

**CITY OF PLYMOUTH, WISCONSIN
TUESDAY, AUGUST 26, 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, August 12, 2025**
 - B. Approve City and Utility Reports:**
 - I. Electric, Water and Sewer Sales Report – July 2025**
 - II. Utility Related Write Offs for August 2025 - \$5,269.44**
 - C. Minutes acknowledged for filing — Park Committee: August 6 - Finance and Personnel: August 12 – Committee of the Whole: August 12**
 - D. Approve Temporary Class “B” Beer and Class “B” Wine License for St. John the Baptist Congregation, at 115 Plymouth St., on October 18 from 5:30 PM – 7:30 PM for Swiss Steak Dinner.**
 - E. Approve Temporary Class “B” Beer and Class “B” Wine License for Plymouth Historical Society, at 420 E Mill St. on September 13 from 11 PM – 4 PM for Beer & Brats at the Bade Barn.**
- 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. Discussion Only - Interviews for Alderperson Appointment:**
 - A. Brett Pilling**
 - B. Dana Pittner-Haucke**
 - C. Tyler Rezachek**
- 7. Ordinance:**
 - A. No. 13 – An Ordinance Repealing and Recreating Section 11-2-17 of the City of Plymouth Code of General Ordinances Related to Regulation of Sexual Offenders – Police Chief, Ken Ruggles**
- 8. New Business:**
 - A. Discussion and Possible Action on Certified Survey Map (CSM); Parcel number 59271827950 – located on Kiley Way and Walton Dr. in the City of Plymouth, to divide the parcel into two parcels of 1.81 acres and 1.4 acres in the B-1 Business office Zoning District– Jack Johnston, Assistant City Administrator / Community Development Director**

**B. Announce Appointment of Angie Matzdorf to Plan Commission to fill a
Vacancy until 2026 (Mayor Appoints) – Mayor Pohlman**

- 9. Entertain a Motion to go into Closed Session for the following:
Pursuant to Wis. Stat. 19.85 (1)(c) and (e) considering employments, promotion,
compensation or performance evaluation data of any public employee over which the
governmental body has jurisdiction or exercises responsibility and deliberating or
negotiating the purchasing of public properties, the investing of public funds, or
conducting other specified public business, whenever competitive or bargaining
reasons require a closed session – Police Union Contract, 2026-2028**

AND

**Pursuant to Wis. Stat. 19.85 (1)(g) conferring with legal counsel for the governmental
body who is rendering oral or written advice concerning strategy to be adopted by
the body with respect to litigation in which it is or is likely to become involved
regarding – Claim from Jessica DePagter**

AND

**Pursuant to Wis. Stat. 19.85 (1)(e) deliberating or negotiating the purchasing of
public properties, the investing of public funds, or conducting other specified public
business, whenever competitive or bargaining reasons require a closed session –
Parcel 59271829210**

- 10. Entertain a Motion to go into Open Session**
- 11. Discussion and Possible Action on Closed Session items**
- 12. Adjourn to 7:00 PM on Tuesday, September 9, 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, AUGUST 12, 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: Dave Herrmann, Angie Matzdorf, Diane Gilson, Mike Penkwitz, John Binder, Greg Hildebrand, and Kevin Sande. Also present: City Administrator/Utilities Manager Tim Blakeslee, Assistant Administrator/Community Development Director Jack Johnston, City Attorney Crystal Fieber, Police Chief Ken Ruggles, Deputy Police Chief Matt Starker, 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 Gilson/Herrmann to approve the consent agenda. Upon the call of the roll, all voted aye. Motion carried.
 - A. **Approve minutes of the meeting held Wednesday, July 23 and Tuesday, July 29, 2025**
 - B. **Approve City and Utility Reports:**
 - I. **List of City & Utility Vouchers dated 07/01/2025 – 07/31/2025**
 - C. **Minutes acknowledged for filing — Police and Fire Commission: July 1 – Library Board: July 7 – Finance and Personnel: July 29 – Committee of the Whole: July 29**
 - D. **Building Report for July 2025 – 44 Permits at \$8,611,288**
 - E. **Approve Temporary “Class B” Wine and Class “B” Beer License for St. John Lutheran Church and School, at 222 Stafford St. on October 11, 2025 from 4 PM – 11 PM, for Oktoberfest. Underage persons are requested on premise.**
 - F. **Approve change of agent for “Class A” Alcohol License for GPM Southeast, LLC (R-Store) to Regina Nievinski – Approved by Clerk’s Office and Police Department**
 - G. **Approve Temporary “Class B” Wine for the Cheese Capital Wine Walk hosted by Plymouth Chamber of Commerce on August 15, 2025 from 6:00 PM – 9:00 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. **Resolution:**
 - A. **No. 10 – Commendation for Alderman Greg Hildebrand –** Mayor Pohlman read the Resolution commending Alderman Hildebrand. Hildebrand said a few words thanking all Alderpeople he has worked with and the Mayor for helping him through the years. Motion was made by Penkwitz/Tauscheck to approve Resolution No. 10. Upon the call of the roll, all voted aye. Motion carried.

7. **Proclamation:**

- A. **Recognition for Ben Phillips for Completing the Requirements for the Highly Honored Eagle Award** – Mayor Pohlman recognized Ben Phillips for completing the requirements for the highly honored Eagle Award. Motion was made by Hildebrand/Binder to approve the Proclamation. A unanimous aye vote was cast. Motion carried.

8. **New Business:**

- A. **Presentation and Report Acceptance of the 2024 Audit** – Russo explained that the City and Utility continue to be in solid financial shape as of the end of 2024. Russo along with Aaron Worthman and Justin Hoagland from Baker Tilly presented financial highlights. Motion was made by Binder/Matzdorf to accept the 2024 audit reports and related financial statements. Upon the call of the roll, all voted aye. Motion carried.
- B. **Discussion and Possible Action on Extraterritorial Certified Survey Map (CSM); Parcel numbers 59016217350 and 59016217360 - located on Sandstone Lane in the Town of Plymouth** – Johnston explained the Rortvedt Trust has submitted a CSM for extraterritorial review and approval by the City of Plymouth due to the property being within the 1.5-mile extraterritorial review area. The property is located within the Town of Plymouth and received Town approval. Motion was made by Hildebrand/Tauscheck to approve the Extraterritorial CSM. Upon the call of the roll, all voted aye. Motion carried.
- C. **Discussion and Possible Action on Library Renovation Plan** – Blakeslee explained that the 2024 Budget allocated funding for the Plymouth Public Library to conduct a space needs analysis. Over the spring and summer of 2024, the library partnered with its selected consultant, FEH and a task force of citizen volunteers to assess necessary upgrades and updates to the current facility. After being presented to the Committee of the Whole the committee recommended a phased approach to address immediate repairs and renovations while applying for a flexible facilities grant that did not require matching contribution. In late 2024 unfortunately staff was notified that the flexible facilities grant application was unsuccessful. In 2025 a resolution formally established the Ad Hoc Library Repair, Renovation, and Expansion Committee. The committee has focused on reviewing immediate and mid-term needs. Several immediate repair items will be addressed in the 2026 City budget cycle. To properly plan for additional immediate and mid-term needs – and to avoid duplicative work the Committee put out a request for proposals for an Interior Renovation Master Plan. Four proposals were received and the unanimous recommendation of the Ad Hoc was to move forward with Somerville Architects/Engineers. Motion was made by Tauscheck/Herrmann to approve the proposal from Somerville Architects/Engineers as presented. Upon the call of the roll; Gilson, Tauscheck, Herrmann, Matzdorf, Binder, and Penkwitz voted aye, Sande and Hildebrand voted no. Motion carried.

9. **Adjourn to 7:00 PM on Tuesday, August 26, 2025:** Motion was made by Tauscheck/Hildebrand to adjourn the meeting. A unanimous aye vote was cast. Motion carried.

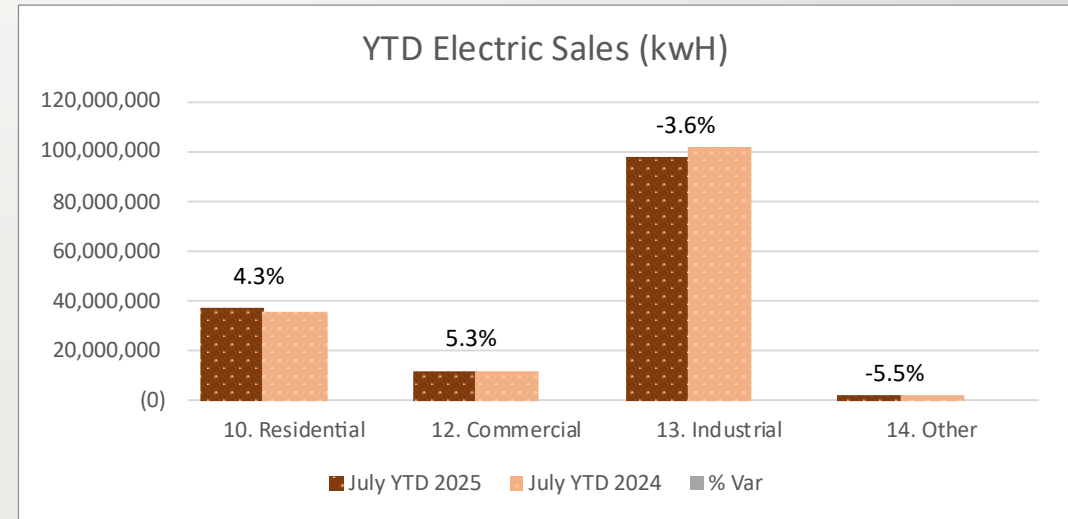
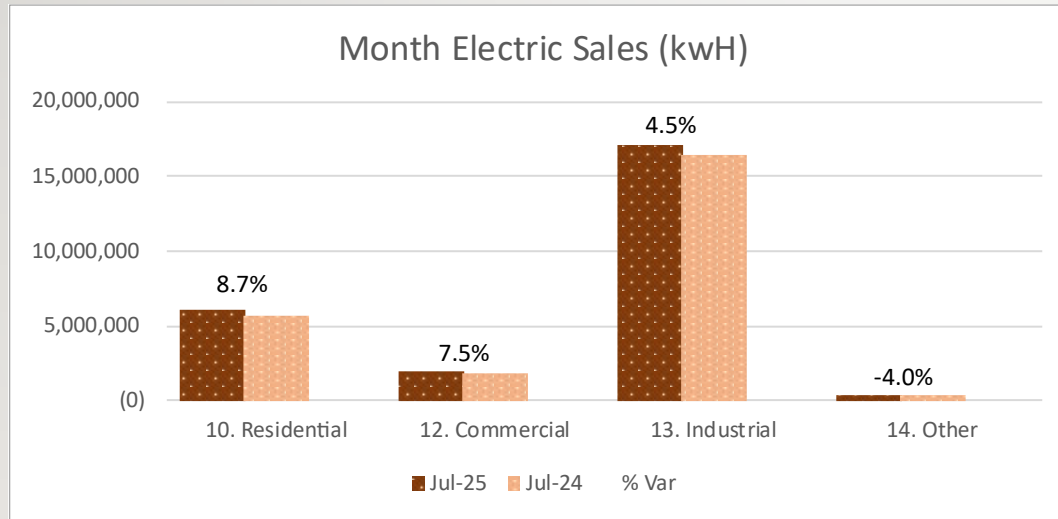


