

**CITY OF PLYMOUTH, WISCONSIN
TUESDAY, APRIL 18, 2023 COMMON COUNCIL MEETING
7:00 PM, COUNCIL CHAMBERS, ROOM 302
128 SMITH ST. PLYMOUTH, WI 53073**

AGENDA

1. **Call to order and roll call:**
2. **Pledge of Allegiance.**
3. **Approval of Council Meeting Minutes from April 11, 2023:**
4. **Audience Comments: Citizen comments must be recognized by the mayor or presiding officer and are limited to 3 minutes per person from those signed in on the sheet in the back of the room prior to the start of the meeting:**
5. **Entertain a motion to go into closed session for the following:**
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 require a closed session – Sale of 133 E Mill St.
6. **Entertain a motion to go into open session**
7. **Discussion and possible action on closed session item**
8. **Adjourn Sine Die:**
9. **Reconvene – roll call:**
10. **Oath of Office – Alderpersons Diane Gilson – District 1, John Nelson – District 2, Jeff Tauscheck – District 3, David Herrmann – District 4**
11. **Elect Council President:**
12. **Appoint City Attorney (2 yr. term effective May 1, 2023) – Council appoints and Confirms – Attorney Crystal Fieber of Hopp Neumann Humke LLP**
10. **COUNCIL COMMITTEE APPOINTMENTS (1 yr):**
Announce Mayoral Appointments:
 - A. **Board of Review – Angie Matzdorf, Council President & City Clerk or City Treasurer**
 - B. **Plan Commission – Greg Hildebrand**
 - C. **Joint Review Board – Greg Hildebrand**
Mayoral Appointments Requiring Council Approval (1 yr):
 - D. **Finance/Personnel – John Nelson, Greg Hildebrand, Jeff Tauscheck, and Mike Penkwitz**
 - E. **Public Works/Utility – Diane Gilson, Angie Matzdorf, David Herrmann, and Bob Schilsky**

- F. Library Board** – *Angie Matzdorf*
- G. Parks Committee** – *Mike Penkwitz*
- H. Revolving Loan**– *Diane Gilson and Staff Member City Administrator/Utilities Manager Tim Blakeslee*
- I. Room Tax Tourism Commission** – *Mayor Pohlman, Diane Gilson, and Staff Member City Administrator/Utilities Tim Blakeslee*
- J. Community Television (TV 14)** – *Mike Penkwitz*
- Appointments by Council (1 yr):**
- K. Public Safety Committee** – *2 Council members – Greg Hildebrand and Diane Gilson*
- L. City Liaison to the PIC Board of Directors** – *Angie Matzdorf*

11. Adjourn to 7:00 PM on Tuesday, April 25, 2023:

It is likely a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, please contact the City of Plymouth ADA Coordinator Leah Federwisch, located in the Plymouth Utilities office at 900 County Road PP, Plymouth, WI or call 920-893-3853.

