

**CITY OF PLYMOUTH, WISCONSIN
TUESDAY, AUGUST 30, 2022 COMMON COUNCIL MEETING
7:00 PM COUNCIL CHAMBERS, ROOM 302
128 SMITH ST. PLYMOUTH, WI 53073**

AGENDA

- 1. Call to order and roll call**
- 2. Pledge of Allegiance**
- 3. Approval of the Consent Agenda (Alderspersons may request removal of item(s), or part thereof without debate or vote):**
 - A. Approve minutes of the meetings held Tuesday, August 16, 2022**
 - B. Approve City and Utility Reports:**
 - I. Electric, Water and Sewer Sales Report – July 2022**
 - II. Utility Related Write Offs for August - \$1,784.92**
 - C. Minutes acknowledged for filing – Police and Fire Commission: July 19 – Room Tax Commission: August 4 - Plan Commission: August 4 – Police and Fire Commission: August 8 – Plymouth Housing Authority: August 10 – Board of Appeals: August 15 – Public Works & Utilities Committee: August 16**
 - D. Approve Street Use Permit from Mary Jo Herrmann for Neighborhood Block Party on Sunday, September 11, 2022 12pm – 4pm. Street proposed to use is 519 to 525 Cloverdale Ln.**
 - E. Approve change of agent for Class “A” Beer & “Class A” Liquor (Cider) for Kwik Trip Inc to Kristal Sullivan – Approved by Clerk’s Office and Police Department.**
 - F. Approve Thomas Schultz Farm Land Lease Agreement.**
- 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.**
- 5. Items removed from Consent Agenda.**
- 6. New Business:**
 - A. Application for a Class “B” Beer License for Plymouth Wine & Cheese LLC, 3250 Highway PP, from Connie Klapperich, Secretary, to be effective on August 30, 2022. – recommend to deny by Police Department.**
 - B. Approval of GovHR Police Chief Recruitment Contract – Tim Blakeslee, City Administrator/Utilities Manager.**
 - C. Update City/Utility IT – Dave Augustin, IT Manager.**
- 7. Adjourn to 7:00 PM on Tuesday, September 13, 2022.**

It is likely a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, please contact the City of Plymouth ADA Coordinator Leah Federwisch, located in the Plymouth Utilities office at 900 County Road PP, Plymouth, WI or call 920-893-3853.

**CITY OF PLYMOUTH, WISCONSIN
TUESDAY, AUGUST 16, 2022 COMMON COUNCIL MEETING
128 SMITH ST. PLYMOUTH, WI 53073**

UNOFFICIAL 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, Angie Matzdorf, Diane Gilson, Greg Hildebrand, Jim Wilson and Bob Schilsky. Also present were: City Administrator/Utilities Manager Tim Blakeslee, Director of Public Works/City Engineer Cathy Austin, Interim Police Chief Matthew Starker 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 Wilson/Gilson 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, July 26, 2022**
 - B. **Approve City and Utility Reports:**
 - I. **List of City & Utility Vouchers dated 7/1/22-7/31/22**
 - C. **Building Report for July 2022 – 38 permits estimated at \$1,980,968.00**
 - D. **Minutes acknowledged for filing –Plymouth Public Library Board of Trustees: July 11 – Plymouth Community Television: July 18 - Housing Authority: August 10**
 - E. **Approve Temporary Class B Alcohol License for Cheese Capital Wine Walk hosted by Plymouth Chamber of Commerce on August 19, 2022 from 6:00 PM- 9:00 PM. Underage persons are not requested on premise.**
 - F. **Approve Application for a Class B Combination Liquor Reserved License for Las Brisas II LLC, 1414 Eastern Ave., from Irvin DeJesus Biviano, President, to be effective on August 16, 2022. Approved by the Clerk’s Office and Police Department**
4. **Introduction of Timothy Blakeslee, City Administrator/Utilities Manager:** Mayor Pohlman welcomed new City Administrator/Utilities Manager Tim Blakeslee.
5. **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
6. **Items removed from Consent Agenda:** None
7. **New Business:**
 - A. **2021 Audit Presentation by Amanda Blomberg-City and Gwen Zech-Utility from Baker Tilly:** Finance Manager Kim Ross introduced Amanda Blomberg and Gwen Zech from Baker Tilly. Blomberg presented the City’s audit highlighting the general fund results, trends and general obligation debt for 2021. Zech presented the Utility’s audit highlighting the revenue, debt and cash on hand.
 - B. **Appointment of City Administrator/Utilities Manager Tim Blakeslee to the Room Tax Commission:** Motion by Wilson/Hildebrand to approve appointment. A unanimous aye vote was cast. Motion carried.
 - C. **Appointment of City Administrator/Utilities Manager Tim Blakeslee to Revolving Loan Committee:** Motion by Odekirk/Wilson to approve appointment. A unanimous aye vote was cast. Motion carried.
 - D. **Appointment of City Administrator/Utilities Manager Tim Blakeslee to the WPPI Board of Directors:** Motion by Hildebrand/Matzdorf to approve appointment. A unanimous aye vote was cast. Motion carried.

E. Approve Council Date Change November 8, 2022 Council Meeting: City Treasurer/Deputy Clerk Hanson asked Council to move the November 8 Council meeting to November 15 due to the 2022 General Election. Motion by Hansen/Wilson to move the meeting to November 15, 2022. A unanimous aye vote was cast. Motion carried.

8. **Adjourn to 7:00 PM on Tuesday, August 30, 2022:** Motion by Odekirk/Wilson to adjourn. A unanime aye vote was cast. Motion carried.

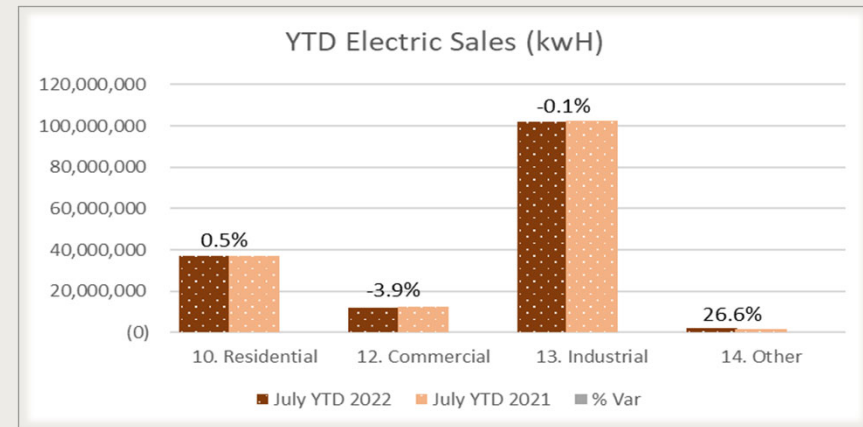
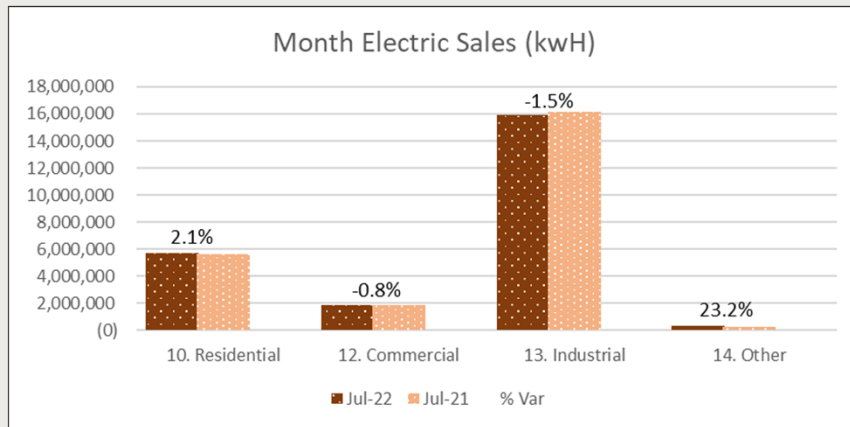


Plymouth Utilities

JULY 2022

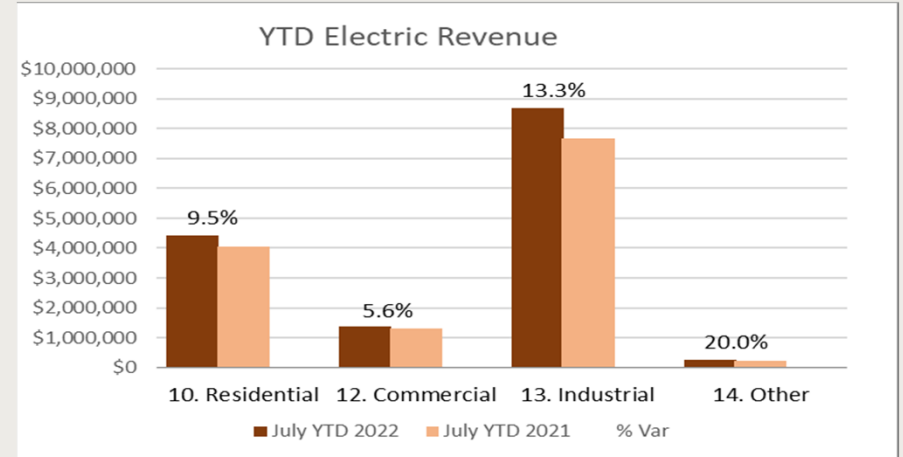
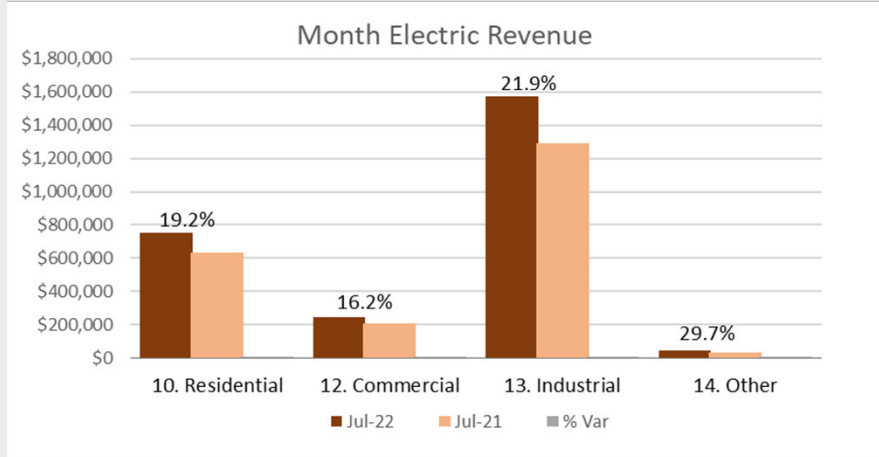
SALES & REVENUE

