

**CITY OF PLYMOUTH, WISCONSIN
TUESDAY, JUNE 10, 2025 COMMON COUNCIL MEETING
7:00 PM COUNCIL CHAMBERS, ROOM 302
128 SMITH ST. PLYMOUTH, WI 53073**

AGENDA

- 1. Call to order and roll call:**
- 2. Pledge of Allegiance.**
- 3. Approval of the Consent Agenda (Alderspersons may request removal of item(s), or part thereof without debate or vote):**
 - 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.**
- 5. Items removed from Consent Agenda:**
- 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 – Jack Johnston, Assistant City Administrator/Community Development Director**
 - 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 - Jack Johnston, Assistant City Administrator/Community Development Director**
- 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– Jack Johnston, Assistant City Administrator/Community Development Director**

- 8. Resolution**
 - A. No. 7 – Approve the Compliance Maintenance Resolution to the Wisconsin Department of Natural Resources (CMAR) – Director of Public Works, Cathy Austin**
- 9. Proclamation**
 - A. Recognition of Plymouth Pioneers American Legion Baseball Week, June 16 – June 20 – Mayor, Donald Pohlman**
- 10. Entertain a Motion to go into Closed Session for the following:**

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**
- 12. Discussion and Possible Action on Closed Session Items**
- 13. Adjourn to 7:00 PM on Tuesday, June 24, 2025**

It is likely a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, please contact the City of Plymouth ADA Coordinator Leah Federwisch, located in the Plymouth Utilities office at 900 County Road PP, Plymouth, WI or call 920-893-3853.

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

UNOFFICIAL 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: Diane Gilson, John Binder, Dave Herrmann, Mike Penkwitz, Kevin Sande, Angie Matzdorf, and Jeff Tauscheck. Also present: City Administrator/Utilities Manager Tim Blakeslee, Assistant Administrator/Community Development Director Jack Johnston, City Attorney Crystal Fieber, Police Chief Ken Ruggles, Electrical Operation Manager Ryan Roehrborn, Finance Manager Chris Russo 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 Binder/Tauscheck to approve the consent agenda. A unanimous aye vote was cast. Motion carried.
 - A. **Approve minutes of the meeting held Tuesday, May 13, 2025**
 - B. **Approve City and Utility Reports:**
 - I. **Electric, Water and Sewer Sales Report – April 2025**
 - II. **Utility Related Write Offs for May 2025 - \$61.01**
 - C. **Minutes acknowledged for filing – Plan Commission: May 1 - Committee of the Whole: May 13**
 - D. **Approve Application for Event: Dire Dyes Open 5 / Disc Golf Tournament / Meyers Park – August 9 from 9 AM – 3 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:** None
5. **Items removed from Consent Agenda:** None
6. **Presentations:**
 - A. **WPPI Biennial Update** – Mike Peters from WPPI gave a presentation. Plymouth Utilities is a member of WPPI along with 51 other locally owned electric utilities. Plymouth Utilities purchases electricity from WPPI and in-turn supplies that electricity to a service area.
 - B. **Electric Department Safety Awards** – Electric Operations Manager Roehrborn highlighted a few awards presented to the Electric Department this year including the MEUW Safety Award, APPA Safety Award, APPA RP3 designation for Plymouth Utilities, and a Certificate of Excellence in Reliability.
7. **Ordinance**
 - A. **Ordinance No. 10 An Ordinance Amending 2-3-20 The City Administrator/Utilities Manager Functions And Duties Related To Tax Increment Financing (TIF)** – Blakeslee explained staff has worked to develop a new TIF Application process. Applicants would be required to provide detailed project information, include a letter of intent that with construction details, TIF assistance requested, why the “but for” provision will be met, and the proposed public benefit. The process also includes an escrow deposit and a ‘TIF Application Agreement’ to cover City costs related to reviewing requests. This Ordinance change would grant the City

Administrator the ability to develop and implement a TIF process. Motion was made by Tauscheck/Matzdorf to approve Ordinance No. 10. Upon the call of the roll, all voted aye. Motion carried.

8. New Business

A. Approval of the new TIF Application Process and Fee – Blakeslee touched on the process of the TIF Application in the prior item. He added that if there are minor tweaks to the application they would be done by staff. If there are any larger changes it would be brought back to Council. Motion was made by Tauscheck/Herrmann to approve the new TIF application process and fee as presented. Upon the call of the roll, all voted aye. Motion carried.

B. Discussion and Possible Action on RLF Loan with Precision Floor and Décor – City Administrator / Utilities Manager Blakeslee explained that Precision Floors and Décor submitted a loan application in March 2025 for a building expansion project at 24 S Highland Ave. The proposed project includes the development of a training center to help grow, retain, and recruit employees. The total project cost is \$700,000 and they are requesting \$350,000. The RLF committee did unanimously recommend the request at the May 15 meeting. Motion was made by Binder/Gilson to approve the RLF loan request from Precision Floors and Décor and direct Staff and City Attorney to finalize documentation. Upon the call of the roll, all voted aye.

9. Adjourn to 7:00 PM on Tuesday, June 10, 2025: Motion was made by Binder/Tauscheck to adjourn the meeting. A unanimous aye vote was cast. Motion carried.

CITY OF PLYMOUTH
JUNE 2, 2025
COMMON COUNCIL SPECIAL MEETING

UNOFFICIAL MINUTES

1. **Call to order and roll call:** Mayor Pohlman called the meeting to order at 6:00 PM. On the call of the roll, the following were present: Diane Gilson, John Binder, Dave Herrmann, Mike Penkwitz, Greg Hildebrand, Kevin Sande, Angie Matzdorf, and Jeff Tauscheck.
2. **Entertain a motion to go into closed session for the following:** Motion was made by Matzdorf/Hildebrand 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
3. **Entertain a motion to go into open session:** Motion was made by Hildebrand/Matzdorf to go into open session. Upon the call of the roll, all voted aye. Motion carried.
4. **Discussion and possible action on closed session items:** Motion was made by Tauscheck/Penkowitz to approve City Administrator contract amendment #1. Upon the call of the roll, all voted aye. Motion carried.
5. **Adjourn:** Motion was made by Tauscheck/Matzdorf to adjourn the meeting. A unanimous aye vote was cast. Motion carried.

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Invoice Detail.GL account = "0100100001000"-"2200567002200","2400111000000"-"8000232000000"

