

**CITY OF PLYMOUTH, WISCONSIN  
TUESDAY, DECEMBER 13, 2022 COMMON COUNCIL MEETING  
7:00 PM COUNCIL CHAMBERS, ROOM 302  
128 SMITH ST. PLYMOUTH, WI 53073**

**AGENDA**

- 1. Call to order and roll call**
- 2. Pledge of Allegiance.**
- 3. Approval of the Consent Agenda (Alderspersons may request removal of item(s), or part thereof without debate or vote):**
  - A. Approve minutes of the meetings held Tuesday, November 29, 2022**
  - B. Approve City and Utility Reports:**
    - I. List of City & Utility Vouchers dated 11/01/2022-11/30/2022**
  - C. Building Report for November 2022 – 25 permits estimated at \$1,209,147.00**
  - D. Minutes acknowledged for filing – Police and Fire Commission: November 17 – Redevelopment Authority: December 1 - Plan Commission: December 1 – Library Board: November 7**
  - E. Approval of WPPI/Plymouth Utilities 2022 Value of Local Utility Program Grant Awards**
  - F. Approval of Street Use Permit: Plymouth Arts Center on December 31, 2022 from 8:30 PM to 10:30 PM. Request to close North St. – from the corner/intersection of Mill St., Eastern Ave., and North St. stop light. Past Plymouth Art Center driveway to corner of Main and North St.**
- 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.**
- 5. Items removed from Consent Agenda:**
- 6. Public Hearings followed by Council discussion and action:**
  - A. Ordinance No. 10 – An Ordinance amending the City of Plymouth, Wisconsin Comprehensive Plan Existing Land Use Map and Future Land Use Plan Map by Changing Property from Commercial and Natural Areas to Multi Family**
  - B. Ordinance No. 11 – An Ordinance Amending Section 13-1-21, Zoning Map of The Zoning Code of the City of Plymouth**
  - C. CSM for parcels 59271821071, 59271821072, and 59271821042**
- 7. Resolution:**
  - A. No. 12 – Commendation for Alderman Jim Wilson– Don Pohlman, Mayor**

- 8. New Business:**
- A. Announcement of an Alderperson vacancy existing in the 4<sup>th</sup> District due to the resignation of Alderperson Jim Wilson. Applications to complete this term will be accepted until Thursday, December 29, 2022.**
  - B. Mayoral appointment of Randy Schwoerer to Plan Commission – Don Pohlman, Mayor**
  - C. Approve the purchase of the lawnmowers/snowblower from Feldmann Sales & Services in the amount of \$65,329.00 – Cathy Austin, Director of Public Works and City Engineer**
  - D. Approve the EMS Flex Grant and purchase of a 2013 Braun Chief XL Ambulance – Ryan Pafford, Fire Chief**
  - E. Approve the Body-Worn Cameras Grant – Matt Starker, Deputy Police Chief/Interim Police Chief**
  - F. Approve the GASB 87 lease policy for the City of Plymouth/Plymouth Utilities – Kim Ross, Finance Manager**
- 9. Entertain a motion to go into closed session for the following:**
- 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 regarding City Administrator / Utilities Manager
- AND
- pursuant to Wis. Stat. 19.85 (1) (g) conferring with legal counsel for the government body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved regarding a claim from Jack Roe and a claim from Kathryn Leichtle
- 10. Entertain a motion to go into open session**
- 11. Discussion and possible action on closed session item**
- 12. Adjourn to 7:00 PM on Tuesday, January 10, 2023**

**It is likely 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.**

**CITY OF PLYMOUTH, WISCONSIN  
TUESDAY, NOVEMBER 29, 2022 COMMON COUNCIL MEETING  
128 SMITH ST. PLYMOUTH, WI 53073**

**UNOFFICIAL 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, Amy Odekirk, and John Nelson. Also present were: City Administrator/Utilities Manager Tim Blakeslee, Director of Public Works/City Engineer Cathy Austin, City Clerk / Deputy Treasurer Anna Voigt and Deputy Police Chief Matt Starker.
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/Odekirk to approve the items on the consent agenda. Upon the call of the roll, all voted aye. Motion carried.
  - A. **Approve minutes of the meetings held Tuesday, November 15, 2022**
  - B. **Approve City and Utility Reports:**
    - I. **Electric, Water and Sewer Sales Report – October 2022**
    - II. **Utility Related Write Offs for November - \$3,947.62**
  - C. **Minutes acknowledged for filing – Board of Review: October 26 - Police and Fire Commission: October 31 – Housing Authority: November 16**
  - D. **Approval of Room Tax Permit from Evolve Vacation Rental Network Inc.**
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:** Mike Smith asked the Council for assistance to find a solution for an indoor location for pickleball in Plymouth. With the fast-growing sport indoor courts are limited and most locals have to travel. Leroy Schvibl thanked the city for the use of city hall. He suggested letting city hall open on Friday afternoons and open Saturday for pickleball. Gene Nackers stated that he moved from Eagle River and he help establish pickleball in the Eagle River area. As the younger age is getting into pickleball more courts are needed. Nackers stated that Plymouth could start hosting tournaments and draw in more people to the City. Alder. Charlie Hansen thanked city hall for letting them use city hall. Hansen stated he knows they can't ask the City to build something and foot the whole bill. He is hoping the City can help find a solution.
5. **Items removed from Consent Agenda:** None
6. **Resolution:**
  - A. **No. 11 - Creating Ad-Hoc Affordable Housing Committee – Tim Blakeslee, City Administration / Utilities Manager:** Motion was made by Nelson/Gilson to approve the Resolution creating the Ad-Hoc Affordable Housing Committee. Nelson asked if it's possible to have advisors on the committee to Upon the call of the roll, all voted aye. Motion carried.
7. **New Business:**

- A. On-tech Cyber Security Audit Presentation – Dave Augustin, IT Manager:** Augustin gave a presentation on the IT Audit. The audit was conducted by OnTech, and the cost was split between the City/Utility and our insurance carrier CVMIC. OnTech noted that our IT network was in good shape and did not have any external critical vulnerabilities.
  - B. Announce Public Hearing for Certified Survey Map for parcels 59271821071, 59271821072, and 59271821042 will be held at the Common Council on Tuesday, December 13, 2022 at 7:00 PM.**
  - C. Announce Public Hearing for Amendment to Comprehensive Plan for parcels 59271821071, and a portion of 59271821072 will be held at the Common Council on Tuesday, December 13, 2022 at 7:00 PM**
  - D. Announce Public Hearing for Re-Zoning Lands for parcels 59271821071 and part of 59271821072 will be held at the Common Council on Tuesday, December 13, 2022 at 7:00 PM**
  
- 8. Entertain a motion to go into closed session for the following:** Motion was made by Nelson/Hildebrand to go into closed session. Upon the call of the roll, all voted aye. Motion carried.
  - Pursuant to Wis. Stat. 19.85 (1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility regarding Salary Resolution No. 10
  
- 9. Entertain a motion to go into open session:** Motion was made by Hildebrand/Odekirk to go into open session. Upon the call of the roll, all voted aye. Motion carried.
  
- 10. Discussion and possible action on closed session item**
  - A. Resolution No. 10 Establishing the 2023 Compensation for Non-Union Employees:** Motion was made by Nelson/Hildebrand to approve Resolution number 10 Establishing the 2023 Compensation for Non-Union Employees. Upon the call of the roll, all voted aye. Motion carried.
  
- 11. Adjourn to 7:00 PM on Tuesday, December 13, 2022:** Motion was made by Hansen/Odekirk to adjourn the meeting. A unanimous aye vote was cast. Motion carried.

## Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Invoice Detail.GL account = "0100100001000"- "2200567002200", "2400111000000"- "8000232000000"

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>10034</b>							
10034	ALDAG/HONOLD MECHANICAL	202831	EQUIPMENT MAINTENANCE-W	10/25/2022	552.38	552.38	11/03/2022
Total 10034:					552.38	552.38	
<b>10305</b>							
10305	BOARDMAN & CLARK LLP	259931	LEGAL SERVICE	11/17/2022	2,541.00	2,541.00	12/01/2022
10305	BOARDMAN & CLARK LLP	259932	LEGAL SERVICE	11/17/2022	5,840.75	5,840.75	12/01/2022
Total 10305:					8,381.75	8,381.75	
<b>10325</b>							
10325	BORDER STATES ELECTRIC SU	925304194	F-NECK DIST TIE	11/11/2022	296.00	296.00	12/01/2022
10325	BORDER STATES ELECTRIC SU	925304194	SHIPPING	11/11/2022	18.42	18.42	12/01/2022
Total 10325:					314.42	314.42	
<b>10423</b>							
10423	C&M HYDRAULIC TOOL SUPPL	0175933-IN	TRAFFIC SIGN	11/10/2022	204.53	204.53	11/17/2022
10423	C&M HYDRAULIC TOOL SUPPL	0175933-IN	FREIGHT	11/10/2022	34.69	34.69	11/17/2022
Total 10423:					239.22	239.22	
<b>10466</b>							
10466	CSC ELECTRIC INC	STMT110722	CITY HALL BLD MAINTENANCE	11/07/2022	367.00	367.00	11/10/2022
Total 10466:					367.00	367.00	
<b>10615</b>							
10615	LAKESIDE INTERNATIONAL TR	15214	CAP C STREET MACHINERY	10/24/2022	86,376.00	86,376.00	11/10/2022
10615	LAKESIDE INTERNATIONAL TR	4084010P	GARAGE LARGE EQUIPMENT R	10/27/2022	33.72	33.72	11/10/2022
10615	LAKESIDE INTERNATIONAL TR	4084078P	GARAGE LARGE EQUIPMENT R	11/07/2022	241.73	241.73	11/10/2022
Total 10615:					86,651.45	86,651.45	
<b>10720</b>							
10720	FERGUSON WATERWORKS #14	03755570	HYDRANT REPAIR	10/26/2022	1,851.59	1,851.59	11/10/2022
Total 10720:					1,851.59	1,851.59	
<b>10825</b>							
10825	DORNER CO	503444	EQUIPMENT MAINTENANCE-W	11/10/2022	85.95	85.95	11/17/2022
Total 10825:					85.95	85.95	
<b>10875</b>							
10875	KEMIRA WATER SOLUTIONS IN	9017772263	CHEMICALS - WWTP	11/03/2022	10,624.69	10,624.69	11/17/2022
Total 10875:					10,624.69	10,624.69	
<b>10878</b>							
10878	EAST CENTRAL PUMPING INC	20161	2023 STREET PROGRAM CLEA	11/07/2022	450.00	450.00	11/17/2022

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
10878	EAST CENTRAL PUMPING INC	20171	SEWER JETTING SERVICE	11/14/2022	325.00	325.00	12/01/2022
10878	EAST CENTRAL PUMPING INC	20720	PARKS CONTRACTOR	11/03/2022	120.00	120.00	11/17/2022
Total 10878:					895.00	895.00	
<b>10906</b>							
10906	ELECTRO TECH INC	411318	AQUATIC CENTER CAP C	11/03/2022	1,480.37	1,480.37	11/17/2022
Total 10906:					1,480.37	1,480.37	
<b>10945</b>							
10945	ENERGENECS INC	0044804-IN	EQUIPMENT MAINTENANCE-W	10/27/2022	793.75	793.75	11/10/2022
Total 10945:					793.75	793.75	
<b>11027</b>							
11027	FASTENAL CO	WIPLY149970	STREET SIGNS AND MARKINGS	10/20/2022	82.80	82.80	11/03/2022
11027	FASTENAL CO	WIPLY150049	STREET SIGNS AND MARKINGS	10/27/2022	15.54	15.54	11/10/2022
11027	FASTENAL CO	WIPLY150190	EQUIPMENT MAINTENANCE	11/10/2022	86.64	86.64	11/17/2022
Total 11027:					184.98	184.98	
<b>11155</b>							
11155	GRITTS AUTO SERVICE	38606	FLEET VEHICLE MAINTENANCE	10/26/2022	380.61	380.61	11/03/2022
11155	GRITTS AUTO SERVICE	38785	FLEET VEHICLE MAINTENANCE	11/17/2022	612.00	612.00	12/01/2022
Total 11155:					992.61	992.61	
<b>11180</b>							
11180	H & H UTILITY EXCAVATING INC	4001325-01	EXCAVATING-ELECTRIC DEPT	10/07/2022	3,051.60	3,051.60	11/17/2022
11180	H & H UTILITY EXCAVATING INC	4001325-02	EXCAVATING-ELECTRIC DEPT	11/07/2022	5,705.40	5,705.40	11/17/2022
11180	H & H UTILITY EXCAVATING INC	4001325-03	EXCAVATING-ELECTRIC DEPT	11/07/2022	1,181.44	1,181.44	11/17/2022
11180	H & H UTILITY EXCAVATING INC	4001326-01	EXCAVATING-ELECTRIC DEPT	11/03/2022	1,013.40	1,013.40	11/17/2022
11180	H & H UTILITY EXCAVATING INC	4001327-01	EXCAVATING-ELECTRIC DEPT	11/08/2022	680.88	680.88	11/17/2022
Total 11180:					11,632.72	11,632.72	
<b>11205</b>							
11205	HAUCKE PLUMBING & HEATING	14600	EQUIPMENT MAINTENANCE -	10/12/2022	66.82	66.82	11/03/2022
11205	HAUCKE PLUMBING & HEATING	2202302	EQUIPMENT MAINTENANCE -	11/03/2022	167.64	167.64	11/17/2022
Total 11205:					234.46	234.46	
<b>11498</b>							
11498	KIEL SAND & GRAVEL	15355	7/8 REG ROAD GRAVEL	10/31/2022	1,563.07	1,563.07	11/10/2022
Total 11498:					1,563.07	1,563.07	
<b>11560</b>							
11560	KW ELECTRIC INC	222007	SLUDGE HAULING	10/31/2022	163.04	163.04	11/17/2022
11560	KW ELECTRIC INC	222107	EQUIPMENT MAINT-WWTP	11/08/2022	1,981.56	1,981.56	11/17/2022
Total 11560:					2,144.60	2,144.60	
<b>11615</b>							
11615	LENGLING PROPERTY MANAG	10266	LAWN SERVICE	11/07/2022	625.00	625.00	11/17/2022
11615	LENGLING PROPERTY MANAG	10266	LAWN SERVICE	11/07/2022	135.00	135.00	11/17/2022
11615	LENGLING PROPERTY MANAG	10266	LAWN SERVICE	11/07/2022	310.00	310.00	11/17/2022

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
11615	LENGLING PROPERTY MANAG	10266	LAWN SERVICE	11/07/2022	645.00	645.00	11/17/2022
11615	LENGLING PROPERTY MANAG	10266	LAWN SERVICE	11/07/2022	420.00	420.00	11/17/2022
11615	LENGLING PROPERTY MANAG	10266	LAWN SERVICE	11/07/2022	350.00	350.00	11/17/2022
11615	LENGLING PROPERTY MANAG	10266	LAWN SERVICE	11/07/2022	440.00	440.00	11/17/2022
Total 11615:					2,925.00	2,925.00	
<b>11687</b>							
11687	MARTELLE WATER TREATMEN	24192	WATER TREATMENT	10/24/2022	4,874.11	4,874.11	11/10/2022
11687	MARTELLE WATER TREATMEN	24297	WATER TREATMENT	10/25/2022	785.00	785.00	12/01/2022
11687	MARTELLE WATER TREATMEN	24315	WATER TREATMENT	11/16/2022	4,750.50	4,750.50	12/01/2022
Total 11687:					10,409.61	10,409.61	
<b>11815</b>							
11815	MIKE BURKART FORD INC	315556	VEHICLE MAINTENANCE - POLI	09/30/2022	50.45	50.45	11/10/2022
11815	MIKE BURKART FORD INC	315831	VEHICLE MAINTENANCE - POLI	10/13/2022	55.45	55.45	11/10/2022
Total 11815:					105.90	105.90	
<b>11835</b>							
11835	MILLER & BOELDT INC	088718	GOLF COURSE EQUIPMENT RE	11/11/2022	46.99	46.99	12/01/2022
Total 11835:					46.99	46.99	
<b>11875</b>							
11875	SECURIAN FINANCIAL GROUP I	Dec 2022 Stmn	EE CONTRIBUTION-UTILITIES	11/16/2022	499.34	499.34	11/17/2022
11875	SECURIAN FINANCIAL GROUP I	Dec 2022 Stmn	BASIC PREMIUM-UTILITIES	11/16/2022	359.29	359.29	11/17/2022
11875	SECURIAN FINANCIAL GROUP I	Dec 2022 Stmn	ER CONTRIBUTION-UTILITIES	11/16/2022	71.86	71.86	11/17/2022
11875	SECURIAN FINANCIAL GROUP I	Dec 2022 Stmn	EE CONTRIBUTION-CITY	11/16/2022	483.33	483.33	11/17/2022
11875	SECURIAN FINANCIAL GROUP I	Dec 2022 Stmn	BASIC PREMIUM-CITY	11/16/2022	312.83	312.83	11/17/2022
11875	SECURIAN FINANCIAL GROUP I	Dec 2022 Stmn	ER CONTRIBUTION-CITY	11/16/2022	62.56	62.56	11/17/2022
Total 11875:					1,789.21	1,789.21	
<b>11890</b>							
11890	MODERN BUSINESS MACHINE	IN4051838	COPIER MAINTENANCE	11/23/2022	510.11	510.11	12/01/2022
Total 11890:					510.11	510.11	
<b>11936</b>							
11936	MSA PROFESSIONAL SERVICE	R04047003.0-I	HO#80 REVIEW FEES	11/12/2022	500.00	500.00	12/01/2022
Total 11936:					500.00	500.00	
<b>12195</b>							
12195	PLYMOUTH CHAMBER OF COM	STMT111522	ROOM TAX TO CHAMBER	11/15/2022	21,250.00	21,250.00	11/17/2022
12195	PLYMOUTH CHAMBER OF COM	STMT112922	ROOM TAX TO CHAMBER	11/29/2022	30,000.00	30,000.00	12/01/2022
Total 12195:					51,250.00	51,250.00	
<b>12216</b>							
12216	PLYMOUTH LUBRICANTS	6193609	GAS & OIL - GARAGE	11/03/2022	2,095.65	2,095.65	12/01/2022
Total 12216:					2,095.65	2,095.65	
<b>12250</b>							
12250	PLYMOUTH UTILITIES-PC	STMT110822	PETTY CASH	11/08/2022	61.96	61.96	11/10/2022

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
12250	PLYMOUTH UTILITIES-PC	STMT110822	PETTY CASH	11/08/2022	9.38	9.38	11/10/2022
12250	PLYMOUTH UTILITIES-PC	STMT110822	PETTY CASH	11/08/2022	8.35	8.35	11/10/2022
12250	PLYMOUTH UTILITIES-PC	STMT110822	PETTY CASH	11/08/2022	110.52	110.52	11/10/2022
12250	PLYMOUTH UTILITIES-PC	STMT110822	PETTY CASH	11/08/2022	38.00	38.00	11/10/2022
Total 12250:					228.21	228.21	
<b>12255</b>							
12255	PLYMOUTH UTILITIES	STMT110322	PUBLIC BENEFITS	11/03/2022	3,512.89	3,512.89	11/03/2022
12255	PLYMOUTH UTILITIES	STMT111022	PUBLIC BENEFITS	11/10/2022	3,496.35	3,496.35	11/10/2022
12255	PLYMOUTH UTILITIES	STMT111722	PUBLIC BENEFITS	11/17/2022	1,738.54	1,738.54	11/17/2022
12255	PLYMOUTH UTILITIES	STMT112322	PUBLIC BENEFITS	11/23/2022	2,412.58	2,412.58	12/01/2022
Total 12255:					11,160.36	11,160.36	
<b>12335</b>							
12335	QUALITY STATE OIL CO	6835030	GAS INVENTORY	11/02/2022	5,799.00	5,799.00	11/17/2022
12335	QUALITY STATE OIL CO	6837270	GAS INVENTORY	11/09/2022	3,674.29	3,674.29	12/01/2022
Total 12335:					9,473.29	9,473.29	
<b>12360</b>							
12360	RADIAN RESEARCH INC	PS60554	WATT-NET PLUS™ ANNUAL SU	11/08/2022	1,167.00	1,167.00	11/17/2022
Total 12360:					1,167.00	1,167.00	
<b>12400</b>							
12400	RESCO INC	873105-01	ROD, ANCHOR EXTENSION 3 F	10/26/2022	448.80	448.80	11/03/2022
12400	RESCO INC	873105-01	DISCOUNT	10/26/2022	.22-	.22-	11/03/2022
12400	RESCO INC	874702-00	WIRE, "CLAFLIN" URD 2/C-#6 S	11/09/2022	678.90	678.90	11/17/2022
12400	RESCO INC	877151-00	TERMINATOR, ELBOW 1/0 SOL	10/26/2022	2,336.84	2,336.84	11/10/2022
12400	RESCO INC	877151-00	3/4" X 12" MACHINE BOLT	10/26/2022	163.88	163.88	11/17/2022
12400	RESCO INC	877151-00	NUT, SINGLE EYENUT 1" FOR A	10/26/2022	436.63	436.63	11/17/2022
12400	RESCO INC	877151-00	ROD, ANCHOR 1" X 7' W/ 1" THR	10/26/2022	688.88	688.88	11/17/2022
12400	RESCO INC	877151-00	ANCHOR, 8" HELIX, ROCK 5/8" T	10/26/2022	547.20	547.20	11/17/2022
12400	RESCO INC	877151-00	BRACKET, 1 PH FIBERGLASS "T	10/26/2022	1,280.82	1,280.82	11/17/2022
12400	RESCO INC	877151-00	BLOCK, TRANSFORMER 6 HOL	10/26/2022	634.44	634.44	11/17/2022
12400	RESCO INC	877151-00	ARRESTER, CLASS 9/10KV POL	10/26/2022	1,874.01	1,874.01	11/17/2022
12400	RESCO INC	877151-00	ARRESTER, CLASS 9/10KV POL	10/26/2022	909.53	909.53	11/17/2022
12400	RESCO INC	877151-00	ARRESTER, ELBOW 9/10KV MO	10/26/2022	3,218.45	3,218.45	11/17/2022
12400	RESCO INC	877151-00	2" CORE FLEX	10/26/2022	753.60	753.60	11/17/2022
12400	RESCO INC	877151-00	BLACK ELECTRICAL TAPE	10/26/2022	678.85	678.85	11/17/2022
12400	RESCO INC	877151-00	DISCOUNT	10/26/2022	6.76-	6.76-	11/17/2022
12400	RESCO INC	877158-00	COLD SHRINK	10/26/2022	1,169.40	1,169.40	11/03/2022
12400	RESCO INC	877158-00	DISCOUNT	10/26/2022	.58-	.58-	11/03/2022
12400	RESCO INC	877158-01	NUT, TRIPLE EYENUT FOR 5/8"	11/04/2022	401.40	401.40	11/17/2022
12400	RESCO INC	877158-01	TERMINATOR, OUTDOOR 1/0 -4	11/04/2022	3,113.13	3,113.13	11/17/2022
12400	RESCO INC	877158-02	SHOE, DE CLAMP BOLTED 4 TO	11/14/2022	3,696.00	3,696.00	11/17/2022
12400	RESCO INC	877158-02	DISCOUNT	11/14/2022	1.85-	1.85-	11/17/2022
12400	RESCO INC	877526-00	BLUE AMPACT SHELLS	10/26/2022	255.00	255.00	11/03/2022
12400	RESCO INC	877526-00	DISCOUNT	10/26/2022	.13-	.13-	11/03/2022
12400	RESCO INC	878318-00	ANCHOR, DBL 10" HX, 1.5" HUB,	11/02/2022	2,555.11	2,555.11	11/17/2022
12400	RESCO INC	878318-00	12 AMP FUSE	11/02/2022	290.00	290.00	11/17/2022
12400	RESCO INC	878318-00	1/0 SPOOL TIE	11/02/2022	345.31	345.31	11/17/2022
12400	RESCO INC	878318-00	20 AMP FUSE	11/02/2022	310.00	310.00	11/17/2022
12400	RESCO INC	878318-00	DISCOUNT	11/02/2022	1.75-	1.75-	11/17/2022
12400	RESCO INC	878323-00	PIN, POLE TOP 20" 14.4KV CHA	10/31/2022	991.50	991.50	11/03/2022
12400	RESCO INC	878323-00	DISCOUNT	10/31/2022	.50-	.50-	11/03/2022