Plymouth Utilities

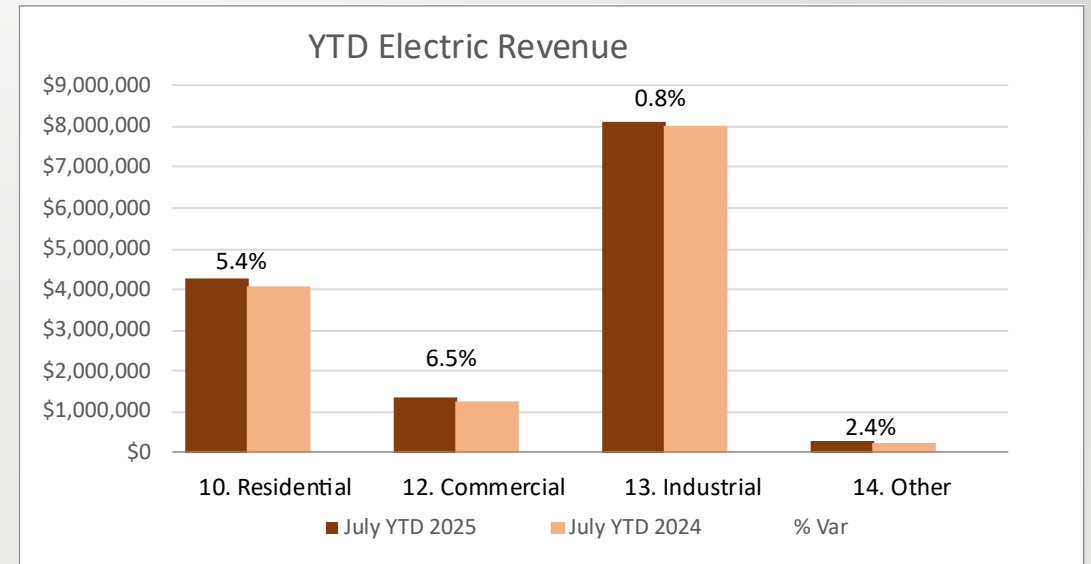
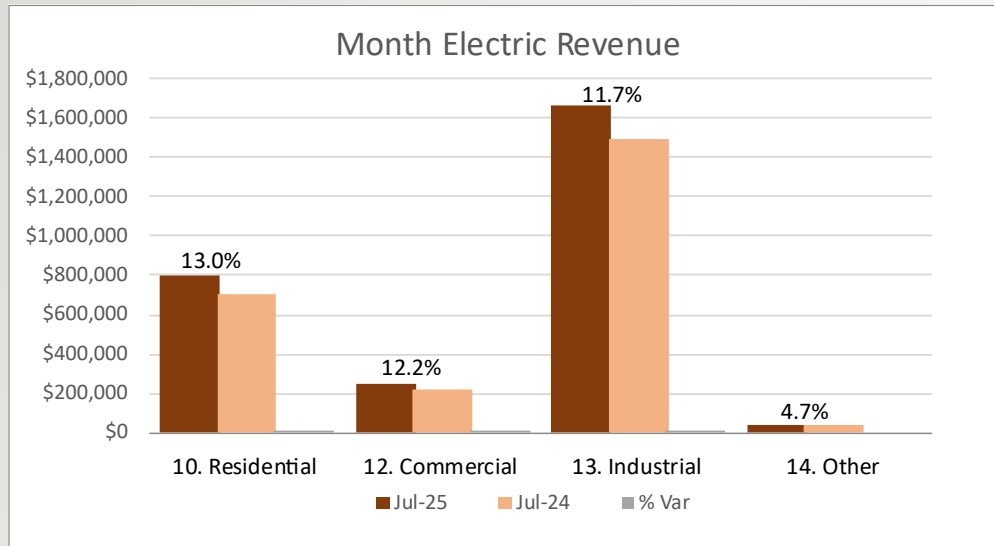
JULY 2025

SALES & REVENUE

July 2025 Electric Sales

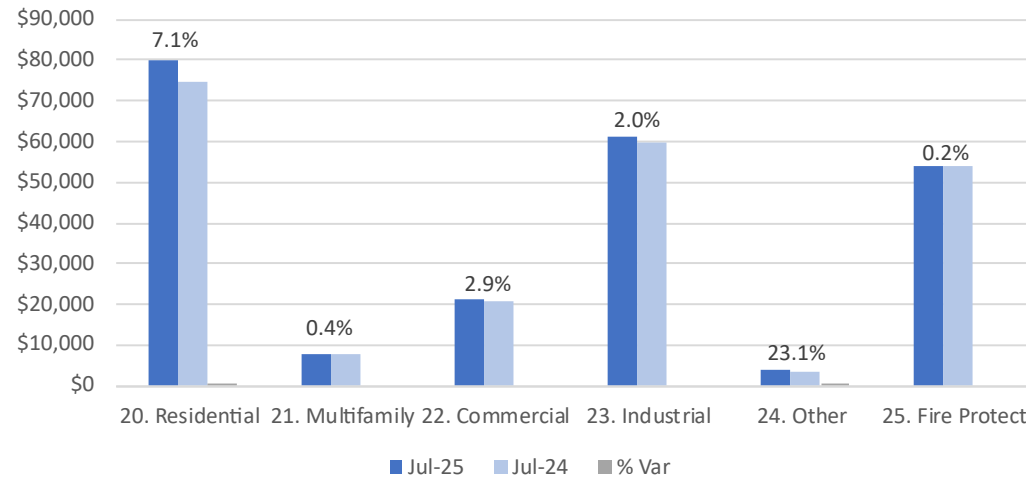


July 2025 Electric Revenue

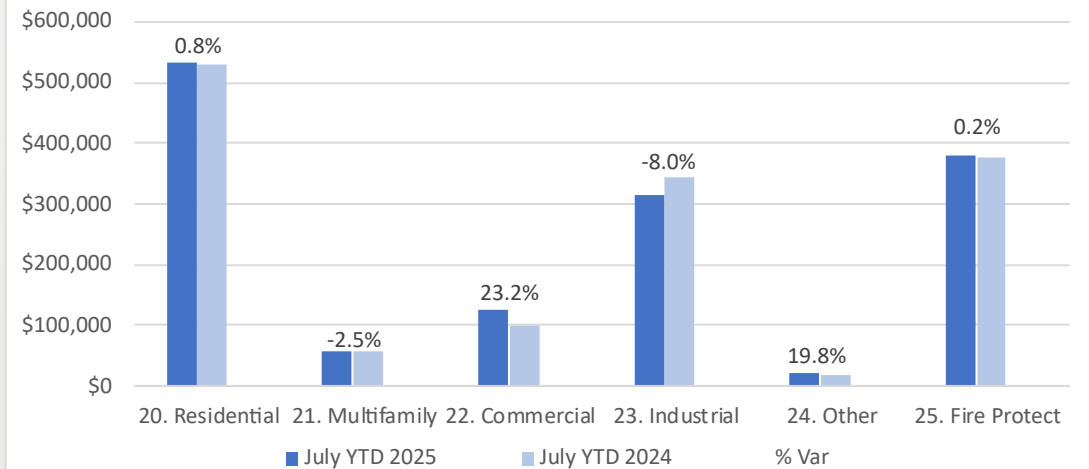


July 2025 Water Revenue

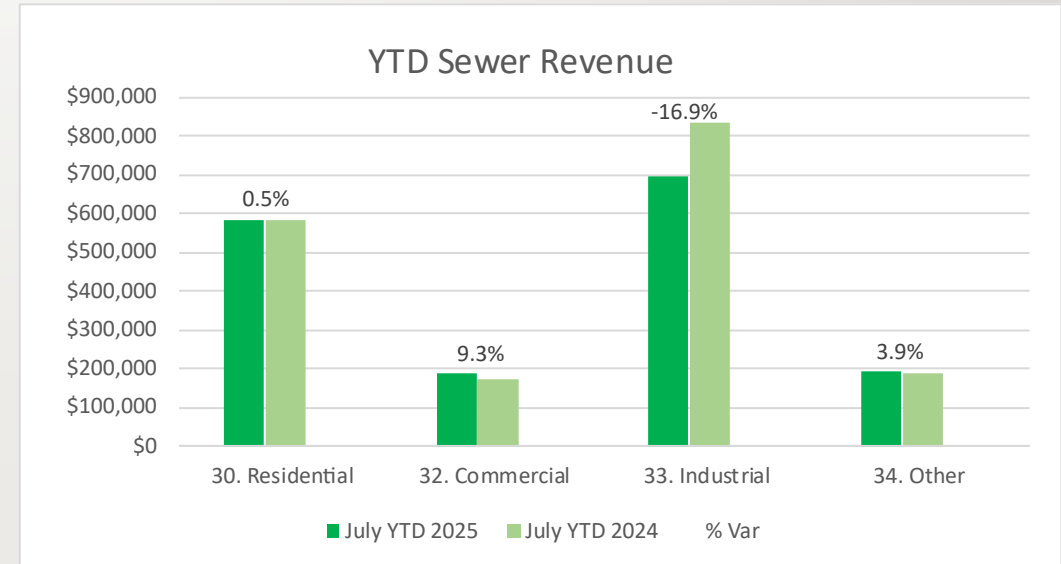
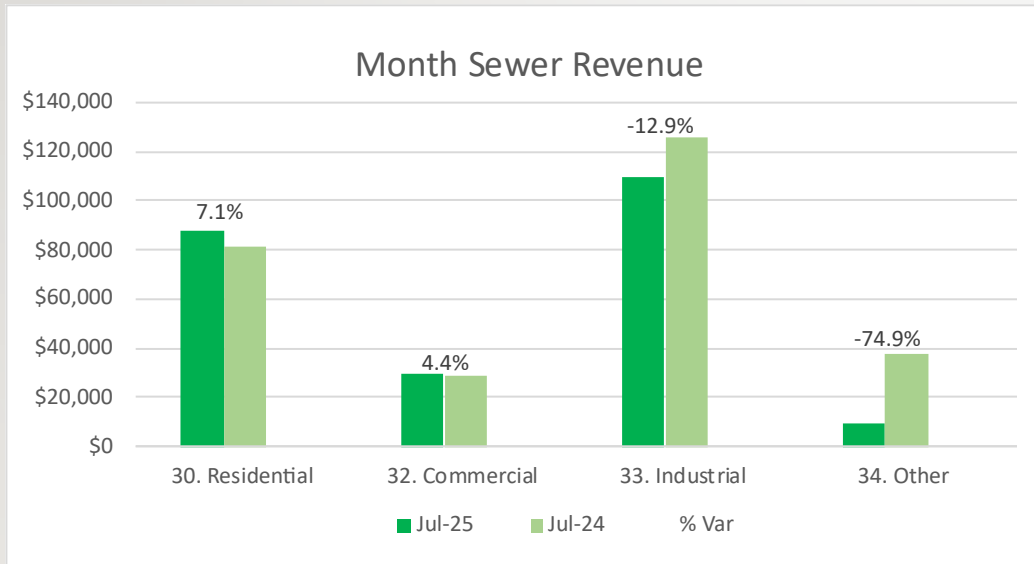
Month Water Revenue

