

**CITY OF PLYMOUTH, WISCONSIN
TUESDAY, NOVEMBER 12, 2024 COMMON COUNCIL MEETING
7:00 PM COUNCIL CHAMBERS, ROOM 302
128 SMITH ST. PLYMOUTH, WI 53073**

OFFICIAL MINUTES

1. **Call to order and roll call:** Mayor Pohlman called the meeting to order. On the call of the roll the following were present: Angie Matzdorf, Diane Gilson, John Binder, Dave Herrmann, John Nelson, Mike Penkwitz, Jeff Tauscheck and Greg Hildebrand. Also present: City Administrator/Utilities Manager Tim Blakeslee, Police Chief Ken Ruggles, Deputy Police Chief Matt Starker, Director of Public Works Cathy Austin, and City Clerk Anna Voigt.
2. **Pledge of Allegiance**
3. **Approval of the Consent Agenda (Alderspersons may request removal of item(s), or part thereof without debate or vote):** Motion was made by Tauscheck/Herrman 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 29, 2024**
 - B. **Approve City and Utility Reports:**
 - I. **List of City & Utility Vouchers dated 10/01/2024 – 10/31/2024**
 - C. **Minutes acknowledged for filing – Committee of the Whole: October 29 - Community Television: October 7**
 - D. **Building Report for October 2024 – 37 permits at \$3,910,648**
 - E. **Approve Request to Sell Department of Public Works Surplus Equipment**
 - F. **Approve Temporary “Class B” and Class “B” Alcohol License for Plymouth Historical Society – Plymouth Historical Society’s Wine & Cheese Event, to be held at 420 E Mill St. on November 21, 2024 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. **Awards**
 - A. **Meritorious Conduct Award for Officer Konstanz:** Police Chief Ruggles presented Officer Nick Konstanz with a Meritorious Conduct Award for his commitment to always treat everyone with dignity and respect. Officer Konstanz found a gentleman walking around in the middle of the night in August out of sorts. He later found out this gentleman had been receiving treatments of chemo and sometimes finds it difficult to sleep and went for walk to ease his mind. This gentleman was a City’s Alderperson Greg Hildebrand. Hilderbrand thanked officer Konstanz for his respect that night and it meant a lot to him. Alder Hilderbrand wanted to make sure in talking with the Chief, Officer Konstanz knew he was appreciated as an officer in the City of Plymouth.

7. **Public Hearings followed by Council Discussion and Possible Action:**

- A. Resolution No. 11 Adopting the Annual Budget, Making Appropriations, and Levying 2024 Property Taxes** – Mayor Pohlman opened the public hearing at 7:05 PM. City Administrator/Utilities Manager Blakeslee explained the 2025 Budget has a levy decrease of 0.63%, there is a 1.67% assessed tax rate increase from 5.92 per thousand to 6.06 per thousand. There is a 0% increase to water and wastewater utility rates. Blakeslee noted there were no significant changes from the budget work sessions. The City and the Utility continue to deal with high equipment costs and longer equipment lead times, City staff will continue to seek out ideas and strategies that will not only maintain, but improve the infrastructure, financial stability, and quality services of the City. There being no public comment the Mayor called the public hearing closed at 7:08 PM. Motion was made by Nelson/Tauscheck to approve Resolution No. 11 Adopting the Annual Budget, Making Appropriations, and Levying 2024 Property Taxes. Upon the call of the roll, all voted aye. Motion carried.
- B. Ordinance No. 18 An Ordinance Amending the City of Plymouth, Wisconsin Comprehensive Plan Existing Land Use Map and Future Land Use Plan Map by Changing Property from Agriculture and Commercial to Residential (Parcel #59271829009)** – Mayor Pohlman opened the public hearing at 7:09 PM. City Administrator/Utilities Manager Blakeslee explained Parcel # 59271829009 is located on the south side of Columbia Dr., west of the Baymont Hotel, Terrace Realty is requesting a comprehensive plan amendment and rezoning for a proposed senior housing / workforce housing development. Ordinance No. 18 and 19 are for the same parcel. There being no public comment the Mayor called the public hearing closed at 7:12 PM. Motion was made by Binder/Hildebrand to approve Ordinance No. 18. Upon the call of the roll, all voted aye. Motion carried.
- C. Ordinance No. 19 An Ordinance Amending Section 13-1-21, Zoning Map of the Zoning Code of the City of Plymouth (Parcel #59271829009)** – Mayor Pohlman opened the public hearing at 7:13 PM. City Administrator/Utilities Manager Blakeslee explained the comprehensive plan future land use map lists Parcel # 59271829009 as Commercial. Terrace Realty is requesting approval of a comprehensive plan amendment to designate the parcel as Residential. There being no public comment the Mayor called the public hearing closed at 7:14 PM. Motion was made by Tauscheck/Matzdorf to approve Ordinance No. 19. Upon the call of the roll, all voted aye. Motion carried.
- D. Ordinance No. 20 an Ordinance Amending Section 13-1-21, Zoning Map of the Zoning Code of the City of Plymouth (Parcel #59271821078)** – Mayor Pohlman opened the public hearing at 7:15 PM. City Administrator/Utilities Manager Blakeslee explained parcel #59271821078 is located south of Jimmy John's, Scooter's, Advanced Auto Parts, and vacant parcel 59271821077. Plankview Green Development, LLC is requesting a rezoning for an upcoming multi-family residential project. There being no public comment the Mayor called the public hearing closed at 7:16 PM. Motion was made by Hildebrand/Tauscheck to approve Ordinance No. 20. Upon the call of the roll, all voted aye. Motion carried.