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
12400	RESCO INC	878578-00	ARRESTER GROUND CONNEC	11/03/2022	685.59	685.59	11/17/2022
12400	RESCO INC	878578-00	GROUND ROD CLAMP	11/03/2022	555.08	555.08	11/17/2022
12400	RESCO INC	878578-00	GUY ATTACHMENT	11/03/2022	872.18	872.18	11/17/2022
12400	RESCO INC	878578-00	5/8" X 12" MACHINE BOLT	11/03/2022	568.58	568.58	11/17/2022
12400	RESCO INC	878578-00	SQUARE WASHER	11/03/2022	256.68	256.68	11/17/2022
12400	RESCO INC	878578-00	DISCOUNT	11/03/2022	1.47-	1.47-	11/17/2022
Total 12400:					30,702.53	30,702.53	
<b>12575</b>							
12575	SHEBOYGAN COUNTY HIGHWA	125170	STREET REPAIR MATERIALS	10/31/2022	726.33	726.33	11/17/2022
12575	SHEBOYGAN COUNTY HIGHWA	125184	ROAD REPAIR SERVICE	10/31/2022	1,071.73	1,071.73	11/10/2022
12575	SHEBOYGAN COUNTY HIGHWA	125253	BRIDGES & GUARDRAILS	11/08/2022	204.78	204.78	11/17/2022
Total 12575:					2,002.84	2,002.84	
<b>12590</b>							
12590	SHEBOYGAN FALLS UTILITIES	6888029228	PUBLIC BENEFITS TRANSFER	11/08/2022	133.50	133.50	11/10/2022
Total 12590:					133.50	133.50	
<b>12696</b>							
12696	STOP PROCESSING CENTER	19957	AUTOPAY SERVICE	11/01/2022	25.86	25.86	11/03/2022
Total 12696:					25.86	25.86	
<b>12705</b>							
12705	WI STATE LABORATORY OF HY	30010462	PROFICIENCY TESTING	10/26/2022	329.00	329.00	11/17/2022
12705	WI STATE LABORATORY OF HY	724405	WATER TESTING	10/31/2022	35.00	35.00	11/10/2022
Total 12705:					364.00	364.00	
<b>12725</b>							
12725	STIPE MACHINE CO INC	37483	EQUIPMENT MAINTENANCE	11/21/2022	120.00	120.00	12/01/2022
Total 12725:					120.00	120.00	
<b>12750</b>							
12750	SUPERIOR CHEMICAL CORP	348037	CITY HALL JANITORIAL SUPPLY	10/27/2022	80.76	80.76	11/17/2022
12750	SUPERIOR CHEMICAL CORP	348038	BRILLIANCE GLASS CLEANER	10/27/2022	134.67	134.67	11/03/2022
12750	SUPERIOR CHEMICAL CORP	348038	BLUE SPRUCE BOWL CLEANER	10/27/2022	148.00	148.00	11/03/2022
12750	SUPERIOR CHEMICAL CORP	348038	URINE CATCHER	10/27/2022	93.75	93.75	11/03/2022
Total 12750:					457.18	457.18	
<b>12882</b>							
12882	SPECTRUM	007015711012	INTERNET	11/01/2022	129.98	129.98	11/10/2022
12882	SPECTRUM	STMT111422F	PHONE - FIRE	10/15/2022	41.60	41.60	11/10/2022
12882	SPECTRUM	STMT121422C	POLICE CABLE TV	11/15/2022	31.20	31.20	12/01/2022
12882	SPECTRUM	STMT121422Y	UTILITIES - YOUTH CENTER	11/15/2022	10.40	10.40	12/01/2022
Total 12882:					213.18	213.18	
<b>12965</b>							
12965	US CELLULAR	0543259672	CELL PHONES - EMPLOYEES	11/08/2022	2,957.59	2,957.59	12/01/2022
12965	US CELLULAR	0543259672	CELL PHONES - DPW	11/08/2022	42.50	42.50	12/01/2022
12965	US CELLULAR	0543259672	CELL PHONE SERVICE - PARKS	11/08/2022	43.00	43.00	12/01/2022
12965	US CELLULAR	0543259672	CELL PHONE SERVICE - POOL	11/08/2022	39.50	39.50	12/01/2022

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
12965	US CELLULAR	0543259672	CELL PHONES - POLICE	11/08/2022	279.30	279.30	12/01/2022
12965	US CELLULAR	0543259672	CELL PHONE SERVICE (FIRE)	11/08/2022	294.00	294.00	12/01/2022
12965	US CELLULAR	0543259672	CELL PHONE SERVICE (UTILITI	11/08/2022	633.93	633.93	12/01/2022
12965	US CELLULAR	0543745583	CELL MODEM - WATER	11/10/2022	44.61	44.61	12/01/2022
12965	US CELLULAR	0543745583	CELL MODEM - ELECTRIC	11/10/2022	39.52	39.52	12/01/2022
12965	US CELLULAR	0543745583	CELL MODEM - POLICE	11/10/2022	237.12	237.12	12/01/2022
12965	US CELLULAR	0543745583	CELL MODEM - BACKUP	11/10/2022	94.33	94.33	12/01/2022
Total 12965:					4,705.40	4,705.40	
<b>13020</b>							
13020	VINYL GRAPHICS	16311	CAP C EQUIPMENT	11/02/2022	259.50	259.50	11/10/2022
Total 13020:					259.50	259.50	
<b>13030</b>							
13030	BAKER TILLY US LLP	BT2229692	AUDIT - CITY	10/31/2022	572.00	572.00	11/10/2022
13030	BAKER TILLY US LLP	BT2229692	TIF 5 CONTRACT ACCTG/AUDIT	10/31/2022	8,021.00	8,021.00	11/10/2022
13030	BAKER TILLY US LLP	BT2229692	TIF 6 CONTRACT ACCTG/AUDIT	10/31/2022	5,352.00	5,352.00	11/10/2022
Total 13030:					13,945.00	13,945.00	
<b>13170</b>							
13170	WISCONSIN NEWSPRESS	124267	CLASSIFIED ADVERTISING	10/31/2022	162.00	162.00	11/17/2022
13170	WISCONSIN NEWSPRESS	298 124263	CLASSIFIED-LIQUOR PUB FEE	10/31/2022	21.00	21.00	11/17/2022
13170	WISCONSIN NEWSPRESS	298 124263	CLASSIFIED-DPW	10/31/2022	54.34	54.34	11/17/2022
13170	WISCONSIN NEWSPRESS	298 124263	WISCONSIN NEWSPRESS - GF-	10/31/2022	434.25	434.25	11/17/2022
Total 13170:					671.59	671.59	
<b>13221</b>							
13221	WEX BANK	85039758	FLEET FUELING	11/15/2022	4,871.36	4,871.36	11/17/2022
13221	WEX BANK	85039758	FLEET FUELING	11/15/2022	740.09	740.09	11/17/2022
13221	WEX BANK	85039758	FLEET FUELING	11/15/2022	254.17	254.17	11/17/2022
Total 13221:					5,865.62	5,865.62	
<b>30006</b>							
30006	AFLAC	795360	AFLAC-CITY	11/30/2022	637.80	637.80	12/01/2022
30006	AFLAC	795360	AFLAC-UTILITIES	11/30/2022	45.36	45.36	12/01/2022
Total 30006:					683.16	683.16	
<b>30022</b>							
30022	ASSOCIATED APPRAISAL CON	165166	ASSOCIATED APPRAISAL CON	11/01/2022	2,354.71	2,354.71	11/03/2022
30022	ASSOCIATED APPRAISAL CON	165671	ASSOCIATED APPRAISAL CON	12/01/2022	2,223.17	2,223.17	12/01/2022
Total 30022:					4,577.88	4,577.88	
<b>30028</b>							
30028	BAKER & TAYLOR	2037124872	BOOKS - LIBRARY	11/01/2022	689.10	689.10	11/17/2022
30028	BAKER & TAYLOR	2037136270	BOOKS - LIBRARY	11/04/2022	381.67	381.67	11/17/2022
30028	BAKER & TAYLOR	2037149347	BOOKS - LIBRARY	11/10/2022	289.50	289.50	12/01/2022
30028	BAKER & TAYLOR	2037164286	BOOKS - LIBRARY	11/17/2022	238.61	238.61	12/01/2022
Total 30028:					1,598.88	1,598.88	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>30030</b>							
30030	BAY-LAKE REGIONAL PLANNIN	6882	DOWNTOWN REDESIGN	11/02/2022	1,700.57	1,700.57	11/17/2022
Total 30030:					1,700.57	1,700.57	
<b>30043</b>							
30043	BROOKS TRACTOR INC	M63528	GARAGE SMALL EQUIPMENT R	11/01/2022	433.05	433.05	11/03/2022
Total 30043:					433.05	433.05	
<b>30060</b>							
30060	CHEMAQUA	7989950	CITY HALL BUILDING MAIN	10/25/2022	267.00	267.00	11/10/2022
Total 30060:					267.00	267.00	
<b>30073</b>							
30073	COMPLETE OFFICE OF WI	214388	OFFICE SUPPLIES	11/03/2022	742.00	742.00	11/10/2022
30073	COMPLETE OFFICE OF WI	35045	OFFICE SUPPLIES - LIBRARY	10/27/2022	35.78	35.78	11/10/2022
30073	COMPLETE OFFICE OF WI	35049	COPY MACHINE - LIBRARY	10/27/2022	64.14	64.14	11/10/2022
30073	COMPLETE OFFICE OF WI	36108	COPY MACHINE - LIBRARY	10/28/2022	128.18	128.18	11/10/2022
30073	COMPLETE OFFICE OF WI	37938	OFFICE SUPPLIES - LIBRARY	11/01/2022	9.79	9.79	11/10/2022
30073	COMPLETE OFFICE OF WI	37978	OFFICE SUPPLIES - LIBRARY	11/01/2022	121.39	121.39	11/10/2022
30073	COMPLETE OFFICE OF WI	39286	OFFICE SUPPLIES - LIBRARY	11/02/2022	29.93	29.93	11/10/2022
Total 30073:					1,131.21	1,131.21	
<b>30084</b>							
30084	DELTA DENTAL OF WISCONSIN	000001861590	DENTAL - CITY	11/16/2022	925.63	925.63	11/17/2022
30084	DELTA DENTAL OF WISCONSIN	000001861590	DENTAL - UTILITIES	11/16/2022	738.33	738.33	11/17/2022
Total 30084:					1,663.96	1,663.96	
<b>30087</b>							
30087	DENNIS HALLORAN	STMT111522	VETERANS TRAIL REIMBURSE	11/15/2022	153.65	153.65	11/17/2022
Total 30087:					153.65	153.65	
<b>30098</b>							
30098	DINGES FIRE COMPANY	32209	VEH MNT - FIRE	09/09/2022	112.39	112.39	11/10/2022
30098	DINGES FIRE COMPANY	32209	VEH MNT - FIRE	09/09/2022	56.19	56.19	11/10/2022
Total 30098:					168.58	168.58	
<b>30115</b>							
30115	EMERGENCY MEDICAL PRODU	2500957	MEDICAL SUPPLIES - FIRE	11/09/2022	527.07	527.07	12/01/2022
Total 30115:					527.07	527.07	
<b>30135</b>							
30135	GALE/CENGAGE LEARNING	79627593	BOOKS - LIBRARY	11/08/2022	268.40	268.40	11/17/2022
30135	GALE/CENGAGE LEARNING	79633235	BOOKS - LIBRARY	11/09/2022	235.41	235.41	11/17/2022
30135	GALE/CENGAGE LEARNING	79644437	BOOKS - LIBRARY	11/11/2022	71.22	71.22	12/01/2022
30135	GALE/CENGAGE LEARNING	79644845	BOOKS - LIBRARY	11/11/2022	78.72	78.72	12/01/2022
30135	GALE/CENGAGE LEARNING	79657220	BOOKS - LIBRARY	11/15/2022	29.24	29.24	12/01/2022
30135	GALE/CENGAGE LEARNING	79657656	BOOKS - LIBRARY	11/15/2022	28.49	28.49	12/01/2022
30135	GALE/CENGAGE LEARNING	79670788	BOOKS - LIBRARY	11/17/2022	100.46	100.46	12/01/2022

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 30135:					811.94	811.94	
<b>30136</b>							
30136	GALLS LLC	022332407	GRANT	10/07/2022	98.95	98.95	11/03/2022
30136	GALLS LLC	022465010	UNIFORMS - POLICE	10/21/2022	25.83	25.83	11/10/2022
Total 30136:					124.78	124.78	
<b>30150</b>							
30150	GREAT AMERICA FINANCIAL SE	32869498	COPY MACHINE - LIBRARY	11/21/2022	157.59	157.59	12/01/2022
Total 30150:					157.59	157.59	
<b>30155</b>							
30155	HARLEQUIN READER SERVICE	112822STMT	BOOKS - LIBRARY	11/09/2022	6.74	6.74	11/10/2022
30155	HARLEQUIN READER SERVICE	120422STMT	BOOKS - LIBRARY	11/16/2022	24.96	24.96	11/17/2022
Total 30155:					31.70	31.70	
<b>30164</b>							
30164	HORST DISTRIBUTING INC	99874-000	GOLF COURSE - EQUIPMENT	11/03/2022	1,192.82	1,192.82	11/17/2022
30164	HORST DISTRIBUTING INC	99875-000	GOLF COURSE - EQUIPMENT	11/03/2022	1,156.31	1,156.31	11/17/2022
Total 30164:					2,349.13	2,349.13	
<b>30165</b>							
30165	HOSPITAL SISTERS HEALTH SY	STMT110222	BLOOD DRAW	11/02/2022	46.50	46.50	11/17/2022
Total 30165:					46.50	46.50	
<b>30166</b>							
30166	HUB INTERNATIONAL MIDWEST	2957776	INCINERATOR INSURANCE	11/18/2022	849.75	849.75	12/01/2022
Total 30166:					849.75	849.75	
<b>30173</b>							
30173	INDWIS INC	STMT103122	INDWIS INC. - GF-CONTRACT-B	10/31/2022	7,992.40	7,992.40	11/03/2022
30173	INDWIS INC	STMT103122	INDWIS INC. - GF-LIC/PER-PLA	10/31/2022	1,200.00	1,200.00	11/03/2022
30173	INDWIS INC	STMT113022	INDWIS INC. - GF-CONTRACT-B	11/30/2022	4,036.50	4,036.50	12/01/2022
30173	INDWIS INC	STMT113022	INDWIS INC. - GF-LIC/PER-PLA	11/30/2022	1,200.00	1,200.00	12/01/2022
Total 30173:					14,428.90	14,428.90	
<b>30193</b>							
30193	KWIK TRIP INC	STMT090222	GAS & OIL - POLICE	09/02/2022	42.71-	42.71-	11/17/2022
30193	KWIK TRIP INC	STMT103122	GAS & OIL - POLICE	10/31/2022	156.21	156.21	11/17/2022
Total 30193:					113.50	113.50	
<b>30201</b>							
30201	LAKESIDE BOTTLING CO	STMT102122	CONCESSIONS - GOLF COURS	10/21/2022	70.00	70.00	11/10/2022
Total 30201:					70.00	70.00	
<b>30204</b>							
30204	LANGUAGE LINE SERVICES	10664443	TRANSLATION SERVICES	10/31/2022	301.15	301.15	11/17/2022

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 30204:					301.15	301.15	
<b>30216</b>							
30216	MARCO	32732000	PRINTER CONTRACT	10/31/2022	152.90	152.90	11/10/2022
Total 30216:					152.90	152.90	
<b>30227</b>							
30227	MENARDS	60980	SPECIAL EVENTS MATERIALS	11/18/2022	231.42	231.42	12/01/2022
30227	MENARDS	60980	SPECIAL EVENTS MATERIALS	11/18/2022	198.37	198.37	12/01/2022
30227	MENARDS	61171	SPECIAL EVENTS	11/21/2022	39.98	39.98	12/01/2022
30227	MENARDS	61180	SPECIAL EVENTS MATERIALS	11/21/2022	159.92	159.92	12/01/2022
30227	MENARDS	61245	SPECIAL EVENTS MATERIALS	11/22/2022	79.96	79.96	12/01/2022
Total 30227:					709.65	709.65	
<b>30247</b>							
30247	NAPA AUTO PARTS OF SHEBOY	972504	PARKS EQUIPMENT REPAIR &	10/26/2022	16.89	16.89	11/03/2022
30247	NAPA AUTO PARTS OF SHEBOY	972601	GARAGE LARGE EQUIPMENT R	10/26/2022	79.85	79.85	11/03/2022
30247	NAPA AUTO PARTS OF SHEBOY	972644	GARAGE LARGE EQUIPMENT R	10/27/2022	28.20	28.20	11/03/2022
30247	NAPA AUTO PARTS OF SHEBOY	972780	GARAGE SMALL EQUIPMENT R	10/28/2022	32.40	32.40	11/03/2022
Total 30247:					157.34	157.34	
<b>30264</b>							
30264	OTIS ELEVATOR COMPANY	F10000029765	ELEVATOR - LIBRARY	10/21/2022	125.00	.00	
Total 30264:					125.00	.00	
<b>30280</b>							
30280	PLYMOUTH INTERGENERATIO	3550	GENERATIONS CONTRACT	11/01/2022	33,175.00	33,175.00	11/17/2022
30280	PLYMOUTH INTERGENERATIO	STMT110822	ELECTION FOOD	11/08/2022	1,250.00	1,250.00	11/10/2022
Total 30280:					34,425.00	34,425.00	
<b>30288</b>							
30288	PRAIRIE STATES ENTERPRISE	City 2022 10.0	October Prairie States City	10/12/2022	2,447.62	2,447.62	10/31/2022
30288	PRAIRIE STATES ENTERPRISE	City 2022 10.0	October Prairie States City	10/12/2022	12,009.39	12,009.39	10/31/2022
30288	PRAIRIE STATES ENTERPRISE	Utility 2022 10.	October Prairie States Utility	10/12/2022	1,867.11	1,867.11	10/31/2022
30288	PRAIRIE STATES ENTERPRISE	Utility 2022 10.	October Prairie States Utility	10/12/2022	8,317.31	8,317.31	10/31/2022
Total 30288:					24,641.43	24,641.43	
<b>30290</b>							
30290	PREVEA HEALTH	23580	DRUG SCREEN-LIBRARY	11/16/2022	22.00	22.00	12/01/2022
30290	PREVEA HEALTH	23580	DRUG SCREEN-ELECTIONS	11/16/2022	88.00	88.00	12/01/2022
30290	PREVEA HEALTH	23580	CENTER FOR HEALTH AND WE	11/16/2022	835.85	835.85	12/01/2022
30290	PREVEA HEALTH	23581	CENTER FOR HEALTH AND WE	11/16/2022	771.48	771.48	12/01/2022
Total 30290:					1,717.33	1,717.33	
<b>30299</b>							
30299	RAY OHERRON CO INC	2209145	BICYCLE MAINTENANCE	07/25/2022	220.00	220.00	11/10/2022
30299	RAY OHERRON CO INC	2210216	UNIFORMS - POLICE	07/29/2022	25.00	25.00	11/03/2022
30299	RAY OHERRON CO INC	2222428	GRANT	09/23/2022	1,560.75	1,560.75	11/10/2022

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 30299:					1,805.75	1,805.75	
<b>30310</b>							
30310	RON'S TREE FARM	18600	STORM SEWER MATERIALS	10/26/2022	800.00	800.00	11/03/2022
Total 30310:					800.00	800.00	
<b>30319</b>							
30319	SCHOLASTIC LIBRARY PUBLIS	44506226	BOOKS - LIBRARY	11/14/2022	194.50	194.50	12/01/2022
30319	SCHOLASTIC LIBRARY PUBLIS	44712409	BOOKS - LIBRARY	11/16/2022	7.79	7.79	12/01/2022
Total 30319:					202.29	202.29	
<b>30324</b>							
30324	SHEBOYGAN COUNTY CLERK	DECEMBER 2	DOG LICENSE	11/22/2022	52.00	52.00	12/01/2022
Total 30324:					52.00	52.00	
<b>30335</b>							
30335	SHEBOYGAN COUNTY TREASU	STMT103122	COURT DISBURSEMENT	10/31/2022	568.80	568.80	11/03/2022
Total 30335:					568.80	568.80	
<b>30350</b>							
30350	STATE OF WI COURT FINES & S	STMT103122	MONTHLY DISBURSEMENT - C	10/31/2022	1,692.63	1,692.63	11/03/2022
Total 30350:					1,692.63	1,692.63	
<b>30355</b>							
30355	SUPERIOR VISION INSURANCE	0000681937	VISION - CITY	12/01/2022	215.50	215.50	11/17/2022
30355	SUPERIOR VISION INSURANCE	0000681937	VISION - UTILITIES	12/01/2022	141.03	141.03	11/17/2022
Total 30355:					356.53	356.53	
<b>30357</b>							
30357	SYNCHRONY BANK	102922STMT	BUILD MAINT - LIBRARY	10/29/2022	55.34	55.34	11/10/2022
Total 30357:					55.34	55.34	
<b>30360</b>							
30360	TASTE OF HOME	103122STMT	BOOKS - LIBRARY	10/31/2022	35.98	35.98	11/10/2022
Total 30360:					35.98	35.98	
<b>30383</b>							
30383	TRUCK COUNTRY OF WISCON	X204019441	GARAGE LARGE EQUIPMENT R	10/20/2022	1,256.41	1,256.41	11/03/2022
Total 30383:					1,256.41	1,256.41	
<b>30403</b>							
30403	WAUKESHA COUNTY TECHNIC	S0785298	EDUCATION - POLICE	10/27/2022	383.19	383.19	11/03/2022
Total 30403:					383.19	383.19	
<b>30406</b>							
30406	WCMA	STMT110122	EDUCATION & DUES	11/01/2022	195.00	195.00	11/10/2022

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 30406:					195.00	195.00	
<b>30423</b>							
30423	WISCONSIN DEPARTMENT OF	STMT103122	OPERATING SUPPLIES - POLIC	10/31/2022	7.00	7.00	11/17/2022
Total 30423:					7.00	7.00	
<b>30434</b>							
30434	WISCONSIN PUBLIC SERVICE	4346809260	UTILITIES YOUTH CENTER	10/31/2022	51.91	51.91	11/10/2022
30434	WISCONSIN PUBLIC SERVICE	4346809260	UTILITIES CITY HALL	10/31/2022	1,130.62	1,130.62	11/10/2022
30434	WISCONSIN PUBLIC SERVICE	4346809260	UTILITIES GARAGE	10/31/2022	41.89	41.89	11/10/2022
30434	WISCONSIN PUBLIC SERVICE	4346809260	UTILITIES GOLF	10/31/2022	22.40	22.40	11/10/2022
30434	WISCONSIN PUBLIC SERVICE	4346809260	UTILITIES LIBRARY	10/31/2022	239.62	239.62	11/10/2022
30434	WISCONSIN PUBLIC SERVICE	4346809260	UTILITIES POOL	10/31/2022	28.60	28.60	11/10/2022
30434	WISCONSIN PUBLIC SERVICE	4346809260	UTILITIES SKI HILL	10/31/2022	27.39	27.39	11/10/2022
30434	WISCONSIN PUBLIC SERVICE	STMT110122	NATURAL GAS SERVICE	10/21/2022	45.03	45.03	11/03/2022
30434	WISCONSIN PUBLIC SERVICE	STMT110122A	NATURAL GAS SERVICE	10/19/2022	1,065.75	1,065.75	11/03/2022
Total 30434:					2,653.21	2,653.21	
<b>30452</b>							
30452	YOUR FLEETCARD PROGRAM	STMT110522	GAS & OIL - FIRE	11/06/2022	945.31	945.31	11/17/2022
30452	YOUR FLEETCARD PROGRAM	STMT110522	GAS & OIL - FIRE	11/06/2022	211.23	211.23	11/17/2022
Total 30452:					1,156.54	1,156.54	
<b>50025</b>							
50025	CAPELLE'S	625615	MARKETING - LIBRARY	11/29/2022	96.00	96.00	12/01/2022
Total 50025:					96.00	96.00	
<b>50043</b>							
50043	David Koball	STMT102822	MEAL REIMBURSEMENT	10/28/2022	11.36	11.36	11/03/2022
Total 50043:					11.36	11.36	
<b>50092</b>							
50092	LINDSAY BAUMHARDT	STMT112222	MEAL REIMBURSEMENT	11/22/2022	32.70	32.70	12/01/2022
Total 50092:					32.70	32.70	
<b>50106</b>							
50106	MIDWEST TAPE LLC	502893985	AV - LIBRARY	10/31/2022	118.41	118.41	11/10/2022
50106	MIDWEST TAPE LLC	502893987	AV - LIBRARY	10/31/2022	7.49	7.49	11/10/2022
50106	MIDWEST TAPE LLC	502902588	DIGITAL CONTENT - LIBRARY	11/01/2022	491.49	491.49	11/10/2022
50106	MIDWEST TAPE LLC	502911364	AV - LIBRARY	11/03/2022	7.49	7.49	11/10/2022
50106	MIDWEST TAPE LLC	502942417	AV - LIBRARY	11/11/2022	22.49	22.49	12/01/2022
50106	MIDWEST TAPE LLC	502942418	AV - LIBRARY	11/11/2022	18.74	18.74	12/01/2022
50106	MIDWEST TAPE LLC	502991384	AV - LIBRARY	11/21/2022	20.99	20.99	12/01/2022
Total 50106:					687.10	687.10	
<b>50142</b>							
50142	SHERWIN INDUSTRIES, INC	SS096302	STREET REPAIR & MAIN MATE	11/14/2022	640.00	640.00	12/01/2022
50142	SHERWIN INDUSTRIES, INC	SS096316	STREET REPAIR & MAIN MATE	11/16/2022	1,100.25	1,100.25	12/01/2022
50142	SHERWIN INDUSTRIES, INC	SS096335	STREET REPAIR & MAIN MATE	11/17/2022	390.00	390.00	12/01/2022