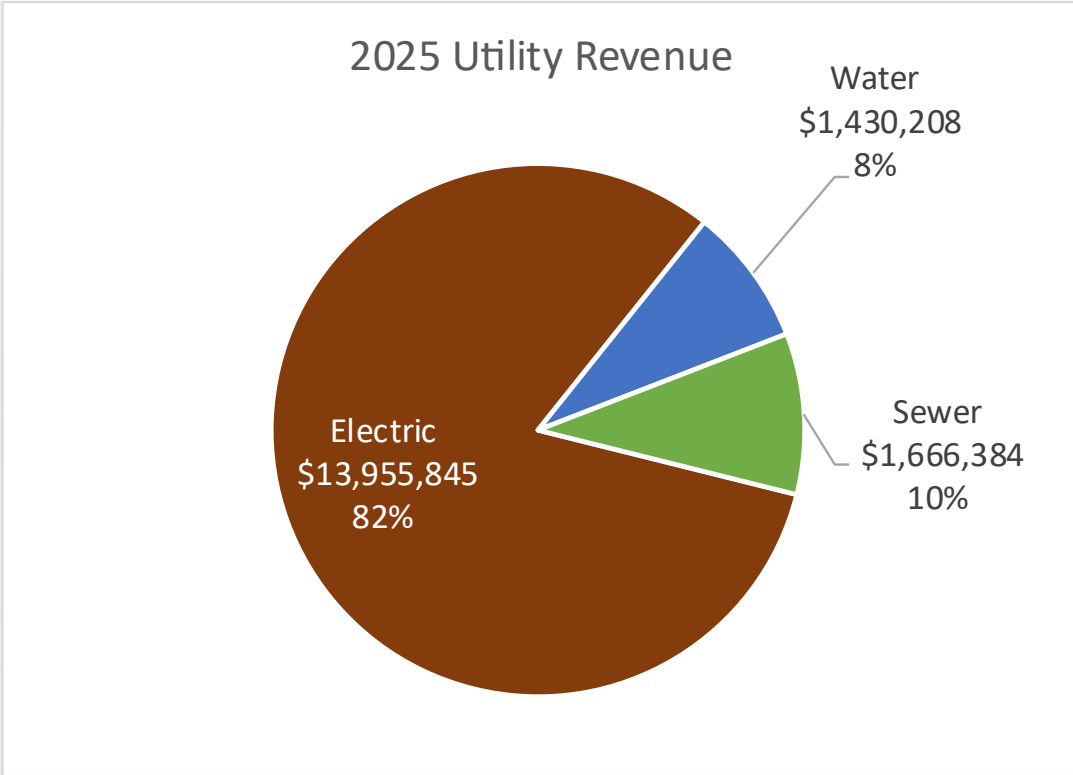


YTD Water Revenue



July 2025 Sewer Revenue





Report Criteria:

Selected types: Write Off

Name	Customer Number	Type	Reference Number	Description	Source ID	Check Number	Amount	Msg	Service
Write Off									
07/24/2025									
GOEDEN, KELLY	16.88.34458.19	Write	1	WRITE OFF - SDC			113.80-	M	Multiple
RADEY, JORDYN	6.88.80832.26	Write	2	WRITE OFF - SDC			446.10-	M	Multiple
CHURCH, HALEY	6.88.33575.15	Write	3	WRITE OFF - SDC			465.88-	M	Multiple
MARTY, EMILY	11.87.34814.09	Write	4	WRITE OFF - SDC			297.16-	M	Multiple
ROSSEY, AMBER	7.88.13520.15	Write	5	WRITE OFF - SDC			454.09-	M	Multiple
DZIUBA-GENSKE, DANIEL	14.87.14405.22	Write	6	WRITE OFF - SDC			224.07-	M	Multiple
THOMAS, FAY	16.88.35600.24	Write	7	WRITE OFF - SDC			422.46-	M	Multiple
WASSILUS, AMANDA	6.88.71525.14	Write	8	WRITE OFF - SDC			301.60-	M	Multiple
ZIVKOVICH, JACOB	18.87.48147.26	Write	9	WRITE OFF - SDC			663.62-	M	Multiple
GLINES, NATASHA	6.88.30478.11	Write	10	WRITE OFF - SDC			271.18-	M	Multiple
VAN ESS, DEVON	17.87.04974.23	Write	11	WRITE OFF - SDC			947.08-	M	Multiple
OZUNA-GARIBO, ALEXAN	12.87.12497.21	Write	12	WRITE OFF - SDC			472.04-	M	Multiple
ALSHESKIE, THOMAS	1.88.24273.04	Write	13	WRITE OFF - IN HOUSE			.90-	M	PNL ELEC
FELDMANN, VIRGINIA	6.88.62313.16	Write	14	WRITE OFF - IN HOUSE			.20-	M	Multiple
LALLENSACK, STEVE	6.88.71632.17	Write	15	WRITE OFF - IN HOUSE			.25-	M	Multiple
MCKINNEY, LIAM	15.88.26820.13	Write	16	WRITE OFF - IN HOUSE			.47-	M	PNL ELEC
METELLUS, JENNY	8.88.49361.24	Write	17	WRITE OFF - IN HOUSE			.04-	M	ELRESEN
Total 07/24/2025:							5,080.94-		
07/29/2025									
BANKER, DAVID	1.88.51862.12	Write	1	IN HOUSE WRITE-OFF			.99-	M	PNL ELEC
PLYMOUTH CAFE	18.87.31403.18	Write	2	IN HOUSE WRITE OFF			1.63-	M	Multiple
RICHTER, JAMES R	14.88.00622.15	Write	3	IN HOUSE WRITE OFF			.33-	M	PNL ELEC
STOLL, MARK	6.87.90048.04	Write	4	IN HOUSE WRITE OFF			2.59-	M	Multiple
KROEGER, KATIE & JAME	20.88.53881.02	Write	5	IN HOUSE WRITE OFF			2.27-	M	PNL ELEC
KRAHN, TONI	3.88.36361.18	Write	6	IN HOUSE WRITE OFF			4.16-	M	Multiple
GILLMAN, JASON & KRIST	10.87.48459.14	Write	7	IN HOUSE WRITE OFF			.88-	M	Multiple
FLOWERS, DEANNA	15.88.28663.10	Write	8	IN HOUSE WRITE OFF - D			172.10-	M	Multiple
FISHER, HILLARY	6.88.57752.11	Write	9	IN HOUSE WRITE OFF			2.55-	M	Multiple
CASTANEDA, ANDREA	15.88.16011.08	Write	10	IN HOUSE WRITE OFF			1.00-	M	Multiple
Total 07/29/2025:							188.50-		
Total Write Off:							5,269.44-		
Grand Totals:							5,269.44-		

PLYMOUTH PARKS COMMITTEE

CITY OF PLYMOUTH, WISCONSIN

August 6, 2025 6:30 PM

Plymouth City Hall Room 305

128 Smith Street

Plymouth, WI 53073

Minutes

1. **Call to order and roll call:** Chairman Melcher called the meeting to order at 6:30 PM.
Members present were Mark Melcher, Jeff Versch, Katie Schroeder, and Jeff Tauscheck. Also present: Director Public Works Cathy Austin, and City Clerk/Deputy Treasurer Anna Voigt
2. **Approve agenda:** Motion was made by Tauscheck/Schroeder to approve the agenda. A unanimous aye vote was cast. Motion carried.
3. **Approval of July 22, 2024 minutes:** Motion was made by Tauscheck/Schroeder to approve the minutes from July 22, 2024. A unanimous aye vote was cast. Motion carried.
4. **Election of Chair and Vice Chair:** Motion was made by Tauscheck/Schroeder to elect Melcher as Chair. A unanimous aye vote was cast. Motion carried. Motion was made Schroeder/Tauscheck to elect Levandowski as Vice Chair. A unanimous aye vote was cast. Motion carried.
5. **Audience Comment:** None
6. **Update on Nut Hill Ski Project:** Director Austin updated the committee that the Cheese Capital Winter Park continues to make progress and they are still planning to open in Winter 2025.
7. **Discussion on Future City Park Project:** Director Austin introduced the future City Park Project and the timeline. The city hired Parkitecture and Planning to lead the design process and develop concept plans. The next steps in the process are to hold an open house, have a follow up discussion with the Parks Committee and then a presentation to the Committee of the Whole to gather further direction. Schroeder asked about budget. Austin stated it kind of depends on what people want to see at the park there is potential to borrow money. Melcher asked if there will be tennis courts. Schroeder asked if the bathrooms will for sure be on top of the hill by the band shell. Austin stated that will be in the plans.
8. **Communications – Letters, emails, or reports related to the Committee:** None
9. **Adjourn:** Motion was made by Tauscheck/Versch to adjourn the meeting. A unanimous aye vote was cast. Motion carried.

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

TUESDAY AUGUST 12, 2025 @ 6:00 PM

1. **Call to Order and Roll Call:** Chairperson Penkwitz called the meeting to order at 6 PM. On the call of the roll, the following were preset: Mayor Pohlman, Angie Matzdorf, Diane Gilson, Jeff Tauscheck and Mike Penkwitz.
2. **Approval of Meeting Minutes for July 29, 2025 meeting:** Motion was made by Pohlman/Tauscheck to approve the minutes from July 29. A unanimous aye vote was cast. Motion carried.
3. **Entertain a Motion to go into Closed Session for the Follow:** Motion was made by Tauscheck/Matzdorf to go into closed session. Upon the call of the roll, all voted aye. Motion carried.

pursuant to Wis. Stat. 19.85 (1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – police union contract negotiations
4. **Entertain Motion to go into Open Session:** Motion was made by Pohlman/Penkwitz to go into open session. Upon the call of the roll, all voted aye. Motion carried.
5. **Discussion and Possible Recommendation on Closed Session Items:** Motion was made by Pohlman/Tauscheck to recommend Council approve the changes in the 3-year agreement with Plymouth Police Department Employees' Association Local 215.
6. **Adjournment:** Motion was made by Tauscheck/Pohlman to adjourn the meeting. A unanimous aye vote was cast. Motion was carried.

**CITY OF PLYMOUTH, WISCONSIN
TUESDAY, AUGUST 12, 2025 COMMITTEE OF THE WHOLE MEETING
IMMEDIATELY AFTER FINANCE AND PERSONNEL COMMITTEE
COUNCIL CHAMBERS
CITY HALL, 128 SMITH STREET**

UNOFFICIAL MINUTES

1. **Call to Order and Roll Call:** Mayor Polman called the meeting to order. On the call of the roll, the following were present: Dave Herrmann, Angie Matzdorf, Diane Gilson, Mike Penkwitz, John Binder, Jeff Tauscheck, Greg Hildebrand, and Kevin Sande. Also present: City Administrator/Utilities Manager Tim Blakeslee, Assistant Administrator/Community Development Director Jack Johnston, City Attorney Crystal Fieber, Police Chief Ken Ruggles, Deputy Police Chief Matt Starker and Clerk/Treasurer Anna Voigt.
2. **Approve the Minutes from July 29, 2025:** Motion was made by Binder/ Tauscheck to approve the minutes from July 29. A unanimous aye vote was cast. Motion carried.
3. **Revision of City Ordinance Sex Offender Restrictions:** Chief Ruggles explained that they discovered section 11-2-17 related to sexual offender restrictions to be out of date compared to surrounding communities. A majority of the municipalities within the county have implemented residential restrictions surrounding schools, parks, playgrounds, daycare facilities and other areas frequented by children. The radius of protected areas varied in each community as did other behavioral restrictions. The current ordinance had restrictions on where a registrant may go but not on where they could live. Hildebrand asked Attorney Fieber if they could clarify who would be giving permissions for reasons to the exceptions regarding schools. Fieber stated she would look at it. Mayor Pohlman asked the Chief for the current map to be updated. It was indicated that staff was currently working on it. Tauscheck asked if anyone currently living in a residence within the new zone prior to the ordinance being enacted would be grandfathered in? Chief Ruggles stated that they would be grandfathered in. This item will be next taken to Council.
4. **Electric Scooter / Play Vehicles Ordinance Update:** Blakeslee explained that recent changes to Wisconsin State Statutes are causing this Municipal Code update related to play vehicles and electric scooter. Under current state law, e-scooters must be regulated similarly to bicycles. As part of these updates, it is proposed that Section 11-2-16, which currently prohibits all motorized scooters, be repealed, as it conflicts with state law and no longer enforceable. The proposed ordinance also updates the definitions of “play vehicles” and electric bicycles to better align with state statute. Sande expressed his concern that there wasn’t anything in the ordinance about wearing helmets. He shared an example of Port Washington’s Ordinance requiring helmets for kids ages 16 and under. The committee members all discussed whether enforcement of helmets should be included. This item will be taken to Council for further discussion.
5. **Adjourn:** Motion was made by Hildebrand/Tauscheck to adjourn the meeting. A unanimous aye vote was cast. Motion carried. Meeting was adjourned at 5:52 PM.