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
10305							
10305	BOARDMAN & CLARK LLP	301353	LEGAL SERVICE	05/08/2025	16,121.85	16,121.85	05/16/2025
Total 10305:					16,121.85	16,121.85	
10325							
10325	BORDER STATES ELECTRIC SU	930317362	RENTAL	05/01/2025	700.00	700.00	05/23/2025
Total 10325:					700.00	700.00	
10423							
10423	C&M HYDRAULIC TOOL SUPPL	018172-IN	REPAIR WIRE CUTTER	05/06/2025	27.50	27.50	05/09/2025
10423	C&M HYDRAULIC TOOL SUPPL	018172-IN	FREIGHT	05/06/2025	24.00	24.00	05/09/2025
Total 10423:					51.50	51.50	
10615							
10615	LAKESIDE INTERNATIONAL TR	4050343	SLUDGE TRUCK	04/11/2025	9,244.54	9,244.54	05/30/2025
10615	LAKESIDE INTERNATIONAL TR	4096369P	FLEET VEHICLE MAINTENANCE	04/28/2025	102.90	102.90	05/09/2025
10615	LAKESIDE INTERNATIONAL TR	4096370P	FLEET VEHICLE MAINTENANCE	04/25/2025	126.97	126.97	05/09/2025
Total 10615:					9,474.41	9,474.41	
10720							
10720	FERGUSON WATERWORKS #14	0438475	10X25 REPAIR CLAMP	04/15/2025	449.00	449.00	05/09/2025
Total 10720:					449.00	449.00	
10875							
10875	KEMIRA WATER SOLUTIONS IN	9017887275	CHEMICALS - WWTP	04/25/2025	10,593.78	10,593.78	05/16/2025
Total 10875:					10,593.78	10,593.78	
11025							
11025	FASSE DECORATING CENTER	2CM36	PARKS MATERIALS	05/08/2025	94.98	94.98	05/23/2025
11025	FASSE DECORATING CENTER	4ELRU	STREET SIGNS & MARKINGS M	04/09/2025	328.50	328.50	05/09/2025
Total 11025:					423.48	423.48	
11040							
11040	FELDMANN SALES & SERVICE I	44318	PARKS EQUIPMENT REPAIR &	05/13/2025	23.87	23.87	05/23/2025
11040	FELDMANN SALES & SERVICE I	44425	CHAINSAW SUPPLIES	05/16/2025	102.95	102.95	05/23/2025
Total 11040:					126.82	126.82	
11155							
11155	GRITTS AUTO SERVICE	44614	FLEET VEHICLE SERVICE	05/14/2025	21.99	21.99	05/23/2025
Total 11155:					21.99	21.99	
11180							
11180	H & H UTILITY EXCAVATING INC	4001405-04	EXCAVATING-ELECTRIC DEPT	04/30/2025	5,914.15	5,914.15	05/23/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
11180	H & H UTILITY EXCAVATING INC	4001405-04	EXCAVATING-ELECTRIC DEPT	04/30/2025	7,677.27	7,677.27	05/23/2025
11180	H & H UTILITY EXCAVATING INC	4001405-04	EXCAVATING-ELECTRIC DEPT	04/30/2025	412.50	412.50	05/23/2025
11180	H & H UTILITY EXCAVATING INC	4001405-04	EXCAVATING-ELECTRIC DEPT	04/30/2025	2,964.27	2,964.27	05/23/2025
11180	H & H UTILITY EXCAVATING INC	4001405-04	EXCAVATING-ELECTRIC DEPT	04/30/2025	8,666.16	8,666.16	05/23/2025
11180	H & H UTILITY EXCAVATING INC	4001405-04	EXCAVATING-ELECTRIC DEPT	04/30/2025	36,528.30	36,528.30	05/23/2025
11180	H & H UTILITY EXCAVATING INC	4001405-04	EXCAVATING-ELECTRIC DEPT	04/30/2025	5,171.44	5,171.44	05/23/2025
11180	H & H UTILITY EXCAVATING INC	4001405-04	EXCAVATING-ELECTRIC DEPT	04/30/2025	23,227.21	23,227.21	05/23/2025
11180	H & H UTILITY EXCAVATING INC	4001405-05	EXCAVATING-ELECTRIC DEPT	05/08/2025	13,508.96	13,508.96	05/23/2025
11180	H & H UTILITY EXCAVATING INC	4001405-05	EXCAVATING-ELECTRIC DEPT	05/08/2025	12,858.22	12,858.22	05/23/2025
11180	H & H UTILITY EXCAVATING INC	4001405-05	EXCAVATING-ELECTRIC DEPT	05/08/2025	17,461.22	17,461.22	05/23/2025
11180	H & H UTILITY EXCAVATING INC	4001405-05	EXCAVATING-ELECTRIC DEPT	05/08/2025	6,466.14	6,466.14	05/23/2025
11180	H & H UTILITY EXCAVATING INC	4001405-05	EXCAVATING-ELECTRIC DEPT	05/08/2025	62,392.76	62,392.76	05/23/2025
11180	H & H UTILITY EXCAVATING INC	4001405-05	EXCAVATING-ELECTRIC DEPT	05/08/2025	3,319.38	3,319.38	05/23/2025
Total 11180:					206,567.98	206,567.98	
11205							
11205	HAUCKE PLUMBING & HEATING	2500706 #2	CITY HALL BUILDING MAIN	04/14/2025	1,265.00	1,265.00	05/23/2025
11205	HAUCKE PLUMBING & HEATING	2500919	CITY HALL BUILDING MAIN	05/09/2025	69.46	69.46	05/23/2025
Total 11205:					1,334.46	1,334.46	
11460							
11460	KAPUR & ASSOCIATES INC	132142	FOREST AVENUE - UTILITY	05/06/2025	1,355.00	1,355.00	05/16/2025
11460	KAPUR & ASSOCIATES INC	132144	TID 8 ENGINEERING SERVICE	05/06/2025	1,987.50	1,987.50	05/16/2025
11460	KAPUR & ASSOCIATES INC	132145	TID 7 ENGINEERING SERVICE	05/06/2025	1,137.50	1,137.50	05/16/2025
11460	KAPUR & ASSOCIATES INC	132147	PEDESTRIAN CROSSINGS - EA	05/06/2025	2,070.00	2,070.00	05/16/2025
11460	KAPUR & ASSOCIATES INC	132148	COLLINS STREET - DESIGN - R	05/06/2025	22,374.20	22,374.20	05/23/2025
11460	KAPUR & ASSOCIATES INC	132148	COLLINS STREET - DESIGN - U	05/06/2025	45,426.40	45,426.40	05/23/2025
11460	KAPUR & ASSOCIATES INC	132150	TID 7 ENGINEERING SERVICE	05/06/2025	6,772.32	6,772.32	05/16/2025
Total 11460:					81,122.92	81,122.92	
11498							
11498	KIEL SAND & GRAVEL	25495	ROAD GRAVEL	05/12/2025	250.76	250.76	05/30/2025
11498	KIEL SAND & GRAVEL	25495	FREIGHT	05/12/2025	151.14	151.14	05/30/2025
Total 11498:					401.90	401.90	
11615							
11615	LENLING PROPERTY MANAG	10890	LAWN SERVICE MAIN	05/02/2025	220.00	220.00	05/09/2025
11615	LENLING PROPERTY MANAG	10890	LAWN SERVICE RES HILL	05/02/2025	175.00	175.00	05/09/2025
11615	LENLING PROPERTY MANAG	10890	SUB 4	05/02/2025	130.00	130.00	05/09/2025
11615	LENLING PROPERTY MANAG	10890	SUB 2, 3, HWY 67, UTILITIES FIE	05/02/2025	345.00	345.00	05/09/2025
11615	LENLING PROPERTY MANAG	10890	S.HIGHLAND, MEYERS PARK, S	05/02/2025	225.00	225.00	05/09/2025
11615	LENLING PROPERTY MANAG	10890	WILLOW PP, AND HWY PP	05/02/2025	170.00	170.00	05/09/2025
11615	LENLING PROPERTY MANAG	10890	WWTP INSIDE/OUTSIDE	05/02/2025	270.00	270.00	05/09/2025
Total 11615:					1,535.00	1,535.00	
11687							
11687	MARTELLE WATER TREATMEN	29183	WATER TREATMENT	05/06/2025	2,388.65	2,388.65	05/23/2025
11687	MARTELLE WATER TREATMEN	29183	WATER TREATMENT	05/06/2025	4,109.13	4,109.13	05/23/2025
11687	MARTELLE WATER TREATMEN	29183	FREIGHT	05/06/2025	50.00	50.00	05/23/2025
Total 11687:					6,547.78	6,547.78	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
11740							
11740	MEUW	050125-01	TRAINING	05/01/2025	400.00	400.00	05/23/2025
11740	MEUW	050125-01	TRAINING	05/01/2025	200.00	200.00	05/23/2025
11740	MEUW	050125-01	TRAINING	05/01/2025	225.00	225.00	05/23/2025
11740	MEUW	050125-01	MEUW TRAINING	05/01/2025	150.00	150.00	05/23/2025
Total 11740:					975.00	975.00	
11835							
11835	MILLER & BOELDT INC	91517	GARAGE GAS & OIL	05/12/2025	43.98	43.98	05/23/2025
Total 11835:					43.98	43.98	
11875							
11875	SECURIAN FINANCIAL GROUP I	June 2025 Stm	EE CONTRIBUTION-UTILITIES	05/14/2025	361.52	361.52	05/16/2025
11875	SECURIAN FINANCIAL GROUP I	June 2025 Stm	BASIC PREMIUM-UTILITIES	05/14/2025	286.81	286.81	05/16/2025
11875	SECURIAN FINANCIAL GROUP I	June 2025 Stm	ER CONTRIBUTION-UTILITIES	05/14/2025	57.36	57.36	05/16/2025
11875	SECURIAN FINANCIAL GROUP I	June 2025 Stm	EE CONTRIBUTION-CITY	05/14/2025	587.11	587.11	05/16/2025
11875	SECURIAN FINANCIAL GROUP I	June 2025 Stm	BASIC PREMIUM-CITY	05/14/2025	371.46	371.46	05/16/2025
11875	SECURIAN FINANCIAL GROUP I	June 2025 Stm	ER CONTRIBUTION-CITY	05/14/2025	74.29	74.29	05/16/2025
Total 11875:					1,738.55	1,738.55	
12085							
12085	O & W COMMUNICATIONS	72031	SPLIT DISTRIBUTION	05/21/2025	561.75	561.75	05/30/2025
Total 12085:					561.75	561.75	
12250							
12250	PLYMOUTH UTILITIES-PC	PETTYAPRIL2	PETTY CASH	05/05/2025	90.00	90.00	05/09/2025
12250	PLYMOUTH UTILITIES-PC	PETTYAPRIL2	PETTY CASH	05/05/2025	59.55	59.55	05/09/2025
12250	PLYMOUTH UTILITIES-PC	PETTYAPRIL2	PETTY CASH	05/05/2025	39.96	39.96	05/09/2025
12250	PLYMOUTH UTILITIES-PC	PETTYAPRIL2	PETTY CASH	05/05/2025	70.64	70.64	05/09/2025
Total 12250:					260.15	260.15	
12255							
12255	PLYMOUTH UTILITIES	050725STMT	PUBLIC BENEFITS	05/07/2025	1,414.80	1,414.80	05/16/2025
12255	PLYMOUTH UTILITIES	STMNT 05 28	PUBLIC BENEFITS	05/28/2025	878.59	878.59	05/30/2025
12255	PLYMOUTH UTILITIES	STMT 0520202	PUBLIC BENEFITS	05/20/2025	1,776.30	1,776.30	05/23/2025
Total 12255:					4,069.69	4,069.69	
12315							
12315	PUBLIC SERVICE COMMISSION	2504-I-04740	STORAGE SHED	05/16/2025	1,250.25	1,250.25	05/23/2025
12315	PUBLIC SERVICE COMMISSION	2504-I-04740	SUBSTATION 5	05/16/2025	1,532.58	1,532.58	05/23/2025
12315	PUBLIC SERVICE COMMISSION	2504-I-04740	ELECTRIC RATE CASE	05/16/2025	1,312.91	1,312.91	05/23/2025
Total 12315:					4,095.74	4,095.74	
12335							
12335	QUALITY STATE OIL CO	6967030	GAS INVENTORY	05/09/2025	4,814.28	4,814.28	05/23/2025
Total 12335:					4,814.28	4,814.28	
12400							
12400	RESCO INC	1052408	ARRESTER CONNECTOR	05/13/2025	274.00	274.00	05/16/2025
12400	RESCO INC	1052408	DISCOUNT	05/13/2025	.14-	.14-	05/16/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
12400	RESCO INC	3070822	GROUND SLEEVE GS-80-30-30-	04/28/2025	1,349.28	1,349.28	05/09/2025
12400	RESCO INC	3070822	DISCOUNT	04/28/2025	.67-	.67-	05/09/2025
12400	RESCO INC	3070822	FREIGHT	04/28/2025	514.30	514.30	05/09/2025
12400	RESCO INC	3071853	SPLICE, PRIMARY URD, 500 MC	05/13/2025	1,836.75	1,836.75	05/16/2025
12400	RESCO INC	3071853	DISCOUNT	05/13/2025	.92-	.92-	05/16/2025
Total 12400:					3,972.60	3,972.60	
12696							
12696	STOP PROCESSING CENTER	20884	AUTOPAY SERVICE	05/01/2025	31.46	31.46	05/09/2025
Total 12696:					31.46	31.46	
12750							
12750	SUPERIOR CHEMICAL LLC	415348	SUPPLIES - FIRE	04/30/2025	495.34	495.34	05/09/2025
12750	SUPERIOR CHEMICAL LLC	415500	PARKS JANITORIAL	05/01/2025	215.06	215.06	05/09/2025
12750	SUPERIOR CHEMICAL LLC	415971	PARKS JANITORIAL	05/08/2025	792.55	792.55	05/23/2025
12750	SUPERIOR CHEMICAL LLC	415987	WWTP JANITORIAL	05/08/2025	231.43	231.43	05/16/2025
Total 12750:					1,734.38	1,734.38	
12882							
12882	SPECTRUM	160218701050	PHONE LINES - UTILITIES	05/01/2025	160.00	160.00	05/16/2025
12882	SPECTRUM	160218701050	PHONE - FIRE	05/01/2025	40.00	40.00	05/16/2025
12882	SPECTRUM	160218701050	PHONE - POLICE	05/01/2025	40.00	40.00	05/16/2025
12882	SPECTRUM	160218701050	PHONE - EVERGREEN GOLF	05/01/2025	40.00	40.00	05/16/2025
12882	SPECTRUM	160218701050	PHONE LINES - CITY	05/01/2025	120.00	120.00	05/16/2025
12882	SPECTRUM	160218701050	INTERNET	05/01/2025	819.00	819.00	05/16/2025
12882	SPECTRUM	160218701050	PRI - UTILITIES	05/01/2025	278.89	278.89	05/16/2025
12882	SPECTRUM	160218701050	PRI - CITY	05/01/2025	137.37	137.37	05/16/2025
12882	SPECTRUM	CH STMT 5-15	POLICE CABLE TV	05/15/2025	46.85	46.85	05/30/2025
12882	SPECTRUM	YC STMT 5-15-	UTILITIES - YOUTH CENTER	05/15/2025	15.61	15.61	05/30/2025
Total 12882:					1,697.72	1,697.72	
12965							
12965	US CELLULAR	0728485682	CELL PHONE - EMPLOYEES	05/08/2025	1,791.87	1,791.87	05/16/2025
12965	US CELLULAR	0728485682	CELL PHONE - STREETS	05/08/2025	42.50	42.50	05/16/2025
12965	US CELLULAR	0728485682	CELL PHONES - PARKS	05/08/2025	43.08	43.08	05/16/2025
12965	US CELLULAR	0728485682	CELL PHONES - POLICE	05/08/2025	389.05	389.05	05/16/2025
12965	US CELLULAR	0728485682	CELL PHONE SERVICE (FIRE)	05/08/2025	597.81	597.81	05/16/2025
12965	US CELLULAR	0728485682	CELL PHONE SERVICE (UTILITI	05/08/2025	918.24	918.24	05/16/2025
12965	US CELLULAR	0728485682	CELL PHONES -LIBRARY	05/08/2025	40.49	40.49	05/16/2025
12965	US CELLULAR	0728485682	CELL PHONES - CITY	05/08/2025	40.41	40.41	05/16/2025
12965	US CELLULAR	0729867199	CELL MODEM - POLICE	05/10/2025	318.56	318.56	05/30/2025
12965	US CELLULAR	0729867199	CELL MODEM - ELECTRIC	05/10/2025	358.38	358.38	05/30/2025
12965	US CELLULAR	0729867199	BACKUP INTERNET	05/10/2025	39.96	39.96	05/30/2025
12965	US CELLULAR	0729867199	WATER DEPT TRUCK MODEMS	05/10/2025	155.13	155.13	05/30/2025
Total 12965:					4,735.48	4,735.48	
13030							
13030	BAKER TILLY US LLP	BT3169124	AUDIT- UTILITY	04/30/2025	2,889.00	2,889.00	05/09/2025
13030	BAKER TILLY US LLP	BT3169124	AUDIT- UTILITY	04/30/2025	2,077.00	2,077.00	05/09/2025
13030	BAKER TILLY US LLP	BT3169124	AUDIT- UTILITY	04/30/2025	4,064.00	4,064.00	05/09/2025
Total 13030:					9,030.00	9,030.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
13170							
13170	WISCONSIN NEWSPRESS	147832	AD - LIBRARY	04/30/2025	160.00	160.00	05/16/2025
13170	WISCONSIN NEWSPRESS	STMT 4-30-202	WISCONSIN NEWSPRESS - GF-	04/30/2025	558.53	558.53	05/30/2025
Total 13170:					718.53	718.53	
13221							
13221	WEX BANK	104792574	FLEET FUELING	05/20/2025	2,979.41	2,979.41	05/23/2025
13221	WEX BANK	104792574	FLEET FUELING	05/20/2025	418.48	418.48	05/23/2025
13221	WEX BANK	104792574	FLEET FUELING	05/20/2025	1,187.66	1,187.66	05/23/2025
Total 13221:					4,585.55	4,585.55	
30011							
30011	AMERICAN SIGNAL CORPORAT	0013309-IN	SIREN REPAIR	04/23/2025	15,292.00	15,292.00	05/16/2025
Total 30011:					15,292.00	15,292.00	
30019							
30019	ARING EQUIPMENT COMPANY I	659246	GARAGE LARGE EQUIPMENT &	05/02/2025	280.27	280.27	05/09/2025
30019	ARING EQUIPMENT COMPANY I	659379	GARAGE LARGE EQUIPMENT &	05/16/2025	223.78-	.00	
Total 30019:					56.49	280.27	
30028							
30028	BAKER & TAYLOR LLC	2039030050	BOOKS - LIBRARY	04/22/2025	367.68	367.68	05/09/2025
30028	BAKER & TAYLOR LLC	2039043872	BOOKS - LIBRARY	04/28/2025	486.78	486.78	05/16/2025
30028	BAKER & TAYLOR LLC	2039047555	BOOKS - LIBRARY	04/29/2025	393.47	393.47	05/16/2025
30028	BAKER & TAYLOR LLC	2039056088	BOOKS - LIBRARY	05/05/2025	335.62	335.62	05/23/2025
30028	BAKER & TAYLOR LLC	2039068180	BOOKS - LIBRARY	05/08/2025	346.86	346.86	05/23/2025
30028	BAKER & TAYLOR LLC	2039081183	BOOKS - LIBRARY	05/14/2025	295.97	295.97	05/30/2025
30028	BAKER & TAYLOR LLC	2039081744	BOOKS - LIBRARY	05/15/2025	87.37	87.37	05/30/2025
30028	BAKER & TAYLOR LLC	2039081914	BOOKS - LIBRARY	05/15/2025	484.90	484.90	05/30/2025
Total 30028:					2,798.65	2,798.65	
30073							
30073	COMPLETE OFFICE OF WI	1919313	MATERIALS SUPPLIES - LIBRAR	05/09/2025	18.92	18.92	05/16/2025
30073	COMPLETE OFFICE OF WI	922472	MATERIALS SUPPLIES - LIBRAR	05/15/2025	7.30	7.30	05/23/2025
30073	COMPLETE OFFICE OF WI	928002	OFFICE SUPPLIES - LIBRARY	05/27/2025	26.29	26.29	05/30/2025
30073	COMPLETE OFFICE OF WI	AR78382	COPY MACHINE CLERK OFFICE	05/15/2025	214.59	214.59	05/23/2025
30073	COMPLETE OFFICE OF WI	AR78384	COPY MACHINE - LIBRARY	05/15/2025	106.53	106.53	05/23/2025
30073	COMPLETE OFFICE OF WI	AR78385	COPY MACHINE - LIBRARY	05/15/2025	115.44	115.44	05/23/2025
Total 30073:					489.07	489.07	
30084							
30084	DELTA DENTAL OF WISCONSIN	000002344789	DENTAL - CITY	05/16/2025	991.63	991.63	05/23/2025
30084	DELTA DENTAL OF WISCONSIN	000002344789	DENTAL - UTILITIES	05/16/2025	679.61	679.61	05/23/2025
Total 30084:					1,671.24	1,671.24	
30086							
30086	DEMCO INC	7644758	MATERIALS SUPPLIES - LIBRAR	05/08/2025	381.60	381.60	05/16/2025
30086	DEMCO INC	7648783	MATERIALS SUPPLIES - LIBRAR	05/19/2025	90.44	90.44	05/23/2025
Total 30086:					472.04	472.04	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
30087							
30087	DENNIS HALLORAN	FLAG & EMBL	VET PARK REIMBURSEMENT	04/14/2025	205.85	205.85	05/23/2025
30087	DENNIS HALLORAN	MENARDS 4-2	VET PARK REIMBURSEMENT	04/25/2025	33.63	33.63	05/23/2025
Total 30087:					239.48	239.48	
30135							
30135	GALE/CENGAGE LEARNING	999100313124	BOOKS - LIBRARY	04/09/2025	115.01	115.01	05/09/2025
30135	GALE/CENGAGE LEARNING	999100318737	BOOKS - LIBRARY	04/10/2025	27.20	27.20	05/09/2025
30135	GALE/CENGAGE LEARNING	999100360300	BOOKS - LIBRARY	04/24/2025	62.38	62.38	05/09/2025
30135	GALE/CENGAGE LEARNING	999100363047	BOOKS - LIBRARY	04/25/2025	30.39	30.39	05/09/2025
30135	GALE/CENGAGE LEARNING	999100366205	BOOKS - LIBRARY	04/28/2025	22.39	22.39	05/09/2025
30135	GALE/CENGAGE LEARNING	999100366982	BOOKS - LIBRARY	04/28/2025	29.59	29.59	05/09/2025
30135	GALE/CENGAGE LEARNING	999100402710	BOOKS - LIBRARY	05/09/2025	32.79	32.79	05/23/2025
30135	GALE/CENGAGE LEARNING	999100411082	BOOKS - LIBRARY	05/12/2025	32.79	32.79	05/23/2025
30135	GALE/CENGAGE LEARNING	999100424583	BOOKS - LIBRARY	05/14/2025	22.39	22.39	05/23/2025
30135	GALE/CENGAGE LEARNING	999100434330	BOOKS - LIBRARY	05/16/2025	26.64	26.64	05/30/2025
30135	GALE/CENGAGE LEARNING	999100437048	BOOKS - LIBRARY	05/17/2025	202.36	202.36	05/30/2025
30135	GALE/CENGAGE LEARNING	999100454749	BOOKS - LIBRARY	05/21/2025	44.78	44.78	05/30/2025
Total 30135:					648.71	648.71	
30150							
30150	GREAT AMERICA FINANCIAL SE	39133300	COPY MACHINE - LIBRARY	05/02/2025	173.30	173.30	05/09/2025
Total 30150:					173.30	173.30	
30170							
30170	ICMA MEMBERSHIP RENEWAL	2025 RENEWA	ICMA MEMBERSHIP	05/13/2025	1,046.50	1,046.50	05/23/2025
Total 30170:					1,046.50	1,046.50	
30193							
30193	KWIK TRIP INC	STMT 4-30-202	GAS & OIL - POLICE	04/30/2025	95.29	95.29	05/16/2025
Total 30193:					95.29	95.29	
30204							
30204	LANGUAGE LINE SERVICES	11590215	TRANSLATION SERVICES	04/30/2025	95.21	95.21	05/23/2025
Total 30204:					95.21	95.21	
30216							
30216	MARCO	39116695	PRINTER CONTRACT	04/30/2025	172.90	172.90	05/16/2025
Total 30216:					172.90	172.90	
30217							
30217	MARIS ASSOCIATES	0206	BOOKS - LIBRARY	04/24/2025	295.01	295.01	05/09/2025
Total 30217:					295.01	295.01	
30227							
30227	MENARDS	2052	CRIME SCENE TRAILER	05/01/2025	250.20	250.20	05/23/2025
30227	MENARDS	2089	BUILD MAINT - LIBRARY	05/01/2025	77.96	77.96	05/09/2025
30227	MENARDS	2374	POLICE GARAGE	05/07/2025	167.04	167.04	05/23/2025
30227	MENARDS	2638	PD GARAGE MATERIALS	05/13/2025	98.78-	98.78-	05/23/2025
30227	MENARDS	2639	LAWN SOIL	05/13/2025	38.94	38.94	05/23/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
30227	MENARDS	2707	PD GARAGE MATERIALS	05/14/2025	4.98	4.98	05/23/2025
30227	MENARDS	2784	SHED EQUIPMENT - POLICE	05/16/2025	35.67	35.67	05/23/2025
Total 30227:					476.01	476.01	
30247							
30247	NAPA AUTO PARTS	43235	GARAGE LARGE EQUIPMENT R	04/15/2025	16.49-	16.49-	05/23/2025
30247	NAPA AUTO PARTS	44204	GARAGE LARGE EQUIPMENT R	05/01/2025	13.71	13.71	05/23/2025
30247	NAPA AUTO PARTS	44256	GARAGE LARGE EQUIPMENT R	05/01/2025	13.71	13.71	05/23/2025
30247	NAPA AUTO PARTS	44327	GARAGE LARGE EQUIPMENT R	05/02/2025	20.00-	20.00-	05/23/2025
30247	NAPA AUTO PARTS	44415	TREE CONTROL ROW - EQUIP	05/05/2025	74.28	74.28	05/23/2025
30247	NAPA AUTO PARTS	44494	EVERGREEN GOLF COURSE E	05/06/2025	117.11	117.11	05/23/2025
30247	NAPA AUTO PARTS	44601	VEHCILE REPAIRS	05/07/2025	179.99	179.99	05/23/2025
30247	NAPA AUTO PARTS	44633	EVERGREEN GOLF COURSE E	05/07/2025	1.29	1.29	05/23/2025
30247	NAPA AUTO PARTS	44872	GARAGE GAS/OIL	05/12/2025	30.98	30.98	05/23/2025
30247	NAPA AUTO PARTS	44967	GARAGE LARGE EQUIPMENT R	05/13/2025	21.20	21.20	05/23/2025
30247	NAPA AUTO PARTS	45022	GARAGE SMALL EQUIPMENT R	05/13/2025	213.99	213.99	05/23/2025
30247	NAPA AUTO PARTS	45055	GARAGE SMALL EQUIPMENT R	05/14/2025	10.76	10.76	05/23/2025
30247	NAPA AUTO PARTS	45061	GARAGE SMALL EQUIPMENT R	05/14/2025	267.10	267.10	05/23/2025