**CITY OF PLYMOUTH, WISCONSIN
TUESDAY, APRIL 11, 2023 COMMON COUNCIL MEETING
128 SMITH ST. PLYMOUTH, WI 53073**

UNOFFICIAL MINUTES

1. **Call to order and roll call:** Mayor Donald Pohlman called the meeting to order at 7:00 PM. On call of the roll, the following Alderpersons were present: Greg Hildebrand, Charles Hansen, Diane Gilson, Bob Schilsky, Amy Odekirk, Angie Matzdorf, Mike Penkwitz, and John Nelson. Also present were: City Administrator/Utilities Manager Tim Blakeslee, City Attorney Crystal Fieber, Director of Public Works Cathy Austin, Interim Police Chief Matt Starker, and Clerk/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 Gilson/Odekirk to approve the consent agenda. Upon the call of the roll, all voted aye. Motion carried.
 - A. **Approve minutes of the meetings held Tuesday, March 28, 2023**
 - B. **Approve City and Utility Reports:**
 - I. **List of City & Utility Vouchers dated 3/1/23 – 3/31/23**
 - C. **Minutes acknowledged for filing – Committee of the Whole: March 28**
 - D. **Building Report for March 2023 – 21 permits at \$1,462,345.00**
 - E. **Approve Application for Event / Street Closure from: Plymouth Advancement Association for the annual Fallooza Fall Festival on Saturday, September 16 from 10 AM to 5 PM. Request to close Mill St. west of Eastern Ave. to Caroline St.**
 - F. **Approve Annual Mobile Home Park Application: Plymouth MHP LLC – 728 State Hwy 57**
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. **Public Hearing followed by discussion and action:**
 - A. **No. 3 An Ordinance Annexing and Rezoning Territory from the Town of Plymouth to the City of Plymouth Pursuant to Wis. Stat. 66.0217 (2) – Portion of parcel no. 59016-222890, lying west of 1446 Pilgrim Road:** Tim Blakeslee explained Inkworks currently operates its business on 1446 Pilgrim Rd. Inkworks is looking to expand their business by adding on to their existing building. They are looking for one acre of land directly west of their current facility to be annexed into the City of Plymouth. In addition to the request for annexation this area will be brought into the City with Heavy Industrial (HI) zoning designation. Mayor Pohlman declared the public hearing open at 7:04 PM regarding Resolution No. 3. There being no public comments the Mayor called the Public Hearing closed. Motion was made by Nelson/Hildebrand to approve Resolution 3 as stated. Upon the call of the roll, all voted aye. Motion carried.
7. **Proclamation:**

- A. **Recognition of Arbor Day in the City of Plymouth April 28, 2023** – Mayor Pohlman mentioned the City was awarded a plaque for 30 years of being a Tree City. The Mayor will be doing his annual visit to the schools to plant a tree. Motion was made by Odekirk/Matzdorf to approve the recognition of Arbor Day in the City of Plymouth on April 28, 2023. A unanimous aye vote was cast. Motion carried.
8. **Resolution:**
- A. **No. 5 Consideration of Resolution Authorizing Amendments to \$10,000,000 City of Plymouth, Wisconsin Industrial Development Revenue Bonds, Series 2015 (OCS Plymouth, LLC Project) Issued on January 18, 2015** - City Administrator/Utilities Manager Blakeslee explained in 2015 the City of Plymouth entered into a Bond Agreement with OCS Plymouth LLC relating to the issuance of \$10,000,000 City of Plymouth, WI Industrial Development Revenue Bonds. The city is not incurring additional debt as part of this process, and is only being asked as the issuer to approve the resolution to facilitate the transaction. Motion was made Nelson/Penkwitz to approve Resolution No. 5 as stated. Upon the call of the roll, all voted aye. Motion carried.
- B. **No. 6 Commendation for Alderperson Amy Odekirk:** Mayor Pohlman recognized Amy Odekirk for her time served to the community. Motion was made by Schilsky/Hildebrand to approve Resolution No. 5 Commendation for Alderperson Amy Odekirk. Upon the call of the roll, all voted aye. Motion carried.
- C. **No. 7 Commendation for Alderperson Charles Hansen:** Mayor Pohlman recognized Charles Hansen for his time served to the community. Hansen said a few words, thanking numerous people in the success of his time served. Motion was made by Nelson/Odekirk to approve Resolution No. 7 Commendation for Alderperson Charles Hansen. Upon the call of the roll, all voted aye. Motion carried.
9. **Entertain a motion to go into closed session for the following:** Motion was made by Odekirk/Matzdorf 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 require a closed session – Sale of 133 E Mill St.
10. **Entertain a motion to go into open session:** Motion was made by Hildebrand/Gilson to go into open session. Upon the call of the roll, all voted aye. Motion carried.
11. **Discussion and possible action on closed session item:** No action was taken.
12. **Adjourn to 7:00 PM on Tuesday, April 18, 2023:** Motion was made by Hansen/Odekirk to adjourn the meeting. A unanimous aye vote was cast. Motion was carried.