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 50142:					2,130.25	2,130.25	
<b>91505</b>							
91505	WI DEPARTMENT OF REVENUE	STMT110922	LICENSE FEE ASSESSMENT	11/09/2022	188,023.64	188,023.64	11/10/2022
Total 91505:					188,023.64	188,023.64	
<b>91561</b>							
91561	PACE ANALYTICAL SERVICES I	2240124178	SLUDGE DISPOSAL	10/28/2022	54.30	54.30	11/03/2022
91561	PACE ANALYTICAL SERVICES I	2240124682	LANDFILL	11/08/2022	570.15	570.15	11/17/2022
91561	PACE ANALYTICAL SERVICES I	2240125022	LANDFILL	11/15/2022	1,379.22	1,379.22	12/01/2022
Total 91561:					2,003.67	2,003.67	
<b>91741</b>							
91741	LAKESHORE TECHNICAL COLL	L00014057	TRAINING - POLICE	11/04/2022	250.00	250.00	11/17/2022
91741	LAKESHORE TECHNICAL COLL	LTC-SF-00006	CF-EMS EXP	11/02/2022	1,050.36	1,050.36	11/17/2022
Total 91741:					1,300.36	1,300.36	
<b>91886</b>							
91886	PLYMOUTH JOINT SCHOOL DIS	STMT111522	MOBILE HOME FEE	11/15/2022	1,920.62	1,920.62	11/17/2022
Total 91886:					1,920.62	1,920.62	
<b>91928</b>							
91928	USA BLUEBOOK	172334	LABORATORY SUPPLIES	11/09/2022	2,083.75	2,083.75	12/01/2022
Total 91928:					2,083.75	2,083.75	
<b>92012</b>							
92012	CAINS BRIDAL WREATH	001572	OPERATING SUPPLIES - POLIC	10/06/2022	68.50	68.50	12/01/2022
Total 92012:					68.50	68.50	
<b>92133</b>							
92133	ENDURACLEAN INC	15023	BUILDING MAINTENANCE - LIB	11/09/2022	49.33	49.33	12/01/2022
92133	ENDURACLEAN INC	15039	TOILET PAPER	11/16/2022	93.75	93.75	12/01/2022
92133	ENDURACLEAN INC	15039	CENTER PULL TOWEL	11/16/2022	210.40	210.40	12/01/2022
92133	ENDURACLEAN INC	15040	CITY HALL JANITORIAL	11/16/2022	105.78	105.78	12/01/2022
Total 92133:					459.26	459.26	
<b>92148</b>							
92148	ANSER SERVICES	6509-110722	ANSWERING SERVICE	11/07/2022	950.13	950.13	11/17/2022
Total 92148:					950.13	950.13	
<b>92174</b>							
92174	AIRGAS USA LLC	9992246487	GARAGE LARGE EQUIPMENT R	10/31/2022	112.22	112.22	11/17/2022
92174	AIRGAS USA LLC	9992248333	BOTTLED GAS CYLINDER RENT	10/31/2022	65.10	65.10	11/10/2022
92174	AIRGAS USA LLC	9992248333	BOTTLED GAS CYLINDER RENT	10/31/2022	48.36	48.36	11/10/2022
Total 92174:					225.68	225.68	
<b>92295</b>							
92295	FOUR SEASONS COMFORT	37514	YOUTH CENTER BUILDING MAI	11/16/2022	130.00	130.00	12/01/2022

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 92295:					130.00	130.00	
<b>92475</b>							
92475	J F AHERN CO	539923	CONTRACT - CITY HALL MAINT	11/08/2022	804.00	804.00	12/01/2022
92475	J F AHERN CO	540077	UTILITY BUILDING	11/09/2022	1,740.50	1,740.50	12/01/2022
92475	J F AHERN CO	541644	FIRE SPRINKLER - REPAIR - UTI	11/16/2022	886.00	886.00	12/01/2022
Total 92475:					3,430.50	3,430.50	
<b>92515</b>							
92515	WILLIAM/REID	59582	OPERATIONS	11/14/2022	7,421.26	7,421.26	11/17/2022
92515	WILLIAM/REID	59601	EQUIPMENT MAINTENANCE	11/17/2022	1,585.15	1,585.15	12/01/2022
92515	WILLIAM/REID	59609	EQUIPMENT MAINTENANCE	11/21/2022	3,259.44	3,259.44	12/01/2022
Total 92515:					12,265.85	12,265.85	
<b>92717</b>							
92717	VERIZON WIRELESS	9918476281	PHONE - FIRE	10/18/2022	35.99	35.99	11/10/2022
Total 92717:					35.99	35.99	
<b>92811</b>							
92811	CUSTOM CRAFT TROPHY	45638	OPERATING SUPPLIES - POLIC	11/01/2022	485.17	485.17	11/03/2022
Total 92811:					485.17	485.17	
<b>92820</b>							
92820	TERRASPATIAL TECHNOLOGIE	20180669	MONTHLY USER FEES	11/14/2022	1,000.00	1,000.00	11/17/2022
Total 92820:					1,000.00	1,000.00	
<b>92881</b>							
92881	MIDSTAR PRINTING	12062	RECEIVING STATION LOG	10/28/2022	279.17	279.17	11/17/2022
Total 92881:					279.17	279.17	
<b>92957</b>							
92957	FRONTIER	STMT110122	MONITORING SERVICE	10/22/2022	125.88	125.88	11/10/2022
92957	FRONTIER	STMT111522	MONITORING SERVICE	11/07/2022	95.48	95.48	11/17/2022
92957	FRONTIER	STMT112322	MONITORING SERVICE	11/16/2022	182.05	182.05	12/01/2022
92957	FRONTIER	STMT121822	PHONE - LIBRARY	11/19/2022	212.44	212.44	12/01/2022
92957	FRONTIER	STMT121822	PHONE - POLICE	11/19/2022	233.28	233.28	12/01/2022
92957	FRONTIER	STMT121822	PHONE - 911 DIAL LINES	11/19/2022	84.22	84.22	12/01/2022
92957	FRONTIER	STMT121822	PHONE - AQUATIC CENTER	11/19/2022	110.49	110.49	12/01/2022
92957	FRONTIER	STMT121822	CITY PHONE	11/19/2022	433.62	433.62	12/01/2022
92957	FRONTIER	STMT121822	PHONE - UTILITIES	11/19/2022	880.40	880.40	12/01/2022
Total 92957:					2,357.86	2,357.86	
<b>92982</b>							
92982	HOPP NEUMANN HUMKE LLP	10745-001M 1	LEGAL SERVICE	11/01/2022	2,778.50	2,778.50	11/10/2022
92982	HOPP NEUMANN HUMKE LLP	10745-001M 1	LEGAL SERVICE	11/01/2022	321.00	321.00	11/10/2022
92982	HOPP NEUMANN HUMKE LLP	10745-013M 1	LEGAL SERVICE	11/01/2022	826.50	826.50	11/10/2022
Total 92982:					3,926.00	3,926.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>93036</b>							
93036	SEERA	STMT110922	FOCUS ON ENERGY PAYMENT	11/09/2022	5,374.82	5,374.82	11/10/2022
Total 93036:					5,374.82	5,374.82	
<b>93183</b>							
93183	SABEL MECHANICAL LLC	220784	LIFT STATION MAINT	11/09/2022	6,260.87	6,260.87	11/17/2022
Total 93183:					6,260.87	6,260.87	
<b>93377</b>							
93377	SHRED IT USA	8002608112	OFFICE SUPPLIES - POLICE	10/25/2022	90.13	90.13	11/10/2022
Total 93377:					90.13	90.13	
<b>93432</b>							
93432	ADVANCED DISPOSAL SVCS S	0061281-4172-	CONTRACT - GARBAGE	11/02/2022	25,710.52	25,710.52	11/10/2022
93432	ADVANCED DISPOSAL SVCS S	0061281-4172-	CONTRACT - RECYCLING	11/02/2022	9,403.24	9,403.24	11/10/2022
93432	ADVANCED DISPOSAL SVCS S	0061281-4172-	HOUSING AUTH GARBAGE/REC	11/02/2022	345.00	345.00	11/10/2022
93432	ADVANCED DISPOSAL SVCS S	0061281-4172-	FUEL SURCHARGE	11/02/2022	1,404.55	1,404.55	11/10/2022
93432	ADVANCED DISPOSAL SVCS S	0061286-4172-	WASTE DISPOSAL SERVICE	11/02/2022	1,677.75	1,677.75	11/10/2022
93432	ADVANCED DISPOSAL SVCS S	0061286-4172-	WASTE DISPOSAL SERVICE	11/02/2022	347.55	347.55	11/10/2022
Total 93432:					38,888.61	38,888.61	
<b>93556</b>							
93556	EHLERS INVESTMENT PARTNE	STMT111522	INVESTMENT FEES	11/15/2022	752.41	752.41	11/17/2022
93556	EHLERS INVESTMENT PARTNE	STMT111522A	INVESTMENT FEES	11/15/2022	1,769.49	1,769.49	11/17/2022
Total 93556:					2,521.90	2,521.90	
<b>93665</b>							
93665	ITSAVVY LLC	01383394	FORTINET FORTIAP 221E	10/27/2022	337.35	337.35	11/10/2022
93665	ITSAVVY LLC	01383656	HARD DRIVERS	10/28/2022	1,631.88	1,631.88	11/10/2022
93665	ITSAVVY LLC	01386263	HP P24V G4	11/09/2022	375.88	375.88	11/17/2022
93665	ITSAVVY LLC	01386263	HP P24V G4	11/09/2022	375.88	375.88	11/17/2022
93665	ITSAVVY LLC	01386263	HP P24V G4	11/09/2022	187.94	187.94	11/17/2022
93665	ITSAVVY LLC	01386484	HP PROBOOK 450 G9	11/10/2022	819.88	819.88	11/17/2022
93665	ITSAVVY LLC	01388159	MICROSOFT OFFICE H&B 2021	11/17/2022	244.13	244.13	12/01/2022
Total 93665:					3,972.94	3,972.94	
<b>93838</b>							
93838	NORTH CENTRAL LABS OF WI I	479285	LABORATORY SUPPLIES	11/16/2022	1,952.20	1,952.20	12/01/2022
Total 93838:					1,952.20	1,952.20	
<b>93845</b>							
93845	HYDRO CORP INC	0069419-IN	CROSS CONNECTION PROGRA	10/26/2022	1,083.00	1,083.00	11/03/2022
Total 93845:					1,083.00	1,083.00	
<b>93901</b>							
93901	ADVANCE AUTO PARTS	873023253007	FLEET VEHICLE MAINTENANC	11/21/2022	3.97	3.97	12/01/2022
93901	ADVANCE AUTO PARTS	873023262	EQUIPMENT AND REPAIR -F IR	11/22/2022	15.31	15.31	12/01/2022
93901	ADVANCE AUTO PARTS	873023262	EQUIPMENT AND REPAIR -F IR	11/22/2022	7.65	7.65	12/01/2022

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 93901:					26.93	26.93	
<b>94147</b>							
94147	TESCO	205472	SAFETY TEST SWITCHES	11/02/2022	931.50	931.50	11/17/2022
94147	TESCO	205472	FREIGHT	11/02/2022	21.50	21.50	11/17/2022
Total 94147:					953.00	953.00	
<b>94148</b>							
94148	GREAT LAKES BLUEPRINTERS	2521	DPW SCANNING	11/09/2022	400.00	400.00	12/01/2022
Total 94148:					400.00	400.00	
<b>94157</b>							
94157	MEYER ELECTRIC SERVICE	E4936	EXCAVATING - ELECTRIC DEPT	10/31/2022	500.00	500.00	11/03/2022
94157	MEYER ELECTRIC SERVICE	E4936	EXCAVATING - ELECTRIC DEPT	10/31/2022	1,060.00	1,060.00	11/03/2022
94157	MEYER ELECTRIC SERVICE	E4936	EXCAVATING - ELECTRIC DEPT	10/31/2022	5,444.00	5,444.00	11/03/2022
Total 94157:					7,004.00	7,004.00	
<b>94178</b>							
94178	HAYDEN WATER COMPANY LLC	877370	LABORATORY SUPPLIES	11/09/2022	196.00	196.00	11/17/2022
Total 94178:					196.00	196.00	
<b>94333</b>							
94333	FISCHERS FLEET SERVICE INC	68269	FLEET VEHICLE MAINTENANC	10/11/2022	555.83	555.83	11/03/2022
94333	FISCHERS FLEET SERVICE INC	68359	FLEET VEHICLE MAINTENANC	10/14/2022	796.63	796.63	11/03/2022
Total 94333:					1,352.46	1,352.46	
<b>94341</b>							
94341	MONROE TRUCK EQUIPMENT I	843463	GARAGE SMALL EQUIPMENT R	10/25/2022	102.04	102.04	11/10/2022
94341	MONROE TRUCK EQUIPMENT I	843794	GARAGE LARGE EQUIP REPAIR	10/31/2022	14.82	14.82	11/10/2022
Total 94341:					116.86	116.86	
<b>94428</b>							
94428	CORE & MAIN LP	P637762	SENSUS 2S CLASS 320 ELECT	10/18/2022	3,168.00	3,168.00	11/10/2022
94428	CORE & MAIN LP	R846458	REPAIR CLAMP TAPPED - 4"X12	10/28/2022	392.00	392.00	11/17/2022
Total 94428:					3,560.00	3,560.00	
<b>94491</b>							
94491	H & R SAFETY SOLUTIONS INC	7485	GARAGE OPERATING SUPPLY	11/15/2022	80.00	80.00	12/01/2022
Total 94491:					80.00	80.00	
<b>94503</b>							
94503	AMARIL UNIFORM COMPANY	IV235935	CARHARTT UNLINED BIBS 30 X	11/01/2022	120.00	120.00	11/17/2022
94503	AMARIL UNIFORM COMPANY	IV235935	SHIPPING	11/01/2022	18.69	18.69	11/17/2022
Total 94503:					138.69	138.69	
<b>94573</b>							
94573	DIGICORP INC	343818	DIGICORP PROFESSIONAL EN	10/31/2022	790.00	790.00	12/01/2022
94573	DIGICORP INC	343907	SENTINELONE SINGULARITY C	11/17/2022	455.00	455.00	12/01/2022

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 94573:					1,245.00	1,245.00	
<b>94625</b>							
94625	MARCO TECHNOLOGIES LLC N	INV10558028	PRINTER CONTRACT	11/09/2022	372.61	372.61	11/17/2022
94625	MARCO TECHNOLOGIES LLC N	INV10596206	OFFICE SUPPLIES - FIRE	11/21/2022	31.21	31.21	12/01/2022
94625	MARCO TECHNOLOGIES LLC N	INV10596206	OFFICE SUPPLIES - FIRE	11/21/2022	15.60	15.60	12/01/2022
94625	MARCO TECHNOLOGIES LLC N	INV10600552	OPERATING SUPPLIES - POLIC	11/22/2022	67.00	67.00	12/01/2022
Total 94625:					486.42	486.42	
<b>95004</b>							
95004	RICHARD VANDERSANDE	STMT102922	UNIFORM - POLICE	10/29/2022	150.34	150.34	11/03/2022
95004	RICHARD VANDERSANDE	STMT112622	UNIFORMS - POLICE	11/26/2022	329.16	329.16	12/01/2022
Total 95004:					479.50	479.50	
<b>95024</b>							
95024	THE UNIFORM SHOPPE	327120	UNIFORMS - POLICE	10/21/2022	84.95	84.95	11/10/2022
Total 95024:					84.95	84.95	
<b>95029</b>							
95029	KRIETE TRUCK CENTER LLC	X108024720.0	GARAGE LARGE EQUIPMENT R	11/14/2022	207.57	207.57	12/01/2022
Total 95029:					207.57	207.57	
<b>95121</b>							
95121	NELSON & ASSOCIATES, LLC	2761	GRANT POLICE	11/15/2022	118.78	118.78	11/17/2022
Total 95121:					118.78	118.78	
<b>95132</b>							
95132	PAUL WAGNER	STMT112222	REIMBRUSEMENT - MEAL	11/22/2022	25.88	25.88	12/01/2022
Total 95132:					25.88	25.88	
<b>95258</b>							
95258	PTS CONTRACTORS INC	STMT111522	2022 STREET PROJECT - PLYM	11/09/2022	48,309.00	48,309.00	11/17/2022
Total 95258:					48,309.00	48,309.00	
<b>95376</b>							
95376	PETE WAGNER	STMT110222	EDU/DUES FIRE	11/02/2022	227.16	227.16	11/10/2022
95376	PETE WAGNER	STMT110222	EDU/DUES FIRE	11/02/2022	113.58	113.58	11/10/2022
Total 95376:					340.74	340.74	
<b>95592</b>							
95592	R BAUMAN & ASSOCIATES SC	1489	GRANT	09/30/2022	495.00	495.00	11/03/2022
Total 95592:					495.00	495.00	
<b>95612</b>							
95612	SHANE ADAMS	STMT110222	EQUIPMENT/REPAIR FIRE	11/02/2022	39.55	39.55	11/10/2022
95612	SHANE ADAMS	STMT110222	EQUIPMENT/REPAIR FIRE	11/02/2022	19.77	19.77	11/10/2022

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 95612:					59.32	59.32	
<b>95631</b>							
95631	PLYMOUTH ADVANCEMENT AS	STMT110922	PARK RENTAL REFUND	11/09/2022	100.00	100.00	11/10/2022
Total 95631:					100.00	100.00	
<b>95714</b>							
95714	TRANSUNION RISK AND ALTER	1355047-2022	OPERATING SUPPLIES - POLIC	10/01/2022	75.00	75.00	11/03/2022
95714	TRANSUNION RISK AND ALTER	1355047-2022	OPERATING SUPPLIES - POLIC	11/01/2022	75.00	75.00	11/03/2022
Total 95714:					150.00	150.00	
<b>95716</b>							
95716	SHAKEDOWN TOOLS LLC	11099	GARAGE HARDWARE AND TOO	11/09/2022	37.04	37.04	12/01/2022
95716	SHAKEDOWN TOOLS LLC	11305	GARAGE HARDWARE AND TOO	11/16/2022	10.95	10.95	12/01/2022
Total 95716:					47.99	47.99	
<b>95743</b>							
95743	ESSENTIAL SEWER & WATER S	C7-3	REPAIR WATER SERVICE	11/02/2022	6,980.00	6,980.00	11/10/2022
95743	ESSENTIAL SEWER & WATER S	C7-3	WATERMAIN BREAK	11/02/2022	10,953.00	10,953.00	11/10/2022
95743	ESSENTIAL SEWER & WATER S	MS62026	REPAIR WATER SERVICE	11/17/2022	700.00	700.00	12/01/2022
Total 95743:					18,633.00	18,633.00	
<b>95751</b>							
95751	NORTHEAST WISCONSIN TECH	SFT000012458	TUITION/FEES	10/08/2022	1,061.25	1,061.25	11/10/2022
Total 95751:					1,061.25	1,061.25	
<b>95766</b>							
95766	BRETT SMITH	STMT102722	MEAL REIMBURSEMENT	10/27/2022	41.20	41.20	11/03/2022
Total 95766:					41.20	41.20	
<b>95838</b>							
95838	ROBERT PAMENTER	244	PROGRAMS - LIBRARY	12/03/2022	100.00	100.00	12/01/2022
Total 95838:					100.00	100.00	
<b>95854</b>							
95854	ALTEC SUPPLY	12131001	ORANGE OVAL HARD BODY BU	10/25/2022	62.81	62.81	11/10/2022
95854	ALTEC SUPPLY	12131001	FREIGHT	10/25/2022	8.55	8.55	11/10/2022
95854	ALTEC SUPPLY	12137978	LUG-ALL STRAP HOIST	11/02/2022	464.87	464.87	11/10/2022
95854	ALTEC SUPPLY	12137978	FREIGHT	11/02/2022	59.79	59.79	11/10/2022
95854	ALTEC SUPPLY	12146277	ALTEC SUPPLY TURF MAT; 4FT	11/11/2022	5,300.00	5,300.00	12/01/2022
95854	ALTEC SUPPLY	12146277	FREIGHT	11/11/2022	287.66	287.66	12/01/2022
95854	ALTEC SUPPLY	12150650	MAKITA 18V IMPACT WRENCH	11/16/2022	555.06	555.06	12/01/2022
95854	ALTEC SUPPLY	12150650	FREIGHT	11/16/2022	65.47	65.47	12/01/2022
Total 95854:					6,804.21	6,804.21	
<b>95899</b>							
95899	TERESE SHAW	STMT103122	PETTY CASH - POLICE	10/31/2022	63.55	63.55	11/03/2022
95899	TERESE SHAW	STMT111722	PETTY CASH - POLICE	11/17/2022	38.32	38.32	12/01/2022
95899	TERESE SHAW	STMT113022	PETTY CASH - POLICE	11/30/2022	56.18	56.18	12/01/2022

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 95899:					158.05	158.05	
<b>95917</b>							
95917	BADGER LABORATORIES INC	22-013190	WATER SAMPLES	09/07/2022	175.00	175.00	12/01/2022
95917	BADGER LABORATORIES INC	22-017271	WATER SAMPLES	11/14/2022	210.00	210.00	11/17/2022
Total 95917:					385.00	385.00	
<b>95940</b>							
95940	GORDON FLESCH COMPANY IN	IN13963961	COPY MACHINE	11/07/2022	316.62	316.62	11/17/2022
Total 95940:					316.62	316.62	
<b>95946</b>							
95946	KASDORF LEWIS & SWIETLIK S	556847	LEGAL FEES-GLPD072351	11/15/2022	4,201.63	4,201.63	12/01/2022
Total 95946:					4,201.63	4,201.63	
<b>95972</b>							
95972	REBECCA BUB	STMT111422	RESTITUTION COURT	11/14/2022	30.00	30.00	11/17/2022
Total 95972:					30.00	30.00	
<b>95975</b>							
95975	RENNERT'S FIRE EQUIPMENT	45607	VEHICLE MAINTENANCE - FIRE	09/13/2022	1,623.57	1,623.57	11/17/2022
95975	RENNERT'S FIRE EQUIPMENT	45609	VEHICLE MAINTENANCE - FIRE	09/13/2022	1,576.94	1,576.94	11/17/2022
95975	RENNERT'S FIRE EQUIPMENT	45799	VEHICLE MAINTENANCE - FIRE	10/25/2022	769.56	769.56	11/17/2022
95975	RENNERT'S FIRE EQUIPMENT	45799	VEHICLE MAINTENANCE - FIRE	10/25/2022	1,528.70	1,528.70	11/17/2022
Total 95975:					2,344.89	2,344.89	
<b>95988</b>							
95988	MMW INDUSTRIAL SUPPLY LLC	843575	HARDWARE	10/31/2022	26.18	26.18	11/10/2022
Total 95988:					26.18	26.18	
<b>96029</b>							
96029	HEALTH PAYMENT SYSTEMS, I	City 22.10.03_	Health Pymt Systems City	10/06/2022	13,255.68	13,255.68	10/31/2022
96029	HEALTH PAYMENT SYSTEMS, I	City 22.10.06_	Health Pymt Systems City	10/11/2022	80.07	80.07	10/31/2022
96029	HEALTH PAYMENT SYSTEMS, I	City 22.10.11_	Health Pymt Systems City	10/13/2022	2,156.17	2,156.17	10/31/2022
96029	HEALTH PAYMENT SYSTEMS, I	City 22.10.14_	Health Pymt Systems City	10/18/2022	38.23	38.23	10/31/2022
96029	HEALTH PAYMENT SYSTEMS, I	City 22.10.17_	Health Pymt Systems City	10/19/2022	288.14	288.14	10/31/2022
96029	HEALTH PAYMENT SYSTEMS, I	City 22.10.21_	Health Pymt Systems City	10/25/2022	1,126.55	1,126.55	10/31/2022
96029	HEALTH PAYMENT SYSTEMS, I	City 22.10.24_	Health Pymt Systems City	10/26/2022	160.43	160.43	10/31/2022
96029	HEALTH PAYMENT SYSTEMS, I	City 22.10.27_	Health Pymt Systems City	10/31/2022	799.27	799.27	10/31/2022
96029	HEALTH PAYMENT SYSTEMS, I	HPS-PU 22.10.	Health Pymt Systems Utility	10/05/2022	2,018.38	2,018.38	10/05/2022
96029	HEALTH PAYMENT SYSTEMS, I	PU 22.10.11_A	Health Pymt Systems Utility	10/13/2022	710.56	710.56	10/31/2022
96029	HEALTH PAYMENT SYSTEMS, I	PU 22.10.14_A	Health Pymt Systems Utility	10/18/2022	680.51	680.51	10/31/2022
96029	HEALTH PAYMENT SYSTEMS, I	PU 22.10.17_A	Health Pymt Systems Utility	10/19/2022	288.54	288.54	10/31/2022
96029	HEALTH PAYMENT SYSTEMS, I	PU 22.10.21_A	Health Pymt Systems Utility	10/25/2022	216.75	216.75	10/31/2022
96029	HEALTH PAYMENT SYSTEMS, I	PU 22.10.25_A	Health Pymt Systems Utility	10/27/2022	128.63	128.63	10/31/2022
Total 96029:					21,947.91	21,947.91	
<b>96030</b>							
96030	RICH FREEZE	16880221215	REFUND OVERPAYMENT	11/01/2022	304.27	304.27	11/03/2022