Temporary Alcohol Beverage License

Municipality

License(s) Requested	Fees	
<input checked="" type="checkbox"/> Temporary "Class B" Wine <input checked="" type="checkbox"/> Temporary Class "B" Beer	License Fees	\$ 10.00
	Background Check	\$
	Total Fees	\$ 10.00

Part A: Organization Information

1. Organization Name St. John the Baptist Congregation		
2. Organization Permanent Address 115 Plymouth St		
3. City Plymouth	4. State WI	5. Zip Code 53073
6. Mailing Address (if different from permanent address)		
7. FEIN 39-0929981	8. Date of Organization/Incorporation 2/12/1983	9. State of Organization/Incorporation WI
10. Phone (920) 892-4006	11. Email sjbparish@sjbplymouth.org	
12. Organization type (check one) <input type="checkbox"/> Bona Fide Club <input checked="" type="checkbox"/> Church <input type="checkbox"/> Fair Association/Agricultural Society <input type="checkbox"/> Veteran's Organization <input type="checkbox"/> Lodge/Society <input 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 type="checkbox"/> Yes <input checked="" 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
Pootharayil Thomas	Subi	Vice President/Pastor	(414) 393-7979
Svitter	Josette	Trustee-Secretary	(920) 946-1709
Widder	Kevin	Trustee-Treasurer	(715) 204-0284

Continued →

Part C: Event Information

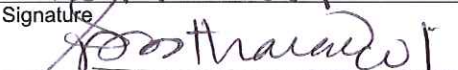
1. Name of Event (if applicable) Swiss Steak Dinner			
2. Dates of Operation 10/18/2025		3. Hours of Operation 5:30pm - 7:30pm	
4. Premises Address 115 Plymouth St			
5. City Plymouth		6. State WI	7. Zip Code 53073
8. County Sheboygan	9. Governing Municipality <input checked="" type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village of: Plymouth		10. Aldermanic District 1
11. Organizer of Event (if not the named applicant)		12. Email and/or Phone Number for Organizer of Event sjbparish@sjbplymouth.org	
13. Organizer Website www.sjbplymouth.org		14. Event Website www.sjbplymouth.org	
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. Event-dinner being served in our church hall (15 Plymouth St).			

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 Pooharagil Thomas		First Name Subi		M.I.
Title Vice President / Pastor	Email frsubi@sjbplymouth.org		Phone 920-892-4006	
Signature 			Date 08.18.25	

Part E: For Clerk Use Only

Date Application Was Filed With Clerk 8/18/25	License Number
Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk	



License(s) Requested	Fees	
<input checked="" type="checkbox"/> Temporary "Class B" Wine	License Fees	\$ 10
<input checked="" type="checkbox"/> Temporary Class "B" Beer	Background Check	\$ -
	Total Fees	\$ 10

Part A: Organization Information				
1. Organization Name Plymouth Historical Society				
2. Organization Permanent Address 420 E. Mill St				
3. City Plymouth		4. State WI	5. Zip Code 53073	
6. Mailing Address (if different from permanent address) P.O. Box 415				
7. FEIN		8. Date of Organization/Incorporation 1992		9. State of Organization/Incorporation WI
10. Phone 920-893-1876		11. Email husonhouse@wi.rr.com		
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 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 type="checkbox"/> Yes <input checked="" 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
Buckman	Don	President	414-581-1885
Phelps	Susan	V-pres	
Scott	Jon	Treasurer	
Palmer	Pam	Secretary	

Continued →

Part C: Event Information			
1. Name of Event (if applicable) Beer & Brats at the Bode Barn			
2. Dates of Operation 9-13-2025		3. Hours of Operation 11-4 pm	
4. Premises Address 420 E. Mill St			
5. City Plymouth		6. State WI	7. Zip Code 53073
8. County Shelby	9. Governing Municipality <input checked="" type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village of: Plymouth		10. Aldermanic District
11. Organizer of Event (if not the named applicant)		12. Email and/or Phone Number for Organizer of Event husonhouse@wi.rr.com	
13. Organizer Website Plymouthhistoricalsociety.com		14. Event Website plymouthhistoricalsociety.com	
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. New construction garage north of museum @ 420 E. Mill St.			

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 Buckman		First Name Daniel	
Title President		Email husonhouse@wi.rr.com	Phone 414-581-1885
Signature D. Buckman		Date 8-15-25	

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	

[Handwritten signature]

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: August 21, 2025

TO: Mayor and Common Council,

FROM: Tim Blakeslee, City Administrator/Utilities Manager

RE: Alderperson Vacancy

Background:

An Alderperson vacancy exists in the 1st District due to the resignation of Alderperson Greg Hildebrand. Applicants interested in filling the remaining one-year term were required to submit an application and resume by Thursday, August 14. Staff received three applications by the deadline:

- Brett Pilling
- Dana Pittner-Hauke
- Tyler Rezachek

Applicants are to be interviewed by the Common Council tonight and then a decision is currently scheduled to take place at the next meeting. This appointment will expire in April 2026. The selected applicant may then seek that position in 2026 by circulating nomination papers and running for election in the spring of 2026.

Recommendation: Interview applicants for 1st District Vacancy

Attachments:

- Brett Pilling - Resume/Application
- Dana Pittner-Hauke - Resume/Application
- Tyler Rezachek - Resume/Application

City of Plymouth

Application for Alderperson

DATE OF APPLICATION: August 14th, 2025

NAME:

Brett Pilling

HOME ADDRESS: 434 Fremont Street

STREET

Plymouth, WI 53073

CITY

STATE

ZIP

HOME PHONE: (920) 918-9484

CELL PHONE: (920) 918-9484

EMAIL: Brettpilling@gmail.com

CITY RESIDENT SINCE: 1998

OCCUPATION Retired / Sheboygan Co She

PRESENT EMPLOYER: Advocate Aurora Health

(If retire, give your former occupation)

What nights are you available for meetings? Mon ☒ Tues ☒ Wed ☒ Thurs ☒

Have you attended any meetings of the City of Plymouth? ☒ YES ☐ NO

List of community or other activities in which you have participated:

Coach (Plymouth Soccer Club, Plymouth Area Basketball Association) -volunteered

Parkview Elementary Parent and Teachers for our Kids (PTK) -volunteered

Plymouth Ambulance Service / Orange Cross Ambulance Board (and EMT) -volunteered

Special Interests / Hobbies/ Talents:

Walking, running, gardening/lawn care, youth sports

(Former) trombone player/performance

Youth sports

Please state reasons why you want to become a member of the Common Council, including what specific objectives you would be working toward as a member:

This is an opportunity for me to positively influence the Plymouth community (25+ year r
I could actively advocate for continued development, updated infrastructure, and educa
Public safety is important to me, as is (departmental) accountability, and efficient policy-

Any other information which you feel would be useful to the Common Council and Mayor in reviewing your application: (Attach 2nd page if necessary)

Overall, the City is in a good position and has a bright future ahead.
I feel the current decision-makers (Mayor, Administrator, Council) are solid and strong.
I am hoping to join this committed group to help advance Plymouth, WI to the "next level"

Are you or a member of your family associated with any Organization / Employment that might be deemed a conflict of interest in performing your duties if appointed to this position?

☐ YES ☒ NO If yes, please state name of Organization/Employment _____

Do you have any relatives working or serving for the City of Plymouth?

☒ YES ☐ NO If yes, please indicate the name and relationship of person _____
Daughter (Alexandra) is seasonal employee at Aquatic Center.

Would you be willing to abstain from voting on matters where a potential conflict of interest exists?

☒ YES ☐ NO

Have you been convicted of a felony or misdemeanor?

☐ YES ☒ NO If yes, please explain convictions _____

SIGNATURE

Brian Kelly

DATE August 14th, 2025

NOTE: Please attach a resume if available.

Candidates should attend the Council meeting at which their appointment will be discussed. Upon confirmation, the oath of office will be administered by the City Clerk.

BRETT PILLING

434 Fremont Street
Plymouth, Wisconsin 53073
(920) 918-9484
Brettpilling@gmail.com

EXPERIENCE

12/23-Present

Aurora Medical Center-Grafton, Grafton, Wisconsin

Public Safety Officer

Responsible for assisting patients, teammates, and visitors in conflict resolution, utilizing various deescalation techniques. Provide welcome services, and internal/external building security. Responsibilities also include contraband searches, safekeeping of valuables, key control, landing zone security. Other duties include public relations, crisis intervention, and working closely with MDs, RNs, CNAs, and other medical caregivers.

