

**CITY OF PLYMOUTH, WISCONSIN
TUESDAY, DECEMBER 9, 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, November 25, 2025**
 - B. Approve City and Utility Reports:**
 - I. List of City & Utility Vouchers dated 11/01/2025 – 11/30/2025**
 - C. Minutes acknowledged for filing — Library Board: October 6 - Community Television: November 10 - Police & Fire Commission: November 19 — Committee of the Whole: November 25**
 - D. Building Report for November 2025 – 22 Permits at \$21,597,216**
 - E. Approval of December 15, 2025 Fire Department Annual Recognition Dinner in the Fire Department Training Room (Including Alcohol in the Building)**
 - F. Approve Street Use Permit: Plymouth Art Center on December 31, 2025 from 7:30 PM – 10:30 PM. Request to close North St., from the corner/intersection Mill, Eastern Ave. and North St. at the stoplight, past the PAC driveway to the corner of Main and North St.**
 - G. Approve Election Officials list for the 2026-2027 term**
 - H. Approve Application for a Class “B” Beer and “Class C” Wine Liquor License for Cheese Capital Winter Park, at 750 W Main St. Approved by the Clerk’s Office and Police Department.**
 - I. Approve Fire Chief Job Description**
- 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. Public Hearing followed by Discussion and Action:**
 - A. Ordinance No. 18 An Ordinance Amending the City of Plymouth, Wisconsin Comprehensive Plan Existing Land Use Map and Future Land Use Map by Changing Property from Agricultural to Residential (Parcel 59271829210) – Jack Johnston, Assistant City Administrator / Community Development Director**
- 7. Ordinance:**
 - A. No. 19 – An Ordinance Repealing and Recreating Section 11-2-17 of the City of Plymouth Code of General Ordinances Related to Regulation of Sexual Offenders – Tim Blakeslee, City Administrator/Utilities Manager**

8. New Business:

- A. Discussion and Possible Approval of Certified Survey Map; Parcel Number 59271829210, to Divide the Parcel into Two Parcels of 55.8044 Acres and 10.6875 Acres in the A – Agricultural Zoning District – Jack Johnston, Assistant City Administrator / Community Development Director**
- B. Discussion and Possible Approval of Grant Application Agreement & Site Access Agreement with Glacier Transit & Storage, Inc. (GTS) regarding 322 Cold Storage St. – Jack Johnston, Assistant City Administrator / Community Development Director**
- C. Discussion and Possible Approval of Agreement with Mueller Communications– Tim Blakeslee, City Administrator/Utilities Manager**
- D. Discussion and Possible Approval of Agreement with Prevea for Center of Health and Wellness Healthcare Services – Tim Blakeslee, City Administrator/Utilities Manager**
- E. Discussion and Possible Approval of Wood Chipper Purchase from Brooks Tractor in the Amount of \$69,619.20. – Ryan Roehrborn, Electrical Operations Manager**
- F. Discussion and Possible Approval of a Skid Steer Purchase from Miller Implement in the Amount of \$144,545.99 – Cathy Austin, Director of Public Works**
- G. Discussion and Possible Approval of Temporary Construction Limited Easement with Parcel 59271820350 – Tim Blakeslee, City Administrator/Utilities Manager**

9. 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 – Sargento

AND

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 regarding City Administrator Annual Performance Evaluation

10. Entertain a Motion to go into Open Session

11. Discussion and Possible Action on Closed Session Item

12. Adjourn to 7:00 PM on Tuesday, January 13, 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, NOVEMBER 25, 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: Angie Matzdorf, Jeff Tauscheck, Diane Gilson, Dana Haucke, Mike Penkwitz, John Binder, Dave Herrmann, and Kevin Sande. Also present: City Administrator/Utilities Manager Tim Blakeslee, Electrical Operation Manager Ryan Roehrborn, Finance Director of Chris Russo, City Attorney Crystal Fieber, Police Chief Ken Ruggles, Deputy Chief Matt Starker, and City Clerk/Deputy Treasurer Anna Voigt.
2. **Pledge of Allegiance.**
3. **Approval of the Consent Agenda (Alderspersons may request removal of item(s), or part thereof without debate or vote):** Motion was made by Tauscheck/Binder to approve the consent agenda. Upon the call of the roll, all voted aye. Motion carried.
 - A. **Approve minutes of the meeting held Tuesday, November 11, 2025**
 - B. **Approve City and Utility Reports:**
 - I. **Electric, Water and Sewer Sales Report – October 2025**
 - II. **Utility Related Write Offs for November 2025 - \$3,308.11**
 - C. **Minutes acknowledged for filing – Ad Hoc Library Repair, Renovation, and Expansion: October 17 – Plan Commission: October 2 – Police & Fire Commission: November 11**
 - D. **Approve Removing the December 30 Council Meeting**
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.:** Austin McKay
5. **Items removed from Consent Agenda:** None
6. **Resolution:**
 - A. **No. 14 Regarding Adoption of 2026 Salary Schedule** – Blakeslee explained that one of the four strategic goals of the 2023 to 2026 Strategic Plan is workforce recruitment and retention. The City's objective is to attract and retain qualified employees, ensure compensation remains competitive with the market, and maintain a strong position relative to other comparable municipalities and utilities. The resolution updates the salary schedule using a 2.7% inflationary factor. The update adjusts overall ranges and steps, but does not represent increase for individual positions. Motion was made by Tauscheck/Penkowitz to approve Resolution 14. Herrmann asked if there is anything the Council needs to know from closed session in order to approve Resolution 14? Blakeslee answered no, the discussion in closed session is for individual wages. This Resolution is for the wage ranges. Upon the call of the roll, all voted aye. Motion carried.

7. **New Business:**

- A. Discussion and Possible Action on Maintenance and Operation and Maintenance Agreement for Sugar Shack at City Park with Plymouth Maple Association** – Blakeslee explained earlier this year the Sugar Shack had its grand opening at City Park. The Plymouth Maple Association constructed and built the sugar shack. The City has an agreement with them to allow maple syrup making. The Association has requested to use the sugar shack for cider making and potentially other activities in the future. Blakeslee worked the City Attorney to add this into the agreement and also allow the option for the City Administrator to grant future items subject to the request. Motion was made by Herrmann/Matzdorf to approve the second amendment to the maintenance and operation agreement. Upon the call of the roll, all voted aye. Motion carried.
- B. Discussion and Possible Action on Professional Services Agreement with Kapur for STH 57 Water Main and Sanitary Sewer Extension** – Blakeslee explained that this agreement is for professional services with Kapur and Associates for design engineering services for the STH 57 Watermain and Sanitary Sewer Extension project. This project is required to facilitate the Sargento project on STH 57 and PP. Motion was made by Tauscheck/Penkwitz to approve the professional services agreement with Kapur and Associates. Penkwitz asked if they would be going under 57? Blakeslee stated it is a possible, and more will be figured out in design. Upon the call of the roll, all voted aye. Motion carried.
- C. Discussion and Possible Action on WPPI Member Revolving Loan Fund Application related to Substation Fiber Project** –Finance Director Russo explained the 2025 Electric Capital Budget included \$300,000 for phase one of the fiber extension to Substation #5, with additional funding for phase two included in the 2026 budget. To fund this project, staff is requesting approval to file an application for the WPPI Member RLF program. This interest free loan is repayable over 10 years. The organization fee for the loan is \$4,000. Motion was Tauscheck/Herrmann to approve staff filing an application for the WPPI Member RLF Program. Mayor Pohlman asked if the loan isn't granted is the City/Utilities out \$4,000? Russo stated no, the \$4,000 is only if the loan is granted. Mayor Pohlman verified the amount of the loan is \$400,000. Russo stated yes, the loan can be a total amount of \$500,000 but there is a current outstanding amount of \$100,000. Upon the call of the roll, all voted aye. Motion carried.
- D. Discussion and Possible Action on Contribution to Ski-Hill Parking Lot Project** – Blakeslee explained the Plymouth Ski Hill group is moving forward with site improvements in preparation for the upcoming winter season. As part of this work a new parking lot is planned on the city-owned parcel adjacent to the hill north of the reservoir. The Ski Hill group encountered unforeseen expenses related to pump installation and associated infrastructure and have indicated that the parking lot may not be completed this year without additional support. Motion was made by Binder/Tauscheck to approve a city cost share of \$12,456 representing half of the Ski Hill parking lot installation cost. There was discussion from the Council about having lighting and security cameras in the parking lot. Upon the call of the roll, all voted aye. Motion carried.
- E. Discussion and Possible Action on proposal with Innovative Public Advisors for Fire Chief Recruitment** – Blakeslee explained that Fire Chief Pafford announced that he accepted the Kiel City Administrator Job. Given the specialized nature of the position staff recommends using a recruitment

firm. Motion was made by Tauscheck/Matzdorf to approve IPA Fire Chief Recruitment Proposal. Upon the call of the roll, all voted aye. Motion carried.

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

Pursuant to Wis. Stat. 19.85 (1)(g) conferring with legal counsel for the government body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved regarding Municipal Code related to 11-2-17

AND

Pursuant to Wis. Stat. 19.85 (1) (c) for considering employment, promotion, compensation or performance evaluation data of public employee over which the governmental body has jurisdiction or exercises responsibility regarding Resolution 15 Establishing the 2026 Compensation of Non-Union Employees

AND

Pursuant to Wis. Stat. 19.85(e) deliberating or negotiating the purchasing of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining require a closed session – Pre 3 TID Application Review