30247	NAPA AUTO PARTS	45281	GARAGE LARGE EQUIPMENT R	05/16/2025	7.09	7.09	05/23/2025
30247	NAPA AUTO PARTS	STMT 4-30-202	PAST DUE AMOUNT AFTER REF	04/30/2025	867.67	867.67	05/09/2025
Total 30247:					1,782.39	1,782.39	
30276							
30276	PITNEY BOWES GLOBAL FINAN	3320707742	LEASE FOR POSTAGE METER	05/12/2025	165.33	165.33	05/23/2025
Total 30276:					165.33	165.33	
30280							
30280	PLYMOUTH INTERGENERATIO	4520	GENERATIONS CONTRACT	05/01/2025	34,900.00	34,900.00	05/16/2025
Total 30280:					34,900.00	34,900.00	
30281							
30281	PLYMOUTH MUNICIPAL BAND	STMT 5-27-202	2025 ANNUAL CONTRIBUTION	05/27/2025	6,000.00	6,000.00	05/30/2025
Total 30281:					6,000.00	6,000.00	
30290							
30290	PREVEA HEALTH	27607	DRUG SCREEN-RANDOM	04/16/2025	47.52	47.52	05/09/2025
30290	PREVEA HEALTH	27607	CENTER FOR HEALTH AND WE	04/16/2025	1,759.29	1,759.29	05/09/2025
30290	PREVEA HEALTH	27608	DRUG SCREEN-RANDOM	04/16/2025	23.76	23.76	05/09/2025
30290	PREVEA HEALTH	27608	DRUG SCREEN-ADMIN	04/16/2025	23.76	23.76	05/09/2025
30290	PREVEA HEALTH	27608	CENTER FOR HEALTH AND WE	04/16/2025	840.92	840.92	05/09/2025
30290	PREVEA HEALTH	27716	DRUG SCREEN-DPW	05/16/2025	95.04	95.04	05/23/2025
30290	PREVEA HEALTH	27716	CENTER FOR HEALTH AND WE	05/16/2025	2,365.19	2,365.19	05/23/2025
30290	PREVEA HEALTH	27717	DRUG SCREEN-ADMIN	05/16/2025	23.76	23.76	05/23/2025
30290	PREVEA HEALTH	27717	CENTER FOR HEALTH AND WE	05/16/2025	1,139.06	1,139.06	05/23/2025
Total 30290:					6,318.30	6,318.30	
30335							
30335	SHEBOYGAN COUNTY TREASU	138HSAT-7QW	POOL - CONCESSION PERMIT	05/19/2025	442.00	442.00	05/30/2025
30335	SHEBOYGAN COUNTY TREASU	138HSAT-7QX	POOL PERMIT	05/19/2025	445.00	445.00	05/30/2025
30335	SHEBOYGAN COUNTY TREASU	COUNTY COU	MONTHLY COURT DISBURSEM	04/30/2025	610.00	610.00	05/02/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 30335:					1,497.00	1,497.00	
30350							
30350	STATE OF WI COURT FINES & S	STATE COURT	MONTHLY DISBURSEMENT	04/30/2025	2,060.52	2,060.52	05/02/2025
Total 30350:					2,060.52	2,060.52	
30355							
30355	SUPERIOR VISION INSURANCE	0000894718	VISION - CITY	05/13/2025	186.89	186.89	05/23/2025
30355	SUPERIOR VISION INSURANCE	0000894718	VISION - UTILITIES	05/13/2025	146.68	146.68	05/23/2025
Total 30355:					333.57	333.57	
30403							
30403	WAUKESHA COUNTY TECHNIC	S0859868	EDUCATION - POLICE	04/28/2025	710.00	710.00	05/09/2025
Total 30403:					710.00	710.00	
30423							
30423	WISCONSIN DEPARTMENT OF	STMT 202504	CIB WORCS	04/30/2025	21.00	21.00	05/09/2025
Total 30423:					21.00	21.00	
30434							
30434	WISCONSIN PUBLIC SERVICE	5463263751	UTILITIES GARAGE	05/02/2025	565.76	565.76	05/16/2025
30434	WISCONSIN PUBLIC SERVICE	5463263751	UTILITIES YOUTH CENTER	05/02/2025	155.78	155.78	05/16/2025
30434	WISCONSIN PUBLIC SERVICE	5463263751	UTILITIES POOL	05/02/2025	32.55	32.55	05/16/2025
30434	WISCONSIN PUBLIC SERVICE	5463263751	UTILITIES GOLF	05/02/2025	33.48	33.48	05/16/2025
30434	WISCONSIN PUBLIC SERVICE	5463263751	UTILITIES CITY HALL	05/02/2025	1,677.24	1,677.24	05/16/2025
30434	WISCONSIN PUBLIC SERVICE	5463263751	UTILITIES LIBRARY	05/02/2025	345.53	345.53	05/16/2025
Total 30434:					2,810.34	2,810.34	
30456							
30456	ZR LLC	792	APPROACH - POLICE GARAGE	05/21/2025	4,240.00	4,240.00	05/30/2025
Total 30456:					4,240.00	4,240.00	
50014							
50014	AYRES ASSOCIATES	222670	DAM - REPLACEMENT ENGINE	05/19/2025	48,543.30	48,543.30	05/23/2025
Total 50014:					48,543.30	48,543.30	
50106							
50106	MIDWEST TAPE LLC	507102171	AV - LIBRARY	04/29/2025	47.98	47.98	05/09/2025
50106	MIDWEST TAPE LLC	507111620	DIGITAL CONTENT - LIBRARY	05/01/2025	1,020.07	1,020.07	05/09/2025
50106	MIDWEST TAPE LLC	507164807	AV - LIBRARY	05/12/2025	92.96	92.96	05/23/2025
50106	MIDWEST TAPE LLC	507180048	AV - LIBRARY	05/20/2025	173.93	173.93	05/30/2025
50106	MIDWEST TAPE LLC	507219176	AV - LIBRARY	06/01/2025	238.38	238.38	05/30/2025
Total 50106:					1,573.32	1,573.32	
91508							
91508	MOTOROLA SOLUTIONS	1411176954	CAP C EQUIP CAMERAS	04/23/2025	18,542.65	18,542.65	05/23/2025
Total 91508:					18,542.65	18,542.65	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
91513							
91513	MORaine GARDENS	12727	FLOWERS AT VETERAN'S PARK	05/09/2025	196.94	196.94	05/23/2025
Total 91513:					196.94	196.94	
91561							
91561	PACE ANALYTICAL SERVICES I	2540160257	INDUSTRIAL MONITORING	04/30/2025	853.00	853.00	05/09/2025
91561	PACE ANALYTICAL SERVICES I	2540160544	LANDFILL	05/07/2025	867.00	867.00	05/16/2025
91561	PACE ANALYTICAL SERVICES I	2540160972	LANDFILL	05/16/2025	1,806.00	1,806.00	05/30/2025
Total 91561:					3,526.00	3,526.00	
91886							
91886	PLYMOUTH JOINT SCHOOL DIS	STMT 5-27-202	MOBILE HOME TAX	05/27/2025	2,031.08	2,031.08	05/30/2025
Total 91886:					2,031.08	2,031.08	
92012							
92012	CAINS BRIDAL WREATH	003783	LOIS PENKWITZ	05/19/2025	56.50	56.50	05/30/2025
Total 92012:					56.50	56.50	
92133							
92133	ENDURACLEAN INC	16691	BUILDING MAINTENANCE - LIB	05/14/2025	46.81	46.81	05/23/2025
Total 92133:					46.81	46.81	
92174							
92174	AIRGAS USA LLC	5515897684	HAZ MAT CHARGE	04/30/2025	75.00	75.00	05/16/2025
92174	AIRGAS USA LLC	5515897684	BOTTLED GAS CYLINDER RENT	04/30/2025	25.20	25.20	05/16/2025
92174	AIRGAS USA LLC	5515897684	BOTTLED GAS CYLINDER RENT	04/30/2025	75.60	75.60	05/16/2025
Total 92174:					175.80	175.80	
92474							
92474	ALBERTS HYDROVAC LLC	2973	GRIT CHAMBER CLEAN OUT	05/01/2025	600.00	600.00	05/09/2025
92474	ALBERTS HYDROVAC LLC	2973	DIGESTER CLEAN OUT - FOR D	05/01/2025	1,200.00	1,200.00	05/09/2025
Total 92474:					1,800.00	1,800.00	
92475							
92475	J F AHERN CO	732787	CONTRACT - CITY HALL MAINT	05/12/2025	1,368.25	1,368.25	05/23/2025
92475	J F AHERN CO	732924	HVAC MAINT - LIBRARY	05/12/2025	1,294.50	1,294.50	05/23/2025
92475	J F AHERN CO	732929	BLDG MAINT-UTILITY BLDG	05/12/2025	1,827.50	1,827.50	05/16/2025
Total 92475:					4,490.25	4,490.25	
92881							
92881	MIDSTAR PRINTING	15181	RECEIPTS	05/07/2025	192.34	192.34	05/16/2025
Total 92881:					192.34	192.34	
92957							
92957	FRONTIER	STMT 5-19-202	PHONE - LIBRARY	05/19/2025	83.89	83.89	05/30/2025
92957	FRONTIER	STMT 5-19-202	PHONE - 911 DIAL LINES	05/19/2025	123.67	123.67	05/30/2025
92957	FRONTIER	STMT 5-19-202	PHONE - POLICE	05/19/2025	342.18	342.18	05/30/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 92957:					549.74	549.74	
92982							
92982	HOPP NEUMANN HUMKE LLP	13960-2007	TID 7 LEGAL	05/08/2025	46.00	46.00	05/23/2025
92982	HOPP NEUMANN HUMKE LLP	15953-2006	LEGAL SERVICE	05/08/2025	294.50	294.50	05/23/2025
92982	HOPP NEUMANN HUMKE LLP	9431-2010	LEGAL SERVICE	05/08/2025	4,017.00	4,017.00	05/23/2025
92982	HOPP NEUMANN HUMKE LLP	9432-2008	UTILITY LEGAL	05/08/2025	142.00	142.00	05/23/2025
92982	HOPP NEUMANN HUMKE LLP	9436-2004	LEGAL SERVICE	05/08/2025	2,515.50	2,515.50	05/23/2025
92982	HOPP NEUMANN HUMKE LLP	9472-2005	LEGAL SERVICE	05/08/2025	138.00	138.00	05/23/2025
Total 92982:					7,153.00	7,153.00	
92989							
92989	VACUUM PUMP & COMPRESSO	131518-00	WWTP - BLOWER PACKAGE	04/30/2025	24,296.74	24,296.74	05/16/2025
Total 92989:					24,296.74	24,296.74	
93036							
93036	SEERA FOCUS ON ENERGY	04/25	FOCUS ON ENERGY PAYMENT	05/20/2025	5,501.03	5,501.03	05/23/2025
Total 93036:					5,501.03	5,501.03	
93556							
93556	EHLERS INVESTMENT PARTNE	188-2097	INVESTMENT FEES	04/08/2025	875.72	875.72	05/09/2025
93556	EHLERS INVESTMENT PARTNE	188-2097	INVESTMENT FEES	04/08/2025	2,637.50	2,637.50	05/09/2025
93556	EHLERS INVESTMENT PARTNE	188-3164	INVESTMENT FEES	05/08/2025	850.71	850.71	05/23/2025
93556	EHLERS INVESTMENT PARTNE	188-3164	INVESTMENT FEES	05/08/2025	2,557.05	2,557.05	05/23/2025
Total 93556:					6,920.98	6,920.98	
93634							
93634	LANDS END BUSINESS OUTFIT	SIN12988569	UNIFORMS - POLICE	04/30/2025	256.91	256.91	05/09/2025
Total 93634:					256.91	256.91	
93665							
93665	ITSAVVY LLC	01566283	HP PROBOOK 460 G11 NOTEBO	05/06/2025	1,047.49	1,047.49	05/16/2025
93665	ITSAVVY LLC	01569999	HP ELITE 800 G9	05/22/2025	1,256.89	1,256.89	05/30/2025
Total 93665:					2,304.38	2,304.38	
93838							
93838	NORTH CENTRAL LABS OF WI I	519409	LABORATORY SUPPLIES	05/02/2025	832.04	832.04	05/16/2025
93838	NORTH CENTRAL LABS OF WI I	519524	LABORATORY SUPPLIES	05/06/2025	107.38	107.38	05/16/2025
93838	NORTH CENTRAL LABS OF WI I	519711	LABORATORY SUPPLIES	05/09/2025	245.95	245.95	05/16/2025
Total 93838:					1,185.37	1,185.37	
93845							
93845	HYDROCORP	CI-06016	INSPECTION AND REPORTING	04/30/2025	1,170.00	1,170.00	05/09/2025
Total 93845:					1,170.00	1,170.00	
93991							
93991	HOME DEPOT CREDIT SERVIC	1074686	GARAGE HARDWARE & TOOLS	04/30/2025	24.88	24.88	05/23/2025
93991	HOME DEPOT CREDIT SERVIC	3014148	GOLF COURSE MATERIALS	05/08/2025	81.96	81.96	05/23/2025
93991	HOME DEPOT CREDIT SERVIC	3014148	POOL EQUIPMENT REPAIR & M	05/08/2025	368.30	368.30	05/23/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
93991	HOME DEPOT CREDIT SERVIC	3203077	STORM SEWER MATERIALS	05/08/2025	25.00-	25.00-	05/23/2025
93991	HOME DEPOT CREDIT SERVIC	3520878	PARKS MATERIALS	05/08/2025	6.98	6.98	05/23/2025
Total 93991:					457.12	457.12	
94333							
94333	FISCHERS FLEET SERVICE INC	71444	GARAGE LARGE EQUIPMENT R	05/16/2025	5.25	5.25	05/23/2025
94333	FISCHERS FLEET SERVICE INC	72794	GARAGE LARGE EQUIPMENT R	04/30/2025	244.63	244.63	05/30/2025
Total 94333:					249.88	249.88	
94341							
94341	MONROE TRUCK EQUIPMENT I	46950	HV507 2024 PATROL TRUCK UP	04/30/2025	138,467.00	138,467.00	05/16/2025
Total 94341:					138,467.00	138,467.00	
94491							
94491	H & R SAFETY SOLUTIONS INC	9427	SAFETY VEST SIZE MEDIUM	05/15/2025	229.50	229.50	05/23/2025
94491	H & R SAFETY SOLUTIONS INC	9427	SAFETY VEST SIZE LARGE	05/15/2025	229.50	229.50	05/23/2025
94491	H & R SAFETY SOLUTIONS INC	9427	SAFETY VEST SIZE XL	05/15/2025	76.50	76.50	05/23/2025
Total 94491:					535.50	535.50	
94498							
94498	WASTE MANAGEMENT OF WI-M	0156056-4172-	CONTRACT - GARBAGE	05/02/2025	27,877.50	27,877.50	05/23/2025
94498	WASTE MANAGEMENT OF WI-M	0156056-4172-	CONTRACT - RECYCLING	05/02/2025	10,143.00	10,143.00	05/23/2025
94498	WASTE MANAGEMENT OF WI-M	0156056-4172-	HOUSING AUTH GARBAGE/REC	05/02/2025	345.00	345.00	05/23/2025
Total 94498:					38,365.50	38,365.50	
94513							
94513	M J ELECTRIC LLC	25167093535-	SUB 5 SITE EXCAVATION	04/28/2025	228,000.00	228,000.00	05/16/2025
Total 94513:					228,000.00	228,000.00	
94517							
94517	DEAN ENTERPRISES LLC	I5008	PARKS CONTRACTOR	05/06/2025	192.50	192.50	05/09/2025
94517	DEAN ENTERPRISES LLC	I5009	EVERGREEN GOLF COURSE C	05/06/2025	192.50	192.50	05/09/2025
Total 94517:					385.00	385.00	
94573							
94573	DIGICORP INC	354705	FORTINET COTERM MAINTENA	04/30/2025	24.80	24.80	05/09/2025
94573	DIGICORP INC	354876	OPENTEXT CORE BACKUP	05/15/2025	2.00	2.00	05/23/2025
94573	DIGICORP INC	354876	APPRIVER EMAIL THREAT PRO	05/15/2025	112.50	112.50	05/23/2025
94573	DIGICORP INC	354876	SENTINEL ONE EDR SUBSCRIP	05/15/2025	495.00	495.00	05/23/2025
94573	DIGICORP INC	354876	MICROSOFT EXCHANGE ONLIN	05/15/2025	4.00	4.00	05/23/2025
94573	DIGICORP INC	354876	OFFICE 365 G1	05/15/2025	150.00	150.00	05/23/2025
94573	DIGICORP INC	354876	OFFICE 365 G3	05/15/2025	1,380.00	1,380.00	05/23/2025
94573	DIGICORP INC	354876	MICROSOFT ENTRA ID	05/15/2025	450.00	450.00	05/23/2025
Total 94573:					2,618.30	2,618.30	
95118							
95118	JILLIAN SCHEMA	Yard Waste	YARD WASTE	04/29/2025	25.00	25.00	05/09/2025
Total 95118:					25.00	25.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
95125							
95125	FALLS ACE HARDWARE	31657	BRUSH	05/01/2025	8.59	8.59	05/09/2025
95125	FALLS ACE HARDWARE	317301	SHOP SUPPLIES	05/09/2025	17.98	17.98	05/23/2025
Total 95125:					26.57	26.57	
95316							
95316	ZIMMERMANN PRINTING COMP	190853	MARKETING - LIBRARY	05/20/2025	980.00	980.00	05/23/2025
Total 95316:					980.00	980.00	
95352							
95352	RODNEY MUELLER	051325STMT	ENERGY STAR INCENTIVE - R	05/13/2025	100.00	100.00	05/16/2025
Total 95352:					100.00	100.00	
95444							
95444	WISCONSIN LIBRARY SERVICE	503045	DIGITAL SERVICES - LIBRARY -	05/27/2025	1,741.95	1,741.95	05/30/2025
Total 95444:					1,741.95	1,741.95	
95502							
95502	ROLAND MACHINERY COMPAN	47029070	GARAGE LARGE EQUIPMENT R	04/18/2025	553.11	553.11	05/09/2025
Total 95502:					553.11	553.11	
95714							
95714	TRANSUNION RISK AND ALTER	1355047-2025	MINIMUM USAGE FEE	05/01/2025	75.00	75.00	05/09/2025
Total 95714:					75.00	75.00	
95751							
95751	NORTHEAST WISCONSIN TECH	SFT000012805	TUITION/FEES	04/18/2025	1,341.42	1,341.42	05/09/2025
Total 95751:					1,341.42	1,341.42	
95843							
95843	UNIVERSITY OF ILLINOIS	UFIWC222	BIRSCHBACH, MICHAEL 202500	05/01/2025	1,533.34	1,533.34	05/09/2025
95843	UNIVERSITY OF ILLINOIS	UFIWC222	BIRSCHBACH, MICHAEL 202500	05/01/2025	766.66	766.66	05/09/2025
Total 95843:					2,300.00	2,300.00	
95899							
95899	TERESE SHAW	STMT 5-15-202	PETTY CASH - POLICE	05/15/2025	39.83	39.83	05/23/2025
Total 95899:					39.83	39.83	
95932							
95932	KORFF PLUMBING LLC	6312	WATER MAIN BREAK	05/01/2025	3,270.00	3,270.00	05/09/2025
Total 95932:					3,270.00	3,270.00	
95940							
95940	GORDON FLESCH COMPANY IN	IN15020326	CANON WT 36 CL	01/30/2025	6,625.00	6,625.00	05/16/2025
95940	GORDON FLESCH COMPANY IN	IN15153891	COPY MACHINE	05/07/2025	192.78	192.78	05/16/2025
Total 95940:					6,817.78	6,817.78	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
96104							
96104	KW PROPERTIES	STMNT 05202	REFUND OVERPAYMENT	05/20/2025	11.82	11.82	05/23/2025
Total 96104:					11.82	11.82	
96133							
96133	PIRTEK MENOMONEE FALLS	MF-T00018524	SNOW & ICE EQUIPMENT REPA	05/09/2025	362.50	362.50	05/23/2025
96133	PIRTEK MENOMONEE FALLS	MT-T00018523	SNOW & ICE EQUIPMENT REPA	05/09/2025	1,213.97	1,213.97	05/23/2025
Total 96133:					1,576.47	1,576.47	
96160							
96160	LAWSON PRODUCTS INC	9312445600	GARAGE LARGE EQUIPMENT R	05/01/2025	41.81	41.81	05/23/2025
96160	LAWSON PRODUCTS INC	9312453239	GARAGE LARGE EQUIPMENT R	05/05/2025	51.31	51.31	05/23/2025
Total 96160:					93.12	93.12	
96197							
96197	MEAD & HUNT	386608	DIGESTER ROOF - ENGINEERI	05/14/2025	2,908.50	2,908.50	05/16/2025
Total 96197:					2,908.50	2,908.50	
96243							
96243	REDEMPTION RECYCLING LLC	S20250508-4	RECYCLING EVENT	05/13/2025	697.00	697.00	05/23/2025
Total 96243:					697.00	697.00	
96312							
96312	LOCHEN EQUIPMENT	001-1012122	CEMETERY EQUIPMENT REPAI	05/15/2025	1.34-	1.34-	05/23/2025
96312	LOCHEN EQUIPMENT	002-20002282	CEMETERY EQUIPMENT REPAI	05/14/2025	24.11	24.11	05/23/2025
Total 96312:					22.77	22.77	
96329							
96329	CREXENDO	252145	PHONE - LIBRARY	05/01/2025	229.46	229.46	05/09/2025
Total 96329:					229.46	229.46	
96342							
96342	PAUL SEYMOUR	STMT 5/21/202	2025 POOL START UP FUNDS	05/21/2025	400.00	400.00	05/23/2025
Total 96342:					400.00	400.00	
96362							
96362	O'REILLY AUTO PARTS	6583-138859	FLEET VEHICLE MAINTENANCE	04/23/2025	28.16	28.16	05/09/2025
96362	O'REILLY AUTO PARTS	6583-140889	GARAGE LARGE EQUIPMENT R	05/15/2025	17.40	17.40	05/23/2025
Total 96362:					45.56	45.56	
96367							
96367	HOUSING AUTHORITY	STMNT 05202	REFUND OVERPAYMENT	05/20/2025	19.71	19.71	05/23/2025
Total 96367:					19.71	19.71	
96389							
96389	FASTSIGNS SHEBOYGAN	2444-2083	PARKS MATERIALS	05/15/2025	29.31	29.31	05/23/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 96389:					29.31	29.31	
96392							
96392	QUASIU BUSINESS SOLUTION	619	AIRES 8 UNITS W/ STAND, CAR	04/24/2025	2,728.00	2,728.00	05/23/2025
Total 96392:					2,728.00	2,728.00	
96425							
96425	AUGUST WINTER & SONS INC	65222	DIGESTER COVER	05/06/2025	42,516.75	42,516.75	05/16/2025
96425	AUGUST WINTER & SONS INC	66838	DIGESTER COVER	04/28/2025	14,171.35	14,171.35	05/16/2025
Total 96425:					56,688.10	56,688.10	
96429							
96429	Wesco Distribution/Hi-Line Utilitiy	633486101	180 HAZ LO LIGHT VULCAN	04/30/2025	1,400.04	1,400.04	05/09/2025
Total 96429:					1,400.04	1,400.04	
96467							
96467	JOHN ROSS	STMNT 05202	REFUND OVERPAYMENT	05/20/2025	121.24	121.24	05/23/2025
Total 96467:					121.24	121.24	
96504							
96504	WITKOWSKI INSPECTION AGE	STMNT 5-1-2025	BUILDING INSPECTOR CONTR	05/01/2025	6,719.40	6,719.40	05/02/2025
Total 96504:					6,719.40	6,719.40	
96609							
96609	TONIES US INC	PS16590167	MATERIALS DONATION - LIBRA	04/04/2025	524.00	524.00	05/23/2025
Total 96609:					524.00	524.00	
96610							
96610	GREMMER & ASSOCIATES INC	250328-2	PROFESSIONAL LAND SURVEY	05/02/2025	60.00	60.00	05/23/2025
Total 96610:					60.00	60.00	
96619							
96619	CATTAIL CRITTERS	05152025DEP	PROGRAM - LIBRARY	04/22/2025	288.00	288.00	05/16/2025
Total 96619:					288.00	288.00	
96627							
96627	LINDSEY HEAROLD	STMNT 5-5-2025	FROM SAMUEL SAWALL - REST	05/05/2025	1,099.10	1,099.10	05/09/2025
Total 96627:					1,099.10	1,099.10	
96629							
96629	KRYSTLE AUGSBURGER	STMNT 05-07-20	BARTENDER REFUND - DENIAL	05/07/2025	15.00	15.00	05/09/2025
Total 96629:					15.00	15.00	
96630							
96630	PARKITECTURE & PLANNING L	25020-1	CITY PARK - PLANNING	05/11/2025	1,438.00	1,438.00	05/16/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 96630:					1,438.00	1,438.00	
96631							
96631	GERALYN HARRINGTON	STMT 051325	ENERGY STAR	05/13/2025	50.00	50.00	05/16/2025
Total 96631:					50.00	50.00	
96632							
96632	HOEFT'S RESORT	051325 STMT	REFUND	05/13/2025	16.58	16.58	05/16/2025
Total 96632:					16.58	16.58	
96633							
96633	WI DNR- ENVIRONMENTAL FEE	460005920-20	WWTP FEES	05/14/2025	5,791.75	5,791.75	05/16/2025
Total 96633:					5,791.75	5,791.75	
96634							
96634	JACK FERNSLER	OVRPAY 0520	OVERPAYMENT REFUND	05/20/2025	69.13	69.13	05/23/2025
Total 96634:					69.13	69.13	
96635							
96635	ROGER LENSIRE	STMNT 05202	OVERPAYMENT REFUND	05/20/2025	87.82	87.82	05/23/2025
Total 96635:					87.82	87.82	
96636							
96636	JAMIE OWENS	STMNT 05202	OVERPAYMENT REFUND	05/20/2025	63.13	63.13	05/23/2025
Total 96636:					63.13	63.13	
96637							
96637	JACOB THOMPSON	STMNT 05202	OVERPAYMENT REFUND	05/20/2025	120.26	120.26	05/23/2025
Total 96637:					120.26	120.26	
96638							
96638	HANNAH FELTES	STMT 5-19-202	LONE OAK 5-17-2025 REFUND -	05/19/2025	60.00	60.00	05/23/2025
Total 96638:					60.00	60.00	
96639							
96639	SCHUETTE MFG & STEEL SALE	152551	GARAGE LARGE EQUIPMENT R	05/15/2025	400.00	400.00	05/23/2025
Total 96639:					400.00	400.00	
96640							
96640	PRIVATE LINES INC.	46427	LABOR	05/08/2025	420.00	420.00	05/30/2025
Total 96640:					420.00	420.00	
Grand Totals:					1,104,453.45	1,104,677.23	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
CITY OF PLYMOUTH- PLYMOUTH UTILITIES							

