

**CITY OF PLYMOUTH, WISCONSIN
TUESDAY, DECEMBER 13, 2022 COMMON COUNCIL MEETING
128 SMITH ST. PLYMOUTH, WI 53073**

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: Charles Hansen, Angie Matzdorf, Diane Gilson, Greg Hildebrand, Jim Wilson, Bob Schilsky, Amy Odekirk, and John Nelson. Also present were: City Administrator/Utilities Manager Tim Blakeslee, Director of Public Works/City Engineer Cathy Austin, City Attorney Crystal Fieber, City Clerk / Deputy Treasurer Anna Voigt and Deputy Police Chief Matt Starker.
2. **Pledge of Allegiance.**
3. **Approval of the Consent Agenda (Alderpersons may request removal of item(s), or part thereof without debate or vote):** Motion was made by Hildebrand/Odekirk to approve the items on the consent agenda. Upon the call of the roll, all voted aye. Motion carried.
 - A. **Approve minutes of the meetings held Tuesday, November 29, 2022**
 - B. **Approve City and Utility Reports:**
 - I. **List of City & Utility Vouchers dated 11/01/2022-11/30/2022**
 - C. **Building Report for November 2022 – 25 permits estimated at \$1,209,147.00**
 - D. **Minutes acknowledged for filing – Police and Fire Commission: November 17 – Redevelopment Authority: December 1 - Plan Commission: December 1 – Library Board: November 7**
 - E. **Approval of WPPI/Plymouth Utilities 2022 Value of Local Utility Program Grant Awards**
 - F. **Approval of Street Use Permit: Plymouth Arts Center on December 31, 2022 from 8:30 PM to 10:30 PM. Request to close North St. – from the corner/intersection of Mill St., Eastern Ave., and North St. stop light. Past Plymouth Art Center driveway to corner of Main and North St.**
4. **Audience Comments: Citizens comments must be recognized by the mayor or presiding officer and are limited to three minutes per person from those signed in on the registration sheet located at the back of the Council Chambers prior to the start of the meeting:** Mark Aisenbrey from Plymouth Brewing is planning a Winter event for February 11, 2023 in the Downtown Area.
5. **Items removed from Consent Agenda:** None
6. **Public Hearings followed by Council discussion and action:** City Administrator/Utilities Manager Blakeslee explained the 3 public hearings are all for Plankview Green Development LLC. He noted that the creation of 3 lots creates a landlocked parcel. As a result of the requested CSM creating a landlocked parcel, it recommended that approval of the CSM be conditional upon a completion of development agreement with the City of Plymouth for any future proposed developments.
 - A. **Ordinance No. 10 – An Ordinance amending the City of Plymouth, Wisconsin Comprehensive Plan Existing Land Use Map and Future**

Land Use Plan Map by Changing Property from Commercial and Natural Areas to Multi Family: Mayor Pohlman declared the public hearing open at 7:06 PM regarding Ordinance 10. There being no public comments the Mayor called the public hearing closed at 7:10 PM. Motion was made by Hildebrand/Odekirk to approve Ordinance 10 as stated. Upon the call of the roll, all voted aye. Motion carried.

B. Ordinance No. 11 – An Ordinance Amending Section 13-1-21, Zoning Map of The Zoning Code of the City of Plymouth: Mayor Pohlman declared the public hearing open at 7:11 PM regarding Ordinance 11. There being no public comments the Mayor called the public hearing at 7:11 PM. Motion was made by Hildebrand/Gilson to approve Ordinance 11 as stated. Upon the call of the roll, all voted aye. Motion carried.

C. CSM for parcels 59271821071, 59271821072, and 59271821042: Mayor Pohlman declared the public hearing open at 7:12 PM regarding CSM. There being no public comments the Mayor called the public hearing closed at 7:14 PM. Motion was made by Hildebrand/Matzdorf to approve the CSM with the completion of a development agreement with the City of Plymouth for any future proposed development. Upon the call of the roll, all voted aye. Motion carried.

