

**CITY OF PLYMOUTH, WISCONSIN
TUESDAY, FEBRUARY 27, 2024 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 the call of the roll, the following Alderpersons were present: Angie Matzdorf, Diane Gilson, Mike Penkwitz, Jeff Tauscheck, John Nelson, and Bob Schilsky. Also present were: City Administrator/Utilities Manager Tim Blakeslee, Deputy Chief of Police Matt Starker, Director of Public Works Cathy Austin and City Clerk 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 Tauscheck/Nelson to approve the consent agenda. Upon the call of the roll, all voted aye. Motion carried.
 - A. **Approve minutes of the meeting held February 13, 2024**
 - B. **Approve City and Utility Reports:**
 - I. **Electric, Water and Sewer Sales Report – December 2023**
 - II. **Utility Related Write Offs for February – \$2,698.60**
 - C. **Minutes acknowledged for filing –Housing Authority: February 7 – Finance and Personnel: February 13**
 - D. **Approve Application for Event: Plymouth Chamber of Commerce – Cheese Capital Festival, to be held June 7 & 8, 2024. Request Park Shelter Fee be Waived.**
 - E. **Approve Temporary Class “B” Beer License for the Cheese Capital Festival hosted by Plymouth Chamber of Commerce on June 7 & 8, 2024. Underage persons are requested on premise.**
 - F. **Approve Application for Event: Plymouth Chamber of Commerce – Mill Street Festival, to be held July 13, 2024 from 7:00 AM – 5:30 PM. Request Park Shelter Fee be Waived.**
 - G. **Approve Application for Event: Plymouth Chamber of Commerce – Cheese Capital Wine Walk, to be held August 16, 2024 from 4:00 PM – 7:00 PM. Request Park Shelter Fee be Waived.**
 - H. **Approve Temporary “Class B” Wine for the Cheese Capital Wine Walk hosted by Plymouth Chamber of Commerce on August 16, 2024 from 6:00 PM – 9:00 PM. Underage persons are not requested on premise.**
 - I. **Approve Application for Event: Plymouth Chamber of Commerce – Pumpkin Walk, to be held November 1, 2024 from 4:00 PM – 9:00 PM. Request Park Shelter Fee Be Waived.**
 - J. **Approve Application for Event: Plymouth Chamber of Commerce – Holiday Parade, to be held November 29, 2024 from 6:00 PM – 9:00 PM**
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. New Business:

A. Discussion and Possible Action on Summer Internship Pilot Program–

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 the intern's contributions to daily operations with their assistance of office tasks. Motion was made by Nelson/Matzdorf to approve the summer intern pilot program. Upon the call of the roll, all voted aye. Motion carried.

7. Entertain a motion to go into closed session for the following: Motion was made by Tauscheck/Penkwitz to go into closed session. Upon the call of the roll, all vote 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 Public Property – Parcel 59271821065 and Negotiations on Parcel – 59271827945

8. Entertain a Motion to go into Open Session: Motion was made by Nelson/Tauscheck to go into open session. Upon the call of the roll, all voted aye. Motion carried.

9. Discussion and Possible Action on Closed Session Item No motion was made.

10. Adjourn to 7:00 PM on Tuesday, March 12, 2024: Motion was made by Tauscheck/Gilson to adjourn the meeting. A unanimous aye vote was cast.