

**CITY OF PLYMOUTH, WISCONSIN  
TUESDAY, SEPTEMBER 13, 2022 COMMON COUNCIL MEETING  
128 SMITH ST. PLYMOUTH, WI 53073**

**OFFICIAL 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: Charles Hansen, Angie Matzdorf, Bob Schilsky, Jim Wilson, Diane Gilson, John Nelson, Amy Odekirk and Greg Hildebrand. Also present were: City Administrator/Utilities Manager Tim Blakeslee, Director of Public Works/City Engineer Cathy Austin, Interim Police Chief Matthew Starker, Building Inspector Pete Scheuerman, Electrical Operations Manager Ryan Roehrborn, Human Resource Specialist Leah Federwisch and City Treasurer/Deputy Clerk Brenda Hanson.
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/Schilsky to approve all the items listed. Upon the call of the roll, all voted aye. Motion carried.
  - A. **Approve minutes of the meetings held Tuesday, August 30, 2022**
  - B. **Approve City and Utility Reports:**
    - I. **List of City & Utility Vouchers dated 8/1/22-8/31/22**
  - C. **Building Report for August 2022 – 49 permits estimated at \$1,112,089.00**
  - D. **Minutes acknowledged for filing – Police & Fire Commission: August 23: Finance & Personnel Committee: August 30**
  - E. **Approve Annual Mobile Home Park Application: Schmidt Properties – Cedar View Mobile Home Park**
  - F. **Approve Application for Event: Faith Baptist Church – Community Hymn Sing, to be held at the Band Shell on September 24, 2022 from 7 PM-9 PM. Requests Park Shelter Fee be waived.**
  - G. **Curt Witynski and Gail Sumi Proclamation**
  - H. **Approve Position Description for Wastewater Superintendent**
  - I. **Approve Position Description for Director of Public Safety/Assistant Director of Public Safety.**
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.** Chet Gerlach - State Assembly candidate thanked Council for the work they do. He gave personal background, previous 34 year political background and explained why he is back running for office this year. Gerlach stated that if elected he will work with the Mayor and Council as a partner for the community addressing the concerns and problems of the City of Plymouth.
5. **Items removed from Consent Agenda: None**
6. **Proclamation:**
  - A. **Recognition of POW/MIA Week in the City of Plymouth on September 11-17, 2022:** Mayor Pohlman stated the ceremony will be at City Hall,

Friday, September 16th at 8am to commemorate the POW/MIA proclamation. Nelson/Hansen moved to recognize POW/MIA Week in the City of Plymouth. A unanimous aye vote was cast. Motion carried.

7. **New Business:**

**A. Agreement between the City of Plymouth and INDWIS Inc for Building Inspection Services:** Blakeslee explained that INDWIS is Pete Scheuerman, the Building Inspector/Zoning Administrator. His contract was approved in 2018 with zoning duties added in 2022. He plans to step down in October 2024. This agreement continues until that time with the terms of the agreement remaining the same as the 2018 and zoning 2022 agreements giving the City time for Pete's transition. Motion by Nelson/Odekirk to update contract with INDWIS for building inspection services. Upon the call of the roll, all voted aye. Motion carried.

**B. Approve Utility Transformer Sale:** Blakeslee explained that in 2019 Plymouth Utilities rebuilt substation 2 changing the transformer voltage resulting in a transformer not being used. A request was received by Mazomanie Utility to purchase the transformer transporting it the final location for \$30,000. For Plymouth Utilities to dispose of the transformer, the transportation and disposal cost would be Plymouth's responsibility. Plymouth Utilities is comfortable with the sale and Electric Operations Manager Ryan Reoburn is available for more detailed questions. In the event substation 3 were to go down, the Utility could operate without it and conduct repairs as necessary. Motion Nelson/Matzdorf to approve the sale of transformer to Mazomanie. Nelson asked if testing would occur in Mazomanie or Plymouth. Roerburn confirmed that testing would occur on site in Plymouth. He also stated that test records are available from when it was taken out of service and those have been shared with Mazomanie. Upon the call of the roll, all voted aye. Motion carried.

8. **Entertain a motion to go into closed session for the following:** Motion by Hildebrand/Odekirk to go into closed session. Upon the call of the roll, all voted aye. Motion carried.

**A. Pursuant to Wis. Stat. 19.85 (1) (c) and (e) considering employments, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session – Police Union Contract, 2023-2025**

**B. 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 – Jack Roe Litigation**

9. **Entertain a motion to go into open session:** Motion by Wilson/Odekirk to go into open session. Upon the call of the roll, all voted aye. Motion carried.

10. **Discussion and possible action on closed session items:** Motion by Hildebrand/Nelson to approve Police Union Contract 2023-2025. Upon the call of the roll, all voted aye. Motion carried.
11. **Adjourn to 7:00 PM on Tuesday, September 27, 2022:** Motion by Odekirk/Gilson to adjourn. Upon the call of the roll, all voted aye. Motion carried.