7. Resolution:

A. No. 12 – Commendation for Alderman Jim Wilson– Don Pohlman, Mayor: Mayor Pohlman read the resolution for Alderman Wilson and thanked him for his service. Motion was made by Hansen/Nelson to approve Resolution 12. A unanimous aye vote was cast. Motion carried.

8. New Business:

A. Announcement of an Alderperson vacancy existing in the 4th District due to the resignation of Alderperson Jim Wilson. Applications to complete this term will be accepted until Thursday, December 29, 2022.

B. Mayoral appointment of Randy Schwoerer to Plan Commission – Don Pohlman, Mayor

C. Approve the purchase of the lawnmowers/snowblower from Feldmann Sales & Services in the amount of \$65,329.00 –Director of Public Works and City Engineer Austin explained part of the approved 2023 Capital Improvement Plan dollars were allocated to purchase two lawnmowers and one with snowblower equipment. Approving the purchase now will allow staff to get the order process. No payments will be made until 2023. Motion was made by Nelson/Hanson to approve the purchase of lawnmower/snowblower from Feldmann Sales & Services in the amount of \$65,329. Upon the call of the roll, all voted aye. Motion carried.

D. Approve the EMS Flex Grant and purchase of a 2013 Braun Chief XL Ambulance – Fire Chief Pafford explained the Department of Health Services announced the availability of \$12 million that was available for EMS providers across the state. Assistant Chief Beebe took the lead and started working on the application process for the EMX Flex Grant. The Plymouth Fire was awarded \$89,005, with a shortfall of \$150,000 from the original request. The department found a different avenue for the purchase of an ambulance. Motion was made by Nelson/Hildebrand to approve the purchase of a 2013 Braun Ambulance from Elite Ambulance Sales for the

price of \$83,000 from the funds acquired through the Wisconsin DHS Flex Grant. Upon the call of the roll, all voted aye. Motion carried.

- E. Approve the Body-Worn Cameras Grant** – Deputy Police Chief/Interim Police Chief Starker explained in October 2022 the Police Department submitted an application to the Department of Justice for a body worn camera grant. The BWC Grant is a match grant, which means the state will pay 50% of the total cost. The department was awarded \$3,300 from the grant. The department will use money from a Safer Community Grant to cover the \$1,650. Motion was made by Odekirk/Hansen to approve the Body Worn Camera Grant. Upon the call of the roll, all voted aye. Motion carried.
- F. Approve the GASB 87 lease policy for the City of Plymouth/Plymouth Utilities** – Finance Manager Ross explained that GASB establishes accounting and financial reporting standards for the US. The objective of GASB 87 is to better meet the information needs of the financial statement users by improving accounting and financial reporting for leases by government. Motion was made by Nelson/Gilson to approve the GASB 87 lease policy for the City of Plymouth/Plymouth Utilities. Upon the call of the roll, all voted aye. Motion carried.

- 9. Entertain a motion to go into closed session for the following:** Motion was made Nelson/Odekirk to go into closed session. Upon the call of the roll, all voted aye. Motion carried.

pursuant to Wis. Stat. 19.85 (1)(c) considering employments, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility regarding City Administrator / Utilities Manager

AND

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 a claim from Jack Roe and a claim from Kathryn Leichtle

- 10. Entertain a motion to go into open session:** Motion was made by Gilson/Wilson to go into open session. Upon on the call of the roll, all voted aye. Motion carried.
- 11. Discussion and possible action on closed session item:** Motion was made by Odekirk/Hildebrand to approve the City Administrator work plan from 2023-2025. Upon the call of the roll, all voted aye. Motion carried.
- 12. Adjourn to 7:00 PM on Tuesday, January 10, 2023:** Motion was made by Hanson/Wilson to adjourn the meeting. A unanimous aye vote was cast. Motion carried.