

MEETING AGENDA
FINANCE & PERSONNEL COMMITTEE OF THE
PLYMOUTH COMMON COUNCIL
COUNCIL CHAMBERS
128 SMITH STREET
CITY OF PLYMOUTH, WISCONSIN
TUESDAY MARCH 26, 2024 @ 6:30 PM

Members Present:

___ Mayor Pohlman
___ John Nelson
___ Jeff Tauscheck
___ Greg Hildebrand
___ Mike Penkwitz

Staff:

___ Tim Blakeslee
___ Anna Voigt

Other:

1. Call to order and roll call.
2. Approval of meeting minutes for February 26, 2024 meeting
3. Discussion on Possible Additional K9 Unit
4. Adjournment

It is possible that members of and possibly 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.

UNOFFICIAL MINUTES

FINANCE & PERSONNEL COMMITTEE OF THE PLYMOUTH COMMON COUNCIL

TUESDAY FEBRUARY 13, 2024 @ 6:30 PM

- 1. Call to order and roll call:** Finance & Personnel Committee Chair Nelson called the meeting to order at 6:30 PM. On call of the roll, the following members were present: Mayor Pohlman, John Nelson, Jeff Tauscheck, Greg Hildebrand, and Mike Penkwitz. Also present were: Alder. Angie Matzdorf, Alder. Diane Gilson, Fire Chief Ryan Pafford, Police Chief Ken Ruggles, City Administrator/Utilities Manager Tim Blakeslee, and Clerk/Deputy Treasurer Anna Voigt.
- 2. Approval of meeting minutes for October 10, 2023 meeting:** Motion was made by Hildebrand/ Tauscheck to approve the minutes. A unanimous aye vote was cast. Motion carried.
- 3. Summer Internship Pilot Program Discussion and Recommendation:** City Administrator/Utilities Manager Blakeslee explained the primary objective of a summer intern pilot program is to generate interest in the future of local government among those looking to begin their career and benefit from intern contributions to daily operations with their assistance of office tasks. The intern will undertake a research project focused on a relevant topic related to local government, assist with various office tasks including filing, election work and administrative duties. The intern will have the opportunity to attend various staff meeting. At the end of the program, the intern will work to put together a comprehensive resume highlighting their experiences and skills gained during their time with us. Tauscheck and Hildebrand were in favor of the program. Hildebrand suggested reaching out in the Plymouth area. Tauscheck asked if the program goes well if it will continue to other areas in the City as well. Blakeslee responded that if it goes well they could also bring involve the Utilities. Nelson asked if WPPI has grants for programs like this. Blakeslee stated that he would look into it. He mentioned that WCMA has a potential grant the City could apply for. Motion was made by Pohlman/Penkowitz to recommend the Common Council approval of the summer intern pilot program. A unanimous aye vote was cast. Motion carried.
- 4. Fire Department Ladder Truck Discussion and Recommendation:** Chief Pafford explained that the Fire Department has started putting together a spec for a new aerial truck. He mentioned the current price is \$2,093,121.05, since the department started looking in 2023 the price has increased \$200,000. The current lead time is 34-36 months. Signing a contract for the truck would put Plymouth in line to receive this truck in 2027. Pafford noted, if something were to happen where the funds could not be allocated, Plymouth would be able to break the contract. However, that would start the process all over again. By signing of a contract, the price would be locked in. Without the contract will continue to increase. Hildebrand asked if there could be a demo of the potential truck. Pafford said there could potentially be one in the summer. Nelson asked if there were any issues with the current truck that could be fixed since the truck probably has few miles and hours on it. Pafford explained that there are a few safety issues that would cost a bit to replace. Nelson asked if the new truck would be quipped for taller buildings if the City has taller buildings in the future. Pafford said that it would the new one would have a 100ft ladder and be quipped for taller buildings. Mayor Pohlman asked Blakeslee about financing. Blakeslee stated that a good portion of this would be financed by a bond issuance, with a few other big projects the City is looking to do. Motion was made by

Pohlman/Tauscheck to recommendation for approval to the Common Council. Upon the call of the roll, all voted aye. Motion carried.