9. **Entertain a Motion to go into Open Session:** Motion was made by Matzdorf/Tauscheck to go into open session. Upon the call of the roll, all voted aye. Motion carried.
10. **Discussion and Possible Action on Closed Session Item:** Motion was made by Tauscheck/Matzdorf to approve Resolution 15 Establishing the 2026 Compensation of Non-Union Employees. Upon the call of the roll, all voted aye. Motion carried.
11. **Adjourn to 7:00 PM on Tuesday, December 9, 2025:** Motion was made by Herrmann/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
10034							
10034	ALDAG	SD4690	EQUIPMENT MAINTENANCE-W	11/10/2025	754.68	.00	
Total 10034:					754.68	.00	
10122							
10122	ANDRE FIRE EQUIPMENT INC	30683	FIRE EXTINGUISHER - CITY	10/28/2025	468.50	468.50	11/14/2025
Total 10122:					468.50	468.50	
10135							
10135	PFEIFER'S MILL	236706	GARLON 4	10/13/2025	570.00	570.00	11/21/2025
Total 10135:					570.00	570.00	
10305							
10305	BOARDMAN & CLARK LLP	308753	LEGAL SERVICE	10/29/2025	657.50	657.50	11/07/2025
Total 10305:					657.50	657.50	
10325							
10325	BORDER STATES ELECTRIC SU	930778250B	SHIPPING	07/21/2025	38.32	38.32	11/21/2025
10325	BORDER STATES ELECTRIC SU	931203770	TERMINATOR, ELBOW 600 AMP	09/29/2025	5,088.40	5,088.40	11/21/2025
10325	BORDER STATES ELECTRIC SU	931212663	TERMINATOR, ELBOW 600 AMP	09/30/2025	508.84	508.84	11/21/2025
10325	BORDER STATES ELECTRIC SU	931375117	COLD STRINK TERMNTN KIT	10/27/2025	243.87	243.87	11/07/2025
10325	BORDER STATES ELECTRIC SU	931375117	SHIPPING	10/27/2025	16.14	16.14	11/07/2025
10325	BORDER STATES ELECTRIC SU	931436404	TERMINATOR, OUTDOOR 1/0 -4	11/05/2025	2,194.83	2,194.83	11/21/2025
10325	BORDER STATES ELECTRIC SU	931436404	SHIPPING	11/05/2025	56.73	56.73	11/21/2025
10325	BORDER STATES ELECTRIC SU	931487050	TERMINATOR COVERS	11/13/2025	773.10	.00	
10325	BORDER STATES ELECTRIC SU	931487050	SHIPPING	11/13/2025	32.98	.00	
Total 10325:					8,953.21	8,147.13	
10423							
10423	C&M HYDRAULIC TOOL SUPPL	0183509-IN	TOOL REPAIR	11/14/2025	292.08	.00	
10423	C&M HYDRAULIC TOOL SUPPL	0183509-IN	FREIGHT	11/14/2025	10.68	.00	
10423	C&M HYDRAULIC TOOL SUPPL	0183510-IN	TOOL REPAIR	11/14/2025	786.46	.00	
Total 10423:					1,089.22	.00	
10615							
10615	LAKESIDE INTERNATIONAL TR	4098866P	GARAGE LARGE EQUIP REPAIR	11/03/2025	185.61	185.61	11/07/2025
10615	LAKESIDE INTERNATIONAL TR	CM4098829P	GARAGE LARGE EQUIPMENT R	11/10/2025	459.66-	.00	
Total 10615:					274.05-	185.61	
10720							
10720	FERGUSON WATERWORKS #14	0463042	INVENTORY	10/27/2025	5,065.00	5,065.00	11/21/2025
Total 10720:					5,065.00	5,065.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
10790							
10790	DIGGERS HOTLINE	251 0 26401	FEES LOCATING	11/11/2025	545.10	545.10	11/21/2025
Total 10790:					545.10	545.10	
10905							
10905	ELECTRICAL TESTING LAB LLC	44455	SAFETY EQUIPMENT	11/11/2025	2,072.69	2,072.69	11/21/2025
10905	ELECTRICAL TESTING LAB LLC	44455	SHIPPING	11/11/2025	126.50	126.50	11/21/2025
Total 10905:					2,199.19	2,199.19	
10945							
10945	ENERGENECS INC	0050131-IN	LIFT STATION MAINTENANCE	11/14/2025	1,398.57	.00	
10945	ENERGENECS INC	50033-in	WELL MAINTENANCE	10/30/2025	691.53	691.53	11/21/2025
Total 10945:					2,090.10	691.53	
11027							
11027	FASTENAL CO	WIPLY162825	GARAGE SMALL EQUIPMENT R	01/11/2025	33.46	.00	
Total 11027:					33.46	.00	
11155							
11155	GRITTS AUTO SERVICE	45647	FLEET VEHICLE SERVICE	10/28/2025	142.05	142.05	11/07/2025
Total 11155:					142.05	142.05	
11180							
11180	H & H UTILITY EXCAVATING INC	4001438-01	EXCAVATING-ELECTRIC DEPT	10/17/2025	1,958.04	1,958.04	11/07/2025
11180	H & H UTILITY EXCAVATING INC	4001456-01	EXCAVATING-ELECTRIC DEPT	10/15/2025	1,642.48	1,642.48	11/21/2025
11180	H & H UTILITY EXCAVATING INC	4001456-02	EXCAVATING-ELECTRIC DEPT	10/31/2025	259.14	259.14	11/21/2025
11180	H & H UTILITY EXCAVATING INC	4001457-01	EXCAVATING-ELECTRIC DEPT	10/15/2025	1,005.60	1,005.60	11/21/2025
11180	H & H UTILITY EXCAVATING INC	4001457-02	EXCAVATING-ELECTRIC DEPT	10/31/2025	259.14	259.14	11/21/2025
11180	H & H UTILITY EXCAVATING INC	4001458-01	EXCAVATING-ELECTRIC DEPT	10/31/2025	477.36	477.36	11/21/2025
11180	H & H UTILITY EXCAVATING INC	4001458-02	EXCAVATING-ELECTRIC DEPT	10/31/2025	259.14	259.14	11/21/2025
11180	H & H UTILITY EXCAVATING INC	4001460-01	EXCAVATING-ELECTRIC DEPT	10/14/2025	9,366.51	9,366.51	11/07/2025
11180	H & H UTILITY EXCAVATING INC	4001461-01	EXCAVATING-ELECTRIC DEPT	10/20/2025	449.28	449.28	11/07/2025
11180	H & H UTILITY EXCAVATING INC	4001462-01	EXCAVATING-ELECTRIC DEPT	10/29/2025	764.70	764.70	11/07/2025
11180	H & H UTILITY EXCAVATING INC	4001463-01	EXCAVATING-ELECTRIC DEPT	10/30/2025	7,571.32	7,571.32	11/21/2025
11180	H & H UTILITY EXCAVATING INC	4001464-01	EXCAVATING-ELECTRIC DEPT	10/31/2025	2,145.28	2,145.28	11/21/2025
11180	H & H UTILITY EXCAVATING INC	4001466-01	EXCAVATING-ELECTRIC DEPT	10/31/2025	8,238.36	8,238.36	11/21/2025
11180	H & H UTILITY EXCAVATING INC	4001467-01	EXCAVATING-ELECTRIC DEPT	10/30/2025	1,732.80	1,732.80	11/21/2025
11180	H & H UTILITY EXCAVATING INC	4001497-01	EXCAVATING-ELECTRIC DEPT	10/30/2025	866.40	866.40	11/07/2025
11180	H & H UTILITY EXCAVATING INC	4001497-01	EXCAVATING-ELECTRIC DEPT	10/30/2025	866.40	866.40	11/07/2025
Total 11180:					37,861.95	37,861.95	
11205							
11205	HAUCKE PLUMBING & HEATING	2501926	HAUKE BACKFLOW	11/11/2025	1,182.81	1,182.81	11/14/2025
11205	HAUCKE PLUMBING & HEATING	2502007	AQUATIC CENTER EQUIPMENT	11/03/2025	165.00	165.00	11/07/2025
11205	HAUCKE PLUMBING & HEATING	2502104	CITY HALL BUILDING MAIN	11/14/2025	125.00	125.00	11/21/2025
11205	HAUCKE PLUMBING & HEATING	2502104	UTILITY BUILDING MAIN	11/14/2025	125.00	125.00	11/21/2025
Total 11205:					1,597.81	1,597.81	
11498							
11498	KIEL SAND & GRAVEL	27242	7/8 REG ROAD GRAVEL	11/10/2025	272.00	.00	
11498	KIEL SAND & GRAVEL	27242	7/8 REG ROAD GRAVEL - FREIG	11/10/2025	163.94	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
11498	KIEL SAND & GRAVEL	27242	3/4' CLEAR STONE	11/10/2025	268.18	.00	
11498	KIEL SAND & GRAVEL	27242	FREIGHT	11/10/2025	153.91	.00	
Total 11498:					858.03	.00	
11560							
11560	KW ELECTRIC INC	251741	KW ELECTRIC WORK	11/13/2025	135.00	.00	
Total 11560:					135.00	.00	
11615							
11615	LENLING PROPERTY MANAG	11015	LAWN SERVICE	11/07/2025	220.00	220.00	11/14/2025
11615	LENLING PROPERTY MANAG	11015	LAWN SERVICE	11/07/2025	210.00	210.00	11/14/2025
11615	LENLING PROPERTY MANAG	11015	LAWN SERVICE	11/07/2025	210.00	210.00	11/14/2025
11615	LENLING PROPERTY MANAG	11015	LAWN SERVICE	11/07/2025	295.00	295.00	11/14/2025
11615	LENLING PROPERTY MANAG	11015	LAWN SERVICE	11/07/2025	345.00	345.00	11/14/2025
11615	LENLING PROPERTY MANAG	11015	LAWN SERVICE	11/07/2025	350.00	350.00	11/14/2025
11615	LENLING PROPERTY MANAG	11015	LAWN SERVICE	11/07/2025	130.00	130.00	11/14/2025
Total 11615:					1,760.00	1,760.00	
11687							
11687	MARTELLE WATER TREATMEN	29833	SODIUM HYPOCHLORITE	08/11/2025	1,439.25	1,439.25	11/21/2025
11687	MARTELLE WATER TREATMEN	29833	AQUA-MAG	08/11/2025	3,708.99	3,708.99	11/21/2025
11687	MARTELLE WATER TREATMEN	29833	DELIVERY CHARGE	08/11/2025	50.00	50.00	11/21/2025
11687	MARTELLE WATER TREATMEN	30335	WATER TREATMENT	10/20/2025	2,459.35	2,459.35	11/21/2025
11687	MARTELLE WATER TREATMEN	30335	WATER TREATMENT	10/20/2025	3,693.60	3,693.60	11/21/2025
11687	MARTELLE WATER TREATMEN	30335	FREIGHT	10/20/2025	50.00	50.00	11/21/2025
11687	MARTELLE WATER TREATMEN	30511	AQUA-MAG	11/17/2025	3,262.68	.00	
11687	MARTELLE WATER TREATMEN	30511	SODIUM HYPOCHLORITE	11/17/2025	1,681.65	.00	
11687	MARTELLE WATER TREATMEN	30511	FREIGHT	11/17/2025	50.00	.00	
Total 11687:					16,395.52	11,401.19	
11815							
11815	MIKE BURKART FORD INC	404498	VEHICLE MAINTENANCE FIRE	10/24/2025	2,336.75	2,336.75	11/14/2025
11815	MIKE BURKART FORD INC	406102	VEHICLE MAINTENANCE - POLI	10/15/2025	94.94	94.94	11/07/2025
11815	MIKE BURKART FORD INC	406313	VEHICLE MAINTENANCE - POLI	10/22/2025	609.66	609.66	11/07/2025
11815	MIKE BURKART FORD INC	406362	VEHICLE MAINTENANCE - POLI	10/24/2025	62.30	62.30	11/07/2025
11815	MIKE BURKART FORD INC	406364	VEHICLE MAINTENANCE - POLI	10/24/2025	614.48	614.48	11/07/2025
11815	MIKE BURKART FORD INC	406372	VEHICLE MAINTENANCE FIRE	10/24/2025	62.30	62.30	11/14/2025
Total 11815:					3,780.43	3,780.43	
11875							
11875	SECURIAN FINANCIAL GROUP I	Dec 2025 Stmn	EE CONTRIBUTION-UTILITIES	11/11/2025	474.83	474.83	11/14/2025
11875	SECURIAN FINANCIAL GROUP I	Dec 2025 Stmn	BASIC PREMIUM-UTILITIES	11/11/2025	375.41	375.41	11/14/2025
11875	SECURIAN FINANCIAL GROUP I	Dec 2025 Stmn	ER CONTRIBUTION-UTILITIES	11/11/2025	75.08	75.08	11/14/2025
11875	SECURIAN FINANCIAL GROUP I	Dec 2025 Stmn	EE CONTRIBUTION-CITY	11/11/2025	627.67	627.67	11/14/2025
11875	SECURIAN FINANCIAL GROUP I	Dec 2025 Stmn	BASIC PREMIUM-CITY	11/11/2025	397.49	397.49	11/14/2025
11875	SECURIAN FINANCIAL GROUP I	Dec 2025 Stmn	ER CONTRIBUTION-CITY	11/11/2025	79.50	79.50	11/14/2025
Total 11875:					2,029.98	2,029.98	
12119							
12119	PERFECT CIRCLE TIRE LLC	116043	VEHICLE MAINTENANCE FIRE	10/27/2025	802.42	802.42	11/14/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 12119:					802.42	802.42	
12315							
12315	PUBLIC SERVICE COMMISSION	2510-I-04740	STORAGE SHED	11/21/2025	112.83	.00	
12315	PUBLIC SERVICE COMMISSION	2510-I-04740	SUBSTATION 5	11/21/2025	112.83	.00	
12315	PUBLIC SERVICE COMMISSION	2510-I-04740	ELECTRIC RATE CASE	11/21/2025	1,141.92	.00	
Total 12315:					1,367.58	.00	
12400							
12400	RESCO INC	3091098	INSULATOR, FIBERGLASS STR	10/14/2025	992.80	992.80	11/07/2025
12400	RESCO INC	3091098	DISCOUNT	10/14/2025	.50-	.50-	11/07/2025
12400	RESCO INC	3092758	WARNING POLE SIGN	10/28/2025	3,300.00	3,300.00	11/07/2025
12400	RESCO INC	3092758	FREIGHT	10/28/2025	178.66	178.66	11/07/2025
12400	RESCO INC	3092758	DISCOUNT	10/28/2025	1.65-	1.65-	11/07/2025
12400	RESCO INC	3093131	SPLICE, 1/0 SOLID 25 KV	10/30/2025	660.96	660.96	11/07/2025
12400	RESCO INC	3093131	DISCOUNT	10/30/2025	.33-	.33-	11/07/2025
12400	RESCO INC	3093258	RED WARNING LOCATE FLAGS	10/31/2025	500.00	500.00	11/07/2025
12400	RESCO INC	3093258	FREIGHT	10/31/2025	124.88	124.88	11/07/2025
12400	RESCO INC	3093258	DISCOUNT	10/31/2025	.25-	.25-	11/07/2025
12400	RESCO INC	3093609	SPLICE, KITS 1/0 SOL	11/04/2025	271.26	271.26	11/21/2025
12400	RESCO INC	3093609	DISCOUNT	11/04/2025	.14-	.14-	11/21/2025
Total 12400:					6,025.69	6,025.69	
12696							
12696	STOP PROCESSING CENTER	21051	AUTOPAY SERVICE	11/01/2025	30.90	30.90	11/07/2025
Total 12696:					30.90	30.90	
12705							
12705	WI STATE LABORATORY OF HY	824797	WATER TESTING	10/31/2025	1,002.00	1,002.00	11/21/2025
Total 12705:					1,002.00	1,002.00	
12750							
12750	SUPERIOR CHEMICAL LLC	428629	URINE CATCHER	10/31/2025	185.60	185.60	11/07/2025
12750	SUPERIOR CHEMICAL LLC	430091	PARKS JANITORIAL	11/20/2025	92.80	.00	
Total 12750:					278.40	185.60	
12882							
12882	SPECTRUM	CH STMT 11-1	POLICE CABLE TV	11/15/2025	46.85	.00	
12882	SPECTRUM	YC STMT 11-1	UTILITIES - YOUTH CENTER	11/15/2025	15.61	.00	
Total 12882:					62.46	.00	
12965							
12965	US CELLULAR	0755205867	CELL MODEM - POLICE	09/10/2025	318.56	318.56	11/21/2025
12965	US CELLULAR	0755205867	CELL MODEM - ELECTRIC	09/10/2025	358.38	358.38	11/21/2025
12965	US CELLULAR	0755205867	BACKUP INTERNET	09/10/2025	39.96	39.96	11/21/2025
12965	US CELLULAR	0755205867	WATER DEPT TRUCK MODEMS	09/10/2025	155.13	155.13	11/21/2025
12965	US CELLULAR	0768233905	CELL PHONE - EMPLOYEES	11/08/2025	1,649.45	1,649.45	11/21/2025
12965	US CELLULAR	0768233905	CELL PHONE - STREETS	11/08/2025	42.50	42.50	11/21/2025
12965	US CELLULAR	0768233905	CELL PHONES - PARKS	11/08/2025	43.00	43.00	11/21/2025
12965	US CELLULAR	0768233905	CELL PHONES - POLICE	11/08/2025	389.11	389.11	11/21/2025
12965	US CELLULAR	0768233905	CELL PHONE SERVICE (FIRE)	11/08/2025	359.00	359.00	11/21/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
12965	US CELLULAR	0768233905	CELL PHONE SERVICE (UTILITI	11/08/2025	967.07	967.07	11/21/2025
12965	US CELLULAR	0768233905	CELL PHONES -LIBRARY	11/08/2025	40.49	40.49	11/21/2025
12965	US CELLULAR	0768233905	CELL PHONES - CITY	11/08/2025	34.46	34.46	11/21/2025
Total 12965:					4,397.11	4,397.11	
13170							
13170	WISCONSIN NEWSPRESS	STMT 10-31-20	WISCONSIN NEWSPRESS - GF-	10/31/2025	776.32	776.32	11/21/2025
Total 13170:					776.32	776.32	
13221							
13221	WEX BANK	108660365	FLEET FUELING	11/15/2025	3,500.06	3,500.06	11/26/2025
13221	WEX BANK	108660365	FLEET FUELING	11/15/2025	517.45	517.45	11/26/2025
13221	WEX BANK	108660365	FLEET FUELING	11/15/2025	1,260.04	1,260.04	11/26/2025
Total 13221:					5,277.55	5,277.55	
30006							
30006	AFLAC	134543	AFLAC-CITY	11/20/2025	1,282.08	1,282.08	11/21/2025
30006	AFLAC	134543	AFLAC-UTILITIES	11/20/2025	110.34	110.34	11/21/2025
Total 30006:					1,392.42	1,392.42	
30022							
30022	ASSOCIATED APPRAISAL CON	183661	CONTRACT - ASSESSOR	12/01/2025	2,375.62	.00	
Total 30022:					2,375.62	.00	
30043							
30043	BROOKS TRACTOR INC	M88957	GARAGE LARGE EQUIPMENT M	11/03/2025	67.40	67.40	11/07/2025
Total 30043:					67.40	67.40	
30055							
30055	CEDAR CREEK SURVEYING LL	2023120E-G	SUBSTATION 5	06/18/2025	3,381.25	3,381.25	11/21/2025
30055	CEDAR CREEK SURVEYING LL	2023120E-i	SUBSTATION 5	10/27/2025	1,018.75	1,018.75	11/07/2025
Total 30055:					4,400.00	4,400.00	
30073							
30073	COMPLETE OFFICE OF WI	28264	OFFICE SUPPLIES - LIBRARY	11/24/2025	63.07	.00	
30073	COMPLETE OFFICE OF WI	29878	OFFICE SUPPLIES - POLICE	11/26/2025	4.36	.00	
30073	COMPLETE OFFICE OF WI	AR85116	COPY MACHINE CLERK OFFICE	11/14/2025	215.41	215.41	11/21/2025
30073	COMPLETE OFFICE OF WI	AR85119	COPY MACHINE - LIBRARY	11/14/2025	44.66	44.66	11/21/2025
30073	COMPLETE OFFICE OF WI	AR85120	COPY MACHINE - LIBRARY	11/14/2025	76.96	76.96	11/21/2025
Total 30073:					404.46	337.03	
30084							
30084	DELTA DENTAL OF WISCONSIN	000002446473	DENTAL - CITY	11/13/2025	991.63	991.63	11/21/2025
30084	DELTA DENTAL OF WISCONSIN	000002446473	DENTAL - UTILITIES	11/13/2025	632.98	632.98	11/21/2025
Total 30084:					1,624.61	1,624.61	
30087							
30087	DENNIS HALLORAN	STMT 11-11-20	VET PARK REIMBURSEMENT	11/11/2025	195.93	195.93	11/14/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 30087:					195.93	195.93	
30135							
30135	GALE/CENGAGE LEARNING	999101114650	BOOKS - LIBRARY	09/02/2025	58.39	58.39	11/21/2025
30135	GALE/CENGAGE LEARNING	999101621979	BOOKS - LIBRARY	10/20/2025	24.80	24.80	11/07/2025
Total 30135:					83.19	83.19	
30148							
30148	GRAND VIEW LAWNS & LANDS	11339	EVERGREEN GOLF CONTRACT	10/01/2025	2,558.38	2,558.38	11/21/2025
Total 30148:					2,558.38	2,558.38	
30150							
30150	GREAT AMERICA FINANCIAL SE	40483885	COPY MACHINE - LIBRARY	11/03/2025	173.30	173.30	11/07/2025
Total 30150:					173.30	173.30	
30165							
30165	HOSPITAL SISTERS HEALTH SY	STMT 11-3-202	POLICE EVIDENCE - OWI	11/03/2025	93.00	93.00	11/07/2025
Total 30165:					93.00	93.00	
30179							
30179	JEFFERSON FIRE & SAFETY	IN330183	EQUIPMENT & REPAIR - FIRE	08/05/2025	1,478.00	1,478.00	11/21/2025
30179	JEFFERSON FIRE & SAFETY	IN330183	EQUIPMENT & REPAIR - FIRE T	08/05/2025	739.00	739.00	11/21/2025
Total 30179:					2,217.00	2,217.00	
30189							
30189	KETTLE MORaine VETERINAR	59655	VET CARE - K9	10/21/2025	155.69	155.69	11/14/2025
Total 30189:					155.69	155.69	
30201							
30201	LAKESIDE BOTTLING CO	STMT 10-17-20	CONCESSIONS - GOLF COURS	10/17/2025	70.00	70.00	11/14/2025
Total 30201:					70.00	70.00	
30207							
30207	LEAGUE OF WISCONSIN MUNI	STMT 11-17-20	DUES - MEMBERSHIP	11/17/2025	4,437.01	.00	
Total 30207:					4,437.01	.00	
30216							
30216	MARCO	40471143	PRINTER CONTRACT	10/31/2025	152.90	152.90	11/14/2025
Total 30216:					152.90	152.90	
30227							
30227	MENARDS	10869	3/4" RUBBER INSUL CLAMP	11/04/2025	4.77	4.77	11/07/2025
30227	MENARDS	11524	PARKS MATERIALS	11/18/2025	199.89	199.89	11/21/2025
30227	MENARDS	11883	BUILD MAINTENANCE - LIBRAR	11/25/2025	48.95	.00	
30227	MENARDS	9572	LIBRARY - PAINT & SUPPLIES	10/07/2025	37.88	37.88	11/07/2025
Total 30227:					291.49	242.54	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
30238							
30238	MONARCH LIBRARY SYSTEM	416597	PROGRAM SUPPLIES - LIBRAR	10/30/2025	36.45	36.45	11/07/2025
30238	MONARCH LIBRARY SYSTEM	416636	MOVIE LICENSE - LIBRARY	11/14/2025	329.00	329.00	11/21/2025
30238	MONARCH LIBRARY SYSTEM	416658	COMPUTERS AND EQUIPMENT	11/24/2025	1,465.06	.00	
Total 30238:					1,830.51	365.45	
30247							
30247	NAPA AUTO PARTS	56126	GARAGE LARGE EQUIPMENT R	11/03/2025	77.15	77.15	11/07/2025
30247	NAPA AUTO PARTS	56601	GARAGE LARGE EQUIPMENT R	11/10/2025	630.03	630.03	11/14/2025
30247	NAPA AUTO PARTS	56725	GARAGE LARGE EQUIPMENT R	11/12/2025	526.49	526.49	11/14/2025
30247	NAPA AUTO PARTS	56734	EVERGREEN GOLF COURSE E	11/12/2025	122.69	122.69	11/14/2025
Total 30247:					96.30	96.30	
30276							
30276	PITNEY BOWES GLOBAL FINAN	3321564237	LEASE FOR POSTAGE METER	11/10/2025	165.33	165.33	11/14/2025
Total 30276:					165.33	165.33	
30280							
30280	PLYMOUTH INTERGENERATIO	4727	GENERATIONS CONTRACT	11/01/2025	35,647.50	.00	
Total 30280:					35,647.50	.00	
30299							
30299	RAY OHERRON CO INC	2445254	EQUIPMENT - POLICE	11/14/2025	1,125.00	1,125.00	11/21/2025
Total 30299:					1,125.00	1,125.00	
30310							
30310	RON'S TREE FARM	20419	TREE IMPROVEMENTS CAP C	09/17/2025	120.00	120.00	11/21/2025
Total 30310:					120.00	120.00	
30335							
30335	SHEBOYGAN COUNTY TREASU	November 202	MONTHLY COURT DISBURSEM	11/26/2025	626.68	.00	
Total 30335:					626.68	.00	
30350							
30350	STATE OF WI COURT FINES & S	November 202	COURT DISBURSEMENT	11/26/2025	2,244.70	.00	
Total 30350:					2,244.70	.00	
30355							
30355	SUPERIOR VISION INSURANCE	0000930181	VISION - CITY	11/12/2025	186.89	186.89	11/21/2025
30355	SUPERIOR VISION INSURANCE	0000930181	VISION - UTILITIES	11/12/2025	138.02	138.02	11/21/2025
Total 30355:					324.91	324.91	
30359							
30359	TAPCO	1812802	STREET SIGNS & MARKINGS M	11/03/2025	142.95	142.95	11/07/2025
Total 30359:					142.95	142.95	
30360							
30360	TASTE OF HOME	01018	BOOKS - LIBRARY	11/03/2025	39.98	39.98	11/21/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 30360:					39.98	39.98	
30372							
30372	THE PENWORTHY CO LLC	0612813-IN	BOOKS - LIBRARY	11/19/2025	1,505.66	1,505.66	11/21/2025
Total 30372:					1,505.66	1,505.66	
30386							
30386	ULINE	200212717	OUTDOOR HOLDS LOCKERS -	11/05/2025	977.36	977.36	11/14/2025
Total 30386:					977.36	977.36	
30403							
30403	WAUKESHA COUNTY TECHNIC	S0876409	PETERS	10/27/2025	20.29	20.29	11/07/2025
Total 30403:					20.29	20.29	
30434							
30434	WISCONSIN PUBLIC SERVICE	5676909471	UTILITY BUILDING GAS SERVIC	10/22/2025	29.96	.00	
30434	WISCONSIN PUBLIC SERVICE	5689611831	UTILITIES CITY HALL	10/30/2025	939.20	.00	
30434	WISCONSIN PUBLIC SERVICE	5689611831	UTILITIES GARAGE	10/30/2025	85.83	.00	
30434	WISCONSIN PUBLIC SERVICE	5689611831	UTILITIES GOLF	10/30/2025	37.48	.00	
30434	WISCONSIN PUBLIC SERVICE	5689611831	UTILITIES LIBRARY	10/30/2025	117.00	.00	
30434	WISCONSIN PUBLIC SERVICE	5689611831	UTILITIES POOL	10/30/2025	59.18	.00	
30434	WISCONSIN PUBLIC SERVICE	5689611831	UTILITIES YOUTH CENTER	10/30/2025	34.58	.00	
30434	WISCONSIN PUBLIC SERVICE	5710942622	NATURAL GAS SERVICE	11/18/2025	966.19	.00	
30434	WISCONSIN PUBLIC SERVICE	5715089050	UTILITY BUILDING GAS SERVIC	11/20/2025	35.96	.00	
Total 30434:					2,305.38	.00	
30452							
30452	YOUR FLEETCARD PROGRAM	STMT 10-6-202	GAS & OIL - FIRE TOWN	10/06/2025	148.82	148.82	11/14/2025
30452	YOUR FLEETCARD PROGRAM	STMT 10-6-202	GAS & OIL - FIRE CITY	10/06/2025	1,635.19	1,635.19	11/14/2025
30452	YOUR FLEETCARD PROGRAM	STMT 11-6-202	GAS & OIL - FIRE CITY	11/06/2025	406.66	.00	
30452	YOUR FLEETCARD PROGRAM	STMT 11-6-202	GAS & OIL - FIRE TOWN	11/06/2025	43.91	.00	
Total 30452:					2,234.58	1,784.01	
30454							
30454	ZARNOTH BRUSH WORKS INC	0204214-IN	GARAGE LARGE EQUIPMENT R	11/06/2025	234.00	234.00	11/21/2025
Total 30454:					234.00	234.00	
50106							
50106	MIDWEST TAPE LLC	507916736	AV - LIBRARY	10/21/2025	53.98	53.98	11/07/2025
50106	MIDWEST TAPE LLC	507934214	AV - LIBRARY	10/25/2025	35.99	35.99	11/07/2025
50106	MIDWEST TAPE LLC	507969048	DIGITAL CONTENT - LIBRARY	11/01/2025	890.49	890.49	11/07/2025
Total 50106:					980.46	980.46	
91561							
91561	PACE ANALYTICAL SERVICES I	2540168562	MERCURY & CHLORIDE	10/28/2025	452.00	452.00	11/14/2025
91561	PACE ANALYTICAL SERVICES I	2540168677	SLUDGE DISPOSAL	10/30/2025	322.00	322.00	11/14/2025
91561	PACE ANALYTICAL SERVICES I	2540168699	PFOS/PFOA MONITORING	10/30/2025	853.00	853.00	11/14/2025
91561	PACE ANALYTICAL SERVICES I	2540168733	LANDFILL	10/30/2025	763.00	763.00	11/14/2025
91561	PACE ANALYTICAL SERVICES I	2540169282	LANDFILL	11/13/2025	1,806.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 91561:					4,196.00	2,390.00	
92133							
92133	ENDURACLEAN INC	16997	BUILDING MAINTENANCE - LIB	11/20/2025	46.81	.00	
Total 92133:					46.81	.00	
92148							
92148	ANSER	6509-110325	ANSWERING SERVICE	11/03/2025	495.00	495.00	11/14/2025
Total 92148:					495.00	495.00	
92174							
92174	AIRGAS USA LLC	5519977522	BOTTLED GAS CYLINDER RENT	10/31/2025	86.66	86.66	11/21/2025
92174	AIRGAS USA LLC	5520066948	BOTTLED GAS CYLINDER RENT	11/11/2025	80.91	80.91	11/21/2025
92174	AIRGAS USA LLC	5520066948	BOTTLED GAS CYLINDER RENT	11/11/2025	26.97	26.97	11/21/2025
92174	AIRGAS USA LLC	5520066948	HAZ MAT CHARGE	11/11/2025	78.75	78.75	11/21/2025
92174	AIRGAS USA LLC	9166435192	BOTTLED GAS CYLINDER RENT	11/04/2025	168.12	168.12	11/21/2025
Total 92174:					441.41	441.41	
92474							
92474	ALBERTS HYDROVAC LLC	3126	AERATION CELL CLEANOUT	11/07/2025	2,000.00	2,000.00	11/14/2025
Total 92474:					2,000.00	2,000.00	
92475							
92475	J F AHERN CO	770376	CONTRACT - CITY HALL MAINT	10/21/2025	349.15	.00	
92475	J F AHERN CO	775102	CONTRACT - CITY HALL MAINT	11/10/2025	1,368.25	.00	
92475	J F AHERN CO	775124	BLDG MAINT-UTILITY BLDG	11/11/2025	1,827.50	1,827.50	11/14/2025
92475	J F AHERN CO	775126	HVAC MAINT - LIBRARY	11/10/2025	1,294.50	1,294.50	11/21/2025
Total 92475:					4,839.40	3,122.00	
92811							
92811	CUSTOM CRAFT TROPHY	49978	5 YEAR SERVICE PLAQUE	03/04/2025	64.32	.00	
92811	CUSTOM CRAFT TROPHY	51312	PLAN COMMISSION NAME PLA	11/12/2025	250.00	250.00	11/14/2025
Total 92811:					314.32	250.00	
92881							
92881	MIDSTAR PRINTING	15506	#10 REGULAR ENVELOPES	08/04/2025	383.82	383.82	11/14/2025
92881	MIDSTAR PRINTING	15822	RECEIPTS	10/17/2025	104.55	104.55	11/07/2025
Total 92881:					488.37	488.37	
92982							
92982	HOPP NEUMANN HUMKE LLP	9431-2886	LEGAL SERVICE	11/04/2025	6,013.50	6,013.50	11/07/2025
92982	HOPP NEUMANN HUMKE LLP	9436-2932	LEGAL SERVICE	11/04/2025	1,693.50	1,693.50	11/07/2025
Total 92982:					7,707.00	7,707.00	
93036							
93036	SEERA FOCUS ON ENERGY	10312025	FOCUS ON ENERGY PAYMENT	11/06/2025	5,740.05	5,740.05	11/14/2025
Total 93036:					5,740.05	5,740.05	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
93377							
93377	STERICYCLE INC	8012587799	PAPER SHREDDING SERVICE	11/18/2025	171.42	.00	
Total 93377:					171.42	.00	
93556							
93556	EHLERS INVESTMENT PARTNE	188-7458	UTILITIES - CONTRACT SERVIC	11/10/2025	2,412.09	2,412.09	11/21/2025
93556	EHLERS INVESTMENT PARTNE	188-7458	EHLERS INVESTMENT PARTNE	11/10/2025	841.36	841.36	11/21/2025
93556	EHLERS INVESTMENT PARTNE	188-7458	EHLERS INVESTMENT PARTNE	11/10/2025	826.82	826.82	11/21/2025
93556	EHLERS INVESTMENT PARTNE	188-7458	TIF 4	11/10/2025	93.07	93.07	11/21/2025
Total 93556:					4,173.34	4,173.34	
93634							
93634	LANDS END BUSINESS OUTFIT	SIN13615329	UNIFORMS - POLICE	11/21/2025	712.52	.00	
Total 93634:					712.52	.00	
93665							
93665	XEROX IT SOLUTIONS	01605257	HP PROBOOK 460 G11 NOTEBO	11/10/2025	979.00	979.00	11/14/2025
Total 93665:					979.00	979.00	
93718							
93718	SUNBELT SOLOMON SERVICES	414470	EQUIPMENT REPAIR	11/06/2025	743.22	743.22	11/21/2025
Total 93718:					743.22	743.22	
93845							
93845	HYDROCORP	CI-09111	CROSS CONNECTION PROGRA	10/31/2025	1,170.00	1,170.00	11/21/2025
Total 93845:					1,170.00	1,170.00	
93877							
93877	INFOSEND INC	297977	BILL MAILING SERVICE	10/31/2025	6,456.66	6,456.66	11/14/2025
Total 93877:					6,456.66	6,456.66	
93879							
93879	A C ENGINEERING COMPANY	340111104	SUBSTATION #4 TESTING	11/04/2025	26,877.53	26,877.53	11/07/2025
Total 93879:					26,877.53	26,877.53	
94128							
94128	FORSTER ELECTRICAL ENGIN	26888	SUBSTATION 5	10/23/2025	5,437.80	5,437.80	11/21/2025
94128	FORSTER ELECTRICAL ENGIN	26889	ANR SERVICE EXTENSION	10/23/2025	250.00	250.00	11/21/2025
94128	FORSTER ELECTRICAL ENGIN	26890	SYSTEM STUDY	10/23/2025	75.00	75.00	11/21/2025
Total 94128:					5,762.80	5,762.80	
94284							
94284	KSI INC	8406	CRANE RENTAL	10/29/2025	720.00	720.00	11/07/2025
94284	KSI INC	8406	CRANE RENTAL - FUEL	10/29/2025	35.00	35.00	11/07/2025
Total 94284:					755.00	755.00	
94333							
94333	FISCHERS FLEET SERVICE INC	73740	FLEET VEHICLE MAINTENANC	11/18/2025	1,508.45	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
94333	FISCHERS FLEET SERVICE INC	73764	FLEET VEHICLE MAINTENANC	11/03/2025	2,874.72	.00	
94333	FISCHERS FLEET SERVICE INC	73775	FLEET VEHICLE MAINTENANC	11/06/2025	897.37	.00	
94333	FISCHERS FLEET SERVICE INC	73777	FLEET VEHICLE MAINTENANC	11/07/2025	775.91	.00	
94333	FISCHERS FLEET SERVICE INC	73855	FLEET VEHICLE MAINTENANC	11/07/2025	396.77	.00	
94333	FISCHERS FLEET SERVICE INC	73866	FLEET VEHICLE MAINTENANC	11/10/2025	473.15	.00	
Total 94333:					6,926.37	.00	
94341							
94341	MONROE TRUCK EQUIPMENT I	857855	SNOW & ICE EQUIPMENT REPA	11/11/2025	826.85	826.85	11/14/2025
Total 94341:					826.85	826.85	
94498							
94498	WASTE MANAGEMENT OF WI-M	0172107-4172-	CONTRACT - GARBAGE	11/04/2025	27,966.00	27,966.00	11/21/2025
94498	WASTE MANAGEMENT OF WI-M	0172107-4172-	CONTRACT - RECYCLING	11/04/2025	10,175.20	10,175.20	11/21/2025
94498	WASTE MANAGEMENT OF WI-M	0172107-4172-	HOUSING AUTH GARBAGE/REC	11/04/2025	345.00	345.00	11/21/2025
Total 94498:					38,486.20	38,486.20	
94573							
94573	DIGICORP INC	215382	FORTISWITCH-424EFIBER	11/06/2025	2,098.25	2,098.25	11/07/2025
94573	DIGICORP INC	215382	SWITCH SUPPORT	11/06/2025	801.15	801.15	11/07/2025
Total 94573:					2,899.40	2,899.40	
94625							
94625	MARCO TECHNOLOGIES LLC N	INV14584045	PRINTER CONTRACT	11/21/2025	102.04	.00	
Total 94625:					102.04	.00	
95042							
95042	CLEAR BALLOT GROUP, INC.	CBG33522	CLEAR BALLOT MACHINE	11/21/2025	1,590.00	.00	
Total 95042:					1,590.00	.00	
95048							
95048	CARL KNAPP	STMNT 11 25	ENGERY STAR REBATE DISHW	11/18/2025	50.00	.00	
Total 95048:					50.00	.00	
95125							
95125	FALLS ACE HARDWARE	333021	ICE MELT	10/30/2025	935.64	935.64	11/07/2025
Total 95125:					935.64	935.64	
95203							
95203	NEUMAN POOLS INC	504332	AQUATIC CENTER EQUIPMENT	09/03/2025	666.04	666.04	11/14/2025
95203	NEUMAN POOLS INC	504563	AQUATIC CENTER EQUIPMENT	10/15/2025	321.45	321.45	11/14/2025
Total 95203:					987.49	987.49	
95256							
95256	STRYKER SALES CORPORATIO	9210447308	EMS EQUIPMENT	10/02/2025	1,002.56	1,002.56	11/07/2025
Total 95256:					1,002.56	1,002.56	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
95268							
95268	HUBERTY & ASSOCIATES	11112025	REFUND OVERPAYMENT ON A	11/11/2025	142.96	142.96	11/14/2025
Total 95268:					142.96	142.96	
95285							
95285	DENNIS MCMULLEN	STMNT 11 25	ENERGY STAR REBATE FRIDG	11/18/2025	100.00	.00	
Total 95285:					100.00	.00	
95316							
95316	ZIMMERMANN PRINTING COMP	193319	ENVELOPES - LIBRARY	11/25/2025	215.00	.00	
Total 95316:					215.00	.00	
95592							
95592	R BAUMAN & ASSOCIATES SC	2206	LAW ENFORCEMENT ASSESSM	10/16/2025	517.00	517.00	11/14/2025
Total 95592:					517.00	517.00	
95593							
95593	MILLER IMPLEMENT CO INC	260940	GARAGE SMALL EQUIPMENT R	11/17/2025	149.58	149.58	11/21/2025
Total 95593:					149.58	149.58	
95706							
95706	WM CORPORATE SERVICES IN	017211141270	PU GARBAGE/RECYCLING	11/04/2025	578.58	578.58	11/21/2025
95706	WM CORPORATE SERVICES IN	017211141270	WWTP WM CONTRACT	11/04/2025	381.19	381.19	11/21/2025
95706	WM CORPORATE SERVICES IN	017211141270	STREET SWEEPINGS	11/04/2025	10,696.31	10,696.31	11/21/2025
95706	WM CORPORATE SERVICES IN	017211141270	WWTP WM CONTRACT	11/04/2025	120.26	120.26	11/21/2025
95706	WM CORPORATE SERVICES IN	017211141270	PU GARBAGE/RECYCLING	11/04/2025	7.00	7.00	11/21/2025
Total 95706:					11,783.34	11,783.34	
95714							
95714	TRANSUNION RISK AND ALTER	1355047-2025	MINIMUM USAGE FEE	11/01/2025	100.00	100.00	11/07/2025
Total 95714:					100.00	100.00	
95716							
95716	SHAKEDOWN TOOLS LLC	38027	GARAGE HARDWARE AND TOO	11/12/2025	22.95	22.95	11/14/2025
Total 95716:					22.95	22.95	
95778							
95778	PLAYAWAY PRODUCTS LLC	518270	AV - LIBRARY	11/24/2025	303.95	.00	
95778	PLAYAWAY PRODUCTS LLC	518350	AV - LIBRARY	11/25/2025	327.95	.00	
Total 95778:					631.90	.00	
95884							
95884	LANGE ENTERPRISES OF WIS	93427	STREET SIGNS & MARKINGS M	11/06/2025	84.91	84.91	11/14/2025
Total 95884:					84.91	84.91	
95899							
95899	TERESE SHAW	PETTY CASH	PETTY CASH - POLICE	11/17/2025	106.46	106.46	11/21/2025
95899	TERESE SHAW	STMT 11-2-202	PETTY CASH - POLICE	11/02/2025	87.25	87.25	11/07/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 95899:					193.71	193.71	
95909							
95909	ACEK9	38569	DOG UNIT EXPENSE	11/11/2025	142.73	.00	
Total 95909:					142.73	.00	
95917							
95917	BADGER LABORATORIES INC	25-022812	WATER SAMPLES	11/05/2025	160.00	160.00	11/21/2025
95917	BADGER LABORATORIES INC	25-022812	DATA REPORTING	11/05/2025	25.00	25.00	11/21/2025
Total 95917:					185.00	185.00	
95940							
95940	GORDON FLESCH COMPANY IN	IN15385565	CANON IR C58	11/07/2025	705.91	705.91	11/14/2025
Total 95940:					705.91	705.91	
95975							
95975	RENNERT'S FIRE EQUIPMENT	5143	VEHICLE MAINTENANCE - FIRE	10/29/2025	343.00	343.00	11/14/2025
95975	RENNERT'S FIRE EQUIPMENT	5176	VEHICLE MAINTENANCE - FIRE	11/05/2025	685.20	685.20	11/21/2025
Total 95975:					1,028.20	1,028.20	
96003							
96003	AURORA MEDICAL CENTER GR	CINV025319	FIRE MED SUPPLIES	11/13/2025	48.62	48.62	11/21/2025
Total 96003:					48.62	48.62	
96022							
96022	CIVICPLUS LLC	356491	SOCIAL MEDIA ARCHIVING	01/01/2026	4,617.27	4,617.27	11/21/2025
Total 96022:					4,617.27	4,617.27	
96197							
96197	MEAD & HUNT	397683	DIGESTER ROOF - ENGINEERI	11/17/2025	4,052.00	4,052.00	11/21/2025
Total 96197:					4,052.00	4,052.00	
96277							
96277	AQUATIC INFORMATICS INC	00024303	ANNUAL WIMS SUPPORT	11/21/2025	3,813.78	.00	
Total 96277:					3,813.78	.00	
96288							
96288	CUSTOM CRAFT ROOFING & C	3087-1	CITY HALL SHINGLED ROOF	11/11/2025	23,098.71	.00	
Total 96288:					23,098.71	.00	
96310							
96310	MARC SHUMAN	STMT 11-5-202	RESTITUTION FROM HEATHER	11/05/2025	30.00	30.00	11/07/2025
Total 96310:					30.00	30.00	
96312							
96312	LOCHEN EQUIPMENT	002-2003187	PARKS EQUIPMENT REPAIR &	11/18/2025	110.26	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 96312:					110.26	.00	
96329							
96329	CREXENDO	295572	PHONE - LIBRARY	11/01/2025	229.87	229.87	11/07/2025
Total 96329:					229.87	229.87	
96336							
96336	DICTATIONPRODUCTS.COM	11305	PHILIPS ENTERPRISE LICENSE	11/04/2025	480.00	480.00	11/07/2025
Total 96336:					480.00	480.00	
96362							
96362	O'REILLY AUTO PARTS	6583-154401	FLEET VEHICLE MAINTENANCE	10/22/2025	101.94	101.94	11/07/2025
Total 96362:					101.94	101.94	
96367							
96367	HOUSING AUTHORITY	STMNT 11 202	ENERGY STAR REBATE - FRID	11/18/2025	300.00	300.00	11/21/2025
Total 96367:					300.00	300.00	
96502							
96502	STEINIE'S WATER GARDENS U	12452a	EVERGREEN GOLF COURSE C	10/17/2025	783.18	783.18	11/14/2025
Total 96502:					783.18	783.18	
96504							
96504	WITKOWSKI INSPECTION AGE	STMT 10-2025	BUILDING INSPECTOR CONTR	11/03/2025	11,649.96	11,649.96	11/07/2025
Total 96504:					11,649.96	11,649.96	
96532							
96532	WalMart	STMT 11-6-202	FROM DIANE MUSIEDLAK	11/06/2025	31.45	31.45	11/14/2025
Total 96532:					31.45	31.45	
96628							
96628	ANIXTER INC.	6557632-00	CLIMBING TOOL BAG	11/14/2025	92.65	.00	
96628	ANIXTER INC.	6557632-00	FREIGHT	11/14/2025	46.28	.00	
Total 96628:					138.93	.00	
96630							
96630	PARKITECTURE & PLANNING L	5	CITY PARK - PLANNING	11/07/2025	1,438.00	1,438.00	11/14/2025
Total 96630:					1,438.00	1,438.00	
96648							
96648	AREA ASPHALT INC	12422	CAP C STREET IMPROVEMENT	10/27/2025	21,000.00	21,000.00	11/21/2025
96648	AREA ASPHALT INC	12423	ROAD REPAIR	10/27/2025	2,410.00	2,410.00	11/21/2025
Total 96648:					23,410.00	23,410.00	
96662							
96662	RICHARD RAMMER	STMNT 1125 R	ENERGY STAR REBATE PROG -	11/18/2025	50.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 96662:					50.00	.00	
96664							
96664	GALLAGHER BENEFIT SERVICE	356611	CONSULTING SERVICES-CITY	11/11/2025	850.00	850.00	11/21/2025
96664	GALLAGHER BENEFIT SERVICE	356611	CONSULTING SERVICES-UTILIT	11/11/2025	850.00	850.00	11/21/2025
Total 96664:					1,700.00	1,700.00	
96677							
96677	WIN IT Services	215542	OPENTEXT CORE BACKUP	11/17/2025	132.00	132.00	11/21/2025
96677	WIN IT Services	215542	APPRIVER EMAIL THREAT PRO	11/17/2025	112.50	112.50	11/21/2025
96677	WIN IT Services	215542	SENTINEL ONE EDR SUBSCRIP	11/17/2025	598.56	598.56	11/21/2025
96677	WIN IT Services	215542	MICROSOFT EXCHANGE ONLIN	11/17/2025	4.00	4.00	11/21/2025
96677	WIN IT Services	215542	OFFICE 365 G1	11/17/2025	150.00	150.00	11/21/2025
96677	WIN IT Services	215542	OFFICE 365 G3	11/17/2025	1,380.00	1,380.00	11/21/2025
96677	WIN IT Services	215542	MICROSOFT ENTRA ID	11/17/2025	450.00	450.00	11/21/2025
Total 96677:					2,827.06	2,827.06	
96688							
96688	ROTE OIL LTD	14600	GAS INVENTORY DIESEL	11/25/2025	3,760.87	.00	
96688	ROTE OIL LTD	326543486	GAS PREPAID INVENTORY	11/26/2025	3,642.84	.00	
96688	ROTE OIL LTD	5792	GAS PREPAID INVENTORY	08/29/2025	3,074.78	3,074.78	11/14/2025
96688	ROTE OIL LTD	5806	DIESEL INVENTORY	08/29/2025	1,069.34	1,069.34	11/14/2025
Total 96688:					11,547.83	4,144.12	
96731							
96731	INGRAM LIBRARY SERVICES LL	91607743	BOOKS - LIBRARY	10/30/2025	27.74	27.74	11/07/2025
96731	INGRAM LIBRARY SERVICES LL	91684724	BOOKS - LIBRARY	11/03/2025	23.85	23.85	11/07/2025
96731	INGRAM LIBRARY SERVICES LL	9176959	BOOKS - LIBRARY	11/03/2025	485.48	485.48	11/07/2025
96731	INGRAM LIBRARY SERVICES LL	91773359	BOOKS - LIBRARY	11/06/2025	102.50	102.50	11/14/2025
96731	INGRAM LIBRARY SERVICES LL	91839246	BOOKS - LIBRARY	11/10/2025	334.83	334.83	11/14/2025
96731	INGRAM LIBRARY SERVICES LL	91839247	BOOKS - LIBRARY	11/10/2025	18.40	18.40	11/14/2025
96731	INGRAM LIBRARY SERVICES LL	91872661	CREDIT - BOOKS - LIBRARY	11/10/2025	12.74-	12.74-	11/14/2025
96731	INGRAM LIBRARY SERVICES LL	91945200	BOOKS - LIBRARY	11/13/2025	19.50	19.50	11/21/2025
96731	INGRAM LIBRARY SERVICES LL	92012738	BOOKS - LIBRARY	11/17/2025	13.99	13.99	11/21/2025
96731	INGRAM LIBRARY SERVICES LL	92053150	BOOKS - LIBRARY	11/18/2025	515.57	515.57	11/21/2025
96731	INGRAM LIBRARY SERVICES LL	92091757	BOOKS - LIBRARY	11/19/2025	268.46	.00	
96731	INGRAM LIBRARY SERVICES LL	92142602	BOOKS - LIBRARY	11/21/2025	37.10	.00	
96731	INGRAM LIBRARY SERVICES LL	92177515	BOOKS - LIBRARY	11/23/2025	43.65	.00	
Total 96731:					1,878.33	1,529.12	
96732							
96732	AT&T MOBILITY	X11062025111	FIRSTNET WIRELESS	10/28/2025	29.00	29.00	11/14/2025
Total 96732:					29.00	29.00	
96737							
96737	RTECH SOLUTIONS	INV-029741	POTS LINK - STREETS	10/25/2025	55.00	55.00	11/14/2025
96737	RTECH SOLUTIONS	INV-029741	POTS LINK - UTILITIES	10/25/2025	55.00	55.00	11/14/2025
96737	RTECH SOLUTIONS	LF-003658	POTS LINK - UTILITIES	11/09/2025	1.65	1.65	11/14/2025
Total 96737:					111.65	111.65	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
96743							
96743	SOMERVILLE, INC	40932	INTERIOR RENOVATION PLAN	11/14/2025	1,366.66	1,366.66	11/21/2025
96743	SOMERVILLE, INC	40932	INTERIOR RENOVATION PLAN	11/14/2025	1,366.67	1,366.67	11/21/2025
96743	SOMERVILLE, INC	40932	INTERIOR RENOVATION PLAN	11/14/2025	1,366.67	1,366.67	11/21/2025
Total 96743:					4,100.00	4,100.00	
96746							
96746	WIRTH & BAYNARD	569	LEGAL FEES-GIERACH-WOODA	10/28/2025	5,367.00	5,367.00	11/07/2025
96746	WIRTH & BAYNARD	594	LEGAL FEES-GIERACH-WOODA	11/17/2025	3,164.00	3,164.00	11/21/2025
Total 96746:					8,531.00	8,531.00	
96747							
96747	US CHEM CORP	1156	FIRE WIPES & GALLON HOSE/G	09/18/2025	1,041.12	1,041.12	11/14/2025
96747	US CHEM CORP	1156	FIRE WIPES & GALLON HOSE/G	09/18/2025	520.56	520.56	11/14/2025
96747	US CHEM CORP	1672	FIRE WIPES & GALLON HOSE/G	11/06/2025	929.07	929.07	11/21/2025
96747	US CHEM CORP	1672	FIRE WIPES & GALLON HOSE/G	11/06/2025	464.53	464.53	11/21/2025
Total 96747:					2,955.28	2,955.28	
96748							
96748	VILLAGE OF ELKHART LAKE	STMT 10-23-20	FIREARMS INSTRUCTOR COUR	10/23/2025	360.00	360.00	11/14/2025
Total 96748:					360.00	360.00	
96749							
96749	JARRED BLANK	STMT 11-17-20	REFUND OF CHICKEN LICENSE	11/17/2025	30.00	30.00	11/21/2025
Total 96749:					30.00	30.00	
96751							
96751	LORI PETRIE	STMNT 11 25	ENERGY STAR REBATE DEHUM	11/18/2025	25.00	.00	
Total 96751:					25.00	.00	
96752							
96752	WILLIAM ISERLOTH	STMNT 11 202	ENERGY STAR REBATE - FRID	11/18/2025	50.00	50.00	11/21/2025
Total 96752:					50.00	50.00	
96753							
96753	CARDIO PARTNERS INC	600189694	MEDICAL SUPPLIES - FIRE	11/18/2025	3,140.02	.00	
Total 96753:					3,140.02	.00	
Grand Totals:					433,595.83	320,388.25	

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
October 6, 2025

Meeting was called to order by K. Murray at 6:33 pm. Present were: K. Murray, B. McKnight, M. Kaczkowski, M. Hummitzsch, S. Britt, and K. Kraemer. Absent were: S. Gloede and A. Matzdorf. Also present: Library Director L. Jochman

There was no public comment or correspondence.

