

**CITY OF PLYMOUTH, WISCONSIN
THURSDAY, FEBRUARY 27, 2025 COMMON COUNCIL MEETING
7:00 PM COUNCIL CHAMBERS, ROOM 302
128 SMITH ST. PLYMOUTH, WI 53073**

OFFICIAL MINUTES

1. **Call to order and roll call:** Mayor Pohlman called the meeting to order. On the call of the roll the following were present: Angie Matzdorf, Greg Hildebrand, Diane Gilson, John Binder, Dave Herrmann, John Nelson, Mike Penkwitz and Jeff Tauscheck. Also present: City Administrator/Utilities Manager Tim Blakeslee, City Attorney Crystal Fieber, Assistant Administrator/Community Development Director Jack Johnston, Director of Public Works Cathy Austin, Police Chief Ken Ruggles, Deputy Police Chief Matt Starker, Electrical Operation Manager Ryan Roehrborn, Finance Director Chris Russo, IT Manager Dave Augustin, HR Specialist Leah Federwisch and City Clerk/Deputy Treasurer Anna Voigt.
2. **Pledge of Allegiance.**
3. **Approval of the Consent Agenda (Alderspersons may request removal of item(s), or part thereof without debate or vote):** Motion was made by Tauscheck/Penkowitz to approve the consent agenda. Upon the call of the roll, all voted aye. Motion carried.
 - A. **Approve minutes of the meeting held Tuesday, February 11, 2025**
 - B. **Approve City and Utility Reports:**
 - I. **Electric, Water and Sewer Sales Report – January 2025**
 - II. **Utility Related Write Offs for February 2025 - \$1,907.33**
 - C. **Minutes acknowledged for filing – Police and Fire Commission: January 7 – Finance & Personnel: February 11**
 - D. **Approve Application for Event: Plymouth Maple Event – to be held April 5, 2025 from 9:00 AM – 1:00 PM. Request Park Shelter Fee be waived.**
 - E. **Approve Street Use Closure from METCO (320 E Mill St.) for March 10 – April 11, 2025. Division St. from E Mill St. north to alley. Entire width of road March 10 – March 24. One lane open March 24 – April 11.**
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:** JoAnne Friedman spoke against the ATC proposed transmission line route. Randall Pietsch spoke against the ATC proposed transmission line route. He asked to change the route. Myk Hranicka from Lakeshore Trout Unlimited spoke about the ATC transmission line route. He asked for them to be an Environmental Impact Study to be done. Jack Woodland spoke against the ATC proposed transmission line route and insisted there be an Environmental Impact Study be done. Kate Pearce is an RN and is concerned with the health affects from the transmission lines close to homes. Dan Kraemer asked the City of Plymouth to suggest to ATC and PSC to move the transmission line route.

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

6. **Resolution:**

A. **Resolution No. 2 of 2025 Adopting the 2025 Schedule – City**

Administrator/Utilities Manager explained that one of the four strategic goals of the 2023-2026 Strategic Plan is workforce recruitment and retention and one of the specific strategic initiatives is to review the compensation/benefits plans and strategies. This project was originally planned to be included in the 2025 budget. However, a series of departures in the electric department encouraged staff to request that this project be completed more quickly. McGrath Human Resources Consultants presented the results of the study at the Finance and Personnel Committee on February 11 where the committee unanimously recommended that the Common Council adopt the proposed 2025 Salary Schedule. The City Administrator met with department heads in early February to review the study and proposed implementation details. Due to budget, levy limit, and salary compression restrictions, market adjustments may be phased in over the next 2-3 years. An immediate goal is to bring employees currently below the minimum of their new designated salary range although this may be phased in over the next 2-3 years where necessary and as funding allows. Employees assigned to the step model will be placed at the step closest to their experience level. Motion was made by Binder/Tauscheck to approve Resolution No. 2 regarding adoption of 2025 Salary Schedule. Upon the call of the roll, all voted aye. Motion carried.

B. **Resolution No. 3 of 2025 Establishing a Police Evidence Bank Account for the Handling of Restricted Funds – Finance Manager Russo explained that**

the Police Department currently houses money collected from ongoing cases in their evidence vault. Under updated recommended guidance, unless the exact physical bills or coin are needed in an ongoing case, the denomination should be moved into a Police evidence bank account. The account would operate as a stand-alone non-interest-bearing account, separate from other City funds. The Police Department would oversee the account and distribute the restricted funds accordingly upon final disposition of the court case. This account would require two signatures. Motion was made by Matzdorf/Herrmann to approve Resolution No. 3 Establishing a Police Evidence Bank Account for the Handling of Restricted Funds. Penkwitz asked what restricted funds mean and what it pertains to. Chief Ruggles explained that it is evidence when the Police Department has a case and money is seized from an individual. Upon the call of the roll, all voted aye. Motion carried.

7. **New Business:**

A. **Discussion and Possible Action on Amendment Agreement with Plymouth Police Department Employees' Association - City**

Administrator/Utilities Manager Blakeslee explained that the Police

Department Employees' Association has been notified that its existing bargaining representative, the Labor Association of Wisconsin, plans to discontinue representation due to the closure of its practice. The Association has chosen the Wisconsin Professional Police Association as its exclusive bargaining agent. Motion was made by Herrmann/Tauscheck to approve the Amendment with Plymouth Police Department Employees' Association. Upon the call of the roll, all voted aye. Motion carried.

- 8. Entertain a Motion to go into Closed Session for the following:** Motion was made by Nelson/Hildebrand to go into Closed Session. Upon the call of the roll, all voted aye. Motion carried.

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 – Claim from Woodas

AND

Pursuant to Wis. Stat. 19.85 (c) for considering, employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – Updated 2025 Wage Resolution

AND

Pursuant to Wis. Stat. 19.85 (e) deliberating or negotiating the purchasing of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining require a closed session – Negotiations regarding West Stafford Street Parking Lot Project

- 9. Entertain a motion to go into Open Session:** Motion was made by Nelson/Matzdorf to go into open session. Upon the call of the roll, all voted aye. Motion carried.

- 10. Discussion and Possible Action on Closed Session Item:**

Motion was made by Tauscheck/Hildebrand to deny the claim from Brenda Woodas. Upon the call of the roll, all voted aye. Motion carried.

Motion was made by Matzdorf/Penkwitz to approve Resolution No. 4 updating 2025 Wages for Non-Union Full Time Employees. Upon the call of the roll, all voted aye. Motion carried.

Motion was made by Nelson/Binder to approve proposal for appraisal services from MJBarnes & Associate, LLC. Upon the call of the roll, all voted aye. Motion carried.

11. **Adjourn to 7:00 PM on Tuesday, March 11, 2025:** Motion was made by Hildebrand/Matzdorf to adjourn the meeting. A unanimous aye vote was cast. Motion carried.