5. **Adjournment:** Motion was made by Pohlman/Hildebrand to adjourn the meeting. A unanimous aye vote was cast. Motion carried.

Kenneth Ruggles

Chief of Police

Phone: 920-893-6541 Fax: 920-892-6143 Web: www.plymouthgov.com

128 Smith Street P.O. Box 218 Plymouth, WI 53073-0218



TO: FINANCE & PERSONNEL COMMITTEE
FROM: KEN RUGGLES, CHIEF OF POLICE
DATE: 20 MARCH 2024
RE: ACQUISITION OF K9 UNIT FROM TAYLOR COUNTY SHERIFF'S DEPARTMENT

The Police Department recently tendered a conditional offer of employment to Dylan Lindsley, a deputy with the Taylor County Sheriff's Office. Mr. Lindsley accepted our offer and has tendered his resignation to the Sheriff's Department. Mr. Lindsley was Taylor County's K-9 handler. We recently received an inquiry from the Sheriff asking if we would be interested in purchasing the K-9 to go with Mr. Lindsley.

Mr. Lindsley was the second handler for this K-9 and they are concerned the dog may not be able to adapt to a third handler. The Sheriff's Department is willing to sell the K-9 to Plymouth to keep the dog with Lindsley.

The K-9 in question is named Tyr. He is approximately 4 ½ years old and trained as a dual-purpose (narcotics detection and apprehension) police K-9. Our current K-9, Frey, is also a dual-purpose K-9.

This is a unique opportunity, and not one we anticipated. The Taylor County Sheriff quoted us \$5,500 for the dog. The original purchase of K-9 Frey was approximately \$18,000 for comparison.

We can make the acquisition fit within our current 2024 fiscal budget, including Capital Improvement funds for vehicles and the K-9 Fund. A breakdown of the anticipated costs and proposed funding source is attached to this memo. Kettle Moraine Veterinary Clinic, which donates the veterinary care for Frey, advised they would do the same for Tyr. Christel's Pet Supplies also agreed to provide the food similar to how they donate for Frey.

There will be some additional yearly costs associated with the increase to our fleet, and the certification of the K-9 and handler each year, but these expenses should be absorbed within our operating budget.

We are seeking the Committee's input and support for this acquisition.

K-9 ACQUISITION ANTICIPATED EXPENSES

K-9 SPECIFIC EXPENSES		Source:	Residual:
K-9 PURCHASE	\$5,500	K-9 Fund	
SQUAD Already Purchased	\$46,300	Capital-2023&2024	
K-9 KENNEL INSERT	\$6,300	K-9 Fund	
TEMPERATURE SENSOR	\$1,000	K-9 Fund	
REMOTE DOOR RELEASE	\$2,000	K-9 Fund	
TOTAL FOR K-9:	\$14,800	\$45,500	\$30,700

REPLACEMENT EQUIPMENT FOR NEW SQUAD

LAPTOP AND DOCK	\$4,000	Capital	
MOBILE RADIO	\$5,260	Capital	
GUN RACK	\$550	Capital	
MODEM-CRADLEPOINT	\$2,250	Capital	
PRINTER	\$500	Capital	
SIREN/LIGHT CONTROLLER	\$1,000	Capital	
RADAR	\$2,300	Capital	
IN-CAR CAMERA	N/A	N/A	
CENTER CONSOLE	\$600	Capital	
LIGHTBAR	\$3,000	Capital	
INSTALLATION	\$4,300	Capital	
GRAPHICS	\$1,500	Capital	
TOTAL TO CONVERT SQUAD CAR:	\$25,260	\$ 63,700	\$38,440

ANNUAL / ON-GOING EXPENSES

K-9 CERTIFICATION (per K-9 team)	\$1,000	K-9 Fund
Veterinary Care		Donated
Dog Food		Donated
Vehicle Maintenance	Varies	Annual Budget