

**FINANCE & PERSONNEL COMMITTEE
CITY OF PLYMOUTH, WISCONSIN
TUESDAY, OCTOBER 27, 2020
ROOM 303, CITY HALL, 128 SMITH STREET**

MINUTES

1. **Call to order and roll call:** Mayor Pohlman called the meeting to order at 6:15 PM. On call of the roll, the following members were present: Jim Wilson, Mayor Donald Pohlman Amy Odekirk and Greg Hildebrand. Committee Chair John Nelson entered the meeting at 6:20 p.m. Also present were Interim City Administrator Cathy Austin, Alder Diane Gilson, Alder Charles Hansen, Alder Jerry Matzdorf and Plymouth Community Television's Mike Briggs and Konrad Kaczkowski.
2. **Approval of meeting minutes for the October 13, 2020 meeting:** Motion made by Wilson/Hildebrand to approve as stated. Motion carries.
3. **2021 Budget Discussion:**
 - A. **Plymouth Community TV-14 Funding:** Council Member Jerry Matzdorf began the discussion informing the committee that TV14's servers are 20+ years old and are in need of updating. Plymouth TV14 is requesting \$28,100 from the city to help assist with the purchase of two new servers. Alder Matzdorf mention that in 2016 that Plymouth TV14 updated the camera and speaker system in the council chambers. Mayor Pohlman suggested that the city funds could come from the contingency fund. Interim City Administrator Cathy Austin stated that if the dollars came from the 2020 contingency fund that the 2021 budget would not need to be amended. All five committee members were in favor of recommending contingency funds to the council for approval at the November 10th meeting.
 - B. **Budget Draft:** Interim City Administrator Cathy Austin provided the committee with budget draft information. This included discussion regarding City Assumptions, General Fund – Revenues & Expenditures, Plymouth Utilities – Revenues & Expenditures and the Capital Improvement Plan. Further discussion and the budget public hearing will be on November 10th council meeting.
4. **Entertain a motion to go into closed session 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 2020 employee compensation.** Motion was made by Hildebrand/Wilson to go into closed session at 6:47 p.m. Upon the call of the roll, all voted aye. Motion carries.
5. **Entertain a motion to go into open session.** Motion was made by Hildebrand/Wilson to go into open session. Upon the call of the roll, all voted aye. Motion carries.
6. **Discussion and possible recommendation on closed session item.** Motion was made by Wilson/Hildebrand to make a recommendation to council regarding offering supplemental compensation to employees. Upon the call of the roll, all voted aye. Motion carries.
7. **Adjournment:** Motion was made by Hildebrand/Wilson to adjourn the meeting. A unanimous aye-vote was cast by the committee. Meeting adjourned at 7:00 p.m.

Respectfully submitted by Sabrina Dittman, Clerk