The above listed checks and ACH is in payment of the Utilities' accounts and are hereby approved with the following exceptions:

Exceptions:

THE FINANCE COMMITTEE

Dated:

Report Criteria:
Detail report.
Invoices with totals above \$0 included.
Paid and unpaid invoices included.
Invoice Detail.GL account = "0100100001000"."2200567002200","2400111000000"."8000232000000"



PLYMOUTH PUBLIC LIBRARY BOARD OF TRUSTEES
MEETING MINUTES
May 5, 2025

Meeting was called to order by B. McKnight at 6:30 pm. Present were: S. Britt, B. McKnight, M. Kaczowski, M. Hummitzsch, S. Gloede and K. Kraemer. Absent were: K. Murray and A. Matzdorf. Also present: Library Director L. Jochman

There was no public comment or correspondence.

The board introduced themselves to new member, K. Kraemer.

Motion by M. Hummitzsch, second by S. Britt to approve the minutes with revisions of the April 7, 2025 meeting. Motion passed unanimously.

Motion by S. Gloede, second by M. Hummitzsch to approve the financial report for April 2025 Expenses.

Director L. Jochman reviewed some highlighted items on the Director's monthly report. This included an update on IMLS funding, delivery of furniture, the outdoor lockers, summer reading, and system text and voice notifications.

Unfinished Business

Director L. Jochman updated the board on the second meeting of the ad hoc committee. The committee has directed staff to put together an RFP to address some short- and medium-term facilities repairs and improvements while being mindful of long-term plans.

New Business

Elections of officers: Stacy nominates K. Murray for president, second by S. Britt. Motion passed unanimously. Barb nominates M. Hummitzsch for Vice President, second by S. Britt. Motion passed unanimously.

Director L. Jochman presented a breakdown of patrons who use Hoopla and their municipalities alongside a chart of non-librarians' reimbursement for services. The board discussed the budget and the unsustainable nature of digital services.

Motion by S. Gloede to set a monthly budget for Hoopla services and to block municipalities who have a library and therefore do not reimburse our library for services along with non-Wisconsin residents, second by S. Britt. Motion passed unanimously.

Director L. Jochman asked for volunteers for the yearly personnel committee. K. Murray, M. Hummitzsch, and S. Gloede were nominated. Motion by S. Britt to form the committee with those members, second by M. Hummitzsch. Motion passed unanimously.

Announcements

The board discussed the front flower bed. S. Britt and S. Gloede will continue to keep an eye on it and add plants if needed.

Motion by S. Gloede, second by M. Kaczkowski to adjourn. Motion passed. Meeting was adjourned at 7:05 pm.

Submitted by, Leslie Jochman
Library Board Secretary

City of Plymouth
Police and Fire Commission Meeting
Tuesday, May 6, 2025 @ 8:30 A.M.
Room 210
Plymouth City Hall, 128 Smith Street, Plymouth, WI 53073

Members Present: Vice President James Flanagan, Secretary Warren Wieser, Gary Rooker, Tim Lemkuil, Police Chief Ken Ruggles, Deputy Police Chief Matt Starker, and Fire Chief Ryan Pafford.

Absent – President Mark Melcher

Vice President James Flanagan, called the meeting to order at 8:30 A.M. in Room 210 @ City Hall, located at 128 Smith Street, Plymouth, Wisconsin.

A motion made by Gary Rooker and seconded by Tim Lemkuil to approve the Police and Fire Commission meeting minutes of April 8, 2025, and April 14, 2025. Motion carried.

Review Citizen Complaint – Jonathan Woodward Concerns:

This was tabled until the next meeting.

Plymouth Fire Department Report by Fire Chief Ryan Pafford:

- 1 – Fire Chief Pafford reported recent chicken dinner was success. Feedback on holding the dinner in the fire department garage was positive.
- 2 – Racers Hall asked the fire department to participate in fire fighter fun rising event. The event was successful and raised \$2,200.00 for the fire department.
- 3 - Fire Department personnel participated in an inspection of the new apartment complex known as The Landing at Hub City Apartments, located across from Walmart.
- 4 – Fire Chief Pafford has been working on a training site, however land availability is an issue.
- 5 – Vice President James Flanagan asked Chief Pafford to update the commission on Assistant Chief Jason McCoy on becoming a “Certified Driver Operator Aerial”. Fire Pafford related that Assistant Fire Chief, Jason McCoy, yearlong course is scheduled to be completed on May 28th and “Certified Driver Operator Aerial” will be part of the end of May event. Chief Pafford reported several members of the fire department will gain additional certifications at the end of May event.

Plymouth Police Department Report by Police Chief Ken Ruggles:

- 1 – Police Chief Ruggles reported the City of Plymouth Police Department went live on April 16th with the new Motorola in car camera system. They experienced equipment reliability issues but have been working through the issues with new installation and equipment. Police Chief Ruggles' stated picture quality is excellent and gives the department a substantial improvement in redaction capability, both its speed and quality. They are importing some older in-car camera footage into the new system. Due to the startup issues, staff training has been moved to June in 2025.
- 2 – Police Chief Ruggles and Deputy Police Chief Starker spent training effort to improve Lieutenants report writing capabilities. The Lieutenants are now moving this down to the officers. This will increase capability among the staff. At one point almost all the reports were completed by the Police Chief and Deputy Police Chief.
- 3 - Police Chief Ruggles reported Sheboygan County District Attorney's has reduced the open cases from 68 to 30 open cases. This office is making progress cleaning up the outstanding open cases.
- 4 – Police Chief Ruggles updated the commission on the numerous events during May and early June.
- 5 – Police Chief Ruggles reported that Deputy Police Chief Starker will graduate on June 6th from Command Training Class. That is a significant accomplishment.
- 6 – Deputy Police Chief, Matt Starker, reported two retired police/fire officers will be recognized at the next council meeting for their life saving efforts.
- 7 – Deputy Police Chief Starker updated the commission on police department formal training.

Review/Approval of Fire Department Position Job Descriptions:

Fire Chief Pafford presented five job descriptions. The job descriptions were Certified Firefighter, Lieutenant, Captain, Assistant Chief – EMS and Health & Safety” and Assistant Chief – Operations and Training, all dated April 8, 2025. All were approved at the last meeting with minor changes, and the Fire Chief presented updated documents with the minor corrections.

After brief discussion, motion by Warren Wieser and second by Tim Lemkuil to approve the documents as presented. Motion carried.

Entertain a Motion to go into Closed Session:

This was tabled.

No further action, motion for adjournment at 9:23 A. M. Motion by Warren Wieser and seconded by Gary Rooker. Motion carried.

Submitted on the sixth of May 2025.

Warren Wieser--- Secretary

**Plymouth Community Television
Board Meeting 05/12/2025**

Checking: 476.81
Unrestricted: 2,709.56
Restricted: 17,641.33

Attendance: John Binder, Virginia Stemper, Gary Kaiser, Mike Briggs, and Konrad Kaczkowski

Gary reported that was no equipment updates to report

Mike reported for Kurt Zolp, Emerson Cotter will be filming Plymouth Dirt Track Racing and Music in the Park

Mike welcomed John Binder as the City Council representative. He also reported that Action-14 will be filmed on May 20th with guests; Mayor Pohlman, Plymouth Art Center, and Plymouth School District Superintendent Scott Stier. Veteran to Veteran will follow the filming of Action-14. Plymouth School District Board meeting is scheduled for May 20th and will be filmed at 5:30 PM.

Mike also reported the Memorial Day parade will be filmed. The Plymouth High School graduation will be June 1st and it is anticipated the event will take place at City Park. TV-14 will be filming the graduation.

Next Board Meeting June 9th, 2025 5:00 PM Board room at the High School

Respectfully Submitted

Konrad Kaczkowski

Plymouth Community TV Cash Flow

Year: 2025

Summary	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec	TOTAL
Opening Balance	582.80	590.83	325.60	479.76	516.81								
Total Reciepts	4,750.00	4,500.00	4,400.00	4,200.00	4,200.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$ 22,050.00
Total Disbursements	4,741.97	4,765.23	4,245.84	4,162.95	3,908.27	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$ 21,824.26
Total Cash Flow	8.03	-265.23	154.16	37.05	291.73	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Ending Balance	\$ 590.83	\$ 325.60	\$ 479.76	\$ 516.81	\$ 808.54	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

[illegible][illegible]

TOTAL	\$ 4,741.97	\$ 4,765.23	\$ 4,245.84	\$ 4,162.95	\$ 3,908.27	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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UNOFFICIAL MINUTES

FINANCE & PERSONNEL COMMITTEE OF THE PLYMOUTH COMMON COUNCIL COUNCIL CHAMBERS 128 SMITH STREET CITY OF PLYMOUTH, WISCONSIN

TUESDAY MAY 27, 2025

1. **Call to Order and Roll Call:** Mayor Pohlman called the meeting to order at 6:15 PM. On the call of the roll, the following were present: Mayor Pohlman, Angie Matzdorf, Jeff Tauscheck, Diane Gilson, and Mike Penkwitz. Also present: Greg Hildebrand, Dave Herrmann, John Binder, City Administrator/Utilities Manager Tim Blakeslee, Finance Manager Chris Russo, Assistant Administrator/Community Development Director Jack Johnston, Police Chief Ken Ruggles, Electrical Operation Manager Ryan Roehrborn and City Clerk/Deputy Treasurer Anna Voigt.
2. **Approval of Meeting Minutes for February 11, 2025 meeting:** Motion was made by Pohlman/Tauscheck to approve the minutes for February 11. A unanimous aye vote was cast. Motion carried.
3. **Appoint a Chairperson:** Motion was made by Gilson/Tauscheck to nominate Mike Penkwitz as Chairperson. A unanimous aye vote was cast. Motion carried. Motion was made by Pohlman/Tauscheck to close nominations and cast a unanimous ballot for Mike Penkwitz. A unanimous aye vote was cast. Motion carried.
4. **Discussion and recommendation on Electric Department Truck Quote:** Electric Operations Manager Roehrborn explained that the Electric Department is planning to replace one of their 2013 55' bucket trucks in 2027. Roehrborn provided three quotes from dealers. The price does not commit Plymouth Utilities to purchase the truck. It will secure a place in line, when the truck is ready to go into production an updated quote will be brought back for approval. Pohlman asked if there were any of the trucks from three quotes in the fleet currently. Roehrborn stated Versalift and Terex are currently in the fleet of bucket trucks and he has experience with Altec. The company they work with to service the trucks can service all three brands. Gilson asked why there was such a price difference. Roehrborn stated he asked Altec if the quote was correct with such a big price difference and the assured him it was correct. Matzdorf asked if that was the price of the truck outfitted. Roehrborn stated that it was. Penkwitz asked if the trucks were on a rotation. Roehrborn stated that they are trying to. The committee agreed they were comfortable moving forward with Altec 55' bucket truck for delivery in 2027.
5. **Adjournment:** Motion was made by Matzdorf/Tauscheck to adjourn the meeting. A unanimous aye vote was cast.

THE HOUSING AUTHORITY OF THE CITY OF PLYMOUTH

1214 Reed Street
Plymouth, WI 53073
920-893-5133, 920-893-6117(fax)

BOARD OF COMMISSIONERS

REGULAR MONTHLY MEETING

GENERAL MEETING CALL TO ORDER:

The regular monthly meeting of the Board of Commissioners was called to order at 9:03 AM, June 4th, 2025 by Chairperson Linda Opitz

Chairman:	Linda Opitz
Commissioner:	Dennis McMullen
Commissioner	Marsha Vollbrecht
Commissioner:	William McCreedy
Commissioner	Mike Olig
Secretary:	Teresa Cruz
Guest:	Jack Johnston

PROCEEDINGS

1. The minutes of the May 7th, 2025 meeting were read. After review of the minutes, a motion was made by Commissioner Vollbrecht and second by Commissioner McCreedy to approve the minutes. The motion was carried.
2. Recognition of tenant concerns:
 - a. Tenant left voicemail 6/3/25 canceling her request to attend meeting.
 - b. Board was advised that the 2025 rent reviews had been completed.
3. The May 2025, Income and Expense report was reviewed. A motion was made by Commissioner McMullen and second by Commissioner Olig to approve the financial report. The motion carried.
4. The May 2025 invoices were reviewed and discussed and questions were answered by the Executive Director. Commissioner McMullen moved that all invoices be paid with Commissioner McCreedy seconding the motion. The motion carried.

SECRETARY'S REPORT

Assistant City Administrator Jack Johnston discussed possible expansion for the PHA and partnerships with the city. Options of loan available from the city where given. Area study of low-income housing and the need to be provided with follow up email.

Old BUSINESS

- A. Pressure washing for the entire PHA is wrapping up and should be done by end of this week.
- B. Handicap doors scheduled to be installed last week of June.

NEW BUSINESS

- A. The PHA is looking to add a box library to the facility. Board provided options on who to call that could possibly donate the box and install.
- B. **Resolution 370-** Collins and Associates Audit for 2023/2024 year approved by board.

There was no further business to come before the Commissioners of the Authority. A motion to adjourn at 10:50 AM by Commissioner Olig and seconded by Commissioner McMullen. The motion carried.

The next scheduled regular meeting is July 16th, 2025 at 9 AM. Change from normal meeting day.

Respectfully submitted,

Teresa Cruz

Executive Director

Witkowski Inspection Agency, LLC - Contracted Inspection Report

City of Plymouth - May 2025

Permit #	Date	Address	Project Description	Value
25-122	5/2/2025	37 Lolie Court	Siding/Windows	\$10,700
25-123	5/2/2025	738 Davenport Road	Deck	\$3,500
25-124	5/5/2025	1014 South Hills Drive	Replace Roof & Vent to Code	\$16,948
25-125	5/5/2025	2305 Kensington Avenue	Bathroom Sinks & Toilet Installation: Cont. of Permit 25-095	\$0
25-126	5/6/2025	223 Collins Street	Replace Shingles - Decking with OSD	\$59,952
25-127	5/6/2025	115 Dewey Lane	Tear off & Reroof	\$13,400.00
25-128	5/6/2025	287 Ann Drive	Fence	\$4,200
25-129	5/6/2025	311 Beth Circle	Fence	\$6,800
25-130	5/6/2025	890 Eagles Way	Remove & Replace Patio Door	\$5,900
25-131	5/6/2025	313 Forest Ave.	NSFD -	\$260,000
25-132	5/8/2025	715 Oriole Lane	Reroof, Roof & Vent to Code, Gutters	\$22,466
25-133	5/9/2025	117 Division Street	Replace Furnace & AC	\$8,000
25-134	5/9/2025	522 Krumrey Street	Fence	\$1,000
25-135	5/12/2025	1055 Mockingbird Lane	Tear Off & Replace Roof	\$15,000.00
25-136	5/12/2025	32 S Park Place	Replace 2 Windows & Patio Door	\$9,531
25-137	5/12/2025	931 Dreifuert Road	8' x 10' Shed	\$1,400
25-138	5/12/2025	262 Ann Drive	Fence	\$5,000.00
25-139	5/13/2025	804 Mockingbird Lane	Replace Deck Boards & Railing	\$6,000
25-140	5/13/2025	2351 Ryan Road	NSFD -	\$380,000
25-141	5/13/2025	243 North Street	Meter Set	\$0
25-142	5/15/2025	725 June Grass Court	12' x 12' Exterior Deck; Replace existing decking & railing, add steps	\$8,500
25-143	5/15/2025	421 Stafford Street	Meter Set - Water/Sewer Lateral	\$0.00
25-144	5/15/2025	2700 Eastern Avenue	Double Sided Illuminated Monument Sign	\$15,000
25-145	5/15/2025	2602 County Road PP	Repair West & South Walls of Shipping Docks & FG Cooler	\$240,000.00
25-146	5/15/2025	3 Persnickety Place	HVAC Equipment Installation & Replacement	\$727,950
25-147	5/15/2025	411 County Road PP	Fire Protection for Deboxer Addition	\$58,500
25-148	5/16/2025	422 Airpark Road	Fence	\$9,270
25-149	5/16/2025	447 Samuel Circle	Roof Top Solar	\$24,000
25-150	5/20/2025	314/316 Fairview Drive	Prebuilt Shed 10'x14'	\$0
25-151	5/20/2025	2351 Ryan Road	Run 30' Sanitary Sewer	\$0
25-152	5/22/2025	226 Bishop	Replace Entry Door & Storm Door	\$4,500
25-153	5/27/2025	1 Persnickety Place	Sprinkler Protection for LAG Office Addition	\$65,075
25-154	5/27/2025	1003 Kensington Ave	Replace Back Porch	\$7,980
25-155	5/27/2025	411 S Highland Avenue	Secured Main Entry	\$180,364
25-156	5/27/2025	829 Ash Circle	Bathroom Remodel	\$32,000
25-157	5/27/2025	3424 County Road PP	Install 4 Light Fixtures Under Canopy	\$2,000
25-158	5/27/2025	West Main Street (Nutt Hill Ski S	Ski Hill Maintenance Buidling Lighting & Equipment	\$120,000
25-159	5/27/2025	2218 Fairfield Lane	Replace 6 Windows	\$41,015
25-160	5/29/2025	433 E Mill Street STE A	Electrical Work for Interior Renovation	\$10,500
25-161	5/29/2025	433 E Mill Street STE A	Const. & Plumbing Work for Interior Renovation	\$10,000
25-162	5/29/2025	135 Beth Circle	Replace Air Conditioner	\$5,286
25-163	5/30/2025	835 Suhrke Road	Window Replacement	\$9,000
Totals				\$2,400,738

City of Plymouth
May 2025

Number of Building Permits Issued	40
Valuation of Building Permits Issued	\$1,760,737.83

**Includes Commercial Remodels

New Single Family Homes	2
Valuation of Single Family Homes	\$640,000.00

**Includes Two Family Homes

New Multi Family Buildings	0
Number of Units	0
Valuation of Multi Family Homes	\$0

New Commercial/Industrial Buildings	0
Valuation of Commercial/Industrial Buildings	\$0