10/96-12/23

Sheboygan County Sheriff's Office, Sheboygan, Wisconsin

Communications Officer

Responsible for answering emergency and non-emergency phone calls (including cell lines) for law enforcement, fire and EMS, and dispatching the appropriate response units to the scene; Entering warrants, injunctions, stolen articles, and missing persons into the TIME CIB and NCIC database; Monitoring alarms. Additional specialized responsibilities include:

5/13-Present	Communications Training Officer (CTO)
10/13	Elected by peers/Appointed to Combined Communications Center Advisory Board
11/13-Present	Crisis Negotiator (Certified by FBI Academy)
05/14	Instructor for 2014 Citizen's Academy
10/17-5/22	Member Emergency Medical Dispatch (EMD) Quality Improvement Unit (QIU)
10/18-Present	Creator/Administrator of Emergency Communications Center Facebook Page (8.2K Followers, 6.4K Likes)

6/21-4/22

Acuity Insurance, Sheboygan, Wisconsin

Security Officer

This armed position required building (and property) check "tours", to assure all company assets were safe and secure when facility was unoccupied. Responsible for responding to all internal security and fire alarms. Documented incident reports in an accurate and efficient manner

6/95-1/08

Plymouth Ambulance Service, Inc., Plymouth, Wisconsin

8/12-2/18

Orange Cross Ambulance Service, Sheboygan, Wisconsin

Emergency Medical Technician (Advanced)

Responsible for the treatment of and transport of injured or ill patients to the appropriate medical facility; Cleaning and maintaining response vehicles and equipment; Former Crew Chief; Board of Directors member

6/88-6/05

The American Club Resort Hotel, Kohler, Wisconsin

Front Desk Agent

Responsible for reservations and registration of guests; Posting of room charges and cashiering; Answering phones and giving effective direction and information to guests and visitors

Security Officer

Responsible for ensuring safe and secure atmosphere for guests and employees of all hospitality businesses; Maintaining adequate key control; Protection of company, guest, and employee assets; Responding to non- and emergency medical incidents

Bellman

Responsible for assisting guests to their rooms (including luggage handling and valet parking); Providing efficient direction to guests to all hospitality business and other points of interest; Knowledge of all restaurant and shop hours

Inn on Woodlake, Kohler, Wisconsin

Front Office Coordinator

Responsible for overseeing front desk operations; hiring and training new clerks; Scheduling staff and developing training manual; Evaluating employees; Making bank deposits and issuing change

5/95-3/96

Osthoff Resort, Elkhart Lake, Wisconsin

Assistant Front Desk Manager

Responsible for overseeing all front desk operations; Performing pm shift Manager on Duty roles (resort-wide); Maintaining hotel security and guest safety during absence of manager; Training new clerks

EDUCATION

Lakeland College, Sheboygan, Wisconsin

Bachelor of Arts Degree—Business Administration

Graduation Date: December 1993

Course work includes Management and Marketing Principles, Financial and Managerial Accounting, Organizational Behavior

University of Wisconsin-Sheboygan County, Sheboygan, Wisconsin

Associate of Arts Degree

Graduation Date: December 1989

Course work includes Music Theory, Literature, Composition and Business Writing, Introduction to Psychology, Economics, Introduction to WordPerfect, Lotus, dBase, and DOS

Member of Wind Ensemble, Jazz Ensemble, and Swing Choir

Lakeshore Technical College, Cleveland, Wisconsin

Emergency Medical Technician (State license)

Completion Date: December 1994

AWARDS

Sheboygan County Sheriff's Office

Commendation Award, 2003

Award of Excellence, 2013 and 2018

Life Saving Award, 2018

State of Wisconsin "Star of Life"

Certificate of Commendation, 2007

INTERESTS

Running, walking, biking, gardening/landscaping, emergency medical services; (Former) U12 Girls Select Soccer Coach; Plymouth Soccer Club Board of Directors, Plymouth Parkview Elementary PTK, Uber and Lyft Driver, InstaCart Professional Shopper

REFERENCES

Available upon request

City of Plymouth

Application for Alderperson

DATE OF APPLICATION: 8/13/2025

NAME:

Dana Pittner-Haucke

HOME ADDRESS: 104 Grove Street

STREET

Plymouth

CITY

WI

STATE

53073

ZIP

HOME PHONE: Same as Cell

CELL PHONE: 920-946-7424

EMAIL: danapittner@gmail.com

CITY RESIDENT SINCE: 2016

OCCUPATION Management Consultant/Marketing

PRESENT EMPLOYER: Various Buisness

(If retire, give your former occupation)

What nights are you available for meetings? Mon ☐ Tues ☒ Wed ☒ Thurs ☐

Have you attended any meetings of the City of Plymouth? ☐ YES ☒ NO

List of community or other activities in which you have participated:

Chamber Events, Gift of Life and various downtown events with Haucke Plumbing & Heating.

In the past I have helped within the chiropractic profession and my kids schools. My younger years I was also involved in political campaigns prior to kids & help start a charter school when St. Dominics closed.

Special Interests / Hobbies/ Talents:

Reading, gardening, dancing, public speaking, content creator, family cleaning and cooking. Involved within the Chiropractic profession for over 20 years.

Please state reasons why you want to become a member of the Common Council, including what specific objectives you would be working toward as a member:

Prior to being invited I was looking around to be involved within our community. This opportunity speaks to me as a business owner, and parent. Being a voice within our community would be an honor. My only goal will be to have an ear, voice and help our community grow with the support of the those around me.

Any other information which you feel would be useful to the Common Council and Mayor in reviewing your application: (Attach 2nd page if necessary)

I want the common council to know that I feel honored to be asked to step in to help fill a seat at this time. Do understand that come Spring things could change and I personally am willing to help out in anyway short term or long term. I do have one conflict for a few weeks on Tuesdays. We have puppy training until 630 so I will arrive close to 7. This is not me being late! I normally and punctual.

Are you or a member of your family associated with any Organization / Employment that might be deemed a conflict of interest in performing your duties if appointed to this position?

☐ YES ☒ NO If yes, please state name of Organization/Employment _____

Do you have any relatives working or serving for the City of Plymouth?

☐ YES ☒ NO If yes, please indicate the name and relationship of person _____

Would you be willing to abstain from voting on matters where a potential conflict of interest exists?

☒ YES ☐ NO

Have you been convicted of a felony or misdemeanor?

☐ YES ☒ NO If yes, please explain convictions _____

SIGNATURE Dana Pittner-Haucke

Digitally signed by Dana Pittner-Haucke
Date: 2025.08.14 13:41:28 -05'00'

DATE 8/14/25

NOTE: Please attach a resume if available.

Candidates should attend the Council meeting at which their appointment will be discussed. Upon confirmation, the oath of office will be administered by the City Clerk.



Dana Pittner-Haucke

Experience

August 2016- Present **Otto Chiropractic, Appleton, WI**

Team Consultant • Coach • Office Management

January 2018- Present **Lakeland Chiropractic, Oostburg, WI**

Chiropractic Assistant/Technician • Patient Advocate • Marketing Department

November 2019–Present **DM Admin Consulting Services, Plymouth, WI**

Administrative Services • On-line Marketing • Chiropractic Clinic Team Training • Basic Office Management

February 2020-Present **Haucke Plumbing & Heating Inc.**

Vice President • Marketing Manager • Human Resource Assistant

November 2011–December 2019 **Petty Michal & Associates Whitefish Bay, WI**

Chiropractic Consultant •

November 2008- April 2016 **Petty Michal & Associates, Sheboygan, WI**

Director of Client Services •

Education

Chiropractic Radiology Program

2010- Present **Chiropractic Technician C.E. Program West Bend, WI**

2010- Present **Chiropractic Technician Certification from WI Dept of Regulations 2010 (WI law requirement)**

Fred Pryor Learning Solutions - Workplace Education

- All Microsoft Products and Various online Apps
- Communication skills for women
- Manager Expertise 2010-present.

Plymouth, WI 53073



920.946.7424

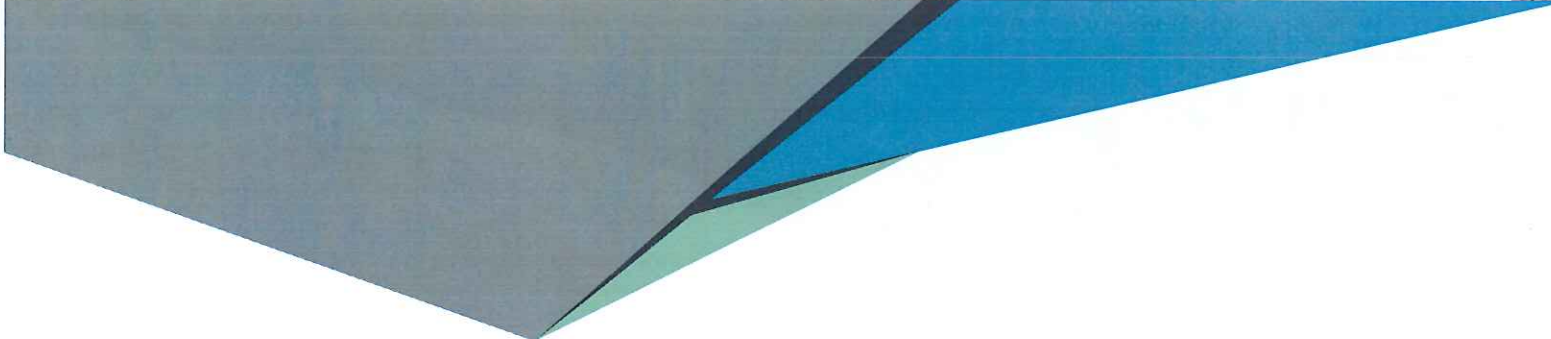


Danapittner@gmail.com



about.me/dpittner





2003-2004

Wisconsin Chiropractic Association

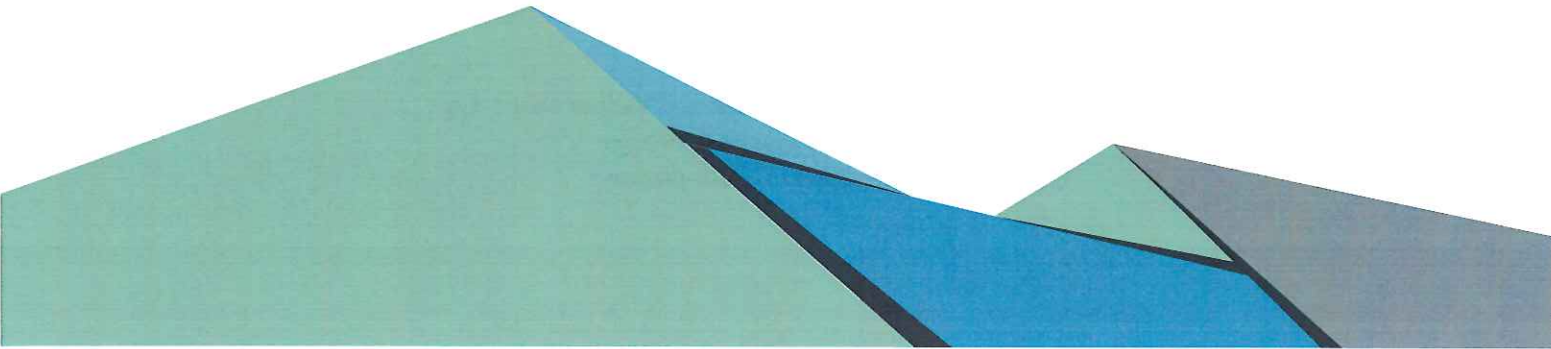
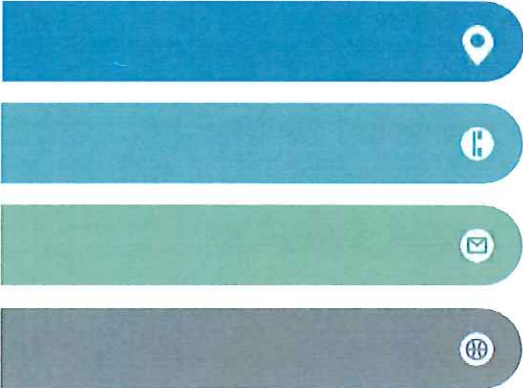
Madison, WI

- Therapeutic Modalities
- Chiropractic Radiology
- Examination and Record Keeping

Leadership Mission & Accomplishments

To ensure that chiropractic is alive and growing in the years to come; by empowering doctors, team members, practice members to love and to live a chiropractic lifestyle.

