

**CITY OF PLYMOUTH, WISCONSIN**  
**Tuesday, November 10, 2020 Common Council Meeting**  
**Room 303, Assembly Room, 128 Smith Street**

**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: 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, Police Chief Jeff Tauscheck and City Attorney Crystal Fieber.
2. **Pledge of Allegiance.**
3. **Approval of the Consent Agenda:** Motion made by Wilson/Hansen 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, October 27<sup>th</sup>:**
  - B. **Minutes acknowledged for filing – Finance & Personnel Committee – Oct. 27<sup>th</sup>, Committee of the Whole – Oct. 22<sup>nd</sup> & Oct. 26<sup>th</sup>,**
  - C. **Building Report for October 2020 – 29 permits estimated at \$999,375.00:**
  - D. **Approve selling of surplus city property – 1998 Dodge Dakota, 2005 Food F150, 2020 F350 Parts only, 2019 F350 Parts only, Cast Alloy Rims, Bumper, 1994 Rayco Stump Grinder, 2016 Bobcat Stump Grinder, Portable AC Unit for Server Rooms, Kohler Generator, 1977 Gilson Snow Blower**
4. **Audience Comments:** Jarin Gelhar of 1009 Eastern Ave spoke before the council regarding the proposed \$100,000 levy increase to the 2021 budget. Gelhar stated that the proposed \$100,000 increase is an arbitrary increase based on precedent that the council had previously followed in prior years. Gelhar questioned the starting point of the budget process. He stated that this is an unprecedented year and questioned as to why the budget was not kept flat this year.
5. **Items removed from Consent Agenda:** None.
6. **Committee Reports and Actions:**
  - A. **Finance & Personnel Committee recommendations from October 27<sup>th</sup> meeting:**
    - I. **Approval of 2020 Employee Compensation** – Mayor Pohlman began the discussion with the proposal for supplementary employee compensation for the 2020 year. If an employee was hired prior to April 1, 2020 they would receive a one-time \$1,000. If the employee was hired after April 1, 2020 and have worked a minimum of 7 months in 2020, they would receive \$500. Any regular part-time employee, the mentioned amounts would be prorated based on hours worked with the above criteria on hire dates. The total amount of compensation would be \$40,760 for the City and \$25,500 for the Utility. Alder Hansen questioned where the funds would come from to cover the expense. Mayor Pohlman and Interim City Administrator Cathy Austin said that the funds would be covered under the unused salary expense from the prior City Administrator. Motion made by Nelson/Wilson to approve the above as stated. Upon the call of the roll, all voted aye. Motion carries.
    - II. **Approve Community Television – 14 requests for funding for 2 new servers and equipment upgrades to the Council Chamber for a total of \$28,100:** Interim City Administrator Cathy Austin directed Alderman Jerry Matzdorf to begin the discussion. Matzdorf said that he along with Mayor Pohlman met with Community TV 14 to discuss the needs for additional funding to purchase two new servers. The concern for TV 14 is that they can no longer get parts to repair the existing servers. The request is for \$28,100. This is to cover the costs for two servers and for reimbursement for the upgrades to the Council Chamber. The funds are to come from the contingency fund. Motion made by Matzdorf/Hildebrand to approve the above request, with the funds to come out of the contingency fund. Upon the call of the roll, all voted aye. Motion carries.

7. **New Business:**
  - A. **Approve Faith Technologies proposal for BAS upgrades at the Plymouth Utilities Building for \$39,580.00** – Interim City Administrator Cathy Austin told the council that the heating and cooling system at the Utility Building has been experiencing control and mechanical issues. The mechanical issues have been fixed however, the control system is obsolete and can no longer receive software support. Austin said that without an upgrade to the existing control system, there will be no heating or cooling in certain areas at the utility building. Motion was made by Wilson/Gilson to approve the quote from Faith Technologies. Upon the call of the roll, all voted aye. Motion carries.
  
8. **Public Hearing followed by Council discussion and action:**
  - A. **Resolution No. 15 Resolution Adopting the Annual Budgets:** Mayor Pohlman declared the Public Hearing open at 7:32 p.m. Mayor Pohlman presented the budget resolution to the council. The budget resolution indicates that the municipality shall levy a tax in the amount of \$4,408,042. No utility rate will be changed for the year 2021 for the water or electric utilities. Mayor Pohlman mentioned that there will be a separate resolution at the November 24<sup>th</sup> meeting to approve the tax rate, as the city is still waiting information from the Department of Revenue. There being no further discussion and no public audience in attendance, the Mayor called the Public Hearing closed at 7:38 p.m. Motion was made by Nelson/Wilson to approve Resolution #15 as stated. Upon the call of the roll, all voted aye. Motion carries.
  
9. **Adjourn to 8:00 PM on Tuesday, November 24, 2020:** Motion made by Hansen/Wilson to adjourn. Motion carries. The meeting adjourned at 7:39 pm.

Minutes approved November 24, 2020

Sabrina Dittman, Clerk