

**CITY OF PLYMOUTH, WISCONSIN  
TUESDAY, MARCH 11, 2025 COMMON COUNCIL MEETING**

**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, Greg Hildebrand, Diane Gilson, John Binder, Dave Herrmann, John Nelson, Mike Penkwitz and Jeff Tauscheck. Also present: City Administrator/Utilities Manager Tim Blakeslee, City Attorney Crystal Fieber, Director of Public Works Cathy Austin, Police Chief Ken Ruggles, Deputy Police Chief Matt Starker, Electrical Operation Manager Ryan Roehrborn, IT Manager Dave Augustin, Library Director Leslie Jochman and City Clerk/Deputy Treasurer 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):** Nicole Hansen from Nourish spoke about the Farmers Market at Stayer Park on Thursdays from June – October. Motion was made by Penkwitz/Binder to approve the consent agenda. Upon the call of the roll, all voted aye. Motion carried.
  - A. **Approve minutes of the meeting held Thursday, February 27, 2025**
  - B. **Approve City and Utility Reports:**
    - I. **List of City & Utility Vouchers dated 02/01/2025 – 02/28/2025**
  - C. **Minutes acknowledged for filing — Library Board: February 3 – Community Television: February 10 - Police & Fire Commission: February 11 – Public Works and Utilities: February 27 - Committee of the Whole: February 27 - Housing Authority: March 5**
  - D. **Building Report for February 2025 – 21 Permits at \$9,185,585**
  - E. **Approve Application for Event from Nourish Farms, Inc.: Plymouth Farmers Market, to be held Thursdays, June – October. Request for Stayer Park Shelter Fee be waived.**
  - F. **Approve Application for Event / Street Use Permit from Jesse Schneider (City Club) for the Annual Irishman’s Walk on Monday, March 17, 2025 from 10 AM – 10:30 AM. Route starts at 1610 Eastern Ave and Ends at 228 E Mill St.**
  - G. **Approve Temporary Class “B” Beer Alcohol License for Generations – Trivia Fundraiser Event, to be held at 1500 Douglas Dr. on March 16 from noon – 4 PM.**
  - H. **Approve Temporary Class “B” Beer Alcohol License for Generations – ShebDeck – Cribbage Tournament, to be held at 1500 Douglas Dr. on March 30 from 12:30 PM – 3:30 PM.**
  - I. **Approve Street Use Closure from A Chappa Construction (LAG Family LLC) for March 14, 2025 – June 14, 2025 for 52 Stafford St. North and South bound, from Mill St to North Stayer Park Parking lot entrance. Sidewalk on East side to remain open.**
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: Lisa Prust from Lisa’s Dragonfly Acres spoke about being at the Farmers Market at Stayer Park. Julie Overby thanked the Council for approving the Farmers market and waiving the fee. Nolan Harper, Mike Roberts, and JoAnne Friedman spoke against the route for the ATC transmission lines. John Nelson invited the community to check out the new sugar shack at City Park during Maple Fest on April 5.

5. **Items removed from Consent Agenda:**

6. **Annual Report**

A. **Library Report Presentation** – Library Director Jochman gave a presentation of the 2024 year at the library. There was a 4% increase in total circulation from 2023. Binder asked if the Library Foundation was related to the library where someone can make a donation. Leslie confirmed there is a foundation where someone can make donations, they also take donations at the library.

7. **New Business:**

A. **Discussion and Possible Action on the Purchase of an Additional Badger Book** – City Clerk / Deputy Treasurer Voigt introduced Badger Books which was included in the 2025 Capital Improvement Plan. Badger Books are electronic poll books that will replace paper poll books. Motion was made by Nelson/Matzdorf to approve the quote from Converge Technology Solutions in the amount of \$19,726. Tauscheck asked when badger books will be implemented and how long it takes to get them. Clerk Voigt stated it would be a few months after ordering them that we would receive them. Clerk Voigt would like to have them implemented by February 2026 if there is no Primary than April 2026. Tauscheck asked if there were any other municipalities in Sheboygan County that use them. Clerk Voigt stated the Town of Plymouth has them and loves them. Hildebrand asked what the life expectancy is. Clerk Voigt stated that municipalities have had them since 2017. There is a 5 year warranty on them. Herrmann asked if the system would fail what is the backup. Clerk Voigt stated its mandatory to have a backup paper pollbook. Binder asked if this could reduce the number of pollworkers? Matzdorf added it could also make it easier to find pollworkers. Clerk Voigt stated both are possible. Upon the call of the roll, all voted aye. Motion carried.

B. **Appoint William McCreedy to Housing Authority for a 5-year term Mayor Appoints / Council Confirms** – Mayor Pohlman appointed William McCreedy to the Housing Authority. Motion was made by Hildebrand/Tauscheck to approve William McCreedy to the Housing Authority. A unanimous aye vote was cast. Motion carried.

8. **Entertain a Motion to go into Closed Session for the following:** Motion was made by Nelson/Matzdorf 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 – regarding SCEDC

AND

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 Spectrasite Communications

9. **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.

10. **Discussion and Possible Action on Closed Session Items:** Motion was made by Nelson/Herrman to deny the claim from Spectrasite Communications. Upon the call of the roll, all voted aye. Motion carried.
11. **Adjourn to 7:00 PM on Tuesday, March 25, 2025:** Motion was made by Matzdorf/Tauscheck to adjourn the meeting. A unanimous aye vote was cast. Motion carried.