Motion by M. Hummitzsch, second by M. Kaczkowski to approve the minutes of the September 8, 2025 meeting with revisions. Motion passed unanimously.

Motion by S. Britt, second by B. McKnight to approve the financial report for September 2025 Expenses. Motion passed unanimously.

Director L. Jochman reviewed some highlighted items on the Director's monthly report. This included an update on end of year budget including building maintenance, book purchases with a change in vendor, and Fallooza.

Unfinished Business

Director L. Jochman updated the board on the next meeting of the ad hoc committee which will take place on October 17.

Director L. Jochman recapped the proposed budget for 2026. Motion by B. McKnight to recommend the budget as presented for 2026 to the Common Council, second by S. Britt. Motion passed unanimously.

Director L. Jochman updated the board the Finance Director Russo's recommendation for a line item for bereavement gifts to be deducted from. Motion by S. Britt to approve the bereavement gift policy with a budget of \$75.00 for such circumstances, second by K. Kraemer. Motion passed unanimously.

New Business

Director L. Jochman presented a position description for substitute library staff to be used when staff go on leave. Motion by S. Britt to approve the job description as presented, second by M. Hummitzsch. Motion passed unanimously.

Director L. Jochman presented an appendix to the Monarch System Agreement that requires libraries to give sufficient notice before planning large projects that require IT services or interface with the ILS. Motion by M. Hummitzsch to approve Appendix F, second by K. Kraemer. Motion passed unanimously.

Director L. Jochman presented the holiday closure dates for 2026. Motion by K. Kaczowski to approve the dates as presented, second by S. Britt. Motion passed unanimously.

Announcements

Director L. Jochman asked the board if they felt comfortable canceling the November meeting unless an emergency comes up. Motion by M. Hummitzsch to cancel the November meeting unless there is an emergency, second by K. Kraemer. Motion passed unanimously. The next meeting will be December 1, 2025.

Motion by S. Britt, second by M. Hummitzsch to adjourn. Motion passed. Meeting was adjourned at 7:01 pm.

Submitted by, Leslie Jochman
Library Board Secretary

**Plymouth Community Television
Board Meeting 11/10/2025**

Checking: 781.29
Unrestricted: 3,790.01
Restricted: 27,333.79

Attendance: John Binder, Virginia Stemper, Kurt Zolp, Gary Kaiser, Mike Briggs, and Konrad Kaczowski

Mike reported that all football games were filmed with excellent reviews. Last game filmed was November 7th. This year there was a new record of games filmed at 12. Mike announced the new hourly rate for the film crew would be \$17.00 and announcers would be getting \$32.00 per game.

Kurt reported that the views on the playback of "That's the Way it Was" are steadily growing. The first home basketball game is scheduled for November 18th. Film crew, studio crew and announcers are lined up.

Scheduled for Action-14 November 18th: Mayor, Art Center, and the Plymouth School District Superintendent

Next Board Meeting 5:00 PM Monday December 8th, 2025 at the high school

Respectfully submitted

Konrad Kaczowski

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	808.54	746.47	1,079.47	506.75	513.66	781.29	270.60	
Total Reciepts	4,750.00	4,500.00	4,400.00	4,200.00	4,200.00	4,250.00	5,500.00	3,250.00	4,000.00	3,750.00	4,000.00	0.00	\$ 46,800.00
Total Disbursements	4,741.97	4,765.23	4,245.84	4,162.95	3,908.27	4,312.07	5,167.00	3,822.72	3,993.09	3,482.37	4,510.69	0.00	\$ 47,112.20
Total Cash Flow	8.03	-265.23	154.16	37.05	291.73	-62.07	333.00	-572.72	6.91	267.63	-510.69	0.00	
Ending Balance	\$ 590.83	\$ 325.60	\$ 479.76	\$ 516.81	\$ 808.54	\$ 746.47	\$ 1,079.47	\$ 506.75	\$ 513.66	\$ 781.29	\$ 270.60	\$ 270.60	\$ 270.60

Receipt

Receipt													
Restricted	3,750.00	4,500.00	4,400.00	4,200.00	3,700.00	3,750.00	5,500.00	2,750.00	4,000.00	3,750.00	3,000.00		\$ 43,300.00
Unrestricted	1,000.00				500.00	500.00		500.00			1,000.00		\$ 3,500.00
													\$ -
Other													\$ -
TOTAL	\$ 4,750.00	\$ 4,500.00	\$ 4,400.00	\$ 4,200.00	\$ 4,200.00	\$ 4,250.00	\$ 5,500.00	\$ 3,250.00	\$ 4,000.00	\$ 3,750.00	\$ 4,000.00	\$ -	\$ 46,800.00

Disbursements

[illegible]

TOTAL	\$ 4,741.97	\$ 4,765.23	\$ 4,245.84	\$ 4,162.95	\$ 3,908.27	\$ 4,312.07	\$ 5,167.00	\$ 3,822.72	\$ 3,993.09	\$ 3,482.37	\$ 4,510.69	\$ -	\$ 47,112.20
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City of Plymouth
Police and Fire Commission Meeting
Tuesday, November 19, 2025 @ 3:30 P.M.
Room 210
Plymouth City Hall, 128 Smith Street, Plymouth, WI 53073

Members Present: President Mark Melcher, 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.

Guest: Tim Blakeslee, City Administrator.

President Mark Melcher, called the meeting to order at 3:30 P.M. in Room 210 @ City Hall, located at 128 Smith Street, Plymouth, Wisconsin.

Consideration and approval of minutes:

A motion made by James Flanagan and seconded by Gary Rooker to approve the Police and Fire Commission meeting minutes of November 4, 2025. Motion carried.

Determine Fire Chief hiring process:

City Administrator Tim Blakeslee informed commission members the city preferred to hire an outside consultant to organize and perform a search for a new fire chief. Tim explained the city has received three bids from companies who could perform the search. The bids ranged from a low of \$12,750.00 to \$27,000.00 / \$28,000.00 for the highest bid. President, Mark Melcher emailed Innovative Public Advisors (IPA) bid prior to the commission meeting.

Tim explained he has worked with all three companies and felt all could perform the fire chief search. Police Chief, Ken Ruggles, expressed similar feelings as he had worked through the process before.

After discussion and questions from commission members, James Flanagan made a motion to approve the bid of Innovative Public Advisors (IPA) for \$12,750.00. Gary Rooker seconded the motion. Motion carried.

City Administrator Tim Blakeslee will present IPA bid on November 25, 2025, to the Common Council Meeting for their approval.

Once the bid is approved, the commission will provide their guidelines for consultants in their search for Fire Chief candidates. This will be a future agenda item.

Review of Fire Chief Position Description:

President, Mark Melcher, emailed a copy of the original Fire Chief position description (May 14, 2024) and a second copy with suggested changes to Fire Chief position description by commission member, James Falanagan.

President, Mark Melcher, led the review of suggested changes to existing Fire Chief position description. After discussion of suggested changes, James Falanagan will make the agreed changes to existing Fire Chief position description and email to President, Mark Melcher. President Melcher will email the revised position description to commission members prior to our next scheduled meeting, December 2, 2025.

Upon approval by commission members, the new position description will be included in the Common Council agenda on December 9, 2025 for approval. Once approved, the Fire Chief position description will be forwarded to outside consultants as part of their packet of information in their search for a new Fire Chief.

No further action, motion for adjournment at 4:30 P.M. Motion by Warren Wieser and seconded by Tim Lemkuil. Motion carried.

Submitted on the nineteenth of November 2025.

Warren Wieser--- Secretary

City of Plymouth
November 2025

Number of Building Permits Issued	21
Valuation of Building Permits Issued	\$21,002,216

**Includes Commercial Remodels

New Single Family Homes	0
Valuation of Single Family Homes	\$0

**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	1
Valuation of Commercial/Industrial Additions	\$595,000

Total Permits	22
Total Value	\$21,597,216

Witkowski Inspection Agency, LLC - Contracted Inspection Report

City of Plymouth - November 2025

Permit #	Date	Address	Project Description	Value
25-358	11/6/2025	23 Lolie Court	Tear off & Reroof House	\$9,200
25-359	11/6/2025	3109 County Road PP	PVC Roof Section, Roof & Vent to Code, Gutter & Downspout Install	\$86,650
25-360	11/6/2025	904 Ash Circle	Asphalt Roof Replacement & Vent to Code	\$22,372
25-361	11/6/2025	2014 Douglas Drive	Tear Off & Re-roof - Asphalt Shingles	\$18,250
25-362	11/6/2025	4200 County Road PP	Addition	\$20,500,000
25-363	11/6/2025	204 S Bruns Ave	Replace AC & Furnace	
25-364	11/7/2025	114 E Main Street	Tear Off, Reroof, & Gutters	\$37,000
25-365	11/7/2025	6 South Street	Upgrade Existing Underground Service	\$3,500
25-366	11/7/2025	900 County Rd PP	Utility Building Expansion: Plumbing Permit	
25-367	11/10/2025	506 E Main Street	Bathroom Remodel	\$20,000
25-368	11/10/2025	828 Beech Drive	Replace Furnace	\$4,000
25-369	11/10/2025	105 Bishop Avenue	Replace Roof Shingles	\$8,000
25-370	11/11/2025	2106 Valley Road	Replace Furnace	\$5,000
25-371	11/13/2025	837 Meadow Lane	Siding, Doors, Soffit/Fascia	\$19,592
25-372	11/13/2025	2602 County Road PP	Sign	\$2,825
25-373	11/13/2025	24 S. Highland Ave	Warehouse Addition 80' x 100'	\$595,000
25-374	11/13/2025	2593 Babcock Street	Replacement of 3 Window Wells, New Washed Stone	\$16,000
25-375	11/17/2025	64 Dogwood Lane	Asphalt Roofing Replacement, Vent to Code	\$19,087
25-376	11/18/2025	3950 County Road PP	Stormwater/UG Plumbing	\$10,000
	11/18/2025	411 E Mill Street	Building Plan Review: 09-2025	
25-377	11/21/2025	16 Birch Lane	Renewal of 24-083 - Remodel	\$2,000
25-378	11/24/2025	128 Smith Street	Replace Panel & Outlets	\$3,740
25-379	11/25/2025	1204 Pilgrim Road	Renovate Existing Offices	\$215,000
Totals				\$21,597,216



APPLICATION FOR STREET USE PERMIT

Date December 3, 2025

1. **Applicant/Applicants Name:** Plymouth Art Foundation, Inc. / Plymouth Arts Center
Address: 520 East Mill St.
Plymouth, WI 53073
Phone: (920) 892-8409
2. **If the proposed street use is to be conducted for, on behalf of, or by an organization, the name, address and telephone number of the headquarters of the organization and of the authorizing responsible heads of such organization:** Plymouth Arts Center, 520 East Mill St. Plymouth, WI 53073, (920) 892-8409
Donna Hahn, Executive Director
3. **The name, address and telephone number of the person/persons who will be responsible for conducting the proposed use of the street, if different than above:** Donna Hahn, Executive Director, Cell Phone (920) 980-0510
4. **The date and duration of time for which the requested use of the street is proposed to occur:** Wednesday, December 31, 2025 from 7:30 PM - 10:30 PM
5. **An accurate description of that portion of the street proposed to be used:** North Street, from the corner/intersection Mill, Eastern Ave. and North street at the stoplight, past PAC driveway to the corner of Main and North Street.
6. **The approximate number of persons for whom use of the proposed street area is requested:** 750
7. **The proposed use, described in detail, for which the Street Use Permit is requested:** For the annual Sartori Big Cheese Drop on New Year's Eve in the Cheese Capital which will be conducted by the Plymouth Art Center and Plymouth Fire Department sponsored by the Sartori Company.

\$25.00 Fee – Receipt No. _____ Date _____

Recommendation – Director of Public Works _____

Recommendation – Chief of Police R. Langhe # 700

Date of Council approval Cathy Austin 12/3/2025

Email Street Superintendent _____

PETITION FOR STREET USE PERMIT

We, the undersigned residents of the 100 hundred block of North
(Street) in the City of Plymouth, hereby consent to the Plymouth Art Center
use of this street between the hours of 7:30 PM and 10:30 PM
on Wednesday, the 31st day of December 20 25, for the
purpose of Sartori Big Cheese Drop on New Year's Eve and do hereby
consent to the City of Plymouth to grant a Street Use Permit for use of the said portion of
said street for said purpose and do hereby agree to abide by such conditions of such use as
the City of Plymouth shall attach to the granting of the requested Street Use Permit. We
further understand that the permit will not be granted for longer than twelve (12) hours on
the date hereinabove specified, and agree to remove from the street prior to the end of said
period all equipment, vehicles and other personal property placed or driven thereon during
the event for which a permit is granted.

We designate Diana Hahn as the responsible person or persons who shall apply for an application for a Street Use Permit.

KIRAN BAL Plymouth Suites Motel.

[illegible]

2026 -2027 Election Worker

Election Inspectors

Angela Bender
Julie Burkart
Gary Hanson
Jim Jens
John Knorr
Barbara Langemak
Barbara McKnight
Sara Melcher
Jeanee Mueller
Carole O'Malley
Linda Opitz
Ruth Otte
Jillian Rooker
Bonnie Sande
Marilyn Schmitz
Carl Schroeder
Tom Steckel
Diane Zinkgraf
Lois Wilkens
Margaret Lee
Mitzi Schwertfeger

Chief Inspectors

Mary Allendorf
Greg Heberlein
Vickie McCabe
Abby Weber

Volunteers

Cindy Backhaus
Yea Daniels
Thomas Engel
Jesse Galvan
Brandon Heinecke
Steve Klock
Colleen Mathisen
Colleen McConnaha
Patricia McKee
Britt Mueller
John Nelson
Tammy Pautz
Michael Rutherford
Teri Strub

Form
AB-200

Alcohol Beverage License Application

For Municipal Use Only	
Municipality	
License Period	

License(s) Requested: (up to two boxes may be checked)

- ☐ Class "A" Beer \$ _____ ☒ Class "B" Beer \$ _____
- ☐ "Class A" Liquor \$ _____ ☐ "Class B" Liquor \$ _____
- ☐ "Class A" Liquor (cider only) \$ _____ ☐ Reserve "Class B" Liquor \$ _____
- ☒ "Class C" Liquor (wine only) \$ _____

Fees	
License Fees	\$ 116.67
Background Check Fee	\$
Publication Fee	\$ 18
Total Fees	\$

Part A: Premises/Business Information

1. Legal Business Name (individual name if sole proprietorship) Cheese Capital Winter Park			
2. Business Trade Name or DBA Nutt Hill			
3. FEIN 92-2529973		4. Wisconsin Seller's Permit Number 456-1032103669-02	
5. Entity Type (check one) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input checked="" type="checkbox"/> Nonprofit Organization			
6. State of Organization WI		7. Date of Organization 12/20/2022	
8. Wisconsin DFI Registration Number 24404-800			
9. Premises Address 750 W Main St			
10. City Plymouth		11. State WI	12. Zip Code 53073
13. County Sheboygan	14. Governing Municipality: <input checked="" type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village of: Plymouth		15. Aldermanic District 2
16. Premises Phone (920) 912-4799	17. Premises Email nutthillplymouth@gmail.com		18. Website nutthillwinterpark.com
19. Premises Description - Describe the building or buildings where alcohol beverages are produced, 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. Nutt Hill is a ski hill and will server beer/wine in the warming shelter. There is a kitchen and two bathrooms in the warming shelter. There is a enclosed porch attached to the warming shelter where people can warm up and eat food.			
20. Mailing Address (if different from premises address) 518 E Edna St			
21. City Plymouth Plymouth		22. State WI	23. Zip Code 53073

Part B: Questions

1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, list the details of violation below. Attach additional sheets if necessary.		
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed		Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed		Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol . . . ☐ Yes ☒ No beverages.

If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.

3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or distributor? . . . ☐ Yes ☒ No
If yes, provide the name of the restricted investor and describe the nature of the interest.

4. Is the applicant business owned by another business entity? . . . ☐ Yes ☒ No
If yes, provide the name(s) and FEIN(s) of the business entity owners below. Attach additional sheets as needed.

4a. Name of Business Entity

4b. Business Entity FEIN

5. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion. ☒ Yes ☒ No

6. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine? ☐ Yes ☒ No

7. Does the applicant business owe past due municipal property taxes, assessments, or other fees? ☐ Yes ☒ No

Part C: Individual Information

List the name, title, and phone number for each person or entity holding the following positions in the applicant business or businesses listed in Part B, Question 4: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all members, managers, and agent of a limited liability company. Attach additional sheets if necessary.

Include Form AB-100 for each person listed below. Corporations and LLCs must appoint an agent by including Form AB-101.

Last Name	First Name	Title	Phone

Part D: Attestation

One of the following must sign and attest to this application:

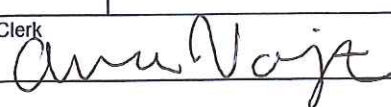
- sole proprietor
- one general partner of a partnership
- one corporate officer
- one member of an LLC

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 business 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 this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized 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	First Name	M.I.
Van Derven	Joseph	E
Title	Email	Phone
President	joevanderve@hotmail.com	(920) 912-4799

Signature	Date
	6/4/25

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		Date Provisional License Issued (if applicable)	
			



Fire Chief

Department:	Fire	FLSA Status:	Exempt
Division:	Fire	Job Status:	Non-Bargaining Unit
Reports to:	Police Chief/Director of Public Safety	Location:	Plymouth City Hall/Fire Department
Prepared by:	Police & Fire Commission	Approved by:	Plymouth Common Council
Date:	December 2, 2025	Date:	December 9, 2025

GENERAL DESCRIPTION

Oversee and manage day-to-day operations of the Fire Department including planning, organizing, directing, and administering all operations (fire suppression, rescue, fire inspections, fire prevention, ambulance services). Supervise Fire Department staff, respond to service calls, implement fire protection and safety programs, coordinate department training, and enforce all fire related ordinances. Work is performed under the direction of the Police Chief/Director of Public Safety, who reviews work for program effectiveness and assists with overall personnel management including, when required, disciplinary actions.

JOB FUNCTIONS

The following duties and responsibilities are not to be construed as exclusive or all-inclusive. Other duties and responsibilities may be assigned and required.

Examples of Essential Job Functions

- Respond to Fire Department calls for service when available- Respond to emergencies as Incident Commander; oversee the command of subordinates for smaller fires and EMS Calls.
- Conduct fire and Emergency operations consistent with the Department's SOGs, DSPS 330 and governing NFPA Standards.
- Directs and coordinates maintenance, repair, improvement and replacement of department equipment, supplies and facilities. May authorize members to complete minor maintenance of equipment.
- Directs and coordinates all training of Fire Department staff. Reviews and appraises staff annually under the direction of the Police Chief/Director of Public Safety.
- Supervises subordinates and delegates department duties and activities, within the scope of their training.
- Assist and participate in the development and administration of the Fire Departments annual budget, including capital spending plan; forecast the funds needed for staffing, equipment, materials, and supplies; monitor and approve division expenditures. Authorizes payment of vouchers and payroll of the department.
- Report personnel issues or concerns to the Police Chief/Director of Public Safety that may require discipline and assist the Police Chief/Director of Public Safety with resolving those personnel matters.
- Prepare monthly or annual reports as required. Supervises and maintains necessary records of the department such as fire and rescue calls, losses and damages, purchases and expenditures, equipment repair, inspections, and all applicable ordinances, laws, and regulations.
- Serve as the primary Fire Inspector and conduct inspections per the State of Wisconsin Department of Safety and Professional Services, Chapter 314 Fire Prevention Code, and City of Plymouth Ordinances.
- Ensure compliance with general safety policies as they relate to the Fire Department; coordinate and direct the department's response to emergencies; set priorities for available resources.
- Participate in department and city disaster preparedness planning as may be required from time to time and provide general assistance to the Police Chief/Director of Public Safety related to emergency management planning and emergency government.
- Recruit and retain fire fighters.
- Provide responsible staff assistance to the Police Chief/Director of Public Safety, City Administrator/Utilities Manager, Mayor and Common Council or Police & Fire Commission; recommend modifications to City ordinances, programs, policies, and procedures as may be appropriate.

- Respond to and resolve difficult and/or sensitive citizen inquiries and complaints.
- Follow rules and regulations as written in the City of Plymouth Personnel Manual and Plymouth Fire Department Policy Manual and SOG's.

OTHER DUTIES

- Upon request of the Police Chief/Director of Public Safety, City Administrator/Utilities Manager, Mayor or Common Council attend a variety of committee or board meetings and prepare and present staff reports or necessary correspondence related to issues relevant to the Fire Department.
- Perform all other duties as may be assigned.
- Residency requirement of 15-mile radius from City of Plymouth Limits.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

- Knowledge of operational characteristics, services, and activities of fire suppression and service programs. Organizational and management practices as applied to the analysis and evaluation of programs, policies and operational needs. Regulations governing fire and ambulance records. Modern principles and practices of fire suppression, fire prevention and education, hazardous materials and emergency medical services. Rules, regulations and operational procedures of the Fire Department related to modern firefighting activities. Proper utilization and maintenance requirements of fire apparatus, equipment, tools, devices and facilities. Ability to organize, deploy, and operate within the National Incident Management System Incident Command System (NIMS). Modern firefighting methods and equipment. Principles and practices of advanced emergency medical procedures. Firefighting practices, skills and abilities required by subordinate personnel. Departmental policies, rules, regulations, directives, guidelines, and principles and practices of municipal budget preparation and administration. Federal, State and local laws, codes and regulations particularly those governing the fire and ambulance service.
- Ability to oversee and participate in the management of the Fire Department; oversee, direct, and coordinate the work of lower level staff; select, supervise, train, and evaluate divisional staff under the general oversight of the Police Chief/Director of Public Safety; participate in the development and administration of department goals, objectives, and procedures; participate in the preparation of department budgets and administration; operate office equipment, analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals, research, analyze and evaluate service delivery methods and techniques; interpret and apply federal, state, and local policies, laws, and regulations; communicate clearly and concisely, both orally and in writing and maintain effective working relationship with those contacted in the course of work.

EDUCATION AND TRAINING

- Associate's Degree in Fire Science, Fire/Medic or Bachelor's degree or higher from an accredited college or university preferred.
- Following Certifications are required (or achieved during the probation period):
 - Certified Firefighter I
 - Certified Firefighter II
 - Driver/Operator-Pumper
 - Driver/Operator Aerial
 - Certified Fire Inspector
 - Certified Fire Officer I
 - Certified Fire Officer II Desired
 - Instructor I, Instructor II preferred (Must be maintained)
 - State Licensed EMT (State of Wisconsin) Advanced EMT preferred (Must be maintained)

- NIMS Training ICS100, ICS200, ICS300, ICS400, IS700
- Office experience which regularly requires the ability to communicate orally and in writing with a variety of people, as well as frequent interaction with the general public.
- Proficient in Microsoft products.
- Must possess a valid driver's license and good driving record.
- Criminal Record; No Felonies, No Misdemeanors in the previous five (5) years.

WORKING CONDITIONS

The working conditions characteristics are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee may be performing tasks in adverse environmental conditions.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects, tools or controls and reach with hands and arms. The employee is required to stand. The employee is required to walk; talk or hear; sit; climb or balance; climb stairs, stoop, kneel, crouch, or crawl; taste and smell.

The employee must be able to perform his/her functions in full Personal Protective Equipment (PPE) w/SCBA and occasionally lift and/or move up to 100 pounds in full PPE, and up to 200 pounds with assistance. Visual perception and discrimination along with sound perception and discrimination are required.

Disclaimer: The job description has been prepared to assist in evaluating various classes of responsibilities, skills, and working conditions. It indicates the kinds of tasks and levels of work difficulty required of the position. It is not intended as a complete list of specific duties and responsibilities. Nor is it intended to limit or modify the right of any supervisor to assign, direct, and control the work of employees under supervision. Nothing contained herein is intended or shall be construed to create or constitute a contract.



DATE: December 4, 2025

TO: Common Council and Mayor

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

RE: 6A. Ordinance No. 18 An Ordinance Amending the City of Plymouth, Wisconsin Comprehensive Plan Existing Land Use Map and Future Land Use Map by Changing Property from Agricultural to Residential (Parcel 59271829210)

8A. Discussion and Possible Approval of Certified Survey Map; Parcel number 59271829210, to divide the parcel into two parcels of 55.8044 acres and 10.6875 acres in the A – Agricultural Zoning District

Background:

At the November 6, 2025 Plan Commission meeting, the Plan Commission unanimously recommended the Common Council approve the following in relation to a 119 lot residential subdivision and separate 60 unit multi family development being proposed on the City's southwest side along STH 67:

- Comprehensive Plan Amendment: Application by Neumann to change the land use designation of the City's Comprehensive Land Use Plan for this property from agricultural to residential
- 2 Lot Certified Survey Map (CSM): The CSM would divide the parcel into two lots. A ~55 acre lot for the single family subdivision to be undertaken by Neumann Developments, and a ~10 acre lot that would be a separate 60-unit multi-family development undertaken by a separate developer (PRE/3).
- Rezoning petition to rezone the proposed ~55 acre lot from A – Agricultural District to R-5 Traditional Neighborhood district for the 119 lot single family subdivision

At this time, the Council will be considering the comprehensive plan amendment application and the 2 lot CSM application only. The rezoning petition is not being considered by the Common Council at the present time. Staff expects the rezone petition to be heard in early 2026 as the developer's agreement between Neumann and the City is not yet finalized.

Comprehensive Plan/Zoning Summary:

The property's current zoning and land use designation on the future land use map on the 2022 Comprehensive Plan are both agricultural. As such, Neumann has submitted a comprehensive plan amendment application to adjust the future land use map designation to residential for the entire property as it exists currently. This coincides with 2 lot CSM that has also been submitted that separates the property into two lots – one for the multi-family and one for the single-family as the single family project and multi family project are being undertaken by separate developers. Neumann also submitted a rezone petition to change the base zoning on the larger ~55 acre lot parcel to R-5 Traditional Neighborhood District. That application also received a positive recommendation at the Plan Commission meeting on November 6, but is not on the agenda

tonight. As such, if the comprehensive plan amendment application and 2-lot CSM are approved, both lots will have A – Agricultural District zoning until the Common Council considers the rezone. Staff anticipates that the rezone petition will coincide with the developer’s agreement between the City and Neumann that will be considered in 2026.

2 Lot Certified Survey Map:

The 2 lot CSM that has also been submitted simply divides the multi-family piece from the single-family piece, as well as allows Neumann to seek the rezone into R-5 for the single-family piece at a later date. PRE/3 is the anticipated developer for the ~10 acre lot and is proposing a 60 unit multi-family complex. PRE/3 has submitted a rezone request for the ~10 acre lot to change the zoning to R-4 multi-family residential. This item is due to be heard at the Plan Commission meeting on December 4th for recommendation only.

Engineering Review:

The 2 lot CSM was sent to Gremmer Engineering for review and comments prior to the Plan Commission meeting. All comments on the CSM have been addressed and Gremmer has provided a letter signing off on the CSM that is included as an attachment.

Public Notice Requirements:

The Comprehensive Plan amendment requires a 30-day notice in the newspaper before a public hearing at the Common Council. The notice for this public hearing was posted in the *Plymouth Review* on November 7, 2025.

Staff Recommendation:

This project has support by staff for the following reasons:

- The 2024 Housing Study identified a market need for approximately 450 new single-family homes in Plymouth, specifically 134 homes at market rate prices. This would help narrow the supply and demand gap noted in the study.
- The 2024 Housing Study specifically identified this location as a preferred area for new single-family homes.
- This area represents the natural direction for the City’s growth and a natural continuation of the residential subdivision to the north.
- It supports objectives of the 2023-2026 Strategic plan by increasing housing options for all residents, expanding economic development opportunities, and broaden TIF district utilization.

Staff recommends the Common Council do the following:

- Hold a public hearing for the Comprehensive Plan application/ordinance. After the public hearing, approve the ordinance as presented.
- Approve the 2-lot CSM as presented.

