

**CITY OF PLYMOUTH, WISCONSIN  
TUESDAY, JUNE 27, 2023 COMMON COUNCIL MEETING  
128 SMITH ST. PLYMOUTH, WI 53073**

**OFFICIAL MINUTES**

1. **Call to order and roll call:** Mayor Donald Pohlman called the meeting to order at 7:00 PM. On the call of the roll, the following Alderpersons were present: Greg Hildebrand, Jeff Tauscheck, Dave Herrmann, Angie Matzdorf, Diane Gilson, Mike Penkwitz, Bob Schilsky, and John Nelson. Also present were, City Administrator/Utilities Manager Tim Blakeslee, City Attorney Crystal Fieber, Police Chief Ken Ruggles, Deputy Police Chief Matt Starker, Director of Public Works Cathy Austin, and City Clerk/Deputy Treasurer Anna Voigt.
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 Nelson/Matzdorf to approve the consent agenda as stated. Upon the call of the roll, all voted aye. Motion carried.
  - A. **Approve minutes of the meeting held Tuesday, June 13, 2023**
  - B. **Approve City and Utility Reports:**
    - I. **Electric, Water and Sewer Sales Report – May 2023**
    - II. **Utility Related Write Offs for June - \$1,340.71**
  - C. **Minutes acknowledged for filing - Housing Authority: June 23 – Plymouth Community Television: May 15 – Finance and Personnel: June 13**
  - D. **Approve list July 1, 2023 to June 30, 2024 Alcohol Beverage License Application: Approved by Police Department and Clerk’s Office.**
  - E. **Approve Application for fireworks permit from Wolverine Fireworks on July 8, 2023 – Request to waive fee**
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. None
5. **Items removed from Consent Agenda:** None
6. **New Business:**
  - A. **Approval of Substation Transformer Bid from Virginia Transformer –** City Administrator/Utilities Manager Blakeslee explained ANR Pipeline Company is a current customer of Plymouth Utilities. ANR is planning to expand its natural gas Kewaskum Compressor Station located just north of Beechwood, by installing two 4,160-volt 3,750-hp motors, which is expected to result in an increase of ANR’s peak load requirements at KCS to approximately 7,385 kW. To serve this new load, Plymouth Utilities agreed

to construct a new substation by the end of 2025. The product with the longest lead time for Plymouth Utilities is the substation transformer. Motion was made by Nelson/Tauscheck to approve the substation transformer bid from Virginia Transformer for \$1,428,550 plus freight charges currently estimated at \$46,000 subject to attorney/staff review and approval of the terms and conditions. Upon the call of the roll, all voted aye. Motion carried.

**B. Discussion and Action on Class “B” Beer Alcohol License for Plymouth Wine & Cheese, LLC – Item removed from agenda.**

**C. Discussion and Action on Class A Combination Beer & Liquor Alcohol License for Weber’s of Plymouth –** Motion was made by Tauscheck/Matzdorf to approve a Class A Combination Beer & Liquor Alcohol License for Weber’s of Plymouth. Upon the call of the roll, all voted aye. Motion carried.

**D. Approval of Sunset Drive Fiber Optic Expansion Project Bid from TelCom Construction, LLC -** City Administrator/Utilities Manager Blakeslee explained that in January the Common Council approved Resolution #4 directing the use of ARPA funds for fiber optic expansion and upgrade of railroad crossings. Motion was made by Nelson/Penkwitz to approve the bid from Sunset Dr. Fiber Optic Expansion Project Bid from TelCom Construction, LLC using \$115,083 of ARPA Funds and Utility Funds to cover the remaining project balance of \$47,016. Upon the call of the roll, all voted aye. Motion carried.

**E. Approval of Professional Service Agreement with Sand County Environmental for the Inter-Community Incinerator Site with funding from the Contingency Fund –** Director of Public Works Austin explained that the City of Plymouth, Village of Elkhart Lake, City of Kiel, and the Village of Glenbeulah owned and operated an incinerator site from 1968-1988. The site is located on the northeast corner of Hwy 67 and Cth FF. Austin explained based on the testing result history, the Inter-Community Incinerator District’s consultant, Sand County Environmental is recommending that the City apply for a reduction in ground water monitoring to the DNR. Staff along with Village of Glenbeulah, City of Kiel, and Village of Elkhart Lake are all recommending approval. Motion was made by Hildebrand/Tauscheck to approve the proposal from Sand County Environmental with funding from the Contingency Fund. Upon the call of the roll, all voted aye. Motion carried.

**7. Entertain a motion to go into closed session for the following:** Motion was made by Hildebrand/Tauscheck to go into closed session. Upon the call of the roll, all voted aye. Motion carried.

Pursuant to Wis. Stat. 19.85 (1) (e) deliberating or negotiating the purchasing of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session – 59271818700

8. **Entertain a motion to go into open session:** Motion made by Herrmann/Hildebrand to go into open session. Upon the call of the roll, all voted aye. Motion carried.
9. **Discussion and possible action on closed session item:** None
10. **Adjourn to 7:00 PM on Tuesday, July 11, 2023:** Motion was made by Gilson/Matzdorf to adjourn the meeting. A unanimous aye vote was cast. Motion carried.