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 96030:					304.27	304.27	
<b>96031</b>							
96031	NAVITUS HEALTH SOLUTIONS	NVCOP-CP-09	Navitus Pharmacy Claims process	10/04/2022	352.04	352.04	10/31/2022
96031	NAVITUS HEALTH SOLUTIONS	NVCOP-CP-09	Navitus Pharmacy Claims process	10/04/2022	107.88	107.88	10/31/2022
96031	NAVITUS HEALTH SOLUTIONS	NVCOP-CP-10	Navitus Pharmacy Claims process	10/18/2022	3,218.59	3,218.59	10/31/2022
96031	NAVITUS HEALTH SOLUTIONS	NVCOP-CP-10	Navitus Pharmacy Claims process	10/18/2022	53.26	53.26	10/31/2022
96031	NAVITUS HEALTH SOLUTIONS	NVCOP-PM-10	Navitus Administration Fees City	10/18/2022	323.00	323.00	10/31/2022
96031	NAVITUS HEALTH SOLUTIONS	NVCOP-PM-10	Navitus Administration Fees Utility	10/18/2022	204.00	204.00	10/31/2022
Total 96031:					4,258.77	4,258.77	
<b>96032</b>							
96032	JEWELL ASSOCIATES ENGINEE	13871	SHEBOYGAN CO. PATH PROJE	11/04/2022	835.00	835.00	11/10/2022
Total 96032:					835.00	835.00	
<b>96033</b>							
96033	TOM ROOKER	68983848109	REFUND BUDGET CREDIT	11/09/2022	615.73	615.73	11/10/2022
Total 96033:					615.73	615.73	
<b>96034</b>							
96034	BADGER ENVIRONMENTAL SE	719b	313 FOREST AVE - RAZE	09/29/2022	600.00	600.00	11/17/2022
Total 96034:					600.00	600.00	
<b>96035</b>							
96035	ALBERT MASSIE	16882613309	REFUND OVERPAYMENT	11/15/2022	195.39	195.39	11/17/2022
Total 96035:					195.39	195.39	
<b>96036</b>							
96036	WM GRAENING	13881624203	ENERGY STAR INCENTIVE - CW	11/14/2022	40.00	40.00	11/17/2022
Total 96036:					40.00	40.00	
<b>96037</b>							
96037	BRAD LAACK	STMT111522	REIMBURSEMENT	11/15/2022	2,543.05	2,543.05	11/17/2022
Total 96037:					2,543.05	2,543.05	
<b>96038</b>							
96038	MATT ROHDE	10873419108	REFUND OVERPAYMENT	11/23/2022	123.61	123.61	12/01/2022
Total 96038:					123.61	123.61	
<b>96039</b>							
96039	NOAH RIEMER PRODUCTIONS	10197	PROGRAMS - LIBRARY	11/28/2022	475.00	475.00	12/01/2022
Total 96039:					475.00	475.00	
<b>96041</b>							
96041	EMILE BANK & ASSOCIATES LL	506307	MEDIATION-J.ROE	11/23/2022	1,866.45	1,866.45	12/01/2022
Total 96041:					1,866.45	1,866.45	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Grand Totals:					<u>803,390.14</u>	<u>803,265.14</u>	

CITY OF PLYMOUTH- PLYMOUTH UTILITIES

The above listed checks and ACH is in payment of the Utilities' accounts and are hereby approved with the following exceptions:

Exceptions:

---



---



---

THE FINANCE COMMITTEE

---



---



---

Dated: \_\_\_\_\_

Report Criteria:

- Detail report.
- Invoices with totals above \$0 included.
- Paid and unpaid invoices included.
- Invoice Detail.GL account = "0100100001000"- "2200567002200", "2400111000000"- "8000232000000"

**Contracted inspection fees from the office of Pete Scheuerman**

**City Of Plymouth Nov.2022**

<b>Permits</b>	<b>Date</b>	<b>Address</b>	<b>Name</b>	<b>Description</b>	<b>Value</b>	<b>Fee</b>	<b>Contract</b>	<b>City</b>
22479	10/26	2785 Eastern	Jimmy Johns	Elect Service	41,805.00	\$82.00	\$74.00	\$8.00
22480	10/31	628 Nmilwaukeee	Thomas	Kit Cabinets	9,800.00	\$60.00	\$54.00	\$6.00
22481	10/31	728 Sth 57 #6	Ply. County Vie'	Furnace	2,300.00	\$55.00	\$50.00	\$5.00
22482	11/1	2587 Eastern	Jimmy Johns	New Bdlg.	536,792.00	\$851.00	\$773.00	\$78.00
22483	11/1	125 E Mill	Schoerer	Reroof	12,000.00	\$72.00	\$64.80	\$7.20
22484	11/2	106 Smith Apt C	Tunnisen	Ceiling	4,000.00	\$165.00	\$148.50	\$16.50
22485	11/2	728 Sth 57 #61	Ply. County Vie'	Reroof	4,800.00	\$30.00	\$27.00	\$3.00
22486	11/3	406 Forest	Cotter	Porch	3,500.00	\$110.00	\$100.00	\$10.00
22487	11/3	1611 Eastern	Erdly	Remodel	200,000.00	\$385.00	\$350.00	\$35.00
22488	11/3	416 e Main	Stocker	Reroof	17,955.00	\$108.00	\$97.20	\$10.80
Z22489	11/4	210 E Mill	Red Shorts	Sign	1,500.00	\$70.00	\$55.00	\$15.00
22490	11/7	926 Mocking Bird	Bennett	Windows	16,000.00	\$96.00	\$86.40	\$9.60
22491	11/9	2225 Eastern	Crafts Inc	Reroof	163,774.00	\$984.00	\$885.60	\$98.40
22492	11/9	28 Lolie	Werners	Reroof	7,500.00	\$48.00	\$43.20	\$4.80
Z22493	11/9	465 Walton	Biggby Coffee	2 Signs	2,800.00	\$140.00	\$110.00	\$30.00
22494	1/11	726 Chaplin	Dekker	RAZE		\$22.00	\$20.00	\$2.00
22495	11/14	617 Krumrey	Schwartz	Siding	42,892.00	\$258.00	\$232.20	\$25.80
22496	11/15	411 E Mill	Berg	Reroof	40,700.00	\$246.00	\$221.40	\$24.60
22497	11/15	1005 Eastern	Francis	Solar Array	37,356.00	\$228.00	\$205.20	\$22.80
22498	11/16	1012 Davenport	Niebler	Porch	20,500.00	\$110.00	\$100.00	\$10.00
22499	11/16	1012 Davenport	Niebler	Reroof	22,350.00	\$138.00	\$124.20	\$13.80
22500	11/16	1414 Eastern	TAT Plymouth	RTU	7,000.00	\$55.00	\$50.00	\$5.00
22501	11/23	41 Selma	Solyang	Bldg Drain	2,000.00	\$55.00	\$50.00	\$5.00

22502	11/23	120 Fond Du Lac	Rau	Sub Feed	400.00	\$55.00	\$50.00	\$5.00
22503	11/28	223 Division	Grunon	Windows	11,423.00	\$72.00	\$64.80	\$7.20
22482		Deposit	New Bldg		1,209,147.00	\$4,495.00	\$4,036.50	\$458.50

**No. of All Building Permits** 24

**Valuation of all Building Permits**  
*including commercial additions and remodeling* \$672,355.00

**No. of New Single Family Homes** 0

**Valuation of all New Home**  
*including Two Families* \$0.00

**No. of New Multiple Family Buildings** 0

**No. of Units** 0

**Valuation of all Multiple Family** \$0.00

**No. of New Commercial/Industrial Buildings** 1

**Valuation of all Commercial/Industrial Buildings** \$536,792.00

**No. of Addition to Commercial Industrial Blc** 0

**Valuation of Additions** \$0.00

**Total Permits** 25

**Total Value** \$1,209,147.00

City of Plymouth  
Police and Fire Commission Meeting  
Thursday, November 17, 2022 @ 8:30 A.M.  
Room 210 at the Plymouth City Hall  
128 Smith Street, Plymouth, WI

Members Present: Chairperson Kathy Halloran, Sam Suchon, Warren Wieser, James Flanagan, Mark Melcher, Deputy Police Chief Matthew Starker, Fire Chief Ryan Pafford

Meeting was call to order at 8:32 A.M. at City Hall, Room 210 located at 128 Smith Street by Chairperson Kathy Halloran.

Persons desiring to be heard before the Commission. None.

Reading of last minutes of October 31, 2022 Police and Fire Commission meeting by Secretary Sam Suchon. Motion made to approve by Kathy Halloran and seconded by Mark Melcher, Motion carried.

Report from the Fire Chief Ryan Pafford and Deputy Police Chief Matt Starker on upcoming events in the City of Plymouth and other information going on within the Plymouth Fire Department and the Plymouth Police Department.

Lee Szymborski, representing GovHR USA sent us updated information on our hiring process of the next Police Chief of Plymouth.

Review of the Police and Fire Commission Rules and Regulations.

Motion for adjournment at 9:50 A.M. Motion made by James Flanagan and seconded by Warren Wieser. Motion carried.

Submitted this 22<sup>nd</sup> day of November, 2022.

Samuel M. Suchon--- Secretary

**PLYMOUTH REDEVELOPMENT AUTHORITY  
CITY OF PLYMOUTH, WISCONSIN**

**THURSDAY DECEMBER 1, 2022**

**Meeting Minutes**

- 1. Call to order and roll call** Chairman Gentine called the meeting to order at 7:30 AM. Members present were Lee Gentine, Donna Hahn, John Nelson, Randy Schwoerer, Ronna O'Toole, and Ken Pannier. Tim Blakeslee, City Administrator/Utilities Manager, Anna Voigt, Patrick Campbell, Mary Hauser, Chamber of Commerce Executive Director, and Jenna Schram, Cheese Counter Manager, were also in attendance.
- 2. Approval of Meeting Minutes from the September 14, 2022 meeting** Motion was made by Schwoerer/Nelson to approve the minutes from September 14, 2022. A unanimous aye vote was cast. Motion carries.
- 3. Consent to Assignment of the Management Agreement for the Cheese Counter (133 E Mill Street).** City Administrator/Utilities Manager Blakeslee explained that the City has now purchased 133 E. Mill St. from the SCEDC. Motion was made by O'Toole/Hahn. A unanimous aye vote was cast. Motion carries.
- 4. Discussion of Cheese Counter 2022 Financials/Cheese Counter Update:** Manager of the Cheese Counter Schram stated they were coming into the holiday season. They have an order from Sartori Cheese for 800 gift boxes. The boxes will have all local products and no cheese. Gentine asked if there have been any promotions for the season. Schram stated that she isn't focusing on promotions to get people in the door. She is trying to offer new items to get people to come in. Gentine went over the financials from the Cheese Counter. The Cheese Counter is still losing money.
- 5. Discussion and possible approval of sign grant for Red Shorts Café:** Motion was made by Nelson/Schwoerer to approve the sign grant for Red Shorts Café. A unanimous aye vote was cast. Motion carries.
- 6. Discussion and possible action regarding Sign/Façade Grant program changes:** Gentine explained the form was being updated to accept sign/façade grants after work was already done. Motion was made by Schwoerer/Pannier to approve the changes to the sign/façade grant program. A unanimous aye vote was cast.
- 7. Update on Downtown Design Strategy** Blakeslee gave a brief update on the strategy. On Dec 5. the ad hoc committee made a recommendation to plan commission. There will be an open house on January 5, 2023 before the plan commission meeting.
- 8. Communication – Letters, E-mails, or Reports Related to the Redevelopment Authority (Staff, Chairperson, Members etc.)** Nelson mentioned that the Council is creating an Ad Hoc committee for affordable housing.
- 9. Adjournment:** Motion was made by Schwoerer/Hahn to adjourn the meeting. A unanimous aye vote was cast. Motion carries.

City of Plymouth  
128 Smith St. – PO Box 107  
Plymouth, WI 53073-0107



Telephone: (920) 893-3741  
Facsimile: (920) 893-9590  
e-mail: [inspectorpete@plymouthgov.com](mailto:inspectorpete@plymouthgov.com)

September 2, 2022

Members present: Chairman Don Pohlman, Carole O'Malley, Jeremy Schellin, Greg Hildebrand, Ron Nicolaus, Scott VanNorwick

Staff Present; Director Austin, Fire Chief Pafford, Administrator Blakeslee

The Plan Commission meeting was called to order by Chairman Pohlman at 18:00hrs.

Roll Call: All members Present

- 1.) Approval of Minutes from November 3, 2022;** Motion to approve made by O'Malley and seconded by Schellin. On the roll all voted Aye.
- 2.) Discussion and possible action:** 3424 County Road PP, Plymouth, dba Toro. Jerod Voskul from A. Chappa Construction was present to explain the project being considered. The Toro Company is intending to building a fire pump room on the northwesterly corner of the existing building. They currently draw from the pond to the east and the system is failing. Chief Pafford has made contact with the Toro representative regarding a truck worthy access road from STH 57 to this point for Fire truck access to this part of the building. Member Nicolaus stated this was an old railroad be and probably just needs some top dressing as the base should be fine. DPW Mgr. Austin mentioned a consideration for impervious surface, and that the water main agreement needs to be handled yet with the City Utility. Motion to approve made by Hildebrand and seconded by Nicolaus. On the roll all voted yes to approve.
- 3.) Discussion and possible action:** 1663 Pilgrim Road, Plymouth dba Specialty Sales. Jerod Voskil from A. Chappa Construction addressed the Commission regarding the proposed driveway/parking lot alteration. This alteration will allow through traffic in the building for loading and unloading. DPW Mgr Austin asked about the area proposed as being paved. Voskil replied that it would be a combination of asphalt and concrete installed in the Spring of 2023. Austin and Pafford had no concerns. 13,000 sq. ft. of impervious surface. Motion to approve Nicolaus, and second VanNorwick. On the roll all voted yes to approve.
- 4.) Discussion and possible recommendation:** CSM seeking recommendation; LOT 1 AND OUTLOT 1, CSM VOL.26 PG. 269 AND LOT 2, CSM VOL.20, PR. 240 BEING PART OF THE NORTHWEST ¼ OF THE NORTHEAST ¼ AND THE SOUTHWEST ¼ OF THE NORTHEAST ¼ OF SECTION 26, TOWNSHIP 15 NORTH, RANGE 21 EAST. CITY OF PLYMOUTH, SHEBOYGAN COUNTY, WISCONSIN; Chairman Pohlman advised the Commission members that the next 2 agenda items all related to this same group of parcels, and to try to keep on the CSM, but would acknowledge related comments, as one approval needed the other. Devin Winter from Excel Engineering explained to the

Commission members about what the intent of the division, use and Zoning request change. The front lot will be divided into 3 lots, one of which is considered to be without its own road frontage. It was noted that the City's Ordinance, with Plan Commission approval, has the ability to be created as long as it meets the minimum standards for access via another means. Administrator Blakeslee explained that the Staff recommendation was to incorporate a Developer's Agreement with this allowance for lot #3, as shown on the submitted CSM. Chief Pafford stated that this private road should work as it is proposed as being 24 feet wide of paved surface. Schellin inquired about the triangle lot that is shown. Winter explained that this triangle shaped lot was surveyed off as to allow through passage and missing the wetlands that exist in that area. Motion to approve was made by Nicolaus, and seconded by Schellin. On the roll all voted yes to approve.

- 5.) Discussion and possible recommendation:** Area located behind 2587 Eastern Ave. Seeking a rezoning from B3 Highway business, to R4 Multifamily. The request for the change was to allow the combining of the severed triangle parcel to adjoin the back lot which is already Zoned R4 Multifamily. Motion to approve made by Hildebrand, and seconded by Schellin. On the roll all voted yes to approve.
  
- 6.) Discussion and possible recommendation:** Area located behind 2587 Eastern Ave. Property seeking an Amendment to the Comprehensive Plan Map for the City of Plymouth. The current designation is Natural Area, and is seeking to change to Residential. Within the Comprehensive Plan the furthest south lot was within the Natural Area designation. For development purposes, this needs to be changed to a Residential designation. Wetlands and Flood areas will still be delineated with the anticipated future development. Motion to approve made by VanNorwick, and seconded by Hildebrand. On the roll all voted yes to approve.
  
- 7.) Communication – Letters, E-mails, or reports Related to the Plan Commission;** Nothing was brought forward, thus Chairman Pohlman requested a motion to adjourn which was made by Nicolaus and seconded by O'Malley. Adjourned at 6:39 PM until January 5, 2024.

Respectfully Submitted,

Pete Scheuerman  
Secretary.



**PLYMOUTH PUBLIC LIBRARY BOARD OF TRUSTEES  
MEETING MINUTES  
November 7, 2022**

Meeting was called to order by President J. Van Norwick at 6:30 pm. Present were: J. Van Norwick, B. McKnight, A. Odekirk, S. Britt, and S. Gloede. Absent were: L. Tolman, K. Murray, and P. Norlander. Also present: Library Director L. Jochman.

There was no public comment.

Motion by B. McKnight, second by S. Gloede to approve the minutes of the October 3, 2022 meeting. Motion passed unanimously.

Motion by S. Britt, second by A. Odekirk to approve the financial report for October 2022. Motion passed unanimously.

Director L. Jochman reviewed some highlighted items on her monthly report. This included an update on the new Adult Services Librarian, a leak in the roof, more.

#### Old Business

Director L. Jochman updated the board the Common Council will discuss and approve the recommended budget at the November 15 meeting. She will update the board when it has passed.

Director L. Jochman presented the final strategic plan that was created in consultation with WILs. The board discussed some of the wording and some of the proposed activities. Motion by S. Gloede to approve the Strategic Plan 2023-2027, second by A. Odekirk. Motion passed unanimously.

Director L. Jochman presented a new Job Board Policy that will allow local businesses to post job announcements on a bulletin board at the library.

Motion by S. Britt, second by B. McKnight to approve the Job Board Policy.  
Motion passed unanimously.

#### Announcements

There were no announcements.

Motion by S. Gloede, second by A. Odekirk to adjourn. Motion passed.  
Meeting was adjourned at 7:11 pm.

Submitted by, Leslie Jochman  
Library Board Secretary

City of Plymouth  
 128 Smith St. - P.O. Box 107  
 Plymouth, WI 53073-0107



Telephone: (920) 893-3745  
 Facsimile: (920) 893-0183  
 Web Site: plymouthgov.com

**DATE:** November 23, 2022  
**TO:** Mayor, Common Council, and Public Works/Utilities Committee  
**FROM:** Tim Blakeslee, City Administrator/Utilities Manager  
**RE:** Approval of WPPI/Plymouth Utilities 2022 Value of Local Utility Program Grant Awards

**Background:**

As part of WPPI, Plymouth Utilities participates in the Value of Local Utility Program. The Value of Local Utility Program is a grant program funded by WPPI and supported by Plymouth Utilities as part of our agreement with WPPI. This program is intended to provide grants to local organizations for energy efficiency projects and to support local community non-profit organizations. WPPI Staff provided recommendations for grant awards which need to be approved Plymouth Utilities. Previously, these grants were administratively approved, however Staff sees value in promoting these organizations and their efforts.

**Recommendation:** Approve WPPI/Plymouth Utilities 2022 Value of Local Utility Program Grant Awards

**Proposed Grant Awards (highlighted in yellow):**

PLYMOUTH		1,500.00	1,000.00	2,000.00		27,189.00
7/31/2022	2021 NTC Program	1,500.00	1,000.00	800.00	1,200.00	27,189.00
8/10/2022	HS Scholarship-Molly McConaha	1,500.00	1,000.00	500.00	700.00	27,189.00
8/10/2022	HS Scholarship-Drake Schilder	1,500.00	1,000.00	500.00	200.00	27,189.00
8/10/2022	HS Scholarship-Jordan Lensmire	1,500.00	1,000.00	200.00	-	26,889.00
8/31/2022	Boldt CC: Menards - recycling event misc (tools, boxes, tape)	1,500.00	1,000.00	-	-	26,713.51
9/30/2022	Boldt CC: High Star Supply (electric lawnmower)	1,500.00	1,000.00	-	500.00	26,213.51
12/2/2022	Appliance rebates / AM Conservation shipping charge from Chris Russ	1,500.00	1,000.00	-	950.88	25,262.63
	St. Vincent DePaul (\$500 transfer from Customer Service)	500.00	1,000.00	-	500.00	24,762.63
	United Way	500.00	500.00	-	-	24,762.63
	Project Angel Hugs	500.00	-	1,000.00	-	24,762.63
	Plymouth Chamber of Commerce	-	1,000.00	-	-	24,762.63
	Plymouth Library Energy Efficiency - LED upgrade with FOE	-	-	-	1,063.00	23,699.63
	Plymouth WWTP - VFD install with FOE	-	-	-	4,687.00	19,012.63
	Lakeland College - Dorms Energy Efficiency (New Const. Design with	-	-	-	6,000.00	13,012.63
	Plymouth Foam - LED Lighting with FOE	-	-	-	3,375.00	9,637.63
	Plymouth School District - VFD with FOE & LED	-	-	-	2,667.00	6,970.63
	Sheboygan County / Rocky Noll - LED Lighting with FOE	-	-	-	2,860.00	4,110.63
	St. Vincent Depaul - LED Lighting with FOE	-	-	-	1,087.00	3,023.63
	Hickory Lawn Dairy Farm - LED Lighting with FOE	-	-	-	900.00	2,123.63
	Appliance rebates	-	-	-	65.00	2,058.63
	City of Plymouth (LED Holiday Lights)	-	-	-	639.68	1,418.95
	Salvation Army (\$500 transfer from Customer Service)	-	-	-	500.00	918.95
	Lakeshore CAP (\$500 transfer from Customer Service)	-	-	-	500.00	418.95
		-	-	-	-	418.95
		-	-	-	-	418.95
		-	-	-	-	418.95
		-	-	-	-	418.95
	<b>Total</b>	1,500.00	1,000.00	2,000.00	-	26,770.05
						418.95



APPLICATION FOR STREET USE PERMIT

Date 12/8/2022

1. Applicant/Applicants Name: Donna Hahn / Plymouth Arts Center  
Address: 520 E. Mill St.  
Plymouth, WI 53073  
Phone: 920-980-0510 - Cell

2. If the proposed street use is to be conducted for, on behalf of, or by an organization, the name, address and telephone number of the headquarters of the organization and of the authorizing responsible heads of such organization:  
Donna Hahn, Ex. Dir. Plymouth Arts Center, 520 E. Mill  
Plymouth, WI 53073 920-980-0510 Cell 892-8409 office

3. The name, address and telephone number of the person/persons who will be responsible for conducting the proposed use of the street, if different than above:  
\_\_\_\_\_  
\_\_\_\_\_

4. The date and duration of time for which the requested use of the street is proposed to occur: Sat. Dec. 31st, 2022 from 8:30pm to 10:30pm

5. An accurate description of that portion of the street proposed to be used:  
North Street - from the corner/intersection of Mill, Eastern Ave  
and North Street (Stoplight) past PAC driveway to corner of  
Main and North Street

6. The approximate number of persons for whom use of the proposed street area is requested: 500

7. The proposed use, described in detail, for which the Street Use Permit is requested:  
The Sartori Big Cheese Drop on New Year's Eve

\$25.00 Fee - Receipt No. 6-003744 Date 12/8/22

Recommendation - Director of Public Works [Signature]

Recommendation - Chief of Police [Signature]

Date of Council approval \_\_\_\_\_

Email Street Superintendent \_\_\_\_\_

PETITION FOR STREET USE PERMIT

We, the undersigned residents of the 100 hundred block of North (Street) in the City of Plymouth, hereby consent to the use of this street between the hours of 8:30pm and 10:30pm on Saturday the 31st day of December 2022, for the purpose of The Sartori Big Cheese Drop on New Year's Eve and do hereby consent to the City of Plymouth to grant a Street Use Permit for use of the said portion of said street for said purpose and do hereby agree to abide by such conditions of such use as the City of Plymouth shall attach to the granting of the requested Street Use Permit. We further understand that the permit will not be granted for longer than twelve (12) hours on the date hereinabove specified, and agree to remove from the street prior to the end of said period all equipment, vehicles and other personal property placed or driven thereon during the event for which a permit is granted.