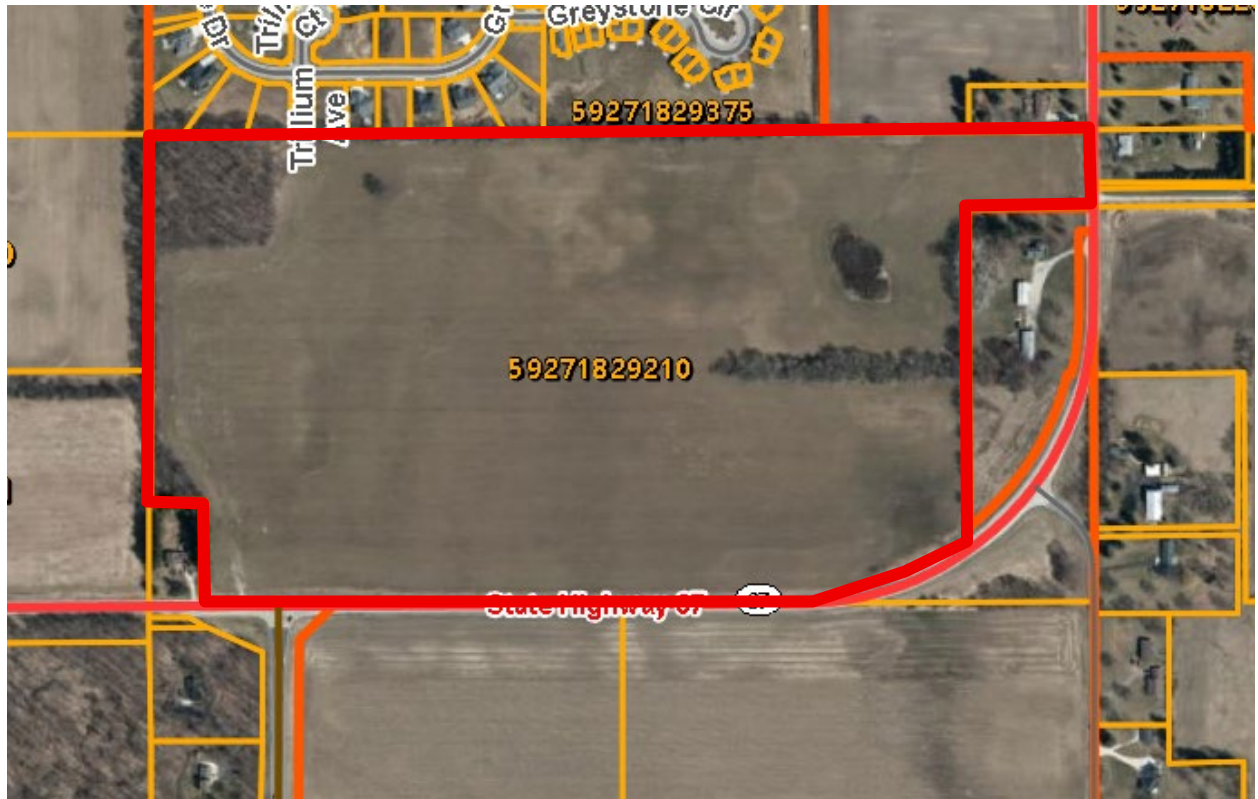
Copies Mailed/Emailed To:

- I. Ryan Fritsch: rfritsch@neumanndevelopments.com
- II. Bryan Lindgren: blindgren@neumanndevelopments.com

Attachments:

- I. Ordinance No. 18 & Exhibit
- II. Certified Survey Map (CSM)
- III. Engineer Review Letter
- IV. Proposed Site Plan

Project Area:



CITY OF PLYMOUTH, WISCONSIN
Ordinance No. _____ of 2025

**AN ORDINANCE AMENDING THE CITY OF PLYMOUTH, WISCONSIN
COMPREHENSIVE PLAN EXISTING LAND USE MAP AND
FUTURE LAND USE PLAN MAP BY CHANGING PROPERTY FROM
AGRICULTURAL TO RESIDENTIAL**

WHEREAS, property owner Neumann Developments, Inc., has requested a Comprehensive Plan amendment for approximately 66.49 acres of real property lying north and west of STH 67 and being Parcel No. 59271-829210 (the "Property"); and

WHEREAS, the Property is currently zoned A, Agricultural District on the zoning map of the City of Plymouth and the developer has petitioned for the rezoning to R-5 Traditional Neighborhood District for ~55.8044 acres of the Property coinciding with a certified survey map (CSM); and

WHEREAS, the City of Plymouth Comprehensive Plan adopted October 25, 2022, designates the described Property as Agricultural, which is inconsistent with the proposed zoning; and

WHEREAS, Wis. Stat. § 66.1001 requires that any amendment to a City zoning ordinance or map be consistent with the City's Comprehensive Plan and that best management practices are to ensure zoning and land use designations are consistent; and

WHEREAS, the City of Plymouth Plan Commission has recommended that the Common Council amend the Comprehensive Plan to re-designate the herein described property as Residential on the Comprehensive Plan Existing Land Use Map and Future Land Use Plan Map; and

WHEREAS, a public hearing was held before the Common Council on December 9, 2025, after duly publishing notice of such hearing, pursuant to Wis. Stat. § 66.1001(4); and

WHEREAS, the Common Council has determined that an amendment to the Comprehensive Plan will promote the orderly development of land in the City of Plymouth.

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

Section 1. Amending Comprehensive Plan. The City of Plymouth Comprehensive Plan Existing Land Use Map and Future Land Use Plan Map are hereby amended to re-designate the approximately 66.49 acres of real property lying north and west of STH 67 being Parcel No. 59271-829210 to Residential.

(The remainder of this page intentionally blank; signature page to follow.)

Section 2. 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

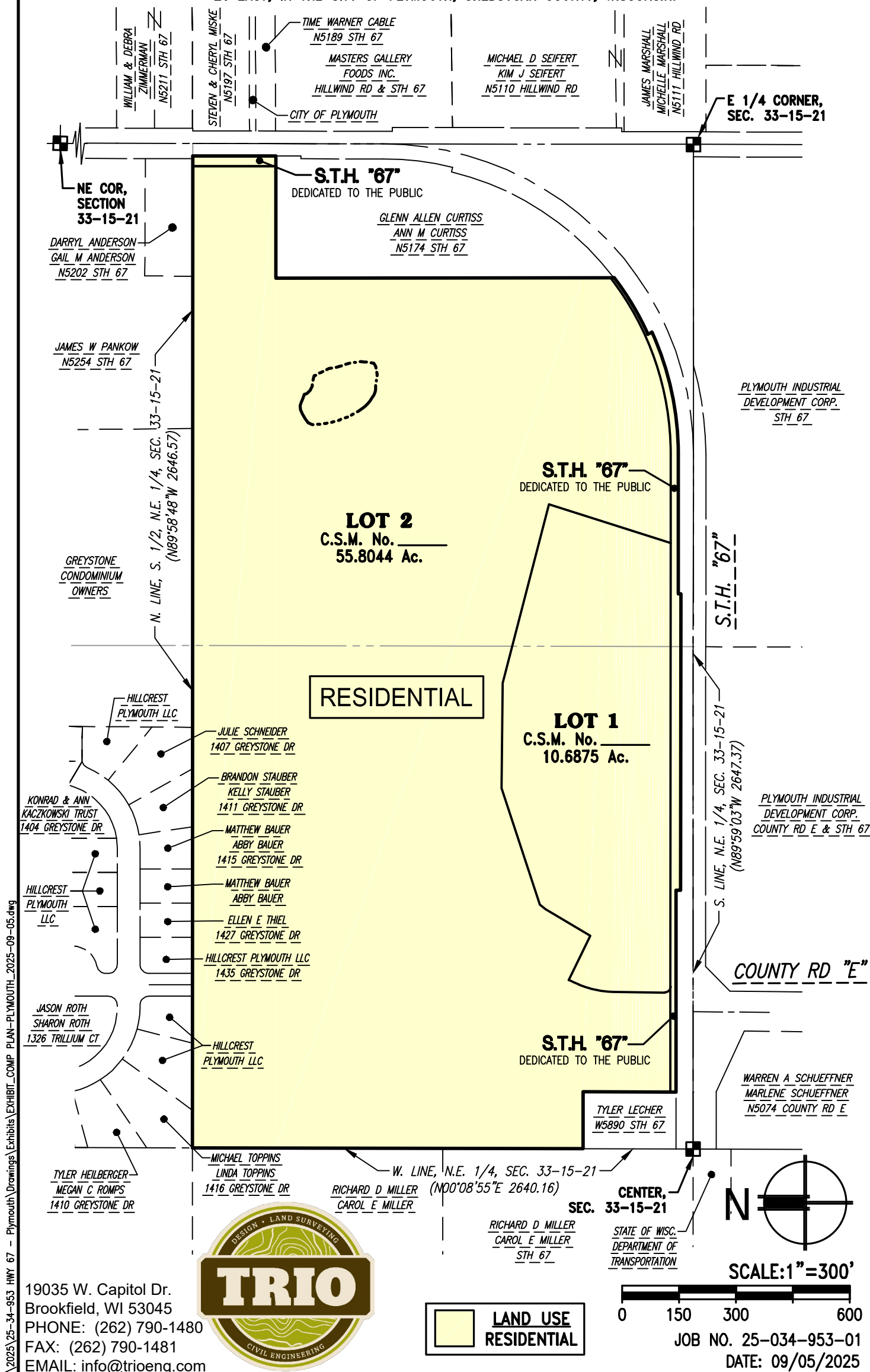
I hereby certify that the foregoing Ordinance was duly enacted by the City of Plymouth Common Council and approved by the Mayor on the dates indicated above.

Dated: _____, 2025

ANNA VOIGT, Clerk

COMPREHENSIVE PLAN AMENDMENT

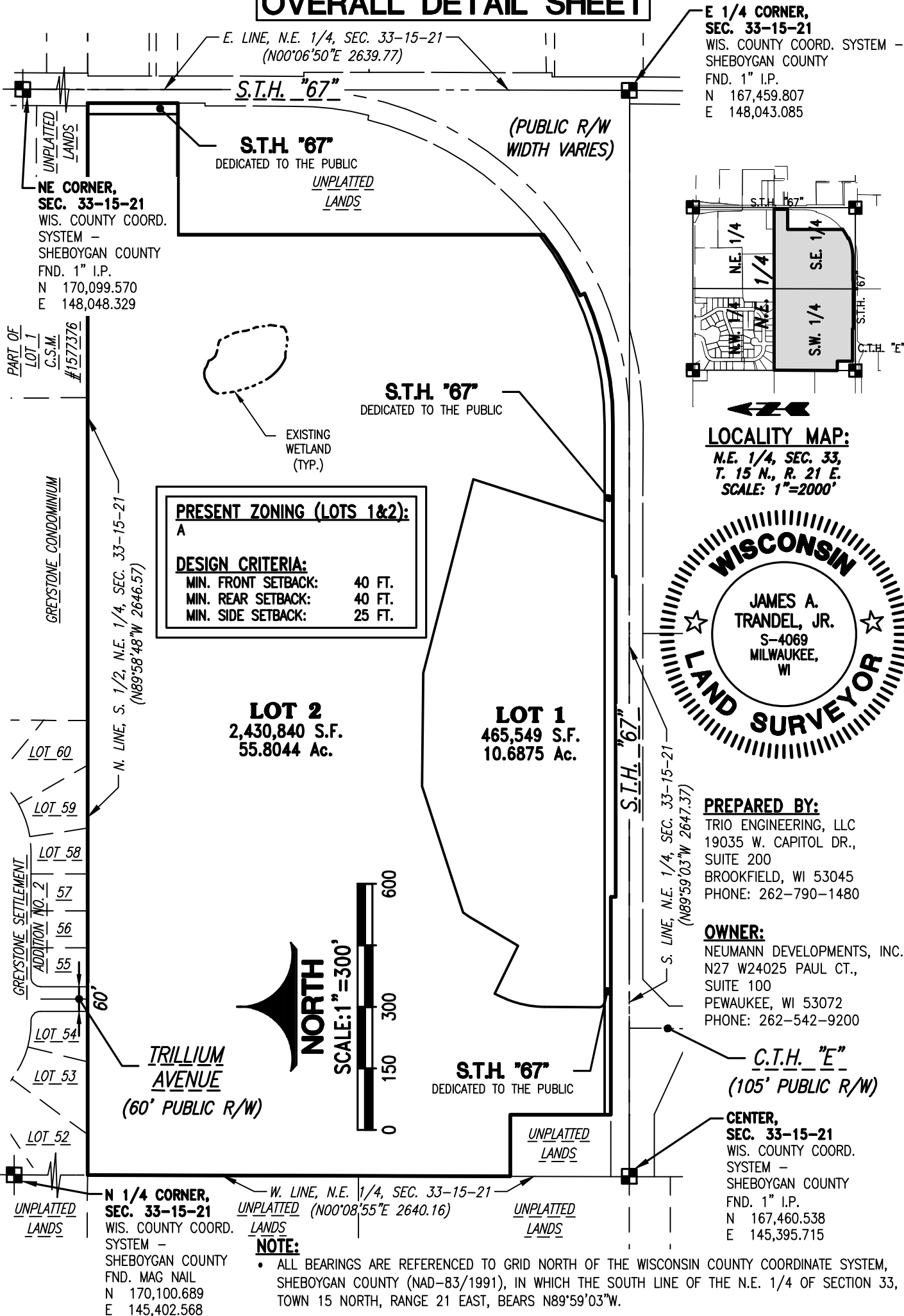
BEING A PART OF THE SOUTH 1/2 OF THE NORTHEAST 1/4 OF SECTION 33, TOWN 15 NORTH, RANGE 21 EAST, IN THE CITY OF PLYMOUTH, SHEBOYGAN COUNTY, WISCONSIN.



CERTIFIED SURVEY MAP NO. _____

BEING A PART OF THE SOUTH 1/2 OF THE NORTHEAST 1/4 OF SECTION 33, TOWN 15 NORTH, RANGE 21 EAST, IN THE CITY OF PLYMOUTH, SHEBOYGAN COUNTY, WISCONSIN.

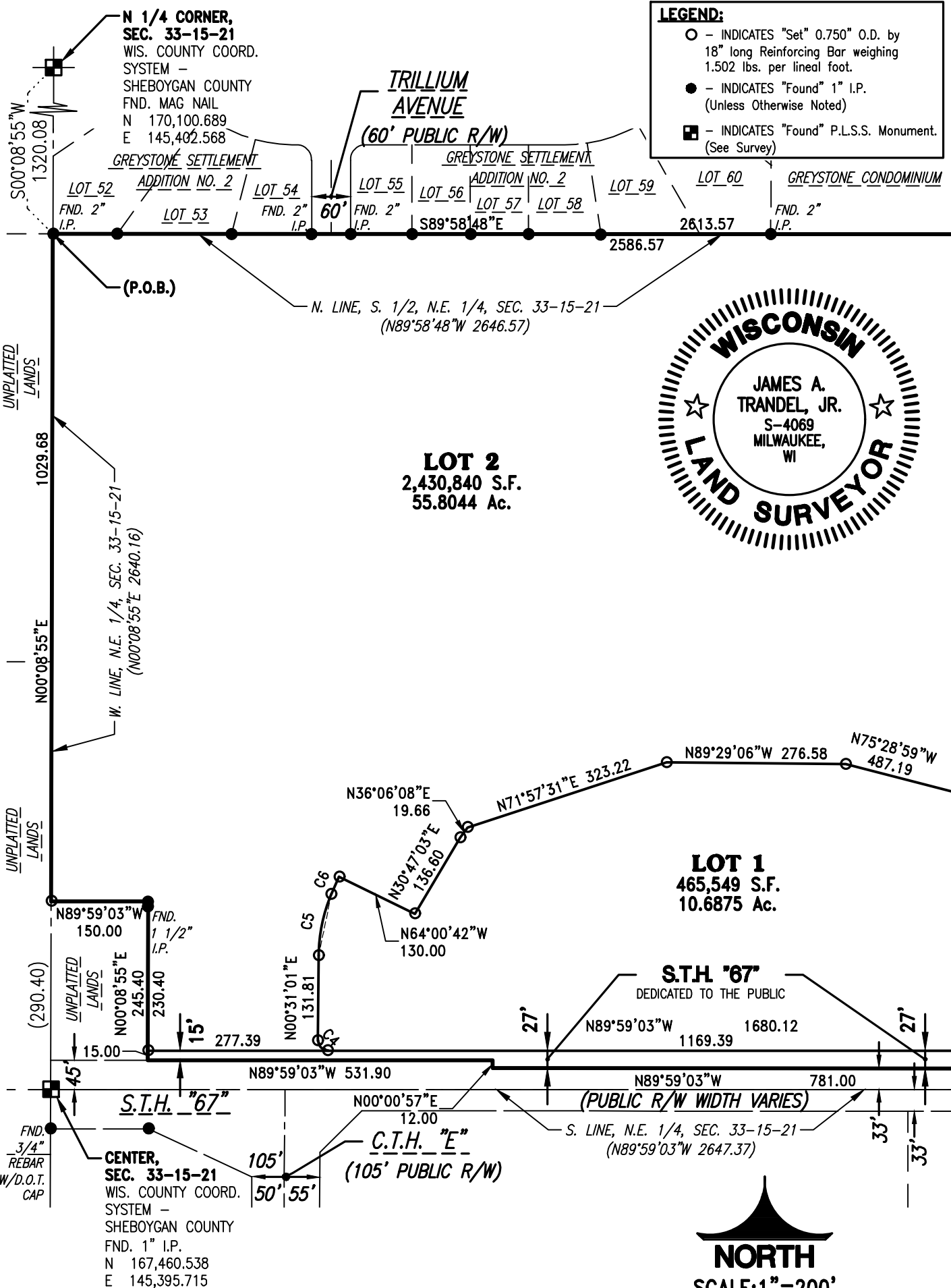
OVERALL DETAIL SHEET



X:\2025\25-34-953 HWY 67 - Plymouth\Drawings\Survey\CSM\530CSM01.dwg

CERTIFIED SURVEY MAP NO. _____

BEING A PART OF THE SOUTH 1/2 OF THE NORTHEAST 1/4 OF SECTION 33, TOWN 15 NORTH, RANGE 21 EAST, IN THE CITY OF PLYMOUTH, SHEBOYGAN COUNTY, WISCONSIN.



WETLAND NOTE:

WETLANDS SHOWN HEREON ARE FROM AVAILABLE SHEBOYGAN COUNTY RECORDS.

DRAFTED THIS 5TH DAY OF SEPTEMBER, 2025 (REVISED 10/28/25)
THIS INSTRUMENT WAS DRAFTED BY JAMES A. TRANDEL, JR., S-4069

JOB NO. 25-034-953-01
SHEET 2 OF 6

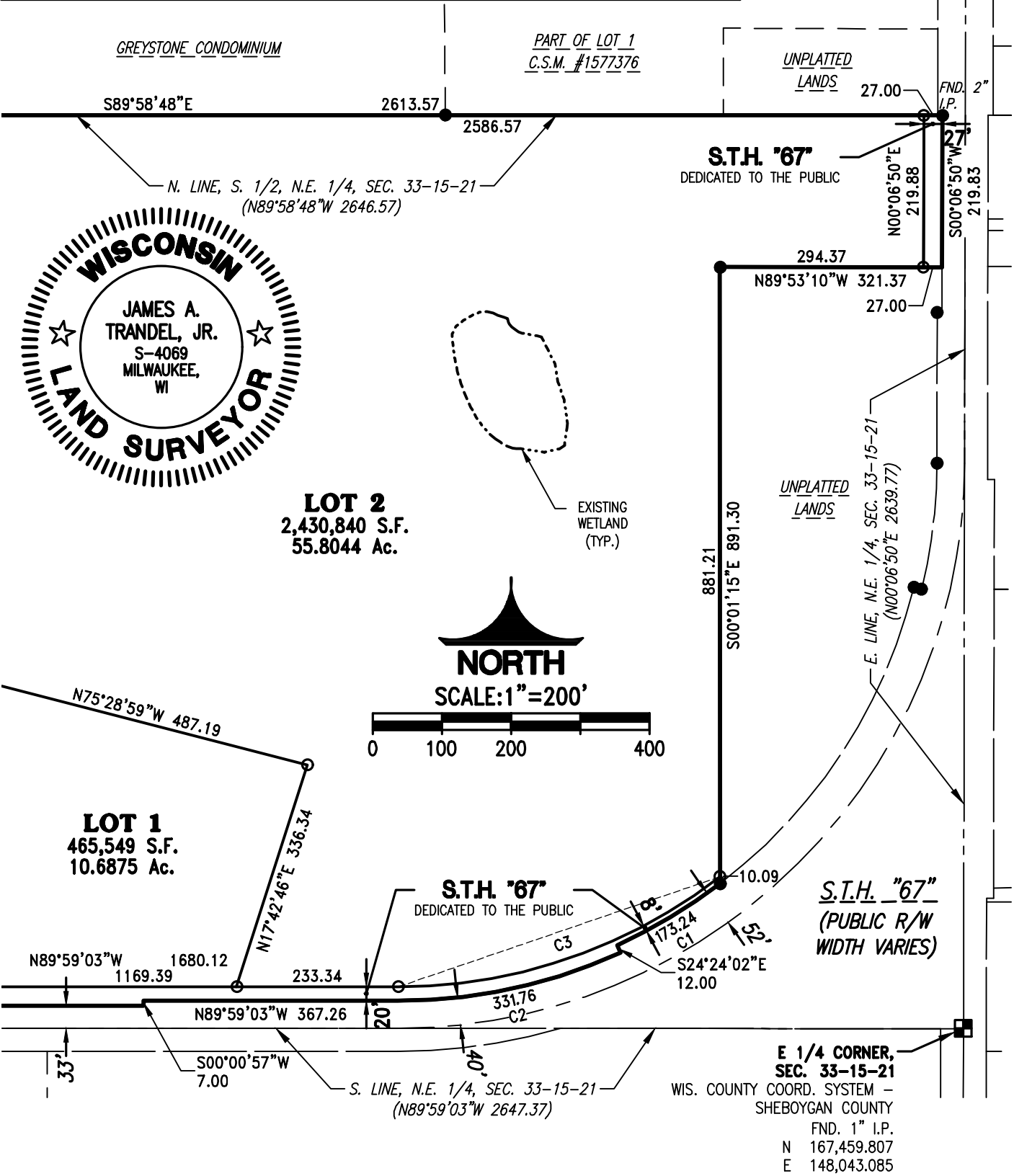
CERTIFIED SURVEY MAP NO. _____

BEING A PART OF THE SOUTH 1/2 OF THE NORTHEAST 1/4 OF SECTION 33, TOWN 15 NORTH, RANGE 21 EAST, IN THE CITY OF PLYMOUTH, SHEBOYGAN COUNTY, WISCONSIN.

CURVE TABLE:

NO.	RADIUS	CENTRAL ANGLE	ARC	CHORD	CHORD BEARING	TANGENT IN	TANGENT OUT
C1	766.51	12°56'57"	173.24	172.87	S59°07'29.5"W	S52°39'01"W	S65°35'58"W
C2	778.51	24°24'59"	331.76	329.25	S77°48'27.5"W	S65°35'58"W	N89°59'03"W
C3	758.51	37°49'40"	500.78	491.74	S71°06'07"W	S52°11'17"W	N89°59'03"W
C4	15.00	90°30'04"	23.69	21.31	S44°44'01"E	S00°31'01"W	S89°59'03"E
C5	250.00	22°11'30"	96.83	96.23	S11°36'46"W	S22°42'31"W	S00°31'01"W
C6	520.00	3°16'47"	29.77	29.76	S24°20'54.5"W	S25°59'18"W	S22°42'31"W

NE CORNER,
SEC. 33-15-21
WIS. COUNTY COORD.
SYSTEM -
SHEBOYGAN COUNTY
FND. 1" I.P.
N 170,099.570
E 148,048.329



X:\2025\25-34-953 HWY 67 - Plymouth\Drawings\Survey\CSM\530CSM01.dwg

DRAFTED THIS 5TH DAY OF SEPTEMBER, 2025 (REVISED 10/28/25)
THIS INSTRUMENT WAS DRAFTED BY JAMES A. TRANDEL, JR., S-4069

JOB NO. 25-034-953-01
SHEET 3 OF 6

CERTIFIED SURVEY MAP NO.

BEING A PART OF THE SOUTHWEST 1/4 AND SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 33, TOWN 15 NORTH, RANGE 21 EAST, IN THE CITY OF PLYMOUTH, SHEBOYGAN COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE:

STATE OF WISCONSIN)
)ss
COUNTY OF MILWAUKEE)

I, James A. Trandel, Jr., Professional Land Surveyor, do hereby certify:

That I have surveyed, divided and mapped a part of the Southwest 1/4 and Southeast 1/4 of the Northeast 1/4 of Section 33, Town 15 North, Range 21 East, in the City of Plymouth, Sheboygan County, Wisconsin, now being more particularly bounded and described as follows:

Commencing at the North 1/4 Corner of said Section 33, thence South 00°08'55" West and along the West line of said Northeast 1/4 of said Section 33, 1320.08 feet to a point on the North line of the said South 1/2 of said Northeast 1/4 of said Section 33 and the place of beginning of lands hereinafter described;

Thence South 89°58'48" East and along the said North line, 2613.57 feet to a point on the West Right-of-Way line of S.T.H. "67"; Thence South 00°06'50" West and along the said West Right-of-Way line, 219.83 feet to a point; Thence North 89°53'10" West, 321.37 feet to a point; Thence South 00°01'15" East, 891.30 feet to a point on the said West Right-of-Way line; Thence Southwesterly 173.24 feet along the said West Right-of-Way line and the arc of a curve, whose center lies to the Northwest, whose radius is 766.51 feet, whose central angle is 12°56'57", and whose chord bears South 59°07'29.5" West, 172.87 feet to a point; Thence South 24°24'02" East, and along the said West Right-of-Way line, 12.00 feet to a point; Thence Southwesterly 331.76 feet along the said West Right-of-Way line and the arc of a curve, whose center lies to the Northwest, whose radius is 778.51 feet, whose central angle is 24°24'59", and whose chord bears South 77°48'27.5" West, 329.25 feet to a point of tangency; Thence North 89°59'03" West and along the North Right-of-Way line of S.T.H. "67", 367.26 feet to a point; Thence South 00°00'57" West and along the said North Right-of-Way line, 7.00 feet to a point; Thence North 89°59'03" West and along the said North Right-of-Way line, 781.00 feet to a point; Thence North 00°00'57" East and along the said North Right-of-Way line, 12.00 feet to a point; Thence North 89°59'03" West and along the said North Right-of-Way line, 531.90 feet to a point; Thence North 00°08'55" East, 245.40 feet to a point; Thence North 89°59'03" West, 150.00 feet to a point on the said West line of said Northeast 1/4 of said Section 33; Thence North 00°08'55" East and along the said West line, 1029.68 feet to the point of beginning of this description.

The Gross area of said Parcel contains 2,946,687 Square Feet (or 67.6466 Acres) of land, more or less. The Net area of said Parcel after the Public Road Dedications of S.T.H. "67" contains 2,896,389 Square Feet (or 66.4919 Acres) of land, more or less.

That I have made such survey, land division and map by the direction of **Neumann Developments, Inc.**, owner of said land.

That such map 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 Chapter 236.34 of the Wisconsin Statutes and the Subdivision Regulations of the City of Plymouth in surveying, dividing and mapping the same.

Dated this _____ day of _____, 20_____.

James A. Trandel, Jr., P.L.S.
Professional Land Surveyor, S-4069
TRIO ENGINEERING, LLC
19035 W. Capitol Drive, Suite 200
Brookfield, WI 53045
Phone: (262)790-1480 Fax: (262)790-1481

DRAFTED THIS 5th DAY OF SEPTEMBER, 2025 (REVISED 10/28/25)
THIS INSTRUMENT WAS DRAFTED BY JAMES A. TRANDEL, JR., S-4069

Job. No. 25-034-953-01
SHEET 4 OF 6

CERTIFIED SURVEY MAP NO.

BEING A PART OF THE SOUTHWEST 1/4 AND SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 33, TOWN 15 NORTH, RANGE 21 EAST, IN THE CITY OF PLYMOUTH, SHEBOYGAN COUNTY, WISCONSIN.

CORPORATE OWNER'S CERTIFICATE OF DEDICATION:

Neumann Developments, Inc., a corporation duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, does hereby certify that said corporation has caused the land described on this map to be surveyed, divided, mapped and dedicated as represented on this map in accordance with the provisions of Chapter 236 of the Wisconsin Statutes and the Subdivision Regulations of the City of Plymouth, this _____day of _____, 20 _____.

Neumann Developments, Inc.

Bryan Lindgren, President

STATE OF WISCONSIN)
) ss
COUNTY OF)

Personally came before me this _____ day of _____, 20_____, Bryan Lindgren, President, of the above named corporation, to me known to be the person who executed the foregoing instrument, and to me known to be such President of said corporation, and acknowledged that they executed the foregoing instrument as such officer of the deed of said corporation, by its authority.

Print Name: _____
Notary Public, _____ County, WI
My commission expires: _____

HIGHWAY TRANS. 233.08 SETBACK RESTRICTIONS:

There shall be no improvements or structures placed between the highway and the highway setback line.

VISION CORNER RESTRICTION PER s. TRANS 233.105 (2):

No structure of improvement of any kind is permitted within the vision corner. No vegetation within the vision corner may exceed 30 inches in height.

NOISE LEVEL RESTRICTION PER s. TRANS 233.105 (1):

The lots of this land division may experience noise at levels exceeding the levels in s. Trans 405.04, Table 1. These levels are based on federal standards. The Department of Transportation is not responsible for abating noise from existing state trunk highways or connecting highways, in the absence of any increase by the Department to the highway’s through-lane capacity.

CERTIFIED SURVEY MAP NO. _____

BEING A PART OF THE SOUTHWEST 1/4 AND SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 33, TOWN 15 NORTH, RANGE 21 EAST, IN THE CITY OF PLYMOUTH, SHEBOYGAN COUNTY, WISCONSIN.

PLAN COMMISSION APPROVAL CERTIFICATE:

Approved by the Plan Commission of the City of Plymouth on this _____ day of _____, 20____.

Jack Johnston, Secretary

Donald O. Pohlman, Mayor

COMMON COUNCIL APPROVAL CERTIFICATE:

This Certified Survey Map is hereby approved by the Common Council of the City of Plymouth on this ____ day of _____, 2025.

Anna Voigt, Clerk

Donald O. Pohlman, Mayor



October 30, 2025

City of Plymouth
128 Smith Street
Plymouth, WI 53073

Subject: Neumann 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.



CONCEPT PLAN

HWY 67 Development

Plymouth, Wisconsin



SITE DATA TABLE	
- Total Area	66.58 ac
- Wetland = 1.24 ac	
- Proposed Development	
- Single Family =	119 lots
- Multi-Family =	60 units
- Total =	179 units
- Density = 179 / 48.71 = 3.67 un/ac	
- Excludes park & storm water open space areas	
- Public Road = 5,526 lf (46.43 lf/lot)	

Proposed Single Family Zoning: PUD - Planned Unit Development	
- Minimum Lot Area =	8,700 sf
- Minimum Lot Width =	70'
- Minimum Building Setbacks:	
- Front Setback	25'
- Front Side Corner	15'
- Side Yard	7.5'
- Rear Yard	25'

NORTH

0 50 100 200

Scale: 1" = 100' (22"x34")

Scale: 1" = 200' (11"x17")

DATE: 10-22-2025

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: December 4, 2025

TO: Mayor and Common Council

FROM: Tim Blakeslee, City Administrator/Utilities Manager

RE: Ordinance No. 19 Repealing and Recreating Section 11-2-17 of the City of Plymouth Code of General Ordinances Related to Regulation of Sexual Offenders

Background: In August 2025, Section 11-2-17 of the Plymouth Municipal Code was updated regarding sex offender residency restrictions. Following an additional recommendation from the City Attorney, and with concurrence from CVMIC, staff recommends further updating Section 11-2-17 as attached. The revisions address certain contracts already in place and are intended to limit potential future city liability.

The Board of Appeals also requested the addition of a requirement that notice be sent to property owners within 100 feet when an individual seeks an appeal under this ordinance. The notice would provide information on how to submit feedback and the time and place of the meeting.

Recommendation: Motion to approve Ordinance No. 19 repealing and recreating Section 11-2-17 of the City of Plymouth Code of General Ordinances related to the regulation of sexual offenders.

Attachments:

- Draft Ordinance

CITY OF PLYMOUTH, WISCONSIN

Ordinance No. _____ of 2025

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

WHEREAS, the Common Council deems it in the best interest of the public health, safety and welfare to revise the sex offender restrictions with the continued goal of reducing recidivism of sex offenders.

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

Section 1. Amending Code. Section 11-2-17(c), Residency Restriction Exceptions, is hereby amended to read as follows (deletions indicated by ~~strikethrough~~; insertions by underline):

“(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 or has entered into a legally binding arm's length transaction to establish a residence prior to the ~~effective date of this Ordinance~~ September 6, 2025.

(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.”

