

**PUBLIC WORKS & UTILITIES COMMITTEE
CITY OF PLYMOUTH, WISCONSIN
Tuesday September 8, 2020**

MINUTES

1. **Call to order & Roll Call:** The Public Works & Utility Committee held a meeting on Tuesday, September 8, 2020 at 6:15 PM. On call of the roll, the following members were present: Mayor Don Pohlman, Diane Gilson, Charles Hansen, Jerry Matzdorf and Bob Schilsky. Also present was Interim City Administrator Cathy Austin.
2. **Approval of July 14, 2020 Meeting Minutes:** Motion made by Schilsky/Matzdorf to approve the minutes as stated. Motion carries.
3. **Roadway Repairs on Eastern Avenue and County Trunk C – Estimated Contingency Funds of \$14,000. Total cost to be shared 50/50 with Sheboygan County Highway Department:** Interim City Administrator Cathy Austin informed the committee that the city was approached by the Sheboygan County Highway Department to cost share asphaltting road repairs to Eastern Avenue / CTH C. Austin provided the committee with a map to indicate the areas of roadway repair work. If approved the work would be completed this year. Austin stated that the \$14,000 city costs would come from the contingency funds. Motion made by Matzdorf/Pohlman to recommend the above as stated to the council for approval. Upon the call of the roll, all voted aye. Motion carries.
4. **Discussion and possible recommendation to authorize modifications to the customer service counter at the Plymouth Utilities Building:** Interim City Administrator Cathy Austin discussed the requested modifications to the building and provided the committee with photographs of the proposed changes. Austin explained that the modifications to the customer service area will assist in helping to prevent the spread of COVID-19 and that the expenditures qualify as an eligible reimbursement under the Routes to Recovery Program. Austin said that the estimated costs would be \$5,050. Motion was made by Schilsky/Hansen to recommend the above as stated to the council for approval. Upon the call of the roll, all voted aye. Motion carries.
5. **2021 Capital Improvement Budget Discussion:** Interim City Administrator Cathy Austin provided the committee with the City and Utility Capital Improvement Projects (CIP) spreadsheets. The spreadsheets contained 2021 CIP's for the following departments: Utilities, Wastewater Treatment Plant, Water and Sewer, Stormwater, City and Utility IT and Admin and the Department of Public Works. Discussion was held on the different CIP needs for 2021. Further discussion to be held at a later date.
6. **Adjournment:** Motion made by Pohlman/Schilsky to adjourn. Motion carries. The meeting adjourned at 6:50 PM.

Respectfully submitted by Sabrina Dittman, Clerk