July 2022 Electric Sales



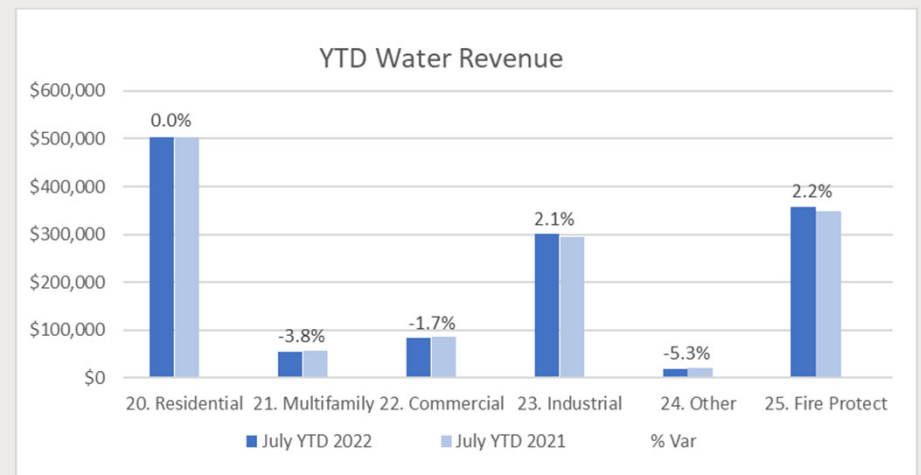
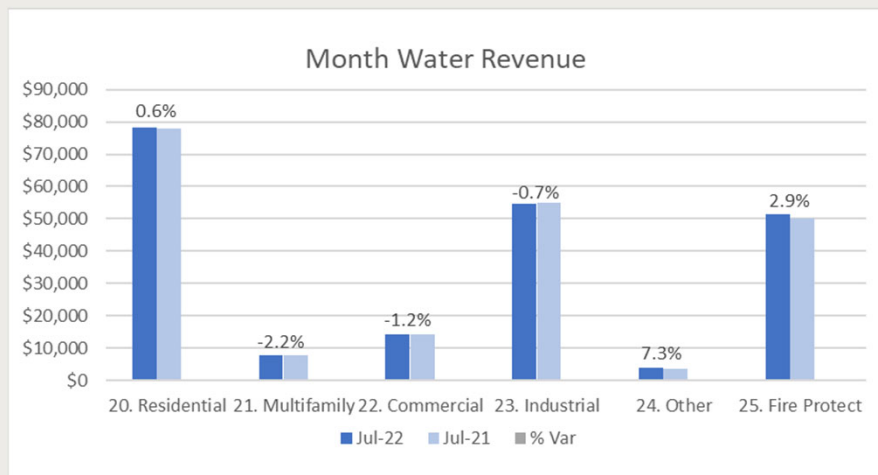
2022 Electric sales volumes are similar to 2021.

July 2022 Electric Revenue



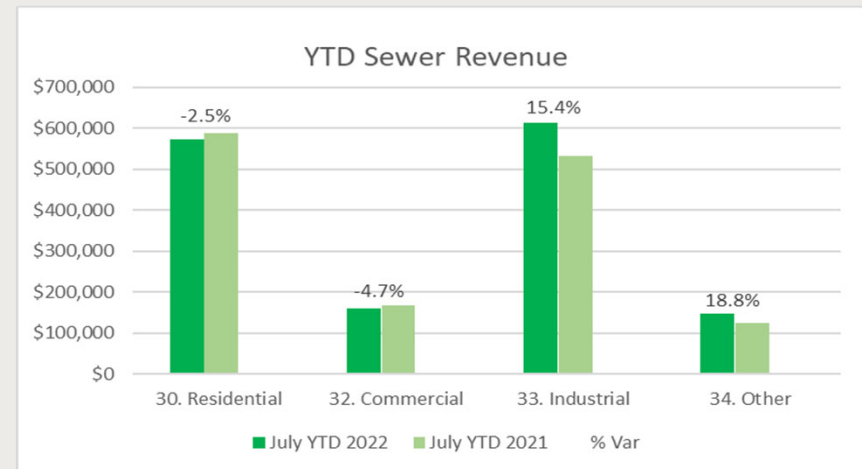
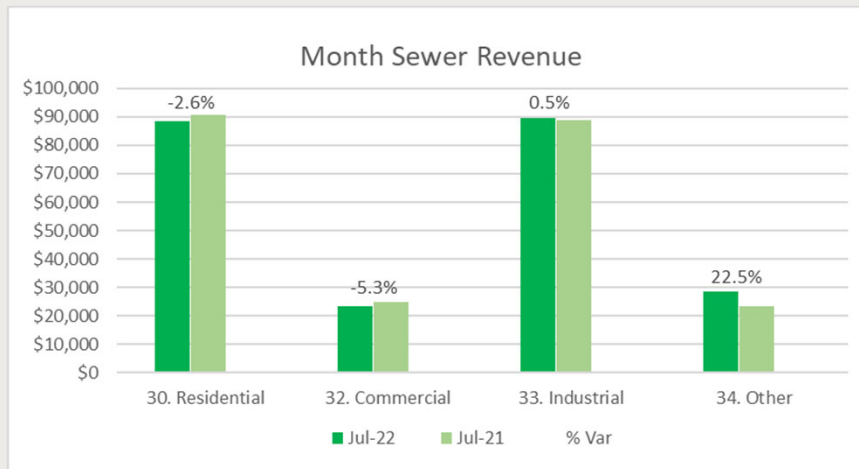
2022 Electric Revenue is up 11.5% over 2021, driven mainly by increased purchased power costs in 2022.

July 2022 Water Revenue

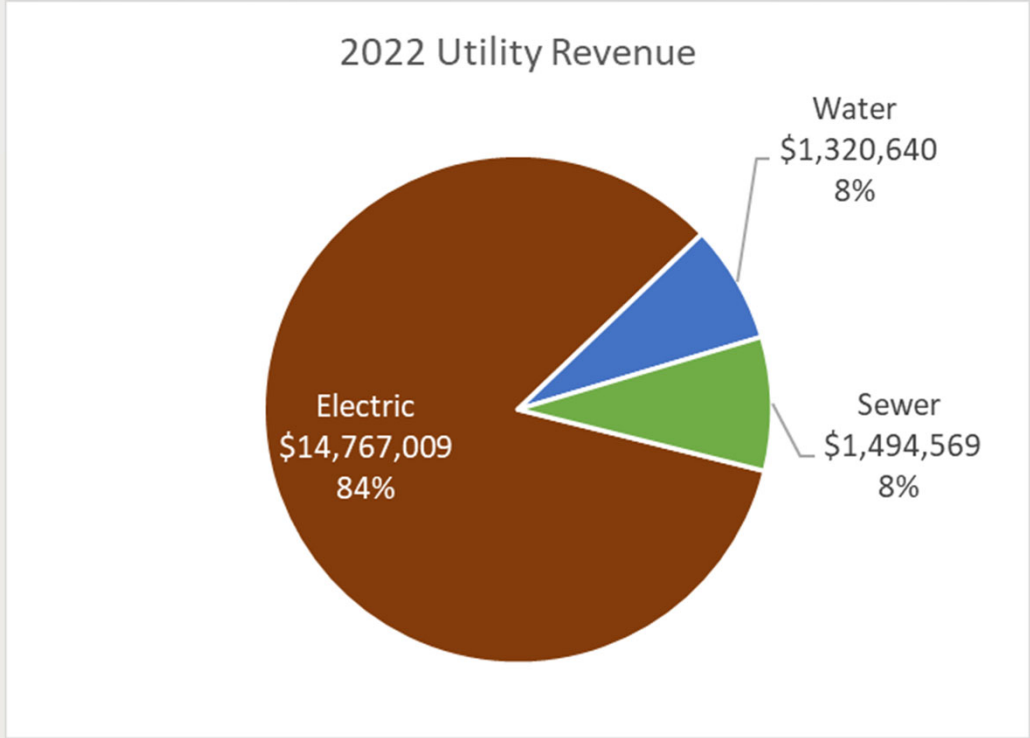


2022 Water Revenue is up 0.7% over 2021, mainly driven by the 3% rate increase in first quarter, offset by a decrease in water consumption of 2.4%.

July 2022 Sewer Revenue



2022 Sewer Revenue is up 5.9% over 2021, mainly due to one customer's BOD charge, offset by decreases in Residential and Commercial consumption.



Report Criteria:

Selected types: Write Off

Name	Customer Number	Type	Reference Number	Description	Source ID	Check Number	Amount	Msg	Service
Write Off									
08/18/2022									
BESAW, KRISTEN	14.87.04059.33	Write	1	WRITE-OFF SDC			489.30-	M	Multiple
HARRIS, JOHN	15.87.24750.15	Write	2	WRITE-OFF SDC			275.47-	M	Multiple
SCOTT, ROBIN	12.87.46040.03	Write	3	WRITE-OFF SDC			215.87-	M	Multiple
STROESSNER, JACK	12.87.16219.26	Write	4	WRITE-OFF SDC			187.51-	M	Multiple
SUEMNICHT, NICHOLAS	18.87.42875.30	Write	5	WRITE-OFF SDC			96.93-	M	Multiple
TURK, ALICIA	11.88.44113.19	Write	6	WRITE-OFF SDC			127.56-	M	Multiple
WEEDMAN, TOM	10.88.33816.08	Write	7	WRITE-OFF SDC			392.28-	M	Multiple
Total 08/18/2022:							<u>1,784.92-</u>		
Total Write Off:							<u>1,784.92-</u>		
Grand Totals:							<u>1,784.92-</u>		

City of Plymouth
Police and Fire Commission Meeting
Tuesday, July 19, 2022 @ 8:00 A.M.
Room 305 at the Plymouth City Hall
128 Smith Street, Plymouth, WI

Members Present: Sam Suchon, Warren Wieser, Mark Melcher, James Flanagan, Deputy Police Chief Matthew Starker, Fire Chief Ryan Pafford, Absent: Chairperson Kathy Halloran.

Meeting was call to order at 8:02 A.M. at City Hall, Room 305 located at 128 Smith Street by acting Chairperson Warren Wieser.

