

**CITY OF PLYMOUTH, WISCONSIN
TUESDAY, OCTOBER 11, 2022 COMMON COUNCIL MEETING
128 SMITH ST. PLYMOUTH, WI 53073**

OFFICIAL MEETING MINUTES

1. **Call to order and roll call:** Mayor Don Pohlman called the meeting to order at 7:00 PM. On call of the roll, the following Alderpersons were present: Charles Hansen, Angie Matzdorf, Diane Gilson, Greg Hildebrand, Jim Wilson, Bob Schilsky and John Nelson. Also present were: City Administrator/Utilities Manager Tim Blakeslee, Director of Public Works/City Engineer Cathy Austin, Utility Finance Director Kim Ross, and City Clerk /Deputy Treasurer Brenda Hanson.
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 Hildebrand/Nelson to approve all items except 3F. Hildebrand requested 3F be moved to Item 5. Upon the call of the roll, all voted aye. Motion carried.
 - A. **Approve minutes of the meetings held Tuesday, September 27, 2022**
 - B. **Approve City and Utility Reports:**
 - I. **List of City & Utility Vouchers dated 9/1/22-9/30/22**
 - C. **Building Report for September 2022 – 45 permits estimated at \$1,559,443.00**
 - D. **Minutes acknowledged for filing – Police & Fire Commission: September 14 & September 26 - Finance & Personnel Committee: September 27 – Library Board: September 12**
 - E. **Approve Application for Event: Plymouth Chamber – Pumpkin Walk, to be held at Stayer Park Pavilion on October 28, 2022 from 5 PM-9 PM. Requests Park Shelter Fee be waived.**
 - F. **Approve Application for a Class B Combination Liquor Reserved License for The Fig and The Pheasant, LLC DBA Moxie, 301 E Mill St., from Patrick O’Toole, Agent, to be effective on October 11, 2022. Approved by the Clerk’s Office and Police Department.**
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:** Item 3F was removed from the consent agenda for further discussion. Ronna and Patrick O’Toole from Moxie were in the audience. Patrick O’Toole thanked everyone for all the help over the years at Fig and the Pheasant. Moxie is currently a coffee shop and they would like to expand their hours. Their plan is to have food and cocktails in the evening. Motion was made by Hildebrand/Hansen to approve Moxie’s Class B Combination Liquor Reserved License. Upon the call of the roll, all voted aye. Motion carried.

6. **New Business:**
 - A. **TID Presentation/Financial Update from Ehlers – Tim Blakeslee, City Administrator/Utilities Manager.** Blakeslee introduced Phil Cosson from Ehlers. Cosson did a presentation on Tax Increment Financing (TIF), an update on the City’s tax incremental district. Cosson focused on TID#4 because of its upcoming closure, and a brief update on the levy limit and expenditure restraint program. Alder. Nelson asked if they extended the TIF and went with the affordable housing option if there would be a possibility for the use of grants. Cosson said it was possible, and added there are a few neighboring municipalities that have decided to extend their TIFs for affordable housing. Alder. Hansen asked if a project could still be added to a TIF. Cosson stated he would have to take a look at the project. Mayor Pohlman stated TIF 4 has done well and has done better than expected.
 - B. **Approval of permanent limited easement with estate of Gerard R. Thompson for Sheboygan County Trail Project – Cathy Austin, Director of Public Works and City Engineer.** Austin reminded Council of the Resolution passed in 2018 authorizing staff to work with Sheboygan County on two specific trail segments within the City limits for a trail and bridge. The resolution also stated that the City is interested in funding any portion of the project above the available grant amount. Throughout the design it became apparent that an additional easement would be needed on the property of 12 S Milwaukee St. Motion was made by Wilson/Nelson to approve the purchase of the permanent limited easement in the amount of \$12,400 with funding from the contingency fund. Upon the call of the roll, all voted aye. Motion carries.
 - C. **Agreement with Kapur Engineering for Design and Engineering for 2023 Road Reconstruction Program– Cathy Austin, Director of Public Works and City Engineer.** Austin explained the two street projects for next year will be for Clifford St. with funding from TID #5. Pony Ln would also be included in this project. This project needs to bid out in late December/ Early January to ensure bids come on time for Council to approve prior to the expenditure closing date. Motion was made by Nelson/Hanson to approve engineering services with Kapur and Associates in the amount of \$47,200 with funding from TID #5 and \$19,600 funding from Capital funds. Upon the call of the roll, all voted aye. Motion carries.
7. **Entertain a motion to go into closed session for the following:**
 - A. **Pursuant to Wis. Stat. 19.85 (1) (c) considering employments, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – specifically regarding employee compensation.** Motion was made by Wilson/Matzdorf to go into closed session. Upon the call of the roll, all voted aye. Motion carried.
8. **Entertain a motion to go into open session** Motion was made by Wilson/Hildebrand 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** None
10. **Adjourn to 7:00 PM on Tuesday, October 25, 2022** Motion was made by Wilson/Matzdorf to adjourn the meeting. A unanimous aye vote was cast. Motion carried.