Section 2. Creating Code. Section 11-2-17(j)(5), related to the petition for exemption, is hereby created to read as follows:

“(5) Notice of the time, place and purpose of the petition hearing shall be sent to the Sex Offender as well as the owners of record listed in the office of the City Assessor who are owners of property in whole or in part situated within 100 feet of the boundary of the property of the intended residence. Notice shall inform property owners how to submit written comments and must be sent at least seven (7) days before the hearing.”

Section 3. Amending Code. Section 11-2-17(j), Enforcement, is hereby amended to correct the section lettering to read as follows (deletions indicated by ~~striketrough~~; insertions by underline):

“(i) (k) *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 4. Effective Date. This Ordinance shall take effect the day after publication.

Enacted on December _____, 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

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: December 5, 2025

TO: Common Council and Mayor

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

RE: Discussion and Possible Approval of Grant Application Agreement & Site Access Agreement with Glacier Transit & Storage, Inc. (GTS) regarding 322 Cold Storage St.

Background:

In February 2025, a large portion of the brick façade located on the northernmost building located at 322 Cold Storage Street failed and fell to the ground. In March, the Common Council issued a formal raze or repair order for the building and issued it to the building owner Glacier Transit Storage, Inc (GTS).

GTS has since researched the cost to rehab/repair the building and has ultimately decided to raze the structure. They are seeking assistance from the City in order to apply for a grant from the Wisconsin Economic Development Corporation (WEDC) to help fund the building's demolition. The grant they are seeking is called a Site Assessment Grant (SAG), in which WEDC would fund up to \$150,000 with a 20% match from GTS to help facilitate the building's demolition.

Site Assessment Grant (SAG) Side Agreement:

WEDC only allows local government units (i.e. municipalities) or Tribes to serve as the applicant for these grant applications. As such, City staff and GTS have communicated with WEDC on the nature of the building and logistics of the City serving as the applicant for the grant. WEDC has responded this project appears to be a good fit for the grant and it is common place for municipalities to serve as the applicant for these grant applications but then pass through the cost and responsibilities of the grant process to the property's owner through some sort of side agreement. City Attorney Fieber has prepared this grant application agreement between the City and GTS.

Site Access Agreement:

GTS has contracted with Stantec to undertake writing the grant application as well as providing the necessary environmental testing that goes along with the grant application after WEDC recommended GTS find an environmental consultant to assist with this work. In addition to the side agreement, Stantec has also provided an access agreement between GTS and the City so the City can access the property in the case that is needed. The City Attorney has reviewed the access agreement and has requested minor tweaks to it. Staff is comfortable with bringing the agreement before Council for approval, contingent on finalization by the City Attorney.

Staff Recommendation:

Staff recommends that the Common Council approve the side agreement and site access agreement with GTS, contingent on finalization by the City Attorney.

Attachments:

- I. Grant Application Agreement
- II. Site Access Agreement

	SITE ACCESS AGREEMENT	
		Page 1 of 2

SITE ACCESS AGREEMENT BETWEEN

City of Plymouth - Grantee and Glacier Transit & Storage Inc. - Grantor

This site access agreement ("Agreement") is made as of December 4, 2025, by and between Glacier Transit & Storage Inc. , hereinafter referred to as "Grantor" and the City of Plymouth, hereinafter referred to as "Grantee".

1.0 RECITALS

- 1.1 Grantor owns certain real estate property at (address): 322 Cold Storage Street, Plymouth, Wisconsin (the "Property").
- 1.2 Grantee desires to perform the following work on the Property: Implementation of WEDC Site Assessment Grant funded activities which is likely to include regulated building materials abatement, building demolition, and Phase II environmental site assessment activities ("Work").
- 1.3 The parties desire to enter into this Agreement to give access to the Property to Grantee or its representatives or consultants for the purpose of performing the Work.

2.0 AGREEMENT

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, the parties hereto do hereby covenant and agree to and with each other as follows:

3.0 TERMS

- 3.1 Grantee or its representatives or consultants may perform the Work on the Property. Grantee or its representatives or consultants may enter onto the Property for the purpose of performing the Work.
- 3.2 Grantee agrees not to permit any liens to stand against the Property for Work done or materials furnished by Grantee, and Grantee agrees to indemnify and hold Grantor harmless from any such liens for Work performed under this Agreement.
- 3.3 If the Property shall be disturbed by the performance of the Work, then upon completion of the Work the Property shall be reasonably restored by Grantee to as close to its original condition just prior to such disturbance.
- 3.4 In the event of a conflict between this Agreement and the Grant Application Agreement between the parties for the Property, the terms of the Grant Application Agreement shall control.

	SITE ACCESS AGREEMENT	
		Page 2 of 2

3.5 This Agreement may be terminated by either party upon five (5) business days prior written notice.

3.6 Grantee shall use its best efforts to perform the Work in a manner so as not to unreasonably interfere with Grantor's use or occupation of the Property.

3.7 This Agreement shall be governed by the laws of the State of Wisconsin.

IN WITNESS WHEREOF, the parties hereto are authorized to and have executed this Agreement as of the day and year first above written.

(Grantor)

(Grantee)

(by)

(by)

(Title)

(Title)

**GRANT APPLICATION AGREEMENT
BETWEEN
THE CITY OF PLYMOUTH AND
GLACIER TRANSIT & STORAGE, INC.**

THIS AGREEMENT is entered into by and between the CITY OF PLYMOUTH, a municipal corporation, maintaining its principal office at 128 Smith Street, Plymouth, Wisconsin 53073, hereinafter called the "City", and Glacier Transit & Storage, Inc., a Wisconsin corporation, maintaining its principal office at 404 Schwartz Street, Plymouth, Wisconsin 53073, hereinafter called "GTS".

RECITALS:

WHEREAS, GTS owns certain real estate at 322 Cold Storage Street in the City of Plymouth, as more specifically described on **Exhibit "A"**, attached hereto, (the "Property"), which is in need of rehabilitation and for which the City has issued a raze or repair order, and GTS has requested the City to apply for a site assessment grant from the Wisconsin Economic Development Corporation ("WEDC") for the purposes of economic development pursuant to Wisconsin Statutes Chapter 238 (the "Application"); and

WHEREAS, GTS has played an integral role in refrigerated and dry storage for the dairy industry in Sheboygan County since 1955; and

WHEREAS, in order to facilitate the rehabilitation of the Property, the City is willing to apply for funds from the WEDC Site Assessment Grant Program ("SAG Funds"); and

WHEREAS, this Agreement is intended to provide for certain duties and responsibilities of the City and the GTS related to the application and anticipated grant requirements imposed by the WEDC related to the SAG Funds.

AGREEMENT

NOW, THEREFORE, in consideration of the Recitals, the covenants and agreements set forth herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

SECTION I.

GTS OBLIGATIONS

A. Obtain Application Materials. GTS shall, at its sole cost: (i) prepare and submit the Application and all information, reports, assessments, plans and specifications, permits, and other documents and information regarding all other matters reasonably required by the City for submission of the Application; and (ii) obtain all federal, state, and local licenses, permits, or other approvals as may be necessary to obtain the Application materials.

B. Matching Funds. GTS shall provide matching funds sufficient to achieve the match requirement of the SAG Funds as required by the WEDC.

C. Assumption of City Grant Responsibilities. In the event the WEDC approves the City's Application, GTS agrees to enter into a Site Assessment Grant Agreement with the City, upon mutually agreeable terms, in which GTS assumes responsibility for 1) completing the project as contemplated in the Application; 2) maintaining documentation and preparing reports as required for the project; 3) maintaining adequate insurance coverage for liabilities and hazards; and 4) indemnifying the City from any default arising from GTS's activities. The parties agree that the City is applying for the SAG Funds at the request of GTS, and GTS will fulfill all obligations required of the City by the WEDC, except as otherwise mutually agreed.

SECTION II.

CITY OBLIGATIONS

A. WEDC Application. The City agrees to cooperate with GTS as may be reasonably required to complete the Application. The City will submit the Application to the WEDC for the Property upon receipt of the completed Application and the supporting materials from GTS.

B. Assignment of City Grant Responsibilities. In the event the WEDC approves the City's Application, the City agrees to enter into a Site Assessment Grant Agreement with GTS, upon mutually agreeable terms, in which GTS assumes responsibility for 1) completing the project as contemplated in the Application; 2) maintaining documentation and preparing reports as required for the project; 3) maintaining adequate insurance coverage for liabilities and hazards; and 4) indemnifying the City from any default arising from GTS's activities. The parties agree that the City is applying for the SAG Funds at the request of GTS, GTS will fulfill all obligations required of the City by the WEDC, except as otherwise mutually agreed. The City Administrator/Utilities Manager is authorized to enter into such agreement on behalf of the City.

SECTION III.

SUSPENSION OF RAZE OR REPAIR ORDER

Upon approval of this Agreement, the raze or repair order issued by the City against the Property is hereby suspended. In the event GTS fails to comply with its obligations under Section I of this Agreement by April 1, 2026, the requirements of the raze or repair shall be reinstated, and GTS shall be subject to compliance therewith.

SECTION IV.

TERMINATION

In the event GTS becomes unable or unwilling to complete its obligations hereunder, it shall provide written notice to the City. In such event, the raze or repair order issued against the Property shall thereafter apply.

CITY OF PLYMOUTH, a Wisconsin municipal corporation

By _____
Donald O. Pohlman, Mayor

By _____
Anna Voight, City Clerk

GLACIER TRANSIT & STORAGE, INC., a
Wisconsin corporation

By _____
Kyle Nothem, President

DRAFT

EXHIBIT A

Legal Description of the Property

322 Cold Storage Street, Plymouth, Wisconsin 53073

Legal Description:

A part of the S1/2 of the NW1/4 of Section 27, T15N, R21E, City of Plymouth, Sheboygan County, Wisconsin, and described as: Beginning at the intersection of the North line of the S1/2 of the NW 1/4 said Section 27 with the East line of the Wisconsin Central Railroad (formerly the Chicago, Milwaukee, St. Paul & Pacific Railroad); thence S27°03'38"E 484.55 feet (recorded as 488' M/L) along said East line; thence N62°56'22"E 146.64 feet to the West line of the Union Pacific Railroad (formerly the Chicago & Northwestern Railroad); thence along said West line Northwesterly 499.11 feet along the arc of a 3876.00 foot radius curve to the right, said curve having a chord which bears N42°59'27"W 498.76 feet to the North line of the S1/2 of the NW1/4 of said Section 27; thence S89°50'22"W 10.92 feet along said North line to the point of beginning.

Tax Parcel No.: 59271-822060

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: December 4, 2025

TO: Mayor and Common Council

FROM: Tim Blakeslee, City Administrator/Utilities Manager

RE: Approve Letter of Agreement with Mueller Communications

Background: The 2026 Budget includes funding for Phase 1 and Phase 2 of the Public Safety Staffing Options Assessment and Community Survey. The purpose of this effort is to support public education, dialogue/discussion, and develop available options to address the City's ongoing challenges in funding additional Police Department staffing.

The Police Department has not added a sworn officer since 1993, even as community population and calls for service have steadily increased. Calls related to mental health, welfare checks, traffic enforcement, and proactive community policing have grown significantly during this period, placing additional demands on existing staff. The primary barrier to adding staff is that it is nearly impossible to do so through the normal budget process due to State of Wisconsin levy limit restrictions. The City already operates on an extremely lean budget, and no available capacity exists to fund additional officer positions. The allowable levy limit increase provided by the state on a yearly basis does not generate enough revenue to support even a single police officer (looking back at least 5 years). Municipalities across Wisconsin face similar challenges and many have pursued referendum processes to address police and fire staffing needs.

Phase 1 and 2 of this work focus on evaluating operational needs, review funding options, and gather community input so that any future recommendation is based on accurate data, fiscal analysis, and resident feedback. This work also supports the 2023 to 2026 Strategic Plan, which identifies places emphasis on increasing public safety options in the community.

The Letter of Agreement is included as Attachment 1. The draft scope of services presentation is included as Attachment 2. The not to exceed cost for Phases 1 and 2 is \$55,177 plus the required technology fee. Mueller Communications has indicated that actual costs are often lower when City staff can support portions of the work. While some dates in Attachment 2 are slightly out of date due to the original preparation timeline, the general services and objectives remain accurate. Mueller Communications brings extensive experience assisting Wisconsin municipalities with similar assessments and will help ensure that information is clear, accessible, and accurate for residents.

If a Public Safety referendum is ultimately recommended, the earliest feasible election date would be November 2026. Phase 3 would consist of a public education campaign and would proceed only if Phases 1 and 2 demonstrate both the operational need and sufficient community support for expanding public safety staffing. Funding for phase 3 would be considered at that time.

Recommendation: Motion to Approve Letter of Agreement with Mueller Communications

Attachments:

- Draft Letter of Agreement
- Draft Scope Presentation



November 20, 2025

Mr. Tim Blakeslee
City of Plymouth
128 Smith Street
Plymouth, WI 53073

Re: Letter of Agreement

Dear Mr. Blakeslee:

This correspondence serves as the Letter of Agreement between the City of Plymouth and Mueller Communications LLC (Mueller Communications). It outlines the nature and terms of the working relationship between our organizations.

Mueller Communications will provide strategic communications counsel to develop an Options Assessment and Community Survey tool to facilitate public education, dialogue and discussion to help the City of Plymouth evaluate solutions to address funding challenges and the options available to address them, including a potential referendum to increase property taxes.

Fees for these services will be billed on a monthly "pay as you go" basis. We anticipate professional fees to execute the tasks outlined in Phases 1 and 2 of the September 2025 proposal will not exceed \$34,591. This does not include fees for third-party vendors (e.g., survey firm) or printing and mailing costs, which would be determined and agreed upon as part of our engagement, but are currently estimated to be about \$20,586.

In addition to professional fees, Mueller Communications charges an administrative service & technology fee of seven and a half percent (7.5%) of the monthly professional fees to cover internal expenses incurred on the client's behalf. A copy of Mueller Communications' Standard Expense Reimbursement Policy has been enclosed for your review.

Mueller Communications posts invoices, which are payable upon receipt, at the end of each month for services performed that month. Each invoice includes a separate breakdown of out-of-pocket expenses and a monthly summary of activities performed.

By signing below, the terms of this engagement letter are agreed to. An electronic signature is legally equivalent to a handwritten signature and will have the same effect as an original handwritten signature. Upon completion of the signing process, a fully executed copy of this agreement will be received via email for your records. This contract may be terminated at any time with a 60-day advance notice to the affected parties.

Mueller Communications works to ensure open lines of communication on all aspects of the working relationship with clients. Please feel free to contact me personally if you have any questions or need additional information on any portion of this letter or any other matter. We look forward to working with you.

Sincerely,

James Madlom

2025-11-20

JAMES MADLOM
CEO
Mueller Communications, LLC

Accepted by:

TIM BLAKESLEE
City Administrator
City of Plymouth



STANDARD EXPENSE REIMBURSEMENT POLICY

In order to provide the high-quality services our clients have come to expect, Mueller Communications LLC (Mueller Communications) incurs reimbursable expenses on behalf of its clients. We have prepared this policy statement to ensure a full understanding of how these charges are handled and to provide clients with more information on our policy. Our main objective is to develop a relationship with clients based on mutual trust. To further that goal, Mueller Communications expends funds on a client's behalf with exactly the same care and concern we have for personal monies.

Mueller Communications charges an administrative service & technology fee of seven point five percent (7.5%) of the monthly professional fees to cover internal expenses incurred on client's behalf. Included in this fee is access to our full suite of media database and monitoring services, basic administrative support, in-county travel, routine printing, telecom and technology services.

Any extraordinary expenses will be billed separately. All third-party vendors used are reputable and continually monitored for quality and competitiveness. All charges paid by Mueller Communications on behalf of the client will have 17.65 percent added to cover the cost of the oversight and administration. Typical services provided by third-party vendors include, but are not limited to, costs for design, ad buys, or direct mail / email services, as well as working meals and out-of-county travel.

We encourage clients to discuss any questions or comments they may have concerning this policy with us at any time.

MUELLER COMMUNICATIONS

CITY OF PLYMOUTH

PUBLIC SAFETY REFERENDUM



ALLOW US TO INTRODUCE OURSELVES

At Mueller Communications, we are a full-service team of seasoned, well-connected marketing, communications and creative experts.

We leverage decades of experience in communications and marketing to help organizations, leaders and influencers amplify their great work. With integrity at the heart of all we do, our team of strategic communicators and problem solvers **strives to do the right thing for our clients and our communities.**

Across industries and geographies, our comprehensive communications and marketing services consistently deliver measurable results to support the individuals and organizations who are making a difference.



STRATEGY

AT THE CENTER OF ALL WE DO

Everyone has a story to tell and challenges to overcome. Whether you have good news to promote or a challenging situation to manage, we have the right team to be your strategic partners.

At Mueller Communications, there is no “one size fits all.” We tailor our approach to each individual client, circumstance and initiative, leveraging decades of experience in public relations, marketing, website development and creative design.

At Mueller Communications, we take a 360° approach to communications to ensure the **right message** is delivered to the **right audience** at the **right time**.





Our deep bench of big picture thinkers, detail-oriented doers and creative problem solvers are **the best in the business.**

MUELLER COMMUNICATIONS

PREVIOUS EXPERIENCE

Mueller Communications has provided support to a number of municipalities who have gone to referendum. Below is a sampling of communities we've worked with on similar referendum education campaigns:

Village of



Germantown



OUR PROCESS



THREE PHASE PROCESS

PHASE I: OPTIONS ASSESSMENT

PHASE II: COMMUNITY SURVEY

PHASE III: PUBLIC EDUCATION CAMPAIGN

APPROACH

Our preferred approach to referenda includes a three-step process that takes place over the course of 9-12 months and provides opportunities for broad public engagement, education and dialogue.

We work with each community to customize an approach to fit their needs.



PHASE I

OPTIONS ASSESSMENT

Timeline: 7-10 weeks

In this first phase, our team works with City staff to **review data, develop charts and define both the challenge facing the community and its options to fund a solution** as appropriate. The goal is to ensure complete, digestible information is available to community members as they evaluate a comprehensive set of solutions.

Phase I culminates with the development and presentation of a comprehensive Options Assessment report that can be posted online and used to **educate residents about the community's challenges and the options available to address them**, likely including a potential referendum to increase property taxes.

This report includes narrative, visual and graphical representations of the key findings of our data analysis.

DELIVERABLES:

- Report
- Designed presentation deck
- Website content
- News release
- Social media content guidance
- Key messages, FAQs



PHASE II

COMMUNITY SURVEY

Timeline: 8-10 weeks

In Phase II, Mueller Communications partners with a **third-party vendor to develop a survey designed to educate and to seek community feedback and engagement**. Surveys are sent to all households in the City, and:

- Include a cover letter explaining the challenge and need for a funding solution, drawn from and referring to the Options Assessment;
- Encourage respondents to participate online by using a unique survey access code provided that ensures no one can take the survey more than once;
- Enable those without internet access to complete the survey on paper and return it by mail;
- Include questions that secure survey respondent feedback on various potential priorities, funding solutions, and/or funding levels; and
- Determine what additional materials or information would support the respondent understanding or supporting the plan.

In addition to collecting feedback, **the survey process also serves as a key educational opportunity** as it highlights key data points driving the challenge – increasing awareness of the situation at hand. Final results, including a comprehensive analysis, can guide municipalities' course of action and can shed light on community preference for various funding options.



PHASE II

COMMUNITY SURVEY

Timeline: 8-10 weeks

To increase awareness about the survey and its eventual results, Mueller Communications will:

- Develop a **standby statement and inquiry guide** for City elected officials and staff to use if asked about the survey prior to its distribution;
- Develop **key messages and FAQs** about the survey and survey process;
- Outline **website content**;
- Draft **media outreach materials** and engage local reporters; and
- Develop a **social media content calendar**, drafting copy and providing design direction for social media graphics.

While surveys will be mailed to each household in the City, it will be helpful to remind residents to complete the survey through various outreach approaches.



PHASE III

REFERENDUM EDUCATION

Timeline: 12-16 weeks

If elected officials opt to move forward with a referendum, Mueller creates and executes a public information and education campaign that clearly articulates for voters the need for additional resources and the impact to the community if the referendum passes or fails.

Outreach Plan & Strategy: Based on the information outlined in the Options Assessment and the solution being pursued by the City, we develop and refine a communications strategy.

Communications Materials: We work to develop clear and concise materials that effectively communicate key information about the referendum:

- Key messages for use in ensuring consistent communication across all outreach methods;
- A fact sheet that explains the situation and the necessity for the referendum; and
- FAQs to help disseminate facts and dispel any misconceptions about the need for the referendum, what the funding would be used for, and the process taken thus far.

THE GOAL

An informed and engaged electorate.

Municipalities cannot advocate for a specific outcome in an election – or a referendum. Rather, they can **educate and encourage community members to make an informed decision.**



PHASE III

REFERENDUM EDUCATION

Timeline: 12-16 weeks

OUTREACH APPROACHES

We will take key information from communications materials and leverage it to develop and distribute information to the community. Examples of the outreach we might recommend include:

- **Direct Mail:** We will develop and distribute up to three direct mail pieces to all residences in your community. Each mailer would provide key information about the referendum, as well as links for more information.
- **Posters / Displays:** We will provide design direction for informational graphics and/or posters that can be printed and displayed in City buildings and shared across social media channels, as appropriate.
- **Presentation Deck:** We will develop a presentation that can be used by officials to explain the referendum at community meetings (in person and/or online).
- **Information Sessions:** We will work with City officials to schedule public information sessions to provide an opportunity to share the need for the referendum and allow residents to ask questions. The sessions would be promoted in advance and recorded, as technology allows, to be made available for later viewing.
- **Community Presentations:** We will work with you to identify opportunities to speak to local community organizations about the referendum (e.g. local Rotary Clubs, Chambers of Commerce).



PHASE III

REFERENDUM EDUCATION

Timeline: 12-16 weeks

ONLINE PRESENCE

- **Website:** We will develop content for a landing page that would serve as the hub for information on the referendum including the fact sheet, mailers, an online FAQ and contact information where additional questions can be directed.
- **Social Media:** We will work with you to develop content that can be regularly posted on social media channels to inform the community about the need for the referendum. We will also provide a response guide that identifies likely questions and suggested answers that officials can use in responding to online engagement.
- **Paid Social Media Advertising:** We will work with you to develop engaging content to leverage as a social media ad via Meta, specifically targeted to reach residents of voting age in Plymouth, even those who do not follow the City on social platforms, to see information about the referendum.
- **Email / eNewsletter:** We will develop content that can be used as part of regular email or eNewsletter distributions, as appropriate.

EARNED MEDIA

To secure coverage in the local media about the referendum, we work with municipal teams to develop news releases and media pitches as appropriate. Mueller Communications will also assist with media interview coordination.



We will work closely with you to understand the needs of your community and develop a detailed timeline to meet your needs. We have included the following high-level sample timeline targeting a potential **November 2026 referendum vote:**

PHASE I: OPTIONS ASSESSMENT | FEBRUARY - APRIL 2026:

- City provides all existing materials / data to Mueller Communications
- Mueller reviews relevant studies and data
- Mueller develops a list of questions / prompts to identify any additional information required
- Mueller facilitates a process to prioritize the specific challenges and potential solutions facing the City that would be assessed in the Options Assessment report
- Mueller develops, refines and finalizes Options Assessment
- Mueller drafts, designs and finalizes collateral materials for Options Assessment rollout including key messages, FAQs, fact sheet, talking points, news release and website language
- Options Assessment presented to Council, shared with members of the public and local media
- Mueller and City teams meet with survey vendor to begin developing a community survey

TIMELINE



PHASE II: SURVEY | MAY - JULY 2026:

- Survey vendor develops and finalizes survey
- City provides addresses for all households to survey vendor
- Mueller develops communications materials to promote survey, including news release, website copy, social media guidance
- Mueller develops FAQs for City staff to refer to if residents have questions about the survey
- Survey distributed, responses collected and analyzed
- Survey results presented to the City, members of the public and the media

IF THE CITY OPTS TO MOVE FORWARD WITH A REFERENDUM, MUELLER COMMUNICATIONS WILL REFINE A REFERENDUM EDUCATION CAMPAIGN BUDGET AND TIMELINE. THAT EFFORT MAY INCLUDE:

PHASE III: REFERENDUM EDUCATION | AUGUST - NOVEMBER 2026:

- Partnering with City staff to draft and refine referendum language for presentation to the Council
- Refining content on landing page, FAQs and fact sheet
- Developing content for up to three direct mail pieces, finalizing and distributing by mail
- Ongoing media outreach, as appropriate
- Scheduling and facilitating information session(s), preparing a presentation deck and talking points for spokespeople
- Ongoing web and social media updates
- Scheduling and facilitating presentations to community groups

TIMELINE



If the City prefers to target an **April 2026** referendum instead of November 2026, the timeline for conducting the first two phases of work becomes condensed and must begin immediately. A sample overview of that timing is below.

PHASE I: OPTIONS ASSESSMENT | AUGUST - OCTOBER 2025

PHASE II: SURVEY | OCTOBER - DECEMBER 2025

PHASE III: REFERENDUM EDUCATION | JANUARY - APRIL 2026

Tactics would remain the same as outlined for a November 2026 election.

TIGHT TURNAROUND

The deadline to place a referendum on April 2026 ballots is **January 27, 2026**.

It may be a challenge to successfully complete the first two phases of public education in enough time for elected officials to review survey results and direct staff to develop referendum language for approval before that deadline. This approach could be doable if data about the need for additional funding and the impacts of different funding options is immediately accessible.

ALT. TIMELINE



BUDGET ESTIMATE

We will work with you to refine our scope of work and budget to best meet the needs of your community. This proposed budget is based on the scope of work outlined above.

**These third-party costs are projections as of August 2025 and may be subject to change. We have preferred vendors we frequently work with and who we know are efficient and affordable. We are happy to work with other vendors, but note that it may take additional time to coordinate and their pricing may be different than we have estimated here.*

BUDGET

PHASE I & II

Professional Fees Phases I & II

Will be based on actual fees, not to exceed this amount, based on current understanding of the scope of work

\$34,591

Administrative and Technical Fee

\$2,594

Survey Fees & Expenses, Third-Party**

Professional fees for third-party service provider, estimate to print and mail a four-page, full-color community survey to all households in the City of Plymouth (approximately 3,950 households).

- Professional Fees Estimate (survey vendor): \$13,500
- Printing/Postage Estimate: \$6,446
- Paper Survey Data Entry: \$640

Surveys that are mailed in require manual entry. The survey company charges \$1.80 / survey. The estimate is based on 9% of households completing their survey in hard copy.

\$20,586

ESTIMATED PHASE I & II BUDGET:

\$57,771

PHASE III*

**If the City of Plymouth moves forward with a referendum, Mueller Communications will refine a budget for public education efforts. This estimate is inclusive of professional fees to execute the comprehensive public education campaign outlined in the recommended approach, as well as anticipated third-party media spend, videography costs and printing and mailing expenses.*

ESTIMATED PHASE III BUDGET:

\$49,266



CITY OF FOND DU LAC

Joe Moore

City Manager

920.322.3407

jmoore@fdl.wi.gov

LEAGUE OF WIS. MUNICIPALITIES

Jerry Deschane

Executive Director

608.267.2380

jdeschane@lwm-info.org

VILLAGE OF RICHFIELD

Jim Healy

Executive Director

262.628.2260

administrator@richfieldwi.gov

CITY OF PORTAGE

Troy Haase

Fire Chief

608.742.2172

troy.haase@portagewi.gov

OUR REFERENCES



CASE STUDIES

RELEVANT EXPERIENCE



CASE STUDY

VILLAGE OF GERMANTOWN

The Villages of Germantown and Somers commissioned studies from hydrogeologists that provided insight on the potential impacts and benefits of extending services from Germantown Water and Sewer Utilities to new paying customers in Somers.

The Village of Germantown worked with Mueller Communications between August 2022 and November 2022 to **educate the community on the need for a referendum question to consider whether to approve an Intergovernmental Agreement (IGA)** on November 8, 2022 that would determine whether the Village should provide water and sanitary sewer service for a fee to customers in a portion of the Village of Somers.

Mueller created and executed an educational outreach campaign that included the development of educational materials, including key messages, fact sheets and infographics, and updates to the Village of Germantown website that clearly conveyed the situation. With materials developed, the team prepared two direct mail pieces, drafted posts to share across Germantown social media channels, and created an informational presentation to share with community groups and city council members.

Electors in the Village of Germantown voted to approve the IGA, allowing Germantown to provide water and sanitary sewer service for a fee and on an ongoing basis to customers in the Northeast Corridor of the Village of Somers, ultimately expanding Germantown's water and sewer services customer base.



CASE STUDY

VILLAGE OF RICHFIELD

For the past 125 years, members of the nonprofit Richfield Volunteer Fire Company (RVFC) provided emergency medical and fire services to the Village of Richfield. **In April 2024, they voted to officially dissolve the organization.** To avoid the loss of fire protection and emergency medical services and to improve police services throughout the community, the Village of Richfield sought to establish a municipal Fire Department, hire staff to replace the recently-dissolved nonprofit RVFC, and dedicate an additional full-time Deputy Sheriff to provide service to the Village.

Voters were asked via referendum whether or not they'd support an **increase in the property tax levy by \$1.25 million to fund those public safety investments.**

To educate voters about this need, Mueller led a strategic public education campaign and produced a range of collateral including **key messages, a fact sheet, FAQs, website content, social media content and direct mail pieces.** Collateral materials were shared with residents during farmers markets, evening sporting events at local recreation facilities, and even at the grocery store.

In partnership with Village staff, Mueller established a series of well-attended **public information meetings** that provided opportunities for residents to learn more and ask key questions. Mueller also facilitated an **informational video** featuring the Village Administrator and President of the RVFC explaining the need for a municipal Fire Department.

In August 2024, **Richfield residents voted to approve an increase in the property tax levy**, ensuring the Village can provide continued, high-quality fire protection and emergency medical services and reliable public safety services.



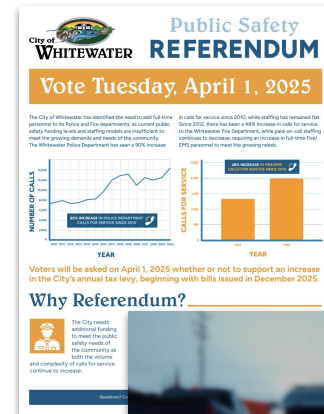
CASE STUDY

CITY OF WHITEWATER

Due to an increase in calls for service, the City of Whitewater identified a need to hire additional, full-time personnel for its Police and Fire departments. The City asked voters via referendum whether or not they'd support an **increase in the property tax levy by \$1.3 million to fund five additional police officers, a dispatcher, two cross-trained firefighters/EMTs, and their necessary equipment.**

To help voters understand the importance and implications of the police and fire/EMS referendum, Mueller led a strategic public education campaign. This included crafting clear **key messages**, **developing fact sheets and FAQs**, and **producing a range of informative materials.** In collaboration with the City of Whitewater, Mueller also created an **educational video**, for online advertising, featuring police, fire, and city personnel; wrote **website content**; and **developed three direct mail pieces, social media posts, and presentation materials for community information sessions** – all aimed at ensuring Whitewater residents were well-informed about the referendum on their ballot.

Ultimately, **residents in the City of Whitewater voted to approve an increase in the property tax levy** to fund additional police and fire/EMS staff and their necessary resources, enabling the City to meet the growing demands of the community and provide the high quality services its residents expect and deserve.