Reading of last minutes of June 29, 2022 Police and Fire Commission meeting by secretary Sam Suchon and amendment made to the minutes to read two background checks where approved for 2 candidates for Plymouth Chief of Police. Motion made by James Flanagan to accept the minutes with the above changes: seconded by Mark Melcher. Motion carried.

Entertain a Motion to go into closed session pursuant to Wis. Statues 19.85 (1) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the Commission has jurisdiction or exercises responsibility- Police chief applicant discussion and hiring process of patrol officers. Motion made by Warren Wieser and seconded by Mark Melcher. Motion carried.

Motion made to go into open session. Motion made by Mark Melcher and seconded by Sam Suchon. Motion carried.

Motion made to repost the position of Plymouth Police Chief and to interview 3 Candidates for the position of Plymouth Patrol Officer. Motion made by Mark Melcher and seconded by Warren Wieser. Motion carried.

Motion for adjournment at 8:42 A.M. Motion made by Sam Suchon and seconded by Mark Melcher. Motion carried.

Submitted this 19^h day of July, 2022.

Samuel M. Suchon Secretary

**CITY OF PLYMOUTH
ROOM TAX COMMISSION OF THE
WEDNESDAY, AUGUST 4, 2022
ROOM 305 PLYMOUTH CITY HALL, 128 SMITH ST.**

1. Call to order and roll call: The Room Tax Commission held a meeting on Thursday, August 4, 2022 at 10:00 AM. Commission members present were Mayor Pohlman, Alderman Charles Hansen (via phone), Cathy Austin, Patrick O'Toole and Mary Hauser. Tim Blakeslee, City Administrator, was also in attendance from staff.

2. Election of Chairperson: Hansen nominated Hauser to serve as Chair. Motion was made by Pohlman/O'Toole appoint Hauser. A unanimous aye vote was cast. Motion carries.

3. Approve minutes from meeting held December 1, 2021: Motion was made by Hansen/Pohlman to approve minutes from December 1, 2021. A unanimous aye vote was cast. Motion carries.

4. Discussion and possible action regarding Plymouth Chamber of Commerce's request to use Room Tax committed funds to pay for additional prints of the Plymouth's Visitor Guide.: Hauser explained what the Plymouth's Visitor Guides are and where they are distributed. The Chamber is requesting \$10,596.36 to cover the cost of a second printing of the guides. Austin stated that in the Chamber contract with the City, it indicates that the commission can review requests from the Chamber for use of the committed room tax funds. The committed fund balance at the end of July is approximately \$95,000. Motion of approve additional funds to the chamber was made by Hansen/Austin. On roll call vote Yes: Hansen, Austin, O'Toole, and Pohlman. Abstain: Hauser. Motion carries.

5. Adjournment: Motion made by Pohlman/Austin to adjourn. A unanimous aye vote was cast. Motion carries.

City of Plymouth
128 Smith St. – PO Box 107
Plymouth, WI 53073-0107



Telephone: (920) 893-3741
Facsimile: (920) 893-9590
e-mail: inspectorpete@plymouthgov.com

August 4, 2022

Members present: Chairman Don Pohlman, Carole O'Malley, Jeremy Schellin, Greg Hildebrand, Ron Nicolaus, Scott VanNorwick

Staff Present: Administrator Blakeslee, Director Austin, Fire Chief Pafford

The Plan Commission meeting was called to order by Chairman Pohlman at 18:00hrs. Pohlman announced a change to the order of the agenda to have item #6 moved up after item #1 to allow public comment early in the meeting.

- 1.) Approval of Minutes from July 7, 2022: Motion to approve minutes made by Nicolaus, and seconded by VanNorwick. All voted Aye to approve.
- 2.) (6.) **PUBLIC HEARING;** Regarding City of Plymouth 2022-2042 Comprehensive Plan Update: Chairman Pohlman opened the floor for Public Comment. Brandon Robinson from Bay Lakes Planning gave a brief overview of the past process and what lies ahead for the finalization of the adoption.
 - Ken Lyman, Lolie Ct spoke and shared interest in including; promoting the use of electric vehicles, to help reduce vehicle emissions, Reworking the bike lanes to a path or something safer on Eastern Ave.
 - John Binder, South River Village neighborhood spoke and shared interest in including; Environmental issues, pesticide use reduction, Rain barrels to reduce City water usage, Composting of various wastes to reduce garbage, Recycling efforts within the community, Increased plantings that clean our air, Seeing more electric vehicles, Houses being sited for the application of solar panels, and that he would support the efforts on the above.
 - Abril Deich, N. Milwaukee St. spoke and shared interest in including: Downsizing parking lots that are not being filled. Be aware that our community needs more affordable housing as in multifamily development.

Chairman Pohlman closed the public hearing at 18:21hrs. he then asked Commission members if they had any comments that they would like to make. Hildebrand stated that he thought the Electric Vehicle charging stations would be a private venture and not something the City or Utility would entertain as a venture. Member Nicolaus made a motion which was resended regarding tabling the Comprehensive Plan. The Chairman advised that this would "take no action" and would be on a later Plan Commission agenda.

- 3.) (2.) **Commercial Site Plan seeking approval:** 21 S. Bruns St for an Accessory Structure: Gary Vanderkin spoke to the Commission with his plans to construct a 10 x 16 accessory structure on the eastern side of the office building. Pohlman inquired of Scheuerman regarding the ability to construct any additional accessory structures on this site. Scheuerman explained that on Commercial Properties the Plan Commission has the say as to what to allow. Hildebrand inquired as to what was meant by a temporary structure. This will be a pre-constructed shed that will be delivered. Motion to approve made by Schellin and seconded by Nicolaus. On the roll all voted yes.

- 4.) (3.) **Commercial Site Plan seeking approval:** 1919 County Road C, dba Plymouth Industries: Gary Gartman from Quasius Construction as well the owner John Knowles were present. Gartman explained to the commission on where and how the newly created addition would look. It is being constructed on the west side of the building, and will allow to retain more greenspace. An addition to the north parking lot is also part of this proposed addition. Calculations for storm water have been submitted. Motion to approve was made by Hildebrand and seconded by VanNorWick. On the roll all voted yes to approve.
- 5.) (4.) **Commercial Site Plan seeking approval:** 1404 Pilgrim Road dba Millennium Technologies: Gary Gartman from Quasius and Chris Hackel from Millennium were present. The site plan was presented to the Commission. With this alteration/addition this site will be maximized. Additional parking is being proposed for this continued growth. This is a 2 phase development. The first phase will be at or near complete, then the 2nd phase will commence. This will facilitate the operation to continue operate. Fire Chief Pafford commented that he had worked with the design professionals on this, and was satisfied with the changes made to accommodate fire apparatus. Director Austin said that there has yet to be submitted for approval. This would need to be addressed in the motion to approve. The driveway approach would be widened for anticipated truck traffic to avoid trucks standing by on Pilgrim Road. The driveway alteration would need to be approved by the Public Works Commission as it exceeds what is currently allowed. The building finish would closely match the existing and in time the whole building would be color matched. Motion to approve Nicolaus, and seconded by VanNorWick. On the roll all voted yes to approve.
- 6.) (5.) **Commercial Site Plan seeking approval:** 465 Walton Drive, Lot 1, dba Biggby Coffee. Director Austin explained this was a subdivision of the Wal*Mart development, with the stormwater calculations as part of the original development. This development is small enough to not require stormwater calculations. Landscaping will be forthcoming with tree plantings. Exterior colors should be about as shown, and finish will be either plank siding or faux brick. The building outline changed as an addition to the building is being proposed to accommodate an additional restroom for patron on the outside utilizing the outdoor eating area. Schellin commented about the consideration of bike traffic off the Plank Road Trail. Motion to approve made by Schellin, and seconded by Nicolaus. On the roll all voted yes to approve.
- 7.) (6.) **PUBLIC HEARING;** Regarding City of Plymouth 2022-2042 Comprehensive Plan Update See comments in #2
- 8.) (7.) **Resolution # 1 of 2022:** City of Plymouth Plan Commission Adoption of the City of Plymouth 2022-2042 Comprehensive Plan.No action taken.
- 9.) (8.) **Communication – Letters, E-mails, or reports Related to the Plan Commission.** Asked if there would be a report from the open house? Chairman Pohlman commented that there could be further discussion regarding any/all comments submitted, but the Open House and Public Hearing portion of this approval process is completed. Tim Blakeslee was introduced as the City of Plymouth’s new City Administrator. Motion to adjourn made by Nicolaus and seconded by O’Malley. Adjourned at 19:12 hrs.

Respectfully Submitted,
Pete Scheuerman
Plan Commission Secretary.

City of Plymouth
Police and Fire Commission Meeting
Monday, August 8, 2022 @ 8:30 A.M.
Room 210 at the Plymouth City Hall
128 Smith Street, Plymouth, WI

Members Present: Chairperson Kathy Halloran, Sam Suchon, Warren Wieser, Mark Melcher, James Flanagan, Deputy Police Chief Matthew Starker, Fire Chief Ryan Pafford, Public Works Director/ City Engineer Cathy Austin, City Administrator Tim Blakeslee.

Meeting was call to order at 8:32 A.M. at City Hall, Room 210 located at 128 Smith Street by Chairperson Kathy Halloran. .

Reading of last minutes of July 19, 2022 Police and Fire Commission meeting by secretary Sam Suchon Motion made to approve by Mark Melcher. Seconded by Warren Wieser. Motion carried.

Comments by Cathy Austin and Tim Blakeslee on the hiring process of the new Police Chief.

Entertain a Motion to go into closed session pursuant to Wis. Statues 19.85 (1) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the Commission has jurisdiction or exercises responsibility- Patrol Officer interviews and Police Chief hiring process. Motion made by Kathy Halloran and seconded by Mark Melcher. Motion carried.

Motion made to go into open session. Motion made by Mark Melcher and seconded by Sam Suchon. Motion carried.

Motion made to go forward and seek help from a recruitment firm working with the City of Plymouth to assist with the hiring of a new Police Chief and also to continue with the application process of hiring a Patrol officer at this time. Motion made by Warren Wieser and seconded by Jim Flanagan. Motion carried.

Discussion took place to look over the Police and Fire Commission Rules and Regulations/ Bylaws and continue with this process in the next meetings to follow. Motion for adjournment at 10:55 A.M. Motion made by Kathy Halloran and seconded by Jim Flanagan. Motion carried.

Submitted this 9^h day of August, 2022.