We designate Donna Hahn as the responsible person or persons who shall apply for an application for a Street Use Permit.

Debra M. Ramos  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**DATE:** November 23, 2022

**TO:** Mayor and Common Council

**FROM:** Tim Blakeslee, City Administrator/Utilities Manager

**RE:** Public hearing followed by discussion and action for Plankview Green Development LLC application for Certified Survey Map (CSM), Comprehensive Plan Land Use Ordinance No 10, and Rezoning Ordinance No 11.

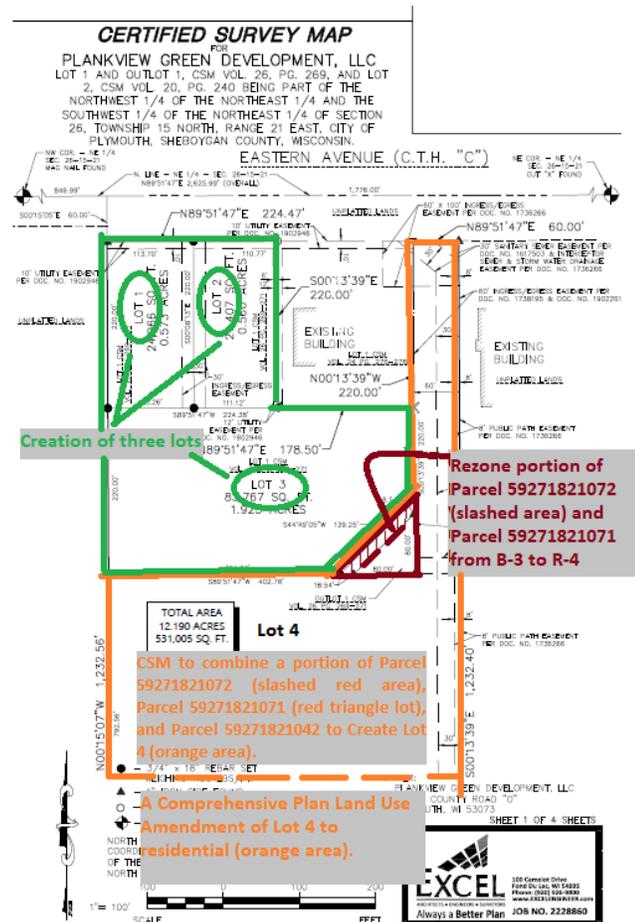
**Background:**

The request before the Common Council is for the following (diagram attached):

- A Comprehensive Plan Land Use Amendment via proposed Ordinance No. 10 of amend designation of Lot 4 (orange area) from Commercial and Natural Areas to Multi-Family/Residential in the Existing Land Use Map and Future Lan Use Plan Map.
- Rezoning via proposed Ordinance No. 11 a portion of parcel 59271821072 (slashed red area) and 59271821071 from B-3 to R-4 (red triangle area).
- CSM to create Lot 1, 2, and 3 from Parcel 59271821072 (green area).
- CSM to combine a portion of Parcel 59271821072 (slashed red area), Parcel 59271821071 (red triangle lot), and Parcel 59271821042 to create Lot 4 (orange area).

**Other Consideration:**

- The creation of Lot 3 creates a landlocked parcel. This is permitted Section 14-1-73(e) with the following requirements:
  - Upon approval by the Plan Commission, and following a public hearing before the Common Council, the Common Council may permit development of a lot or parcel which provides access to a public street by means of a privately owned road or driveway constructed in a corridor approved by the Plan Commission of not less than 60 feet in width, provided however that all structures constructed, or to be constructed upon said lot or parcel, shall conform to the requirements of Title 13 (Zoning), and all other provisions of this section, excepting only as to minimum lot frontage. Suitable



easements as approved by the Plan Commission shall be recorded in the office of the Register of Deeds for Sheboygan County, Wisconsin so as to permit access to the public street for all structures and/or dwelling units within said development. Maintenance as to all privately owned roads and driveways shall be the sole responsibility of the owner, and the City shall at no time provide any such maintenance.

- Per 14-1-34(d) the Plan Commission may recommend approval, conditional approval or rejection of a Certified Survey Map and shall transmit the map along with its recommendations to the Common Council.
  - As a result of the requested CSM creating a landlocked parcel (Lot 3), Staff recommends that approval of the CSM be conditional upon a completion of development agreement with the City of Plymouth for any future proposed developments on Parcel 59271821071, 59271821042, and 59271821072. After the CSM is finalized this would refer to Lot 3 and Lot 4.

**Plan Commission Recommendation:** At the meeting on 12/1/22 Plan Commission unanimously recommended that the Common Council approval of the Plankview Green Development based on the Staff recommendation including the requirement of a future development agreement.

**Staff Recommendation:** Staff recommends that the Common Council approval of the Plankview Green Development. LLC application for CSM, Comprehensive Plan Land Use Ordinance No. 10, and Rezoning Ordinance No. 11, as outlined in the staff memo and attachments with the conditional CSM requirements outlined by Staff.

**Attachments:**

1. Summary from developer
2. Draft Ordinance No. 10 – Comprehensive Plan Amendment
3. Draft Ordinance No. 11. – Rezoning
4. Resolution No. 12 - Comprehensive Plan Amendment Approved by Plan Commission
5. Draft Certified Survey Map (CSM)

November 3, 2022

## Project Narrative – CSM/Rezone/Comprehensive Plan Amendment

Project: Van Horn Retail Master Development  
Eastern Ave  
Plymouth, WI 53073

Plankview Green Development, LLC is requesting Comprehensive Plan Amendment, Rezone, and Certified Survey Map (CSM) review and approval for development located on the south side of the intersection of Eastern Ave and Carr Road in the City of Plymouth, Wisconsin. The tax parcel ID's included are 59271821071, 59271821072, and 59271821042. The existing zoning is B-3: Business Commercial on 59271821071 and 59271821072 and R4: Multifamily on 59271821042. The request is to change the comprehensive land use map for all of 59271821071 and a portion of 59271821072, rezone from B-3 to R-4 and then combine via the CSM approval process. The northern portion of 59271821072 is proposed to be split into 3 parcels as shown on the CSM and does not require rezoning or comprehensive land use map amendments. The master development plans for the overall property were approved in July 2022 in preparations for the future development.

The southern side of existing parcel 59271821072, shown on the proposed CSM as Lot 3, is proposed not to have frontage on Eastern Avenue (C.T.H. "C") as an existing 60' ingress/egress easement for the private drive is provided on the northern portion of Lot 4 and eastern side of Lot 3. Currently the auto parts store located east of Lot 2 and the financial business located east of the 60' ingress/egress easement utilize the officially approved private drive for accessing their parcels shown on the proposed CSM. The eastern lot line of Lot 3 is 121.46' wide and exceeds the minimum 100' frontage requirement for a parcel within the B-3 zoning district. The 60' ingress/egress easement was recorded for the private road on June 23, 2004 (Document Number 1738195). Therefore, the applicant is requesting approval by the Plan Commission and Common Council in accordance with Section 14-1-73 (e) and Section 13-1-12 below as access to a public street is provided by means of a driveway/private drive with an easement of not less than 60' in width.

### Referenced Code Sections:

**SEC.13-1-12 SITE REGULATIONS.** (a) Street Frontage. All lots shall abut upon a public street or other officially approved means of access, and shall comply with the minimum frontage requirements of the zoning district in which located, unless any such lot is provided with access to a public street by means of an approved privately owned road or driveway permitted in accordance with the procedures set forth in Section 14-1-73 (e).

**Section 14-1-73 :** (e) Access to Public Streets. Every lot shall front or abut on a public street except as hereinafter provided. Upon approval by the Plan Commission, and following a public hearing before the Common Council, the Common Council may permit development of a lot or parcel which provides access to a public street by means of a privately owned road or driveway constructed in a corridor approved by the Plan Commission of not less than 60 feet in width, provided however that all structures

constructed, or to be constructed upon said lot or parcel, shall conform to the requirements of Title 13 (Zoning), and all other provisions of this section, excepting only as to minimum lot frontage. Suitable easements as approved by the Plan Commission shall be recorded in the office of the Register of Deeds for Sheboygan County, Wisconsin so as to permit access to the public street for all structures and/or dwelling units within said development. Maintenance as to all privately owned roads and driveways shall be the sole responsibility of the owner, and the City shall at no time provide any such maintenance.

**CITY OF PLYMOUTH, WISCONSIN**  
**Ordinance No. \_\_\_\_\_ of 2022**

**AN ORDINANCE AMENDING THE CITY OF PLYMOUTH, WISCONSIN  
COMPREHENSIVE PLAN EXISTING LAND USE MAP AND  
FUTURE LAND USE PLAN MAP BY CHANGING PROPERTY FROM  
COMMERCIAL AND NATURAL AREAS TO MULTI FAMILY**

**WHEREAS**, Plankview Green Development, LLC, has requested a Comprehensive Plan amendment for approximately 9.137 acres of real property lying south of Eastern Avenue and being Parcel Nos. 59271-821042, 59271-821071 and portion of Parcel No. 59271-821072 (the "Property"), which are a part of a proposed Van Horn Master Development; and

**WHEREAS**, Parcel Nos. 59271-821071 and 59271-821072 are currently zoned B-3 Highway Business on the zoning map of the City of Plymouth and the developer has petitioned for the rezoning to R-4, Multi-Family Residential for said portion of the Property; and

**WHEREAS**, the City of Plymouth Comprehensive Plan adopted October 25, 2022, designates the described Property as Commercial and Natural Areas, which is inconsistent with the proposed zoning; and

**WHEREAS**, Wis. Stat. § 66.1001 requires that any amendment to a City zoning ordinance or map be consistent with the City's Comprehensive Plan and that best management practices are to ensure zoning and land use designations are consistent; and

**WHEREAS**, the City of Plymouth Plan Commission has recommended and adopted a resolution recommending that the Common Council amend the Comprehensive Plan to re-designate the herein described property as Multi Family on the Comprehensive Plan Existing Land Use Map and Future Land Use Plan Map; and

**WHEREAS**, a public hearing was held before the Common Council on \_\_\_\_\_, 2022, after duly publishing notice of such hearing, pursuant to Wis. Stat. § 66.1001(4); and

**WHEREAS**, the Common Council has determined that an amendment to the Comprehensive Plan will promote the orderly development of land in the City of Plymouth.

**NOW, THEREFORE**, the Common Council of the City of Plymouth, Wisconsin, does hereby ordain as follows:

**Section 1. Amending Comprehensive Plan**. The City of Plymouth Comprehensive Plan Existing Land Use Map and Future Land Use Plan Map are hereby amended to re-designate the approximately 9.137 acres of real property lying south of Eastern Avenue and being Parcel Nos. 59271-821042 and 59271-821071 and portion of Parcel No. 59271-821072 to Multi Family.

*(The remainder of this page intentionally blank; signature page to follow.)*

**Section 2. Effective Date.** This Ordinance shall take effect the day after publication.

Enacted on \_\_\_\_\_, 2022.

**CITY OF PLYMOUTH**

By: \_\_\_\_\_  
**DONALD O. POHLMAN, Mayor**

Date: \_\_\_\_\_, 2022

**CLERK'S CERTIFICATE OF ENACTMENT**

I hereby certify that the foregoing Ordinance was duly enacted by the City of Plymouth Common Council and approved by the Mayor on the dates indicated above.

Dated: \_\_\_\_\_, 2022

\_\_\_\_\_  
**ANNA VOIGT, Clerk**

R:\CLIENT\10745\00001\00202488.DOCX

**CITY OF PLYMOUTH, WISCONSIN**

**Ordinance No. \_\_\_\_\_ of 2022**

**AN ORDINANCE AMENDING SECTION 13-1-21, ZONING MAP OF  
THE ZONING CODE OF THE CITY OF PLYMOUTH**

**WHEREAS**, the City of Plymouth received a request from Plankview Green Development, LLC to amend the City of Plymouth Zoning Map from B-3, Highway Business District, to R-4, Multi-Family Residential District, for property located on Eastern Avenue, Plymouth, Wisconsin, and as more specifically described on the attached Exhibit A (hereinafter referred to as the "Property"); and

**WHEREAS**, on December 1, 2022, the Plan Commission reviewed the rezoning application and supplementary materials and recommended the parcel be rezoned to Multi-Family Residential District (R-4).

**WHEREAS**, on \_\_\_\_\_, a public hearing was held before the Common Council on the rezoning application, after providing notice as required by Wis. Stat. § 62.23 and City Ordinance Section 13-1-192; and

**WHEREAS**, the proposed rezoning is consistent with the City of Plymouth Comprehensive Plan; and

**NOW, THEREFORE**, the Common Council of the City of Plymouth, Wisconsin, does hereby ordain as follows:

**Section 1. Amending Code.** Section 13-1-21, Zoning Map of the City of Plymouth is hereby amended so that the map entitled "Zoning Map, Plymouth, Wisconsin" designates the classification of property as more specifically described on Exhibit A, as Multi-Family Residential District (R-4).

**Section 2. Severability.** Should any portion of this Ordinance or the affected Municipal Code Section be declared unconstitutional or invalid by a court of competent jurisdiction, the remainder shall not be affected.

**Section 3. Effective Date.** This Ordinance shall take effect the day after publication.

Enacted on \_\_\_\_\_, 2022.

**CITY OF PLYMOUTH**

By: \_\_\_\_\_  
**Donald O. Pohlman, Mayor**

Date: \_\_\_\_\_

**CLERK'S CERTIFICATE OF ENACTMENT**

I hereby certify that the foregoing Ordinance was duly enacted by the City of Plymouth Common Council and approved by the Mayor on the dates indicated above.

Dated: \_\_\_\_\_, 2022

\_\_\_\_\_  
**Anna Voigt, Clerk**

R:\CLIENT\10745100001\00202484.DOCX

**EXHIBIT A**  
**Legal Description**

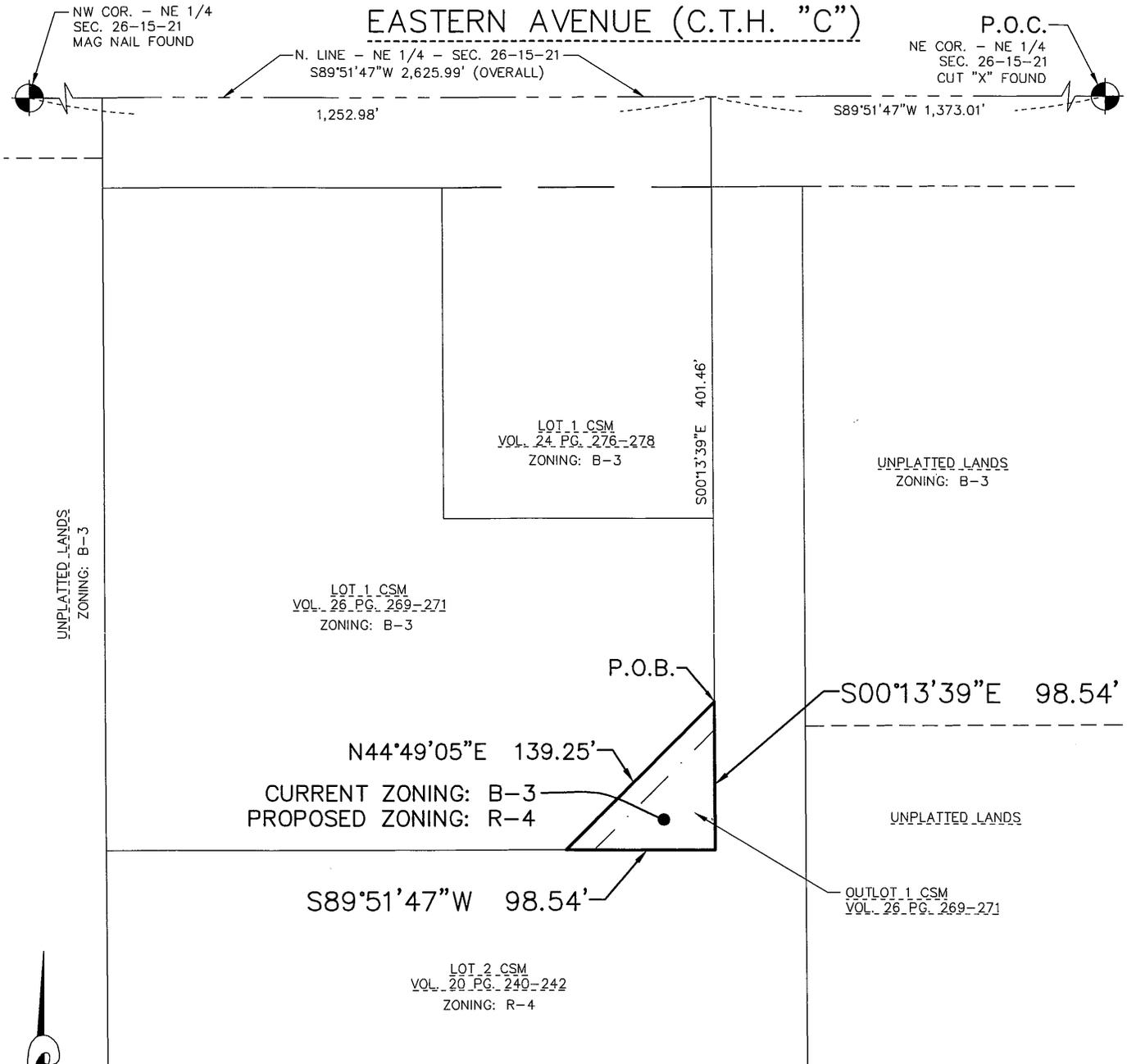
---

Outlot 1 and part of Lot 1 of Certified Survey Map recorded in Volume 26, Pages 269-271 as Document No. 1997383 being part of the Northwest 1/4 of the Northeast 1/4 of Section 26, Township 15 North, Range 21 East, City of Plymouth, Sheboygan County, Wisconsin being more particularly described as follows:

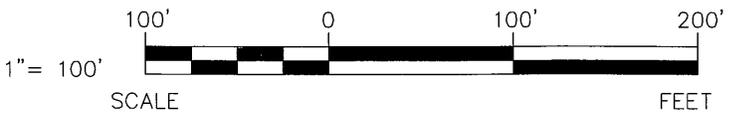
Commencing at the Northeast corner of the Northeast 1/4 of said Section 26; thence South 89°-51'47" West along the North line of said Northeast 1/4, a distance of 1,373.01 feet to the Northerly extension of the East line of said Lot 1; thence South 00°-13'39" East along said Northerly extension of said East line, a distance of 401.46 feet to the point of beginning; thence continuing South 00°-13'-39" East along the East line of said Lot 1 and the East line of said Outlot 1, a distance of 98.54 feet to the Southeast corner of said Outlot 1; thence South 89°-51'47" West along the South line of said Outlot 1 and the South line of said Lot 1, a distance of 98.54 feet; thence North 44°-49'05" East, a distance of 139.25 feet to the point of beginning and containing 0.111 acres (4,855.45 sq. ft.) of land more or less.

Tax Parcel Identification Number: 59271821071 and a portion of 59271821072

# ZONING EXHIBIT



ZONING KEY	
B-3	- BUSINESS HIGHWAY
R-4	- MULTI FAMILY





**EXCEL**  
ARCHITECTS • ENGINEERS • SURVEYORS

Always a Better Plan

100 Camelot Drive  
Fond Du Lac, WI 54935  
Phone: (920) 926-9800  
www.EXCELENGINEER.com

**JOB NO. 2228860**

**CITY OF PLYMOUTH PLAN COMMISSION  
RESOLUTION NO. \_\_\_\_\_ OF 2022**

**RECOMMENDING THE ADOPTION OF AN AMENDMENT TO THE  
COMPREHENSIVE PLAN EXISTING LAND USE MAP  
AND FUTURE LAND USE PLAN MAP BY CHANGING  
THE DESIGNATION OF A PARTICULAR PROPERTY FROM  
COMMERCIAL AND NATURAL AREAS TO MULTI FAMILY**

**WHEREAS**, on October 25, 2022, the Common Council adopted the City of Plymouth Comprehensive Plan to promote public health, safety, and welfare of the City by effectively guiding long-range growth and development within the City and its statutory extra-territorial planning jurisdiction; and

**WHEREAS**, the Comprehensive Plan may be used as the basis for, among other things, updating the zoning ordinance, accomplishing extra-territorial zoning, and as a guide for approving or disapproving actions affecting growth and development within the jurisdiction of the City of Plymouth; and

**WHEREAS**, the Plan Commission has received an application from Plankview Green Development, LLC to amend the Comprehensive Plan for approximately 9.137 acres of real property lying south of Eastern Avenue and being Parcel Nos. 59271-821042, 59271-821071 and a portion of Parcel No. 59271-821072 (the "Property"); and

**WHEREAS**, the Comprehensive Plan currently provides for an intended use of this area as Commercial and Natural Area and the developer requests an amendment to Multi-Family Residential; and

**WHEREAS**, the City of Plymouth Plan Commission has reviewed the proposed amendment to the Comprehensive Plan at a regular monthly meeting and believes the amendment will promote the orderly and logical development of land within the City of Plymouth; and

**WHEREAS**, after a public hearing to be held on \_\_\_\_\_, 2022, the Common Council will decide whether to adopt by ordinance the proposed amendment to the Comprehensive Plan; and

*(The remainder of this page intentionally blank.)*

**NOW, THEREFORE, BE IT RESOLVED**, that the City of Plymouth Plan Commission hereby recommends the adoption of an amendment to the City of Plymouth Comprehensive Plan Existing Land Use Map and Future Land Use Plan Map pursuant to Wis. Stat. §§ 62.23 and 66.1001 to change the designation of the Property from Commercial and Natural Areas to Multi Family.

Adopted this \_\_\_\_\_ day of December, 2022.

---

Donald O. Pohlman, Chairperson  
City of Plymouth Plan Commission

ATTEST:

---

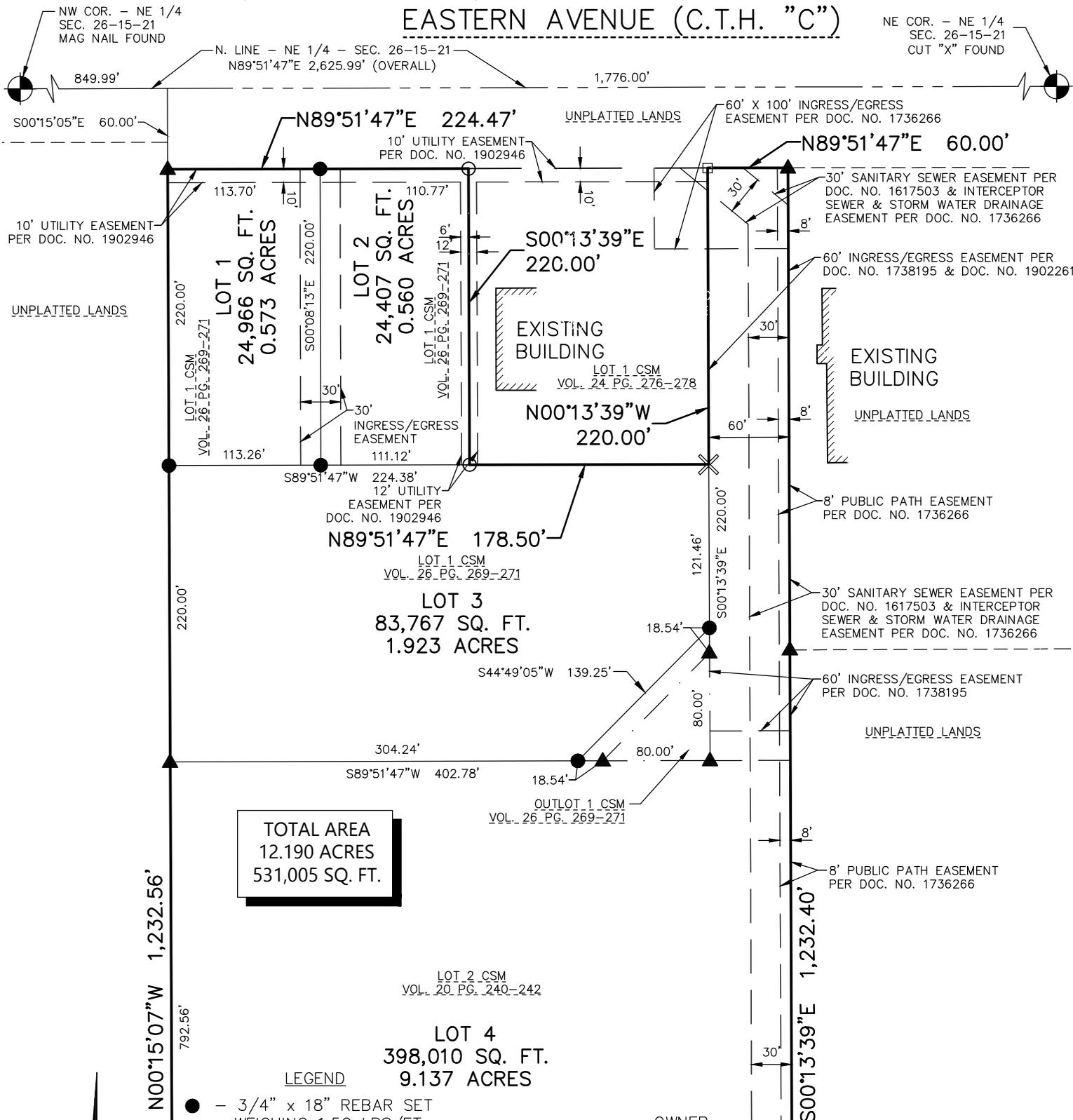
Plan Commission Secretary

# CERTIFIED SURVEY MAP

FOR

**PLANKVIEW GREEN DEVELOPMENT, LLC**  
 LOT 1 AND OUTLOT 1, CSM VOL. 26, PG. 269, AND LOT 2, CSM VOL. 20, PG. 240 BEING PART OF THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 AND THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 26, TOWNSHIP 15 NORTH, RANGE 21 EAST, CITY OF PLYMOUTH, SHEBOYGAN COUNTY, WISCONSIN.

