

**CITY OF PLYMOUTH**  
**Revolving Loan Committee Meeting**

**MEETING MINUTES**

**1. Call to order and roll call:** Mayor Pohlman called the meeting to order at 9 AM. Members present were Mayor Don Pohlman, Diane Gilson, Donna Hahn, Gary Kramer Mel Blanke and Scott Flood. Also present were City Administrator/Utilities Manager Tim Blakeslee, Clerk Anna Voigt, and Interim Finance Director Chris Russo. John Knowles, JJ Knowles and Micheal Knowles were also present from Plymouth Industries.

**2. Approve August 21, 2023 Meeting Minutes:** Motion was made by Gilson/Blanke to approve the minutes from August 21. A unanimous aye vote was cast. Motion carried.

**3. Discussion and Possible Action on RLF Application from Plymouth Industries Inc:** City Administrator/Utilities Manager Blakeslee explained that the City of Plymouth Revolving Loan Fund was recently reestablished by the City. Plymouth Industries submitted a loan application in April 2023 knowing that the City was working on reestablishing the program. John Knowles spoke about their project. They are adding on to their building and machinery. The goal of the expansion and new machinery is to keep good employees. Blanke spoke about the past loans Plymouth Industries has had through the Revolving Loan Committee in the past. Blanke asked if this expansion will create jobs. Knowles answered this will help keep current employees and to grow in the future. Kramer asked if creating jobs were part of the program. Blakeslee answered since this program has been defederalized there is no longer a requirement to create a certain number of jobs. Gilson asked about the completion date on the application, it has a completion date of August 2023. Knowles answered that they are still not done. There have been delays causing them not to have the project done yet. Motion was made by Kramer/Flood to recommend the loan request from Plymouth Industries to the Common Council.

**4. Adjournment:** Motion was made by Hahn/Gilson to adjourn the meeting. A unanimous aye vote was cast. Motion carried.