Number of Commercial/Industrial Additions	0
Valuation of Commercial/Industrial Additions	\$0

Total Permits	42
Total Value	\$2,400,738

July 1, 2025 – June 30, 2026 Alcohol Licenses

Business Name / Trade Name	Applicant Address	Location of Premises	Agent	License
Kwik Trip, Inc / Kwik Trip #470	PO BOX 2107, La Cross, WI 54602	2480 Eastern Ave Plymouth, WI 53073	Kristal Sullivan	Class "A" Beer / Class "A" Liquor (cider only)
Ultimate Mart, LLC / Pick 'n Save #343	PO BOX 305103, Nashville, TN 37230	2643 Eastern Ave. Plymouth, WI 53073	Ann Kintzler	Class "A" Beer / "Class A" Liquor
GPM Southeast, LLC / Rstore #4519	8565 Magellan, Suite 400 Pkw. Richmond, VA 23227	103 N. Milwaukee St. Plymouth, WI 53073	Nathan Eckhardt	Class "A" Beer / "Class A" Liquor
Wal-Mart Stores East, LP / Walmart #3497	428 Walton Dr., Plymouth, WI 53073	428 Walton Dr. Plymouth, WI 53073	Denton Helms	Class "A" Beer / "Class A" Liquor
Sheboygan Cnty Agricultural Assoc./ Sheboygan County Fair Association	229 Fairview Dr. Plymouth, WI 53073	229 Fairview Dr. Plymouth, WI 53073	David Mohs	Class "B" Beer
Triona LLC / Antoinette's, Antonios, Amore	18 W Mill St. Plymouth, WI 53073	18 W Mill St. Plymouth, WI 53073	Shaun Thome	Class "B" Beer / "Class B" Beer
Bruce's Brown Bottle, Inc. / The Brown Bottle	401 E Mill St. Plymouth, WI 53073	401 E Mill St. Plymouth, WI 53073	Susan Brown	Class "B" Beer / "Class B" Beer
Jesses City Club of Plymouth Inc. / City Club	228 E Mill St. Plymouth, WI 53073	228 E Mill St. Plymouth, WI 53073	Jesse Schneider	Class "B" Beer / "Class B" Beer
Cozy Bar LLC. / Cozy Bar	116 E Mill St. Plymouth, WI 53073	116 E Mill St. Plymouth, WI 53073	Amber Tellez	Class "B" Beer / "Class B" Beer
LAG Family LLC / LAG Family LLC	1 Persnickety Pl. Plymouth, WI 53073	52 Stafford St. Plymouth, WI 53073	Lee Gentine	Class "B" Beer / "Class B" Beer
JACEM INC / PJ Campbell	114 Depot Rd. Plymouth, WI 53073	114 Depot Rd. Plymouth, WI 53073	Patrick Campbell	Class "B" Beer / "Class B" Beer
Plymouth Tap Bar and Grill Inc. / Plymouth Tap	101 E Mill St. Plymouth, WI 53073	101 E Mill St. Plymouth, WI 53073	Nathan Fetterer	Class "B" Beer / "Class B" Beer
Big Easy Enterprises LLC. / Wild Shots Pub	423 E Mill St. Plymouth, WI 53073	423 E Mill St. Plymouth, WI 53073	Nicole Beyer	Class "B" Beer / "Class B" Beer
Plymouth Art Foundation Inc. / Plymouth Art Center	520 E Mill St. Plymouth, WI 53073	520 E Mill St. Plymouth, WI 53073	Donna Hahn	Class "B" Beer / "Class B" Beer

Pacific Grill 2 LLC / Pacifico Mexican Bar and Grill	506 E Mill St. Plymouth, WI 53073	506 E Mill St. Plymouth, WI 53073	Jose Guzman	Class "B" Beer / "Class B" Beer
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License(s) Requested	Fees	
<input checked="" type="checkbox"/> Temporary "Class B" Wine <input checked="" type="checkbox"/> Temporary Class "B" Beer	License Fees	\$ 50.00
	Background Check	\$
	Total Fees	\$

Part A: Organization Information

1. Organization Name Plymouth Intergenerational Coalition LTD				
2. Organization Permanent Address 1500 Douglas Drive				
3. City Plymouth		4. State WI	5. Zip Code 53073	
6. Mailing Address (if different from permanent address) 1500 Douglas Drive				
7. FEIN 39-2037053		8. Date of Organization/Incorporation		9. State of Organization/Incorporation WI
10. Phone 920-892-4858		11. Email info@generationsic.org		
12. Organization type (check one) <input type="checkbox"/> Bona Fide Club <input type="checkbox"/> Church <input type="checkbox"/> Fair Association/Agricultural Society <input type="checkbox"/> Veteran's Organization <input type="checkbox"/> Lodge/Society <input checked="" type="checkbox"/> Chamber of Commerce or similar Civic or Trade Organization under ch. 181, Wis. Stats.				
13. Is this organization required to hold a Wisconsin Seller's permit? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No				
14. Wisconsin Seller's Permit Number (if applicable)				

Part B: Individual Information

List the name, title, and phone number for all officers, directors, and agent of the organization. Include an Individual Questionnaire (Form AB-100) for each person listed below. Attach additional sheets if necessary.

Corporations must also include Alcohol Beverage Appointment of Agent (Form AB-101).

Last Name	First Name	Title	Phone
Morrissey	Marilyn	President	920-838-6288
Mooney	Matthew	VP	920-892-8801
Schoerner	Jodi	Treasurer	920-254-6742
Travis	Luann	Secretary	920-946-4063

Continued →

Part C: Event Information

1. Name of Event (if applicable)

Summer Concert Series / Paul Todd Jr Concert

2. Dates of Operation

June 17, July 15, August 19, August 8, Sept 16

3. Hours of Operation

5:30-8:00 pm

4. Premises Address

1500 Douglas Drive

5. City

Plymouth

6. State

WI

7. Zip Code

53073

8. County

Sheboygan

9. Governing Municipality

☒ City☐ Town☐ Village

of:

10. Aldermanic District

John Binder

11. Organizer of Event (if not the named applicant)

Marilyn Morrissey

12. Email and/or Phone Number for Organizer of Event

920-893-6288

13. Organizer Website

generationsic.org

14. Event Website

15. Premises Description - Describe the building or buildings and any outside areas where alcohol beverages and records are sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary.

Patio - Gathering Room (in case of rain)

Part D: Attestation

Who must sign this application?

- one officer or director of the nonprofit organization

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant organization and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate according to the law, including but not limited to, purchasing alcohol beverages from Wisconsin-permitted wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name

Morrissey

First Name

Marilyn

M.I.

Title

President

Email

mmorrissey2002@yahoo

Phone

920-838-6288

Signature

Marilyn Morrissey

Date

6/2/25

Part E: For Clerk Use Only

Date Application Was Filed With Clerk

License Number

Date License Granted

Date License Issued

Signature of Clerk/Deputy Clerk

Form AB-220 Instructions

Temporary Alcohol Beverage License Application

Who needs an alcohol beverage license?

Any individual or entity that wants to sell alcohol beverages to consumers or allow consumption in a public place must get an alcohol beverage license (sec. [125.09\(1\)](#), Wis. Stats.).

Who issues alcohol beverage licenses?

Cities, villages, and towns issue alcohol beverage licenses after the governing body (city council, town or village board) grants the license.

Who may receive a temporary alcohol beverage license?

Only the following nonprofit organizations may receive a temporary alcohol beverage license (sec. [125.26\(6\)](#), Wis. Stats.):

- bona fide clubs, whether incorporated or not, which own, lease, or occupy a building or portion thereof used exclusively for club purposes, which is operated solely for a recreational, fraternal, social, patriotic, political, benevolent or athletic purpose but not for pecuniary gain and which only sells alcohol beverages incidental to its operation
- local chambers of commerce organized under ch. 181, Wis. Stats. or a similar civic or trade organization organized under ch. 181, Wis. Stats., to promote economic growth and opportunity within a local geographical area
- state, county, or local fair associations or agricultural societies
- churches, lodges or societies that have been in existence for at least 6 months before the date of application
- posts of veterans organizations

What types of events are temporary alcohol beverage licenses used for?

Picnics and similar gatherings of limited duration are the types of events that may qualify to use a temporary alcohol beverage license (sec. [125.26\(6\)](#), Wis. Stats.). Some examples of events where a temporary alcohol beverage license may be required include fundraisers, meetings of the post, picnics open to the public, fair booths, wine or beer walks, festivals, and more.

What activities are authorized under a temporary alcohol beverage license?

An organization that holds a temporary alcohol beverage license may sell, serve, and allow consumption of wine and/or beer at an event hosted by the organization on the premises approved by the municipal governing body. Organizations may host gatherings requiring an entrance fee to the event that includes service of alcohol beverages or may charge for the beer or wine by the glass. A chamber of commerce or similar trade organization may hold up to 20 temporary alcohol beverage licenses for purposes of organizing a wine or beer walk. Temporary alcohol beverage licenses do not authorize consumption or sale of distilled spirits. See [Publication 309](#), *Retail Alcohol Beverage Licensing Guide for Municipalities*, and [Publication 302](#), *Information for Wisconsin Alcohol Beverage and Tobacco Retailers*, for more details.

Specific Instructions

Municipality

- In the upper right hand corner, list the name of the city, town, or village for which you are applying for a temporary alcohol beverage license.

License(s) Requested and License Fees:

- Select the alcohol beverage license(s) you would like to apply for.
- The license fee is \$10 regardless of whether you are applying for one or both types of temporary alcohol beverage licenses. Your municipality may charge background check fees to determine your organization's fitness to hold the license.

Part A: Organization Information

- Enter all contact information for the organization. Use a general phone and email address where a municipal clerk can reach your organization during business hours.

- Box 7: Enter the federal employer identification number for the organization. Every organization must have an employer identification number (EIN), even if it will not have employees. The EIN is a unique number that identifies the organization to the Internal Revenue Service.
- Box 11: Check one box to describe your organization's purpose or function. If you cannot check one of these boxes, you may not qualify for a temporary alcohol beverage retail license.
- Box 12: Check yes or no to indicate if your organization is required to hold a Wisconsin seller's permit for sales and use tax purposes. Some nonprofit organizations are not required to hold a seller's permit if they qualify for the occasional sales exemption. See Part 4 of Publication 206, Sales Tax Exemptions for Nonprofit Organizations, for the standards that must be met to qualify for the occasional sales exemption.
- Box 13: If Box 12 is yes, enter your seller's permit number. Seller's permits begin with the digits "456." For questions about obtaining a seller's permit, see Seller's Permit Common Questions.

Part B: Individual Information

- Provide the names, titles and phone numbers for officers, directors, and the agent of the organization. Titles of persons requiring disclosure include, but are not limited to: President, Treasurer, Executive Director, Board Member. Obtain and submit Form AB-100, Alcohol Beverage Individual Questionnaire, with your application for each person listed.
- Corporations must appoint an agent for this application. List the name of the agent in this section and include Form AB-101, Alcohol Beverage Appointment of Agent, with this application. The agent of your organization must reside in Wisconsin.

Part C: Event Information

- Box 1: Insert the event name. If this event will be advertised to the public or membership, use the name included on that information.
- Box 2: Insert the dates of the event. Attach a listing of event dates if more space is needed.
- Box 3: Insert the hours of operation for the event dates.
- Boxes 4-10: Enter the address for the event premises. Also enter the county, local jurisdiction, and aldermanic district in which the premises is located.
- Box 11: Insert the name of the event organizer if the license applicant is not the organizer of the event.
- Boxes 12-14: Provide contact information for the event organizer, the organizer's website, and the event website, if applicable.
- Box 15: Describe the premises in detail. Attach a floor plan, festival layout, map, or diagram if possible.

Example: The premises is located at 1234 Main St., Realtown, WI, 12345, and includes only the first-floor bar room, dining room, kitchen, and south office of the 5,000 square foot building.

Example: The premises is the 1,000 square foot tent within the southwest corner of the parking lot located at XYZ Church at 3456 Main St., Realtown, WI, 12345. All sales and storage of alcohol beverages and records will occur within the 1,000 square foot tent in the southwest corner of the parking lot.

Example: The premises is located at PDQ Park (7890 Main St., Realtown, WI, 12345). A 5,000 square foot tent will be constructed in the northeast corner of the park bordering the tree line and northern fence. All alcohol beverage sales and consumption will occur at this tent. Premises includes the adjacent north park office and the space between the tent and the office. Beverages and records will be securely stored in the north park office for the duration of the event.

Part D: Attestation

- One officer or director of the organization must sign the application.
- Read the attestation carefully, then sign and date.

Part E: For Clerk Use Only

- "Date license granted" means the date the municipal governing body approved the license to be issued.
- "Date license issued" means the date the municipal clerk physically issued the license certificate document.

Completion and Submission of AB-220

- Submit the completed application to the clerk of the municipality in which you are applying for a license.
- Submit a separate application for each temporary event. One application may be used to apply for a temporary event that occurs multiple times at the same premises.
- License applications must be filed with the municipal clerk at least 15 days before they can be approved by the governing body, except licenses issued by municipalities within Milwaukee County. Governing bodies of municipalities within Milwaukee County establish their own period that applications must be filed with the municipal clerk.
- Include the following forms with your license application:
 - Form AB-100, *Alcohol Beverage Individual Questionnaire* for all officers, directors, and agent of the nonprofit organization
 - Form AB-101, *Alcohol Beverage Appointment of Agent*
 - Payment for license and background check fees, as required by your municipality
 - Any other information and documents required by your municipality

Assistance

This form is prepared by the Department of Revenue for use by municipal governments. If you require assistance with this form, consider reaching out to your local clerk for assistance with the following:

- Submission of this application and associated forms
- Availability of certain licenses in a community

If you have questions about alcohol beverage laws and regulations, you may contact the Department of Revenue using the contact information below.

Website: [DOR Alcohol Beverage \(wi.gov\)](http://DORAlcoholBeverage.wi.gov)

Write: DORAlcohol@wisconsin.gov

Call: (608) 264-4573

Resources Provided by the Department of Revenue

[License common questions](#)

[Publication 302](#), *Information for Wisconsin Alcohol Beverage and Tobacco Retailers*

[Publication 309](#), *Retail Alcohol Beverage Licensing Guide for Municipalities*

[Fact Sheet 3101](#), *Licenses for Retail Sale of Alcohol Beverages*

[Fact Sheet 3103](#), *Licensed or Permitted Premises Description*

[Fact Sheet 3116](#), *Reserve "Class B" Liquor Licenses*

[Fact Sheet 3118](#), *"Class B" Liquor License Quotas*

City of Plymouth
128 Smith St. - P.O. Box 107
Plymouth, WI 53073-0107



Telephone: (920) 893-3745
Facsimile: (920) 893-0183
Web Site: plymouthgov.com

DATE: June 6, 2025

TO: Common Council

FROM: Jack Johnston, Assistant City Administrator/Community Development Director

RE: Discussion and Possible Action on Extraterritorial Certified Survey Map (CSM);
N5806 County Rd M. – Located in the Town of Sheboygan Falls – Jack
Johnston, Assistant City Administrator/Community Development Director

Background:

Scholler Property Management, LLC has submitted an application for approval of a certified survey map 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). The land division has already been approved by the Town of Sheboygan Falls and seeks to divide the current 6.2 acre parcel into three parcels. Town of Sheboygan Falls meeting minutes from March 3, 2025 indicate that Lot 1 (1.435 acres) would be retained with their current business. Vacant Outlot 2 (1.853 acres) and Outlot 3 (3 acres) would be sold.

As a note, the applicants have already received approval from the Town of Sheboygan Falls for this land division.

Public Works/Plymouth Fire Department Review:

Both Public Works Director Austin and Chief Pafford reviewed the proposal and have no concerns.

Plan Commission Recommendation:

At their meeting on June 5, 2025, the Plan Commission unanimously recommended approval of the extraterritorial CSM.

Staff Recommendation:

The property is located south of STH 23 along CTH M. Due to its distance from the City, future development and annexation into the City is unlikely. Staff recommends the Common Council approve the extraterritorial CSM for the property.

Copies Mailed/Emailed To:

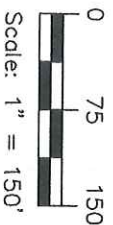
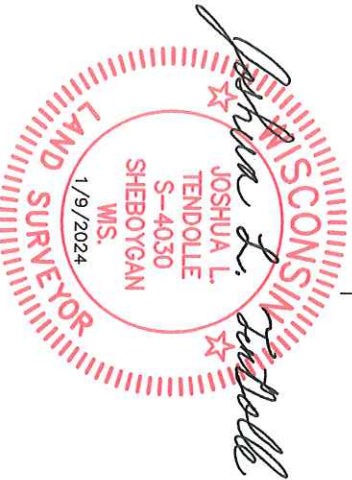
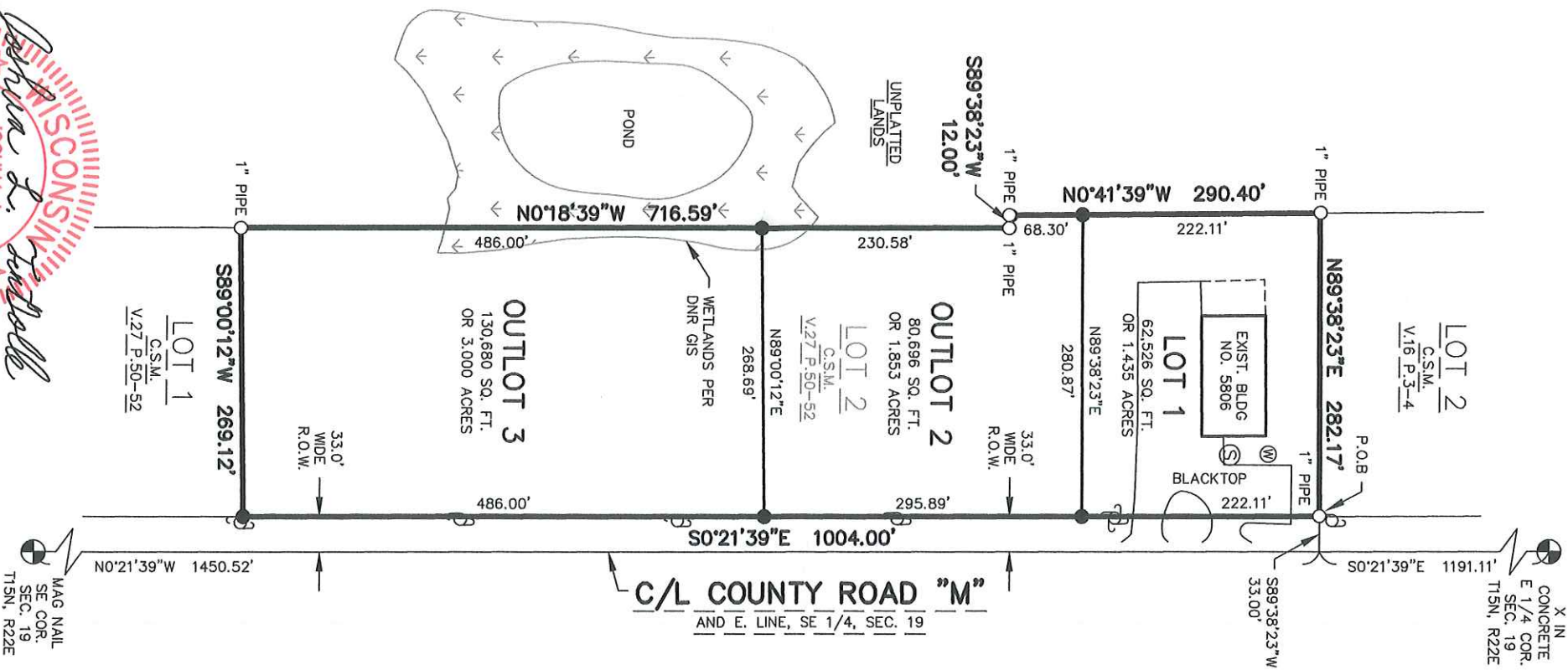
- I. Michael Birenbaum: michael@plymouthlandscapeco.com

Attachments:

- I. Certified Survey Map

CERTIFIED SURVEY MAP

LOT 2, C.S.M. V.27 P.50-52, PART OF THE EAST 1/2 OF THE
SOUTHEAST 1/4 OF SECTION 19, T15N, R22E, TOWN OF
SHEBOYGAN FALLS, SHEBOYGAN COUNTY, WISCONSIN.