Samuel M. Suchon Secretary

THE HOUSING AUTHORITY OF THE CITY OF PLYMOUTH

1214 Reed Street
Plymouth, WI 53073
920-893-5133, 920-893-6117(fax)

BOARD OF COMMISSIONERS

REGULAR MONTHLY MEETING

GENERAL MEETING CALL TO ORDER:

The regular monthly meeting of the Board of Commissioners was called to order at 9:01 AM, August 10th, 2022 by Chairman Linda Opitz.

Chairman:	Linda Opitz
Vice Chairman:	Judith Kapellen (absent)
Commissioner:	Dennis McMullen
Commissioner:	Marsha Vollbrecht
Commissioner:	Jay Groshuesch
Secretary:	Bob Hemauer
Guest:	None

PROCEEDINGS

1. The minutes of the July 6th 2022 meeting were read. After review of the minutes, a motion was made by Commissioner Vollbrecht and second by Commissioner Groshuesch to approve the minutes. The motion was carried.
2. Recognition of tenant concerns:
 - a. Vacancies; All units are filled.
 - b. Problems; Have a tenant dealing with some mental health issues and medication.
3. The July 2022, Income and Expense report was reviewed. A motion was made by Commissioner Groshuesch and second by Commissioner McMullen to approve the financial report. The motion carried.
4. The August 2022 invoices were reviewed and discussed and questions were answered by the Executive Director. Commissioner Vollbrecht moved that all invoices be paid with Commissioner McMullen seconding the motion. The motion carried.

SECRETARY'S REPORT

1. Tenant Christmas party will be Dec. 15th.
2. New Grape Vein newsletter format was shown to commissioners.

Old Business

1. Project considerations;
 - a. Community Room and office renovation: Waiting for all paper work to be completed and punch list.
 - b. Gas line replacement: All is complete along with grass seeding.
 - c. Open House for Community Room remodel: Discussion on a time and date where discussed. Late September looks like the date with final plans will be discussed with Commissioners.
- 2.

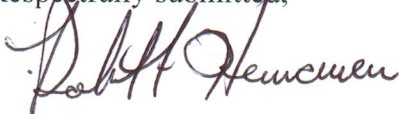
NEW BUSINESS

1. Replacing 15 retaining walls; a preliminary estimate of \$30,000 dollars was presented. Work will not be done till spring of 2023 so new bids will be solicited at a later date.

There was no further business to come before the Commissioners of the Authority. A motion to adjourn at 9:45 AM by Commissioner McMullen and seconded by Commissioner Groshuesch, the motion carried.

The next scheduled regular meeting is Sept. 7th. 2022 at 9 AM.

Respectfully submitted,



Robert Hemauer

Executive Director

CITY OF PLYMOUTH
BOARD OF APPEALS

UNOFFICIAL MINUTES – August 15, 2022

1. **Call to order and roll call:** The meeting was called to order at 6:05 PM. On call of the roll, the following members were present: Grace Meyer, Jane Meyer, and Dennis Schwartz.
2. **Election of Chairperson:** No action
3. **Training on criteria for granting a variance:** City Attorney Crystal Fieber provided training for granting a variance. Attorney Fieber noted that variance allows the property to be used in a manner forbidden by the zoning code. There are two types: Area Variance and Use Variance. An area variance provides an increment of relief (normally small) from a physical dimensional restriction such as building height or lot line setback. A use variance permits a landowner to use the property for a use that's otherwise prohibited under the zoning code. There was discussion regarding the criteria for granting a hardship and the difference between area and use variances with regards to hardships. Presentation included the importance of the public interest, additional standards, limitations on granting a variance, and the appeal process. The appeal process includes the all evidence received by the board (photos, letters, emails, etc.), decision form, meeting minutes, notices, any other information the board considered in making the decision. Additional discussion regarding the appeal process took place.
4. **Adjourn:** Motion was made by G. Meyer/J. Meyer to adjourn the meeting. A unanimous aye vote was cast. Motion carries.

Respectfully Submitted – Tim Blakeslee, City Administrator/Utilities Manager

**PUBLIC WORKS & UTILITIES COMMITTEE
CITY OF PLYMOUTH, WISCONSIN
128 Smith Street, Plymouth, WI 53073
Tuesday August 16, 2022**

UNOFFICIAL MINUTES

- 1. Call to order & Roll Call:** The Public Works & Utility Committee held a meeting on Tuesday, August 16, 2022 at 6:30 PM. On call of the roll by Chair Gilson, the following members were present: Mayor Don Pohlman, Charles Hansen, Diane Gilson, Bob Schilsky and Angie Matzdorf. Also present was DPW Director Cathy Austin, City Administrator/Utilities Manager Tim Blakeslee and City Treasurer/Deputy Clerk Brenda Hanson.
- 2. Approval of February 28, 2022 Meeting Minutes:** Motion by Pohlman/Hansen to approve the minutes as stated. All ayes, motion carried.
- 3. Election of Committee Chair –** Pohlman nominated Gilson as Committee Chair. Motion by Pohlman/Hansen to cast a unanimous ballot to elect Diane Gilson as Chair for the Public Works & Utilities Committee. All ayes, motion carried.
- 4. Approval of additional driveway width for Millennium Technologies, 1404 Pilgrim Rd** – DPW Director Austin explained this request was approved by Plan Commission and would allow the driveway for Millennium Technologies at 1404 Pilgrim Rd to be wider than the 32 feet as stated in City Ordinance. The increase in size would allow for better semi access at the entrances. It would also bring the other driveways into compliance. Motion by Pohlman/Matzdorf to grant additional driveway width as requested. Hansen questioned the access at Master’s Gallery on PP and 67. Austin indicated it could be different because of the road types, but would have to check as it is a different location. Upon the call of the roll, all voted aye. Motion carried.
- 5. Update on proposed new substation –** City Administrator/Utilities Manager Blakeslee stated that the upgrade to TC Energies pumps will require a new substation. The locations have been narrowed to two. These locations will be reviewed by the consultants and the PSC will talk with both parties to make a determination. The new substation would be operational by 2025. Hansen questions if TC Energies is a current customer already receiving service. Blakeslee/Austin informed him that they are a current customer but would need more load for the upgraded pumps.
- 6. Adjournment:** Motion by Pohlman/Matzdorf to adjourn. All ayes, motion carried.

Respectfully submitted by Brenda Hanson, City Treasurer/Deputy Clerk



APPLICATION FOR STREET USE PERMIT

Date 8-12-2022

1. Applicant/Applicants Name: Mary Jo Herrmann
Address: 538 Cloverdale Lane
Plymouth
Phone: 262-644-0803
0803

2. If the proposed street use is to be conducted for, on behalf of, or by an organization, the name, address and telephone number of the headquarters of the organization and of the authorizing responsible heads of such organization:

Greystone Settlement Neighborhood Block Party

3. The name, address and telephone number of the person/persons who will be responsible for conducting the proposed use of the street, if different than above:
SAME AS ABOVE

4. The date and duration of time for which the requested use of the street is proposed to occur: Sept. 11, 2022 12-4 pm

5. An accurate description of that portion of the street proposed to be used:
In front of homes: 524, 525, 522, 519 on
Cloverdale - We are only closing in front of 4 homes.
The access to adjacent roads will not be blocked.

6. The approximate number of persons for whom use of the proposed street area is requested: 50

7. The proposed use, described in detail, for which the Street Use Permit is requested:
Neighborhood Block Party

\$25.00 Fee - Receipt No. 6003537 Date 8/15/2022

Recommendation - Director of Public Works [Signature]

Recommendation - Chief of Police [Signature]

Date of Council approval

Email Street Superintendent

PETITION FOR STREET USE PERMIT

We, the undersigned residents of the 500 hundred block of Cloverdale Lane (Street) in the City of Plymouth, hereby consent to the restricted (closed) use of this street between the hours of 12 and 4 PM on Sept. SUNDAY, the 11 day of Sept. 20 22, for the purpose of Neighborhood Block Party and do hereby consent to the City of Plymouth to grant a Street Use Permit for use of the said portion of said street for said purpose and do hereby agree to abide by such conditions of such use as the City of Plymouth shall attach to the granting of the requested Street Use Permit. We further understand that the permit will not be granted for longer than twelve (12) hours on the date hereinabove specified, and agree to remove from the street prior to the end of said period all equipment, vehicles and other personal property placed or driven thereon during the event for which a permit is granted.

We designate Mary Jo Herrmann as the responsible person or persons who shall apply for an application for a Street Use Permit.

- Tom & Sue Simons
Brian Young
Sandra Lane
Ben Lane
Aimee Banker
Donna Rittouno
Melissa Kietzman
Michelle Vollbrecht
Janet & Scott Schmitt



Legal

PHONE 608-781-8988

FAX 608-793-6120

August 4, 2022

1626 Oak St., P.O. Box 2107

La Crosse, WI 54602

www.kwiktrip.com

City Clerk
City of Plymouth
128 Smith St.
P.O. Box 107
Plymouth, WI 53073-0107

RE: Appointment of Agent
Kwik Trip 470
2480 Eastern Ave.

Dear City Clerk:

A new manager, Kristal Sullivan, has been assigned to take over leadership responsibility of our Kwik Trip 470 convenience store. Therefore, we should like to appoint Kristal as the store's agent.

Enclosed please find the completed appointment of agent and auxiliary questionnaires and \$10 for the administrative fee. I respectfully request that you include this change request on the agenda of your next city council meeting for consideration.

Please contact me if you require anything further at DHafner@kwiktrip.com or (608) 793-6262. Thank you in advance for your assistance with this matter.

Yours truly,

Deanna Hafner
Licensing Agent

Enclosures

Schedule for Appointment of Agent by Corporation / Nonprofit Organization or Limited Liability Company

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by an officer of the corporation/organization or one member/manager of a limited liability company and the recommendation made by the proper local official.