CASE STUDY

CITY OF MONONA

Despite running lean and being on solid financial footing, after years of growing demands and growing costs to provide services and without proportional increases in revenue, the City of Monona **faced budget challenges just maintaining existing services.**

To educate its community about the complex financial challenges it faced and work toward a solution, the City of Monona partnered with Mueller Communications to engage in a **three-phase, 11-month public education campaign** that began with a **comprehensive report presented to the Council**, continued with a **community-wide survey mailed to each household** in Monona to secure input from residents, and concluded with a **referendum-specific education campaign** once a referendum question was placed on Nov. 2024 ballots.

Mueller worked with the City to leverage a variety of communications tactics that help **ensure Monona residents received information about the referendum wherever they get their news**, including through direct mail, information session presentations, posters at key locations, social media content and traditional news media. Throughout the fall, Mueller continued to work closely with the City to manage topical questions and concerns, including about how other Dane County communities are facing similar challenges and about how the Monona-Grove School District funding situation is separate from the City.

As a result of the campaign, electors in the City of Monona ultimately voted to approve the increase in the property tax levy on the November 2024 ballot and increase funding to maintain existing City services.



CASE STUDY

CEDARBURG FIRE DEPARTMENT

The City and Town of Cedarburg's joint Cedarburg Fire Department was staffed, almost entirely, by volunteers until January 1, 2024 when the communities opted to shift to a paid-on-call model. This shift was one of several efforts undertaken to help address the Department's increasing demand for service and decreasing staffing.

CFD worked with Mueller Communications from August 2023 through April 2024 to educate the community **on the need for additional funding to support additional full-time firefighter-paramedic staff**. This education was done in three phases: first through a comprehensive report identifying potential funding options, then through an educational survey aimed to secure community input on referendum viability, and finally through a referendum education campaign targeting residents in both communities.

Following the 9-month effort – which included community information sessions, media outreach and news coverage, social media content, website content, direct mail, Town newsletters, and a video ad playing before each show at the Rivoli Theatre – **voters in both the City and Town of Cedarburg approved increases** in the property tax levies, allowing CFD to **add eight new firefighter-paramedics, maintain funding for two existing full-time staff members, and transition the Fire Chief to a full-time role**.

New public safety referendum hopes to give Cedarburg Fire necessary funds to improve staffing

Voters will be asked to approve nearly \$2 million addition in the wake of a surge in service calls amid a drop in available volunteers.



CASE STUDY

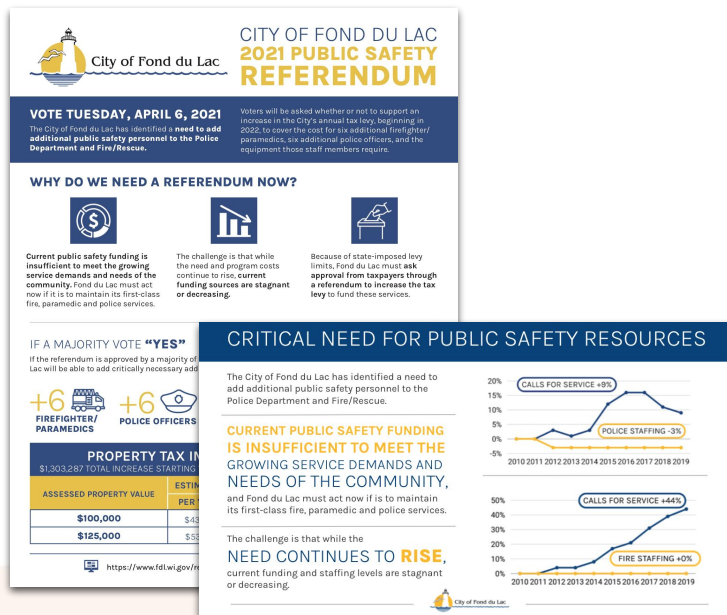
CITY OF FOND DU LAC

Stagnant funding and increasing demand for public safety services **threatened the City of Fond du Lac's ability to provide local fire and paramedic services and to adequately staff its police department** to meet all responsive and preventative responsibilities.

Fond du Lac worked with Mueller Communications between December 2020 and April 2021 to **educate the community on the need for a public safety referendum** on April 6, 2021.

Mueller created and executed a campaign that included the development of educational materials, including key messages, fact sheets and infographics, and informational posters, and updates to the City of Fond du Lac website that clearly conveyed the situation. With materials developed, the team prepared three direct mail pieces, drafted posts to share across Fond du Lac social media channels, and created informational presentations for the City Administrator, Police Chief and Fire Chief to share with community groups and city council members.

Electors in the City of Fond du Lac ultimately voted two-to-one to approve the increase in the property tax levy, allowing Fond du Lac to add six new police officers, six new firefighters/paramedics and the equipment needs for each new staff member.



CASE STUDY

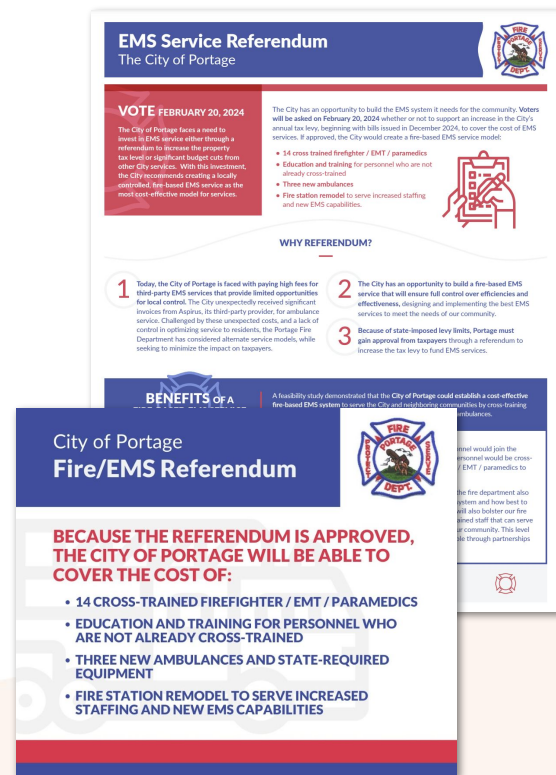
CITY OF PORTAGE

The City of Portage was faced with paying high fees for third-party EMS services that provided limited opportunities for local control. The City unexpectedly received significant invoices from Aspirus, its third-party provider, for ambulance service. Challenged by these unexpected costs, and a lack of control in optimizing service to residents, the Portage Fire Department considered alternate service models, while seeking to minimize the impact on taxpayers.

The City of Portage worked with Mueller Communications between August 2023 and February 2024 to **educate the community on the need for a referendum question to approve an increase in the City's annual tax levy** on February 20, 2024 that would determine whether the City could build a fire-based EMS service model.

Mueller created and executed a public education campaign that included the development of educational materials, including key messages, fact sheets and infographics, and updates to the City of Portage website to share the benefits of a fire-based EMS system with the community. In addition, the team created two direct mailer pieces to educate the community, drafted and designed posts to be shared on Portage social media pages, and created an informational presentation to share with community groups and city council members.

Electors in the City of Portage voted to approve the referendum, allowing the City of Portage to build the fire-based EMS service that will ensure full control over efficiencies and effectiveness, designing and implementing the best EMS services to meet the needs of the Portage community.



CASE STUDY

VILLAGE OF CALEDONIA

Due to insufficient public safety funding and growing current service demands, the Village of Caledonia identified a need to add additional full-time personnel to its police and fire departments.

Caledonia worked with Mueller Communications from December 2022 through April 2023 to educate the community **on the need for a public safety referendum** ahead of the April 4, 2023 vote.

Mueller worked closely with the Village of Caledonia to create comprehensive messaging and frequently asked questions to cascade through education materials, including key messages, fact sheets and infographics, and informational posters, and updates to the Caledonia website that clearly conveyed the situation. Mueller also created two direct mail pieces, drafted social media posts to share across Caledonia channels, and executed an on-site video shoot for a social media ad to reach Caledonia voters up until days before the election. Mueller Communications also designed informational presentations for the Village Administrator, Police Chief and Fire Chief to share with community groups and Village Board members

Electors in the Village of Caledonia ultimately voted to approve the increase in the property tax levy, allowing Caledonia to add eight new police officers, six new firefighters/paramedics and the equipment needs for each new staff member.

PUBLIC SAFETY REFERENDUM

VOTE APRIL 4 2023

The Village of Caledonia has identified a need to add additional public safety personnel to the Police and Fire Departments.

Voters will be asked whether or not to support an increase in the Village's annual tax levy, beginning with bills issued in December 2023, to cover the cost for six additional firefighter/paramedics, eight additional police officers and the personal protective equipment those staff members require.

WHY REFERENDUM?

Current public safety funding levels and staffing levels are insufficient to meet the current demands and needs of the community. Caledonia must act now if it is to continue to adequately respond to calls for service.

Because of state-imposed levy limits, Caledonia must gain approval from taxpayers through a referendum to increase the tax levy to fund additional staffing.

Decreasing staffing levels and an increase in calls for service make it difficult for the Caledonia Fire Department to provide a consistent, high-quality response. Federal grant dollars the Department relies on to fund staffing will expire in March 2023. Further straining response capabilities.

Staffing at the Caledonia Police Department is low. It is necessary to add officers to effectively patrol the large geographic area of the Village and respond to multiple complex and concurrent calls for service.

IF A MAJORITY VOTE "YES"

+6 ADDITIONAL FIREFIGHTER/PARAMEDICS

If the referendum is approved by a majority of voters, the Village of Caledonia will be able to add critically necessary additional public safety staff, including six additional firefighter/paramedics and eight additional police officers. These increases will ensure adequate staff to sufficiently respond to calls for service from Caledonia residents and perform proactive duties.

If approved, taxpayers will see a property tax increase of an estimated \$57 annually, or about \$1.74 per week, per \$100,000 of assessed value in a home, starting with the bills issued in December 2023.

IF A MAJORITY VOTE "NO"

A rejection of the referendum would not be the equivalent of maintaining the status quo of emergency services.

The Village of Caledonia received a three-year federal grant to fund six firefighter/paramedics through March 2023. While the grant has expired, the Village has not been able to maintain three of the six positions. Without additional funding, the Village will be down three firefighter/paramedics.

The Caledonia Police Department ranks last in officers per 1,000 population and officers per square mile when compared to peer communities. Without additional police officers, the Police Department would not be able to effectively patrol the entire geographic area of the Village or effectively handle more than a single call for service at a time that has moderate complexity and/or requires a moderate level of resources.

PROPERTY TAX IMPACT

\$1,741,000 TOTAL INCREASE

ASSESSED PROPERTY VALUE	PER YEAR	PER WEEK
\$100,000	\$57	\$1.74
\$300,000	\$171	\$3.30

Monday through Friday, March 21 - March 31, 2023 from 8:30 a.m. - 4:30 p.m.

For mailed absentee ballots: March 16, 2023

7 a.m. to 8 p.m. Wisconsin voters are required to show an acceptable photo ID in order to vote.

For more information, please visit caledonia-wi.gov/referendum or email referendum@caledonia-wi.gov



CASE STUDY

SOUTH MILWAUKEE

A continuing decline in outside funding for paramedic services created **a significant, growing gap in the City of South Milwaukee's municipal budget that threatened its ability to provide local paramedic services and to adequately staff its police department** to meet all responsive and preventative responsibilities.

South Milwaukee worked with Mueller Communications to develop an Options Assessment to identify the potential solutions to the public safety funding challenges. Based on the findings of that assessment, Mueller worked with Community Perceptions to conduct a community survey to gather input on the community's preferred options. The Common Council voted to place a public safety referendum question on the Fall 2017 ballot and engaged engaged Mueller Communications to assist with **a public information campaign in advance of a referendum vote.**

Between July and November, Mueller created and executed a campaign that included the development of educational materials, including key messages, fact sheets and infographics, and informational posters, and a website landing page that clearly conveyed the situation. With materials developed, the team prepared two direct mail pieces, drafted posts to share across South Milwaukee social media channels, and created presentations for the Mayor and City Administrator to share with community groups.

SOUTH MILWAUKEE 2017 Public Safety Referendum



WHAT IS ON THE BALLOT TUESDAY, NOVEMBER 7, 2017?

The South Milwaukee Common Council has unanimously approved an operating funds referendum question asking taxpayers to increase the tax levy by \$86.641 to maintain current paramedic services and hire two additional police officers. The special election will be held on Tuesday, November 7. If approved by voters, homeowners would pay an additional \$52 per year for every \$100,000 of their home's value starting in 2018 and beyond.

The formal resolution requesting permission to exceed the state revenue limit will appear as follows on the November 7 ballot:

Under state law, the increase in the levy of the City of South Milwaukee for the tax to be imposed for the next fiscal year 2018, is limited to .09%, which results in a levy of \$13,794.142. Shall the City of South Milwaukee be allowed to exceed this limit and increase the levy for the next fiscal year 2018, by a total of 6.73%, which results in a levy of \$11,381.095?



For additional background information, including the community survey results, visit the city website: www.smwl.org

WHY ARE WE PROPOSING THIS REFERENDUM NOW?

As South Milwaukee seeks to maintain its strong public safety services it faces a growing budget gap—as the demand for these services continues to rise, funding from current sources is either stagnant or decreasing.

The City must take action if it is to preserve locally provided paramedic services into the future. The City has also identified a need for additional police officers to deliver on the department's mission and address growing public safety needs.

We are responding directly to community input. The City of South Milwaukee evaluated several funding options to maintain the first-class fire and police services residents have come to expect. As part of the decision-making process, the City solicited feedback via a community-wide survey. More than 1,350 residents responded, with the majority supporting an operational referendum.

VOTE NOVEMBER 7

CONTINUED



CASE STUDY

SOUTH MILWAUKEE

Electors in the City of South Milwaukee ultimately **voted two-to-one to approve the increase** in the property tax levy, sustaining the city's paramedic program and allowing South Milwaukee to add two new police officers.

Additional information about this effort is highlighted in the League of Wisconsin Municipalities' The Municipality magazine, in an article entitled ["What We Learned in Our Public Safety Referendum."](#)



CASE STUDY

PLEASANT PRAIRIE

The Village of Pleasant Prairie is home to 21,250 residents and 494 businesses. As the Village continued to grow, public safety staffing models remained outdated and call complexity increased, Pleasant Prairie identified a need for alternative funding sources to continue to service the community.

Once the need for additional public safety funding was identified, the Village of Pleasant Prairie engaged Mueller Communications as a strategic partner to develop a **comprehensive Options Assessment** and facilitate the creation, distribution and reporting of a **community survey** - with the understanding that comprehensive research, alternatives and community input lends itself to the success of a potential referendum.

Mueller Communication's Three-Phased Approach:

- Options Assessment
- Community Survey
- Public Education Campaign

In the summer of 2021, Mueller Communications was engaged by the Village of Pleasant Prairie to develop an Options Assessment to identify the potential solutions to the public safety funding challenges. Based on the findings of that assessment, Mueller worked with Community Perceptions to conduct a community survey to gather input on the community's preferred options.

Following the community survey, the Village Board voted to place a public safety referendum on the on Spring 2022 ballot. **On April 5, 2022, the Village of Pleasant Prairie ultimately voted to approve the increase in the property tax levy**, allowing the Village to add 12 firefighter/paramedics and four police officers.



CASE STUDY

TOWN OF YORKVILLE

With economic development projects changing the landscape in Racine County, the Town of Yorkville recognized its unique position and opportunity to attract additional development.

In anticipation of this possibility, **the Town sought to protect resident interests by incorporating and updating the Town's comprehensive plan. This measure required a referendum.**

To educate the community about these processes and the benefits Yorkville may see if they proceed, the Town hired Mueller Communications to **provide communications counsel and produce informational materials.** These efforts included drafting and designing materials, including a fact sheet outlining the incorporation process, the referendum, and its impact on municipal governance, creating a presentation and facilitating a public information meeting, and coordinating media interviews regarding the incorporation process.

Voters in Yorkville favored incorporating the Town by a wide margin, with 95% of the population voting in favor (1,060 voting "yes" and only 54 voting "no.")





DATE: December 4, 2025

TO: Mayor and Common Council

FROM: Tim Blakeslee, City Administrator/Utilities Manager

RE: Approve Center for Health and Wellness Healthcare Services Agreement

Background: The City is currently part of a consortium of organizations, led by Master Gallery, that utilizes the Center for Health and Wellness at the Prevea Clinic in Plymouth and other participating Prevea clinics in Sheboygan County. Use of the Center allows certain health expenses to be covered at lower pre-negotiated rates and helps manage overall health insurance plan costs.

Prevea is updating the contract for the Center for Health and Wellness, and each participating organization will now enter into a direct agreement with Prevea that outlines service costs. Prevea has not increased most rates in more than six years. While individual service costs will rise over the next three years to account for that period of limited adjustments, the new contract removes the requirement for the City to pay for unused appointment hours. For example, during the first six months of 2025 the cost to the City and Utility Health Fund for fixed or unrealized hours was \$8,438.52. Under the proposed contract, that cost would have been \$2,598, with additional charges applied only for services that increased in price. Based on historical usage of the Center, staff does not anticipate that the increased service rates will exceed the costs associated with the previous formula. Overall, staff anticipates that the contract adjustments will result in a net savings for the City or at minimum be cost-neutral.

The cost to support Prevea office staff time will be shared among consortium members based initially on employee count. This allocation will be re-evaluated every six months based on actual usage. Staff will continue to review costs as the new agreement is implemented to confirm that it meets expectations. Prevea is also seeking to add additional organizations to the Center for Health and Wellness, which would further reduce the cost share for existing members.

Recommendation: Motion to Approve Center for Health and Wellness Healthcare Services Agreement

Attachments:

- Draft Agreement

CENTER FOR HEALTH AND WELLNESS HEALTHCARE SERVICES AGREEMENT
(Near-site at Prevea's Plymouth Location)

This **CENTER FOR HEALTH AND WELLNESS HEALTHCARE SERVICES AGREEMENT** ("Agreement") is entered into by and between **ST. NICHOLAS HOSPITAL D/B/A PREVEA HEALTH**, a Wisconsin not-for-profit, non-stock corporation ("Prevea") and **CITY OF PLYMOUTH** ("Company"). Prevea and Company are hereinafter referred to individually as a "**Party**" and together as the "**Parties**". This Agreement shall be effective as of the date the last of the Parties executes this Agreement ("**Effective Date**").

RECITALS

- A. Prevea is an integrated healthcare services delivery system that provides a wide range of healthcare related services, including wellness programs.
- B. Company desires for Prevea to provide, and Prevea agrees to provide, certain Services (defined below) to Eligible Individuals (defined below) of Company, subject to the terms and conditions set forth in this Agreement.

IN CONSIDERATION of the above Recitals and the mutual covenants contained in this Agreement, the Parties agree as follows:

1. SERVICES

- 1.1. Services. Company hereby engages Prevea to provide to Eligible Individuals the health and wellness services within the scope of its capability, consistent with accepted standards of care, specifically limited to and identified on Schedule A, and defined on Appendix 1 to Schedule A, attached to and incorporated as a part of this Agreement (collectively, the "**Services**" or individually, an "**Individual Service**"), on the terms and conditions set forth in this Agreement. The term "**Eligible Individuals**" shall mean the category of individuals as selected on Schedule A. Services are subject to any limitations set forth in this Agreement, Schedule A, and Prevea's policies and procedures for the provision of Services, including, as example only, patient/guardian consent and Prevea's standard policies and procedures on terminating patient access to Services.
- 1.2. Non-Exclusivity. Company acknowledges and agrees that the space/facility/Personnel (defined below), equipment, supplies and other materials provided by Prevea to render Services are not exclusively dedicated to Company or to Company's Eligible Individuals, although the Services are rendered in space not available to the general public. The availability of Prevea to render Services to Eligible Individuals is subject to availability of appointments during the Facility's (defined in Schedule A) normal hours of operation.
- 1.3. Prevea Policies and Procedures. Company acknowledges that each Eligible Individual's access to Services is subject to Prevea's standard policies and procedures applicable to all Prevea patients, including, but not limited to, Prevea's policies and procedures for terminating a patient's care with Prevea

2. PERSONNEL, SPACE, AND EQUIPMENT

2.1. Personnel. Prevea will obtain and supervise the personnel that Prevea uses to carry out Prevea's responsibilities under this Agreement (the "**Personnel**").

- (a) Prevea shall make available Personnel to provide the Services to the Eligible Individuals in accordance with the schedule and at the locations set forth on Schedule A. All Personnel shall be either employees or independent contractors (directly or indirectly) of Prevea.
- (b) Prevea shall ensure that each of the Personnel performing the Services possesses the following qualifications (collectively, the "**Qualifications**") at all times during the term of this Agreement: (i) the education, skills training and experience necessary to perform the Services that each such individual is expected to perform; (ii) current and unrestricted licensure, registration, certification and/or other approval as may be required by law to perform such Services, if applicable; (iii) membership in good standing on Prevea's allied health or medical staff, if applicable; (iv) professional liability insurance as provided in this Agreement, if applicable; and (v) satisfactory completion of a caregiver background check and any other background check screening required by applicable law.
- (c) If any individual Personnel fails to meet any or all of the Qualifications, Prevea shall immediately bar such individual from providing Services to the Eligible Individuals. If determined necessary by Prevea in its sole discretion, Prevea shall immediately replace such individual with another individual who meets all of the Qualifications hereunder.
- (d) Prevea shall ensure that the Personnel perform the Services in accordance with generally accepted standards for their profession. Prevea shall ensure that it and all Personnel performing the Services: (i) provide the Services in accordance with applicable laws and regulations and consistent with Prevea policies and procedures; and (ii) do not act in any manner that could damage Company's business or adversely affect the goodwill, reputation or business relationships of Company with the public generally or with any of its clients, customers, employees, vendors or other persons having dealings with Company. Professional medical judgments are not intended to be within the scope of the above standard such that clinical determinations, such as, for example only, compensability for work-related injuries and needed workplace accommodations, are not violations of this Section 2.1(d). As a pre-requisite to a notice of breach under Section 5.2 of this Agreement, alleged violations of this Section 2.1(d) must first be raised by Company to Prevea in writing so that Prevea has a reasonable opportunity to address the concern.
- (e) Nothing in this Agreement shall: (i) render Company responsible for the manner by which Prevea and the Personnel render any services to any patient; or (ii) be construed to constitute an acknowledgement or an agreement that Company is or may be liable for the professional malpractice of Prevea or the Personnel. Company may not exercise control, direct, or

interfere with any Personnel's exercise and execution of his or her professional judgment in their performance of Services.

- 2.2. Space. Personnel will perform Services at the locations identified in Schedule A.
- 2.3. Equipment, Supplies, and Materials. Prevea shall be responsible for purchasing or acquiring and maintaining the equipment, materials, supplies and medical supplies reasonably necessary for Prevea's performance of Services. All equipment, supplies, materials and items paid for by Prevea shall remain the property of Prevea. The Company shall pay Prevea for all supplies and materials used by Prevea in the performance of the Services as provided in Schedule A.

3. COMPANY PAYMENT TO PREVEA

- 3.1. Fees. Company shall pay Prevea the compensation set forth on Schedule A of this Agreement (the "**Fees**") for Services provided to Eligible Individuals. Prevea shall bill Company monthly for all Services rendered under this Agreement. The Fees will be due and payable within thirty (30) days of Company's receipt of Prevea's invoice. Except as otherwise set forth in Section 3.3 of this Agreement or in Schedule A, Prevea shall accept payment for the Services only from Company and shall not, and shall ensure that the Personnel do not, bill any patient or any other third party for the Services including, as example only, Workers' Compensation carriers and payors that otherwise may be responsible for coordinating benefits. For clarity, Company acknowledges that Prevea and/or other third parties performing Laboratory Services may bill patients and third-party payors for such Laboratory Services as applicable in accordance with Schedule A.
- 3.2. Annual Fee Adjustment. Except as otherwise provided in Schedule A for the PSR Services (for which the Fees are updated every six months), Prevea may amend the Fees, once per year, upon one-hundred twenty (120) days written notice. Except with respect to the Fees for PSR Services as provided in Schedule A, any such amendment shall not increase the Fees, other than Fees for immunization services or laboratory services (if applicable), by more than ten percent (10%) of the then-current Fees without Company's prior written approval.
- 3.3. Patient Contributions. If Company has elected in Schedule A to require its Eligible Individuals to pay a contribution towards the Fees for any Service ("**Patient Contribution**"), Prevea shall collect such Patient Contribution from the Eligible Individuals to offset part of the Fees for such Service due from Company and report such payment to Company as "Access Fee Credit" with the monthly invoice. The Parties agree that Services will not be offered to an Eligible Individual if such Eligible Individual fails to pay a required Patient Contribution.

4. REPRESENTATION AND WARRANTY OF COMPANY

Company represents and warrants to Prevea that it has the authority to enter into this Agreement and to perform its obligations hereunder. Company further represents and warrants that neither the execution of this Agreement nor the consummation of the arrangement contemplated hereby, will result in a breach of, or constitute a default under, any agreement, contract or arrangement to which Company is bound.

5. TERM AND TERMINATION OF AGREEMENT

- 5.1. General. This Agreement commences on the Start Date identified in Schedule A of this Agreement and will continue for an initial term of three (3) year(s) unless terminated earlier pursuant to this Agreement (the “**Initial Term**”). Following the Initial Term, this Agreement shall automatically renew for additional, consecutive terms of one year each (each a “**Renewal Term**”), unless the Initial Term or a Renewal Term is terminated earlier pursuant to this Agreement.
- 5.2. Termination for Breach. Upon a material breach of a Party’s obligations set forth in this Agreement, this Agreement may be terminated by the non-breaching Party upon thirty (30) days’ prior written notice to the breaching Party; subject, however, to the breaching party curing the breach to the reasonable satisfaction of the non-breaching Party within such thirty (30) day period. Company, however, is only entitled to a notice of breach and opportunity to cure described in this Section once. Any breach by Company which occurs after the first notice from Prevea under this Section shall be grounds for immediate termination by Prevea.
- 5.3. Immediate Termination. This Agreement may be terminated by either Party upon written notice to the other Party if any of the following events occur:
- (a) The other Party makes an assignment for the benefit of creditors, is the subject of a voluntary or involuntary petition for bankruptcy or is adjudicated to be insolvent or bankrupt, or a receiver or trustee is appointed for any portion of its property; or
 - (b) The loss, suspension or restriction of any license, permit, certificate or other approval required by law for the other Party to continue to perform its respective duties pursuant to this Agreement. This provision does not allow immediate termination of the Agreement for the loss, suspension or restriction of an individual Personnel’s license, permit, certificate or other approval required by law for the individual’s provision of services, which shall be solely addressed under Section 2.1(c) of this Agreement.
- 5.4. Termination by Mutual Agreement. This Agreement shall terminate upon the mutual written agreement of the Parties at the time specified by such agreement.
- 5.5. Termination of Individual Service. Any Individual Service may be terminated from Schedule A by, and under the terms of, the written consent of the Parties without terminating the Agreement with respect to other Services.
- 5.6. Termination Without Cause. This Agreement may be terminated by either Party for any reason upon one-hundred twenty (120) days’ prior written notice to the other Party.
- 5.7. Effect of Termination. Unless otherwise provided in this Agreement, upon termination, neither Party has any further obligations, except for: (i) obligations arising prior to the date of termination which remain unsatisfied as of the date of termination; and (ii) obligations or covenants which expressly or by their nature extend beyond the term of this Agreement. Termination of an Individual Service or Individual Services, under the terms of Section 5.5, does not affect the terms of this

Agreement for those Individual Services which are not terminated. Sections 6 and 8.5 of this Agreement expressly survive termination of this Agreement.

6. RECORDS; CONFIDENTIALITY; COMPLIANCE

- 6.1. Business Records. All business records and information relating exclusively to the business and activities of either Party (collectively, the “**Confidential Information**”) are to be the property of that Party, irrespective of the identity of the Party responsible for producing or maintaining such records and information. Without limiting the foregoing, Prevea’s Confidential Information shall include the Fees, Prevea’s financial methods and practices, Prevea’s marketing techniques, any file or database materials prepared by Prevea relating to the Services, and any information on Prevea’s personnel (i.e. non-public information on qualifications, background checks, etc.), suppliers or electronic systems. During the term of this Agreement and for a period of two years after termination, a Party that receives Confidential Information from the other Party (the “**Recipient**”) shall not use or disclose any Confidential Information, except as necessary to perform Recipient’s obligations under this Agreement. Notwithstanding the foregoing, the use and disclosure restriction under this Section shall not apply to any Confidential Information that the Recipient can demonstrate by clear and convincing evidence: (a) at the time of use by or disclosure to Recipient, was known to the Recipient as evidenced by the Recipient’s contemporaneous written records; (b) at the time of use by or disclosure to Recipient, was published or publicly known; (c) after use by or disclosure to Recipient, becomes published or publicly known other than a result of a breach of this Agreement by the Recipient; or (d) is disclosed to Recipient in good faith by a third party who is not under an obligation of confidence to the Party owning such Confidential Information at the time such disclosure is made. Either Party may disclose the other Party’s Confidential Information to the extent required by applicable laws or regulations or judicial process, with immediate notice to the other Party of such obligation. The Recipient shall return any Confidential Information belonging to the other Party immediately upon termination of this Agreement; provided, however, the Recipient may retain an archival copy for its proper management and administration or as necessary to carry out or satisfy its legal obligations and shall not be obligated to remove any Confidential Information integrated into its electronic systems or copies made pursuant to its standard processes for disaster recovery. This Section shall not be interpreted to permit the disclosure of information if and where such restriction would otherwise be impermissible under applicable law.
- 6.2. Medical Records. Prevea shall ensure that the Personnel appropriately document all Services rendered in accordance with all applicable laws and regulations. Notwithstanding any other provision of this Agreement, all such medical records are and shall remain the property of Prevea. Upon termination of this Agreement, Prevea shall make available such records to patients if requested by the patient, in accordance with Prevea’s standard processes for record releases. Upon termination of this Agreement, due to restrictions in federal and state law and regulation, Prevea may only make available copies of such records to another provider of Services paid for through Company if and where the patient has established with such other provider for care. Company acknowledges that Prevea’s ability to share any protected health information with Company (other

than de-identified, aggregate data) is limited under state and federal law and regulation. Nothing in this Agreement is intended to require Prevea to use or disclose protected health information in a manner that would violate applicable law. Prevea may share names and dates of services with Company solely for the purpose of validating eligibility for services. In limited circumstances, Prevea may share protected health information with a health plan for purposes of evaluating health plan performance (for which Company agrees that Prevea may require an attestation). Prevea may share protected health information with the patient's written authorization in a form and manner that is compliant with federal and state law and regulation. Prevea may share information with other treatment providers, including to a successor providing services within the Facility (defined in Schedule A) if the patient has established with such successor for treatment. Finally, Prevea may provide copies of patient information to the individual or to a third party as directed by the individual in writing, in compliance with federal and state law and regulation.