NOTES:

OWNER AND SUBDIVIDER:
SCHOLLER PROPERTY MANAGEMENT LLC
BEARINGS ARE BASED ON THE EAST LINE OF
THE SOUTHEAST 1/4 OF SECTION 19, T15N,
R22E, AS BEING S00°21'39"E PER THE
SHEBOYGAN COUNTY COORDINATE SYSTEM.

As no soil tests have been completed on the following lots, they are deemed as unbuildable by the Sheboygan County Planning and Conservation Department. If soil tests are received which depict areas suitable for a private onsite wastewater treatment system then the outlots will be reclassified as lots and considered to be buildable.

LEGEND

- = Set 3/4"x18" Rebar min. 1.13 lbs. per foot
- = Found Iron Pipe
- ⊕ = Section Corner Monument
- (XXX) = Recorded Dimension
- ⊗ = Well
- Ⓢ = Sanitary Septic
- ⚡ = Utility Pole

CEDAR CREEK SURVEYING, LLC
ENGINEERS • SURVEYORS • DRAFTERS
www.cedarcreeksurveying.com

100 South 10th Street
Oostburg, WI 53070
920-547-0599

FILE No.: 20241825 DATE: 1/9/2024 PAGE: 1 OF 3

CERTIFIED SURVEY MAP
LOT 2, C.S.M. V.27 P.50-52, PART OF THE EAST 1/2 OF THE
SOUTHEAST 1/4 OF SECTION 19, T15N, R22E, TOWN OF
SHEBOYGAN FALLS, SHEBOYGAN COUNTY, WISCONSIN.

CORPORATE OWNERS CERTIFICATES

Scholler Property Management LLC does hereby certify that we have caused the lands described herein to be surveyed, divided, and mapped as represented on this map. We also certify that this map is required to be submitted to the Town of Sheboygan Falls, City of Plymouth, and the Sheboygan County Planning Department for approval.

Signature _____ Dated _____, 2025

Signature _____ Dated _____, 2025

TOWN OF SHEBOYGAN FALLS APPROVAL CERTIFICATE

Resolved that the Certified Survey Map in the Town of Sheboygan Falls is hereby approved by the town board of the Town of Sheboygan Falls.

on this 3rd day of March, 2025.

Deanna Sheeber
Town Chairman

Janette M Meyer
Town Clerk

CITY OF PLYMOUTH (EXTRATERRITORIAL) APPROVAL CERTIFICATE

Resolved that the Certified Survey Map in the Town of Sheboygan Falls is hereby approved by the City of Plymouth.

on this _____ day of _____, 2025.

Title _____

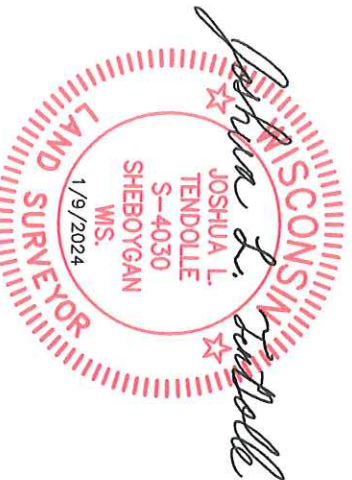
Title _____

COUNTY OF SHEBOYGAN PLANNING DEPARTMENT CERTIFICATE


Resolved that the Certified Survey Map in the Town of Sheboygan Falls is hereby approved by the Sheboygan County Planning Department.

on this _____ day of _____, 2025.

Title _____



This instrument was drafted by Joshua L. Tendolle.



CEDAR CREEK SURVEYING, LLC
ENGINEERS • SURVEYORS • DRAFTERS
www.cedarcreeksurveying.com

100 South 10th Street
Oostburg, WI 53070
920-547-0599

FILE No.: 20241825 DATE: 1/9/2025 PAGE: 3 OF 3

CERTIFIED SURVEY MAP
LOT 2, C.S.M. V.27 P.50-52, PART OF THE EAST 1/2 OF THE
SOUTHEAST 1/4 OF SECTION 19, T15N, R22E, TOWN OF
SHEBOYGAN FALLS, SHEBOYGAN COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE

I, Joshua L. Tendolle, Professional Land Surveyor, hereby certify:

That I have surveyed, divided and mapped Lot 2 of Certified Survey Map recorded in Volume 27, Pages 50-52 of Records, being part of the East 1/2 of the Southeast 1/4 of Section 19, T15N, R22E, Town of Sheboygan Falls, Sheboygan County, Wisconsin bounded and described as follows:

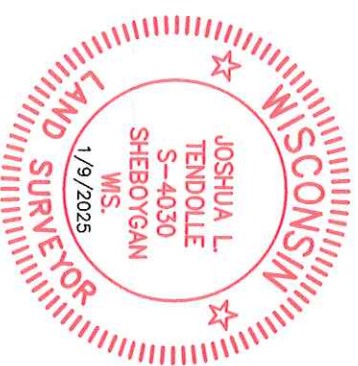
Commencing at the East 1/4 Corner of said Section 19; thence S00°21'39"E 1191.11 feet along the East line of the Southeast 1/4 of said Section 19; thence S89°38'23"W 33.00 feet to the Northeast Corner of Lot 2 C.S.M. V.27, P.50-52 and the POINT OF BEGINNING of this description; thence S00°21'39"E 1004.00 feet along the East line of said Lot 2; thence S89°12'00"W 269.12 feet along the South line of said Lot 2; thence N00°18'39"W 716.59 feet along the West line of said Lot 2; thence S89°38'23"W 12.00 feet along the West line of said Lot 2; thence N00°41'39"W 290.40 feet along the West line of said Lot 2; thence N89°38'23"E 282.17 feet along the North line of said Lot 2 to the Point of Beginning.

This parcel contains 273.902 square feet or 6.288 acres.

That such map is a correct representation of the exterior boundaries of the land surveyed and the division thereof.

That I have fully complied with provisions of Section 236.34 of the Wisconsin Statutes and the subdivision regulation of the Town of Sheboygan Falls in surveying, dividing and mapping the same.

Joshua L. Tendolle Dated this 9th day of January, 2025
Joshua L. Tendolle PLS S-4030



City of Plymouth
128 Smith St. - P.O. Box 107
Plymouth, WI 53073-0107



Telephone: (920) 893-3745
Facsimile: (920) 893-0183
Web Site: plymouthgov.com

DATE: June 6, 2025

TO: Common Council

FROM: Jack Johnston, Assistant City Administrator/Community Development Director

RE: 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 - Jack Johnston, Assistant City Administrator/Community Development Director

Background:

In-n-Out Storage LLC & Louis A. Prange Revocable Living Trust has submitted an application for approval of a certified survey map in the Town of Plymouth that is located in the City of Plymouth Extraterritorial Review jurisdiction (1.5 miles from City of Plymouth boundaries). The land division has already been approved by the Town of Plymouth and seeks to consolidate three existing parcels into two parcels of 29.179 acres and 30.334 acres respectively. Lot 1 contains the existing In-n-Out Storage business, a two-family farm house, and stormwater retention. Lot 2 appears to be used currently for agricultural purposes.

Public Works/Plymouth Fire Department Review:

Both Public Works Director Austin and Chief Pafford reviewed the proposal and have no concerns.

Plan Commission Recommendation:

At their meeting on June 5, 2025, the Plan Commission unanimously recommended approval of the extraterritorial CSM.

Staff Recommendation:

The property is not located near adjacent City lands or roadways. As such, staff recommends the Common Council approve the extraterritorial CSM.

Copies Mailed/Emailed To:

- I. Ted Scharl: tedscharl@gmail.com

Attachments:

- I. Certified Survey Map



NORTH IS REFERENCED TO THE SHEBOYGAN COUNTY COORDINATE SYSTEM. (PER THE COUNTY PUBLISHED SECTION CORNER COORDINATES)

0 50 100 200
SCALE 1" = 200'

TOTAL AREA
2,592,379 Sq. Ft.
59.513 Acres

LEGEND

- = 3/4"x 18" IRON REBAR SET WEIGHING 1.13 LBS/FT
- △ = MAG NAIL SET
- ▲ = EXISTING MAG/P-K NAIL
- ⊙ = EXISTING 3/4" IRON ROD

NE CORNER
SEC. 14-15-21
(EXISTING MAG NAIL)

SHEB. CO. COORD.
N: 185959.648
E: 158525.346

WOODLAND ROAD (66')

(R/W BY EASEMENT)

N 1/4 CORNER
SEC. 14-15-21
(EXISTING 1" IRON PIPE)

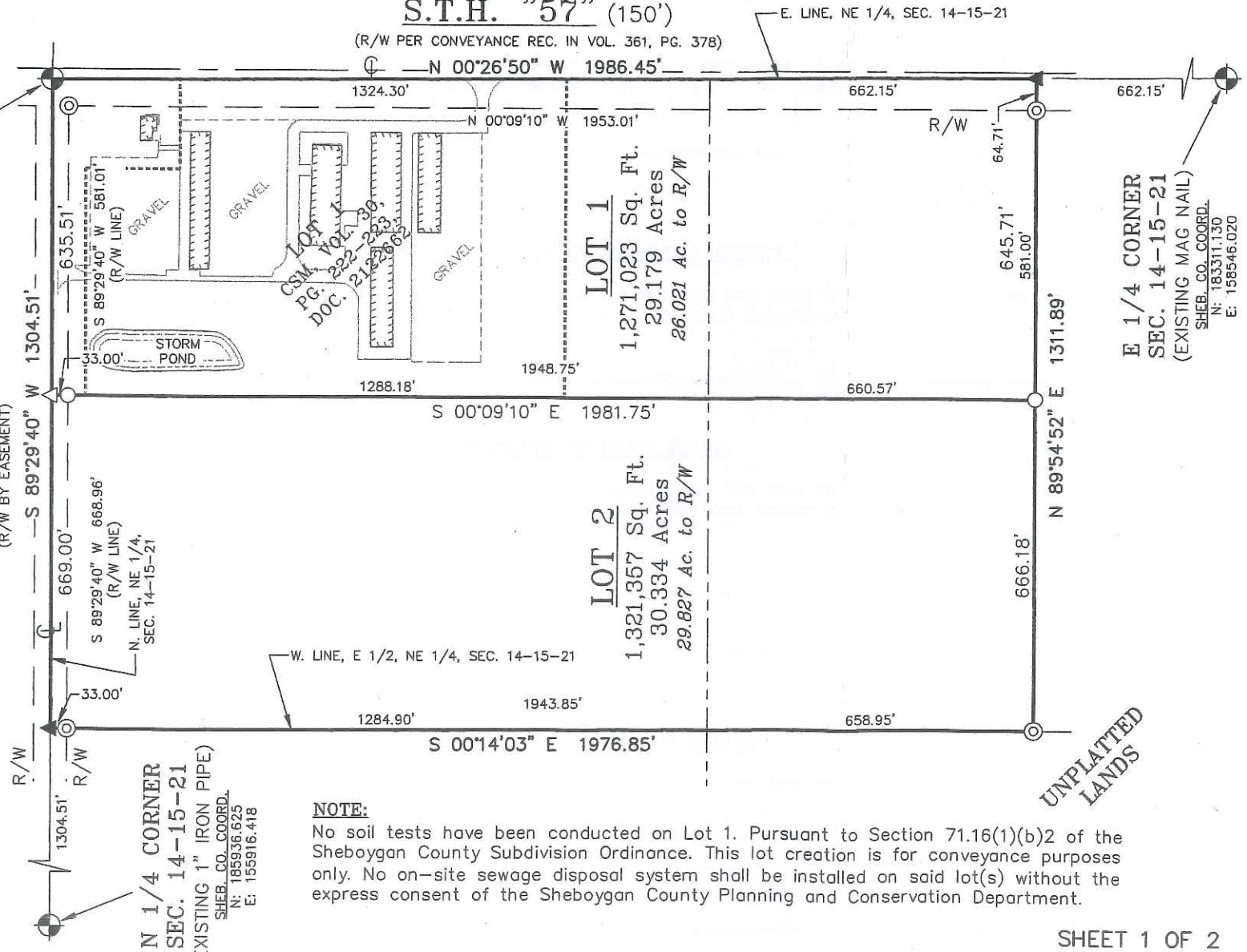
SHEB. CO. COORD.
N: 185936.625
E: 155916.418

CERTIFIED SURVEY MAP

LOT 1 OF A CERTIFIED SURVEY MAP, RECORDED IN VOLUME 30, PAGE 222-223, DOC. 2122662,
ALONG WITH PART OF THE NE 1/4 AND SE 1/4 OF THE NE 1/4 OF SECTION 14, TOWN 15
NORTH, RANGE 21 EAST, TOWN OF PLYMOUTH, SHEBOYGAN COUNTY, WISCONSIN

S.T.H. "57" (150')

(R/W PER CONVEYANCE REC. IN VOL. 361, PG. 378)



NOTE:

No soil tests have been conducted on Lot 1. Pursuant to Section 71.16(1)(b)2 of the Sheboygan County Subdivision Ordinance. This lot creation is for conveyance purposes only. No on-site sewage disposal system shall be installed on said lot(s) without the express consent of the Sheboygan County Planning and Conservation Department.

SHEET 1 OF 2



CERTIFIED SURVEY MAP

LOT 1 OF A CERTIFIED SURVEY MAP, RECORDED IN VOLUME 30, PAGE 222-223, DOC. 2122662,
ALONG WITH PART OF THE NE 1/4 AND SE 1/4 OF THE NE 1/4 OF SECTION 14, TOWN 15 NORTH,
RANGE 21 EAST, TOWN OF PLYMOUTH, SHEBOYGAN COUNTY, WISCONSIN

OWNER'S CERTIFICATE

As owners we hereby certify that we caused the land described on this map to be surveyed, mapped, divided and dedicated as represented on this map.

Dated _____

Louis A. Prange
Louis A Prange Revocable Living Trust
In-N Out Storage, LLC

CERTIFICATE OF PLANNING AGENCY

This certified survey map has been reviewed and approved by the Sheboygan County Planning & Conservation Department.

Dated _____

County Planning Director

CERTIFICATE OF TOWN BOARD

This certified survey map has been reviewed and approved by the Town of Plymouth, Town Board. The Town further accepts the dedication of the road as represented on this map.

Dated _____

Town Chairman

Town Clerk

CITY OF PLYMOUTH CERTIFICATE

This certified survey map has been reviewed and approved by the City of Plymouth.

Dated _____

Donald Pohlman, Mayor

Anna Voigt, Clerk

SHEET 2 OF 2

SURVEYOR'S CERTIFICATE

I, Jeffrey A. DeZeeuw, Professional Land Surveyor with Corner Point, do hereby certify that I have surveyed and mapped the following described parcel:

Lot 1 of a Certified Survey Map, recorded in Volume 30, Page 222-223, Doc. 2122662, along with part the NE 1/4 and SE 1/4 of the NE 1/4 of Section 14, Town 15 North, Range 21 East, Town of Plymouth, Sheboygan County, Wisconsin, described as follows:

Commencing at the NE Corner of said Section 14, being the point of beginning; Thence S 89°29'40" W, 1304.51 feet coincident with the north line of said NE 1/4; Thence S 00°14'03" E, 1976.85 feet coincident with the west line of the E 1/2 of said NE 1/4; Thence N 89°54'52" E, 1311.89 feet coincident with the south line of the N 1/2 of said SE 1/4 of the NE 1/4; Thence N 00°26'50" W, 1986.45 feet coincident with the east line of said NE 1/4 to the point of beginning.

Said parcel contains 2,592,379 Square Feet (59.513 Acres) of land.

I further certify that I have made such survey, land-division and map by the direction of Louis Prange, owner, of the land and that such drawing is a correct representation of all the exterior boundaries of the land surveyed and that I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and the Sheboygan Planning and Conservation Department, Town of Plymouth, Town Board.

Dated _____

Jeffrey A. DeZeeuw
Professional Land Surveyor, S-2294

City of Plymouth
128 Smith St. - P.O. Box 107
Plymouth, WI 53073-0107



Telephone: (920) 893-3745
Facsimile: (920) 893-0183
Web Site: plymouthgov.com

DATE: June 4, 2025

TO: Common Council

FROM: Clara Yoder, Administrative Intern
Jack Johnston, Assistant City Administrator/Community Development Director

RE: 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

Background:

At the May 27, 2025 Committee of the Whole meeting, staff petitioned the Committee to update ordinance language in PMC 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. The Committee requested staff investigate non-traditional ground cover for inclusion in the ordinance, as well as update the language to include a timeline for installation for new homes.

Revisions from the Committee Meeting:

Previous ordinance language presented to the Committee of the Whole used "lawn" to describe the area that plantings would be required. Some Committee members had concerns that "lawn" typically described areas where conventional short grass is planted and would exclude other plantings. To combat this, staff removed the word "lawn" from the ordinance and instead describes it as "ground cover" and defines this area as "areas of [such] property without buildings or designated parking areas." Further, the ordinance makes reference to PMC 8-1-6 and 8-1-7 that regulates and allows residents to plant non-traditional native species on their properties with proper and attractive maintenance requirements.

The ordinance also requires that ground cover must be planted within one year of building occupancy permits being issued (for new constructions, additions, etc.) to ensure the City has an avenue to enforce the ordinance should there be non-compliance. Some discretionary language is left in place to give the building inspector and property owners some more time to install ground cover in unusual circumstances. However, this discretionary language is given solely to the building inspector.

Staff Recommendation:

Staff believes these updates satisfy outstanding concerns of the Committee. As such, staff recommends the adoption of Ordinance 11 as presented in the packet materials. Attorney Fieber has conducted a review of the updated language as well for consistency with other City ordinances as well as enforceability.

Attachments:

- Ordinance 11

Action	Date	Status
Committee of the Whole Meeting and Potential Ordinance Recommendation	5-27-2025	Rec. Proceed with Revisions
Common Council Meeting and Potential Ordinance Approval	6-10-2025	This meeting

CITY OF PLYMOUTH, WISCONSIN

Ordinance No. ____ of 2025

AN ORDINANCE AMENDING SECTION 15-4-5, SAFE AND SANITARY MAINTENANCE OF
PROPERTY OF THE MUNICIPAL CODE OF THE CITY OF PLYMOUTH, WISCONSIN

WHEREAS, the City of Plymouth is a body corporate and politic within Sheboygan County, Wisconsin; and

WHEREAS, the Common Council has determined it is in the best interest of the public health, safety, and general aesthetics of the City and its residents to require that properties be covered in acceptable foliage in order to promote a peaceful, vibrant landscape; and

NOW, THEREFORE, the Common Council of the City of Plymouth does hereby ordain as follows:

Section 1. Amending Code. The following sections of the Municipal Code of the City of Plymouth is hereby amended to read as follows (deletions indicated by ~~strikeout~~; insertions by underline):

Section 15-4-5 Safe and sanitary maintenance of property.

