

**CITY OF PLYMOUTH, WISCONSIN
TUESDAY, JUNE 13, 2023 COMMON COUNCIL MEETING
128 SMITH ST. PLYMOUTH, WI 53073**

OFFICIAL MINUTES

1. **Call to order and roll call:** Mayor Donald Pohlman called the meeting to order at 7:00 PM. On the call of the roll, the following Alderpersons were present: Greg Hildebrand, Jeff Tauscheck, Dave Herrmann, Angie Matzdorf, Diane Gilson, Mike Penkwitz, Bob Schilsky, and John Nelson. Also present were, City Administrator/Utilities Manager Tim Blakeslee, City Attorney Crystal Fieber, Police Chief Ken Ruggles, Deputy Police Chief Matt Starker, Director of Public Works Cathy Austin, and City Clerk/Deputy Treasurer Anna Voigt.
2. **Pledge of Allegiance**
3. **Approval of the Consent Agenda (Alderpersons may request removal of item(s), or part thereof without debate or vote):** Motion was made by Matzdorf/Herrmann to approve the consent agenda as stated. Upon the call of the roll, all voted aye. Motion carried.
 - A. **Approve minutes of the meeting held Tuesday, May 30, 2023**
 - B. **Approve City and Utility Reports:**
 - I. **List of City & Utility Vouchers dated 5/1/23 – 5/31/23**
 - C. **Minutes acknowledged for filing – Police and Fire Commission: May 16 – Library Board: May 1**
 - D. **Building Report for April 2023 – 52 permits at \$8,526,947.00**
 - E. **Approve Temporary Class “B” Alcohol License for Generations – Summer Concert Series, to be held at 1500 Douglas Dr. on June 20, July 18, August 15, and September 19 from 5 PM – 8 PM. Underage persons are requested to be on the premise.**
 - F. **Approve Temporary “Class B” and Class “B” Alcohol License for Generation – Paul Todd at Twilight, to be held at 1500 Douglas Dr. on August 5 from 4 PM – 10 PM. Underage persons are requested to be on the premise.**
 - G. **Approve Temporary Class “B” Alcohol License for Plymouth Municipal Band – German Night in City Park, to be held at City Park 203 Suhrke Rd. on July 27 from 4 PM – 11 PM. Underage persons are requested to be on the premise.**
 - H. **Approve Temporary Change of Premise for 52 Stafford to include the parking lot owned by the American Legion on June 24, 2023**
 - I. **Approve list July 1, 2023 to June 30, 2024 Alcohol Beverage License Applications: Approved by Police Department and Clerk’s Office.**
 - J. **Approve Temporary Class “B” Alcohol License for Plymouth Chamber of Commerce – Cheese Capital Cheese Festival, to be held at Stayer Park 39 Stafford St. on June 23 – June 24 from 6 PM – 9 PM. Underage persons are requested to be on the premise.**

4. **Audience Comments: Citizens comments must be recognized by the mayor or presiding officer and are limited to three minutes per person from those signed in on the registration sheet located at the back of the Council Chambers prior to the start of the meeting:** Jackie Pottratz spoke about the Downtown Design Strategy, Pottratz thanked everyone who worked on the document, but is against the strategy. Shannon Brunet spoke out against the Downtown Design Strategy. Jessica Bumbard-Kinch spoke out against the Downtown Design Strategy but was in favor of the Economic Development position. Joe Van Deerven spoke out in favor of the Downtown Design Strategy. Lee Gentine spoke in favor of the Strategy.
5. **Items removed from Consent Agenda:** None
6. **Oath of Office and Pinning Ceremony for Officer Justine Welsch:** Chief Ruggles and Deputy Chief Starker said a few words. City Clerk Voigt administered the Oath of Office. Officer Welsch's wife did the pinning of his badge.
7. **Oath of Office and Pinning Ceremony for Lieutenant Christopher Sondalle:** Deputy Chief Starker said a few words introducing Lieutenant Sondalle. City Clerk Voigt administered the Oath of Office. Lieutenant Sondalle's wife did the pinning of his badge.
8. **Resolution:**
 - A. **No. 10 Approving the Compliance Maintenance Resolution to the Wisconsin Department of Natural Resources (CMAR):** Director of Public Works Austin explained that the Compliance Maintenance Annual Report is a yearly report required by the Department of Natural Resources who promulgate the discharge values in compliance with the Environment Protection Agency. The purpose of the CMAR is to evaluate the wastewater treatment system for problems or deficiencies. Motion was made Hildebrand/Penkwitz to approve Resolution No. 10 approving the compliance Maintenance Resolution to Wisconsin Department of Natural Resources. Upon the call of the roll, all voted aye. Motion carries.
9. **New Business:**
 - A. **Approve Reciprocal Dark Fiber IRU Agreement with TDS Metrocom LLC** – City Administrator/Utilities Manager Blakeslee explained that TDS Fiber is currently completing a fiber optic installation in Plymouth. The project is expected to take approximately 3 years to complete. Over the past several months Staff alongside the City attorney Boardman Clark have been negotiating with TDS on terms for a Reciprocal Dark Fiber IRU agreement. The primary focus of the agreement is a fiber swap between the City and TDS. TDS will install new fiber for the City to use to the pool and golf course and in exchange TDS will be granted usage of an unused portion of the City's already buried fiber line to Johnsonville. With a fiber connection to the pool and golf course, the City will be eventually able to accept credit cards at these locations, allow them to be on the city phone system, and allow them to have city network access. The Finance and Personnel Committee recommended approval of the agreement. Motion was made by Nelson/Tauscheck to approve the Reciprocal Dark Fiber IRU Agreement

with TDS Metrocom LLC. Upon the call of the roll, all voted aye. Motion carries.

- B. Presentation, Discussion, and Possible Action on Downtown Design Strategy** – City Administrator/Utilities Manager Blakeslee did a presentation explaining the Downtown Design Strategy. The Downtown Design Ad-Hoc Committee was formed in 2021 to create a project that was anticipated to result in a set of recommendations that the City of Plymouth can implement over the next several years. The Downtown Design Strategy is a document somewhat akin to the Comprehensive Plan update. The document does not create or change ordinances, nor bind the Common Council to follow recommendations should the Council change policy direction change in the future. Blakeslee went over the different motion options. Hildebrand/Gilson made a motion to file the document with the clerks' offices to signify to staff the end of the project and not be implemented into any ordinance or law type form, documents would be filed and the project would be unused. Herrmann asked why a document like this is needed for a city the size of Plymouth when the document looked at 22 Cities that are much larger. Blakeslee replied the vision of the committee was not looking at Plymouth how it is now but looking at Plymouth 10 to 20 years from now as Plymouth grows. Plymouth's Comprehensive Plan shows we are due for a boom with Housing Development over the next few years. The goal of the committee was looking forward for the downtown. Upon the call of the roll, 6 ayes and 2 nays. Motion carried.

- 10. Adjourn to 7:00 PM on Tuesday, June 27, 2023** – Motion was made by Penkwitz/Tauscheck to adjourn the meeting. A unanimous aye vote was cast. Motion carried.