 AM. Members present were Lee Gentine, Donna Hahn, Jackie Jarvis, Randy Schwoerer, Ken Pannier, Ronna O’Toole and John Nelson. Deputy Clerk / Treasurer Anna Voigt, Mayor Donald Pohlman, Director of Public Works Cathy Austin and City Administrator Jordan Skiff were also in attendance.

**2. Approval of Agenda:** Schwoerer moved to approve agenda; Jarvis seconded. Motion carried.

**3. Approval of December 3, 2020 Meeting Minutes:** Jarvis moved to approve the minutes; Schwoerer seconded. Motion carried.

**4. Discussion about Progress and fundraising on the Eastern Ave Arch and Mill St. Trestle:** Gentine passed around pictures of the proposed arch/trestle. Gentine mentioned that when the pieces of the arch were going to be delivered there would have to be a lane closure. Director Austin stated that she was not made aware of a lane closure. Administrator Skiff stated there may need to be a street permit filled out. Gentine asked the board members if they preferred the logo in the middle of the trestle or two on each side of the trestle. The members agreed on the logo in the middle of the trestle. Mayor Pohlman suggested making the logos as big as possible to fill up the panel of the trestle so it is visible from the road. Gentine stated that the Plymouth Advancement Association would be marketing a go fund me page for the arch. The arch currently has funding from the City and what the Plymouth Advancement Association as raised.

**5. Discussion of the Walldog Event:** Gentine stated that Nancy Bennett, Walldog founder, will be in charge of the event in Plymouth. It will be considered a Walldog Event. Gentine asked the committee if they would like to have one large event with the maintenance of the murals and the new murals. The other option would be maintaining the murals separate and the new murals as the large event. O’Toole stated that it could be easier to get volunteers if the events were separate.

**a. Discussion of Maintenance Agreements**

Gentine explained that Plymouth Advancement Association could take care of the maintenance agreements with the 4 new murals. A draft of the agreement is currently being worked on.

**b. Possible action to transfer to the Plymouth Advancement Association**

Gentine explained to the committee the benefits of transferring the Walldog event to Plymouth Advancement Association. The financing and insurance would all be taken care of through the Plymouth Advancement Association eliminating the timing issues if everything had to be run through the City. Jarvis made a motion the Walldog event and account be transferred to Plymouth Advancement Association, Hahn seconded.

**6. Discussion of Accounting for the Cheese Counter**

Gentine explained that the Cheese Counter is looking into using a different accounting firm. Staff is meeting with Huberty to discuss options. Further discussion will be at an upcoming RDA meeting.

**7. Discussion and possible action to update Cheese Counter Apartment Lease**

Manger Foss explained that there is a tenant that would like to get a small dog. Nelson stated security deposits rarely cover damage from pets. Jarvis made a motion to draft a proposal for tenants to have pets, Hahn seconded.

**8. Discussion about Cheese Capital of the World trademark application with the USPTO**

Gentine explained that the Cheese Capital of the World (CCOW) trademark was registered with the State but was never registered with the US Patent and Trademark Office (USPTO). Nelson made a motion to register the CCOW trademark with the USPTO, Schwoerer seconded.

**9. Information needs for the county “Someplace Better Plymouth” Campaign**

This item is being held over to the next meeting.

**10. Update from Cheese Counter General Manager**

Foss stated that they made it through the slowest months of the year. The warmer weather has brought in more people.

**11. Communication – Letters, Emails, or Reports Related to the Redevelopment Authority (Staff, Chairperson, Members, etc.):**

Gentine stated that Lola from the Osthoff plans to open a furniture store in the old Salvation Army building. Gentine expressed his enthusiasm about all the businesses opened in the Plymouth downtown in 2020. O’Toole shared that they would be opening a café in the old Exchange Bank Coffee House.

**12. Adjournment:** Nelson moved to adjourn the meeting; Schwoerer seconded. All voted aye. Motion carried.

Minutes Submitted by: Anna Voigt, Interim Clerk / Treasurer