~~Yard areas. Ground Cover: Yard areas of real estate shall not be permitted to deteriorate or remain in a condition that is not in accord with the following: Yard areas shall be kept in a clean and sanitary condition, free from any accumulation of combustible or non-combustible materials, debris, or refuse. Owners of a lot or property within the city shall maintain acceptable and attractive appearances of such property. The properties should be free from any debris or refuse. Areas of such property without buildings or designated parking areas shall be adequately covered with grass, clover, hedges, bushes, or with other foliage as allowed by City Code (Sections 8-1-5, 8-1-6, 8-1-7). These areas shall be planted within one year of initial building permit occupancy or at the discretion of the building inspector on a case-by-case basis. Yards~~ They shall not be used to store appliances, furnaces, hot water heaters, water softeners, or building material not used within five days, or any unsightly bulk items. To the degree possible and required by City Code, these areas need to be maintained to preserve their appearance. Additionally, they cannot cause a disruption or safety hazard to surrounding homes or the surrounding area.

Section 2. Severability. Should any portion of this Ordinance or the affected Municipal Code Section be declared unconstitutional or invalid by a court of competent jurisdiction, the remainder shall not be affected.

Section 3. Effective Date. This Ordinance shall take effect the day after publication.

Enacted on _____, 2025.

CITY OF PLYMOUTH

By: _____
Donald O. Pohlman, Mayor

Date: _____

CLERK'S CERTIFICATE OF ENACTMENT

I hereby certify that the foregoing Ordinance was duly enacted by the City of Plymouth Common Council and approved by the Mayor on the dates indicated above.

Dated: _____, 2024

Anna Voigt, Clerk

City of Plymouth
128 Smith St. - P.O. Box 107
Plymouth, WI 53073-0107



Telephone: (920) 893-3745
Facsimile: (920) 893-0183
Web Site: plymouthgov.com

DATE: June 6, 2025

TO: Mayor and Common Council

FROM: Cathy Austin, Director of Public Works

RE: **Resolution 7 of 2025 - 2024 Compliance Maintenance Annual Report (CMAR)**

The Compliance Maintenance Annual Report (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. It "promotes the owner's awareness and responsibility for wastewater collection and treatment needs, measures the performance of a wastewater treatment works during a calendar year, and assesses its level of compliance with permit requirements".

CMAR submissions are required due to the Wisconsin DNR by June 30 each year. 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".

Attached is the 2024 CMAR for your review.

Recommendation

To approve Resolution 7 of 2025 for the 2024 Compliance Maintenance Annual Report.

CITY OF PLYMOUTH, WISCONSIN

RESOLUTION NO. 7 OF 2025

**COMPLIANCE MAINTENANCE RESOLUTION
TO THE WISCONSIN DEPARTMENT
OF NATURAL RESOURCES**

WHEREAS, the Wisconsin Department of Natural Resources (WDNR) requires that the City of Plymouth submit an annual Compliance Maintenance Annual Report (CMAR) for its wastewater treatment plant; and

WHEREAS, the compliance maintenance program requires the adoption of a resolution by the Common Council;

NOW, THEREFORE, BE IT RESOLVED, at the Common Council meeting on Tuesday, June 10, 2025 the City of Plymouth Common Council reviewed the 2024 Compliance Maintenance Annual Report and determined that the City will review the financial revenue sources as outlined in the report. No other action is necessary at this time.

Adopted: June 10, 2025

CITY OF PLYMOUTH

Donald O. Pohlman, Mayor

Anna Voigt, City Clerk

Compliance Maintenance Annual Report

Plymouth Utilities Wwtf

Last Updated: Reporting For:
5/28/2025 **2024**

Influent Flow and Loading

1. Monthly Average Flows and BOD Loadings

1.1 Verify the following monthly flows and BOD loadings to your facility.

Influent No. 701	Influent Monthly Average Flow, MGD	x	Influent Monthly Average BOD Concentration mg/L	x	8.34	=	Influent Monthly Average BOD Loading, lbs/day
January	1.8103	x	295	x	8.34	=	4,461
February	2.1462	x	206	x	8.34	=	3,689
March	2.0603	x	224	x	8.34	=	3,855
April	2.3244	x	206	x	8.34	=	3,999
May	2.2852	x	224	x	8.34	=	4,261
June	2.6896	x	193	x	8.34	=	4,338
July	2.4113	x	218	x	8.34	=	4,386
August	2.1335	x	245	x	8.34	=	4,363
September	1.8536	x	281	x	8.34	=	4,337
October	1.7319	x	241	x	8.34	=	3,487
November	1.9231	x	223	x	8.34	=	3,579
December	1.8126	x	269	x	8.34	=	4,067

2. Maximum Monthly Design Flow and Design BOD Loading

2.1 Verify the design flow and loading for your facility.

Design	Design Factor	x	%	=	% of Design
Max Month Design Flow, MGD	2.23	x	90	=	2.007
		x	100	=	2.23
Design BOD, lbs/day	6400	x	90	=	5760
		x	100	=	6400

2.2 Verify the number of times the flow and BOD exceeded 90% or 100% of design, points earned, and score:

	Months of Influent	Number of times flow was greater than 90% of	Number of times flow was greater than 100% of	Number of times BOD was greater than 90% of design	Number of times BOD was greater than 100% of design
January	1	0	0	0	0
February	1	1	0	0	0
March	1	1	0	0	0
April	1	1	1	0	0
May	1	1	1	0	0
June	1	1	1	0	0
July	1	1	1	0	0
August	1	1	0	0	0
September	1	0	0	0	0
October	1	0	0	0	0
November	1	0	0	0	0
December	1	0	0	0	0
Points per each		2	1	3	2
Exceedances		7	4	0	0
Points		14	4	0	0
Total Number of Points					18

18

Compliance Maintenance Annual Report

Plymouth Utilities Wwtf

Last Updated: Reporting For:
5/28/2025 2024

3. Flow Meter

3.1 Was the influent flow meter calibrated in the last year?

- ☒ Yes Enter last calibration date (MM/DD/YYYY)

2024-05-15

☐ No

If No, please explain:

4. Sewer Use Ordinance

4.1 Did your community have a sewer use ordinance that limited or prohibited the discharge of excessive conventional pollutants ((C)BOD, SS, or pH) or toxic substances to the sewer from industries, commercial users, hauled waste, or residences?

☒ Yes

☐ No

If No, please explain:

4.2 Was it necessary to enforce the ordinance?

☐ Yes

☒ No

If Yes, please explain:

5. Septage Receiving

5.1 Did you have requests to receive septage at your facility?

Septic Tanks

Holding Tanks

Grease Traps

☒ Yes

☒ Yes

☒ Yes

☐ No

☐ No

☐ No

5.2 Did you receive septage at your facility? If yes, indicate volume in gallons.

Septic Tanks

☒ Yes 2,977,718 gallons

☐ No

Holding Tanks

☒ Yes 10,396,812 gallons

☐ No

Grease Traps

☒ Yes 12,502 gallons

☐ No

5.2.1 If yes to any of the above, please explain if plant performance is affected when receiving any of these wastes.

We do not accept grease at our headworks based on experience. It plugs up our bar screen.

We do accept it into our primary digester for biogas production. However, that grease does not contain plastics, rags, and other debris.

Plant performance is affected by grease into our headworks.

6. Pretreatment

6.1 Did your facility experience operational problems, permit violations, biosolids quality concerns, or hazardous situations in the sewer system or treatment plant that were attributable to commercial or industrial discharges in the last year?

☐ Yes

Compliance Maintenance Annual Report

Plymouth Utilities Wwtf

Last Updated: Reporting For:
5/28/2025 **2024**

<div><div><div>● No</div><div>If yes, describe the situation and your community's response.</div><div></div></div><div>6.2 Did your facility accept hauled industrial wastes, landfill leachate, etc.?</div><div><div>○ Yes</div><div>● No</div><div>If yes, describe the types of wastes received and any procedures or other restrictions that were in place to protect the facility from the discharge of hauled industrial wastes.</div><div></div></div></div>	
---	--

Total Points Generated	18
Score (100 - Total Points Generated)	82
Section Grade	B

Compliance Maintenance Annual Report

Plymouth Utilities Wwtf

Last Updated: Reporting For:
5/28/2025 **2024**

Effluent Quality and Plant Performance (BOD/CBOD)

1. Effluent (C)BOD Results						
1.1 Verify the following monthly average effluent values, exceedances, and points for BOD or CBOD						
Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit > 10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	18	16.2	2	1	0	0
February	18	16.2	1	1	0	0
March	18	16.2	0	1	0	0
April	18	16.2	2	1	0	0
May	10	10	2	1	0	0
June	10	10	1	1	0	0
July	10	10	0	1	0	0
August	10	10	0	1	0	0
September	10	10	2	1	0	0
October	10	10	1	1	0	0
November	18	16.2	3	1	0	0
December	18	16.2	6	1	0	0
* Equals limit if limit is <= 10						
Months of discharge/yr				12		
Points per each exceedance with 12 months of discharge					7	3
Exceedances					0	0
Points					0	0
Total number of points						0
NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge. Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is 12/6 = 2.0						
1.2 If any violations occurred, what action was taken to regain compliance?						
<div></div>						
2. Flow Meter Calibration						
2.1 Was the effluent flow meter calibrated in the last year?						
<input checked="" type="radio"/> Yes		Enter last calibration date (MM/DD/YYYY)				
		<div>2024-05-15</div>				
<input type="radio"/> No						
If No, please explain:		<div></div>				
3. Treatment Problems						
3.1 What problems, if any, were experienced over the last year that threatened treatment?						
<div>None</div>						
4. Other Monitoring and Limits						
4.1 At any time in the past year was there an exceedance of a permit limit for any other pollutants such as chlorides, pH, residual chlorine, fecal coliform, or metals?						
<input type="radio"/> Yes						
<input checked="" type="radio"/> No						

Compliance Maintenance Annual Report

Plymouth Utilities Wwtf

Last Updated: Reporting For:
5/28/2025 **2024**

<p>If Yes, please explain:</p> <div></div> <p>4.2 At any time in the past year was there a failure of an effluent acute or chronic whole effluent toxicity (WET) test?</p> <p><input type="radio"/> Yes</p> <p><input checked="" type="radio"/> No</p> <p>If Yes, please explain:</p> <div></div> <p>4.3 If the biomonitoring (WET) test did not pass, were steps taken to identify and/or reduce source(s) of toxicity?</p> <p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input checked="" type="radio"/> N/A</p> <p>Please explain unless not applicable:</p> <div></div>	
--	--

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Plymouth Utilities Wwtf

Last Updated: Reporting For:
5/28/2025 **2024**

Effluent Quality and Plant Performance (Total Suspended Solids)

1. Effluent Total Suspended Solids Results

1.1 Verify the following monthly average effluent values, exceedances, and points for TSS:

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit >10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	18	16.2	2	1	0	0
February	18	16.2	1	1	0	0
March	18	16.2	1	1	0	0
April	18	16.2	2	1	0	0
May	10	10	2	1	0	0
June	10	10	2	1	0	0
July	10	10	0	1	0	0
August	10	10	0	1	0	0
September	10	10	3	1	0	0
October	10	10	1	1	0	0
November	18	16.2	2	1	0	0
December	18	16.2	3	1	0	0
* Equals limit if limit is <= 10						
Months of Discharge/yr				12		
Points per each exceedance with 12 months of discharge:					7	3
Exceedances					0	0
Points					0	0
Total Number of Points						0
NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge. Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is 12/6 = 2.0						
1.2 If any violations occurred, what action was taken to regain compliance?						

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Effluent Quality and Plant Performance (Ammonia - NH3)

1. Effluent Ammonia Results									
1.1 Verify the following monthly and weekly average effluent values, exceedances and points for ammonia									
Outfall No. 001	Monthly Average NH3 Limit (mg/L)	Weekly Average NH3 Limit (mg/L)	Effluent Monthly Average NH3 (mg/L)	Monthly Permit Limit Exceed ance	Effluent Weekly Average for Week 1	Effluent Weekly Average for Week 2	Effluent Weekly Average for Week 3	Effluent Weekly Average for Week 4	Weekly Permit Limit Exceed ance
January	7.2	13	.023	0	0	0	.013	.076	0
February	7.63	13	.01	0	.041	0	0	0	0
March	13	18	0	0	0	0	0	0	0
April	11	20	.023	0	.084	.008	0	.008	0
May	18	28	.056	0	0	.199	.019	.022	0
June	9	14	.009	0	0	.008	.018	.011	0
July	5	9.4	0	0	0	0	0	0	0
August	5.1	8.5	0	0	0	0	0	0	0
September	7.6	13	.02	0	.022	0	.028	.032	0
October	4.3	8	.264	0	0	0	1.016	.034	0
November	5.4	9.6	2.007	0	.231	.341	5.132	3.156	0
December	5.1	9	3.324	0	.245	.05	.015	7.774	0
Points per each exceedance of Monthly average:									10
Exceedances, Monthly:									0
Points:									0
Points per each exceedance of weekly average (when there is no monthly average):									2.5
Exceedances, Weekly:									0
Points:									0
Total Number of Points									0
NOTE: Limit exceedances are considered for monthly OR weekly averages but not both. When a monthly average limit exists it will be used to determine exceedances and generate points. This will be true even if a weekly limit also exists. When a weekly average limit exists and a monthly limit does not exist, the weekly limit will be used to determine exceedances and generate points.									
1.2 If any violations occurred, what action was taken to regain compliance?									

0

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Effluent Quality and Plant Performance (Phosphorus)

1. Effluent Phosphorus Results

1.1 Verify the following monthly average effluent values, exceedances, and points for Phosphorus

Outfall No. 001	Monthly Average phosphorus Limit (mg/L)	Effluent Monthly Average phosphorus (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance
January	1	0.090	1	0
February	1	0.079	1	0
March	1	0.085	1	0
April	1	0.171	1	0
May	1	0.385	1	0
June	1	0.391	1	0
July	1	0.221	1	0
August	1	0.108	1	0
September	1	0.150	1	0
October	1	0.078	1	0
November	1	0.134	1	0
December	1	0.149	1	0
Months of Discharge/yr			12	
Points per each exceedance with 12 months of discharge:				10
Exceedances				0
Total Number of Points				0

NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

0

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Biosolids Quality and Management

1. Biosolids Use/Disposal

1.1 How did you use or dispose of your biosolids? (Check all that apply)

- ☒ Land applied under your permit
- ☐ Publicly Distributed Exceptional Quality Biosolids
- ☐ Hauled to another permitted facility
- ☐ Landfilled
- ☐ Incinerated
- ☐ Other

NOTE: If you did not remove biosolids from your system, please describe your system type such as lagoons, reed beds, recirculating sand filters, etc.

1.1.1 If you checked Other, please describe:

2. Land Application Site

2.1 Last Year's Approved and Active Land Application Sites

2.1.1 How many acres did you have?

2351.3 acres

2.1.2 How many acres did you use?

193.7 acres

2.2 If you did not have enough acres for your land application needs, what action was taken?

2.3 Did you overapply nitrogen on any of your approved land application sites you used last year?

o Yes (30 points)

● No

2.4 Have all the sites you used last year for land application been soil tested in the previous 4 years?

● Yes

o No (10 points)

o N/A

0

3. Biosolids Metals

Number of biosolids outfalls in your WPDES permit:

3.1 For each outfall tested, verify the biosolids metal quality values for your facility during the last calendar year.

Outfall No. 002 - ANAEROBIC SLUDGE

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling
Arsenic		41	75	<20.7			<7.3			<10.2				<8.8			0	0
Cadmium		39	85	<1.9			.86			<.93				<.8			0	0
Copper		1500	4300	446			887			670				879			0	0
Lead		300	840	<8.5			17.4			13.1				20.5			0	0
Mercury		17	57	<2.7			1			.25				1.9			0	0
Molybdenum	60		75	11.1			16.9			10.5				16.1		0		0
Nickel	336		420	36			59			38.8				52.4		0		0
Selenium	80		100	<18.5			12			<9.1				<7.9		0		0
Zinc		2800	7500	498			920			676				1010			0	0

3.1.1 Number of times any of the metals exceeded the high quality limits OR 80% of the limit for molybdenum, nickel, or selenium = 0

Exceedence Points

● 0 (0 Points)

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- ☐ 1-2 (10 Points)
- ☐ > 2 (15 Points)
- 3.1.2 If you exceeded the high quality limits, did you cumulatively track the metals loading at each land application site? (check applicable box)
 - ☐ Yes
 - ☐ No (10 points)
 - N/A - Did not exceed limits or no HQ limit applies (0 points)
 - ☐ N/A - Did not land apply biosolids until limit was met (0 points)
- 3.1.3 Number of times any of the metals exceeded the ceiling limits = 0
Exceedence Points
 - 0 (0 Points)
 - ☐ 1 (10 Points)
 - ☐ > 1 (15 Points)
- 3.1.4 Were biosolids land applied which exceeded the ceiling limit?
 - ☐ Yes (20 Points)
 - No (0 Points)
- 3.1.5 If any metal limit (high quality or ceiling) was exceeded at any time, what action was taken? Has the source of the metals been identified?

0

4. Pathogen Control (per outfall):

4.1 Verify the following information. If any information is incorrect, use the Report Issue button under the Options header in the left-side menu.

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2024 - 03/31/2024
Density:	7,500
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Anaerobic Digestion
Process Description:	Anaerobic Digestion at 35 degrees centigrade

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2024 - 12/31/2024
Density:	23,900
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Anaerobic Digestion at 35 degrees centigrade.

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Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	04/01/2024 - 06/30/2024
Density:	300
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Anaerobic Digestion at 35 degrees centigrade

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2024 - 09/30/2024
Density:	3,600
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Anaerobic Digestion at 35 degrees centigrade

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	10/01/2024 - 12/31/2024
Density:	23,900
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Anaerobic Digestion at 35 degrees centigrade

Outfall Number:	003
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2024 - 12/31/2024
Density:	0
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Anaerobic Digestion at 35 degrees centigrade.

- 4.2 If exceeded Class B limit or did not meet the process criteria at the time of land application.
- 4.2.1 Was the limit exceeded or the process criteria not met at the time of land application?
- o Yes (40 Points)

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No

If yes, what action was taken?

0

5. Vector Attraction Reduction (per outfall):

5.1 Verify the following information. If any of the information is incorrect, use the Report Issue button under the Options header in the left-side menu.