To the governing body of: Town Village of Plymouth County of Sheboygan
 City

The undersigned duly authorized officer/member/manager of KWIK TRIP, INC.
(Registered Name of Corporation / Organization or Limited Liability Company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as Kwik Trip 470
(Trade Name)

located at 2480 Eastern Ave., Plymouth, WI 53073

appoints Kristal K. Sullivan
(Name of Appointed Agent)

206 3rd St., Sheboygan Falls, WI 53085
(Home Address of Appointed Agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

Yes No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

Is applicant agent subject to completion of the responsible beverage server training course? Yes No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? All my life

Place of residence last year 206 3rd St., Sheboygan Falls, WI 53085

For: KWIK TRIP, INC.
(Name of Corporation / Organization / Limited Liability Company)

By: *Donald J. Sullivan*
(Signature of Officer / Member / Manager)

Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

ACCEPTANCE BY AGENT

I, Kristal K. Sullivan, hereby accept this appointment as agent for the
(Print / Type Agent's Name)

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

X *Kristal K. Sullivan* X 7/14/22
(Signature of Agent) (Date)

Agent's age _____

Date of birth _____

206 3rd St. Sheboygan Falls, WI 53085
(Home Address of Agent)

APPROVAL OF AGENT BY MUNICIPAL AUTHORITY (Clerk cannot sign on behalf of Municipal Official)

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on 8/22/22 by *M. J. ...* Title Deputy Chief Police
(Date) (Signature of Proper Local Official) (Town Chair, Village President, Police Chief)

City of Plymouth
128 Smith St. - P.O. Box 107
Plymouth, WI 53073-0107



Telephone: (920) 893-3745
Facsimile: (920) 893-0183
Web Site: plymouthgov.com

DATE: August 25, 2022
TO: Mayor and Common Council
FROM: Tim Blakeslee, City Administrator/Utilities Manager
RE: Farm Land Lease Agreement with Thomas R. and Brittany L. Schultz.

Background:

The City of Plymouth owns an approximately 25-acre property on Willow Road east of Highway 57 (parcel number: 59271822647). The property was previously leased for farming at \$950 per year, however the lease was terminated in late 2021 by the lessor Ryan Johanning. Subsequently, Thomas R. and Brittany L. Schultz have requested a farm land lease for the property with a three-year term at \$1,200 per year. The agreement allows City of Plymouth terminate the lease in the event the property is sold for a proposed development. In all other aspects, the lease mirrors the prior lease of the property.

Recommendation

To approve Farm Land Lease Agreement with Thomas R. and Brittany L. Schultz.

FARM LAND LEASE AGREEMENT

This indenture made and executed in duplicate original this _____ day of _____, 2022, by and between the CITY OF PLYMOUTH, a Wisconsin municipality, with its principal place of business at 128 Smith Street, Plymouth, Wisconsin 53073, hereinafter called the "Owner" or "Lessor" and Thomas R. and Brittany L. Schultz, W4668 Sumac Road, Plymouth, Wisconsin 53073, hereinafter called the "Renter".

WITNESSETH

The Owner does hereby demise and let unto the Renter the following desired premises situated in Sheboygan County, State of Wisconsin, to wit:

Land owned by Lessor in the Northwest quarter of the Southwest quarter of Section 30, Town 15 North, Range 22 East in the City of Plymouth; comprising 25 acres more or less of which approximately 15-20 acres are used by Renter;

Land owned by Lessor has parcel number 59271-822647;

To have and to hold for a period of three (3) years beginning January 1, 2022 to December 31, 2024 and continuing thereafter for successor years until Renter or Owner provides notice that it no longer desires to lease land or when either party desires to negotiate a new lease rate;

Notice shall be provided to Renter or Owner no later than December 1st of the current year that it desires to discontinue lease or negotiate a new lease for subsequent year;

Upon notice, the parties mutually agree that they have until January 31st of the following year to enter into a new agreement otherwise the lease agreement and its provisions shall expire;

The Renter yielding and paying rent therefore the sum of One Thousand Two Hundred and 00/100 Dollars (\$1,200.00) per year, to be paid in September of each year.

It is understood and agreed that the Owner holds such lands for sale and in the event of a sale of all or any portion thereof, this lease shall terminate upon thirty (30) days notice as to such portion for development. Upon such sale, the Renter shall be reimbursed for any growing crops that he does not have time to remove. If the land has not yet been planted, the Renter shall be reimbursed for expenses and labor invested.

The Renter further agrees to promptly cut and destroy noxious weeds in the manner and time as provided by law.

It is further understood and agreed between the parties that the Renter shall hold the Owner harmless from claims for damages by persons or parties on the premises at the request of his agents or employees or invitees of the Renter.

It is further understood and agreed that if the Renter shall fail to keep any of the covenants above set forth, or fail to pay the rentals due as called for herein, the Owner may declare the lease void and the Renter shall vacate immediately upon notice.

If the Owner shall fail to keep its part of this lease, the Renter shall have the option of declaring the lease void.

At the expiration of this lease, or upon notice, the Renter agrees to quietly and peacefully yield possession to the Owner. In the event of any action to terminate or enforce this lease due to a breach by the Renter, the Renter agrees to pay all court costs and attorney's fees.

The covenants herein contained shall bind the parties mutually and their respective heirs and assigns.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals this _____ day of _____, 2022.

OWNER/LESSOR:
CITY OF PLYMOUTH

By: _____
Timothy Blakeslee
City Administrator/Utilities Manager

RENTER:

Thomas R. Schultz

Brittany L. Schultz

Matthew T. Starker

Deputy Chief of Police

Phone 920-893-6541 Fax 920-892-6143 Web www.plymouthgov.com

128 Smith Street P.O. Box 218 Plymouth WI 53073

08-09-2022

Members of the Plymouth Common Council

In reviewing the Class "B" application submitted for Plymouth Wine & Cheese, LLC at 3250 Highway PP, Plymouth, WI 53073 the Police Department would recommend it be denied. The business does not meet the requirements listed below from WI statute Section 125.32(3m).

(3m) LIMITATIONS ON OTHER BUSINESS; CLASS "B" PREMISES. No Class "B" license or permit may be granted for any premises where any other business is conducted in connection with the premises, except that this restriction does not apply if the premises for which the Class "B" license or permit is issued is connected to premises where other business is conducted by a secondary doorway that serves as a safety exit and is not the primary entrance to the Class "B" premises. No other business may be conducted on premises operating under a Class "B" license or permit. These restrictions do not apply to any of the following:

- (a) A hotel.
- (b) A restaurant, whether or not it is a part of or located in any mercantile establishment.
- (c) A combination grocery store and tavern.
- (d) A combination sporting goods store and tavern in towns, villages and 4th class cities.
- (e) A combination novelty store and tavern.
- (f) A bowling center or recreation premises.
- (g) A club, society or lodge that has been in existence for 6 months or more prior to the date of filing application for the Class "B" license or permit.
- (h) A movie theater.
- (i) A painting studio.

Currently the business located at 3250 Highway PP, Plymouth, WI 53073 is operating as a gas station with a convenience store. Therefore, the business doesn't meet any of the exceptions listed above. Also, if a Class "B" license is granted, the business must conform to all rules in WI state statute Chapter 125. These rules include being required to have closing hours, not allowing underage persons on the premises, having licensed operators at all times, and having a secondary doorway that serves as a safety exit. The gas station at this location does not meet these requirements.

Again, with this information the police department would encourage the council to deny the application for a Class "B" permit.

Deputy Chief of Police



Matthew T. Starker



Renewal Alcohol Beverage License Application

(Submit to municipal clerk. Read instructions on page 3.)

For the license period beginning: 07 01 2022 ending: 06 30 2023
(mm dd yyyy) (mm dd yyyy)

To the Governing Body of the: Town of } PLYMOUTH
 Village of }
 City of }

County of SHEBOYGAN Aldermanic Dist. No. _____
 (if required by ordinance)

Check one: Individual Limited Liability Company
 Partnership Corporation/Nonprofit Organization

Complete A or B. All must complete C.

A. Individual or Partnership:

Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

B. LLC or Corporation (and Agent):

Full Legal Name of Corporation / Nonprofit Organization / Limited Liability Company <u>PLYMOUTH WINE & CHEESE, LLC</u>	Address of Corporation / Limited Liability Company (if different from licensed premises) <u>23110 MUELLER RD KIEL WI 53042</u>
---	---

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent.

Agent Last Name <u>WEBER</u>	(First) <u>DENNIS</u>	(Middle Name) <u>KENNETH</u>	Home Address (Street, City or Post Office, & Zip Code) <u>W5584 KEYSTONE RD ELKHART LAKE WI 53020</u>
---------------------------------	--------------------------	---------------------------------	--

All Officer(s) Director(s) of Corporation and Members / Managers of Limited Liability Company:

President / Member Last Name <u>WEBER</u>	(First) <u>DENNIS</u>	(Middle Name) <u>KENNETH</u>	Home Address (Street, City or Post Office, & Zip Code) <u>W5584 KEYSTONE RD ELKHART LAKE WI 53020</u>
Vice President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Secretary / Member Last Name <u>KLAPPERICH</u>	(First) <u>CONNIE</u>	(Middle Name) <u>MARIE</u>	Home Address (Street, City or Post Office, & Zip Code) <u>W4863 FOREST LANE SHERWOOD WI 54169</u>
Treasurer / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

C. Business Information

- Trade Name PLYMOUTH WINE & CHEESE, LLC Business Phone Number 920-893-9681
- Address of Premises 3250 HIGHWAY PP Post Office & Zip Code PLYMOUTH 53073
- Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes No
- Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) LOCKED CAGE

Applicant's Wisconsin Seller's Permit Number <u>456102748779402</u>	
FEIN Number <u>45-4509882</u>	
TYPE OF LICENSE REQUESTED	FEE
<input type="checkbox"/> Class A beer	\$
<input type="checkbox"/> Class B beer	\$ 100
<input type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input type="checkbox"/> Class B liquor	\$
<input type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$ 18
TOTAL FEE	\$ 118

5. Legal description (omit if street address is given on previous page): STORAGE AREA-DESIGNEATED LIQUOR AREA ONLY

6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, or nonprofit organization licensee been **convicted of any offenses** (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? **If yes, complete page 3** Yes No

b. Are **charges for any offenses** presently **pending** (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? **If yes, explain fully on page 3** Yes No

7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? **If yes, explain** Yes No

8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? **If not, explain** Yes No


9. Does the applicant understand they must hold a Wisconsin Seller's Permit? Yes No
[phone (608) 266-2776]

10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement? Yes No

11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? Yes No

12. Does the applicant owe municipal property taxes, assessments, or other fees? Yes No
(Note: Renewal of licenses may be denied pursuant to a local ordinance, if the licensee owes municipal taxes, assessments or other fees).

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the undersigned states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. The signer agrees that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.

Contact Person's Name (Last, First, M.I.) CONNIE M KLAPPERICH	Title / Member SECRETARY	Date 05/11/2022
Signature 	Phone Number (920) 894-3611	Email Address CONNIE@WEBER-OIL.COM

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk	Date reported to council / board	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk



DATE: August 25, 2022
TO: Mayor and Common Council
FROM: Tim Blakeslee, City Administrator/Utilities Manager
RE: Approval of GovHR Police Chief Recruitment Contract

Background:

In late July 2022, the candidate selected by the Police and Fire Commission to be the next Police Chief of Plymouth accepted a position with a neighboring municipality. After deliberation, on August 8, 2022 the City of Plymouth Police and Fire Commission agreed to move forward with a recruitment firm to support and assist the recruitment for the next Police Chief of Plymouth.

