

**CITY OF PLYMOUTH, WISCONSIN
TUESDAY, JUNE 10, 2025 COMMON COUNCIL MEETING
128 SMITH ST. PLYMOUTH, WI 53073**

OFFICIAL MINUTES

1. **Call to order and roll call:** Mayor Pohlman called the meeting to order at 7:00 PM. On the call of the roll, the following were present: Jeff Tauscheck, Dave Herrmann, Angie Matzdorf, Diane Gilson, Greg Hildebrand, Mike Penkwitz, John Binder and Kevin Sande. Also present: City Administrator/Utilities Manager Tim Blakeslee, Assistant Administrator/Community Development Director Jack Johnston, City Attorney Crystal Fieber, Police Chief Ken Ruggles, Director of Public Works Cathy Austin, 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/Binder to approve the consent agenda. Upon the call of the roll, all voted aye. Motion carried.
 - A. **Approve minutes of the meeting held Tuesday, May 27, 2025 and Monday, June 2, 2025**
 - B. **Approve City and Utility Reports:**
 - I. **List of City & Utility Vouchers dated 05/01/2025 – 05/31/2025**
 - C. **Minutes acknowledged for filing — Library Board: May 5 – Police and Fire Commission: May 6 - Community Television: May 12 — Finance & Personnel: May 27 - Housing Authority: June 12**
 - D. **Building Report for May 2025 – 42 Permits at \$2,400,738**
 - E. **Approve Alcohol Beverage License Applications July 1, 2025 to June 30, 2026: Approved by Police Department and Clerk's Office**
 - F. **Approve Temporary Class "B" Alcohol License for Generations – Summer Concert Series, to be held at 1500 Douglas Dr. on June 17, July 15, August 19, and September 16 from 5:30 PM – 8:00 PM. Underage persons are requested to be on the premise.**
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. **Discussion and Possible Action on Extraterritorial Certified Survey Map (CSM); N5806 County Rd M. – Located in the Town of Sheboygan Falls –** Johnston explained that Scholler Property Management, LLC has submitted an application of a CSM in the Town of Sheboygan Falls that is located in the City of Plymouth Extraterritorial Review jurisdiction, 1.5 miles from City of Plymouth boundaries. Motion was made by Matzdorf/Tauscheck to approve the Extraterritorial CSM for N5806 County Rd M. Upon the call of the roll, all voted aye. Motion carried.
 - B. **Discussion and Possible Action on Extraterritorial Certified Survey Map (CSM); 59016215041, 59016215042, and 59016215070 – Located on the Southwest Corner of Woodland Rd and State Highway 57 in the Town of Plymouth –** Johnston explained that In-n-Out Storage LLC & Louis A Prange

Revocable Living Trust has submitted an application for approval of CSM in the Town of Plymouth that is located in the City of Plymouth Extraterritorial Review jurisdiction. Motion was made by Herrmann/Tauscheck to approve the Extraterritorial CSM for 59016215041, 59016215042, and 59016215070. Upon the call of the roll, all voted aye. Motion carried.

7. Ordinance

- A. Ordinance No. 11 An Ordinance Amending Section 15-4-5, Safe and Sanitary Maintenance of Property of the Municipal Code of the City of Plymouth, Wisconsin–** Johnston explained that staff presented updated ordinance language in Plymouth Municipal Code 15-4-5 to correct a deficiency with current language that does not explicitly require property owners in the City to install some sort of ground cover/landscaping on their properties. Motion was made by Binder/Tauscheck to approve Ordinance No. 11. Upon the call of the roll, all voted aye. Motion carried.

8. Resolution

- A. No. 7 – Approve the Compliance Maintenance Resolution to the Wisconsin Department of Natural Resources (CMAR) –** Austin explained that the CMAR is an annual self-evaluation tool under Wisconsin Administrative Code Chapter NR 208, required for both publicly and privately owned domestic wastewater treatment works. The report describes how the plant was managed over the previous year, assesses compliance with WPDES permit limits, identifies any performance deficiencies, and outlines proposed actions needed to maintain compliance and improve operations. The overall grade for the treatment plant for the 2024 Calendar was an “A”. Motion was made by Tauscheck/Matzdorf to approve Resolution 7 of 2025 for the 2024 Compliance Maintenance Annual Report. Mayor Pohlman noted it was nice to another “A” rating. Binder asked for Director Austin to explain the last sentence regarding the overflow of the wastewater in June of 2024. The sentence reads “Since this incident we are addressing our headwork pumps efficiency along with I/I when road projects are underway. Austin explained that throughout there are some clay sanitary laterals. As the city does road projects every year they will be replacing at least the section under the roadway and that will help with I/I (Inflow & Infiltration). Austin added that in this case the amount of rain per hour that was received the headwork in the treatment plant couldn’t keep up. Binder asked if improvements will be needed in the future if that would be part of it. Austin stated it would be part of it and if you can send more waste up faster is it going to create other issues up on the main plant. Upon the call of the roll, all voted aye. Motion carried.

9. Proclamation

- A. Recognition of Plymouth Pioneers American Legion Baseball Week, June 16 – June 20 –** Mayor Pohlman read the proclamation for the Plymouth Pioneers American Legion Baseball Week. The Mayor presented the Proclamation to the coach and two players. The home opener will be June 17 at Carl Loebe Field. Motion was made by Tauscheck/Herrman to approve the proclamation. A unanimous aye vote was cast. Motion carried.

10. Entertain a Motion to go into Closed Session for the following: Motion was made by Matzdorf/Tauscheck 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 – Negotiations regarding West Stafford Street Parking Lot Project and LAG Family LLC

11. **Entertain a Motion to go into Open Session:** Motion was made by Tauscheck/Penkowitz 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, June 24, 2025:** Motion was made by Tauscheck/Matzdorf to adjourn the meeting. A unanimous aye vote was cast. Motion carried.