

**CITY OF PLYMOUTH, WISCONSIN
TUESDAY, MARCH 12, 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, Dave Herrmann, and Bob Schilsky. Also present were: City Administrator/Utilities Manager Tim Blakeslee, Director of Public Works Cathy Austin, Fire Chief Ryan Pafford, Police Chief Ken Ruggles, Electrical Operations Manager Ryan Roehrborn 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/Matzdorf to approve the consent agenda. Upon the call of the roll, all voted aye. Motion carried.
 - A. **Approve minutes of the meeting held Tuesday, February 27, 2024**
 - B. **Approve City and Utility Reports:**
 - I. **List of City & Utility Vouchers dated 02/01/2024 – 02/29/2024**
 - C. **Minutes acknowledged for filing – Committee of the Whole: February 27 – Community Television: March 12**
 - D. **Building Report for February 2024 – 23 permits at \$613,982**
 - E. **Approve Application for Event: Plymouth Maple Festival – to be held April 6, 2024 from 8:00AM – 2:00 PM. Request Park Shelter Fee be waived.**
 - F. **Approve Temporary Class “B” License for Plymouth Downtown Arts & Merchants – Shops ‘N Hops, to be held on April 26, 2024 from 5:30 PM-8:30 PM. Requesting Underage Persons on the Premise.**
 - G. **Approve Parade Request & Street Use Permit from Four Crowns Ltd. For the Annual Walk of the Irishman on Sunday, March 17, 2024 from 11:00 AM – Noon.**
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:** Chris Kestell, from the Town of Lyndon, spoke out against the Substation No. 5 Project and his concern with ATC Transmission Line Proposal and concern for property value. Kristi Soenson, from the Town of Lyndon, expressed her concern for the ATC Transmission Line Proposal and what it could do for her health. James Jetzer, from Town of Mitchell, spoke out against the Substation No. 5 Project. He sits on the Town of Mitchell Board and voted against the City purchasing land in the Town of Mitchell. Steven Schultz, from the Town of Lyndon, spoke out against the ATC Transmission Line Proposal and concern of lack of communication. Paul Schultz, Town of Lyndon land owner, spoke out against the ATC Transmission line and concern of lack of communication. He felt it could’ve been handled better. Jack Woodland, from the Town of Lyndon, spoke out against the ATC Transmission Line Proposal and his concern for endangered species on his property. Joanne and Jerry Friedman spoke out against the ATC Transmission line project and concern of lack of communication. Mike Penkwitz spoke about the meetings being viewed live on YouTube thanks to Plymouth Community Television. After the meeting they are on the Plymouth Community Television YouTube Channel.

5. **Items removed from Consent Agenda:** None

6. **Ordinances:**

A. **Ordinance No. 3 An Ordinance Amending Section 2-1-9 Of The Municipal Code Of The City Of Plymouth, Wisconsin Regarding Residence Of Employees** – City Administrator/Utilities Manager Blakeslee explained that currently the City’s Ordinances regarding residency of employee’s states that emergency personnel must not live at a distance not greater than 15 miles from the nearest corporate boundary of the city. Blakeslee explained given the recruitment market for new employees, is becoming more difficult to find quality candidates within these boundaries. Providing a waiver will allow staff the opportunity to make limited exceptions if needed. Motion was made by Hildebrand/Penkwitz to approve Ordinance No. 3 an Ordinance amending Section 2-1-9 regarding Residence of Employees. Upon the call of the roll, all voted aye. Motion carried.

7. **New Business:**

A. **Extraterritorial CSM Seeking Approval for Steve Laehn: Part of the Southwest ¼ of the Northeast ¼ of Section 29, T15-R21E, Town of Plymouth, Sheboygan County Wisconsin (N5583 Oak Rd)** – Administrator/Utilities Manager Blakeslee explained that the City of Plymouth serves as the extraterritorial plat review jurisdiction for this property in the Town of Plymouth. The Plan Commission recommended the Common Council approve the CSM as presented on March 7. Motion was made by Schilsky/Tauscheck to approve the CSM. A unanimous aye vote was cast. Motion carried.

B. **Extraterritorial CSM Seeking Approval for Brett Becker: Part of the NW ¼ of the NW ¼ of Section 25, T.15N., R.21E., Town of Plymouth, Sheboygan County, Wisconsin. (W4785 County Rd C)** –City Administrator/Utilities Manager Blakeslee explained that same as the one previous the City of Plymouth serves as the extraterritorial plat review jurisdiction for this property in the Town of Plymouth. Blakeslee also noted that the Plan Commission recommended the Common Council approve the CSM contingent on approval by the Town of Plymouth. Motion was made by Hildebrand/Schilsky to approve the CSM contingent on the approval by the Town of Plymouth. A unanimous aye vote was cast. Motion carried.

C. **Approval of Engineering Services Agreement with Ayres Associates to prepare plans and specification for Mill Pond Dam Replacement Project – Engineering Contract**– Director of Public Works Austin explained that Ayres was selected to complete a study of the Mill Pond Dam. Staff asked Ayres Associates to prepare a proposal for engineering services and inspection for Mill Pond Dam Replacement project. The total proposal from Ayres is not to exceed \$372,400. Motion was made by Nelson/Matzdorf to approve the Agreement for Professional Services with Ayres Associates, Inc. in the amount not to exceed of \$372,400. Upon the call of the roll, all voted aye. Motion carried.

D. **Discussion and Possible Action on Annual Street Program Bids: Forest Ave** – Director of Public Works Austin explained that the City of Plymouth opened bids for the 2024 Street Project. The City received 6 bids and lowest bid was DeGroot, Inc. The City also received an agreement for Construction Management and Survey Staking from Kapur & Associates. Motion was made by Herrman/Penkwitz to approve the bid from DeGroot, Inc. in the amount of \$911,875.37. Upon the call of the roll, all voted aye. Motion carried.

- E. **Approve Agreement with Kapur Engineering for Design and Engineering for 2024 Street Project** – Motion was made by Tauscheck/Hildebrand to approve the professional service agreement with Kapur & Associates, Inc for a total of \$87,030.00. Upon the call of the roll, all voted aye. Motion carried.
- F. **Presentation, Discussion and Action for Future Vehicle Replacement** – Fire Chief Pafford did a presentation on the potential ladder truck replacement. The current spec price is \$2,093,121.05. The current lead time is 34-36 months. Pafford explained that signing a contract for the truck would put Plymouth in line to receive this truck in 2027. If something were to happen where the funds could not be allocated, Plymouth would be able to break this contract. The current ladder truck is from 1996. Pafford explained a refurbishment takes the truck down to the metal and can cost between \$500,000 and \$1,000,000. Pafford mentioned while talking with the maintenance vendor, they did not recommend this route due to the safety upgrades that have happened since 1996. Pohlman asked if it is going to fit in our current station. Pafford stated it would fit in the current station. Gilson asked what will happen with the old fire truck. Pafford stated that it would probably go to the surplus action. Hildebrand asked if everyone will fit in the seats better if they are suited. Pafford stated that yes everyone would fit better. Nelson asked if it would be high enough for higher apartment buildings. Pafford stated it would be high enough for a 3 or 4 story building. Motion was made Hildebrand/Tauscheck to approve the contract for the ladder truck in the amount of \$2,093,121.05 subject to attorney review of the contract. Upon the call of the roll, all voted aye. Motion carried.

8. **Adjourn to 7:00 PM on Tuesday, March 26, 2024:** Motion was made by Tauscheck/Schilsky to adjourn the meeting. A unanimous aye vote was cast. Motion carried.