

CITY OF PLYMOUTH, WISCONSIN
Tuesday, June 9, 2020 Common Council Meeting

Due to Wisconsin “Stay at Home” order, this meeting was conducted via WebEx conference call

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 Aldermen were present via WebEx: Jerry Matzdorf, John Nelson, Charles Hansen, Bob Schilsky, Amy Odekirk, Jim Wilson, Diane Gilson and Greg Hildebrand. Also present via WebEx: Interim City Administrator Cathy Austin and City Attorney Crystal Fieber.
2. **Pledge of Allegiance.**
3. **Approval of the Consent Agenda:** Motion made by Wilson/Gilson 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, May 26, 2020:**
 - B. **Approve Utility & City Reports:**
 - I. **Utility Uncollectible Accounts – May - \$2,749.74:**
 - II. **Approve payment of Utility & City vouchers dated 05/01 through 05/31:**
 - C. **Minutes acknowledged for filing – Public Works & Utilities Committee – May 26th, Plymouth Housing Authority – June 3rd:**
 - D. **Approve list July 1, 2020 to June 30, 2021 Alcohol Beverage License Applications: Approved by Police Department and Clerk’s Office:**
 - E. **Building Report for May 2020 – 33 permits estimated at \$1,080,155.00:**
4. **Audience Comments:** Individuals wishing to make public comments will need to submit their comments to the Clerk’s Office in writing by Tuesday, June 9, 2020 by 3:00 p.m. Comments may be emailed to sdittman@plymouthgov.com or mailed to 128 Smith Street, Plymouth, WI. – Alder Charles Hansen wanted to thank Teresa Hartle-Feldner who is currently retiring from the City of Plymouth Parks Committee. Hansen stated that Feldner served as a Parks Committee member for 15 years. Feldner is known for being a dedicated member. Feldner has worked with the Nut Hill Ski Park and the Plymouth Ice-Skating Shack. Her dedication lead to the donations and contributions to the Ice Shack, which included donations of ice skates, hockey pucks, ect.

Alder John Nelson made a comment on the two memos provided by Interim City Administrator Cathy Austin. Nelson stated that the memos regarding the Re-opening of City Facilities and Opening of the Aquatic Center were well written and provided a lot of detailed information. Nelson also thanked the Street Department for doing a great job of the removal of tree limbs from this week’s wind storm.
5. **Items removed from Consent Agenda:** None.
6. **Old Business:**
 - A. **Approve opening of the Aquatic Center and Public Facilities –** Interim City Administrator Cathy Austin provided the council with memos on the two topics. Austin mentioned that these items were discussed at the Public Works & Utilities Committee prior

to the council meeting and that it was recommended to approve opening the Aquatic Center and Public Facilities. Main guidelines provided with the reopening of city facilities include partial opening of City Hall and Plymouth Utilities as of June 15th. Partial openings include services for essential business only. Plymouth Utilities will only be open for cash payments only, all other business will be conducted by appointment. City Playgrounds are now open; however, the playgrounds will not be sanitized. Public Restrooms will be open as of June 15th and will be cleaned twice a day. Evergreen Golf Course will open as of June 15th, only two driving range spots will be open for use and carts will be wiped down between each use. The Plymouth Aquatic Center is planned to open the week of June 22nd. The memo regarding the Aquatic Center contains specific guidelines on public safety, hours of operation, facility operations and employee guidelines. Alder Hansen questioned if the concession area will be open at the Aquatic Center and if there would be plexiglass shields up for protection. Interim Administrator Austin said that there will be two areas for concessions. The main concern for opening the concession areas was to address the issue of hydration for the patrons. The concession areas will have plexiglass shields up for a barrier. Alder Schilsky questioned as to why only two driving ranges will be open for use at Evergreen Golf Course. Interim Austin said that it is to promote social distancing, however, she will speak with management at Evergreen to see if something different can be done. Motion was made by Wilson/Odekirk to approve opening of the Aquatic Center and Public Facilities per Interim City Administrator Cathy Austin's guidelines. Upon the call of the roll, all voted aye. Motion carries.

7. New Business:

A. Approve appointment of Steve Stavola to the Parks Committee for a Five-Year Term - Mayor Donald Pohlman announced the appointment as listed. Motion was made by Hansen/Wilson. A unanimous aye vote was cast by the council. Motion carries.

B. Roosevelt-Nutt Park – Tree Removal – Interim City Administrator Cathy Austin told the council that on May 19, 2020 a tree fell into the back yard of a nearby property. The tree did damage the electrical service line that was attached to the home, but did not do damage to the home itself. Interim Austin stated that there are currently two additional trees in that area that are leaning towards the property and if they fall, would cause damage to the home. Staff received two quotes from tree removal services to have the trees removed. Staff is recommending to award the removal of the trees to Hoppe Tree Service in the amount of \$5,200.00. Funding to come from the Contingency funds. Motion was made by Gilson/Nelson to approve the quote from Hoppe Tree Service as stated. Upon the call of the roll, all voted aye. Motion carries.

8. Adjourn to 7:00 PM on Tuesday, June 30, 2020: Motion made by Hansen/Nelson to adjourn. Motion carries. The meeting adjourned at 7:23 pm.

Minutes approved June 30, 2020

Sabrina Dittman, Clerk