

**CITY OF PLYMOUTH, WISCONSIN  
TUESDAY, OCTOBER 31, 2023 COMMON COUNCIL MEETING  
128 SMITH ST. PLYMOUTH, WI 53073**

**OFFICIAL MINUTES**

1. **Call to order and roll call:** Mayor Donald Pohlman called the meeting to order at 7:15 PM. On the call of the roll, the following Alderpersons were present: Greg Hildebrand, Angie Matzdorf, Dave Herrmann, Diane Gilson, Mike Penkwitz, Jeff Tauscheck, and John Nelson. Also present were: City Administrator/Utilities Manager Tim Blakeslee, Director of Public Works Cathy Austin, Police Chief Ken Ruggles, HR Specialist Leah Federwisch
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/Tauscheck to approve the consent agenda. Upon the call of the roll, all voted aye. Motion carried.
  - A. **Approve minutes of the meeting held Tuesday, October 10, 2023**
  - B. **Approve City and Utility Reports:**
    - I. **Electric, Water and Sewer Sales Report – September 2023**
    - II. **Utility Related Write Offs for October - \$1,997.75**
  - C. **Minutes acknowledged for filing – Plan Commission: October 5 – Finance and Personnel Committee: October 10 – Revolving Loan Committee: October 10**
  - D. **Approve Temporary “Class B” and Class “B” Alcohol License for Plymouth Historical Society – Wine & Cheese Evening: “A Christmas Fundraiser”, to be held at 420 E Mill St. on November 16, 2023 at 4 PM – 8 PM.**
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. None
5. **Items removed from Consent Agenda:** None
6. **New Business:**
  - A. **Recognition for Assistant Fire Chief Rory Beebe:** Fire Chief Ryan Pafford congratulated Assistant Chief Rory Beebe as the First Responder of the Year for the 27<sup>th</sup> Assembly District. Assistant Chief Beebe has served Plymouth and the surrounding areas since 1980. Beebe has held various positions ranging from responder to instructor. Beebe embodies the spirit of public service.
  - B. **Recognition to Angela Rivers Certo for Amazing Compassion and Decisive Action:** Chief Ken Ruggles presented a citizen award to Angela “Angel” Rivers Certo for her compassion and decisive action for a child in need during a lawn mower accident.
  - C. **Approval of Revolving Loan Klips and Tips Term Sheet – City**  
Administrator / Utilities Manager Blakeslee explained Applicant Terri Hollister submitted a loan application in September of 2023 for Klips and

Tips which purchased a new location on Eastern Ave. The Revolving Loan Committee recommended a 10 year amortization schedule with a balloon payment in 5 years. Motion was made by Hildebrand/Nelson approved the term sheet as presented. Upon the call of the roll, all voted aye. Motion carried.

- D. Appoint Jim Droste to Plan Commission** – Mayor Appointed Jim Droste to Plan Commission with a term ending May 2025
  - E. Appoint John Nelson to Redevelopment Authority:** Mayor appointed John Nelson to the Redevelopment Authority. Motion was made by Hildebrand/Tauscheck to approve John Nelson to the RDA. A unanimous aye vote was cast. Motion carried.
  - F. Approve Rescinded Taxes for 20 Suhrke Rd (59271818753) for 2019, 2020, and 2021** – Clerk/Deputy Treasurer Voigt explained the owners of 20 Suhrke Rd contacted the County Treasurer about an error in their property assessment. 20 Suhrke Rd is part of a condo and was assessed the same as the other side of their building. The owners stated their side is a 2 bedroom, 2 bath with an unfinished basement compared to 18 Suhrke Rd that has 3 bedroom, 2 bath, and a finished basement. The Assessor and County Treasurer agreed the property wasn't assessed properly. The total refund for 2019, 2020, and 2021 is \$1,000.64. Motion was made by Herrman/Matzdorf to approve the refund amount of \$1,000.64. Upon the call of the roll, all voted aye. Motion carried.
  - G. Announce Public Hearing to be held at Common Council Tuesday, November 14, 2023 at 7:00 PM in Room 302 at City Hall, 128 Smith Street, Plymouth, WI regarding the proposed 2024 Budget followed by consideration of adoption of the 2024 Budget**
7. **Entertain a motion to go into closed session for the following:** Motion was made by Nelson/Herrmann to go into closed session. Upon the call of the roll, all voted aye. Motion carried.
- 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 claim from Leichtle
8. **Entertain a motion to go into open session:** Motion was made by Tauscheck/Herrman to go into open session. Upon the call of the roll, all voted aye. Motion carried.
9. **Discussion and possible action on closed session item:** None
10. **Adjourn to 7:00 PM on Tuesday, November 14, 2023:** Motion was made was made by Gilson/Herrmann to adjourn the meeting. A unanimous aye vote was cast. Motion carried.