



# CITY COUNCIL MEETING

Monday, November 18, 2024 at 6:00 PM

Council Chambers - City Hall, 3rd Floor  
1717 E. Park Street, Two Rivers, WI 54241

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## AGENDA

**NOTICE: Arrangements for Addressing the City Council by Telephone, During Public Hearings or Input from the Public can be made by Contacting the City Manager's Office at 920-793-5532 or City Clerk's Office at 920-793-5526 by 4:00 p.m. on the day of the meeting**

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL BY CITY CLERK**  
Councilmembers: Mark Bittner, Douglas Brandt, Shannon Derby, Bill LeClair, Darla LeClair, Tim Petri, Bonnie Shimulunas, Scott Stechmesser, Adam Wachowski
4. **CONSIDERATION OF ANY COUNCIL MEMBER REQUESTS TO PARTICIPATE IN THIS MEETING FROM A REMOTE LOCATION**
5. **PUBLIC HEARING**
6. **INPUT FROM THE PUBLIC**
7. **COUNCIL COMMUNICATIONS**  
Letters and other communications from citizens
8. **COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES**
9. **CITY MANAGER'S REPORT**
  - A. Invited Guests
  - B. Status Update/Reports
    1. Staffing Updates
    2. Congratulations to Amanda Baryenbruch on becoming a Wisconsin Certified Municipal Clerk
    3. Lead Water Service Lateral Replacement, 2024-2025 Contract
    4. Roosevelt Avenue Project
    5. Sandy Bay Highlands Subdivision Phase 3 Infrastructure
    6. Re-Opening of Central Park West Ice Skating Loop
    7. Electric Department Will Start Annual Tree Trimming
    8. Closing on 2024 Safe Drinking Water Loans Occurred on November 14
      - \$1,304,058 G.O. Notes at 0.25% interest for 20 years for lead water service lateral replacement
      - \$941,987 Revenue Bonds at 2.365% interest for 20 years for Roosevelt Avenue water main replacement
    9. Closing on the Purchase of 1303 19th Street Occurred on November 15
    10. Upcoming Events

- a. K-9 Program Fundraiser at Port Sandy Bay, November 20, 2024
  - b. Cool City Christmas Tree Decorating Contest, November 22-24, 2024
  - c. Two Rivers Senior Center Thanksgiving Community Meal, November 28, 2024
  - d. Two Rivers Main Street Shop Small November, November 30, 2024
  - e. Two Rivers Main Street Hometown Christmas Parade, November 30, 2024
  - f. 2nd Annual Cool City Christmas, December 14, 2024
11. Other

**C. Legislative/Intergovernmental Update**

**10. CONSENT AGENDA**

**A. Presentation of Minutes**

- 1. City Council Regular Meeting, October 21, 2024
- 2. City Council Work Session, October 28, 2024
- 3. City Council Regular Meeting, November 4, 2024

Recommended Action:

Motion to waive reading and adopt the minutes

**B. Minutes of Meetings**

- 1. Lester Public Library, October 8, 2024
- 2. Public Works Committee, November 6, 2024
- 3. Plan Commission, November 11, 2024
- 4. Personnel and Finance Committee, October 10, 17, and November 5, 2024
- 5. Joint Personnel and Finance Committee/Utilities Committee, November 7, 2024
- 6. Board of Canvassers, November 6, 2024
- 7. Committee on Aging, October 7, 2024
- 8. Business Improvement District Board, November 11, 2024

Recommended Action:

Motion to receive and file

**C. Department Reports, November 2024**

- 1. City Clerk
- 2. Electric
- 3. Library
- 4. Parks & Recreation
- 5. Police
- 6. Public Works
- 7. Tourism
- 8. Water

Recommended Action:

Motion to receive and file

**D. Finance Reports, September 2024**

- 1. Debt Service
- 2. General Fund
- 3. Lester Library
- 4. Utilities Report

Recommended Action:

Motion to receive and file

**RECOMMENDED ACTION FOR CONSENT AGENDA**

**Motion to approve the Consent Agenda with the various actions recommended**

**11. CITY COUNCIL - FORMAL ITEMS**

- A. Ordinance to amend Section 4-1-4 of the Municipal Code regulating Construction and Repair of Sidewalks within the City, based on the recommendation of the Public Works Director and the Public Works Committee

Recommended Action:

Motion to waive reading and adopt the ordinance

- B. Consider Agreement with Search Consultant to Assist With City Manager Recruitment and Selection

Recommended Action:

Motion to authorize the City Manager to execute a Municipal Executive Search Services Agreement with Public Administration Associates of Whitewater, WI, at cost of \$17,800, plus additional costs for testing and other supplemental services by the consultant, up to \$1,500, as may be authorized by the City Council's City Manager Recruitment and Selection Committee

- C. Final Approval of Plat for Sandy Bay Highlands Subdivision No. 3

Recommended Action:

Motion to approve the plat, based on the recommendations of the City Engineer and the Plan Commission

- D. Resolution Authorizing Conveyance of the 32 Home Sites in Sandy Bay Highlands Subdivision No. 3 from the City to the Community Development Authority

Recommended Action:

Motion to waive reading and adopt the resolution

- E. Consideration of an Amendment to the Agreement for Sale of Real Estate Dated April 28, 2022 (as Previously Amended in June and September 2023) Between the City and Wine Not LLC, Pertaining to the Purchase and Development of the Property at 2023 Washington Street

Recommended Action:

Motion to direct the City Manager regarding key provisions to be included in an amendment

- F. The authorization for the City Manager to execute the WDOT Pedestrian Crosswalk Permit Applications for Taylor Street and Memorial Drive (STH 42), Columbus Street and Memorial Drive (STH 42), Madison Street and Memorial Drive (STH 42) and 12 Street and Memorial Drive (STH 42).

Recommended Action:

Motion to authorize the City Manager to execute the applications

**12. FOR INFORMATION ONLY**

- A. Personnel and Finance Committee Meeting, Tuesday, November 19, 2024 at 8:00 AM
- B. City Council Work Session Meeting, Monday, November 25, 2024 at 6:00 PM
- C. City Council Regular Meeting, Monday, December 2, 2024 at 6:00 PM

**13. CLOSED SESSION**

The City Council reserves the right to enter into Closed Session, per Wisc. Stats 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investment of public funds, or conducting other specified public business, whenever competitive or bargaining reason require a closed session

- Discuss possible property acquisition
- Discuss possible assistance to development project
- Discuss matters pertaining to property sale agreement

**14. RECONVENE IN OPEN SESSION**

To consider possible actions in follow-up to closed session discussions

**15. ADJOURNMENT**

Motion to dispense with the reading of the minutes of this meeting and adjourn

*In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Two Rivers will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the City Clerk's office at 920-793-5526 or email [clerk@two-rivers.org](mailto:clerk@two-rivers.org) at least 48 hours prior to the scheduled meeting or event to request an accommodation. For additional assistance, individuals with hearing or speech disabilities can call 711 and be connected to a telephone relay system.*

*It is possible that members of and possibly a quorum of governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no other 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.*