8. Ordinance:

A. Ordinance No. 21 an Ordinance Amending Section 15-1-4 of the City of Plymouth, Wisconsin General Ordinances Regarding Adoption of Camping Unit State Code –City Administrator/Utilities Manager Blakeslee explained from time to time the State of Wisconsin updated the Uniform Dwelling Code. Through the process of notifying the State about the City’s switch in building inspectors, staff became aware that the City of Plymouth has not adopted SPS 327, which pertains to camping units/sites. Motion was made by Herrmann/Gilson to approve Ordinance No. 12. Upon the call of the roll, all voted aye. Motion carried.

9. New Business:

A. Discussion and Possible Action of Ski-Hill License Agreement Approval – City Administrator/Utilities Manager Blakeslee explained that Nutt Ski Hill has not been used for organized winter recreation since February 2014. Over the past two years, a group of Plymouth community members formed a non-profit organization, Cheese Capital Winter Park LLC, to explore the reestablishment of Nutt Ski Hill for winter activities. At the Plan Commission meeting on November 7, 2024, they unanimously recommended the Common Council approve the Nutt Ski Hill Exclusive License with Cheese Capital Winter Park LLC. Motion was made by Matzdorf/Tauscheck to approve the Exclusive License Agreement for Nutt Ski Hill. Upon the call of the roll, all voted aye. Motion carried.

B. Discussion and Possible Action of Sargento Development Agreement Update – City Administrator/Utilities Manager Blakeslee explained the City of Plymouth and Sargento entered into a Development Agreement in July 2019 in which the City vacated the cul-de-sac of Sunset Dr. to allow Sargento to construct a private roadway and parking area. In exchange, Sargento would reconstruct, at its cost, the cul-de-sac of Sunset Dr. further to the south. This agreement extends the time-period of the agreement to September 2025. Motion was made by Penkwitz/Hildebrand to approve the first amendment to development agreement for Sargento Foods Inc. Upon the call of the roll, all voted aye. Motion carried.

C. Discussion and Possible Action of Substation Relay Panels – City Administrator/Utilities Manager Blakeslee explained the Plymouth Utilities is responsible for construction and maintenance of electrical distribution lines to local homes and businesses. The Public Service Commission (PSC) approved the Certificate of Authority (CA) to construct a new substation in the Town of Mitchell on February 1, 2024 and issued their final order on March 4, 2024. Now that the final order for the CA has been issued, staff is moving forward with bidding the various components of the substation project. Bids for the Substation #5 Relay Panels were opened on October 30, 2024. The low bid was EP2 totaling \$201,044. The bids are higher than budgeted; however, the scope of the original budget has expanded to include an additional panel SCADA. Motion was made by Nelson/Herrmann to approve Plymouth Substation #5 Relay Panels from EP2 totaling \$201,044 subject to attorney/staff review and approval of the terms and conditions. Upon the call of the roll, all voted aye. Motion carried.

- 10. Entertain a Motion to go into Closed Session for the Following:** Motion was made by Nelson/Tauscheck to go into closed session. Upon the call of the roll, all voted aye. Motion carried.
Pursuant to Wis. Stat. 19.85 (1) (e) 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 - SCEDC
- 11. Entertain a Motion to go into Open Session:** Motion was made by Hildebrand/Tauscheck to go into open session. Upon the call of the roll, all voted aye. Motion carried.
- 12. Discussion and Possible Action on Closed Session Item:** None
- 13. Adjourn to 7:00 PM on Tuesday, November 26, 2024:** Motion was made by Tauscheck/Herrmann to adjourn the meeting. A unanimous aye vote was cast. Motion carried.