**EASTERN AVENUE (C.T.H. "C")**

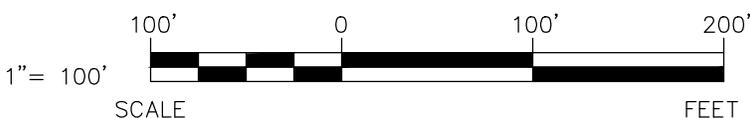


**TOTAL AREA**  
 12.190 ACRES  
 531,005 SQ. FT.

**LEGEND**

- - 3/4" x 18" REBAR SET WEIGHING 1.50 LBS/FT.
- ▲ - 1" IRON PIPE FOUND
- - 3/4" REBAR FOUND
- ⊙ - SECTION CORNER MONUMENT FOUND

NORTH POINT REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM, SHEBOYGAN COUNTY. THE NORTH LINE OF THE NORTHEAST 1/4 OF SECTION 26 HAS A BEARING OF NORTH 89°-51'-47" EAST



OWNER:  
 PLANKVIEW GREEN DEVELOPMENT, LLC  
 W5072 COUNTY ROAD "O"  
 PLYMOUTH, WI 53073

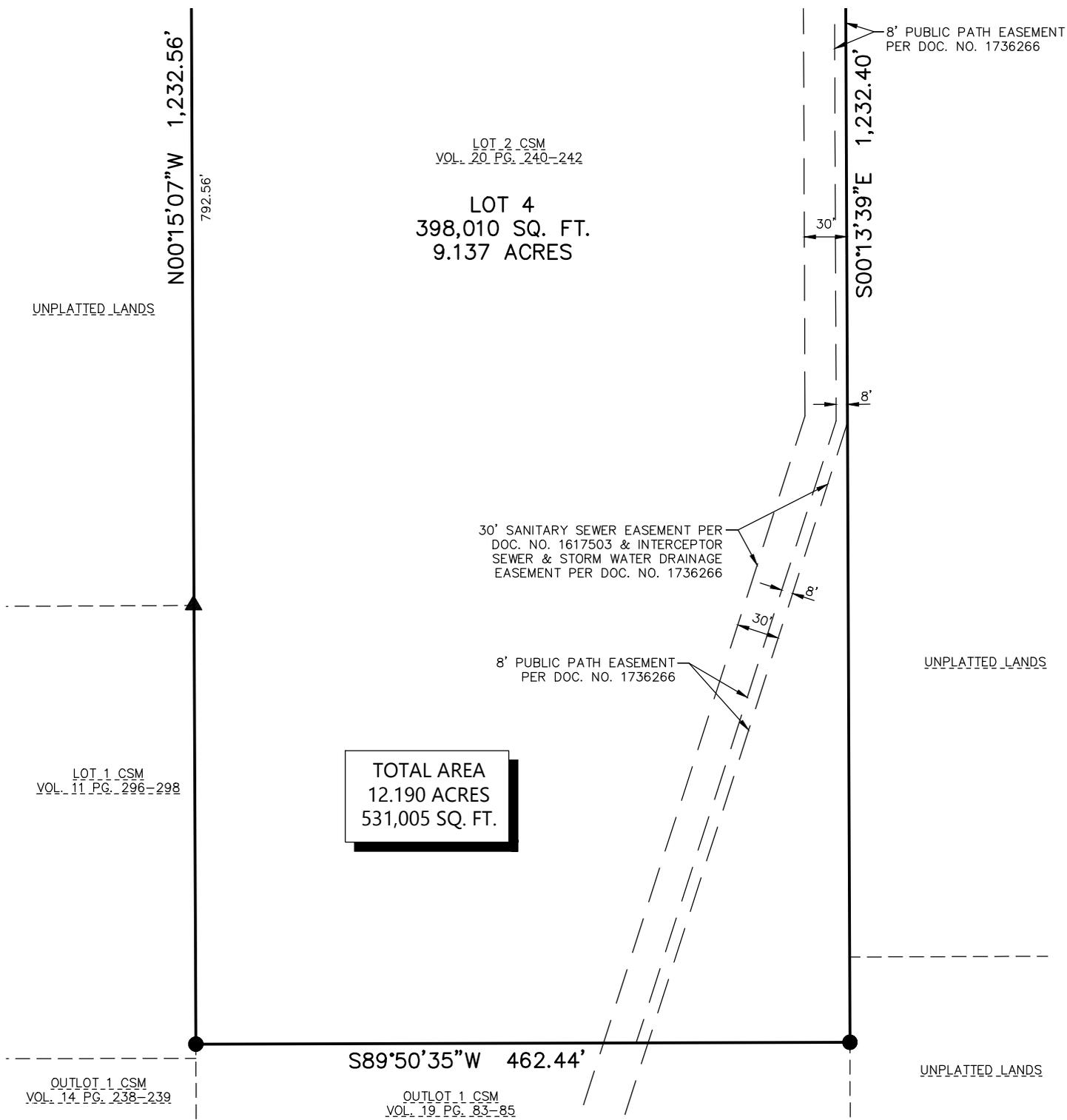
SHEET 1 OF 4 SHEETS

**EXCEL**  
 ARCHITECTS • ENGINEERS • SURVEYORS  
 Always a Better Plan  
 100 Camelot Drive  
 Fond Du Lac, WI 54935  
 Phone: (920) 926-9800  
 www.EXCELENGINEER.com  
**JOB NO. 2228860**

# CERTIFIED SURVEY MAP

FOR

PLANKVIEW GREEN DEVELOPMENT, LLC  
 LOT 1 AND OUTLOT 1, CSM VOL. 26, PG. 269, AND LOT  
 2, CSM VOL. 20, PG. 240 BEING PART OF THE  
 NORTHWEST 1/4 OF THE NORTHEAST 1/4 AND THE  
 SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION  
 26, TOWNSHIP 15 NORTH, RANGE 21 EAST, CITY OF  
 PLYMOUTH, SHEBOYGAN COUNTY, WISCONSIN.

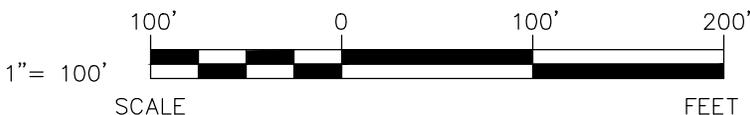


**TOTAL AREA**  
 12.190 ACRES  
 531,005 SQ. FT.

**LEGEND**

- - 3/4" x 18" REBAR SET WEIGHING 1.50 LBS/FT.
- ▲ - 1" IRON PIPE FOUND
- - 3/4" REBAR FOUND
- ⊙ - SECTION CORNER MONUMENT FOUND

NORTH POINT REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM, SHEBOYGAN COUNTY. THE NORTH LINE OF THE NORTHEAST 1/4 OF SECTION 26 HAS A BEARING OF NORTH 89°-51'-47" EAST



OWNER:  
 PLANKVIEW GREEN DEVELOPMENT, LLC  
 W5072 COUNTY ROAD "O"  
 PLYMOUTH, WI 53073

SHEET 2 OF 4 SHEETS

**CERTIFIED SURVEY MAP NO. \_\_\_\_\_**

LOT 1 AND OUTLOT 1, CSM VOL. 26, PG. 269, AND LOT 2, CSM VOL. 20, PG. 240 BEING PART OF THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 AND THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 26, TOWNSHIP 15 NORTH, RANGE 21 EAST, CITY OF PLYMOUTH, SHEBOYGAN COUNTY, WISCONSIN.

**SURVEYOR'S CERTIFICATE**

I, Ryan Wilgreen, Professional Land Surveyor, hereby certify:

That I have surveyed, divided and mapped a parcel of land described below.

That I have made such Certified Survey under the direction of Plankview Green Development, LLC bounded and described as follows:

Lot 1 and Outlot 1 of a Certified Survey Map recorded in Volume 26 of Certified Survey Maps, pages 269-271, as Document No. 1997383, and Lot 2 of a Certified Survey Map recorded in Volume 20 of Certified Survey Maps, pages 240-242, as Document No. 1736266, being part of the Northwest 1/4 of the Northeast 1/4 and the Southwest 1/4 of the Northeast 1/4 of Section 26, Township 15 North, Range 21 East, City of Plymouth, Sheboygan County, Wisconsin.

That such is a correct representation of all the exterior boundaries of the land surveyed and the land division thereof made.

That I have fully complied with the provisions of Section 236.34 of the Wisconsin Statutes and the Subdivision Ordinance of the City of Plymouth in surveying, dividing and mapping the same.

---

Ryan Wilgreen, P.L.S. No. S-2647  
ryan.w@excelengineer.com  
Excel Engineering, Inc.  
Fond du Lac, Wisconsin 54935  
Project Number: 2228860

**CERTIFIED SURVEY MAP NO. \_\_\_\_\_**

LOT 1 AND OUTLOT 1, CSM VOL. 26, PG. 269, AND LOT 2, CSM VOL. 20, PG. 240 BEING PART OF THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 AND THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 26, TOWNSHIP 15 NORTH, RANGE 21 EAST, CITY OF PLYMOUTH, SHEBOYGAN COUNTY, WISCONSIN.

**OWNER'S CERTIFICATE**

Plankview Green Development, LLC, a limited liability company duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, does hereby certify that said limited liability company caused the land described on this map to be surveyed, divided and mapped as represented on this map.

Plankview Green Development, LLC does further certify that this map is required by s.236.10 or s.236.12 to be submitted to the following for approval or objection:

- 1. City of Plymouth

WITNESS the hand and seal of said owner this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

Plankview Green Development, LLC

\_\_\_\_\_

\_\_\_\_\_, \_\_\_\_\_  
(Print) (Title)

STATE OF \_\_\_\_\_ )

\_\_\_\_\_ COUNTY )SS

Personally, came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2022, the above named \_\_\_\_\_ to me known to be the person who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Notary Public, \_\_\_\_\_ County, \_\_\_\_\_  
My Commission Expires: \_\_\_\_\_

**CITY OF PLYMOUTH COMMON COUNCIL APPROVAL**

This Certified Survey Map has been reviewed and approved by the City of Plymouth Common Council, Sheboygan County, Wisconsin.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Don Pohlman, Mayor

Dated: \_\_\_\_\_

\_\_\_\_\_  
Anna Voigt, City Clerk



**CITY OF PLYMOUTH, WISCONSIN**

**RESOLUTION NO. 12 OF 2022**

**A RESOLUTION OF COMMENDATION FOR  
ALDERMAN JIM WILSON**

**WHEREAS,** Jim Wilson served faithfully as Alderman in District 4 upon his appointment on October 9, 2018 through his resignation December 31, 2022; and

**WHEREAS,** Jim's contribution to municipal government is an indication of his pride in our community, particularly noted in his public service on the Finance and Personnel Committee and the City Liaison to the PIC Board of Directors; and

**WHEREAS,** it is fitting and right that the City recognize Jim Wilson for his outstanding service to this community.

**NOW, THEREFORE, BE IT RESOLVED** that I, Donald O. Pohlman, Mayor of the City of Plymouth, on behalf of the Common Council and all Plymouth residents, extend to Jim Wilson their deepest appreciation and gratitude for his dedication and service to the City of Plymouth and that a copy of this Resolution be presented to him.

Passed: December 13, 2022

**CITY OF PLYMOUTH**

---

Donald O. Pohlman, Mayor

---

Anna Voigt, Clerk

City of Plymouth  
128 Smith St. - P.O. Box 107  
Plymouth, WI 53073-0107



Telephone: (920) 893-3745  
Facsimile: (920) 893-0183  
Web Site: [plymouthgov.com](http://plymouthgov.com)

---

**DATE:** November 23, 2022  
**TO:** Mayor and Common Council,  
**FROM:** Anna Voigt, Clerk / Deputy Treasurer  
**RE:** Announcement of an Alderperson Vacancy

---

**Background:**

An Alderperson vacancy exists in the 4<sup>th</sup> District due to the resignation of Alderperson Jim Wilson. This appointment will expire in April 2024. The individual appointed to the one-year term as a 4<sup>th</sup> District Alderperson may then seek that position in 2024 by circulating nomination papers and running for election in the spring of 2024. An ad will be put in the Review on Dec. 16 and Dec. 23 it will also be posted on our website and social media.

Applicants interested in filling the remaining one-year term should submit an application and resume by Thursday, December 29. Applications are located on the website or in the Clerk's office.

Applicants will be interviewed by the Common Council during the Council meeting scheduled for Tuesday, January 10, 2023.

**Recommendation:** No recommendation.

City of Plymouth  
128 Smith St. - P.O. Box 107  
Plymouth, WI 53073-0107



Telephone: (920) 893-3745  
Facsimile: (920) 893-0183  
Web Site: [plymouthgov.com](http://plymouthgov.com)

---

**DATE:** November 23, 2022  
**TO:** Mayor and Common Council,  
**FROM:** Tim Blakeslee, City Administrator/Utilities Manager  
**RE:** Mayoral appointment of Randy Schwoerer to Plan Commission

---

**Background:**

The Plan Commission currently has one vacancy. Mayor Pohlman recommends the appointment of Randy Schwoerer to Plan Commission to fill the remainder of David Wilson's term which ends May 1, 2024.

**Recommendation:** Approve Mayoral appointment of Randy Schwoerer to Plan Commission.

City of Plymouth  
128 Smith St. - P.O. Box 107  
Plymouth, WI 53073-0107



Telephone: (920) 893-3745  
Facsimile: (920) 893-0183  
Web Site: plymouthgov.com

---

**DATE:** December 2, 2022  
**TO:** Mayor and Common Council  
**FROM:** Cathy Austin, Director of Public Works  
**RE:** **2023 Capital Project: Lawnmower Purchase**

---

Part of the approved 2023 Capital Improvement Plan, dollars were allocated to purchase two lawnmowers and one with snowblower equipment.

Staff received two quotes for the Kubota lawnmower/snowblower, see attached.

Company	Total Price
Feldmann Sales & Service, Inc	\$65,329.00
Lochen Equipment	\$66,159.00

The 2023 Capital Budget allocated a combined total of \$70,000 for these between the two departments.

Approving the purchase now will allow us to get the order process. No payments would be made until 2023.

**Recommendation**

To approve the purchase of the lawnmowers/snowblower from Feldmann Sales & Services in the amount of \$65,329.00.



-- Standard Features --

-- Custom Options --



ZD1200 Series ZD1211L-3-72

\*\*\* EQUIPMENT IN STANDARD MACHINE \*\*\*

DIESEL ENGINE

3 Cylinder, Kubota Model # D1105  
24.8 Gross HP @ 3000 rpm  
68.5 cu. in. Displacement  
12v 430 Amp Hr. Battery  
14 Amps Charging Output

SAFETY EQUIPMENT

Electric Key Shut Off  
Control Lever Safety Switch  
Parking Brake Safety Switch  
Foldable ROPS  
Seat Safty Switch

TRANSMISSION

Hydrostatic Drive  
(2) HST w/Gear Reduction  
Brake - Wet Multi Disks  
Forward Speeds 0 - 10.6 mph  
Reverse Speeds 0 - 5.3 mph

DIMENSIONS

Height 78.7"  
Length 93.7"  
Width Overall 85.8"  
Wheelbase 61.4"

STEERING / MOTION CONTROL

(2) Hand Levers, Adjustable  
Hydraulically Damped, Adjustable

OPERATING FEATURES

Zero Turn Radius  
Adj. Front Axle: Rigid/Oscillating  
Dual Element Air Filter  
Deluxe Suspension Seat w/  
Kubota Exclusive Seat Design  
Hands-free Hydraulic Deck Lift  
Hands-free Parking Brake  
Cup Holder

POWER TAKE OFF

Hydraulic Independent PTO  
Shaft Drive Mower Deck  
Wet Disk Clutch

SIDE DISCHARGE MOWER

60" and 72" Kubota PRO Deck w/ACS  
8 Gauge, 6" Deep Deck  
1-5" Cut Height, Adjustable  
1/4" Increments  
Flexible Discharge Cover  
3 Blades

FLUID CAPACITY

Fuel Tank 13.1 gal  
Engine Coolant w/ Recovery tank 3.96 qts  
Crankcase w/ Filter 4.1 qts  
Transmission Case and Axle Gear 12.8 qts

+ Manufacturer Estimate

TIRES AND WHEELS

Front 15 x 6.0 - 6 Flat-free  
Rear 26 x 12.0 - 16 Turf, Low Profile

ZD1211L-3-72 Base Price: \$19,799.00

(1) HITCH KIT ZD1200 PNF \$89.00  
ZD3358-HITCH KIT ZD1200 PNF

(2) FRONT SUITCASE WEIGHT \$80.00  
G8103-FRONT SUITCASE WEIGHT

(1) MULCH KIT FOR 72" SIDE DISCHARGE MOWER \$339.00  
ZD3167-MULCH KIT FOR 72" SIDE DISCHARGE MOWER

(1) GRASS CATCHER HOPPER FOR ZD1200L 72" \$5,029.00  
GCK72H-ZD1211L-GRASS CATCHER HOPPER FOR ZD1200L 72"

Suggested List Price w/ Options: \$25,336.00

Available Manufacturer Rebates:

Cash Customer Instant Rebate Up To: (\$300.00)

\$ 25336.00

Cash Rebate -300.00

Feldmann trade -1100.00

-1400.00

\$ 23936.00

Trade F3680 Deck Hleb

-3000.00

\$ 20936.00

Not Included: \*Taxes, shipping & handling, surcharges, assembly charges, destination, freight and/or delivery charges.

This MSRP configuration program is for informational purposes only. Price on this sales quote is an estimate and is subject to being increased. Final pricing and applicable programs will be established at delivery. In all instances, the user of this program must consult with an authorized Kubota Dealer for complete purchase, warranty and safety information. Special pricing and promotions may be available on certain models. See your Kubota Dealer for details and individual Dealer product pricing. All prices are shown in U.S. Dollars. Quotes are for products sold in the United States only.

© 2018 Kubota Tractor Corporation. All rights reserved.

service  
ZD Parts  
\$525

F2690 w/steers  
\$868

Grand Totals

F \$43,000.00

ZD 20,936.00

Service Parts \$1,393.00

Total \$65,329.00



-- Standard Features --

*City of Plymouth*

-- Custom Options --



F Series F2690

\*\*\* EQUIPMENT IN STANDARD MACHINE \*\*\*

**DIESEL ENGINE**

Model #D1105  
3 Cyl., 1123 cu. cm.  
+24.8 Gross Eng. HP  
@3000 Eng. RPM  
CARB Certified  
Alternator -- 40 Amps  
Hand Throttle  
Dual Element Air Cleaner

**TRANSMISSION**

Hydrostatic Drive (F2/R2)  
Forward Speed -- 0 - 12.5 mph  
Reverse Speed -- 0 - 6.8 mph  
Front Differential Lock

**FLUID CAPACITY**

Fuel Tank 16.1 gal  
Cooling System 4.9 qts  
Engine Oil 3.7 qts  
Transmission and Hydraulics 14.8 qts

**OPERATING FEATURES**

Tilt Steering Wheel  
Power Steering  
Deluxe Suspension Seat  
w/ 4 Adj. Controls

**SAFETY EQUIPMENT**

2 Post Foldable ROPS w/  
Retractable Seat Belt  
ROPS meet ISO and OSHA  
Safety Start Switch  
Operator Presence Control  
Parking Brake  
Overheat Alarm Buzzer

**HYDRAULICS**

Open Center -- Gear Type  
2 Point Hitch Lift  
Cap at Lift Point -- 573 lbs  
8.6 GPM Hyd. Pump Cap.  
6 GPM Remote Outlet

**INSTRUMENTS**

Liquid Crystal Display (LCD) Panel  
Hour Meter  
Electric Fuel Gauge  
Temperature Gauge  
Easy Checker <sup>TM</sup>  
Oil Light  
Charge Light  
Glow Plug Light

**HYD. INDEPENDENT PTO**

Hyd. Multi-Disc PTO  
Single Speed PTO  
2545 rpm @ 3000 Eng. rpm

+ Manufacturer Estimate

**SELECTED TIRES**

AR8641 & AF9398A  
FRONT - 24x12.00-12 R3 Maxxis Pro Tech  
REAR - 18x9.50-8 R3 Kenda Super Turf K500

F2690 Base Price: \$23,224.00

- (1) SUSPENSION SEAT inc.
- F8280-SUSPENSION SEAT
- (1) REAR LED WORK LIGHT KIT (2) \$219.00
- F5312-REAR LED WORK LIGHT KIT (2)
- (1) ROOF MOUNTED LED STROBE LIGHT KIT \$209.00
- F5313-ROOF MOUNTED LED STROBE LIGHT KIT
- (1) CAB HEATER \$579.00
- F5311-CAB HEATER
- (1) 51" TWO STAGE SNOWBLOWER \$4,469.00
- F5220B-51" TWO STAGE SNOWBLOWER
- (1) DEBRIS BLOWER \$3,599.00
- F2535D-DEBRIS BLOWER
- (1) 60" FRONT BLADE \$2,007.00
- B2765A-60" FRONT BLADE
- (1) ELECTRIC CHUTE DEFLECTOR KIT FOR REAR SNOWBLOWER \$761.00
- B2516A-ELECTRIC CHUTE DEFLECTOR KIT FOR REAR SNOWBLOWER
- (4) FRONT SUITCASE WEIGHT \$296.00
- BL8060-1-FRONT SUITCASE WEIGHT
- (1) MULCHING KIT FOR 72" SIDE DISCHARGE MOWER DECK \$389.00
- F5372-MULCHING KIT FOR 72" SIDE DISCHARGE MOWER DECK
- (1) 72" MOWER DECK FOR F SERIES TRACTOR \$5,359.00
- RCK72P-F39-72" MOWER DECK FOR F SERIES TRACTOR
- (1) HYDRAULIC VALVE FOR IMPLEMENTS WITHOUT CATCHER \$499.00
- F8283-HYDRAULIC VALVE FOR IMPLEMENTS WITHOUT CATCHER
- (1) HARD CAB ENCLOSURE \$6,449.00
- F5206-HARD CAB ENCLOSURE
- (1) INTERIOR REARVIEW MIRROR \$109.00
- F5314-INTERIOR REARVIEW MIRROR
- (1) ENGINE TACHOMETER \$329.00
- F8285-ENGINE TACHOMETER
- (1) REMOTE HYDRAULIC KIT \$209.00
- F5216-REMOTE HYDRAULIC KIT
- (1) MALE QUICK HITCH (F-SERIES) \$469.00
- F5212A-MALE QUICK HITCH (F-SERIES)
- (1) ADAPTER KIT \$229.00
- F2523B-ADAPTER KIT
- (1) FRONT WEIGHT BRACKET \$114.00
- BX8064A-FRONT WEIGHT BRACKET
- (4) FRONT WEIGHT BOLT KIT (REAR FOR F) \$40.00
- BL8062-FRONT WEIGHT BOLT KIT (REAR FOR F)

Suggested List Price w/ Options: \$49,558.00

**Available Manufacturer Rebates:**

Cash Customer Instant Rebate Up To: (\$500.00)

**Not Included: \*Taxes, shipping & handling, surcharges, assembly charges, destination, freight and/or delivery charges.**

This MSRP configuration program is for informational purposes only. Price on this sales quote is an estimate and is subject to being increased. Final pricing and applicable programs will be established at delivery. In all instances, the user of this program must consult with an authorized Kubota Dealer for complete purchase, warranty and safety information. Special pricing and promotions may be available on certain models. See your Kubota Dealer for details and individual Dealer product pricing. All prices are shown in U.S. Dollars. Quotes are for products sold in the United States only.