- Dr. Jay Morgan Chiropractic Training Seminars 2017 & 2019
- Nebraska Chiropractic Physicians Association 2017
- Sherman Practice Success Program 2016
- Evolve Women Chiropractic Event 2016
- Maine Chiropractic Assistant Association Speaker 2016
- Life Chiropractic West- Wave 2015
- EPOC 2014-15 guest speaker
- Sherman Lyceum 2014
- League of Chiropractic Women
- Team Trainer Speaker for Chiropractic Society of Wisconsin 2012
- Innate Expressions Ltd. Volunteer Vender Sales
- New Beginnings Chiropractic Assistant Program 2011-2012
- Speaker for Massachusetts State Association
- Speaker for Chiropractic Society of Wisconsin
- Brownie Girl Scout Leader
- Volunteer for local schools/our family church
- Motivational speaker for various women's groups



City of Plymouth

Application for Alderperson

DATE OF APPLICATION: 08/14/2025

NAME:

TYLER REZACHEK

HOME ADDRESS: 29 BIRCH LANE

STREET

PLYMOUTH

CITY

WI

STATE

53073

ZIP

HOME PHONE: _____

CELL PHONE: 920-287-6397

EMAIL: tylerezachek@gmail.com

CITY RESIDENT SINCE: 2014

OCCUPATION Entrepreneur

PRESENT EMPLOYER: Self-Employed

(If retire, give your former occupation)

What nights are you available for meetings? Mon ☒ Tues ☒ Wed ☒ Thurs ☒

Have you attended any meetings of the City of Plymouth? ☒ YES ☐ NO

List of community or other activities in which you have participated:

Member of Plymouth Lion's Club, Organized a community wide Easter egg hunt at Fireman's Park in Elkhart Lake,
Sponsored numerous sports teams, made donation of time and treasure to several local charity organizations like
Project Angel Hugs, Lemons of Love, and Scouts BSA

Special Interests / Hobbies/ Talents:

Woodturning, woodworking, speaking to military veteran entrepreneurs (Texas A&M and Wright State University)
Participating and judging both local and national pitch competitions.

Please state reasons why you want to become a member of the Common Council, including what specific objectives you would be working toward as a member:

I'd like to be more involved in decisions that impact myself, my children, and my community as a whole.

Specific Objective #1: Work towards developing and implementing a city wide plan to address underutilized and under-maintained commercial buildings (K-Mart, former Utilities Building, several buildings in the railroad corridor)

Any other information which you feel would be useful to the Common Council and Mayor in reviewing your application: (Attach 2nd page if necessary)

Specific Objective #2: Work with community leaders, stakeholders, and citizens to identify the services and community amenities they desire in Plymouth. Then work with City leadership, City employees, and private local companies to provide those services and amenities at the best possible cost to the taxpayer.

Are you or a member of your family associated with any Organization / Employment that might be deemed a conflict of interest in performing your duties if appointed to this position?

☐ YES ☒ NO If yes, please state name of Organization/Employment _____

Do you have any relatives working or serving for the City of Plymouth?

☐ YES ☒ NO If yes, please indicate the name and relationship of person _____

Would you be willing to abstain from voting on matters where a potential conflict of interest exists?

☒ YES ☐ NO

Have you been convicted of a felony or misdemeanor?

☐ YES ☒ NO If yes, please explain convictions _____

SIGNATURE TYLER REZACHEK DATE 08/14/2025

NOTE: Please attach a resume if available.

Candidates should attend the Council meeting at which their appointment will be discussed. Upon confirmation, the oath of office will be administered by the City Clerk.

Tyler Rezachek

Plymouth, WI | 920-287-6397 | [linkedin.com/in/tyler-rezachek](https://www.linkedin.com/in/tyler-rezachek)

Professional Experience

Founder & CEO, AntiMussel

Dec 2021 – Present | Plymouth, WI

- Established and manage an environmental enterprise addressing invasive mussel infestations in Wisconsin waterways, turning ecological challenges into sustainable community solutions.
- Coordinated with local stakeholders, environmental groups, and agencies to conduct pilot projects improving water quality and recreational usability.
- Secured grant funding and public recognition to advance initiatives benefiting both local economies and natural resources.

Co-Owner & Operator, A to Z Concessions LLC

Jan 2020 – Present | Wisconsin

- Manage seasonal concessions serving local and regional events, enhancing community experiences and supporting local tourism.
- Oversee operations, budgeting, and vendor relations, ensuring compliance with health, safety, and municipal regulations.

Inside/Outside Sales Representative, Central Payment

Oct 2015 – Dec 2019 | Wisconsin

- Built strong relationships with small business owners, helping them access tools to streamline operations and strengthen their economic presence.
- Recognized with multiple performance awards for excellence in service and client satisfaction.

Mechanical Design Intern, Phil's Pumping and Fabrication

Dec 2014 – Jun 2015 | Chilton, WI

- Supported local manufacturing through precision engineering projects, enhancing efficiency and quality in agricultural and municipal equipment.

CH-47 Helicopter Repairer, U.S. Army

Aug 2008 – Jan 2013

- Led and trained teams in high-pressure environments, ensuring safety and operational readiness of critical equipment.
- Developed skills in leadership, discipline, and collaborative problem-solving that continue to guide community and civic engagement.

Education

Texas A&M; University – Certificate of Completion, Entrepreneurship Bootcamp for Veterans, 2021

Cornell University – Certificate, Sales Growth, 2018

Honors, Awards & Certifications

- AccelerateSheboygan Pitch Competition – 2nd Place (2022) & People's Choice Award (2022)
- AccelerateSheboygan Pitch Competition – People's Choice Award (2024)
- New North Regional Pitch Competition at TitledTownTech – 2nd Place (2022)
- Best New Agent – Central Payment Wisconsin, 2016
- Rookie of the Month – Central Payment, 2015
- OSHA 30-Hour Construction Outreach – 360training, 2020
- Certified SolidWorks Associate – Dassault Systèmes, 2015

Community Involvement & Philanthropy

- Active Member, Plymouth Lions Club since 2023, supporting local service projects and community initiatives.
- Youth Sports Sponsor, contributing to multiple YMCA middle school volleyball teams.
- Event Host, organized and ran a free Easter Egg Hunt at Elkhart Lake Fireman's Park in 2025, serving 216 children.
- Project Angel Hugs, donated a refrigerator/freezer in 2024 to support their mission of aiding children with cancer.
- Lemons of Love, contributed time, materials, and support over several years to assist cancer patients in the Plymouth community.

Kenneth Ruggles

Chief of Police

Phone: 920-893-6541 **Fax:** 920-892-6143 **Web:** www.plymouthgov.com

128 Smith Street P.O. Box 218 Plymouth, WI 53073-0218



TO: Common Council, City of Plymouth

FROM: Ken Ruggles, Chief of Police

DATE: 21 August 2025

RE: Revision of City Ordinance: Sex Offender Restrictions

BACKGROUND:

Staff brought forth a revision to Section 11-2-17 Sexual Offender Restrictions of the City of Plymouth Code of Ordinances for consideration by the Committee of the Whole. Guidance was obtained from the City Attorney regarding legal challenges and liability. Staff also reviewed several studies related to sexual offenders and recidivism. The restrictions found in the existing Plymouth municipal code were out of date compared to other municipalities within Sheboygan County.

In general, we may make reasonable restriction on sexual offenders as long as those restrictions are intended to regulate, not punish offenders outside due process and the court system. Consideration should be taken regarding the nature of the crime committed, the penalty served, rehabilitation of the offender and the propensity to reoffend (recidivism). When balanced against community concern and public safety, these regulations cannot completely prevent sexual offenders from finding places to live within our community.

FINDINGS:

Staff proposes the attached revision to Section 11-2-17 Sexual Offender Restrictions of the City of Plymouth Code of Ordinances. The new revision accomplishes these goals:

1. Establishes "Residency Restrictions" which prohibit Sex Offenders from establishing new residences within 1,000 feet of schools within the city. Exceptions are listed for treatment and previously established residences.
2. An "Original Residency Restriction" is also established prohibiting sex offenders from establishing residency within the City of Plymouth unless:
 - a. The person resided in Sheboygan County at the time of the offense which resulted in registry as a sex offender, or
 - b. The person will reside with a family member who has already established residency.

3. The new revision maintains the existing “Safety Zones” which incorporate the real property of these facilities:
 - a. Schools
 - b. Public parks, playgrounds, pools and pathways.
 - c. Licensed daycares.
 - d. Public libraries.
 - e. Athletic fields used by children.
 - f. Residential care centers for children.
 - g. Public community centers.
4. The existing “Loiter free zones” are also maintained. These zones include 200 feet around all “Safety Zones” and prohibit a registered offender from loitering without lawful purpose.
5. The revision also maintains restrictions on sex offenders from participating in certain holiday activities that involve children, such as Halloween, Christmas or Easter in a manner that would promote contact with children.
6. Finally, the new ordinance would establish an appeal process for sex offenders to seek an exemption from these restrictions based on unusual circumstances, specific need or factors not listed within the ordinance. The Board of Appeals would handle such petitions.

Staff created the attached map displaying the new residential restrictions, safety zones and no loitering zones. This map will be updated annually and made available to the public if the revised ordinance is approved.

RECOMMENDATION:

Staff recommends the Council adopt the revised ordinance, Section 11-2-17 Sexual Offender Restrictions.

CITY OF PLYMOUTH, WISCONSIN

Ordinance No. _____ of 2025

AN ORDINANCE REPEALING AND RECREATING SECTION 11-2-17 OF THE CITY OF PLYMOUTH CODE OF GENERAL ORDINANCES RELATED TO REGULATION OF SEXUAL OFFENDERS

WHEREAS, Wis. Stat. Chs. 940, 944 and 948 govern the punishment of individuals who commit sex crimes as well as govern the release into the community of such individuals; and

WHEREAS, the Common Council has reviewed findings in the following studies related to recidivism and risk related to individuals who have committed sex crimes:

(a) Center for Sex Offender Management Fact Sheet: What You Need to Know About Sex Offenders. This fact sheet provided information about sex offender recidivism, including that it is estimated that one in every five girls and one in every seven boys are sexually abused by the time they reach adulthood; that one in six adult women and one in thirty-three adult men experience an attempted or completed sexual assault; that approximately 67% of all victims of reported sexual assaults are under age 18 and more than half are under age 12; and that about 12-24% of sex offenders will re-offend.

(b) U.S. Department of Justice, Bureau of Justice Statistics – Recidivism of Sex Offenders Release from Prison in 1994. This study found that compared to non-sex offenders release from state prisons, release sex offenders were four times more likely to be re-arrested for a sex crime.

(c) Correctional Service Canada – Forum on Corrections Research. This study of 178 sex offenders released from a maximum-security psychiatric facility found that after an average follow-up of 59 months, 27.5% of sex offenders in the study sexually recidivated and 40.4% of the sex offenders were arrested, convicted, or returned to a psychiatric facility for a violent offense.

(d) California Research Bureau – The Impact of Residency Restrictions on Sex Offenders and Correctional Management: A Literature Review. This study found that at the time it was written twenty-two states had enacted some form of residency restriction that prohibits sex offenders from living within a certain distance of schools, daycare centers, or places where children congregate. The least restrictive among them was 500 feet, but distances from 1,000 to 2,500 feet were common.

(e) National Bureau of Economic Research – There Goes the Neighborhood? Estimates of the Impact of Crime Risk on Property Values from Megan's Laws. This study found that the majority of both violent and non-violent offenses take place less than one mile from victims' homes. It also found that prices of homes near sex offenders declined considerably following an offender's arrival in the neighborhood.

(f) An Evaluation of Sex Offender Residency Restrictions in Michigan and Missouri. This study found that while in Michigan, residency restrictions led to a slight increase in recidivism, in Missouri, the reconviction rate declined.