- 6.3. Compliance with Laws. Each Party has and shall retain independent obligations to comply with all applicable federal and state laws affecting their respective obligations under this Agreement, including any obligations that might arise under the Health Insurance Portability and Accountability Act of 1996 (“**HIPAA**”) and other privacy laws, as may be amended or implemented from time to time. The Parties believe and intend that this Agreement will, when executed, comply with all relevant federal and state laws as well as relevant regulations and accreditation standards, including, but not limited to, Medicare fraud and abuse laws (including the Anti-Kickback Statute), the Stark Law and the principles of tax exemption as set forth in federal and state tax law, and all of the rules and regulations promulgated pursuant to, and all of the cases or opinions interpreting, such laws and regulations. For clarity, Company is independently responsible for determining its own compliance with its own contracts and any and all federal and state laws and regulations applicable to Company, including, but not limited to, ERISA, any other employer benefit plan laws, and any laws or regulations relating to insurance plans. Prevea has not furnished any advice to Company or undertaken any obligation to review Company's compliance with any such contracts or laws and regulations applicable to Company. Company represents and warrants to Prevea that entering into this Agreement and the consummation of the transactions under this Agreement do not violate any such contracts or such laws and regulations applicable to Company.
- 6.4. Ethical and Religious Directives. The Parties acknowledge that Prevea operates in accordance with the Ethical and Religious Directives for Catholic Healthcare Services as promulgated, from time to time, by the United States Conference of Catholic Bishops, Washington, D.C., of the Roman Catholic Church (the “**Ethical and Religious Directives**”), and that the principles and beliefs of the Roman Catholic Church are a matter of conscience to Prevea. It is the intent and agreement of the Parties that neither this Agreement nor any part of this Agreement shall be construed to require Prevea to violate the Ethical or Religious Directives in its operations and all parts of this Agreement must be interpreted in a manner that is consistent with the Ethical and Religious Directives.

- 6.5. No Inducement to Refer. Company shall not be obligated or required to refer any patients to Prevea, or any affiliate of Prevea, to obtain or receive any medical diagnosis, care or treatment from Prevea, or to purchase any health care related services or products from Prevea. No Party is entering into this Agreement with an expectation that unlawful patient referrals will occur or other unlawful business will be generated between the Parties as a result of this Agreement.
- 6.6. Exclusion from State or Federal Health Care Programs. Each Party represents and warrants to the other that it is not: excluded from participation in any Federal Health Care Program; debarred, suspended or otherwise excluded from participating in any other federal or state procurement or non-procurement program or activity; or designated a Specially Designated National or Blocked Person by the Office of Foreign Asset Control of the U.S. Department of Treasury. Each Party further represents and warrants to the other Party that, to its knowledge, there are no pending or threatened governmental investigations that may lead to such debarment, suspension or exclusion of the Party. Each Party shall notify the other Party in writing of the commencement of any such debarment, suspension, exclusion or investigation of the Party immediately upon receiving first notice of such exclusion or investigation. Each Party may terminate this Agreement immediately upon learning of any such debarment, suspension or exclusion of the other Party. A Party subject to any such investigation shall keep the other Party informed of the status of the investigation.

7. COBRANDING

- 7.1. Scope of License. Each Party grants to the other Party a non-exclusive, non-transferable, royalty-free license to use its trademarks identified on Schedule B to this Agreement (“**Trademarks**”) for: (i) the purpose of notifying and educating Eligible Individuals on the Services available under this Agreement, including, but not limited to, on pamphlets, flyers and/or a website; and (ii) such other purposes as agreed upon by the Parties from time to time. All such use shall be in accordance with the terms and conditions of this Section 7. The rights granted to the other Party in this Section 7 are license rights only, and nothing in this Agreement constitutes or shall be construed to be an assignment of any or all of a Party’s rights in its Trademarks. Neither Party shall modify the other Party’s Trademarks, or allow any third party to use the other Party’s Trademarks.
- (a) Each Party will provide a copy of all proposed materials or uses that contain or include the other Party’s Trademarks no later than thirty (30) days prior to implementation and/or publication for review and approval by the other Party, in such other Party’s sole discretion.
- (b) Each Party recognizes the other Party’s ownership of and title to, or other interest in, such other Party’s Trademarks and shall not at any time do any act which may in any way impair the rights of such other Party in and to its respective Trademarks. During the term of this Agreement, all use of a Party’s Trademarks by the other Party shall at all times inure to the benefit of the respective Trademarks. Each Party acknowledges and agrees that each other Party has, shall retain, and may exercise, both during the term of this Agreement and thereafter, all rights and remedies available to such

Party, whether derived from this Agreement, from statute, or otherwise, as a result of or in connection with a Party's breach of this Agreement, misuse of such Party's Trademarks, or any other use of such Party's Trademarks by a Party which is not permitted by this Agreement.

- (c) If this Agreement is terminated in any manner, each Party shall, as of the date of termination, cease all use of the other Party's Trademarks. Each Party shall use its reasonable efforts to remove the other Party's Trademarks from any and all materials and signage and shall have no further rights to use the other Party's Trademark.
- (d) Each Party shall be responsible for its own expenses with respect to the production of any materials that include the other Party's Trademarks, unless otherwise agreed upon in writing by the Parties. Unless otherwise agreed upon between the Parties in writing, Prevea shall only be responsible for maintaining a website and service sheet for the Services with information on the Services available to the Eligible Individuals under this Agreement. Additional marketing opportunities may be available subject to additional written agreement of the Parties and may include additional fees as outlined in such additional written agreement.

8. GENERAL PROVISIONS

- 8.1. Insurance. During this Agreement, Prevea shall maintain professional liability insurance coverage covering Prevea and all Personnel performing professional Services in minimum amounts required by applicable laws; provided, however, that to the extent any Personnel are subcontracted to perform Services, Prevea's obligations with respect to such Personnel's professional liability insurance coverage shall be limited to ensuring that professional liability insurance coverage covers such Personnel in minimum amounts required by applicable law and Prevea shall not be required to maintain such policy itself. In addition, Prevea shall maintain general liability coverage covering Prevea and all Personnel performing Services in minimum amounts of one million dollars (\$1,000,000) for each occurrence and three million dollars (\$3,000,000) per year in the aggregate or such greater amounts as are required by applicable laws. Such professional and general liability insurance policies shall include a reporting endorsement policy to cover the term of this Agreement if such insurance is a "claims-made" policy. Prevea shall carry workers' compensation insurance in accordance with statutory limitations covering Prevea's employees. Prevea must provide thirty (30) days' notice for any cancellation or material changes of its insurance policies required pursuant to this Section 8.1. Upon reasonable request, Prevea shall provide Company with evidence of insurance meeting the foregoing obligations.
- 8.2. Licenses, Permits, and Certificates. Each Party shall obtain and maintain in full force and effect during the term of this Agreement any and all licenses, permits, registrations, and certificates required by law which are applicable to the performance of its respective duties pursuant to this Agreement.
- 8.3. Independent Contractor. Prevea is at all times acting as an independent contractor in the performance of its work, duties, and obligations arising under this Agreement, and nothing in this Agreement is intended nor must be construed to

create between Prevea and Company either an employer/employee, joint venture, landlord/tenant, or any other similar relationship. Prevea shall be solely responsible for the payment of the salaries or wages of the Personnel, including withholding or payment of applicable taxes and any other withholding required by law or regulation, or if Prevea subcontracts for the Personnel, paying the employer of the Personnel. No agent, employee or representative of either Party shall be deemed to be an agent, employee or representative of the other Party. Neither Party shall have the authority to act for or on behalf of the other Party to bind the other Party without the express written approval of the other Party.

- 8.4. Non-Solicitation. During the term of this Agreement for a period of twelve (12) months following termination, Company shall not solicit any employee of Prevea (or Prevea Clinic, Inc.) providing Services during this Agreement (or in the event of termination, who provided Services under this agreement in the twelve (12) month period prior to termination), and who has special skills and knowledge, to terminate employment with Prevea and to work for Company or a competitor of Prevea in a twenty-five (25) mile radius of the Facility (defined in Schedule A). This Section shall not apply to any general advertisements to the community, not aimed at a particular individual (e.g., newspaper, mailings, web-site postings, etc.). This Section shall survive the termination of this Agreement.
- 8.5. Intellectual Property. Except as otherwise expressly provided in Section 7 of this Agreement (and only to the extent provided therein), nothing in this Agreement shall grant to Company a right to use, or constitute an assignment to Company of, Prevea's Intellectual Property. "**Prevea's Intellectual Property**" shall include, but is not limited to, Prevea's names, logos, trademarks, copyrights, documents, forms, templates, reports, manuals, policies, procedures, forms, charts, sketches, designs, concepts, questionnaires, educational materials, programs, computer software, business processes, techniques, inventions, or discoveries, regardless of form or the media in which they exist, tangible or intangible, and all derivative works therefrom, whether existing prior to the Effective Date of this Agreement or developed afterwards, including any such intellectual property relating to, or developed in the course of the performance of, the Services hereunder. With limiting the foregoing, all such Prevea's Intellectual Property shall belong to Prevea. Any reports or documents prepared at the request of Company shall not be considered "works for hire" and shall be and remain Prevea's Intellectual Property during this Agreement and following termination. Company agrees to waive all rights relating to any Prevea Intellectual Property developed or produced in connection with the Services, including without limitation, any and all rights of identification of authorship and any and all rights of approval, restriction or limitation on use or subsequent modifications. Neither Company, nor any of its officers, directors, agents, independent contractors, affiliates or employees shall have authority to apply for the ownership or registration of any Prevea Intellectual Property, nor shall they be authorized to use Prevea's Intellectual Property except with Prevea's express written approval during the term of this Agreement in connection with performance of the Services. Company agrees to provide all assistance reasonably requested by Prevea in the establishment, preservation and enforcement of Prevea's Intellectual Property. Upon termination of this Agreement, Company shall cease all use of Prevea's Intellectual Property or any

material containing Prevea's Intellectual Property. The terms of this Section shall survive termination of this Agreement.

- 8.6. Notices. All notices, demands or other communications required or permitted to be given under this Agreement must be in writing and must be given to the Party for whom the notice is intended by registered or certified mail, by overnight courier service, by electronic mail for which the sender has an electronic receipt, or by hand delivery, at the address listed under the Party's signature to this Agreement unless such Party shall designate a new address by written notice in the manner specified in this Section. The notice shall be deemed to be given as follows: (i) in the case of certified or registered mail, three (3) days after the date of its mailing; (ii) in the case of overnight courier service, on the next business day following mailing; (iii) in the case of electronic mail, on the date notice was sent; and (iv) in the case of hand delivery, on the date of its receipt by the Party entitled to it.

8.7. Indemnification.

- (a) By Prevea. Prevea will indemnify, defend and hold harmless Company and its shareholders, directors, officers, employees, agents, insurers, successors and assigns (in any case, a "**Company Indemnatee**") for any and all claims, demands, losses, costs, expenses, penalties, fines, judgments, demands and defense costs of any kind (and including, without limitation, out-of-pocket costs and expenses, amounts paid in compromise or settlement of any claim, and actual reasonable attorney's fees incurred by any Prevea Indemnatee), whether compensatory or punitive in nature, whether civil or criminal (hereafter, "**Damages**"), and whether arising out of contract or tort, and whether statutory or based on common law, which relates to or arise out of, in whole or in part, any of the following: (i) breach of this Agreement by Prevea; (ii) any negligent act or omission of Prevea or any of Prevea's members, directors, officers, employees, affiliates, representatives, agents, successors or assigns in providing the Services; or (iii) any violation of law by Prevea or Prevea's members, directors, officers, affiliates, representatives, agents, health plan, successor or assigns (the "**Prevea Parties**"). Notwithstanding the foregoing, Prevea shall not be required to indemnify or hold harmless any Company Indemnatee for any Damages in the event a court of a court of competent jurisdiction concludes that such Damages were caused by any Company Indemnatee's negligence or willful misconduct.
- (b) By Company. Company and, if applicable, Company's Health Plan (together "**Company**"), shall indemnify, defend and hold harmless Prevea and its shareholders, directors, officers, employees, agents, insurers, successors and assigns (in any case, a "**Prevea Indemnatee**") for any and all claims, demands, losses, costs, expenses, penalties, fines, judgments, demands and defense costs of any kind (and including, without limitation, out-of-pocket costs and expenses, amounts paid in compromise or settlement of any claim, and actual reasonable attorney's fees incurred by any Prevea Indemnatee), whether compensatory or punitive in nature, whether civil or criminal (hereafter, "**Damages**"), and whether arising out of contract or tort, and whether statutory or based on common law, which

relates to or arise out of, in whole or in part, any of the following: (i) the breach of this Agreement by Company, or Company's members, directors, officers, employees, affiliates, representatives, agents, health plan, successor or assigns; (ii) any negligent act or omission of Company or Company's members, directors, officers, employees, affiliates, representatives, agents, health plan, successors or assigns; (iii) violation of law by Company or Company's members, directors, officers, affiliates, representatives, agents, health plan, successor or assigns (including, but not limited to, any violation of ERISA, other federal or state health benefit plan laws or regulations, or any federal or state insurance laws or regulations). Notwithstanding the foregoing, Company shall not be required to indemnify or hold harmless any Prevea Indemnitee for any Damages in the event a court of a court of competent jurisdiction concludes that such Damages were caused by any Prevea Indemnitee's negligence or willful misconduct.

- 8.8. Amendment. This Agreement and its Schedules may only be modified, amended, or added after the date of this Agreement by a written instrument executed by both Parties, except as otherwise provided in this Agreement.
- 8.9. Severability. In the event that any provision of this Agreement is held to be unenforceable for any reason, such provision shall be fully severable and the unenforceability thereof shall not affect the remainder of this Agreement, which shall remain in full force and effect in accordance with its terms.
- 8.10. No Third-Party Beneficiary. Except as specifically provided in this Agreement, none of the provisions contained herein are intended by the Parties, nor may they be deemed, to confer any benefit on any person not a Party to this Agreement.
- 8.11. Governing Law. This Agreement shall be interpreted in accordance with the laws of the State of Wisconsin, notwithstanding any conflict of laws provisions.
- 8.12. Nondiscrimination. Prevea shall not deny services to or otherwise discriminate against any person on grounds of race, color, national origin, disability or any other classification protected under applicable, federal, state or local law.
- 8.13. Assignment. Neither party may assign its rights or delegate its obligations under this Agreement without the prior written consent of the other Party. Notwithstanding the foregoing, Prevea may assign this Agreement without the prior written approval of Company to an "affiliate" of Prevea. For purposes of this Agreement, "affiliate" shall mean any successor entity of Prevea, or any entity controlled by Prevea or Hospital Sisters Health System.
- 8.14. Waiver of Breach. The waiver by either Party of a breach or violation of any provision of this Agreement shall not operate as or be construed to be a waiver of any subsequent breach or violation of this Agreement.
- 8.15. Force Majeure. Neither Party shall be responsible for any failure or delay in the performance of any of its obligations under this Agreement due to causes beyond its control, including, without limitation, fire, storm, flood, freeze, accident, labor disputes, failure or delays of energy, wars, riots, public disorders and acts of God, in each case through no fault of the Party relying on this Section 8.15.

- 8.16. Entire Agreement. This Agreement, together with all Schedules, Exhibits and Appendices attached hereto (which are hereby incorporated herein by reference), supersedes all previous contracts, agreements or understandings between the Parties with respect to the same Services, and constitutes the entire agreement between the Parties with respect to the same Services. Neither Party shall be entitled to any benefits other than those enumerated in this Agreement.
- 8.17. Authority. The individuals signing below each warrant and represent that they have the power and the authority necessary to execute and fulfill this Agreement.
- 8.18. Counterparts; Facsimile and pdf Signatures. This Agreement may be executed in multiple originals, each of which shall be considered an original for all purposes and, collectively, shall be considered to constitute this Agreement. Signatures transmitted by facsimile or in Portable Document Format (pdf) may be considered an original for all purposes, including, without limitation, the execution of this Agreement and enforcement of this Agreement.

[signature page to follow]

IN WITNESS WHEREOF, the Parties have signed this Agreement on the date as indicated below.

PREVEA:
ST. NICHOLAS HOSPITAL D/B/A
PREVEA HEALTH

COMPANY:
CITY OF PLYMOUTH

By: _____
Ashok N. Rai, M.D.
President & CEO

By: _____
Name: _____
Title: _____

Date: _____

Date: _____

Address: 2710 Executive Drive
Green Bay, WI 54304
Attn: President & CEO
Ashok.raai@prevea.com

Address: 128 Smith St.
Plymouth, WI 53073
Attn: Leah Federwisch
lfederwisch@plymouthwi.gov

SCHEDULE A

SELECTED SERVICES, FEE SCHEDULE AND ELIGIBLE INDIVIDUALS

1. **Start Date:** January 1, 2026
2. **Eligible Individuals:** Eligible individuals shall be defined below (please check only one). The Parties shall agree upon a process and methodology for Prevea to identify Eligible Individuals prior to receiving Services. Prevea shall be entitled to rely upon such process and Company shall compensate Prevea based upon such reliance.
 - ☐ Company's employees (but not dependents) on Company's health plan, subject to exception below.
 - ☒ Company's employees and dependents on Company's health plan, subject to the exception below.
 - ☐ All Company's employees (but not dependents), subject to the exception below.
 - ☐ All Company's employees and dependents, subject to exception below.

Exceptions

Eligible Individuals shall not include any individual enrolled in any government program for the payment of medical services, including, but not limited to Medicare, Medicaid and TRICARE/CHAMPUS, whether such program provides primary or secondary coverage.

Services shall not be available for individuals seeking treatment related to third party liability (e.g. motor vehicle accidents), as identified in the Personnel's judgment ("TPL"). Such individuals shall remain eligible for care that is not related to the TPL.

3. **Facility:** The "Facility" shall be defined as follows: Designated space for Health and Wellness Services within Prevea's building at 825 Walton Dr., Plymouth, WI. The Facility is a Prevea location, but Prevea will not be providing the Services in space located within the Facility exclusively for the Company during the operational hours stated in this Schedule A; provided, however, access shall not be available to the general public. For clarity, Company acknowledges that the eligible individuals from other companies with which Prevea contracts also have access to Services at the Facility during the same operational hours as Services are made available to Company's Eligible Individuals under this Agreement. Prevea is responsible for arranging for any internal rebuild, maintenance, property and casualty insurance, repair, waste removal, medical waste removal, security and utilities.

4. Selected Services and Fees. The Services include those denoted in the table below with a “checked box” in column 1 (check all that apply)

	SERVICES	OPERATING HOURS	LOCATION	FEE	METHOD OF CALCULATION	PATIENT CONTRIBUTION
<input checked="" type="checkbox"/>	APP Services*	Initially a minimum of 1,872 hours per year. On annual basis, Prevea may adjust the minimum hours for the upcoming Renewal Term by providing 120 days' prior written notice.	Facility	January 1, 2026-December 31, 2026- \$100/hour January 1, 2027-December 31, 2027 - \$110/hour January 1, 2028-December 31, 2028 - \$125/hour Commencing January 1, 2029 and thereafter, the fee shall be determined pursuant to Section 3.2	For actual time APP Services are provided to Eligible Individuals; billed based on scheduled visit length.	None
<input type="checkbox"/>	Dietician Services*	As agreed upon from time to time.	As agreed upon from time to time	\$____ per visit	Per visit.	None
<input checked="" type="checkbox"/>	Health and Wellness Specialist Services*	As agreed upon from time to time.	As agreed upon from time to time	\$35 per visit	Per visit.	None
<input checked="" type="checkbox"/>	Physical Therapy Services*	Initially a minimum of 2,340 hours per year. On annual basis, Prevea may adjust the minimum hours for the upcoming Renewal Term by providing 120 days' prior written notice.	Facility	January 1, 2026-December 31, 2026- \$105/hour January 1, 2027-December 31, 2027 - \$128/hour	For actual time Physical Therapy Services are provided to Eligible Individuals; billed in 15-minute increments	None

				<p>January 1, 2028- December 31, 2028 - \$150/hour</p> <p>Commencing January 1, 2029 and thereafter, the fee shall be determined pursuant to Section 3.2</p>		
<input checked="" type="checkbox"/>	Behavioral Therapy Services*	Initially a minimum of 1,248 hours per year. On annual basis, Prevea may adjust the minimum hours for the upcoming Renewal Term by providing 120 days' prior written notice.	Facility	<p>January 1, 2026- December 31, 2026- \$135/hour</p> <p>January 1, 2027- December 31, 2027 - \$165/hour</p> <p>January 1, 2028- December 31, 2028 - \$195/hour</p> <p>Commencing January 1, 2029 and thereafter, the fee shall be determined pursuant to Section 3.2</p>	For actual time Behavioral Therapy Services are provided to Eligible Individuals; billed based on scheduled visit length	None
<input checked="" type="checkbox"/>	MA Services	Initially a minimum of 2,340 hours per year. On annual basis, Prevea may adjust the minimum hours for the upcoming Renewal Term by providing 120 days' prior written notice.	Facility.	<p>January 1, 2026- December 31, 2026- \$34/hour</p> <p>January 1, 2027- December 31, 2027 - \$40/hour</p>	For actual time MA Services are provided to Eligible Individuals billed based on scheduled visit length.	None

				January 1, 2028- December 31, 2028 - \$46/hour Commencing January 1, 2029 and thereafter, the fee shall be determined pursuant to Section 3.2		
<input checked="" type="checkbox"/>	Chiropractor Services	Initially a minimum of 1,586 hours per year at Facility, and 2,158 hours per year at the Kohler Location. On annual basis, Prevea may adjust the minimum hours for the upcoming Renewal Term by providing 120 days' prior written notice.	Facility and at 950 Woodlake Rd., Kohler, WI (the "Kohler Location").	January 1, 2026- December 31, 2026- \$130/hour January 1, 2027- December 31, 2027 - \$145/hour January 1, 2028- December 31, 2028 - \$160/hour Commencing January 1, 2029 and thereafter, the fee shall be determined pursuant to Section 3.2	For actual time Chiropractic Services are provided to Eligible Individuals; billed based on scheduled visit length.	None
<input checked="" type="checkbox"/>	PSR Services	Initially a minimum of 1,872 hours per year. On annual basis, Prevea may adjust the minimum hours for the upcoming Renewal Term by providing 120 days' prior written notice.	Facility	\$433.33 each month for the first six months, representing a monthly allocation of a 1.0 FTE PSR's salary and benefits. Every six months, Prevea shall recalculate the monthly fee based on an allocation of the 1.0 FTE PSR's salary and wages based on the percentage of visits for Company's Eligible Individuals in the prior six months relative to all visits at the Facility from any source participating in a Health and Wellness Center arrangement at Facility in the prior six months, inclusive of visits for APP Services, Dietician Services, Health and Wellness Specialist Services, Physical Therapy Services,		None

				Behavioral Therapy Services, Ancillary Visits and Chiropractor Services.	
<input checked="" type="checkbox"/>	Immunization Services*	<input checked="" type="checkbox"/> Company shall pay for the Laboratory Services at Prevea's then-current fee schedule for health and wellness center clients, as such fee schedules may be updated from time to time (annually or seasonally). The Fee Schedule shall be made available upon request. <input type="checkbox"/> Prevea or the laboratory performing the test, as required by applicable payors, applicable law and/or Prevea's arrangement with outside laboratories, shall bill patients and payors for laboratory services.			None, or as required by applicable payor.
<input checked="" type="checkbox"/>	Laboratory Services	<input checked="" type="checkbox"/> Company shall pay for the Laboratory Services at Prevea's then-current fee schedule for health and wellness center clients, as such fee schedules may be updated from time to time (annually or seasonally). The Fee Schedule shall be made available upon request. <input type="checkbox"/> Prevea or the laboratory performing the test, as required by applicable payors, applicable law and/or Prevea's arrangement with outside laboratories, shall bill patients and payors for laboratory services.			None, or as required by applicable payor.
<input checked="" type="checkbox"/>	Clinic Space Fee	\$8 per visit			None

***Services are defined in Appendix 1**

APPENDIX 1 TO SCHEDULE A
DESCRIPTION OF SERVICES
(Services only apply if selected on Schedule A)

Services for children shall only be available for children six (6) months and up for acute illness and children seven (7) years and up for wellness and routine physicals. Services in Schedule A are defined as follows (for clarity, the descriptions are not meant to be a complete list and other services within the categories below may be furnished in Prevea's discretion if within the scope of the Personnel's practice). Additionally, scope of Services available to any particular Eligible Individual is also subject to the discretion of the Personnel at all times.

Services	Provider Type Furnishing Services	Description*
APP Services	Advanced Practice Provider ("APP")	<ul style="list-style-type: none"> • Well-child vaccinations for individuals age seven (7) and up: tetanus, diphtheria, pertussis, Hepatitis B, and influenza • Non-well child vaccinations for children age six (6) months and up, where appropriate • Routine screenings and vital signs • Blood draws (phlebotomy) • Rapid screen diagnostic tests for strep, pregnancy, and urine • Routine diagnosis and treatment of non-trauma workplace and non-workplace injuries (for clarity, the APP shall not be responsible for identifying causation of injury and may have to refer to occupational health at other locations to evaluate causation). • Non-DOT drug and alcohol screening, including post-offer employment, post-accident, random, and reasonable-suspicion testing • Health Risk Appraisal assistance • Early detection, treatment, and prevention • Healthcare counseling • Physical exams, including camp and school physicals • Chronic disease management
Dietician Services	Dietician	<ul style="list-style-type: none"> • Responsible for assessing nutritional status, developing a nutritional care plan and providing patient education relating to nutrition and diet • Initiate education, nutrition assessment • Partner with patient in developing and implementing the plan of care based on situation
Health and Wellness Specialist Services	Health and Wellness Specialist	<ul style="list-style-type: none"> • Deliver evidence-based lifestyle interventions to prevent, treat and manage chronic diseases. • Lead or contribute to onsite/virtual wellbeing events, employee workshops, and trainings. • Support the design and rollout of custom challenges, campaigns, and engagement tactics. • Provide strategic input on ongoing program evaluation and refinement, ensuring measurable impact.
Physical Therapy Services	Physical Therapist ("PT")	<ul style="list-style-type: none"> • Evaluation and treatment of non-work related and work related injuries • Execute valid post-offer employment tests
Behavioral Therapy Services	Behavioral Therapist	<ul style="list-style-type: none"> • Marriage and relationship issues • Parenting, blended family and divorce issues • Gambling addiction

		<ul style="list-style-type: none"> • Grief and loss • Addiction • Depression, including postpartum depression • Substance use disorder • Obsessive compulsive disorder • ADHD • Anxiety and panic disorder • Sexuality and identity issues • Stress management • Work/employment problems
MA Services	Medical Assistant	<ul style="list-style-type: none"> • 15-minute visits <ul style="list-style-type: none"> ○ Blood Pressure checks ○ Immunization/vaccine administration ○ Lab draws • 30-minute visits <ul style="list-style-type: none"> ○ Drug screen
Chiropractic Services	Chiropractor	<ul style="list-style-type: none"> • Chiropractic Adjustments • Management and treatment of headaches, sciatica, neck pain, low back pain, and shoulder pain. • Individualized core exercises
PSR Services	Patient Service Representative (“PSR”)	<ul style="list-style-type: none"> • Communicate with providers regarding patient calls • Assist providers with scheduling • Register patients within Epic • Assist patients with calls and scheduling.
Immunization Services	N/A	Those immunization services as made available from time to time by Prevea for health and wellness center clients to <u>Eligible Individuals receiving Services in the Facility</u> .
Laboratory Services	N/A	The actual testing for the Laboratory Services will occur at laboratories off-site and may be sent by Prevea to non-Prevea laboratories, including HSHS or other third-parties.

SCHEDULE B

PREVEA'S TRADEMARKS



COMPANY'S TRADEMARKS



Plymouth Utilities
900 CTH PP
PO Box 277
Plymouth, WI 53073



Telephone: (920) 893-1471
Fax: (920) 893-0183
Web Site: Plymouthutilities.com

DATE: December 9, 2025
TO: Electric Dept
FROM: Ryan T. Roehrborn, Electrical Operations Manager
RE: Wood Chipper

As part of the 2026 Capital Improvement Plan (adopted on 11/11/2025) dollars were allocated to replace our wood chipper. Three quotes were provided by different dealers. The lowest being provided by Brooks Tractor.

1. Brooks Tractor: Brush Bandit Intimidator 15XP	\$69,619.20
2. LF George: Morbark BVR16	\$71,516.75
3. Vermeer: Vermeer BC1500	\$78,300.00

If approved, the anticipated delivery is April/May 2026.

Recommendation

To approve the purchase of the Brush Bandit Intimidator 15XP from Brooks Tractors.

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: December 5, 2025
TO: Mayor and Common Council
FROM: Cathy Austin, P.E., Director of Public Works
RE: 2026 Capital Budget: Purchase of Skid Steer and Attachments

As part of the 2026 Capital Improvement Plan, adopted on November 11, 2025, funding was allocated for the purchase of a new skid loader and associated attachments.

City staff requested a quote directly from Miller Implement Co. and also utilized Sourcewell to obtain a comparative quote for the Bobcat skid steer package.

Sourcewell is a cooperative purchasing program that develops and publicly solicits competitive Requests for Proposals (RFPs) on behalf of state and local governments. By completing the competitive bid process at a level, Sourcewell allows municipalities to purchase equipment and provides access to competitively secured pricing.

The 2026 budget allocated \$145,000 for the skid steer and attachments.

The direct quote from Miller Implement was \$154,631, while the Sourcewell contract pricing was \$144,545.99, which falls within the approved budget.

Recommendation

Approve the purchase for the skid steer and attachments for a total of \$144,545.99.

**Product Quotation**Quotation Number: **AU1538344**Quote Sent Date: **Dec 02, 2025**Expiration Date: **Jan 01, 2026****Your Bobcat Contact****Alex Urlaub**

Phone: +17012416372

Email: alex.urlaub@doosan.com**Your Customer Contact****Deliver to****City of Plymouth-Street Dept****Bobcat Dealer****Miller Implement Co., Inc., St. Nazianz, WI**500 EAST MAIN STREET,
ST. NAZIANZ, WI, 54232**Bill to****City of Plymouth-Street Dept**

Item Name	Item Number	Quantity	Price Each	Total
T66 T4 Bobcat Compact Track Loader	M0349	1	48,412.86	48,412.86
Standard Equipment:				
74.0 HP Tier 4 V2 Bobcat Engine		Lift Arm Support		
Auxiliary Hydraulics: Variable Flow		Lift Path: Vertical		
Backup Alarm		Lights, Front and Rear LED		
Bob-Tach		Operator Cab		
Bobcat Interlock Control System (BICS)		Includes: Adjustable Suspension Seat, Top and Rear		
Controls: Hand and Foot (Manual)		Windows, Parking Brake, Seat Bar and Seat Belt		
Cylinder Cushioning - Lift, Tilt		Roll Over Protective Structure (ROPS) meets SAE-		
Engine/Hydraulic Performance De-rate Protection		J1040 and ISO 3471		
Glow Plugs (Automatically Activated)		Falling Object Protective Structure (FOPS) meets SAE-		
Horn		J1043 and ISO 3449, Level I; (Level II is available		
		through Bobcat Parts)		
		Parking Brake: Spring Applied, Pressure Released (SAPR)		
		Solid Mounted Carriage with 4 Rollers		
		Tracks: Rubber, 12.6" Narrow C Pattern		
		Counter Weights - 100 lbs.		
		Telematics - Machine IQ - 2-year Basics		
		Warranty: 2 years, or 2000 hours whichever occurs first		
Gold Package	M0349-P11-C13	1	11,585.64	11,585.64
<i>Included:</i> Gold Package Includes: Clear Side Auto HVAC Cab, Integrated Bluetooth Radio, Adjustable Heated Cloth Air Ride Seat, Power Bob-Tach, Solid Undercarriage, 7" Touch Display, Premium and Side LED Lights, Keyless Start, Two-Speed Travel, 7-Pin Attachment Control, Dual Direction Bucket Positioning, Rear Camera, Sound Reduction, 3-year Machine IQ Health & Security Subscription, Ride Control, Reversing Fan, Auto Throttle *Requires Selectable Joystick Controls,				
15.7" Multi Bar Lug Tracks	M0349-R09-C16	1	1,234.14	1,234.14
5-Link Torsion Suspension Undercarriage	M0349-R21-C13	1	1,662.94	1,662.94
High-Flow Hydraulics	M0349-R03-C03	1	1,591.92	1,591.92

Selectable Joystick Controls	M0349-R01-C04	1	562.80	562.80
74" Heavy Duty Bucket	7272680	1	1,414.36	1,414.36
Bolt-On Cutting Edge, 74"	6718007	1	316.93	316.93
Long Bolt-on tooth kit	7355992	8	55.65	445.20
74" Heavy Duty Bucket	7272680	1	1,414.36	1,414.36
Total for T66 T4 Bobcat Compact Track Loader				68,641.15
Quote Subtotal				68,641.15
Dealer PDI				500.00
Tariff Surcharge				3,677.55
Freight Charges				1,525.00
Destination Charges				232.00
Dealer Assembly Charges				188.50
Quote Total - USD				74,764.20

Comment: *Plus applicable taxes. IF Tax Exempt, please include Tax Exempt Certificate with the order.

