

**CITY OF PLYMOUTH, WISCONSIN
TUESDAY, APRIL 26, 2022 COMMON COUNCIL MEETING
128 SMITH ST. PLYMOUTH, WI 53073**

MEETING MINUTES

1. **Call to order and roll call:** Mayor Don Pohlman called the meeting to order at 7:00 PM. On call of the roll, the following Alderpersons were present: Amy Odekirk, Charles Hansen, Diane Gilson, Greg Hildebrand, Jim Wilson, Bob Schilsky, John Nelson, and Angie Matzdorf. Also present were: Interim City Administrator/Utilities Manager Cathy Austin, Police Chief Jeff Tauscheck and City Clerk Anna Voigt.
2. **Pledge of Allegiance.**
3. **Approval of the Consent Agenda (Alderpersons may request removal of item(s), or part thereof without debate or vote):** Motion was made by Hildebrand/Odekirk to approve all the items listed. Upon the call of the roll, all voted aye. Motion carries.
 - A. **Approve minutes of the meeting held Tuesday, April 19, 2022**
 - B. **Approve City and Utility Reports:**
 - I. **Electric, Water and Sewer Sales Report – March 2022**
 - II. **Utility Related Write Offs for April - \$1,813.56**
 - III. **List of City & Utility Vouchers dated 3/1/22-3/31/22**
 - C. **Building Report for March 2022 – 29 permits estimated at \$384,255.00**
 - D. **Minutes acknowledged for filing – Housing Authority: April 6 – Community Television: March 21 – Plan Commission: April 7 – Downtown Design Guidelines Ad Hoc Committee: April 14 – Library Board: March 7**
 - E. **Approve Application for Event: Dire Dyes Open / Disk Golf Tournament / Meyers Park – July 30, 2022**
 - F. **Approve Application for Event / Street Closure: Plymouth Advancement Association – Fallooza / Saturday, October 1, 2022 from 7:00 AM – 5:00 PM. Request to close Mill St. west of Eastern Ave to Caroline St.**
 - G. **Approve Application for Event: American Legion / Konrad Kaczkowski – Memorial Day Parade / May 30, 2022 from 10:00 AM – 11:00 AM.**
4. **Audience Comments:** Citizens comments must be recognized by the mayor or presiding officer and are limited to three minutes per person from those signed in on the registration sheet located at the back of the Council Chambers prior to the start of the meeting: Alder. Hansen congratulated Police Chief Tauscheck on his retirement and thanked him for his years of service. Alder. Nelson thanked the city of helping with Maple Festival. Nelson stated that the festival was success and plans to do it again next year.
5. **Items removed from Consent Agenda:**
6. **CITIZEN COMMITTEE APPOINTMENTS:**

Announce Mayoral appointments: The Mayor announced his appointment for Plan Commission as stated.

 - A. **Plan Commission (3 yr. term) – *Scott Van Norwick***

Mayoral Appointments requiring Council approval: Motion was made by Wilson/Schilsky to approve appointments A – D. A unanimous aye vote was cast. Motion carried.

 - A. **Library Board (3 yr. term) – *Paul Norlander***
 - B. **Park Committee (5 yr. term) – *Mark Levandowski***
 - C. **Public Safety Committee (2 yr. term) – *Steve Douglas and Al Kranick***
 - D. **Room Tax Commission (1 yr. term) – *Mary Hauser***
 - E. **Downtown Design Guide Ad Hoc Committee**

7. **Resolutions:**

- A. **No. 3 – Resolution Amending the 2021 Budget Appropriations to the Health Insurance Internal Service Fund:** Interim City Administrator/Utilities Manager Austin stated that resolution 3 is clean up to the budget from the audit. The Health Insurance Internal Service Fund was overfunded. This resolution approves the overfunded amounts be transferred to the General Fund and Utility Fund. Motion was made by Hildebrand/Nelson to approve resolution 3 of 2022. Upon the call of the roll, all voted aye. Motion carries.
- B. **No. 4 – Resolution Amending the Building Code Fee Schedule:** Interim City Administrator/Utilities Manager Austin explained that resolution 4 is amending some of the building code fees. There is an increase to deck & porches, commercial/temporary electrical service, and fire sprinkler protection. Motion was made by Wilson/Hansen to approve resolution 4 of 2022. Upon the call of the roll, all voted aye. Motion carries.
- C. **No. 5 – Resolution of Commendation for Police Chief and Director of Public Safety Jeff Tauscheck:** Mayor Pohlman presented Police Chief Tauscheck a resolution of commendation and thanked him for his 42 years of service to the City of Plymouth. Motion was made by Hildebrand/Schilsky to approve resolution 5 of 2022. A unanimous aye vote was cast. Motion carries.

8. **New Business:**

- A. **Award contract to William/Reid for Weir Gate Replacements in the amount of \$66,134:** Interim City Administrator/Utilities Manager Austin explained that part of the 2022 Capital Improvement Plan, funds were allocated to replace a weir gate in the aeration tanks at the Wastewater Treatment Plant. Since the time of the budget, another gate has become inoperable. The proposal is to purchase 2 new gates and install 3 gates. Motion was made by Nelson/Odekirk to award contract to William/Reid for weir gate replacements in the amount of \$66,134. Upon the call of the roll, all voted aye. Motion carries.

9. **Entertain a motion to go into closed session for the following:** Motion was made by Nelson/Hansen to go into closed session. Upon the call of the roll, all voted aye. Motion carries.

Pursuant to Wis. Stat. 19.85 (1)(g) conferring with legal counsel for the government body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved regarding a claim from Heather Allen

10. **Entertain a motion to go into open session:** Motion was made by Wilson/Hildebrand to go into open session. Upon the call of the roll, all voted aye. Motion carries.

11. **Discussion and possible action on closed session item:** Motion was made by Hildebrand/Gilson to deny the claim from Heather Allen. Upon the call of the roll, all voted aye. Motion carries.

12. **Adjourn to 7:00 PM on Tuesday, May 10, 2022:** Motion was made by Wilson/Odekirk to adjourn. A unanimous aye vote was cast. Motion carries.