City Staff solicited a proposal from Lee Szymborski with GovHR. Mr. Szymborski recently completed the recruitment for the City Administrator/Utilities Manager position. Using a recruitment firm will allow the Police and Fire Commission to have a broader reach of potential candidates, a customized recruitment approach tailored to the needs of the Commission, and have a third party conduct professional due diligence of potential candidates. Mr. Szymborski and GovHR have completed 15 successful Police Chief recruitments in Wisconsin since 2014. Mr. Szymborski also serves on the Mequon Police and Fire Commission and as such has an additional level of experience with Police Departments.

Proposed Timeline from GovHR:

- Weeks 1 & 2 Phase 1: Interviews & Brochure Development
- Weeks 3 thru 6 Phase 2: Advertising, Candidate Recruitment & Outreach
- Weeks 7 thru 9 Phase 3: Candidate Evaluation & Background Screening
- Week 10 Phase 4: Presentation of Recommended Candidates
- Week 11 & 12 Phase 5: Interview Process & Additional Background Screening
- Weeks 13 & 14 Phase 6: Appointment of Candidate

The cost of the proposal is \$22,500 which is right at the industry average for municipal executive level recruitment. This is not a budgeted expense, but there is funding capacity as a result of the vacancy in the Police Chief position in 2022. There is also additional funding available in the contingency budget should it be needed.

Recommendation:

To approve GovHR Police Chief Recruitment Contract.

City of Plymouth, Wisconsin Request for Proposal Chief of Police Recruitment & Selection

August 17, 2022



630 Dundee Road
Suite 225
Northbrook, IL 60062

Primary Contact Person:

Laurie Pederson
Director of Administrative Services
847-380-3198
LPederson@GovHRusa.com

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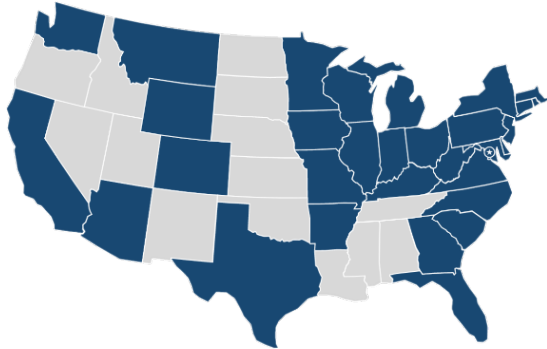
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Attachments

Consultant Biography
Client List

Firm Profile

GovHR is a public management consulting firm serving local government clients and other public-sector entities across the country. The firm was originally formed as Voorhees Associates in 2009 and changed its name to GovHR USA in 2013. Our headquarters are in Northbrook, Illinois. We are a certified Female Business Enterprise in the State of Illinois and work exclusively in the public and non-profit sectors. GovHR offers customized executive recruitment services, management studies and consulting projects for local government and organizations who work with local government.



GovHR has 19 full-time and 7 permanent part-time employees including 6 full-time recruiters and 26 additional project consultants who are based in Arizona, Colorado, Florida, Georgia, Illinois, Indiana, Massachusetts, Michigan, Minnesota, Ohio, Tennessee, Texas and Wisconsin, giving us a national presence. Additionally, GovTempsUSA, GovHR's subsidiary, provides interim staffing solutions to keep operations moving during the recruitment process.

Our consultants are experienced executive recruiters who have conducted over 1,000 recruitments, working with cities, counties, special districts, and other governmental entities of all sizes throughout the country. In addition, we have held leadership positions within local government, giving us an understanding of the complexities and challenges facing today's public sector leaders.

Our Leadership



Heidi Voorhees

President

847-380-3240

HVoorhees@GovHRusa.com

Ms. Voorhees has conducted more than 400 recruitments in her management consulting career, with many of her clients being repeat clients, attesting to the high quality of work performed for them. In addition to her 17 years of executive recruitment and management consulting experience, Ms. Voorhees has 19 years of local government leadership and management service, including ten years as Village Manager for the Village of Wilmette, Illinois.



Joellen Cademartori

Chief Executive Officer

847-380-3238

JCademartori@GovHRusa.com

Ms. Cademartori is a seasoned manager, with expertise in public sector human resources management. She has held positions from Human Resources Director and Administrative Services Director to Assistant Town Manager and Assistant County Manager. Ms. Cademartori has worked in forms of government ranging from Open Town Meeting to Council-Manager and has supervised all municipal and county departments ranging from Public Safety and Public Works to Mental Health and Social Services.

Why Choose GovHR?

Unparalleled Expertise and Level of Service: We are a leader in the field of local government recruitment and selection with experience in **41 states**, in communities ranging in population from 1,000 to 3,000,000. Since our establishment in 2009, more than 40% of our clients are repeat clients showing a high level of satisfaction with our work. We encourage you to call any of our previous clients. Surveys of our clients show that 94% rate their overall experience with our firm as **Outstanding** and indicate that they plan to use our services or highly recommend us in the future.

Delivering the Best: We conduct comprehensive **due diligence** on candidates. Our state-of-the-art process, includes extensive use of **social media** for candidate outreach and video interviews with potential finalist candidates, ensure a successful recruitment for your organization. Our high quality, thorough Recruitment Brochure reflects the knowledge we will have about your community and your organization and will provide important information to potential candidates. Additionally, before we recommend a candidate to you, we will have interviewed them via video, conducted reference calls, and news media and social media searches. Our knowledge of local government ensures that we can ask probing questions that will verify their expertise.

A Partner from Start to Finish: We are your partners in this important process. You are welcome to review all the resumes we receive, and we will share our honest assessment of the candidates. Our goal is your **complete satisfaction**. We can strategize with you on a variety of approaches for meeting your recruiting needs, including evaluation of internal candidates, identification of non-traditional candidates who meet your recruitment requirements, succession planning and mentoring options. We are committed to working with you until you find the candidate that is the best fit for your position.

Services for Any Budget and Any Search: We strive to meet the specific needs of our clients. We offer several options for recruitment services to meet your needs and your budget. Our services range from Full Executive Recruitments to Virtual Recruitments and even simply Professional Outreach for those who want to reach a broader network. In the following proposal, we have provided the scope we believe that best fits your needs. However, you may find all our services [here on our website](#).

Our Team

GovHR employs a team of professionals with backgrounds in local government and the not-for-profit sector. With your staff needs in mind and due to the significance of this recruitment, we have assigned our highly knowledgeable and experienced Senior Vice President Lee Szyborski. He will act as your project manager and primary point of contact for this project. He will be responsible for your recruitment and selection process. His full biography can be found as part of the Appendix and his client list is available on our website.

Project Manager & Main Point of Contact

Lee Szyborski

Senior Vice President

414-750-7799

LSzyborski@GovHRusa.com

Proposal Inquiries



Laurie Pederson

Client Services & Administrative Director

847-380-3198

LPederson@GovHRusa.com

References

We are a proven leader in public sector consulting. ***More than one-third of the organizations served by GovHR are repeat clients.*** Our team provides a growing pool of highly qualified candidates who are well-suited to handle the challenges and expectations of professional positions in local government and the not-for-profit sector.

The following references can speak to the quality of service provided by GovHR.

Grafton, WI

(Chief of Police, 2020)

Paul Moroder, President of the Grafton Police and Fire Commission

860 Badger Circle

Grafton, WI 53024

262-375-5300

262-377-3671

info@moroderphotography.com

Bayside, WI

(Assistant Village Manager, 2019)

(Chief of Police, 2018)

Andy Pederson, Village Manager

9075 N. Regent Road

Bayside, WI 53217

414-206-3925

apederson@bayside-wi.gov

Waukesha, WI

(Finance Director, 2022)

(Cemetery Director - Limited, 2021)

(Chief of Police, 2020)

(HR Director, 2019)

(Director of Information Technology, 2017)

(City Administrator, 2015)

Kevin Lahner, City Administrator

201 Delafield Street

Room 203

Waukesha, WI 53188

262-524-3700

klahner@waukesha-wi.gov

Project Approach and Methodology

A typical recruitment and selection process takes approximately 175 hours to conduct. At least 50 hours of this time is administrative, including advertisement placement, reference interviews, and due diligence on candidates. We believe our experience and ability to professionally administer your recruitment will provide you with a diverse pool of highly qualified candidates for your position search. GovHR clients are informed of the progress of their recruitment throughout the entire process. We are always available by mobile phone or email should you have a question or need information about the recruitment.

Phase I: Position Assessment, Position Announcement & Brochure

GovHR treats each executive recruitment as a transparent partnership with our client. We believe in engaging with stakeholders early in each recruitment process to fully understand the challenges and opportunities inherent in the position. Understanding the organizational culture is critical to a successful recruitment. We gain this insight and information through meetings (one on one and small groups), surveys and a review of relevant information. This information is reflected in a polished marketing piece that showcases the organization and the area it serves.

Information Gathering:

- One-on-one or group interviews with stakeholders identified by the client.
- GovHR can establish a dedicated email address for feedback from stakeholders or the community.
- Community forums (In-person or via video) can be used to gather input and feedback.
- Surveys can be used for department personnel and/or the community to gather feedback.
- Conversations/interviews with department heads.

A combination of the above items can be used to fully understand community and organizational needs and expectations for the position (this proposal includes 12 hours of meetings – additional meetings can be added for a fee of \$125/hours plus actual expenses if incurred. Dedicated email address and one organizational survey are included. Community Survey can be conducted for \$2,500. Community Forums can be conducted as an optional service.

Development of a **Position Announcement** to be placed on websites and social media.

Development of a thorough **Recruitment Brochure** for client review and approval.

Agreement on a detailed **Recruitment Timetable** – a typical recruitment takes between 90 to 120 days from the time you sign the contract to appointment of the finalist candidate.

Phase II: Advertising, Candidate Recruitment & Outreach

We make extensive use of social media as well as traditional outreach methods to ensure a diverse and highly qualified pool of candidates. In addition, our website is well known in the local government industry – we typically have 14,000+ visits monthly to our website and career center. Additionally, our weekly jobs listings are sent to over 7,000 subscribers.

