

**CITY OF PLYMOUTH, WISCONSIN
TUESDAY, APRIL 29, 2025 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 were present: Angie Matzdorf, Greg Hildebrand, Diane Gilson, John Binder, Dave Herrmann, Mike Penkwitz, Kevin Sande, and Jeff Tauscheck. Also present: City Administrator/Utilities Manager Tim Blakeslee, Police Chief Ken Ruggles, Deputy Police Chief Matt Starker, Assistant Administrator/Community Development Director Jack Johnston, Electrical Operation Manager Ryan Roehrborn, Fire Chief Ryan Pafford, 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/Sande to approve the consent agenda. Dave from the Sheboygan County Fairground explained the request for their curfew. Mark from the VFW spoke about the Memorial Day Parade. Binder encouraged the Fairground and the city to let the public know about the extension. Binder also noted the wrong date for item L. It should be November 28. Upon the call of the roll, all voted aye. Motion carried.
 - A. **Approve minutes of the meeting held Tuesday, April 15, 2025**
 - B. **Approve City and Utility Reports:**
 - I. **Electric, Water and Sewer Sales Report – March 2025**
 - II. **Utility Related Write Offs for April 2025 - \$0.68**
 - C. **Approve Sheboygan County Fair / Plymouth Dirt Track Racing extension of their curfew to 11:30 PM on June 6, 2025 for the World of Outlaws Sprint Car race event.**
 - D. **Approve request from VFW Post 5612 to hold the annual Memorial Day Parade on Monday, May 26, 2025 from 8 AM – 1 PM. Parade line up on East Main; Parade Route west on Main, South on Caroline, East on Mill St.; North on North St to Union Cemetery for Ceremony**
 - E. **Approve Temporary “Class B” Wine and Class “B” Beer License for St. John the Baptist Congregation, at 115 Plymouth St. on May 17, 2025 from 5:00 PM – 8:30 PM for SJB Spring Social 2025. Underage persons are requested on premise.**
 - F. **Approve Temporary “Class B” Wine and Class “B” Beer License for Plymouth Advancement Association, at City Park on September 27, 2025 from 9 AM – 11 PM for Fallooza. Underage persons are requested on premise.**
 - G. **Approve Application for Event: Plymouth Chamber of Commerce – Cheese Capital Festival, to be held June 27-28, 2025. Request Stayer Park Shelter Fee be Waived.**
 - H. **Approve Temporary “Class B” Wine and Class “B” Beer License for Plymouth Chamber of Commerce, at Stayer Park on June 27-28, 2025 from 10 AM – 9 PM for Cheese Capital Festival. Underage persons are requested on premise.**
 - I. **Approve Application for Event: Plymouth Chamber of Commerce – Mill Street Festival, to be held July 12, 2025 from 6:00 AM – 5:30 PM. Request Stayer Park Shelter Fee be Waived.**
 - J. **Approve Application for Event: Plymouth Chamber of Commerce – Cheese Capital Wine Walk, to be held August 15, 2025 from 5 PM – 9 PM. Request Stayer Park Shelter Fee be Waived.**
 - K. **Approve Application for Event: Plymouth Chamber of Commerce – Pumpkin Walk, to be held October 31, 2025 from 4 PM – 8 PM. Request Stayer Park Shelter Fee be Waived.**

L. Approve Application for Event: Plymouth Chamber of Commerce – Holiday Parade, to be held November 27, 2025 starting at 5 PM.

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: Jerry Friedman, Kristi Sorenson, Dan Kraemer and Randy Pietsch spoke out against the ATC Transmission route. Linda Johnson spoke about the brat fry being held at PJ Campbell's this year after the Memorial Day Parade.

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

6. **CITIZEN COMMITTEE APPOINTMENTS:**

Announce Mayoral Appointment: Mayor Pohlman announced the following appointments A through C.

- A. Joint Review Board (1 yr. term) – *Grace Meyer*
- B. Police & Fire Commission (5 yr. term) – *Mark Melcher*
- C. Plan Commission (3 yr. term) – *Justin Schmitz*

Mayoral Appointment requiring Council approval Motion was made by Hildebrand/Tauscheck to approve Mayoral appointments A through B. On the call of the roll, all voted aye. Motion carried.

- A. Library Board (3 yr. term) – *Kieran Kraemer*
- B. Room Tax Commission (1 yr. term) – *Mary Hauser and Kaushik Patel*

7. **New Business:**

- A. **Discussion and Possible Action on Easement with ATC for Substation No. 5** – City Administrator / Utilities Manager Blakeslee explained this agreement between the City of Plymouth and ATC is for the work, equipment, and future maintenance of transmission facilities at Substation #5 required for standard substation operation. Motion was made by Tauscheck/Matzdorf to approve substation, transmission line, and access easement with ATC for Substation #5. Upon the call of the roll; Penkwitz, Binder, Matzdorf, Herrmann, and Tauscheck voted aye. Hildebrand, Gilson and Sande voted nay. Motion carried.
- B. **Discussion and Possible Action on Insurance Broker Proposal**–City Administrator / Utilities Manager Blakeslee explained that health insurance brokers provide critical expertise in evaluation benefit offerings, negotiating with carriers, supporting staff with claims, and developing strategies to manage high-cost claims and wellness initiatives. Motion was made by Herrmann/Tauscheck to approve the proposal from Gallagher and direct staff to finalize the agreement. Upon the call of the roll, all voted aye. Motion carried.
- C. **Discussion and Possible Action on Certified Survey Map (CSM) for; Parcel number 59271821046 and Parcel number 59271821047; containing 31.964 Acres of Land** –Assistant City Administrator / Community Development Director Johnston noted that item 7C and 8A are related. This CSM is to reshape two existing lots with parcel numbers 59271821046 and 59271821047. The newly shaped lots will be 25.089 acres and 6.875 acres in size. The proposed CSM is being done to accommodate future development by separate developers on each parcel. Motion was made by Hildebrand/Tauscheck to approve the CSM. Upon the call of the roll, all voted aye. Motion carried.

8. **Public Hearing followed by Discussion and Possible Action:** Mayor Pohlman opened the public hearing at 7:27 PM. Johnston explained that Mr. Stroebel has requested a rezone for the 6.875 acre parcel from R-5 Traditional Neighborhood District to R-4 Multi-

Family Residential District in order to accommodate the future senior living condominium project. With no further comments Mayor Pohlman closed the public hearing at 7:29 PM. Motion was made by Matzdorf/Binder to approve Ordinance No 7. Upon the call of the roll, all voted aye. Motion carried.

- A. Ordinance No. 7 Amending Section 13-1-21, Zoning Map of the Zoning Code of the City of Plymouth (Parcel #59271821047); to Rezone 6.875 acres of land from R-5 Traditional Neighborhood District to R-4 Multi-Family Residential District – Jack Johnston, Assistant City Administrator / Community Development Director**

9. Annual Report:

- A. Fire Department Annual Report Presentation** – Fire Chief Pafford gave his annual report presentation.

10. Entertain a Motion to go into Closed Session for the following: Motion was made by Tauscheck/Gilson to go into closed session. Upon the call of the roll, all voted aye. Motion carried.

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 – West Stafford Parking Lot Negotiations Update and Negotiations with LAG Family LLC

11. Entertain a motion to go into Open Session: Motion was made by Tauscheck/Binder to go into open session. Upon the call of the roll, all voted aye. Motion carried.

12. Discussion and Possible Action on Closed Session Items: None

13. Adjourn to 7:00 PM on Tuesday, May 13, 2025: Motion was made by Tauscheck/Herrman to adjourn the meeting. A unanimous aye vote was cast. Motion carried.