*Prices per the Sourcewell Contract #020223-CEC

*Sourcewell Member Number (if applicable): _____

*All orders should include 1) Accounts Payable Contact and email address, 2) W9 with correct legal entity name, and 3) Bill to Address.

*Orders may be placed with the contract holder or authorized dealer as allowed by the terms and conditions of the contract. *A Copy of all orders must be provided to Heather.Messmer@Doosan.com.

*Contact Holder Information: Doosan Bobcat North America, Inc. Govt Sales, 250 E Beaton Drive, West Fargo, ND 58078. TID# 38-0425350.

*Payment Terms: Net 60 Days. Credit cards accepted.

*Remittance address: Doosan Bobcat North America, Inc. P. O. Box 74007382, Chicago, IL 60674-7382

Customer Acceptance:	
Quotation Number: AU1538344	Purchase Order: _____
Authorized Signature:	
Print: _____	Sign: _____
Date: _____	Email: _____
Addresses	
Delivery Address _____	
Billing Address (if different from ship to): _____	
Tax Exempt: Y <input type="checkbox"/> / N <input type="checkbox"/>	
Exempt in the State of: _____	

Tax Exempt ID:

Federal: _____

State:

Expiration Date: _____



Product Quotation
Quotation Number: **AU1538385**
Quote Sent Date: **Dec 02, 2025**
Expiration Date: **Jan 01, 2026**

Your Bobcat Contact
Alex Urlaub
Phone: +17012416372
Email: alex.urlaub@doosan.com

Your Customer Contact

Deliver to
City of Plymouth-Street Dept

Bobcat Dealer
Miller Implement Co., Inc., St. Nazianz, WI
500 EAST MAIN STREET,
ST. NAZIANZ, WI, 54232

Bill to
City of Plymouth-Street Dept

Item Name	Item Number	Quantity	Price Each	Total
3PT Hitch, Category I & II	7110394	1	975.84	975.84
Total for 3PT Hitch, Category I & II				975.84
Quote Subtotal				975.84
Tariff Surcharge				46.84
Destination Charges				116.00
Quote Total - USD				1,138.68

Comment: *Plus applicable taxes. IF Tax Exempt, please include Tax Exempt Certificate with the order.

*Prices per the Sourcewell Contract #020223-CEC

*Sourcewell Member Number (if applicable): _____

*All orders should include 1) Accounts Payable Contact and email address, 2) W9 with correct legal entity name, and 3) Bill to Address.

*Orders may be placed with the contract holder or authorized dealer as allowed by the terms and conditions of the contract. *A Copy of all orders must be provided to Heather.Messmer@Doosan.com.

*Contact Holder Information: Doosan Bobcat North America, Inc. Govt Sales, 250 E Beaton Drive, West Fargo, ND 58078. TID# 38-0425350.

*Payment Terms: Net 60 Days. Credit cards accepted.

*Remittance address: Doosan Bobcat North America, Inc. P. O. Box 74007382, Chicago, IL 60674-7382

Customer Acceptance:

Quotation Number: AU1538385

Purchase Order: _____

Authorized Signature:

Print: _____

Sign: _____

Date: _____ Email: _____

Addresses

Delivery Address _____

Billing Address (if different from ship to): _____

Tax Exempt: Y ☐ / N ☐

Exempt in the State of: _____

Tax Exempt ID: _____

Federal: _____

State: _____

Expiration Date: _____



Product Quotation
Quotation Number: **AU1538368**
Quote Sent Date: **Dec 02, 2025**
Expiration Date: **Jan 01, 2026**

Your Bobcat Contact
Alex Urlaub
Phone: +17012416372
Email: alex.urlaub@doosan.com

Your Customer Contact

Deliver to
City of Plymouth-Street Dept

Bobcat Dealer
Miller Implement Co., Inc., St. Nazianz, WI
500 EAST MAIN STREET,
ST. NAZIANZ, WI, 54232

Bill to
City of Plymouth-Street Dept

Item Name	Item Number	Quantity	Price Each	Total
Landscape Rake, 6B	6710630	1	8,570.52	8,570.52
Total for Landscape Rake, 6B				8,570.52
Quote Subtotal				8,570.52
Dealer PDI				190.00
Tariff Surcharge				411.38
Destination Charges				313.00
Quote Total - USD				9,484.90

Comment: *Plus applicable taxes. IF Tax Exempt, please include Tax Exempt Certificate with the order.

*Prices per the Sourcewell Contract #020223-CEC

*Sourcewell Member Number (if applicable): _____

*All orders should include 1) Accounts Payable Contact and email address, 2) W9 with correct legal entity name, and 3) Bill to Address.

*Orders may be placed with the contract holder or authorized dealer as allowed by the terms and conditions of the contract. *A Copy of all orders must be provided to Heather.Messmer@Doosan.com.

*Contact Holder Information: Doosan Bobcat North America, Inc. Govt Sales, 250 E Beaton Drive, West Fargo, ND 58078. TID# 38-0425350.

*Payment Terms: Net 60 Days. Credit cards accepted.

*Remittance address: Doosan Bobcat North America, Inc. P. O. Box 74007382, Chicago, IL 60674-7382

Customer Acceptance:

Quotation Number: AU1538368

Purchase Order: _____

Authorized Signature:

Print: _____ Sign: _____

Date: _____ Email: _____

Addresses

Delivery Address _____

Billing Address (if different from ship to): _____

Tax Exempt: Y ☐ / N ☐

Exempt in the State of: _____

Tax Exempt ID:

Federal: _____

State: _____

Expiration Date: _____



Product Quotation
Quotation Number: **AU1538358**
Quote Sent Date: **Dec 02, 2025**
Expiration Date: **Jan 01, 2026**

Your Bobcat Contact
Alex Urlaub
Phone: +17012416372
Email: alex.urlaub@doosan.com

Your Customer Contact

Deliver to
City of Plymouth-Street Dept

Bobcat Dealer
Miller Implement Co., Inc., St. Nazianz, WI
500 EAST MAIN STREET,
ST. NAZIANZ, WI, 54232

Bill to
City of Plymouth-Street Dept

Item Name	Item Number	Quantity	Price Each	Total
Planer - High Flow - 24"	7478393	1	18,759.84	18,759.84
Total for Planer - High Flow - 24"				18,759.84
Quote Subtotal				18,759.84
Dealer PDI				189.00
Tariff Surcharge				900.47
Destination Charges				534.00
Quote Total - USD				20,383.31

Comment: *Plus applicable taxes. IF Tax Exempt, please include Tax Exempt Certificate with the order.

*Prices per the Sourcewell Contract #020223-CEC

*Sourcewell Member Number (if applicable): _____

*All orders should include 1) Accounts Payable Contact and email address, 2) W9 with correct legal entity name, and 3) Bill to Address.

*Orders may be placed with the contract holder or authorized dealer as allowed by the terms and conditions of the contract. *A Copy of all orders must be provided to Heather.Messmer@Doosan.com.

*Contact Holder Information: Doosan Bobcat North America, Inc. Govt Sales, 250 E Beaton Drive, West Fargo, ND 58078. TID# 38-0425350.

*Payment Terms: Net 60 Days. Credit cards accepted.

*Remittance address: Doosan Bobcat North America, Inc. P. O. Box 74007382, Chicago, IL 60674-7382

Customer Acceptance:

Quotation Number: **AU1538358**

Purchase Order: _____

Authorized Signature: _____

Print: _____ Sign: _____

Date: _____ Email: _____

Addresses

Delivery Address _____

Billing Address (if different from ship to): _____

Tax Exempt: Y ☐ / N ☐

Exempt in the State of: _____

Tax Exempt ID:

Federal: _____

State: _____

Expiration Date: _____



Product Quotation
Quotation Number: **AU1538379**
Quote Sent Date: **Dec 02, 2025**
Expiration Date: **Jan 01, 2026**

Your Bobcat Contact
Alex Urlaub
Phone: +17012416372
Email: alex.urlaub@doosan.com

Your Customer Contact

Deliver to
City of Plymouth-Street Dept

Bobcat Dealer
Miller Implement Co., Inc., St. Nazianz, WI
500 EAST MAIN STREET,
ST. NAZIANZ, WI, 54232

Bill to
City of Plymouth-Street Dept

Item Name	Item Number	Quantity	Price Each	Total
72" Root Grapple	7488431	1	4,005.96	4,005.96
Total for 72" Root Grapple				4,005.96
Quote Subtotal				4,005.96
Dealer PDI				185.00
Tariff Surcharge				192.29
Destination Charges				262.00
Quote Total - USD				4,645.25

Comment: *Plus applicable taxes. IF Tax Exempt, please include Tax Exempt Certificate with the order.

*Prices per the Sourcewell Contract #020223-CEC

*Sourcewell Member Number (if applicable): _____

*All orders should include 1) Accounts Payable Contact and email address, 2) W9 with correct legal entity name, and 3) Bill to Address.

*Orders may be placed with the contract holder or authorized dealer as allowed by the terms and conditions of the contract. *A Copy of all orders must be provided to Heather.Messmer@Doosan.com.

*Contact Holder Information: Doosan Bobcat North America, Inc. Govt Sales, 250 E Beaton Drive, West Fargo, ND 58078. TID# 38-0425350.

*Payment Terms: Net 60 Days. Credit cards accepted.

*Remittance address: Doosan Bobcat North America, Inc. P. O. Box 74007382, Chicago, IL 60674-7382

Customer Acceptance:

Quotation Number: AU1538379

Purchase Order: _____

Authorized Signature:

Print: _____

Sign: _____

Date: _____ Email: _____

Addresses

Delivery Address _____

Billing Address (if different from ship to): _____

Tax Exempt: Y ☐ / N ☐

Exempt in the State of: _____

Tax Exempt ID:

Federal: _____

State: _____

Expiration Date: _____



Product Quotation
Quotation Number: **AU1538354**
Quote Sent Date: **Dec 02, 2025**
Expiration Date: **Jan 01, 2026**

Your Bobcat Contact
Alex Urlaub
Phone: +17012416372
Email: alex.urlaub@doosan.com

Your Customer Contact

Deliver to
City of Plymouth-Street Dept

Bobcat Dealer
Miller Implement Co., Inc., St. Nazianz, WI
500 EAST MAIN STREET,
ST. NAZIANZ, WI, 54232

Bill to
City of Plymouth-Street Dept

Item Name	Item Number	Quantity	Price Each	Total
Snow Pusher Pro, 8 ft (96 in.) Includes angle blade and removable pusher box	7385513	1	7,865.24	7,865.24
Total for Snow Pusher Pro, 8 ft (96 in.) Includes angle blade and removable pusher box				7,865.24
Quote Subtotal				7,865.24
Dealer PDI				150.00
Tariff Surcharge				377.53
Destination Charges				390.00
Quote Total - USD				8,782.77

Comment: *Plus applicable taxes. IF Tax Exempt, please include Tax Exempt Certificate with the order.

***Prices per the Sourcewell Contract #020223-CEC**

*Sourcewell Member Number (if applicable): _____

*All orders should include 1) Accounts Payable Contact and email address, 2) W9 with correct legal entity name, and 3) Bill to Address.

*Orders may be placed with the contract holder or authorized dealer as allowed by the terms and conditions of the contract. *A Copy of all orders must be provided to Heather.Messmer@Doosan.com.

*Contact Holder Information: Doosan Bobcat North America, Inc. Govt Sales, 250 E Beaton Drive, West Fargo, ND 58078. TID# 38-0425350.

*Payment Terms: Net 60 Days. Credit cards accepted.

*Remittance address: Doosan Bobcat North America, Inc. P. O. Box 74007382, Chicago, IL 60674-7382

Customer Acceptance:

Quotation Number: AU1538354	Purchase Order: _____
Authorized Signature: _____	
Print: _____	Sign: _____
Date: _____ Email: _____	
Addresses	
Delivery Address _____	
Billing Address (if different from ship to): _____	
Tax Exempt: Y <input type="checkbox"/> / N <input type="checkbox"/>	
Exempt in the State of: _____	
Tax Exempt ID:	
Federal: _____	
State: _____	
Expiration Date: _____	



Quotation Number: CS1074625
Quote Sent Date: Mar 19, 2025
Expiration Date: Apr 18, 2025
Prepared By: Corey Schmidt
Phone:
Email: cschmidt@millerimp.com

Customer
City of Plymouth-Street Dept

Contact

Dealer
Miller Implement Co., Inc., St. Nazianz,
WI
500 EAST MAIN STREET

Item Name	Item Number	Quantity	Price Each	Total
Virnig 84" High Flow Brush Cutter	RBV84-HF33-0	1	14,213.52	14,213.52
Total for Virnig 84" High Flow Brush Cutter				14,213.52
Quote Total - USD				14,213.52
Sales total before Taxes				14,213.52
Taxes				0.00
Quote Total - USD				14,213.52

Customer acceptance:
Quotation Number:: CS1074625

Purchase Order: _____

Authorized Signature:

Print: _____ Sign: _____

Date: _____ Email: _____ Tax Exempt: Y ☐ / N ☐



Quotation Number: CS1541626
Quote Sent Date: Dec 03, 2025
Expiration Date: Jan 02, 2026
Prepared By: Corey Schmidt
Phone:
Email: cschmidt@millerimp.com

Customer
City of Plymouth-Street Dept

Contact

Dealer
Miller Implement Co., Inc., St. Nazianz,
WI
500 EAST MAIN STREET

Item Name	Item Number	Quantity	Price Each	Total
86" Light Material Bucket	7279103	1	2,378.00	2,378.00
#6038	Total for 86" Light Material Bucket			2,378.00
	Quote Subtotal			2,378.00
	Tariff Surcharge			86.75
	Destination Charges			89.00
	Miller /Gov Discount			-251.00
	Sales Total before Taxes			2,302.75
	Taxes			0.00
	Quote Total - USD			2,302.75

Customer Acceptance:

Quotation Number: CS1541626

Purchase Order: _____

Authorized Signature:

Print: _____ Sign: _____

Date: _____ Email: _____ Tax Exempt: Y ☐ / N ☐



Product Quotation
Quotation Number: **AU1542210**
Quote Sent Date: **Dec 03, 2025**
Expiration Date: **Jan 02, 2026**

Your Bobcat Contact
Alex Urlaub
Phone: +17012416372
Email: alex.urlaub@doosan.com

Your Customer Contact

Deliver to
City of Plymouth-Street Dept

Bobcat Dealer
**Miller Implement Co., Inc., St.
Nazianz, WI**
500 EAST MAIN STREET,
ST. NAZIANZ, WI, 54232

Bill to
City of Plymouth-Street Dept

Item Name	Item Number	Quantity	Price Each	Total
Sweeper Bucket 72"	7405171	1	5,489.48	5,489.48
Kit Gutter Brush	7419388	1	2,062.64	2,062.64
Total for Sweeper Bucket 72"				7,552.12
Quote Subtotal				7,552.12
Dealer PDI				50.00
Tariff Surcharge				362.49
Destination Charges				214.00
Dealer Assembly Charges				652.00
Quote Total - USD				8,830.61

Comment: *Plus applicable taxes. IF Tax Exempt, please include Tax Exempt Certificate with the order.

*Prices per the Sourcewell Contract #020223-CEC

*Sourcewell Member Number (if applicable): _____

*All orders should include 1) Accounts Payable Contact and email address, 2) W9 with correct legal entity name, and 3) Bill to Address.

*Orders may be placed with the contract holder or authorized dealer as allowed by the terms and conditions of the contract. *A Copy of all orders must be provided to Heather.Messmer@Doosan.com.

*Contact Holder Information: Doosan Bobcat North America, Inc. Govt Sales, 250 E Beaton Drive, West Fargo, ND 58078. TID# 38-0425350.

*Payment Terms: Net 60 Days. Credit cards accepted.

*Remittance address: Doosan Bobcat North America, Inc. P. O. Box 74007382, Chicago, IL 60674-7382

Customer Acceptance:

Quotation Number: AU1542210

Purchase Order: _____

Authorized Signature:

Print: _____

Sign: _____

Date: _____ Email: _____

Addresses

Delivery Address _____

Billing Address (if different from ship to): _____

Tax Exempt: Y / N

Exempt in the State of: _____

Tax Exempt ID: _____

Federal: _____

State: _____

Expiration Date: _____

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: December 4, 2025

TO: Mayor and Common Council

FROM: Tim Blakeslee, City Administrator/Utilities Manager

RE: Approve Temporary Construction Limited Easement with Parcel 59271820350

Background: It is currently anticipated that the Mill Pond Dam project will take place in 2026. As part of that work, several temporary easements are needed to support construction activities. The attached easement provides access and a small equipment laydown area on parcel 59271820350, also known as the Richter building. Staff met with the property owner and he is comfortable with the request. Any pavement that is damaged during construction will be repaired as part of the project.

Recommendation: Approve the Temporary Construction Limited Easement with Parcel 59271820350

Attachments:

- Draft Easement

**TEMPORARY CONSTRUCTION
LIMITED EASEMENT**

RICHTER PROPERTY MANAGEMENT, LLC, a Wisconsin limited liability company, having its principal office located at W5922 Plateau Road, Elkhart Lake, Wisconsin 53020 (hereinafter referred to as "**GRANTOR**"), as owner of the lands described below, grants to the **CITY OF PLYMOUTH**, a municipal corporation, maintaining its principal office at 128 Smith Street, P.O. Box 107, Plymouth, Wisconsin 53073, (herein after referred to as "**GRANTEE**"), the temporary right and permission to occupy portions of **GRANTOR**'s property for the purpose of Mill Pond Dam reconstruction. **GRANTOR** hereby grants to **GRANTEE**, its employees, agents and representatives, a temporary limited easement for purposes of ingress and egress in the Easement Area A described below and a Temporary Construction Easement in the Easement Area B described below. Construction in Easement Area B may include, but is not limited to, the following: (1) the right to operate heavy equipment thereon; (2) the right of ingress and egress, as required for such construction; (3) the right to preserve, protect, remove or plant such vegetation that the **GRANTEE** may deem desirable to prevent erosion of the soil; and (4) the right to store construction materials and equipment.

Recording Area

Drafted By & Return To:

Attorney Crystal H. Fieber
HOPP NEUMANN HUMKE LLP
2124 Kohler Memorial Drive, Suite 310
Sheboygan, WI 53081

The Easement Areas, as shown on **EXHIBIT A and B** attached hereto, are hereby defined to be:

TEMPORARY INGRESS/EGRESS (LIMITED) EASEMENT A

Part of the Southeast Quarter of the Southwest Quarter of Section 22, T15N-R21E, in the City of Plymouth, Sheboygan County, Wisconsin, more fully described as follows:

Commencing at the South 1/4 Corner of Section 22, T15N-R21E; thence S89°53'15"W, along the South line of the Southwest Quarter of said Section 22, a distance of 92.25 feet; thence N00°06'45"W, 10.84 feet to the Northerly right of way line of Eastern Avenue and the Point of Beginning; thence 27.05 feet along said Northerly right of way line, being the arc of a 487.25 foot radius curve to the right, whose long chord bears N77°56'03"W, 27.05 feet; thence N20°33'49"E, 60.00 feet; thence N17°23'37"E, 93.28 feet; thence 56.65 feet along the arc of a 31.21 foot radius curve to the left whose long chord bears N42°02'42"W, 49.19 feet; thence S44°56'29"W, 63.00 feet; thence S33°06'47"W, 52.27 feet; thence S25°27'17"W, 70.00 feet to said Northerly right of way line; thence 18.49 feet along said Northerly right of way line, being the arc of a 487.25 foot radius curve to the right whose long chord bears N64°23'58"W, 18.49 feet to the Southwest Corner of the parcel described in Document 1669949; thence N28°03'36"E, along a West line of said Document, a distance of 154.26 feet; thence N53°57'10"E, along a West line of said Document, a distance of 56.50 feet; thence S62°37'08"E, 62.00 feet; thence S05°53'43"W, 40.00 feet; thence S15°02'49"W, 150.00 feet to said Northerly right of way line and the Point of Beginning. Inclusive of any lands owned by the City of Plymouth within the above traverse.

TEMPORARY CONSTRUCTION (LIMITED) EASEMENT B

Part of the Southeast Quarter of the Southwest Quarter of Section 22, T15N-R21E, in the City of Plymouth, Sheboygan County, Wisconsin, more fully described as follows:

Commencing at the South 1/4 Corner of Section 22, T15N-R21E; thence S89°53'15"W, along the South line of the Southwest Quarter of said Section 22, a distance of 92.25 feet; thence N00°06'45"W, 10.84 feet to the Northerly right of way line of Eastern Avenue; thence 119.38 feet along said Northerly right of way line, being the arc of a 487.25 foot radius curve to the right, whose long chord bears N72°30'20"W, 119.08 feet; thence N25°27'17"E, 70.00 feet; thence N33°06'47"E, 52.27 feet to the Point of Beginning; thence S82°32'02"E, 25.22 feet; thence N35°11'00"E, 49.16 feet; thence N77°59'34"W, 13.92 feet; thence S44°56'29"W, 56.22 feet to the Point of Beginning.

This Temporary Construction Limited Easement creates and establishes the right of **GRANTEE** to occupy the Easement Areas owned by **GRANTOR**. **GRANTOR** reserves to itself the right to continue to use the Easement Areas in a manner that is consistent with this Temporary Construction Limited Easement.

The cost and expense of the construction described herein will be paid by **GRANTEE** or its successors or assigns. **GRANTEE** will be responsible for returning the Easement Areas to the condition that existed at the time this Temporary Construction Limited Easement was granted.

This Temporary Construction Limited Easement shall terminate upon the earlier of: (a) the date upon which the construction has been completed; or (b) eighteen (18) months after the date of the start of construction.

Dated this 1st day of Dec, 2025.

GRANTOR:
RICHTER PROPERTY MANAGEMENT, LLC

By: [Signature]
James Richter, Member

STATE OF WISCONSIN)
) ss
COUNTY OF Sheboygan)

This instrument was acknowledged before me on December 1, 2025, by James Richter to me known to be the person who executed the foregoing instrument and acknowledged the same.



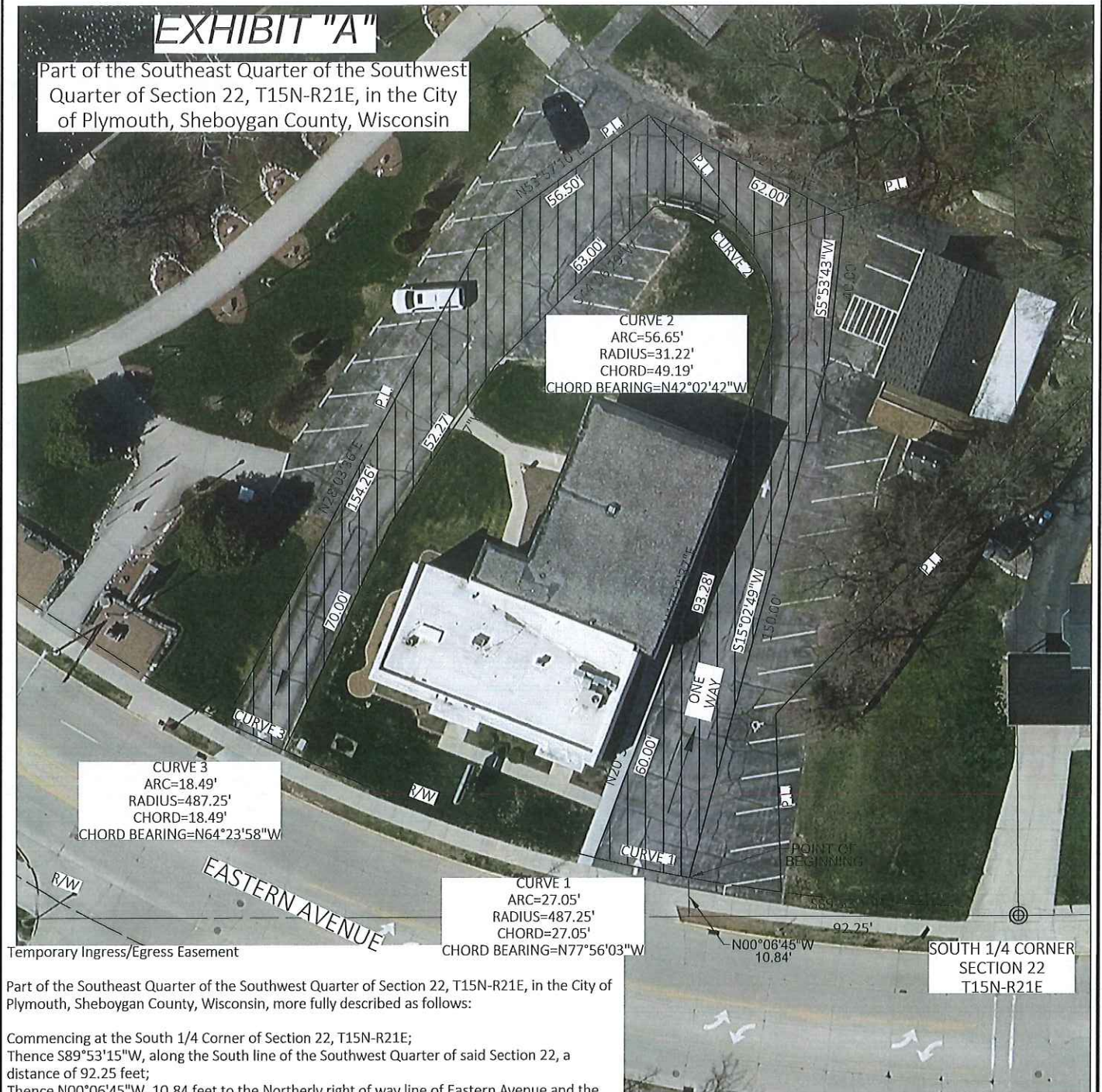
Anna V. Voigt
Print Name: Anna V. Voigt
Notary Public, State of Wisconsin
My Commission: 08/23/27

C:9431\388939.docx

EXHIBIT A

EXHIBIT "A"

Part of the Southeast Quarter of the Southwest Quarter of Section 22, T15N-R21E, in the City of Plymouth, Sheboygan County, Wisconsin



Temporary Ingress/Egress Easement

Part of the Southeast Quarter of the Southwest Quarter of Section 22, T15N-R21E, in the City of Plymouth, Sheboygan County, Wisconsin, more fully described as follows:

Commencing at the South 1/4 Corner of Section 22, T15N-R21E;
 Thence S89°53'15\"W, along the South line of the Southwest Quarter of said Section 22, a distance of 92.25 feet;
 Thence N00°06'45\"W, 10.84 feet to the Northerly right of way line of Eastern Avenue and the Point of Beginning;
 Thence 27.05 feet along said Northerly right of way line, being the arc of a 487.25 foot radius curve to the right, whose long chord bears N77°56'03\"W, 27.05 feet;
 Thence N20°33'49\"E, 60.00 feet;
 Thence N17°23'37\"E, 93.28 feet;
 Thence 56.65 feet along the arc of a 31.21 foot radius curve to the left whose long chord bears N42°02'42\"W, 49.19 feet;
 Thence S44°56'29\"W, 63.00 feet;
 Thence S33°06'47\"W, 52.27 feet;
 Thence S25°27'17\"W, 70.00 feet to said Northerly right of way line;
 Thence 18.49 feet along said Northerly right of way line, being the arc of a 487.25 foot radius curve to the right whose long chord bears N64°23'58\"W, 18.49 feet to the Southwest Corner of the parcel described in Document 1669949;
 Thence N28°03'36\"E, along a West line of said Document, a distance of 154.26 feet;
 Thence N53°57'10\"E, along a West line of said Document, a distance of 56.50 feet;
 Thence S62°37'08\"E, 62.00 feet;
 Thence S05°53'43\"W, 40.00 feet;
 Thence S15°02'49\"W, 150.00 feet to said Northerly right of way line and the Point of Beginning.
 Inclusive of any lands owned by the City of Plymouth within the above traverse.



NORTH

20 0 20 40 FT
SCALE IN FEET

AYRES
 700 PILGRIM WAY,
 SUITE 180
 GREEN BAY, WI 54304
 (920) 498-1200

Drawn by: JMT / Ayres
 Reviewed by: JSJ / Ayres
 Date: 10/20/2025
 Scale: 1" = 40'
 SHEET NUMBER 1 OF 2

EXHIBIT B

EXHIBIT "B"

Part of the Southeast Quarter of the Southwest Quarter of Section 22, T15N-R21E, in the City of Plymouth, Sheboygan County, Wisconsin



Temporary Construction Laydown Area Easement

Part of the Southeast Quarter of the Southwest Quarter of Section 22, T15N-R21E, in the City of Plymouth, Sheboygan County, Wisconsin, more fully described as follows:

Commencing at the South 1/4 Corner of Section 22, T15N-R21E;
Thence S89°53'15\"W, along the South line of the Southwest Quarter of said Section 22, a distance of 92.25 feet;
Thence N00°06'45\"W, 10.84 feet to the Northerly right of way line of Eastern Avenue;
Thence 119.38 feet along said Northerly right of way line, being the arc of a 487.25 foot radius curve to the right, whose long chord bears N72°30'20\"W, 119.08 feet;
Thence N25°27'17\"E, 70.00 feet;
Thence N33°06'47\"E, 52.27 feet to the Point of Beginning;
Thence S82°32'02\"E, 25.22 feet;
Thence N35°11'00\"E, 49.16 feet;
Thence N77°59'34\"W, 13.92 feet;
Thence S44°56'29\"W, 56.22 feet to the Point of Beginning.



20 0 20 40FT
SCALE IN FEET

AYRES
700 PILGRIM WAY,
SUITE 180
GREEN BAY, WI 54304
(920) 498-1200

Drawn by: JMT / Ayres

Reviewed by: JSJ / Ayres

Date: 10/20/2025

Scale: 1" = 40'

SHEET NUMBER 2 OF 2