Phase II will include the following:

- GovHR consultants will personally identify and contact potential candidates.
- Develop a database of potential candidates from across the country unique to the position and to the Client, focusing on:

- Leadership and management skills
- Size of organization
- Experience in addressing challenges and opportunities also outlined in Phase I
- The database will range from several hundred to thousands of names and an email blast will be sent to each potential candidate.
- Placement of the Position Announcement in appropriate professional online publications:
 - Public sector publications & websites (approximately 20 online sources)
 - Social media: LinkedIn (over 20,000 connections), Facebook, Instagram and Twitter
 - GovHR will provide you with a list of advertising options for approval

Phase III: Candidate Evaluation & Screening

Phase III will include the following steps:

- Review and evaluation of candidates' credentials considering the criteria outlined in the Recruitment Brochure
- Candidates will be narrowed down to those candidates that meet the qualification criteria
- Candidate evaluation process:
 - Completion of a questionnaire explaining prior work experience
 - Live Video Interview (45 minutes to 1 hour) conducted by consultant with each finalist candidate
 - References provided by the candidate are contacted
 - Internet/Social Media search conducted on each finalist candidate

All résumés will be acknowledged and inquiries from candidates will be personally handled by GovHR, ensuring that the Client's process is professional and well regarded by all who participate.

Phase IV: Presentation of Recommended Candidates

Phase IV will include the following steps:

- GovHR will prepare a Recruitment Report presenting the credentials of those candidates most qualified for the position.
- GovHR will provide an electronic recruitment portfolio which contains the candidates' materials along with a "mini" résumé for each candidate so that each candidate's credentials are presented in a uniform way.
- Client will receive a log of all applicants and may review résumés if requested.
- Report will arrive in advance of the Recruitment Report Presentation.

GovHR will spend approximately 2 hours with the Client reviewing the recruitment report and providing additional information on the candidates.

Phase V: Interviewing Process & Background Screening

Phase V will include the following steps:

GovHR will:

- Develop the first and second round interview questions for your review and comment
- Coordinate candidate travel and accommodations

- Provide you with an electronic file that includes:
 - Candidates’ credentials
 - Set of questions with room for interviewers to make notes
 - Evaluation sheets to assist interviewers in assessing the candidate’s skills and abilities

Background screening will be conducted along with additional references contacted:

GovHR USA Background Screening	
✓ Social Security Trace & Verification	✓ County/Statewide Criminal
✓ U.S. Federal Criminal Search	✓ Civil Search
✓ Enhanced Verified National Criminal	✓ Bankruptcy, Leans and Judgements
- National Sex Offender Registry	✓ Motor Vehicle Record
- Most Wanted Lists FBI, DEA, ATF, Interpol	✓ Education Verification – All Degrees Earned
- OFAC Terrorist Database Search	Optional: Credit Report – Transunion with score (based on position and state laws)
- OIG, GSA, SAM, FDA	Optional:
- All felonies and misdemeanors reported to the National Database	Professional License Verification
	Drug Screen
	Employment Verification

GovHR will work with you to develop an interview schedule for the candidates, coordinating travel and accommodations. GovHR consultants will be present for all the interviews, serving as a resource and facilitator.

GovHR will coordinate a 2-Step Interview process. The first round interviews will include four to five candidates. The second round interviews will include two or three candidates. GovHR will supply interview questions and an evaluation form.

In addition to a structured interview, the schedule can incorporate:

- Tour of Client facilities
- Interviews with senior staff

Phase VI: Appointment of Candidate

- GovHR will assist you as much as you request with the salary and benefit negotiations and drafting of an employment agreement, if appropriate.
- GovHR will notify all applicants of the final appointment, providing professional background information on the successful candidate.

Project Timeline

Week	Week	Week	Week	Week	Week	Week	Week	Week	Week	Week	Week	Week	Week
1	2	3	4	5	6	7	8	9	10	11	12	13	14
Phase I		Phase II				Phase III			Phase IV	Phase V		Phase VI	

Weeks 1 & 2	Phase 1: Interviews & Brochure Development
Weeks 3 thru 6	Phase 2: Advertising, Candidate Recruitment & Outreach
Weeks 7 thru 9	Phase 3: Candidate Evaluation & Background Screening
Week 10	Phase 4: Presentation of Recommended Candidates
Week 11 & 12	Phase 5: Interview Process & Additional Background Screening
Weeks 13 & 14	Phase 6: Appointment of Candidate

Commitment to Diversity, Equity & Inclusion in Recruitments

GovHR has a long-standing commitment to Equity, Diversity and Inclusion in all of our recruitment and selection processes. Since our firm's inception we have supported, with our time and financial resources, organizations that advance women and other underrepresented minorities in local government. These include the National Forum for Black Public Administrators, the Local Government Hispanic Network, The League of Women in Government and CivicPride.

GovHR Team Members have moderated and spoken on DEI initiatives at the International City and County Management Association conference and state conferences in Illinois, Michigan, Wisconsin, and North Carolina. Our employees and consultants have undergone Implicit Bias Training and we are frequent speakers on incorporating DEI values into recruitment and selection processes. We have a list of DEI resources on the front page of our website (<https://www.govhrusa.com/diversity-equity-and-inclusion-resources/>) that can be accessed by anyone who visits our website.

GovHR has formally partnered with the National Forum for Black Public Administrators' consulting arm, i4x, in several recruitment and selection processes throughout the country including Toledo, OH, Fort Collins, CO, Ann Arbor, MI, Oakland, MI and Arlington, TX. Our partnership reflects our mutual commitment to advancing DEI values and increasing the diversity of local government leaders at the highest levels of local government organizations.

Recruiting During the Great Resignation

The GovHR team is aware of the lasting impact that the Great Resignation has had on nearly all local government positions. Data shows annual quit rates have been at record highs the past two years. Additionally, there is a growing trend of public workers accelerating retirement plans, a drastic change from when workers were *postponing* retirement.

Our team of consultants work diligently to ensure the success of each recruitment and will be transparent upfront and throughout the process regarding any obstacles or delays they anticipate. Despite these challenging times, we have still seen a tremendous amount of success in our recruitments largely due to our consultants' outreach methods and our team's marketing strategies.

GOVHR'S RECOMMENDATIONS TO RECRUIT AND RETAIN TOP TALENT

Responsive: Roll out the Welcome Mat! Candidates may struggle with relocating for a new position as well as be concerned about the "fit" with a new team. It is important to include costs for your top candidate(s) to travel to your location for the final interview process. Our team will work with you to create a welcoming, informative experience for both you and the candidate(s).

Encouraging: Employee development is a must-have in today's market. Candidates appreciate their employer investing in them as much as they are investing themselves in the job. Consider "up and coming" candidates who may lack one or two preferred skills and assign a mentor or invest in a course to encourage their professional development. A mentor/training program will also help establish a peer-to-peer connection and make them feel more comfortable about the transition to a new job.

Competitive: Our team will guide you in offering a competitive market rate compensation and competitive benefits package attractive to today's candidates. Competitive employers must include relocation expenses and should consider signing bonuses and temporary housing.

Resourceful: Review your job description – do you need public sector experience? Are the years' experience you list essential, or can that be preferred? Consider a more resourceful approach when reviewing candidates' experience. Carefully consider requirements such as CPA, Professional Engineer and others that will limit your talent pool – consider using the word "ideally" or "preferably."

Understanding: These past few years have, without a doubt, changed the work environment. Competitive employers have recognized this and are offering flexible/hybrid/remote work options. Those positions that offer this type of flexibility consistently receive a better candidate response rate.

Innovative: Think about what is unique and attractive about your community and organization and highlight that in your recruitment efforts. Talk about organizational culture and what your values are with respect to your employees. GovHR will assist you in being as innovative as possible in your outreach.

Transparent: Some states now mandate listing salary ranges in any job advertisements or postings. More and more companies are now showing at least a salary range in their postings to promote pay transparency and equity. Post the salary range you will use for hiring – it is public information if we make it too difficult for candidates to find out the salary, they will move on to the next opportunity.

Full Scope Recruitment – Price Proposal

Summary of Costs: Full Scope	Price
Recruitment Fee: (\$1,000 repeat client discount included in fee)	\$18,500
Recruitment Expenses: (not to exceed) <ul style="list-style-type: none"> ➤ Expenses include candidate due diligence efforts 	\$1,500
Advertising: <i>*Advertising costs over \$2,500 will be placed only with client approval. If less than \$2,500, Client is billed only for actual cost.</i>	\$2,500*
Total:	\$22,500**

**Consultant travel expenses are not included in the price proposal. If the consultant is requested to travel to the client, travel costs will be estimated at time of request. Only actual expenses will be billed to the client for reimbursement to GovHR.

Possible in-person meetings could include:

1. Recruitment brochure interview process
2. Presentation of recommended candidates
3. Interview Process

Any additional consultant visits requested by the Client (beyond the three visits listed above) will be billed at \$125/hour; \$500 for a half day and \$950 for a full day. The additional visits may also result in an increase in the travel expenses and those expenses will be billed to the client.

This fee does not include travel and accommodations for candidates interviewed.

Payment for Fees & Services

Professional fees and expenses will be invoiced as follows:

1st Invoice upon acceptance of proposal:	40% of the Recruitment Fee
2nd Invoice upon recommendation of candidates:	40% of the Recruitment Fee
Final Invoice upon completion:	20% of the Recruitment Fee plus all expenses

Payment of invoices is due within thirty (30) days of receipt (unless the client advises that its normal payment procedures require 60 days.)

The GovHR Guarantee – Full Scope Recruitment

GovHR is committed to assisting our clients until a candidate is appointed to the position. Therefore, no additional professional fee will be incurred if the client does not make a selection from the initial group of recommended candidates and requests additional candidates be developed for interview consideration. If additional advertising beyond the Phase I advertising is requested, client will be billed for actual advertising charges. Reimbursable expenses may be incurred should the recruitment process require consultant travel to the Client.

Upon appointment of a candidate, GovHR provides the following guarantee: should the selected and appointed candidate, at the request of the Client or the employee's own determination, leave the employ of the Client within the first 12 months of appointment, we will, if desired, conduct one additional recruitment for the cost of expenses and announcements only. This request must be made within 6 months of the employee's departure.

Contract Signature Page

We believe we have provided you with a comprehensive proposal; however, if you would like a service that you do not see in our proposal, please let us know. We can most likely accommodate your request.

This proposal will remain in effect for a period of six months from the date of the proposal. We look forward to working with you on this recruitment and selection process!

City of Plymouth, Wisconsin agrees to retain GovHR USA, LLC ("GovHR") to conduct a Chief of Police Recruitment in accordance with its proposal dated August 17, 2022. The terms of the proposal are incorporated herein and shall become a part of this contract.

