

**CITY OF PLYMOUTH, WISCONSIN  
TUESDAY, AUGUST 27, 2024 COMMON COUNCIL MEETING  
128 SMITH ST. PLYMOUTH, WI 53073**

**OFFICIAL MINUTES**

1. **Call to order and roll call:** Mayor Pohlman called the meeting to order. On the call of the roll the following were present: Jeff Tauscheck, Angie Matzdorf, Diane Gilson, Mike Penkwitz, John Binder, and John Nelson. Also present were: City Administrator/Utilities Manager Tim Blakeslee, Police Chief Ken Ruggles, Fire Chief Ryan Pafford, Director of Public Works Cathy Austin, and City Clerk 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 Binder/Nelson to approve the consent agenda. Upon the call of the roll, all voted aye. Motion carried.
  - A. **Approve minutes of the meeting held Wednesday, August 14, 2024**
  - B. **Approve City and Utility Reports:**
    - I. **Electric, Water and Sewer Sales Report – July 2024**
    - II. **Utility Related Write Offs for August - \$1,067.59**
  - C. **Minutes acknowledged for filing – Library Board: July 1**
  - D. **Approve Temporary “Class B” and Class “B” Alcohol License for Plymouth Historical Society – Hub City Oktoberfest, to be held at 420 E Mill St. on September 14, 2024 – 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. None
5. **Items removed from Consent Agenda:** None
6. **Ordinance:**
  - A. **Ordinance No. 12 – An Ordinance Amending Section 5-2-1 Regarding the Organization of Fire Department** – Fire Chief Pafford explained that the ordinance being presented is updating the ordinance to match the current department’s structure. The changes have no financial impact. Motion was made by Nelson/Tauscheck to approve Ordinance 12 amending section 5-2-1 regarding the organization of the Fire Department. Upon the call of the roll, all voted aye. Motion carried.
7. **New Business:**
  - A. **Approval of Master Agreement for Professional Services with Forster Electrical Engineering** – City Administrator / Utilities Manager Blakeslee explained that Forster Electrical Engineering currently handles the majority

of electrical engineering and design work for Plymouth Utilities. In the past, this work has been completed through verbal agreements. While staff is satisfied with the work Forster has done, having a professional service agreement is considered a best practice. Motion was made by Penkwitz/Matzdorf to approve the agreement with Forster Electrical Engineering. Upon the call of the roll, all voted aye. Motion carried.

- B. **Approval of Plymouth Utilities/WPPI Grant to Generations for Lighting Project** – City Administrator / Utilities Manager Blakeslee explained that as part of WPPI, Plymouth Utilities participates in the Value of Local Utility Program, a grant program funded by WPPI and supported by Plymouth Utilities. This year, Generations has requested \$7,640 for a parking lot LED lighting upgrade project. Motion was made by Nelson/Tauscheck to approve the Plymouth Utilities/WPPI Grant to Generations for an LED Lighting Project. 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/Binder to go into closed session. Upon the call of the roll, all voted aye. Motion carried.

Pursuant to Wis. Stat. 19.85 (1) (e) deliberating or negotiating the purchasing of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons a closed session – Cheese Capital Winter Park Lease Negotiations

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 the Tyco Defendants and BASF

9. **Entertain a Motion to go into Open Session:** Motion was made by Binder/Matzdorf 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 Binder/Tauscheck to opt out of the Tyco Defendants and BASF settlement. Upon the call of the roll, all voted aye. Motion carried.
11. **Adjourn to 7:00 PM on Tuesday, September 10, 2024:** Motion was made by Nelson/Tauscheck to adjourn the meeting. A unanimous aye vote was cast. Motion carried