

CITY OF PLYMOUTH, WISCONSIN
Tuesday, November 24, 2020 Common Council Meeting
Room 303, Assembly Room, 128 Smith Street

OFFICIAL MEETING MINUTES

1. **Call to order and roll call:** Mayor Don Pohlman called the meeting to order at 8:00 pm. On call of the roll, the following Alderpersons were present: Jerry Matzdorf, John Nelson, Amy Odekirk, Diane Gilson, Charles Hansen, Bob Schilsky, Jim Wilson and Greg Hildebrand. Also present were: Interim City Administrator Cathy Austin, City Attorney Crystal Fieber and Attorney Amy Seibel with Seibel Law Office.
2. **Pledge of Allegiance.**
3. **Approval of the Consent Agenda:** Motion made by Wilson/Hildebrand to approve all items listed. Upon the call of the roll, all voted aye. Motion carries.
 - A. **Approve minutes of the regular meeting held Tuesday, November 10th:**
 - B. **Approve Utility & City Reports:**
 - I. **Approve payment of Utility & City vouchers dated 10/01 through 10/31:**
 - II. **Electric, Water and Sewage Sales Reports – October 2020:**
 - III. **Uncollectable Accounts – November \$2,449.28:**
 - C. **Minutes acknowledged for filing – Finance & Personnel Committee – Nov. 10th, Plymouth Community Television – Oct. 19th, Committee of the Whole – Nov. 9th & Nov. 16th:**
 - D. **Approve Mobile Home Park Application: Transfer of License from Plymouth Country View Estates, LLC to Plymouth MHP, LLC. License valid through March 31, 2021:**
4. **Audience Comments:** None.
5. **Items removed from Consent Agenda:** None.
6. **Committee Reports and Actions:**
 - A. **Public Works and Utility Committee recommendations from 24th meeting:**
 - I. **Resolution No. 16 of 2020 – A Resolution approving the Shared Savings Loan Agreement for Plymouth Intergenerational Coalition (dba: Generations) -** Interim City Administrator Cathy Austin informed the council that the above resolution was recommended at the Public Works & Utilities Committee to council for approval. Approval of the resolution will grant the applicant Generations with a 60-month term loan from the Plymouth Utilities for a project to convert lighting to LED. Motion made by Gilson/Schilsky to approve the above stated resolution. Upon the call of the roll, all voted aye. Motion carries.
7. **New Business:**
 - A. **Approve Baker Tilly contract for 2020 Audit Services –** Interim City Administrator Austin told the council that the contract for the services will include to have Baker Tilly provide the professional services for the City/Utility 2020 audit. Total cost for combined services is \$63,000. Motion made by Nelson/Wilson to approve the above as stated. Upon the call of the roll, all voted aye. Motion carries.

B. Approve quote from Municipal Well and Pump to rehabilitate Well #15 for a total of \$26,230.00. – Interim City Administrator Cathy Austin provided the council with the quote and discussed the rehabilitation need. Motion was made by Gilson/Wilson. Upon the call of the roll, all voted aye. Motion carries.

8. Resolutions:

A. Resolution No. 17 of 2020 – Resolution Establishing Property Tax Rate – Interim City Administrator Cathy Austin told the council that the final assessment from the Department of Revenue was released and that the assessed tax rate for the City of Plymouth prior to various state credits will be \$7.06 per thousand. Motion made by Nelson/Odekirk to approve the above stated resolution. Upon the call of the roll, all voted aye. Motion carries.

9. Entertain a motion to go into closed session: Motion was made by Wilson/Gilson to go into closed session on Item A and Item B at 8:20 p.m. Upon the call of the roll, all voted aye. Motion carries.

A. Pursuant to Wis. Stat. 19.85 (1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility regarding compensation for the Plymouth Utility Finance Manager.

B. Pursuant to Wis. Stat. § 19.85(1)(g) conferring with legal counsel for the governmental 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 – Masters Gallery Foods, Inc. personal property tax.

10. Entertain a motion to go into open session: Motion was made by Wilson/Nelson to go into open session on Item A and Item B. Upon the call of the roll, all voted aye. Motion carries.

11. Discussion and possible action on closed session items:

Item A: Motion made by Hansen/Nelson to approve a one-time compensation for the Finance Manager to receive \$3,855.94 for 80 hours of vacation payout and a one-time bonus of \$10,000 for additional hours worked in 2020. Upon the call of the roll, all voted aye. Motion carries.

Item B: Motion made by Hansen/Wilson to approve authorizing hiring Seibel Law Office at a rate of 3.79% of costs to represent the City of Plymouth on the personal property appeal case of Master's Gallery. Upon the call of the roll: Aye – Odekirk, Hansen, Matzdorf, Gilson, Hildebrand, Wilson and Nelson. Abstain – Schilsky.

12. Adjourn to 7:00 PM on Tuesday, December 8, 2020: Motion made by Wilson/Schilsky to adjourn. Motion carries. The meeting adjourned at 9:05 pm.

Minutes approved December 8, 2020

Sabrina Dittman, Clerk