



**TWO
RIVERS**
WISCONSIN

CITY COUNCIL MEETING

Monday, December 15, 2025 at 6:00 PM

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

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, Doug 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. INTRODUCTION OF INVITED GUESTS

Denise Wittstock, Chief Executive Officer, Big Brothers Big Sisters

6. INPUT FROM THE PUBLIC

Limited to 3 minutes per person - Resident addresses are not required to be given

7. COUNCIL COMMUNICATIONS

Letters and other communications from residents

8. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

9. CONSENT AGENDA

These titles will be read by the Council President and approved by a single Voice Vote. Any item may be pulled from the Consent Agenda for discussion or a separate vote by any City Council member

A. 25-243 Minutes of Meetings

1. Library Board, October 14, 2025
2. Personnel and Finance Committee, October 30, November 11, 19, 2025
3. Personnel and Finance Committee and Public Utilities Committee Joint meeting, November 6, 2025
4. Committee on Aging, December 1, 2025
5. Plan Commission, December 8, 2025

Recommended Action:

Motion to receive and file

B. 25-244 Summary of Verified Bills for November 2025 of \$2,249,875.66

Recommended Action:

Motion to receive and file

- C. **25-245 Appointment of Bruce Yungerman to complete the unexpired term of the late Jerome Schubring on the Committee on Aging-- Term to expire on May 1, 2028**

Recommended Action:

Motion to approve the appointment as recommended by the City Manager

- D. **25-246 Appointment of Chief Inspectors, Election Inspectors, and Special Voting Deputies for the 2026-2027 Election Cycle**

Summary: Municipalities are required to appoint Chief Inspectors, Election Inspectors, and Special Voting Deputies biannually by December 31st for the following 2-year election cycle.

Recommended Action:

Motion to approve the appointments, as recommended by the City Clerk

- E. **25-247 Authorize Turning Off Street Lights Along Downtown Washington Street from 5:00 PM to Midnight on Christmas Eve**

Summary: City street lights will be turned off along Downtown Washington Street (12th Street to 22nd Street) from 5:00 PM to midnight on Christmas Eve, continuing a Two Rivers holiday tradition.

Recommended Action:

Motion to authorize this action

- F. **25-248 Authorization for 2320 Wilson Street Right-Of-Way Privilege Agreement**

Summary: This item considers approval of a Street Right-of-Way Privilege Agreement allowing the property owners at 2320 Wilson Street to use a 20-foot portion of the unimproved 24th Street right-of-way as additional side-yard space.

Recommended Action:

Motion to approve and authorize the City Manager to sign the agreement on behalf of the City

- G. **25-249 Joint Powers Agreement Between Manitowoc County Joint Dispatch Center and City of Two Rivers**

Summary: This agreement pertains to the dispatching of emergency services within Manitowoc County. All Counties with 911 services are required to file a Joint Powers Agreement on an annual basis to the Department of Justice.

Recommended Action:

Motion to approve and authorize the City Manager to sign the agreement on behalf of the City

- H. **25-250 Resolution Approving an Easement Agreement Between the City of Two Rivers and TPA VI, LLC in Regards to the 18th Street Cell Tower Property**

Summary: This resolution authorizes the City to execute an easement agreement with TPA VI, LLC for the transfer of the City's interest in the 18th Street cell tower site in exchange for a \$305,000 lump-sum payment. It further authorizes the City Manager to sign the easement and all associated closing documents on behalf of the City.

Recommended Action:

Motion to approve agreement and allow the City Manager to execute all closing documents to such agreement

RECOMMENDED ACTION FOR CONSENT AGENDA

Motion to approve the Consent Agenda with the various actions recommended

10. CITY COUNCIL - FORMAL ITEMS

A. 25-251 Consider Appeal for a Variance from the City Residency Restrictions Applicable to Sex Offenders, Per Chapter 9-9 of City Ordinances

Summary: City Council will consider a request for a waiver from the City's sex offender residency restrictions under Ordinance 9-9. The City recommends denial based on the nature of the offense, lack of qualifying exemptions or prior residency ties to the City, inaccuracies in the waiver request, and the applicant's decision to purchase a residence despite being aware of the ordinance and its restrictions.

Recommended Action:

Motion to deny the appeal, consistent with the recommendation of the Chief of Police

B. 25-252 Ordinance to Amend Chapters 1-2-1 of the Municipal Code of the City of Two Rivers, Wisconsin, Fees, and Create Section 6-15 of the Municipal Code Titled "Weights and Measures"

Summary: This ordinance creates an annual weights & measures license for devices located or used within the City for the purpose of computing a charge or payment for services rendered on the basis of weight or measure. Operators of these weights and measures shall pay to the City the actual cost of incurred by the City in connection with inspecting said weights and measures.

Recommended Action:

Motion to waive reading and adopt the ordinance

C. 25-228 Ordinance to Amend Chapters 1-2-1 of the Municipal Code, Fees (Tabled from November 17, 2025 meeting)

Summary: This ordinance updates the City's master fee schedule by increasing some fees, including short-term rental licenses, a new harbor sludge tipping fee that can be charged to the Army Corps of Engineers, and restructuring how building permit fees.

Recommended Action:

Motion to waive reading and adopt the ordinance

D. 25-253 Resolution Adopting City of Two Rivers Social Media Policy

Summary: This resolution adopts the City of Two Rivers' Social Media Policy, establishing clear guidelines for the use, administration, and public interaction on all official City social media platforms. This policy is intended to ensure consistent, lawful, and transparent communication while complying with public records requirements and moderation standards.

Recommended Action:

Motion to waive reading and adopt the resolution

11. CITY MANAGER'S REPORT

12. FOR INFORMATION ONLY

- City Council Work Session, Monday, December 29, 2025- CANCELED
- City Council Regular Meeting, Monday, January 5, 2026, 6:00 PM
- Public hearing for a request for a Conditional Use Permit for the operation of self-storage units, located at Columbus Street, Parcel No. 202-201-010-9, in Industrial District I-2, submitted by Brian Backler, Monday, January 5, 2026, 6:00 PM

13. CLOSED SESSION

The City Council reserves the right to enter into Closed Session, per Wisc. States 19.85(1)(g) conferring with legal counsel for the governmental 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.

-- Pending or imminent litigation

The City Council reserves the right to enter into Closed Session, per Wisc. Stats 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

-- Performance of City employees

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 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.