Outfall Number:	002
Method Date:	01/23/2024
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>= 38
Results (if applicable):	65

Outfall Number:	002
Method Date:	11/18/2024
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	>= 38
Results (if applicable):	41.4

Outfall Number:	002
Method Date:	04/16/2024
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	>= 38
Results (if applicable):	60.6

Outfall Number:	002
Method Date:	07/16/2024
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	>= 38
Results (if applicable):	69

Outfall Number:	002
Method Date:	11/18/2024
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	>= 38
Results (if applicable):	41.4

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Outfall Number:	003	0
Method Date:	11/18/2024	
Option Used To Satisfy Requirement:	Volatile Solids Reduction	
Requirement Met:	Yes	
Land Applied:	Yes	
Limit (if applicable):	>=38	
Results (if applicable):	62.9	
5.2 Was the limit exceeded or the process criteria not met at the time of land application? o Yes (40 Points) ● No If yes, what action was taken? <div></div>		
6. Biosolids Storage 6.1 How many days of actual, current biosolids storage capacity did your wastewater treatment facility have either on-site or off-site? ● >= 180 days (0 Points) o 150 - 179 days (10 Points) o 120 - 149 days (20 Points) o 90 - 119 days (30 Points) o < 90 days (40 Points) o N/A (0 Points) 6.2 If you checked N/A above, explain why. <div></div>		0
7. Issues 7.1 Describe any outstanding biosolids issues with treatment, use or overall management: <div>None</div>		

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Staffing and Preventative Maintenance (All Treatment Plants)

<p>1. Plant Staffing</p> <p>1.1 Was your wastewater treatment plant adequately staffed last year?</p> <ul style="list-style-type: none">● Yes○ No <p>If No, please explain:</p> <div></div> <p>Could use more help/staff for:</p> <div></div> <p>1.2 Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping?</p> <ul style="list-style-type: none">● Yes○ No <p>If No, please explain:</p> <div></div>	
<p>2. Preventative Maintenance</p> <p>2.1 Did your plant have a documented AND implemented plan for preventative maintenance on major equipment items?</p> <ul style="list-style-type: none">● Yes (Continue with question 2) <input type="checkbox"/><input type="checkbox"/>○ No (40 points)<input type="checkbox"/><input type="checkbox"/> <p>If No, please explain, then go to question 3:</p> <div></div> <p>2.2 Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment?</p> <ul style="list-style-type: none">● Yes○ No (10 points) <p>2.3 Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly?</p> <ul style="list-style-type: none">● Yes<ul style="list-style-type: none">● Paper file system○ Computer system○ Both paper and computer system○ No (10 points)	0
<p>3. O&M Manual</p> <p>3.1 Does your plant have a detailed O&M and Manufacturer Equipment Manuals that can be used as a reference when needed?</p> <ul style="list-style-type: none">● Yes○ No	
<p>4. Overall Maintenance /Repairs</p> <p>4.1 Rate the overall maintenance of your wastewater plant.</p> <ul style="list-style-type: none">○ Excellent● Very good○ Good○ Fair○ Poor <p>Describe your rating:</p>	

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Preventative maintenance is critical to operating a successful treatment plant. We maintain very good equipment documentation, which supports our ability to manage repairs and maintenance effectively.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Operator Certification and Education

1. Operator-In-Charge

1.1 Did you have a designated operator-in-charge during the report year?

- Yes (0 points)
- No (20 points)

Name:

TYLER J WOLLERSHEIM

Certification No:

37376

0

2. Certification Requirements

2.1 In accordance with Chapter NR 114.56 and 114.57, Wisconsin Administrative Code, what level and subclass(es) were required for the operator-in-charge (OIC) to operate the wastewater treatment plant and what level and subclass(es) were held by the operator-in-charge?

Sub Class	SubClass Description	WWTP	OIC		
		Advanced	OIT	Basic	Advanced
A1	Suspended Growth Processes	X			X
A2	Attached Growth Processes				
A3	Recirculating Media Filters				
A4	Ponds, Lagoons and Natural				
A5	Anaerobic Treatment Of Liquid				
B	Solids Separation	X			X
C	Biological Solids/Sludges	X			X
P	Total Phosphorus	X			X
N	Total Nitrogen				
D	Disinfection	X			X
L	Laboratory	X			X
U	Unique Treatment Systems				
SS	Sanitary Sewage Collection	X	NA	NA	NA

0

2.2 Was the operator-in-charge certified at the appropriate level and subclass(es) to operate this plant? (Note: Certification in subclass SS is required 5 years after permit reissuance.)

- Yes (0 points)
- No (20 points)

2.3 For wastewater treatment facilities with a registered or certified laboratory, is at least one operator that works in the laboratory certified at the basic level in the laboratory (L) subclass?

- Yes
- No
- N/A – Wastewater treatment facility does not have a registered or certified laboratory

2.4 For wastewater treatment facilities that own and operate a sanitary sewage collection system, has at least one operator been designated the OIC for sanitary sewage collection system and certified at the basic level in the sanitary sewage collection system (SS) subclass?

- Yes
- No
- N/A – Owner of the Wastewater treatment facility does not own and operate a sanitary sewage collection system

3. Succession Planning

3.1 In the event of the loss of your designated operator-in-charge, did you have a contingency plan to ensure the continued proper operation and maintenance of the plant that includes one or more of the following options (check all that apply)?

- ☒ One or more additional certified operators on staff

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<div><input type="checkbox"/> An arrangement with another certified operator</div> <div><input type="checkbox"/> An arrangement with another community with a certified operator</div> <div><input type="checkbox"/> An operator on staff who has an operator-in-training certificate for your plant and is expected to be certified within one year</div> <div><input type="checkbox"/> A consultant to serve as your certified operator</div> <div><input type="checkbox"/> None of the above (20 points)</div> <div>If "None of the above" is selected, please explain:</div> <div></div>	0
<div>4. Continuing Education Credits</div> <div>4.1 If you had a designated operator-in-charge, was the operator-in-charge earning Continuing Education Credits at the following rates?</div> <div>OIT and Basic Certification:</div> <div><div><input type="radio"/> Averaging 6 or more CECs per year.</div><div><input type="radio"/> Averaging less than 6 CECs per year.</div></div> <div>Advanced Certification:</div> <div><div><input checked="" type="radio"/> Averaging 8 or more CECs per year.</div><div><input type="radio"/> Averaging less than 8 CECs per year.</div></div>	

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Financial Management

1. Provider of Financial Information Name: <input type="text" value="Chris Russo"/> Telephone: <input type="text" value="(920) 893-1471"/> (XXX) XXX-XXXX E-Mail Address (optional): <input type="text" value="crusso@plymouthutilities.com"/>		
2. Treatment Works Operating Revenues 2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ? ● Yes (0 points) <input type="checkbox"/> <input type="checkbox"/> ○ No (40 points) If No, please explain: <input type="text"/> 2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised? Year: <input type="text" value="2024"/> ● 0-2 years ago (0 points) <input type="checkbox"/> <input type="checkbox"/> ○ 3 or more years ago (20 points) <input type="checkbox"/> <input type="checkbox"/> ○ N/A (private facility) 2.3 Did you have a special account (e.g., CWFPP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system? ● Yes (0 points) ○ No (40 points)		0
REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]		
3. Equipment Replacement Funds 3.1 When was the Equipment Replacement Fund last reviewed and/or revised? Year: <input type="text" value="2024"/> ● 1-2 years ago (0 points) <input type="checkbox"/> <input type="checkbox"/> ○ 3 or more years ago (20 points) <input type="checkbox"/> <input type="checkbox"/> ○ N/A If N/A, please explain: <input type="text"/> 3.2 Equipment Replacement Fund Activity 3.2.1 Ending Balance Reported on Last Year's CMAR \$ <input type="text" value="1,199,950.85"/> 3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.) \$ <input type="text" value="0.00"/> 3.2.3 Adjusted January 1st Beginning Balance \$ <input type="text" value="1,199,950.85"/> 3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.) + \$ <input type="text" value="0.00"/>		

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3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*) -

\$ 0.00

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year

\$ 1,199,950.85

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

NA

3.3 What amount should be in your Replacement Fund?

\$ 1,168,741.75

0

Please note: If you had a CWFPP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

● Yes

○ No

If No, please explain.

4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

● Yes - If Yes, please provide major project information, if not already listed below. ☐ ☐

○ No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	Digester Roof Replacement	\$1,100,000	2025
2	Secondary Clarifier - Rehab	\$200,000	2025
3	Primary Clarifier - Rehab	\$200,000	2026
4	Replace Bar Screen	\$300,000	2026
5	RAS & WAS Pump Replacement	\$90,000	2026

5. Financial Management General Comments

Plymouth Utilities - Sanitary is in good financial standings.

ENERGY EFFICIENCY AND USE

6. Collection System

6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations: 4

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	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	12,477	
February	11,676	
March	10,957	
April	12,438	
May	11,870	
June	10,114	
July	11,263	
August	9,278	
September	8,350	
October	9,969	
November	8,776	
December	11,836	
Total	129,004	0
Average	10,750	0

6.1.2 Comments:

6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- ☒ Comminution or Screening
- ☒ Extended Shaft Pumps
- ☒ Flow Metering and Recording
- ☐ Pneumatic Pumping
- ☒ SCADA System
- ☒ Self-Priming Pumps
- ☐ Submersible Pumps
- ☒ Variable Speed Drives
- ☐ Other:

6.2.2 Comments:

6.3 Has an Energy Study been performed for your pump/lift stations?

☒ No

☐ Yes

Year:

By Whom:

Describe and Comment:

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6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

Continually updating pumps with VFD's when pumps fail (and when applicable).

7. Treatment Facility

7.1 Energy Usage

7.1.1 Enter the monthly energy usage from the different energy sources:

TREATMENT PLANT: Total Power Consumed/Month

	Electricity Consumed (kWh)	Total Influent Flow (MG)	Electricity Consumed/ Flow (kWh/MG)	Total Influent BOD (1000 lbs)	Electricity Consumed/ Total Influent BOD (kWh/1000lbs)	Natural Gas Consumed (therms)
January	134,400	56.12	2,395	138.29	972	
February	120,480	62.24	1,936	106.98	1,126	
March	110,640	63.87	1,732	119.51	926	
April	124,240	69.73	1,782	119.97	1,036	
May	158,960	70.84	2,244	132.09	1,203	
June	144,640	80.69	1,793	130.14	1,111	
July	161,200	74.75	2,157	135.97	1,186	
August	138,480	66.14	2,094	135.25	1,024	
September	137,120	55.61	2,466	130.11	1,054	
October	138,400	53.69	2,578	108.10	1,280	
November	100,640	57.69	1,744	107.37	937	
December	104,720	56.19	1,864	126.08	831	
Total	1,573,920	767.56		1,489.86		0
Average	131,160	63.96	2,065	124.16	1,057	0

7.1.2 Comments:

7.2 Energy Related Processes and Equipment

7.2.1 Indicate equipment and practices utilized at your treatment facility (Check all that apply):

- ☐ Aerobic Digestion
- ☒ Anaerobic Digestion
- ☐ Biological Phosphorus Removal
- ☐ Coarse Bubble Diffusers
- ☒ Dissolved O2 Monitoring and Aeration Control
- ☒ Effluent Pumping
- ☒ Fine Bubble Diffusers
- ☒ Influent Pumping
- ☐ Mechanical Sludge Processing
- ☐ Nitrification
- ☒ SCADA System
- ☒ UV Disinfection
- ☒ Variable Speed Drives
- ☐ Other:

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<div><div></div><div>7.2.2 Comments:<div></div></div><div>7.3 Future Energy Related Equipment<div>7.3.1 What energy efficient equipment or practices do you have planned for the future for your treatment facility?<div>Replacement of aeration blowers with energy efficient ones.</div></div></div></div>	
<div>8. Biogas Generation<div>8.1 Do you generate/produce biogas at your facility?<div><div>No</div><div>Yes</div></div><div>If Yes, how is the biogas used (Check all that apply):<div><div><input checked="" type="checkbox"/> Flared Off</div><div><input type="checkbox"/> Building Heat</div><div><input checked="" type="checkbox"/> Process Heat</div><div><input type="checkbox"/> Generate Electricity</div><div><input type="checkbox"/> Other:<div></div></div></div></div></div></div>	
<div>9. Energy Efficiency Study<div>9.1 Has an Energy Study been performed for your treatment facility?<div><div>No</div><div>Yes</div></div><div><div><input checked="" type="checkbox"/> Entire facility</div><div>Year: 2009</div><div>By Whom: SAIC</div><div>Describe and Comment:<div>Recommendations included light replacement, sensors, and other methods to reduce energy use.</div></div><div><input type="checkbox"/> Part of the facility</div><div>Year: <div></div></div><div>By Whom: <div></div></div><div>Describe and Comment:<div></div></div></div></div></div>	

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Plymouth Utilities Wwtf

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Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Sanitary Sewer Collection Systems

1. Capacity, Management, Operation, and Maintenance (CMOM) Program

1.1 Do you have a CMOM program that is being implemented?

- ☒ Yes
- ☐ No

If No, explain:

1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

- ☒ Yes
- ☐ No (30 points)
- ☐ N/A

If No or N/A, explain:

1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

☒ Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

To operate with very few backups and with no overflows. Continue to upgrade infrastructure.

Did you accomplish them?

- ☐ Yes
- ☒ No

If No, explain:

Plymouth WWTP had an overflow event in summer of 2024 due to cumulative days of heavy rains. We are addressing I/I when repairing and redoing street and collection systems.

☒ Organization [NR 210.23 (4) (b)] ☐ ☐

Does this chapter of your CMOM include:

- ☒ Organizational structure and positions (eg. organizational chart and position descriptions)
- ☒ Internal and external lines of communication responsibilities
- ☒ Person(s) responsible for reporting overflow events to the department and the public

☒ Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

City Ordinance, rates and city regulations

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY)

2014-02-11

Does your sewer use ordinance or other legally binding document address the following:

- ☒ Private property inflow and infiltration
- ☒ New sewer and building sewer design, construction, installation, testing and inspection
- ☒ Rehabilitated sewer and lift station installation, testing and inspection
- ☐ Sewage flows satellite system and large private users are monitored and controlled, as necessary
- ☒ Fat, oil and grease control
- ☒ Enforcement procedures for sewer use non-compliance

☒ Operation and Maintenance [NR 210.23 (4) (d)]

Does your operation and maintenance program and equipment include the following:

- ☒ Equipment and replacement part inventories
- ☒ Up-to-date sewer system map

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☒ A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation

☒ A description of routine operation and maintenance activities (see question 2 below)

☐ Capacity assessment program

☒ Basement back assessment and correction

☒ Regular O&M training

☒ Design and Performance Provisions [NR 210.23 (4) (e)] ☐ ☐

What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?

☒ State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements

☒ Construction, Inspection, and Testing

☐ Others:

☒ Overflow Emergency Response Plan [NR 210.23 (4) (f)] ☐ ☐

Does your emergency response capability include:

☒ Responsible personnel communication procedures

☒ Response order, timing and clean-up

☒ Public notification protocols

☒ Training

☒ Emergency operation protocols and implementation procedures

☒ Annual Self-Auditing of your CMOM Program [NR 210.23 (5)] ☐ ☐

☐ Special Studies Last Year (check only those that apply):

☐ Infiltration/Inflow (I/I) Analysis

☐ Sewer System Evaluation Survey (SSES)

☐ Sewer Evaluation and Capacity Management Plan (SECAP)

☐ Lift Station Evaluation Report

☐ Others:

0

2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning % of system/year

Root removal % of system/year

Flow monitoring % of system/year

Smoke testing % of system/year

Sewer line televising % of system/year

Manhole inspections % of system/year

Lift station O&M # per L.S./year

Manhole rehabilitation % of manholes rehabbed

Mainline rehabilitation % of sewer lines rehabbed

Private sewer inspections % of system/year

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Private sewer I/I removal		<input type="text" value="0"/>	% of private services
River or water crossings		<input type="text" value="0"/>	% of pipe crossings evaluated or maintained
Please include additional comments about your sanitary sewer collection system below: <div></div>			

3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

<input type="text" value="40.17"/>	Total actual amount of precipitation last year in inches
<input type="text" value="34.89"/>	Annual average precipitation (for your location)
<input type="text" value="53.8"/>	Miles of sanitary sewer
<input type="text" value="4"/>	Number of lift stations
<input type="text" value="0"/>	Number of lift station failures
<input type="text" value="0"/>	Number of sewer pipe failures
<input type="text" value="0"/>	Number of basement backup occurrences
<input type="text" value="3"/>	Number of complaints
<input type="text"/>	Average daily flow in MGD (if available)
<input type="text"/>	Peak monthly flow in MGD (if available)
<input type="text"/>	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

<input type="text" value="0.00"/>	Lift station failures (failures/year)
<input type="text" value="0.00"/>	Sewer pipe failures (pipe failures/sewer mile/yr)
<input type="text" value="0.02"/>	Sanitary sewer overflows (number/sewer mile/yr)
<input type="text" value="0.00"/>	Basement backups (number/sewer mile)
<input type="text" value="0.06"/>	Complaints (number/sewer mile)
<input type="text"/>	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
<input type="text"/>	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED **				
	Date	Location	Cause	Estimated Volume
0	6/22/2024 9:15:00 PM - 6/22/2024 11:25:00 PM	675 Cty Rd PP	Rain, Flooding	70,000

** If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

What actions were taken, or are underway, to reduce or eliminate SSO or TFO occurrences in the future?

Plymouth WWTP experienced an overflow event due to cumulative days of heavy rainfall. To reduce or eliminate future SSO/TFO occurrences, we are actively addressing I/I by identifying and repairing any compromised sections of road and sanitary sewer collection systems while road projects are taking place.

5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

☐ Yes

☒ No

If Yes, please describe:

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<div></div> <p>5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?</p> <p><input type="radio"/> Yes</p> <p><input checked="" type="radio"/> No</p> <p>If Yes, please describe:</p> <div></div> <p>5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:</p> <div>None</div> <p>5.4 What is being done to address infiltration/inflow in your collection system?</p> <div>We are replacing sanitary sewers during roadway projects.</div>	
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Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Grading Summary

WPDES No: 0030031

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	B	3	3	9
BOD/CBOD	A	4	10	40
TSS	A	4	5	20
Ammonia	A	4	5	20
Phosphorus	A	4	3	12
Biosolids	A	4	5	20
Staffing/PM	A	4	1	4
OpCert	A	4	1	4
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			37	145
GRADE POINT AVERAGE (GPA) = 3.92				

- Notes:
- A = Voluntary Range (Response Optional)
 - B = Voluntary Range (Response Optional)
 - C = Recommendation Range (Response Required)
 - D = Action Range (Response Required)
 - F = Action Range (Response Required)

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Resolution or Owner's Statement

Name of Governing Body or Owner:	City of Plymouth Common Council
Date of Resolution or Action Taken:	
Resolution Number:	
Date of Submittal:	

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):
Influent Flow and Loadings: Grade = B

Effluent Quality: BOD: Grade = A

Effluent Quality: TSS: Grade = A

Effluent Quality: Ammonia: Grade = A

Effluent Quality: Phosphorus: Grade = A

Biosolids Quality and Management: Grade = A

Staffing: Grade = A

Operator Certification: Grade = A

Financial Management: Grade = A

Collection Systems: Grade = A
(Regardless of grade, response required for Collection Systems if SSOs were reported)

The overflow of the wastewater treatment plant occurred on 06/22/2024. Approximately 70,000 gallons of sewage from the aerated grit chamber reached the mullet river near the headworks of the WWTP. This overflow was caused by several days of heavy rainfall and ground that was already saturated. There was little exposure to the public. Since this incident we are addressing our headwork pumps efficiency along with I/I when road projects are underway. Public notice was given on 06/28/2024.

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS
(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)
G.P.A. = 3.92

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PROCLAMATION

CITY OF PLYMOUTH

WHEREAS, The American Legion was Chartered by Congress on September 19th, 1919, as a Wartime organization based on the four Pillars of; Veterans Affairs and Rehabilitation, National Security, Americanism, and Children & Youth; and

WHEREAS, The Plymouth Ladewig-Zinkgraf American Legion Post was chartered on March 16th, 1920; and

WHEREAS, American Legion Baseball was founded in 1925. The program is a promoter of equality, making teammates out of young athletes regardless of their income or social standings; and

WHEREAS, On August 13th, 2024 the Plymouth Ladewig-Zinkgraf American Legion Post 243 voted to sponsor an American Legion Baseball team named the Pioneers, in honor of the first Legion Baseball team in the 105-year history of the Post; and

WHEREAS, The first game of the Plymouth Pioneers is to be played on June 17th, 2025 at historic Carl Loebe field in Plymouth; and

WHEREAS, I urge all citizens to congratulate the Plymouth American Legion Post 243 for sponsoring the Plymouth American Legion Pioneers Baseball Team.

THEREFORE BE IT RESOLVED, That I Donald O Pohlman Mayor of the City of Plymouth, and on behalf of the Common Council hereby proclaim the week of JUNE 16th through JUNE 20th, **2025 AS PLYMOUTH PIONEERS AMERICAN LEGION BASEBALL WEEK** in the City of Plymouth.

IN WITNESS WHERE OF, I have set my hand and caused the seal of the City of Plymouth to be applied this day June 10, 2025.

Donald O Pohlman, Mayor

City of Plymouth