

**CITY OF PLYMOUTH, WISCONSIN
TUESDAY, NOVEMBER 28, 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, Angie Matzdorf, Dave Herrmann, Diane Gilson, Mike Penkwitz, Jeff Tauscheck, John Nelson and Bob Schilsky. Also present were: City Administrator/Utilities Manager Tim Blakeslee, Director of Public Works Cathy Austin, Deputy Police Chief Matthew Starker, HR Specialist Leah Federwisch and City Clerk 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 Herrmann/Hildebrand 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 14, 2023**
 - B. **Approve City and Utility Reports:**
 - I. **Electric, Water and Sewer Sales Report – October 2023**
 - II. **Utility Related Write Offs for November - \$956.39**
 - C. **Minutes acknowledged for filing – Police and Fire Commission: November 7 – Library Board: October 2**
 - D. **Approve Cigarette and Tobacco License for Waldo Hemp Works at 2621 Eastern Ave.**
4. **Audience Comments: Citizens comments must be recognized by the mayor or presiding officer and are limited to three minutes per person from those signed in on the registration sheet located at the back of the Council Chambers prior to the start of the meeting.** None
5. **Items removed from Consent Agenda:** None
6. **New Business:**
 - A. **Approval of Sugar Shack Donation –** City Administrator / Utilities Manager Blakeslee explained that the City Park has an abundance of Sugar Maple trees. At the Committee of the Whole meeting on March 23, 2023 Alder Nelson presented a concept of building a Sugar Shack in City Park to provide a permanent location for maple syrup production as part of the annual Maple Festival and also to provide a location for educational demos for children and adults. Staff recommends that any donation to the City from the Plymouth Maple Association be subject to indefinite maintenance and operations agreement between the City and Association to restrict City expenses related to the structure. Nelson gave a presentation about the history of maple syrup and showed everyone a rendering and model of the sugar shack. Motion was made by Penkwitz/Gilson to approve the sugar shack donation. Upon the call of the roll, all voted aye. Motion carried.

B. Purchase of F-150 and F-350 for Department of Public Works from Ewald Automotive Group in the amount of \$93,527 and Truck Equipment from Monroe Truck Equipment in the amount of \$46,751 – Director of Public Works Austin explained that as the 2024 Capital Improvement Plan dollars were allocated to replace two pick-up trucks in the Public Works Department. Quotes were provided by Ewald Automotive as they currently hold the State of WI contract for trucks and the City continues to use Monroe Truck Equipment for the accessories to have uniformity in the fleet. Motion was made by Nelson/Tauscheck to approve the purchase of two trucks from Ewald Automotive Group for a total of \$93,527 and the purchase from Monroe Truck Equipment for a total of \$46,751. Upon the call of the roll, all voted aye. Motion carried.

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

Pursuant to Wis. Stat. 19.85(1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility regarding Resolution 17 Establishing the 2024 Compensation for Non-Union Employees

AND

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 3M and Dupont

8. **Entertain a motion to go into open session:** Motion was made by Nelson/Herrmann to go into open session. Upon the call of the roll, all voted aye. Motion carried.
9. **Discussion and possible action on closed session items:** Motion was made by Nelson/Tauscheck to approve Resolution 17 Establishing the 2024 Compensation for Non-Union Employees. Upon the call of the roll, all voted aye. Motion carried. Motion was made by Hildebrand/Tauscheck to opt out of the 3M and Dupont settlement. Upon the call of the roll, all voted aye. Motion carried.
10. **Adjourn to 7:00 PM on Tuesday, December 12, 2023:** Motion was made by Herrman/Schilsky to adjourn the meeting. A unanimous aye vote was cast. Motion carried.