

CITY OF PLYMOUTH, WISCONSIN
January 28, 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 and Jim Sedlacek. Absent: 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 Fernsler/Hansen to approve all items as listed. On call of the roll, all voted Aye. Motion carries.
 - A. **Approve minutes of the meeting held on January 14, 2020:**
 - B. **Approve Utility & City Reports:**
 - Utility Uncollectible Accounts – January - \$3,307.12:
 - C. **Minutes acknowledged for filing – Public Works & Utility Committee – Jan. 14th, Plymouth Public Library – Dec. 2nd, Redevelopment Authority Committee – Jan. 9th:**
 - D. **Approve Beverage Operator Applications: Rick Wheeler (Minit Mart), Kathy Halloran (St. John the Baptist), Donald Pohlman (Generations), Peter, Dietz (Generations) Chandra Watten (Plymouth Tap), Emily Portschy (R-Store): Approve by the Clerk's Office and Police Department:**
 - E. **Approve revised USDA RLF application – City Administrator/Utilities Manager Brian Yerges:**
 - F. **Approve Application for Temp Class "B" Retailers License to St. John the Baptist Congregation at 115 Plymouth Street. Dates: 2/28, 3/6, 3/13, 3/20, 3/27, 4/3. Time: 4:00 p.m. – 7:30 p.m. Underage persons are requested to be on premises: Approved by the Clerk's Office:**
4. **Audience Comments: None**
5. **Ordinances:**
 - A. **No. 4 – An Ordinance Amending Schedule A of Section 10-1-25 of the Municipal Code of the City of Plymouth, Wisconsin, Regarding Stop Intersections –** City Administrator/Utilities Manager Brian Yerges discussed that the amendment includes that it is necessary to add two stop signs to Schedule A for traffic control purposes. Administrator Yerges provided a map which included where the stop signs would be located. Stop signs would be added to traffic proceeding eastbound on Hazen Street at the intersection with Pickett Street as well as traffic proceeding northbound and south bound on Willow Road at its intersection with the railroad crossing. Motion was made by Gilson/Wilson to approve the above as stated. A unanimous aye vote was cast by the council. Motion carries.

6. **Resolutions:**

A. No. 1 – Adoption of City-Wide Stormwater Quality Management Plan: City Administrator/Utilities Manager Brian Yerges told the council that the Stormwater Quality Management Plan was previously discussed and recommended by the Public Works & Utilities Committee on January 14, 2020. A Stormwater Quality Management Plan was conducted September 23, 2019 from McMahon Engineers. The plan will help serve as a tool and will assist the city with proactively meeting the future MS4 (Municipal Separate Storm Sewer System) regulations. Motion was made by Nelson/Fernsler to accept and approve the Stormwater Quality Management Plan by McMahon Engineers. Upon the call of the roll, all voted aye. Motion carries.

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

8. **Committee Reports and Actions:**

A. Public Works & Utility Committee recommendation from January 14th – Authorize entering into an agreement with Busy Bee Compost for yard waste – City Administrator/Utilities Manager Brian Yerges discussed that the agreement with Busy Bee Compost would consist of Busy Bee collecting the city's leaves from the DPW garage and from the leaf site behind the Wastewater Treatment Plant. Marcus Gamoke is the owner of Busy Bee Compost. Gamoke is opening another location on Garton Road. The leaves that Busy Bee collects from the city will be turned into organic compost and sold to retail and residential properties. There is no cost to the city for the service. The agreement which will be drafted by the city attorney will also indicate that Busy Bee will provide a certificate of insurance and sign a hold harmless agreement with the city. Motion was made by Sedlacek/Nelson to approve entering into an agreement with Busy Bee Compost for yard waste. A unanimous aye vote was cast by the council. Motion carries.

B. Public Works & Utility Committee recommendation from January 14th – Approve Installation of LED Stop Signs at Willow Road Railroad Crossing – City Administrator/Utilities Manager Brian Yerges told the council that the Public Works & Utility Committee recommended on a 4-1 vote to have LED stop signs installed at the Willow Road railroad crossing. Administrator Yerges mentioned that he reached out to the local businesses near the railroad crossing and there were no objections. Administrator Yerges also provided the council with a quote for \$5,780 from Tapco for LED blinker yield signs for Highland Avenue and Pleasant View. Administrator Yerges said that Doug Wood with the Wisconsin Railroad Consulting & Mediation recommended the installation of Stop signs equipped with flashing lights. Motion made by Sedlacek/Wilson to approve two LED stop signs at the Willow Road Crossing for a total cost of \$3,329.80. Funds to come from contingency funds. Upon the call of the roll, all voted aye. Motion carries.

9. **New Business:**

A. Approval of Construction Management Proposal for the 2020 Street Program – Appleton, Cold Storage and Thayer Streets from Kapur & Associates. Estimated cost of \$104,330.00. Funds to come from TID No. 5 – City Administrator/Utilities Manager Brian Yerges talked about the professional services agreement from Kapur. The agreement provides a description of work, scope of services, schedule and compensation. Motion made by Sedlacek/Odekirk to approve the above as stated. Upon the call of the roll, all voted aye. Motion carries.

B. Award BID to PTS Contractors for the Appleton Street Project/2020 Street Program – City Administrator/Utilities Manager Brian Yerges told the council that bid opening for the 2020 Street Program/Appleton Street project was held at 11 am on Wednesday, January 22nd. The city received a total of six bids. The low bid was PTS Contractors, Inc. in the amount of \$1,449,439.90. Administrator Yerges mentioned that the funds for the project will come from the 2019 GO Bond, which are TID 5 funds. Motion made by Nelson/Fernsler to approve the above as state. Upon the call of the roll, all voted aye. Motion carries.

C. Legal Update and Discussion on Sexual Offender Residency Restriction – Mayor Pohlman called upon City Attorney Crystal Fieber for the update. Attorney Fieber stated that the legal update/discussion was requested by Alderman Greg Hildebrand, however, Hildebrand was unable to attend the council meeting. Attorney Fieber asked Mayor Pohlman if he would like her to move forward with the discussion or to postpone the discussion until Alderman Hildebrand was present. The consensus of the council was to postpone the discussion until Alderman Hildebrand was present.

Adjourn to 8:00 PM, Tuesday, February 11, 2020: Motion made by Hansen/Gilson to adjourn. Motion carries. The meeting adjourned at 8:21 PM.

Minutes approved February 11, 2020.

Sabrina Dittman, Clerk