

**CITY OF PLYMOUTH, WISCONSIN**  
**February 11, 2020 Common Council Meeting**  
**Room 302, City Hall, 128 Smith Street**

**OFFICIAL MEETING MINUTES**

1. **Call to order and roll call:** Mayor Pohlman called the meeting to order at 8:00 PM. On call of the roll, the following Alderpersons were present: John Nelson, Jack Fernsler, Amy Odekirk, Diane Gilson, Jim Wilson, Charles Hansen, Jim Sedlacek and Greg Hildebrand. Also present City Administrator/Utilities Manager Brian Yerges, City Attorney Crystal Fieber, Police Chief Jeff Tauscheck and Fire Chief Denis Fellows.
2. **Pledge of Allegiance:**
3. **Approval of the Consent Agenda:** Motion made by Hansen/Nelson to approve all items as listed. On call of the roll, all voted Aye. Motion carries.
  - A. **Approve minutes of the meeting held January 28, 2020:**
  - B. **Approve payment of Utility & City vouchers dated 1/1/20 through 1/31/20:**
  - C. **Approve Electric, Water and Sewage Sales Reports – January 2020:**
  - D. **Building Report for January 2020 - 19 permits estimated at \$493,876.00:**
  - E. **Minutes acknowledged for filing – Finance & Personnel Committee– Jan. 28th:**
  - F. **Approve Beverage Operator Licenses for Heather Taubel (Deo's Pizza), Heidi Casady (Kwik Trip), Rachel Prah (Cozy Bar) and Shawna Banker (Walmart) - Approved by Clerk's Office and Police Department:**
  - G. **Annual Plymouth Library Report – 2019**
4. **Audience Comments: None**
5. **Bond Sales Results – Phil Cosson from Ehler's:**
  - A. **No. 4 – Resolution Authorizing the Issuance and Sale of \$4,065,000 General Obligation Refunding Bonds, Series 2020A** – City Administrator/Utilities Manager Brian Yerges directed Phil Cosson from Ehlers to lead the discussion. Phil Cosson provided the council with the Sale Day Report. Phil told that council that they received a total of six bids, with the lowest bidder being FHN Financial Capital Markets, New York at a rate of 1.4682%. Phil said that Quarles & Brady provided the new resolution to the clerk's office that afternoon and that the council was provided with a copy of the new resolution. Resolution No.4 states that it is a Resolution Authorizing the Issuance and Sale of \$3,785,000 General Obligation Refunding Bond, Series 2020A. Phil told the council that Moody's Investor Service has assigned an Aa3 rating to the City of Plymouth. Motion was made to approve Resolution No.4 – Authorizing the Issuance and Sale of \$3,785,000 General Obligation Refunding Bonds, Series 2020A by Sedlacek, seconded by Nelson. Upon the call of the roll, all votes aye. Motion passes.
6. **Public Hearing followed by Council discussion and action:**
  - A. **Ordinance No. 1 – An Ordinance Amending Section 13-1-33 of the Zoning Code, of The City of Plymouth, Wisconsin by Changing the Height Limitations**

**in the B3 Zoning District** – Mayor Pohlman declared the Public Hearing open at 8:13 a.m. In attendance for the public hearing were: none. City Administrator/Utilities Manager Brian Yerges explained that the amendment includes that the zoning code be amended in the B3 classification to allow for a principal building height of up to 50 feet above the mean ground grade level by conditional use permit. This amendment was recommended by the Plan Commission meeting on January 2, 2020. Yerges stated that the amendment is consistent with the City of Plymouth's Comprehensive Plan. There being no comments, the Mayor declared the Public Hearing closed. Motion made by Nelson/Fernsler to approve the ordinance as presented. On the call of the roll, all voted aye. Motion passes.

- B. Ordinance No. 2 – An Ordinance Amending Section 13-1-22, Zoning Map of the Zoning Code of The City of Plymouth by Designating the Depot Restaurant into the General Business Zoning District (B-2) – City Administrator/Utilities Manager Brian Yerges** – Mayor Pohlman declared the Public Hearing open at 8:16 p.m.. In attendance was Patrick Campbell from the Depot Restaurant. City Administrator/Utilities Manager Brian Yerges said that the Plan Commission recommended the parcel be zoned to General Business B-2 on January 9, 2020. Administrator Yerges said that the zoning map, assessors file and building permit to not identify any zoning designation for the property. There being no additional comments, the Mayor declared the Public Hearing closed. Motion made by Hansen/Sedlacek to approve the ordinance as presented. On the call of the roll, all voted aye. Motion passes.

**7. Ordinances:**

- A. No. 3 – An Ordinance Repealing Ordinance Section 14-1-23 of the Municipal Code of The City of Plymouth, Wisconsin Regarding Impact Fees for Land Development** – City Administrator/Utilities Manager Brian Yerges said that the Public Works & Utility Committee recommended on January 14, 2020 an ordinance repealing impact fees. Administrator Yerges said that the City of Plymouth has not imposed impact fee on any development in the last 15 years and that the ordinance was never fully implemented. Motion made by Nelson/Hildebrand to approve the above as stated. On the call of the roll, all voted aye. Motion passes.

**8. Resolutions:**

- A. No. 3 – Creation of an “Ad Hoc” Committee to review downtown design guidelines** – City Administrator/Utilities Manager Brian Yerges said that the Plymouth Redevelopment Authority recommended the Ad Hoc Committee for council approval. The committee would consist of six member and the mayor. City

Administrator Brian Yerges stated that the Ad Hoc Committee would study and examine specific community issues and work on reviewing the downtown design guidelines. Administrator Yerges mentioned that he talked with the Plan Commission and they suggested the Ad Hoc Committee as well. Motion made by Hildebrand/Gilson to approve the above as stated. Upon the call of the roll, all voted aye. Motion carries. Mayor Pohlman announced that anyone interested in being on the committee should contact him.

**9. Items removed from Consent Agenda: None.**

**10. Committee Reports and Actions:**

- A. Finance & Personnel Committee recommendation from January 28<sup>th</sup> – Approve a Corporate Partnership Agreement with Lakeland University:** City Administrator/Utilities Manager Brian Yerges discussed the potential agreement with Lakeland College. Lakeland University offers a program to employees, employees spouse and children to receive 20% discount on undergraduate tuition and 10% discount on graduate course tuition. There is no cost to the city to offer this to employees. Offering this will be another added benefit to employees. Motion made by Wilson/Odekirk to approve the above as stated. A unanimous aye vote was cast by the council. Motion carries.

**11. New Business:**

- A. Plymouth Library – 2020 Capital Improvement Funds – City** Administrator/Utilities Manager Brian Yerges said that he was approached by Leslie Jochman, Plymouth Public Library Director, to request a change in the use of some Capital Improvement Funds. Library Director is requesting furniture for the computers in the children's area and furniture for the new Young Adult staff member. Jochman received a quote from Complete Office and does not believe that they will use all of the \$5,250.00 allocated in the capital improvement fund. Motion made by Wilson/Sedlacek to approve reallocating the funds to provide furniture for the library. Upon the call of the roll, all voted aye. Motion carries.

**Adjourn to 8:00 PM, Tuesday, February 25, 2020:** Motion made by Odekirk/Hansen to adjourn. Motion carries. The meeting adjourned at 8:30 PM.

Minutes approved February 25, 2020.

Sabrina Dittman, Clerk