© 2018 Kubota Tractor Corporation. All rights reserved.

*\$ 49,558*

*- Cash Rebate - 500.00*  
*Feldmann disc - 2000.00*

*- 2500.00*

*Trade F3060 - 4000.00*

*- Cab/Blower/Deck/Broom*

*\$ 43,000.00*



Quote Page 1 of  
 Quote Number: 448897  
 Effective Date: 12/01/2022  
 Valid Through: 12/31/2022

**Ship To****Kubota Dealer****Bill To**

City of Plymouth  
 Matt Plymouth  
 128 Smith Street  
 Plymouth, WI 53073

LOCHEN EQUIPMENT  
 512 FRANKLIN ST  
 NEWBURG, WI 53060

Michael Lochen  
 Phone: (262) 416-5040  
 Email:  
 michael.lochen@lochenequipment.com

City of Plymouth  
 Matt Plymouth  
 128 Smith Street  
 Plymouth, WI 53073

**ZD1211L-3-72 - 24.8HP 72" COMMERCIAL ZTR MOWER**

Description	Manufacturer	Model #	Qty	MSRP	Price Each	Total
ZD1211L-3-72 - 24.8HP 72" COMMERCIAL ZTR MOWER	Kubota	ZD1211L-3-72	1	\$19,799.00	\$19,799.00	\$19,799.00
GRASS CATCHER HOPPER FOR ZD1200L 72"	Kubota	GCK72H-ZD1211L	1	\$5,029.00	\$5,029.00	\$5,029.00
MULCH KIT FOR 72" SIDE DISCHARGE MOWER	Kubota	ZD3167	1	\$339.00	\$339.00	\$339.00
FRONT SUITCASE WEIGHT	Kubota	G8103	2	\$40.00	\$40.00	\$80.00
HITCH KIT ZD1200 PNF	Kubota	ZD3358	1	\$89.00	\$89.00	\$89.00

**Cash Details**

Equipment Total	\$25,336.00
Factory Freight/Assembly	\$795.00
Dealer Discount	-\$1,200.00
Cash Incentives	(\$300.00)
Trade In - F3060	(\$4,300.00)
<b>Cash Sale Price</b>	<b>\$20,331.00</b>

**Kubota Disclaimer**

Sales quote can only be provided by a participating Kubota dealer. Only Kubota and Kubota performance-matched Allied equipment are eligible. Inclusion of ineligible equipment may result in a higher blended APR. Stand Alone Kubota or Allied implements and attachments/accessories are subject to stand alone programs. Financing is available through Kubota Credit Corporation, U.S.A.; subject to credit approval. Program eligibility requirements are subject to change without notice and may be withdrawn without notice. Some exceptions apply. See dealer or go to KubotaUSA.com for more information.



Quote Page 1 of  
 Quote Number: 448888  
 Effective Date: 12/01/2022  
 Valid Through: 12/31/2022

**Ship To****Kubota Dealer****Bill To**

City of Plymouth  
 Matt Plymouth  
 128 Smith Street  
 Plymouth, WI 53073

LOCHEN EQUIPMENT  
 512 FRANKLIN ST  
 NEWBURG, WI 53060

Michael Lochen  
 Phone: (262) 416-5040  
 Email:  
 michael.lochen@lochenequipment.com

City of Plymouth  
 Matt Plymouth  
 128 Smith Street  
 Plymouth, WI 53073

**F2690 - 4WD FRONT MOWER W/FOLDABLE ROPS**

Description	Manufacturer	Model #	Qty	MSRP	Price Each	Total
F2690 - 4WD FRONT MOWER W/FOLDABLE ROPS	Kubota	F2690	1	\$23,224.00	\$23,224.00	\$23,224.00
R-TIRE 18x9.50-8 R3 Kenda Supr Tf K500		AF9398A	2	-Included	-Included	-Included
F-TIRE 24x12.00-12 R3 Maxxis Pro Tech		AR8641	2	-Included	-Included	-Included
SUSPENSION SEAT	Kubota	F8280	1	-Included	-Included	-Included
FRONT WEIGHT BOLT KIT (REAR FOR F)	Kubota	BL8062	4	\$10.00	\$10.00	\$40.00
FRONT WEIGHT BRACKET	Kubota	BX8064A	1	\$114.00	\$114.00	\$114.00
ADAPTER KIT	Kubota	F2523B	1	\$229.00	\$229.00	\$229.00
MALE QUICK HITCH (F-SERIES)	Kubota	F5212A	1	\$469.00	\$469.00	\$469.00
REMOTE HYDRAULIC KIT	Kubota	F5216	1	\$209.00	\$209.00	\$209.00
ENGINE TACHOMETER	Kubota	F8285	1	\$329.00	\$329.00	\$329.00
INTERIOR REARVIEW MIRROR	Kubota	F5314	1	\$109.00	\$109.00	\$109.00
HARD CAB ENCLOSURE	Kubota	F5206	1	\$6,449.00	\$6,449.00	\$6,449.00
HYDRAULIC VALVE FOR IMPLEMENTS WITHOUT CATCHER	Kubota	F8283	1	\$499.00	\$499.00	\$499.00
72" MOWER DECK FOR F SERIES TRACTOR	Kubota	RCK72P-F39	1	\$5,359.00	\$5,359.00	\$5,359.00
MULCHING KIT FOR 72" SIDE DISCHARGE MOWER DECK	Kubota	F5372	1	\$389.00	\$389.00	\$389.00
FRONT SUITCASE WEIGHT	Kubota	BL8060-1	4	\$74.00	\$74.00	\$296.00
ELECTRIC CHUTE DEFLECTOR KIT FOR REAR SNOWBLOWER	Kubota	B2516A	1	\$761.00	\$761.00	\$761.00

**Kubota Disclaimer**

Sales quote can only be provided by a participating Kubota dealer. Only Kubota and Kubota performance-matched Allied equipment are eligible. Inclusion of ineligible equipment may result in a higher blended APR. Stand Alone Kubota or Allied implements and attachments/accessories are subject to stand alone programs. Financing is available through Kubota Credit Corporation, U.S.A.; subject to credit approval. Program eligibility requirements are subject to change without notice and may be withdrawn without notice. Some exceptions apply. See dealer or go to KubotaUSA.com for more information.



Quote Page 2 of  
Quote Number: 448888  
Effective Date: 12/01/2022  
Valid Through: 12/31/2022

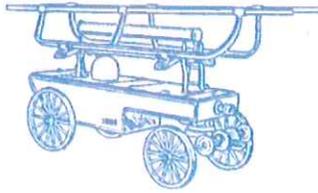
60" FRONT BLADE	Kubota	B2765A	1	\$2,007.00	\$2,007.00	\$2,007.00
DEBRIS BLOWER	Kubota	F2535D	1	\$3,599.00	\$3,599.00	\$3,599.00
51" TWO STAGE SNOWBLOWER	Kubota	F5220B	1	\$4,469.00	\$4,469.00	\$4,469.00
CAB HEATER	Kubota	F5311	1	\$579.00	\$579.00	\$579.00
ROOF MOUNTED LED STROBE LIGHT KIT	Kubota	F5313	1	\$209.00	\$209.00	\$209.00
REAR LED WORK LIGHT KIT (2)	Kubota	F5312	1	\$219.00	\$219.00	\$219.00

### Cash Details

Equipment Total	\$49,558.00
Dealer Discount	-\$1,500.00
Factory Freight/Assembly	\$1,095.00
Cash Incentives	(\$500.00)
Trade In - F3680	(\$2,825.00)
<b>Cash Sale Price</b>	<b>\$45,828.00</b>

#### Kubota Disclaimer

Sales quote can only be provided by a participating Kubota dealer. Only Kubota and Kubota performance-matched Allied equipment are eligible. Inclusion of ineligible equipment may result in a higher blended APR. Stand Alone Kubota or Allied implements and attachments/accessories are subject to stand alone programs. Financing is available through Kubota Credit Corporation, U.S.A.; subject to credit approval. Program eligibility requirements are subject to change without notice and may be withdrawn without notice. Some exceptions apply. See dealer or go to [KubotaUSA.com](http://KubotaUSA.com) for more information.



## Plymouth Fire and Rescue

*Serving Plymouth since 1868*

*Ryan Pafford  
Fire Chief*

*920-893-3744*

*rpafford@plymouthfd.com*

### MEMORANDUM

**To:** City Administrator Blakeslee, Mayor Pohlman, Alderperson Gilson, Hildebrand, Nelson, Matzdorf, Odekirk, Schilsky, Hansen, and Wilson

**From:** Fire Chief Ryan Pafford

**Date:** 12/5/2022

**Re:** Wisconsin EMS Flex Grant

In June of 2022, the Wisconsin Department of Health Services announced the availability of \$12 million that is available for EMS providers across the state. "Wisconsin's emergency medical services responders are among the first on the scene during our darkest hours—from a heart attack to a house fire—providing consistent, high-quality services when we need them most," said Gov. Evers. "For too long, local communities have been doing more with less, especially in our rural communities who've had to cut critical public safety services due to lack of resources. These investments will help support EMS and health care access across our state by providing EMS providers the support they need to be there when folks need them."

Shortly after the announcement, Assistant Chief Beebe took the lead and started working on the application process for the EMS Flex Grant. The initial ask from Plymouth Fire was for \$240,000 for the purchase of a new ambulance.

On September 19<sup>th</sup>, 2002, Plymouth Fire was awarded the Wisconsin DHS Flex Grant in the amount of \$89,005. With a shortfall of \$150,000 from the original request, the department needed to find a different avenue for the purchase of an ambulance.

Plymouth Fire and Rescue is asking the City of Plymouth Common Council to consider approving the purchase of a 2013 Braun Ambulance from Elite Ambulance Sales for the price of \$83,000 from the funds acquired through the Wisconsin DHS Flex Grant.

Sincerely,

Ryan Pafford

Chief

Plymouth Fire and Rescue



Elite Ambulance Sales  
 1731 Mobile Dr. Suite 101  
 Winona, MN 55987  
**Phone-** 507.403.4049

Quote No.	518
Date	11-17-22
Contact Phone #	Ryan Pafford 920-838-3155

<b>BILL TO</b>	<b>SHIP TO</b>
----------------	----------------

City of Plymouth	TBD/Shipping Additional
------------------	-------------------------

Quantity	Description	Unit Price	Total
1	2013 Braun Chief XL Gas Ambulance with 53k miles, Quigley 4wd.	\$83,000	\$83,000

<b>TOTAL DUE</b>	\$83,000
DOWN PAYMENT	

**Matthew T. Starker**

**Deputy Chief of Police**



Phone 920-893-6541 Fax 920-892-6143 Web [www.plymouthgov.com](http://www.plymouthgov.com)

128 Smith Street P.O. Box 218 Plymouth WI 53073

MEMO

12-07-2022

ON OCTOBER 22, 2022 THE PLYMOUTH POLICE DEPARTMENT SUBMITTED AN APPLICATION TO THE DEPARTMENT OF JUSTICE FOR A BODY WORN CAMERA GRANT. THE BWC GRANT IS A MATCH GRANT, WHICH MEANS THE STATE WILL PAY 50% OF THE TOTAL COST. THE DEPARTMENT WAS NOTIFIED BY DOJ IN LATE NOVEMBER THAT WE WERE AWARDED A GRANT IN THE SUM OF \$3300. THE DEPARTMENT WILL USE MONEY FROM A SAFER COMMUNITY GRANT TO COVER THE \$1650.00 WE ARE RESPONSIBLE FOR.

THE REASON FOR APPLYING FOR THIS GRANT IS TO ASSIGN ALL 14 PATROL OFFICERS AND SUPERVISORS WITH BODY CAMERAS FOR THEIR PATROL DUTIES. ONCE ALL CAMERAS ARE DEPLOYED TO INDIVIDUAL OFFICERS, THERE WILL BE 3 CAMERAS AVAILABLE TO UTILIZE AS A SPARE. ANY TYPE OF DAMAGE THAT WOULD OCCUR ON DUTY WOULD ALLOW FOR THE OFFICER TO SUBSTITUTE THEIR DAMAGED OR MALFUNCTIONING EQUIPMENT IMMEDIATELY. IF A CAMERA IS BEYOND REPAIR THE ADDITIONAL CAMERAS WOULD ALLOW FOR IMMEDIATE REPLACEMENT.

SOME OF THE BENEFITS FROM ADDING CAMERAS INCLUDE:

ASSURANCE EVERY OFFICER WORKING WILL HAVE A FUNCTIONING BWC

ADDITIONAL INCIDENT DOCUMENTATION

USE OF FORCE JUSTIFICATION

SUSPECT ADMISSIONS

INJURY DOCUMENTATION

IMPROVING POLICE PROCEDURES AND TRAINING

PROTECTING OFFICERS AGAINST FALSE COMPLAINTS.

RESPECTFULLY SUBMITTED,

A handwritten signature in black ink, appearing to read "Matthew T. Starker". The signature is fluid and cursive, with a long horizontal line extending from the end.

MATTHEW T. STARKER

DEPUTY CHIEF OF POLICE.

**WISCONSIN DEPARTMENT OF JUSTICE**  
**Body-Worn Cameras (2023)**  
**Grant Summary Sheet**

Grantee or Unit of Government: **City of Plymouth**

Project Name: **Plymouth Police BWC Grant ID17740**

Address: **Plymouth Police Department, 128 Smith Street, Plymouth, Wisconsin,  
53073-1742**

Project Director: **Matthew Starker**

Phone number: **920-893-6541**

Signing Official: **Mayor Donald O. Pohlman, City of Plymouth, 128 Smith Street,  
Plymouth, Wisconsin 53073-1742**

---

Amount of State Award:     **\$1,650**

Amount of Match:           **\$1,650**

Amount of Total Award:     **\$3,300**

---

**SUMMARY OF GRANT:**

The Plymouth Police Department anticipates purchasing 4 body-worn cameras for patrol officers. We currently have 13 body cameras and 6 dash cameras. We will be assigning individual body-worn cameras to each patrol officer to be utilized according to policy. Our officers, along with the persons living in, working in, and traveling through Plymouth will benefit from cameras. The benefits from adding cameras include: Assurance every officer working will have a functional BWC, additional incident documentation, use of force justification, suspect admissions, injury documentation, improving police procedures and training, and protecting officers against false complaints

---

Name of Program Manager: **Caitlin Snyder**

Phone number: **608-381-3050**

Name of Grants Specialist: **Deb Hughes**

Phone number: **608-284-0432**



**STATE OF WISCONSIN  
DEPARTMENT OF JUSTICE**

**Josh Kaul**  
Attorney General

Room 114 East, State Capitol  
PO Box 7857  
Madison WI 53707-7857  
(608) 266-1221  
TTY 1-800-947-3529

November 14, 2022

Deputy Chief Matthew Starker  
Plymouth Police Department  
128 Smith Street  
Plymouth, WI 53073-1742

Re: Plymouth Police BWC Grant ID17740  
Wisconsin Department of Justice Grant Number: 2023-BWC-01-17740

Dear Deputy Chief Starker:

The Wisconsin Department of Justice, Division of Law Enforcement Services has approved a grant award to the City of Plymouth in the amount of \$3,300 which includes your local match. These grant funds are awarded pursuant to 2021 Wisconsin Act 185. This grant supports the City of Plymouth's Plymouth Police BWC Grant ID17740 Program.

To accept this award, please have the authorized official sign the Signatory Page and Standard Terms and Conditions in addition to initialing the bottom right corner of Attachments A and B. The project director should sign the acknowledgement notice. Please return the signed award document to the Wisconsin Department of Justice within 30 days. Please maintain a copy for your records. Funds cannot be released until all signed documents are received.

As project director, you will be responsible for all reporting requirements outlined in the grant award and ensuring that funds are administered according to the approved application materials and certifications. Please refer to the FAQ sheet enclosed for contact information and grant guidelines. We look forward to a collaborative working relationship with you.

Sincerely,

  
Joshua L. Kaul  
Attorney General

JLK:DAH:alm  
Enclosures



STATE OF WISCONSIN  
DEPARTMENT OF JUSTICE

Josh Kaul  
Attorney General

Room 114 East, State Capitol  
PO Box 7857  
Madison WI 53707-7857  
(608) 266-1221  
TTY 1-800-947-3529

**BODY-WORN CAMERAS GRANT PROGRAM AWARD**  
**Plymouth Police BWC Grant ID17740**  
**2023-BWC-01-17740**

The Wisconsin Department of Justice (DOJ) hereby awards to the **City of Plymouth**, (hereinafter referred to as the **Grantee**), the amount of **\$3,300** for programs or projects pursuant to 2021 Wisconsin Act 185.

This grant may be used until **May 31, 2023** for the programs consistent with the budget and general conditions in Attachment A, subject to any limitations or conditions set forth in Attachments B and/or C, if included.

The Grantee shall administer the programs or projects for which this grant is awarded in accordance with the applicable rules, regulations, and conditions of the Wisconsin Department of Justice. The submitted application is hereby incorporated as reference into this award.

*This grant shall become effective, and funds may be obligated (unless otherwise specified in Attachments A and/or B) when the Grantee signs and returns one copy of this grant award to the Wisconsin Department of Justice.*

BY:

**JOSH KAUL**

Attorney General

Wisconsin Department of Justice

11/14/2022

Date

The (Grantee), **City of Plymouth**, hereby signifies its acceptance of the above-described grant on the terms and conditions set forth above or incorporated by reference therein.

GRANTEE: **City of Plymouth**

BY:

NAME: **Donald Pohlman**

TITLE: **Mayor**

Date

**WISCONSIN DEPARTMENT OF JUSTICE**  
**ATTACHMENT A**

Grantee: City of Plymouth  
Project Title: Plymouth Police BWC Grant ID17740  
Grant Period: From January 1, 2023 To May 31, 2023  
Grant Number: 2023-BWC-01-17740 Program Area: Criminal Justice

---

**BODY-WORN CAMERAS GRANT PROGRAM APPROVED  
BUDGET**

*See your Egrants Application for details*

	<u>State Funds &amp; Local Match</u>
Equipment	
Supplies & Operating Expenses	..... \$3,300
Consultants/Contractual	..... .....
<b>STATE TOTAL</b>	..... <b>\$1,650</b>
<b>LOCAL CASH MATCH</b>	..... <b>\$1,650</b>
<b>TOTAL APPROVED BUDGET</b>	..... <b>\$3,300</b>

Award General Conditions

1. Grant recipients are advised that DOJ will monitor grants to ensure that funds are expended for appropriate purposes and that recipients are complying with state and federal requirements as described in the grant award contract. This includes timely completion of progress and financial reports, active efforts to achieve and measure stated goals and objectives, appropriate documentation of activities and outcomes, on-going submission of participant data, and adherence to any conditions included in the grant award.
2. All awards are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by law.
3. The DOJ reserves the right to withhold grant payments if the grant recipient is delinquent paying any obligation to DOJ such as background check fees, etc. Refusal to provide information requested by DOJ may impact the payment of current or approval of future grant funds.
4. Please be advised that a hold may also be placed on any current or future application or grant payment if it is deemed that an agency is not in good standing on any DOJ grants or other reporting requirements, has other grants compliance issues (including being out of compliance with special conditions) that would make the applicant agency ineligible to receive future DOJ funding, failure to make progress in obtaining project goals and objectives, and/or is not cooperating with an ongoing DOJ grant review or audit.

5. A hold may also be placed on any application or grant payment if it is deemed that an agency is not in compliance with federal civil rights laws and/or is not cooperating with an ongoing federal civil rights investigation.
6. Program Income: To maintain consistent practices with other similar programs, and as a proven practice, projects funded under this announcement are subject to program income guidelines detailed in the federal Office of Justice Programs Financial Guide. Grant award funds received are not program income. Program income is income earned by the recipient, during the funding period, as a direct result of the award. Any fees charged to the participants of your project are considered program income. The amount earned as program income during the length of the grant period must be expended by the end of the grant period and must be used for the purposes and under the condition applicable to the award.
7. All procurement transactions, whether negotiated or competitively bid and without regard to dollar value, shall be conducted in a manner to provide maximum open and free competition.
8. If the grant award budget contains wages, the grantee's records must be maintained in a form that, at any given time, an auditor or DOJ representative would be able to identify the use of Federal and Matching funds. These records should include information such as employee name, rate of pay, hours worked, and amount of time dedicated to the grant project.
9. Award funds will be used to supplement, not supplant, planned or allocated funds.
10. To be allowable under a grant program, all funds (state, federal, and cash match) must be obligated (purchase order issued) or paid for services provided during the grant period. If obligated by the end of the grant period, payment must be made within 30 days of the grant period ending date.
11. All budget changes require prior approval from DOJ and must be requested in a grant modification via Egrants.
12. Subgrantees acknowledge that failure to submit an acceptable Equal Employment Opportunity Plan (if required to submit one pursuant to 28 CFR 42.302) that is approved by the Federal Office of Civil Rights, is a violation of its Certified Assurances and may result in the suspension of the grant.
13. Grant funds will be paid to the grantee on a reimbursement basis.
14. Any changes in personnel involved with the grant including the Project Director, Financial Officer, and/or Signatory must be reported to DOJ in a grant modification via Egrants.
15. Fees for independent consultants may not exceed the federal rate of \$650 per eight-hour day unless prior approval is received from DOJ.
16. Reimbursement for travel (i.e. mileage, meals, and lodging) is limited to state rates.
17. Recipient fully understands that DOJ has the right to suspend or terminate grant funds to any recipient that fails to conform to the requirements (special/general conditions and general operating policies) or that fails to comply with the terms and conditions of its grant award.
18. All contracts pertaining to this grant must be submitted to DOJ within 30 days of receipt of Grant Award Documents.
19. If the grant award contains equipment, a request for reimbursement should only be submitted once the equipment is installed and testing has been completed.

WISCONSIN DEPARTMENT OF JUSTICE  
ATTACHMENT B

Award Special Conditions

1. Per 2021 Wisconsin Act 185, a law enforcement agency that receives a grant under this funding shall do all of the following for at least 3 years from the date of this award:
  - a) Equip with a body camera all law enforcement officers who have primary duties involving traffic patrol, beat patrol, or responding to calls from the public requiring assistance.
  - b) Require an officer who is equipped with a body camera to activate the camera in situations in which the officer has an enforcement or investigative contact with a member of the public, including a traffic stop, arrest, search, interrogation, or interview, or in any other situation in which the officer has contact with a member of the public that becomes adversarial after the initial contact.
2. 2021 Wisconsin Act 185 requires recipients to ensure the cameras are operation for at least a 3-year period after the purchases are made. Therefore, DOJ will allow up to three years of ongoing expenses, such as digital storage or subscription fees, during the grant performance period. Grantees with ongoing expenses should be invoiced semi-annually by their vendor and request reimbursement from DOJ semi-annually for these expenses.
3. Applicant certifies to comply with all the requirements of 2021 Wisconsin Act 185, including to maintain the camera equipment, accessories, and adequate digital video storage for a minimum of 3 years from the date of the award.

**BODY-WORN CAMERAS GRANT PROGRAM AWARD  
ACKNOWLEDGEMENT NOTICE**

Grantee: City of Plymouth Date November 2022  
Project Title: Plymouth Police BWC Grant Grant No. 2023-BWC-01-17740  
ID17740

The following reporting requirements apply to your grant award.

**PROGRESS REPORTS** must be submitted on a scheduled basis and should be completed in Egrants. Narrative reports on the status of your project are due to DOJ on:  
..... 06/30/2023 - FINAL

**FINANCIAL REPORTS** must be submitted on a scheduled basis and should be completed and certified in Egrants. Supporting documentation should be attached to the Fiscal Report in Egrants and are due to DOJ on:  
..... 06/30/2023 - FINAL

**ACKNOWLEDGEMENT**

The materials referenced above were received and reviewed by the appropriate members of this organization. I also acknowledge receipt of the Grant Award and any attached Special Conditions, as well as receipt of the General Conditions which were previously provided in the Instructions for Filing and Application. I understand that this grant is awarded subject to our compliance with all Conditions, Regulations, and Obligations described in the above materials.

..... , Project Director  
Date Matthew Starker

**Plymouth Utilities**  
900 CTH PP - P.O. Box 277  
Plymouth, WI 53073-0277



Telephone: 920-893-1471  
Facsimile: 920-892-2760  
[www.PlymouthUtilities.com](http://www.PlymouthUtilities.com)  
[plymouthutilities@plymouthutilities.com](mailto:plymouthutilities@plymouthutilities.com)

---

**DATE:** December 13, 2022  
**TO:** Mayor and Common Council  
**FROM:** Kim Ross, Finance Manager & Chris Russo, Staff Accountant  
**RE:** Discussion/action regarding new Lease Accounting Policy

---

**Background:**

GASB, the Governmental Accounting Standards Board that establishes accounting and financial reporting standards for U.S. state and local governments, issued GASB Statement 87 on June, 2017. The objective of GASB 87 is to better meet the information needs of the financial statement users by improving accounting and financial reporting for **leases** by governments. Due to a lack of initial guidance and later disruptions caused by COVID, the effective date of this statement was postponed to all reporting years beginning after June 15, 2021. This would make 2022 the first reporting year for the City of Plymouth/Plymouth Utilities.