ACCEPTED:

City of Plymouth, Wisconsin

By: _____

Title: _____

Date: _____

Billing Contact: _____

Billing Contact Email: _____

GovHR USA, LLC

By: _____

Title: _____

Date: _____

Optional Assessment Center

If requested, GovHR will perform an Assessment Center for candidates selected for interview as part of the selection process. An Assessment Center is a useful tool for identifying and evaluating the strengths, areas for improvement, skills, and abilities of the candidates. GovHR consultants will prepare all the related documents and scoring sheets for any three (3) of the following exercises to be completed on the Assessment Center day:

- ◆ In-Basket Exercise
- ◆ Written/Oral Presentation Exercise
- ◆ Leaderless Group Exercise
- ◆ Structured Interview
- ◆ Budget Analysis Exercise
- ◆ Personnel Issues Exercise
- ◆ Other exercise of the Client's choosing

Optional Assessment Center Fee: \$8,000*

*The fee assumes that the Assessment Center will be held on one day and be limited to no more than five candidates. For each additional candidate, the fee will increase by \$750.

The fee includes the preparation of the Assessment Center material and a written report outlining the findings of the Assessment Center as reported by the Assessors. We will assist the client in selecting three (3) professionals from outside the organization to serve as Assessors in evaluating each candidate's strengths and weaknesses. The client will be responsible for paying a \$500 stipend to each Assessor (and possible mileage or other transportation costs for the assessors).

The Assessment Center fee does not include lodging, travel and meal expenses for the GovHR facilitator(s) to be on-site for the Assessment Center. Actual expenses will be billed in addition to the fee. If the client chooses to add the Assessment Center option, the fees and expenses for this will be billed separately.

Optional Services

GovTemps USA

Need an Interim? GovTempsUSA, a subsidiary of GovHR USA, specializes in the temporary placement of positions in local government. The firm offers short-term assignments, in addition to long-term and outsourced arrangements. Our placement professionals at GovTempsUSA have typically enjoyed distinguished careers in local government and displayed a commitment to public service throughout their career.

Recorded One-Way Video Interview of Candidates

Candidates we recommend for your consideration can complete a one-way video interview with 3 to 5 questions that will be recorded and which you can review electronically at your convenience. This can occur prior to making your decision on which candidates to invite for an interview. Cost \$100 per candidate.

Leadership/Personality Testing

GovHR has experience working with a wide variety of leadership and personality assessment tools, depending on the qualities and experiences the client is seeking in their candidates. These include but are not limited to Luminaspark, Caliper, DISC and others. Depending on the evaluation type selected fees can range between \$100 to \$500 per candidate.

360° Evaluation

As a service to the Client, we offer the option to provide you with a proposal for a 360° performance evaluation for the appointed position at six months into his or her employment. This evaluation will include seeking feedback from both elected officials and department directors, along with any other stakeholder the Client feels would be relevant and beneficial. This input will be obtained on a confidential basis with comments known only to the consultant. If you are interested in this option, GovHR will prepare a proposal for this service.



LEE SZYMBORSKI



Lee Szymborski is a Senior Vice President with GovHR USA, working on both executive search and general management consulting assignments. He has more than 33 years of experience in local government administration.

Mr. Szymborski’s experience spans both Wisconsin and Illinois communities. Mr. Szymborski served more than 15 years as City Administrator in Mequon, Wisconsin. Mequon is a full service city with \$30 million in combined budgets, and more than 170 employees serving 23,000 residents. He also worked for the City of Wauwatosa and Milwaukee County. In Illinois, he served for 12 years as Assistant Village Manager in Buffalo Grove.

Mr. Szymborski’s track record points to a results-oriented approach to municipal government management. That is demonstrated by his work including the purchase of a \$14 M private water utility that has seen its customer base increase under city ownership (Mequon); reorganizing city departments and reducing workforce costs in an organizationally sensitive manner (Mequon); spearheading a 10-community oversight committee to secure the startup of commuter rail service (Metra) on the WI Central railway (Buffalo Grove); and repurposing TIF funds to provide incentives that secured a \$16 M mixed-use development in Mequon’s Town Center. He is additionally skilled in budgeting, personnel administration, community engagement efforts and strategic planning.

Lee’s experience in recruiting key staff extends back to his management roles in both Buffalo Grove and Mequon. In Buffalo Grove, he handled all aspects of recruiting the management team. During his time in Mequon, Mr. Szymborski recruited all members of the City’s management team.

His recent searches include City Manager, City Administrator and department head positions for communities throughout the Midwest and East Coast. He has done management studies and strategic plans for several Wisconsin, Illinois and Missouri communities, professional associations and councils of government. He has also been part of GovHR USA’s classification and compensation studies in several Wisconsin, Illinois, Minnesota and Massachusetts communities.

PROFESSIONAL EDUCATION

- Master of Science degree in Urban Affairs, University of Wisconsin - Milwaukee
- Bachelor of Arts in Political Science, University of Wisconsin – Milwaukee

PROFESSIONAL DEVELOPMENT AND SPEAKING ENGAGEMENTS

- Speaker at state City Management Association meetings in Wisconsin, Illinois and Missouri
- Former Adjunct Instructor at Upper Iowa University - Milwaukee Center and Concordia University Wisconsin
- Published articles in Public Management Magazine, Milwaukee Journal Sentinel

AWARDS

- Mequon – Thiensville Chamber of Commerce’s Distinguished Service Award

MEMBERSHIPS AND AFFILIATIONS

- Mequon Police and Fire Commission
- Mequon-Thiensville Sunrise Rotary Club
- Board of Directors for the Mequon Nature Preserve
- International City/County Management Association
- Wisconsin City/County Management Association
- Former President Illinois Association of Municipal Management Assistants
- Former President Mequon-Thiensville Sunrise Rotary Club

PROFESSIONAL BACKGROUND

Over 33 Years of Experience in Local Government Administration

- City Administrator, Mequon, WI 1999-2014
- Assistant Village Manager, Buffalo Grove, IL 1987-1999
- Milwaukee County and City of Wauwatosa, WI 1980-1986



Law Enforcement Client List

STATE	CLIENT	POSITION	POPULATION	YEAR	
Alaska	Unalaska	Police Chief	4,768	2018	
Georgia	Decatur	Police Chief	25,000	2021	
Illinois	Arlington Heights	Chief of Police (Virtual)	75,500	2019	
	Buffalo Grove	Chief of Police	42,909	2013	
	Cary	Chief of Police	18,713	2010	
	College of Lake County	Chief of Police	Multi	2020	
	Des Plaines	Chief of Police	58,364	2020	
	Evanston	Chief of Police	75,000	2018	
	Glencoe	Public Safety Director	8,723	2013	
	Grayslake	Chief of Police	24,400	2011	
	Highland Park	Chief of Police	31,365	2017	
	Hinsdale	Police Chief (Professional Outreach)	16,816	2017	
		Joliet Junior College	Director of Campus Safety and Security, Chief of Police	700,000	2020
		La Grange	La Grange, IL - Chief of Police(Virtual)	15,610	2017
		La Grange Park	Chief of Police	13,579	2014
		Lake Bluff	Chief of Police	5,700	2018
				5,722	2013
		Lake County	Sherriff's Office Business Manager	703,462	2015
		Lake County/Nineteenth Judicial Circuit Court	Superintendent of Detention (Professional Outreach)	Multi	2018
		Lake Forest	Chief of Police	19,375	2012
		Lincolnshire	Chief of Police	7,500	2016
		Lincolnwood	Chief of Police	12,590	2017
	Lisle	Chief of Police	23,440	2019	
	Mokena	Chief of Police	19,042	2013	
	Moline	Chief of Police	43,100	2017	
		Chief of Police Selection Services	43,100	2010	
	Naperville	Chief of Police	148,000	2021	
	Northbrook	Chief of Police	35,000	2020	
			37,000	2017	
	Northern Illinois University	Chief of Police	44,098	2013	
	Northwestern University	Director of the Office of Professional Standards	21,000	2014	
	Northwestern University Police Department	Commander (2 positions)	21,000	2018	
		Commander and Accreditation Manager	21,000	2017	
	Oakton Community College	Chief of Police and Emergency Management	46,000	2019	
	Peoria	Chief of Police	115,234	2021	
	Princeton	Chief of Police	7,700	2017	

	Schaumburg	Chief of Police	75,000	2013
		Deputy Police Chief	75,000	2018
	St. Charles	Chief of Police	33,264	2014
	Tinley Park	Chief of Police	58,000	2011
	Vernon Hills	Chief of Police	25,911	2017
	Villa Park	Chief of Police (Virtual)	22,038	2017
				2020
	Wauconda	Chief of Police	14,125	2015
	West Chicago	Chief of Police	27,221	2021
	Woodridge	Chief of Police	32,971	2011
	Wynstone Property Owners Association	Director of Public Safety	1,500	2013
Indiana	St. John	Chief of Police	15,677	2015
Iowa	Dubuque	Chief of Police	59,700	2021
Michigan	Ann Arbor	Deputy Police Chief	117,700	2017
	Midland	Chief of Police	42,000	2011
	Midland	Chief of Police	42,000	2019
Montana	Bozeman	Chief of Police	39,860	2015
Ohio	Kettering	Chief of Police	55,870	2014
Pennsylvania	Allegheny County	Police Superintendent	1,230,000	2016
	Ferguson Township	Police Chief	18,300	2017
	McCandless	Chief of Police	28,457	2016
	Mt. Lebanon	Chief of Police	33,137	2015
Virginia	Hampton	Chief of Police	137,436	2021
	Prince William County	Chief of Police	460,457	2020
	Roanoke	Chief of Police	100,220	2019
	Virginia Beach	Chief of Police	442,707	2020
Wisconsin	Bayside	Police Chief	4,400	2018
	Beaver Dam	Chief of Police	16,291	2010
	Beloit (City)	Chief of Police	36,966	2020
		Police Chief	36,966	2016
	Brown Deer	Chief of Police	12,000	2014
				2021
	Burlington	Chief of Police	10,511	2009
	DeForest	Chief of Police	10,000	2018
	Evansville	Chief of Police	5,124	2019
	Grafton	Chief of Police	11,766	2019
	Middleton	Chief of Police	21,000	2019
	Monona	Chief of Police	8,000	2020
	Polk County	Chief Deputy Sheriff	43,476	2016
	River Falls	Chief of Police	15,200	2015
	Sparta	Chief of Police	9,600	2014
	Sun Prairie	Chief of Police	32,894	2019
	Waukesha	Chief of Police	72,489	2019