

CITY OF PLYMOUTH, WISCONSIN
Tuesday, September 29, 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 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 and Jim Wilson. Absent: 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/Schilsky 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, September 8th:**
 - B. **Minutes acknowledged for filing – Committee of the Whole – Sep. 3rd, Public Works & Utilities Committee – Sep. 8th, Plymouth Community Television – Aug. 17th:**
 - C. **Approve Room Tax Permit Application: Dennis Simonis & Dionne Costa – Riverview Getaway located at 814 Riverview Drive:**
4. **Audience Comments:** None.
5. **2019 Plymouth Utilities Audit Presentation by Aaron Worthman of Baker Tilly Virchow Krause, LLP:** Aaron gave an audit overview and presented comparison graphs to the council. The Utilities is in good overall financial position.
6. **Items removed from Consent Agenda:** None.
7. **Committee Reports and Actions:**
 - A. **Re-classification of one DPW Driver/Labor to an Arborist position:**

Interim City Administrator Austin told the council that currently there is a vacancy in the Department of Public Works for a Laborer. Street Superintendent Matt Magle would like to fill the position and reclassify the position of one DPW Laborer to the Arborist Position. Austin briefly went over the Arborist job description and indicated that the position would be filled by an Arborist or with someone that within two years of hire would obtain Arborist Certification. The responsibilities would still include other Department of Public Works duties such as snow removal. Motion made by Nelson/Wilson to approve the re-classification of one DPW Driver/Labor to an Arborist position. Upon the call of the roll, all voted aye. Motion carries.
 - B. **Approval of Routes to Recovery Expenditures for a total up to \$30,120:**

Interim City Administrator Austin informed the council of requested expenditure items. Items included modifications to offices at City Hall, specifically the clerk's office and zoning office. The purchase of a Cisco Camera System. This will allow for in-person and virtual options by video conferencing applications for the Common Council and other staff meetings. Data/Network Connection Ports for City Hall Rooms 210 & 305. The connection ports improve the WIFI signal connections. Motion was made by Nelson/Odekirk to approve the above as stated. Upon the call of the roll, all voted aye.
8. **New Business:**
 - A. **Approve quote from Vacuum, Pump & Compressor, Inc in the amount of \$36,111:**

Interim City Administrator Cathy Austin told the council that an unplanned failure of the blower created the need for replacement. Mike Penkwitz WWTP Superintendent, received quotes for the replacement. Staff is recommending to approve the quote by Vacuum, Pump & Compressor. This blower will utilize the existing base, existing VFD, and existing motor. The funds will come from the Wastewater Treatment Plant operational fund account. Motion was made by Wilson/Hansen to approve the quote by Vacuum, Pump & Compressor in the amount of \$36,111. Upon the call of the roll, all voted aye. Motion carries.

9. **Entertain a motion to go into closed session pursuant to Wis. Stat. 19.85 (1) (g) Conferring with legal counsel for the government body who is rendering oral or Written advice concerning strategy to be adopted by the body with respect to Litigation in which it is or is likely to become involved regarding 1) property damage claim from Alexis Schreiber and 2) Public Nuisance at the SW corner of Evergreen Drive.** Motion made by Wilson/Odekirk to go into closed session at 7:38 p.m. Upon the call of the roll, all voted aye. Motion carries.
10. **Entertain motion to go into open session:** Motion made by Wilson/Nelson to go into open session at 7:58 p.m. Upon the call of the roll, all voted aye. Motion carries.
11. **Discussion and possible action on closed session items:** Item 1 – Motion made by Hansen/Nelson to follow the recommendation of City Attorney and CVMIC Municipal Insurer to deny the claim by Alexis Schreiber. Upon the call of the roll, all voted aye. Motion carries. Item 2 – Motion made by Hansen/Schilsky to authorize Interim City Administrator to start court action to abate the public nuisance at the southwest corner of Evergreen Drive. Upon the call of the roll, all voted aye. Motion carries.
12. **Adjourn to 7:00 PM on Tuesday, October 13, 2020:** Motion made by Wilson/Schilsky to adjourn. Motion carries. The meeting adjourned at 8:02 pm.

Minutes approved October 13, 2020

Sabrina Dittman, Clerk