

**CITY OF PLYMOUTH, WISCONSIN  
TUESDAY, MAY 30, 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 call of the roll, the following Alderpersons were present: Greg Hildebrand, Jeff Tauscheck, Dave Herrmann, Angie Matzdorf, Diane Gilson, Mike Penkwitz, Bob Schilsky, and John Nelson. Also present were, City Administration/Utilities Manager Tim Blakeslee, City Attorney Crystal Fieber, Police Chief Ken Ruggles, Deputy Police Chief Matt Starker, Fire Chief Ryan Pafford, Director of Public Works Cathy Austin, and City Clerk / Deputy 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 Nelson/Matzdorf to approve the consent agenda as stated. Upon the call of the roll, all voted aye. Motion carried.
  - A. **Approve minutes of the meeting held Tuesday, May 9, 2023**
  - B. **Approve City and Utility Reports:**
    - I. **Electric, Water and Sewer Sales Report – April 2023**
    - II. **Utility Related Write Offs for May - \$845.66**
  - C. **Minutes acknowledged for filing – Library Board: April 3 - Housing Authority: April 5 – Plymouth Community Television: April 17 – Plan Commission: May 11 – Public Works and Utilities: May 9 – Park Committee: May 15**
  - D. **Approve Application for a Class “A” Beer License for SSS Wisconsin LLC, 320 E Mill St., from Dennis Pliska, Agent to be effective on July 1, 2023 and Provisional License upon approval.**
  - E. **Approve Temporary Class “B” Alcohol License for Plymouth Youth Athletic Association – Plymouth Youth Baseball Tournament, to be held at Lions Park, Rotary Park, and Carl Loebe Fields on June 16 – June 18**
  - F. **Approve Street Use Permit from Erin Kaczkowski for June 3, 2024 3 p.m. to 9 p.m. on Torke Terrace**
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. **Oath of Office for Police Chief Ken Ruggles:** Deputy Chief Starker introduced Kathy Halloran the President of the Police & Fire Commission at the time of hiring Chief Ruggles. Halloran introduced the current members of the Police and Fire Commission. Halloran explained the lengthy process of hiring Chief Ruggles and how thrilled the City is to have Chief Ruggles to help guide the Police Department in the future. Deputy Chief Starker asked Chief Ruggles wife to come up and do the pinning of the badge and Clerk Voigt to administer the oath. After the pinning and oath Chief Ruggles said a few words. He thanked his family. He thanked everyone for the opportunity to serve as Police Chief. He was excited for the future and said Plymouth has a great Police force and is looking forward to working with them.

7. **CITIZEN COMMITTEE APPOINTMENTS:**

**Announce Mayoral appointments:**

- A. Board of Review (3 yr. term) – Mayor Pohlman appointed Gary Kramer to the Board of Review for a 3-year term.

**Mayoral Appointments requiring Council approval**

- A. Board of Appeals (3 yr. term) – Motion was made by Hildebrand/Tauscheck to appoint Jane Meyer to the Board of Appeals for a 3-year term. A unanimous aye vote was cast. Motion carried.

8. **Ordinance:**

- A. **No. 6 Update to the Transient Merchant Process Regarding Farmers Market Events** – City Administrator/Utilities Manager Blakeslee explained Sheboygan County Interfaith Organization (SCIO) intends to relocate the Farmers Market from the Dairy Queen parking lot to the Riverwalk Center parking lot. The SCIO would like to extend an invitation to craft vendors and food vendors to enhance the Plymouth Farmers Market in a similar manner to the City of Sheboygan. Currently, each craft or food vendor would be required to pull a \$75 Transient Merchant Permit. A request was made that the City of Plymouth consider amending the code to allow for a \$5 fee per event per vendor. Motion was made by Nelson/Herrmann to approve Ordinance No. 6 as presented. Upon the call of the roll, all voted aye. Motion carried.

9. **New Business:**

- A. **Approve the Cheese Capital Arch Lighting Donation** – City Administrator/Utilities Manager Blakeslee stated the City owns the Cheese Capital of the World Arch which was installed several years ago. The arch has become a focal point as you enter Downtown Plymouth from the east. The Plymouth Advancement Association (PAA) has submitted a proposal to light both sides of the arch at night. PAA would like to donate the installation and materials to light the arch. The value of the donation is \$15,906.80. The Plymouth Electric Utility will provide some minor support by bringing electricity from a transformer in Veterans Park to the sidewalk near the Arch. Motion was made by Tauscheck/Gilson to approve the Cheese Capital of the World Arch Lighting Donation as presented. Upon the call of the roll, all voted aye. Motion carried.

10. **Adjourn to 7:00 PM on Tuesday, June 13, 2023:** Motion was made by Hildebrand/Tauscheck to adjourn the meeting. A unanimous aye vote was cast. Motion carried.