WHEREAS, based on the above studies and other information presented to the Common Council, the Council has determined that the restrictions set forth in this ordinance serve the purpose of protecting the public health, safety and welfare from the risk of recidivism of sex offenders; and

WHEREAS, the Council has further determined that the intent and effect of this ordinance is not to banish sex offenders from residing within the City and careful attention has been given to ensure that there are ample locations for sex offenders to reside within the City in compliance with the requirements of this ordinance; and

WHEREAS, the Council has further determined that the opportunity for individualized consideration of the risks and benefits of residency restrictions on a case-by-case basis is the best approach to achieve the purpose of this ordinance and, to that end, this ordinance establishes an “exemption” process by which a sex offender may seek an exemption from its residency restrictions by petitioning to the Council’s Sex Offender Residence Board.

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

Section 1. Repealing Code. Section 11-2-17, is hereby repealed in its entirety.

Section 2. Recreating Code. Section 11-2-17, Sex Offender Restrictions, is hereby recreated to read as follows:

“SEC. 11-2-17 Sex Offender Restrictions.

(a) *Definitions.*

(1) Sex offender. A person who has been convicted of, has been found delinquent of, or has been found not guilty of by reason of disease or mental defect of a crime against children or a sexually violent offense, as defined in Wis. Stat. § 980.01(6).

(2) Crime against children. Shall mean an offense against a child as set forth in Wis. Stat. Chs. 940, 944 or 948.

(3) Loiter free zones. The 200-foot radius surrounding all safety zones.

(4) Residence. A place where a person sleeps, abides, lodges, or resides on a permanent or regular basis. For purposes of this definition, a permanent basis means 14 or more consecutive days and a regular basis means 14 or more aggregate days during any calendar year and four or more days in any month. A person may have more than one residence.

(5) Safety zones. Certain areas that are designated by the city under subsection (d), below. Safety zones will not expand beyond the real estate parcel or parcel(s) upon which the building, park, or establishment is located

that instigated the city's designation of such restricted zone but will include contiguous parcels used for ancillary purposes such as an athletic field located adjacent to a school.

(6) *Safety zone maps.* An official map, maintained by the city, showing safety zones designated in red and loiter free zones designated in yellow (the "restricted zone map"). Restricted zone maps will be available at the city clerk's office.

(b) *Residency restriction.*

(1) Except as otherwise provided in this Ordinance, a Sex Offender may not reside within 1,000 feet of any real property upon which there exists a school for children, whether the school is located within the City or in another municipality.

(2) For purposes of this section, distance is to be measured in a straight line from the closest boundary line of the real property upon which the Sex Offender's residence is located to the closest boundary line of the real property of the applicable use.

(3) The residency restriction shall not apply as set forth in Wis. Stat. § 980.135.

(c) *Residency restriction exceptions.* A Sex Offender residing within an area otherwise prohibited by Section (b) does not commit an offense if any of the following apply:

(1) The person is required to serve a sentence at a jail, prison, juvenile facility, or other facility located at the otherwise prohibited location.

(2) The person had established a residence, as defined in Section (a) above, at the location prior to the effective date of this Ordinance.

(3) The use enumerated in Section (b) was established after the Sex Offender established a residence at the location and registered that residence as required by law.

(4) The Sex Offender is a minor or ward under guardianship.

(d) *Safety zones.* No Sex Offender may enter or be present on any real property upon which there exists any facility used for or which supports the use of:

(1) A school for children.

(2) A public park, park facility, or pathway.

(3) A daycare licensed by the State of Wisconsin.

(4) A public library.

- (5) A public playground.
- (6) A public athletic field used by children.
- (7) A residential care center for children.
- (8) A public swimming pool or beach.
- (9) A public community center.

(e) *Safety zone exceptions.* A Sex Offender present in an area otherwise prohibited by Section (d) above, does not commit an offense if any of the following apply:

(1) The property supporting a use enumerated in Section (d) also supports a church, synagogue, mosque, temple, or other house of religious worship, subject to the following conditions:

- a. Entrance and presence on the property may occur only during hours of worship or other religious program or service.
- b. The person may not participate in any religious education programs that include individuals under the age of 18.

(2) The property supporting a use enumerated in Section (d) also supports a use lawfully attended by the Sex Offender's natural or adopted child or children, which child's use reasonably requires the attendance of the Sex Offender, provided that entrance and presence on the property occurs only during hours of activity related to the use by the child or children.

(3) The property supporting a use enumerated in Section (d) also supports a polling location in a local, state, or federal election, subject to the following conditions:

- a. The Sex Offender is eligible to vote.
- b. The polling location is the designated polling location for the Sex Offender.
- c. The Sex Offender casts his or her ballot with whatever usual and customary assistance is available and vacates the property immediately after voting.

(4) The property supporting a use enumerated in Section (d) also supports a school lawfully attended by the Sex Offender as a student, provided that the Sex Offender may only remain on the property at such times that are reasonably required for his or her educational purposes.

(5) The property supporting a use enumerated in Section (d) also supports a police station, City hall, public library (excluding areas which are

primarily frequented or used by children) or other governmental building, provided that the Sex Offender vacates the property immediately after completing the activity that required his or her presence at the property.

(f) *Original Residency Restriction.* In addition to the other residency restrictions set forth herein and subject to the limitations in Section (c), no Sex Offender may establish a residence in the City unless he or she was a resident of Sheboygan County at the time of the most recent offense resulting in the person's most recent conviction, commitment, or placement as a Sex Offender. This limitation shall not apply to the establishment of a residence at a dwelling that is owned by a member of the Sex Offender's family at the time the Sex Offender establishes residence therein. For purposes of this section, a member of a Sex Offender's family means the Sex Offender's mother, father, brother, sister, child, or grandparent.

(g) *Loiter-free zones:* It is unlawful for a designated offender to loiter within a safety zone or loiter-free zone.

(h) *Holiday prohibition:* It is unlawful for any designated offender to participate in a holiday event involving children under 16 years of age, such as distributing candy or other items to children on Halloween, wearing a Santa Claus costume on or preceding Christmas, or wearing an Easter Bunny costume on or preceding Easter. Holiday events in which the designated offender is the parent or guardian of the children involved, and no non-familial children are present are exempt from this paragraph.

(i) *Sale or rental of property for use by Sex Offenders.* No person may sell or rent any place, structure, or part thereof with knowledge that it will be used as a residence by any Sex Offender that is prohibited from establishing residence therein by this ordinance.

(j) *Petition for exemption.*

(1) A Sex Offender may seek an exemption from this Ordinance by petitioning to the Board of Appeals.

(2) The Board of Appeals shall approve an official petition form. The Sex Offender seeking an exemption must complete the petition and submit it to the City Clerk, who shall forward it to the Board of Appeals. The Board of Appeals shall hold a hearing on each petition, during which the Board of Appeals may review any pertinent information and accept oral or written statements from any person. The Board of Appeals shall base its decision on factors related to the City's interest in promoting, protecting, and improving the health, safety, and welfare of the community. Applicable factors for the Board to consider include, but are not limited to:

- a. Nature of the offense that resulted in Sex Offender designation.
- b. Date of offense.
- c. Age at time of the offense.

- d. Recommendation of probation or parole officer.
- e. Investigative report of the Police Department.
- f. Recommendation of any treating practitioner.
- g. Counseling, treatment and rehabilitation status of the Sex Offender.
- h. Remorse of the Sex Offender.
- i. Duration of time since the Sex Offender's incarceration.
- j. Support network of the Sex Offender.
- k. Relationship of the Sex Offender and victim(s).
- l. Presence or use of force in offense(s).
- m. Adherence to terms of probation or parole.
- n. Proposals for safety assurance of the Sex Offender.
- o. Conditions to be placed on the exemption.

(4) The Board of Appeals shall decide by majority vote whether to grant or deny an exemption. An exemption may be unconditional or limited to a certain address, duration, or subject to other reasonable conditions. The Board's decision shall be final for purposes of any appeal. A written copy of the decision shall be provided to the Sex Offender and the Police Department.

(i) *Enforcement.* A person violating this Ordinance shall be subject to forfeitures in an amount of not less than \$200.00 nor more than \$500.00 for each violation plus the costs of prosecution (including reasonable attorneys' fees). For purposes of calculating forfeitures, each day that a violation exists shall constitute a separate offense. Violations of this Ordinance are also deemed public nuisances, and the City may bring an action in circuit court to enjoin or abate any violation."

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: _____, 2025

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: _____, 2025

ANNA VOIGT, Clerk

SEX OFFENDER
ORDINANCE MAP

LEGEND

- PUBLIC PATHWAY SAFETY ZONE
- SAFETY ZONE
- SCHOOL SAFETY ZONE
- 200 FOOT NO LOITERING RESTRICTION
- 1,000 FOOT RESIDENCY RESTRICTION
- PARCEL BOUNDARY
- CITY LIMITS

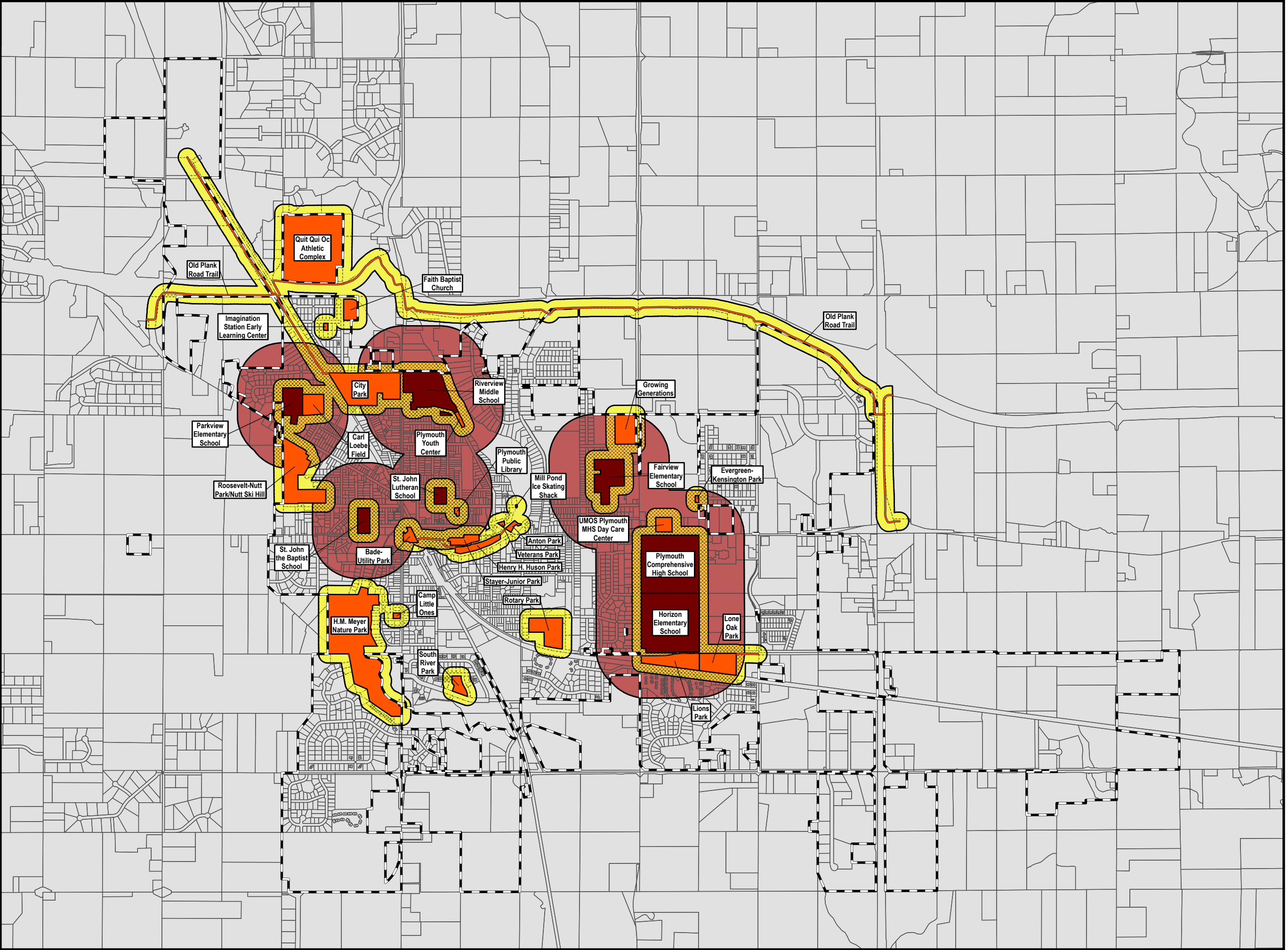
NOTES:

- 1. MAP UPDATED ON 8/20/2025.
- 2. PARCEL BOUNDARIES PROVIDED BY SHEBOYGAN COUNTY.