In regards to this effective date, the Finance staff has prepared a Lease Accounting Policy which will provide a consistent basis of accounting for leases for the City of Plymouth/Plymouth Utilities. Baker Tilly has provided us with an outline which has been further modified by the Finance staff to fit the specific needs of the City of Plymouth/Plymouth Utilities.

**Recommendation:**

To approve the City of Plymouth/Plymouth Utilities Lease Accounting Policy effective January 1, 2022 (reporting year December 31, 2022)

**CITY OF PLYMOUTH/PLYMOUTH UTILITIES  
GASB ADMINISTRATIVE POLICY NO. 65  
LEASE ACCOUNTING POLICY**

<b>Title: LEASE ACCOUNTING POLICY</b>	
Policy Source: Finance Department	Creation Date: 12/13/2022
Application: Financial Management	Revision Date: N/A
Indexed as: Lease Accounting Policy	Total Pages: 11

## **1. General Policy and Purpose**

The purpose of this Policy is to provide a consistent basis of accounting for City of Plymouth/Plymouth Utilities with respect to Lease Accounting. Governmental Accounting Standards Board Statement No. 87 (GASB 87), “Leases,” is the applicable accounting guidance and is effective January 1, 2022, for City of Plymouth/Plymouth Utilities.

## **2. Identifying if the Contract Contains a Lease**

Once a contract is executed (lease inception) that appears to fall under the scope of lease accounting, City of Plymouth/Plymouth Utilities will perform an assessment to evaluate if the contract contains a lease.

A lease conveys the right to use an underlying asset for a period of time in an exchange or exchange-like transaction. At the inception of an arrangement, the parties should determine whether the contract contains a lease by assessing both of the following:

- Whether there is an identified, non-financial asset
- Whether the contract conveys the right to control the use of the identified asset in exchange for consideration for a period of time
  - Two tests must be met:
    - 1) The right to obtain the present service capacity from use of the underlying asset as specified in the contract; **and**
    - 2) The right to determine the nature and manner of use of the underlying asset as specified in the contract.<sup>1</sup>

***In many cases, the identification of a lease is straightforward. However, the full set of rules are very detailed and can require additional research***

---

<sup>1</sup> Although GASB does not provide additional interpretive guidance on the “nature and manner of use,” City of Plymouth/Plymouth Utilities looks at the control over those decision-making rights that are most relevant (i.e., most significant) to the economic benefits derived from an asset’s use. Examples are: 1) right to change the type of output; 2) right to change when the output is produced; 3) right to change where the output is produced; 4) right to change whether output is produced and, if so, the quantity produced.

### **3. Scope Exception**

The following leases are accounted for under accounting guidance other than GASB 87:

- Intangible Assets except fixed-term easements
- Perpetual Easements
- Biological Assets, including timber, living plants, living animals
- Leases of Inventory
- Service Concession Arrangements that are accounted for under GASB 60
- Supply Contracts, such as power purchase agreements
- \$0, \$1 or any contracts substantially below market value
- Grazing rights
- Telecommunications leases unless the lessee controls the nature and manner of use of the underlying asset
- Automatic transfer of ownership (record as a financed purchase)
- Leases that are eliminated upon consolidation
- Certain regulated lessor leases (see separate section)

### **4. Short-term Lease Exception**

A short-term lease is a lease that, at the commencement of the lease term, has a maximum possible term under the lease contract of 12 months or less, including any options to extend, regardless of the probability of being exercised. For a lease that is cancelable by either the lessee or the lessor, such as a rolling month-to-month lease or a year-to-year lease, the maximum possible term is the noncancellable period, including any notice periods.

A short-term lease is not recorded on the balance sheet (except that if a lessee, City of Plymouth/Plymouth Utilities will recognize pre-paid rent if payments are made in advance or a rent payable for rent due if payments are to be made in a subsequent reporting period; if a lessor City of Plymouth/Plymouth Utilities will recognize a liability if payments are received in advance or an accounts receivable for rent due if payments are to be received subsequent to the reporting period). For short-term leases, City of Plymouth/Plymouth Utilities will recognize the lease payments in income based on the payment provisions in the contract.

### **5. Capitalization Threshold**

The City of Plymouth/Plymouth Utilities has adopted a capitalization threshold of \$50,000 per lease as measured by the principal due over the life of the lease (vs annually). The City of Plymouth/Plymouth Utilities will evaluate its lease inventory each year to determine if the cumulative amount of leases are material to the reporting entity. If cumulatively deemed to be immaterial for the governmental activities or business type activities, they would not be recorded in the financial statements.

When establishing this capitalization threshold, City of Plymouth/Plymouth Utilities separately evaluated the effects of not recognizing the lease liability and the Right-to-Use (“RTU”) asset on the balance sheet (both individually and in the aggregate). City of Plymouth/Plymouth Utilities did not:

- Evaluate the effect of non-recognition on a ‘net’ basis – i.e., considering only the net effect on the balance sheet (RTU asset less lease liability);
- Evaluate without consideration of the effect on disclosures; or

- Default to a threshold used for another non-GAAP policy, such as that used for not capitalizing property, plant and equipment or prepaid expenses.

## **6. Lease Terms**

The lease term is the period during which a lessee has a noncancellable right to use an underlying asset, plus the following periods, if applicable:

- Periods covered by a lessee's option to extend the lease if it is reasonably certain, based on all relevant factors, that the lessee will exercise that option
- Periods covered by a lessee's option to terminate the lease if it is reasonably certain, based on all relevant factors, that the lessee will not exercise that option
- Periods covered by a lessor's option to extend the lease if it is reasonably certain, based on all relevant factors, that the lessor will exercise that option
- Periods covered by a lessor's option to terminate the lease if it is reasonably certain, based on all relevant factors, that the lessor will not exercise that option

Periods in which both the lessee and lessor have an option to terminate the lease without permission from the other party (or if both parties have to agree to extend) are cancellable periods and are excluded from the lease term.

A fiscal funding or cancellation clause allows governmental lessees to cancel a lease, typically on an annual basis, if the government does not appropriate funds for the lease payments. This type of clause only affects the lease term if it is reasonably certain that the clause will be exercised.

At the commencement date, City of Plymouth/Plymouth Utilities will include the periods in the lease term having considered all relevant factors that create an economic incentive for the lessee (that is, contract-based, underlying-asset-based, government-specific, and market-based factors). In addition, the history of exercising options to extend or terminate the lease and the extent to which the asset underlying the lease is essential to the provision of government services are factors that should be considered. Those factors shall be considered together, and the existence of any one factor does not necessarily signify that a lessee is reasonably certain to exercise or not to exercise an option.

## **7. Initial Direct Cost**

Initial direct costs are incremental costs of a lease (excluding City of Plymouth/Plymouth Utilities labor) that would not have been incurred if the lease had not been obtained. City of Plymouth/Plymouth Utilities typically does not have such incremental costs, but would capitalize them as part of the lease asset if any are identified and material.

## **8. Contracts that Transfer Ownership**

A contract that (a) transfers ownership of the underlying asset to the lessee by the end of the contract and (b) does not contain termination options, but that may contain a fiscal funding or cancellation clause that is not reasonably certain of being exercised, should be reported as a financed purchase of the underlying asset by the lessee or a sale of the asset by the lessor.

## **9. Contract Combination**

City of Plymouth/Plymouth Utilities will combine two or more lease contracts entered into at or near the same time with the same counterparty (or related parties) and consider the contracts as a single transaction if either of the following criteria are met:

- a. The contracts are negotiated as a package with a single objective
- b. The amount of consideration to be paid in one contract depends on the price or performance of the other contract.

## **10. Portfolio Approach**

If a lease involves multiple underlying assets and the assets have the same lease terms (including the same start and end date) and the assets are in the same major class of assets, the lessee and the lessor may account for the underlying assets as a single lease<sup>2</sup>.

## **11. Multiple Components in a Contract**

If there are multiple lease components in a contract, the contract price is allocated based on the relative standalone price of the separate lease components on the basis of their observable standalone prices.

## **12. Embedded Leases**

The right to control the use of an asset may not necessarily be documented, in form, as a lease agreement. Often, the right to use an identified asset is embedded in an arrangement that may appear to be a supply arrangement or service contract. Therefore, City of Plymouth/Plymouth Utilities will consider all of the terms of an arrangement to determine whether it contains a lease. When performing the analysis to determine if an arrangement contains an embedded lease, multiple arrangements may be considered to be a single transaction (see Contract Combination section).

## **13. Intra-Entity Leases**

City of Plymouth/Plymouth Utilities' leases between entities under common control are not recorded on the balance sheet of either entity.

## **14. Identifying Lease Components**

A lease component is a right to use an underlying asset (i.e., a lease) or a bundle of rights to use underlying assets (e.g. building, equipment, floor space, etc.). Some contracts may contain the right to use multiple assets; however, each individual asset is only a separate lease component if the criteria below are met:

1. Lessee can benefit from the Right-to-Use (Asset) either on its own or together with other resources readily available to the lessee, AND
2. Right-to-Use is neither highly dependent on, nor highly interrelated with, the other Right(s)-to-Use in the contract.

Key additional guidance:

- Notwithstanding the guidance above, City of Plymouth/Plymouth Utilities will account for the right to use land as a separate lease component unless the accounting effect of doing so would

---

<sup>2</sup> GASB 87, paragraph 65

be insignificant (for example, separating the land element would have no effect on lease classification of any lease component or the amount recognized for the land lease component would be insignificant).

- Variable rental payments that depend on an index or a rate (such as the Consumer Price Index or a market interest rate) are included in lease calculations using the index or rate as of the commencement date. Note: In future periods when the rate or index changes, the lease liability will not be remeasured for this difference. Other variable payments are excluded from lease calculations.
- Rental payments that are in-substance fixed (i.e., variable payments but provides for a minimum or floor payment that must be made, therefore this floor amount of the payment is unavoidable) are also included in lease calculations.

Non-lease components are defined as other components in the contract that transfer a good or service (e.g. common area maintenance, equipment maintenance, use of shared gym in a building, etc.). **If a contract contains lease and non-lease components, the lease and non-lease components are accounted for as separate contracts.**

Contracts may include other activities which do not transfer a good or service to the lessee. These are not considered components of the contract. An example of this is a reimbursement or payment (to a third party or to the lessor) of the lessor's costs, such as property tax or insurance. Sales taxes paid by the lessee are not components of the contract.

## **15. Amortization of Lease Asset**

Lease assets are amortized straight-line over the shorter of the lease term or the useful life of the underlying asset, except that if a lease contains a purchase option that the lessee has determined is reasonably certain of being exercised, the lease asset should be amortized over the useful life of the underlying asset.<sup>3</sup>

The useful life of an asset (i.e., the period over which City of Plymouth/Plymouth Utilities will depreciate the asset) is the period over which the asset is expected to contribute directly or indirectly to future cash flows. The useful life of an asset can differ depending on the asset's intended use by City of Plymouth/Plymouth Utilities.

## **16. Certain Regulated Leases**

Certain leases are subject to external laws, regulations, or legal rulings. For example, the U.S. Department of Transportation and the Federal Aviation Administration regulate aviation leases between airports and air carriers and other aeronautical uses. Lessors should not apply the provisions of GASB 87 to these leases. See GASB 87, paragraph 43 for more details. City of Plymouth/Plymouth Utilities does not currently have any regulated leases that meet this definition.

---

<sup>3</sup> In that circumstance, if the underlying asset is nondepreciable, such as land, the lease asset is not amortized.

## **LEASE ACCOUNTING**

### **17. Initial Recognition and Measurement-Lessee**

#### **Measuring the lease liability**

On the lease commencement date, City of Plymouth/Plymouth Utilities is required to measure and record a lease liability equal to the present value of the remaining lease payments, discounted using the rate implicit in the lease (or if that rate cannot be readily determined, the lessee's incremental borrowing rate).

The liability includes the following:

- Fixed payments
- Variable payments that depend on an index or rate (such as the Consumer Price Index or market interest rate), initially measured using the index or rate as of the commencement of the lease term
- Variable payments that are fixed in substance
- Amounts that are reasonably certain of being required to be paid by the lessee under residual value guarantees
- The exercise price of a purchase option if it is reasonably certain that the lessee will exercise that option
- Payments for penalties for terminating the lease, if the lease term reflects the lessee exercising (1) an option to terminate the lease or (2) a fiscal funding or cancellation clause
- Any lease incentives receivable from the lessor (reduction to liability)
- Any other payments that are reasonably certain of being required based on an assessment of all relevant factors

#### **Measuring the Right-to-Use Asset**

At the commencement date, the cost of the right-to-use asset will consist of the following:

- The amount of the initial measurement of the lease liability
- Any lease payments made to the lessor at or before the commencement date, minus any lease incentives received (such as major maintenance allowances or leasehold improvement allowances)
- Any initial direct costs incurred by the lessee

### **18. Initial Recognition and Measurement-Lessor**

#### **Measuring the Lease Receivable**

On the lease commencement date, City of Plymouth/Plymouth Utilities is required to measure and record a lease receivable equal to the present value of the lease payment expected to be received during the lease, discounted using the City of Plymouth/Plymouth Utilities' incremental borrowing rate. This amount is reduced by any provision for uncollectible.

The receivable includes the following:

- Fixed payments
- Variable payments that depend on an index or rate (such as the Consumer Price Index or market interest rate), initially measured using the index or rate as of the commencement of the lease term
- Variable payments that are fixed in substance

- Residual value guarantee payments that are fixed in substance
- Any lease incentives payable to the lessee (reduction to the receivable)

Measuring the Deferred Inflow of Resources

At the commencement date, the deferred inflow of resources will consist of all of the following:

- The amount of the initial measurement of the lease receivable
- Any lease payments received from the lessee at or before the commencement date that relate to future periods, minus any lease incentives received (such as major maintenance allowances or leasehold improvement allowances)

Note: Any initial direct costs incurred by the lessee are expensed as incurred.

**19. Subsequent Recognition and Measurement-Lessee**

Over the lease term, City of Plymouth/Plymouth Utilities should amortize the right-to-use asset and record interest expense on the lease liability created at lease commencement. Any payments made should be allocated first to the accrued interest liability and then to the lease liability.

The following table describes how these amounts are recognized:

<b>Expense classification</b>	<b>Income statement recognition pattern</b>
Amortization expense	Straight-line recognition over the shorter of the useful life of the asset or the lease term
Interest expense	Interest method

**20. Subsequent Recognition and Measurement-Lessor**

City of Plymouth/Plymouth Utilities will not derecognize the underlying asset and it will continue to depreciate the asset in accordance with its normal depreciation policy. However, if the lease requires the lessee to return the asset to City of Plymouth/Plymouth Utilities in its original or enhanced condition, City of Plymouth/Plymouth Utilities will not depreciate the underlying asset during the lease term. City of Plymouth/Plymouth Utilities will record lease income on a straight-line basis over the lease term. Any payments received should be allocated first to the accrued interest receivable and then to the lease receivable. City of Plymouth/Plymouth Utilities has variable consideration in certain lease contracts. Due to the uncertainty of the amount of variable consideration, revenue related to the variable consideration will not be recorded until such amounts meet the definition of revenue.

**21. Subleases and Leaseback Transactions**

Subleases are treated as transactions separate from the original lease. The original lessee that becomes the lessor in a sublease should account for the original lease and the sublease as separate transactions, as a lessee and lessor, respectively. A transaction qualifies for sale-leaseback accounting only if it includes a sale. Otherwise, it is a borrowing. The sale and lease portions of a transaction should be accounted for as separate sale and lease transactions, except that any difference between the carrying value of the capital asset that was sold and the net proceeds from the sale should be reported as a deferred inflow of resources or a deferred outflow of resources and recognized over the term of the lease.

Lease-Leaseback transactions should be reported net, due to the presumed right of setoff with the counterparty.

## 22. Lessee Modifications and Ongoing Reassessments

Certain events can occur that can result in modifications of the lease or cause City of Plymouth/Plymouth Utilities to have to reassess assumptions used in calculating the lease and RTU asset, in which the lease liability and RTU asset will need to be remeasured based on updated assumptions.

### Modifications

A modification occurs when changes occur in the terms of a lease contract and is typically issued in the form of an amendment to the lease based on the renegotiated terms between City of Plymouth/Plymouth Utilities and the counterparty. Examples include a lease extension, an early termination, or a change in timing of lease payments or leasing additional space in the same building.

The effective date of a modification is when the amendment is signed by both parties. When a modification occurs, the modification would be treated as if it were a separate lease if:

- The modification gives the lessee an additional lease asset by adding one or more underlying assets that were not included in the original lease contract, **and**
- The increase in lease payments for the additional lease asset does not appear to be unreasonable based on (1) the terms of the amended lease contract and (2) professional judgment, maximizing the use of observable information (for example, using readily available observable stand-alone prices).

If the modification is not accounted for as a separate lease, City of Plymouth/Plymouth Utilities will remeasure the lease liability using the then-current discount rate and adjust the RTU asset for the modified lease as of the modification date.

### Reassessments

Reassessments should be considered of the lease term (i.e. renewal/termination options) and purchase options upon the occurrence of certain triggering events which could impact the initial assumptions that were used in measuring the lease liability and RTU asset. Examples include:

- An event written into the contract has occurred that obliges City of Plymouth/Plymouth Utilities to exercise the renewal option
- City of Plymouth/Plymouth Utilities exercises an option that had not previously been determined was reasonably certain of being exercised
- City of Plymouth/Plymouth Utilities decides not to exercise an option that had been previously determined it would be reasonably certain of being exercised
- An assessment of all relevant factors indicates that the likelihood of a residual value guarantee being paid has changed from reasonably certain to not reasonably certain, or vice versa.
- An assessment of all relevant factors indicates that the likelihood of a purchase option being exercised has changed from reasonably certain to not reasonably certain, or vice versa.
- A contingency, upon which some or all the variable payments that will be made over the remainder of the lease term are based, is resolved such that those payments now meet the criteria for measuring the lease liability. For example, an event occurs that causes variable payments that were contingent on the performance or use of the underlying asset to become fixed payments for the remainder of the lease term.

Generally, triggering events will relate to factors that are within City of Plymouth/Plymouth Utilities' control, and events that are based on market factors alone (e.g., increase in property value) would not cause a triggering event, since they are not within City of Plymouth/Plymouth Utilities' control.

Upon reassessment, City of Plymouth/Plymouth Utilities will remeasure the lease liability using the then-current discount rate and adjust the RTU asset for the lease as of the reassessment date.

#### Monitoring process for reassessments

Triggering events are monitored as events occur and at least annually.

### **23. Impairment**

Assets leased out should be assessed for impairment, as necessary. Impairment should be performed at the asset group level.

### **24. Lease Terminations**

The lessee and lessor should account for an amendment during the reporting period resulting in a decrease in the lessee's right to use the underlying asset (for example, the lease term is shortened, or the number of underlying assets is reduced) as a partial or full lease termination.

A lessee generally should account for the partial or full lease termination by reducing the carrying values of the lease asset and lease liability and recognizing a gain or loss for the difference. However, if the lease is terminated as a result of the lessee purchasing an underlying asset from the lessor, the lease asset should be reclassified to the appropriate class of owned asset.

A lessor should account for the partial or full lease termination by reducing the carrying values of the lease receivable and related deferred inflow of resources and recognizing a gain or loss for the difference. However, if the lease is terminated as a result of the lessee purchasing an underlying asset from the lessor, the carrying value of the underlying asset should be derecognized and included in the calculation of any resulting gain or loss.

### **25. Disclosures**

#### **Lessees**

- a) A general description of its leasing arrangements, including (1) the basis, terms, and conditions on which variable payments not included in the measurement of the lease liability are determined and (2) the existence, terms, and conditions of residual value guarantees provided by the lessee not included in the measurement of the lease liability
- b) The total amount of lease assets, and the related accumulated amortization, disclosed separately from other capital assets. This can be disclosed on the face of the balance sheet or in the Notes to Financial Statements.
- c) The amount of lease assets by major classes of underlying assets, disclosed separately from other capital assets
- d) The amount of outflows of resources recognized in the reporting period for variable payments not previously included in the measurement of the lease liability
- e) The amount of outflows of resources recognized in the reporting period for other payments, such as residual value guarantees or termination penalties, not previously included in the measurement of the lease liability

- f) Principal and interest requirements to maturity, presented separately, for the lease liability for each of the five subsequent fiscal years and in five-year increments thereafter
- g) Commitments under leases before the commencement of the lease term
- h) The components of any loss associated with an impairment (the impairment loss and any related change in the lease liability).

A lessee also should provide relevant disclosures for the following transactions, if applicable:

- Sublease transactions
- Sale-leaseback transactions
- Lease-leaseback transactions. A lease-leaseback transaction should be accounted for as a net transaction. The gross amounts of each portion of the transaction should be disclosed.

### **Lessors**

- a) A general description of its leasing arrangements, including the basis, terms, and conditions on which any variable payments not included in the measurement of the lease receivable are determined
- b) The total amount of inflows of resources (for example, lease revenue, interest revenue, and any other lease-related inflows) recognized in the reporting period from leases, if that amount cannot be determined based on the amounts displayed on the face of the financial statements
- c) The amount of inflows of resources recognized in the reporting period for variable and other payments not previously included in the measurement of the lease receivable, including inflows of resources related to residual value guarantees and termination penalties
- d) The existence, terms, and conditions of options by the lessee to terminate the lease or abate payments if the lessor government has issued debt whereby the principal and interest payments are secured by the lease payments.

A lessor also should provide relevant disclosures for the following transactions, if applicable:

- Leases of assets that are investments
- Certain regulated leases
- Sublease transactions
- Sale-leaseback transactions
- Lease-leaseback transactions

## **26. Statement of Cash Flows**

If a lease results in a lessee recognizing a lease asset, the cash flows (including the interest portion) should be included in the capital and related financing activities category as an outflow in the lessee's statement of cash flows.

## **GLOSSARY**

The following are some of the terms most often referred to within City of Plymouth/Plymouth Utilities' contracts as well as the policy guidance within this document.

- a. Commencement Date of the Lease:** The date on which a lessor makes an underlying asset available for use by a lessee.
- b. Embedded Lease:** The right to use an identified asset that is embedded in an arrangement that may appear to be a supply arrangement or service contract.

- c. **Fair Value:** The price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date.
- d. **Implicit Rate:** The rate of interest that, at a given date, causes the aggregate present value of (a) the lease payments and (b) the amount that a lessor expects to derive from the underlying asset following the end of the lease term to equal the sum of (1) the fair value of the underlying asset minus any related investment tax credit retained and expected to be realized by the lessor and (2) any initial direct costs of the lessor.
- e. **Inception Date:** The date of the lease agreement or commitment, if earlier. For purposes of this definition, a commitment shall be in writing, signed by the parties in interest to the transaction, and shall specifically set forth the principal terms of the transaction.
- f. **Incremental Borrowing Rate:** The rate of interest that a lessee would have to pay to borrow over a similar term an amount equal to the lease payments in a similar economic environment.
- g. **Initial Direct Costs:** Incremental costs of a lease that would not have been incurred if the lease had not been obtained.
- h. **Lease Component:** Examples include a piece of equipment, a building or land.
- i. **Lease Term:** The noncancellable period for which a lessee has the right to use an underlying asset, together with all of the following:
  - o Periods covered by an option to extend the lease if the lessee is reasonably certain to exercise that option
  - o Periods covered by an option to terminate the lease if the lessee is reasonably certain not to exercise that option
  - o Periods covered by an option to extend (or not terminate) the lease in which exercise of the option is controlled by the lessor.
- j. **Minimum Lease Payments:** Payments over the lease term including the amount of any bargain purchase option, premium, and any residual value guaranteed, and excluding any rental relating to costs to be met by the lessor and any contingent rentals.
- k. **Non-Components under Lease Accounting:** Examples includes administrative tasks to initiate the lease and reimbursements or payment of lessor's costs (including property taxes, interest and insurance). Lessee sales taxes paid over the course of the lease term are non-component (executory) periodic costs.
- l. **Non-Lease Component:** Examples include operating a leased asset on behalf of a lessee, training lessee personnel to operate the asset, repair or maintenance of the leased asset, security services, consumables/supplies or management services.
- m. **Residual Value Guarantee:** A guarantee made to a lessor that the value of an underlying asset returned to the lessor at the end of a lease will be at least a specified amount
- n. **Right-to-Use ("RTU") Asset:** An asset that represents a lessee's right to use an underlying asset for the lease term
- o. **Short-Term Lease:** A lease that, at the commencement date, has a lease term (as defined above) of 12 months or less and does not include an option to purchase the underlying asset that the lessee is reasonably certain to exercise.