1:24,000

1" = 2,000'

0 1,000 2,000 FEET





DATE: August 21, 2025

TO: Common Council

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

RE: **Discussion and Possible Action on Certified Survey Map (CSM);** Parcel number 59271827950 – located on Kiley Way and Walton Dr. in the City of Plymouth, to divide the parcel into two parcels of 1.81 acres and 1.4 acres in the B-1 Business office Zoning District– Jack Johnston, Assistant City Administrator / Community Development Director

Background:

Excel Engineering has submitted a 2 lot CSM to divide the currently vacant ~3.21 acre parcel on the northwest corner of Kiley Way and Walton Drive. The CSM splits the existing lot in two. Lot 1 on the CSM is 1.4 acres in size and will be occupied by Premier Financial Credit Union, who applied for and received site plan approval for a new credit union branch at the Plan Commission meeting on August 7. Lot 2 is 1.81 acres in size and will remain vacant for future development opportunities. Both parcels retain the parent parcel's B-1 zoning designation.

Engineering Review:

The CSM was sent to Jay Panetti at Gremmer Engineering for engineering review. Mr. Panetti submitted a letter with minor corrections to be made to the CSM earlier in August. All corrections to the CSM have since been made and a letter from Mr. Panetti is included in the packet indicating such.

City Approval Process/Plan Commission Recommendation:

The City's Common Council is the final City body to give approval of the CSM from the City of Plymouth. However, the Plan Commission must first furnish a recommendation to the Council. This CSM was presented to the Plan Commission on August 7 and received a unanimous recommendation for approval.

Staff Recommendation:

Staff recommends the Common Council approve the CSM as presented.

Copies Mailed/Emailed To:

- I. Reid Jahns: reid.jahns@excelengineer.com
- II. Chris Elias: celias@lmacchiagroup.com

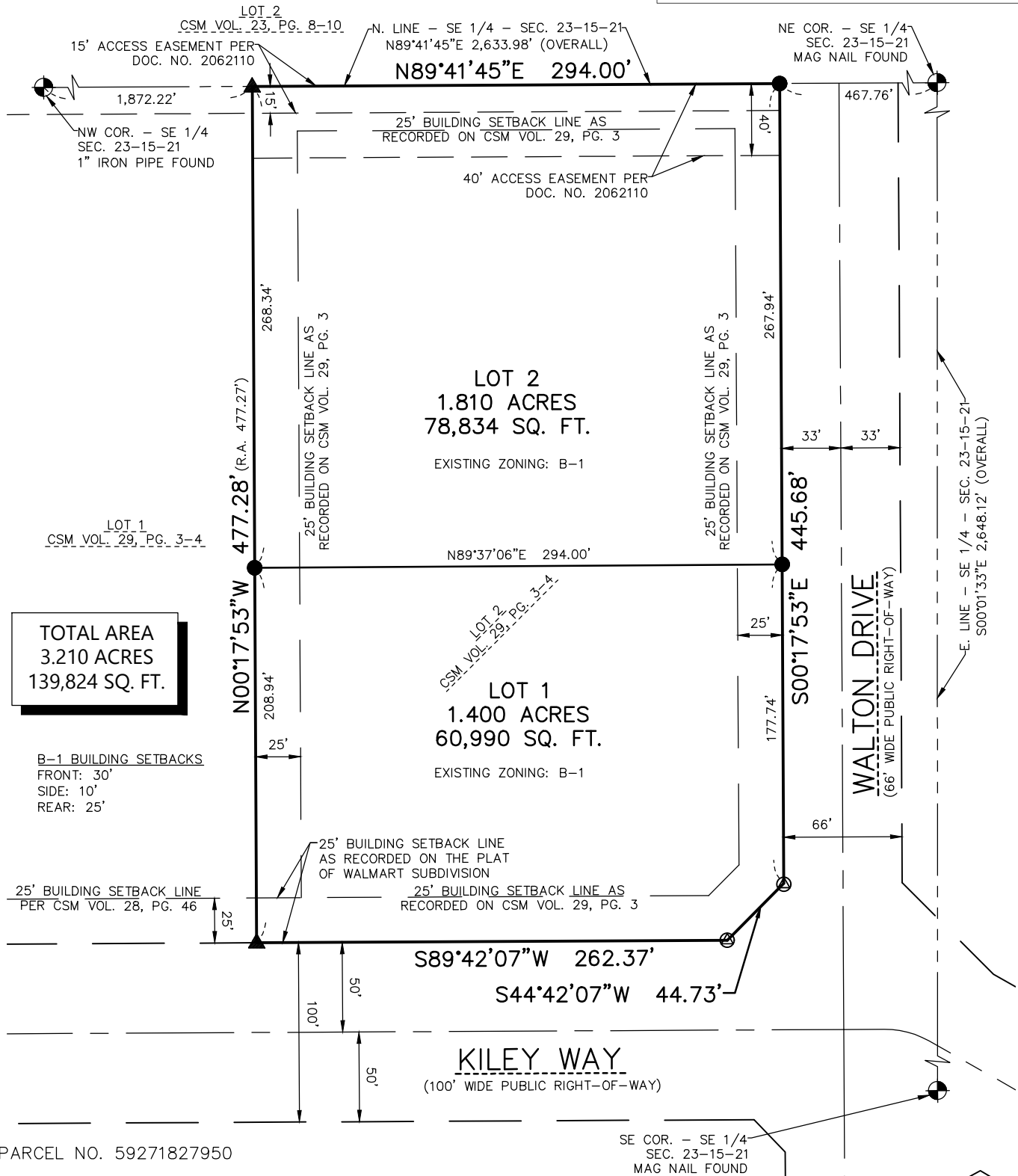
Attachments:

- I. Certified Survey Map
- II. Engineer Review Letter

CERTIFIED SURVEY MAP NO.

FOR
57-23, LLC

LOT 2 OF CSM VOL. 29, PG. 3-4, BEING PART OF THE
NORTHEAST 1/4 OF THE SOUTHEAST 1/4, SECTION 23,
TOWNSHIP 15 NORTH, RANGE 21 EAST, CITY OF
PLYMOUTH, SHEBOYGAN COUNTY, WISCONSIN.



PARCEL NO. 59271827950

LEGEND

- – 3/4" x 18" REBAR SET
WEIGHING 1.50 LBS/FT.
- ▲ – 1" IRON PIPE FOUND
- ⊗ – 2" IRON PIPE FOUND
- ⊕ – SECTION CORNER MONUMENT FOUND

(R.A.) "RECORDED AS" INFORMATION

NORTH POINT REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM, SHEBOYGAN COUNTY. THE EAST LINE OF THE SOUTHEAST 1/4 OF SECTION 23 HAS A BEARING OF NORTH 00°-01'-33" WEST.



SCALE: 1"= 80'

OWNER:
57-23, LLC
909 N. 8TH STREET STE 110
SHEBOYGAN, WI 53081

SHEET 1 OF 3 SHEETS



**100 Camelot Drive
Fond Du Lac, WI 54935
Phone: (920) 926-9800
www.EXCELENGINEER.com**

JOB NO. 250160700

CERTIFIED SURVEY MAP NO. _____

LOT 2 OF CSM VOL. 29, PG. 3-4, BEING PART OF THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4,
SECTION 23, TOWNSHIP 15 NORTH, RANGE 21 EAST, CITY OF PLYMOUTH, SHEBOYGAN COUNTY,
WISCONSIN.

SURVEYOR'S CERTIFICATE

I, Ryan Wilgreen, Professional Land Surveyor, hereby certify:

That I have surveyed, divided and mapped a parcel of land described below.

That I have made such Certified Survey under the direction of 57-23, LLC bounded and described
as follows:

Lot 2 of Certified Survey Map recorded in the Sheboygan County Register of Deeds Office in
Volume 29 on Pages 3-4 as Document No. 2062110, being part of the Northeast 1/4 of the Southeast 1/4 of
Section 23, Township 15 North, Range 21 East, City of Plymouth, Sheboygan County, Wisconsin and
containing 3.210 acres (139,824 sq. ft.) of land more or less.

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

That I have fully complied with the provisions of Section 236.34 of the Wisconsin Statutes and the
Subdivision Ordinance of the City of Plymouth in surveying, dividing and mapping the same.

Ryan Wilgreen, P.L.S. No. S-2647
ryan.wilgreen@excelengineer.com
Excel Engineering, Inc.
Fond du Lac, Wisconsin 54935
Project Number: 250160700

CITY OF PLYMOUTH COMMON COUNCIL APPROVAL

This Certified Survey Map has been reviewed and approved by the City of Plymouth Common Council,
Sheboygan County, Wisconsin.

Dated: _____, _____
_____, Mayor

Dated: _____, _____
_____, Secretary

CERTIFIED SURVEY MAP NO. _____

LOT 2 OF CSM VOL. 29, PG. 3-4, BEING PART OF THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4,
SECTION 23, TOWNSHIP 15 NORTH, RANGE 21 EAST, CITY OF PLYMOUTH, SHEBOYGAN COUNTY,
WISCONSIN.

OWNER'S CERTIFICATE

57-23, LLC, a limited liability company duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, does hereby certify that said limited liability company caused the land described on this map to be surveyed, divided and mapped as represented on this map.

57-23, LLC does further certify that this map is required by s.236.10 or s.236.12 to be submitted to the following for approval or objection:

- 1. City of Plymouth

WITNESS the hand and seal of said owner this _____ day of _____, 20__.

57-23, LLC

_____, _____
(Print) (Title)

STATE OF _____)
_____ COUNTY)SS

Personally, came before me this _____ day of _____, 20__, the above named _____ to me known to be the person who executed the foregoing instrument and acknowledged the same.

Notary Public, _____ County, _____
My Commission Expires: _____



August 18, 2025

City of Plymouth
128 Smith Street
Plymouth, WI 53073

Subject: 57-23 LLC Certified Survey Map

Dear Mr. Johnston:

All previous comments have been addressed and are considered 'OK', completing the review of the certified survey map.

Please feel free to contact me if you have any questions or need anything else.

Sincerely,

Jay Panetti, PLS
Gremmer & Associates, Inc.