



CITY COUNCIL MEETING

Monday, September 16, 2024 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, Bonnie Shimulunas, Scott Stechmesser, Adam Wachowski
4. **CONSIDERATION OF ANY COUNCIL MEMBER REQUESTS TO PARTICIPATE IN THIS MEETING FROM A REMOTE LOCATION**
5. **OATH OF OFFICE AND BADGE PINNING OF POLICE LIEUTENANT MATTHEW LUTZE**
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
 1. Representative from Clifton Larson Allen LLP, Presentation of the 2023 Audited Financial Statements
Recommended Action:
Motion to receive and place on file
 - B. Status Update/Reports
 1. Staffing Updates
 - a. Police Department Appointment of Officer Seth Tobison as New School Resource Officer at L. B. Clarke Middle School
 - b. Police Officer Recruitment and Hiring
 - c. Firefighter/Paramedic Recruitment and Hiring
 - d. Administrative Assistant to City Manager/Deputy City Clerk
 - e. City Planner/ Community Development Director
 2. Roosevelt Street Reconstruction Project
 3. 2024 Leaf Pick Up--October 14 - December 1, Weather Permitting
 4. Absentee Ballots for the November 5 Election will be sent on September 19 to all Requests on File; Additional Absentee Ballots will be Mailed Daily as Requested

5. Paddle Palooza, Held on Saturday, November 14
6. Explore Two Rivers Car
7. Upcoming Events:
 - a. Fall Book Sale, September 19 - 21, During Regular Hours at the Lester Public Library
 - b. Ethnic Fest, Saturday, September 21, 9:30 AM to 6:00 PM, Downtown Two Rivers
 - c. Friday Night Live: The Focoustics, Friday, September 27, 7:00 to 9:00 PM, Central Park West
9. Other

- C. Legislative/Intergovernmental Update
 1. DNR Stewardship Grant Award for Neshotah Park Improvements
 2. Other

10. CONSENT AGENDA

- A. Presentation of Minutes
 1. City Council Work Session - August 26, 2024
 2. City Council Regular Meeting - September 3, 2024
 3. City Council Special Meeting - September 11, 2024

Recommended Action:
Motion to waive reading and adopt the minutes
- B. Minutes of Meetings
 1. Public Utilities Committee, September 3, 2024
 2. Public Works Committee, September 4, 2024
 3. Committee on Aging, August 5, 2024
 4. Plan Commission, September 9, 2024
 5. Advisory Recreation Board, August 14, 2024
 6. Police and Fire Commission, September 11, 2024

Recommended Action:
Motion to receive and file
- C. Applications and Petitions
 1. Landscaping / Tree Removal License for Bonzi's Tree Service, 3207 Whistle Lane, Two Rivers

Recommended Action:
Motion to approve the application and authorize issuance of the license
- D. Department Reports, August, 2024
 1. City Clerk
 2. Electric
 3. Fire
 4. Inspections
 5. Library
 6. Parks & Recreation
 7. Public Works
 8. Safety
 9. Tourism
 10. Water

Recommended Action:
Motion to receive and file
- E. Summary of Verified Bills for the Month of August for \$3,410,120.24

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.** Amendment to Personnel Policy Appendix B, "Compensatory Time Policy," Further Amending That Policy to Provide that Compensatory Time May Not Be Accrued During the Month of December (Any Overtime Hours Worked in December Will Be Compensated as Paid Overtime)

Recommended Action:

Motion to adopt the amendment, as recommended by the City Clerk/Human Resources Director and City Manager

- B.** Ordinance to Amend Various Sections in Chapter 6 of the Municipal Code, Entitled "Fermented Malt Beverages and Intoxicating Liquors" and Chapter 1-2, Entitled "Fees," to Provide Requirements and Standards for Alcohol Licenses

Recommended Action:

Motion to waive reading and adopt the ordinance

- C.** Recommendations from Plan Commission Meeting of September 10, 2024

1. Request to Rezone 1509 – 19th Street, Parcel 053-000-050-030-.09, from Business (B-1) to Residential (R-3) submitted by Joan Johnson (applicant and owner)

Plan Commission Recommended Action:

Motion to set a public hearing for Monday, October 7, 2024 at 6:00 PM, with recommendation to approve the rezoning as requested, on the condition that the concrete pavement covering the front yard of the parcel and the adjacent terrace area in the public right-of-way be converted to turf grass

City Manager Alternative Recommended Action:

Motion to refer the request back to the Plan Commission for further review

2. Proposed Amendment to Previously Approved PUD Plan Located at 1609 16th Street, submitted by Brian Laurent, Applicant and Owner

Plan Commission Recommended Action:

Motion to approve the plan, as recommended by the Plan Commission

City Manager Supplemental Recommended Action:

Approval is made with the Council's determination that the change as proposed is not deemed "substantial" as that term is used in Section 10-1-41 of the Zoning Code, and therefore need not be the subject of a public hearing

3. Conditional Use Permit for a Gas Station Located at 1421 Washington St, in the B-1 Business District, Submitted by ACE Building Service (Applicant) and Thomas Christensen (Owner)

Plan Commission Recommended Action:

Motion to set a public hearing for October 7, 2024 at 6:00 PM

4. Modifications to Driveway Regulations in the Zoning Code

Plan Recommended Action:

Motion to waive existing Zoning Code regulations for new residential construction and to direct staff to prepare a more complete amendment to the Zoning Code language on driveways for further consideration

12. FOR INFORMATION ONLY

- A. Personnel & Finance-Start Review of Budget, Monday, September 23, 2024, 6:00 PM

B. City Council Work Session Meeting, Monday, September 23, 2024, 6:00 PM

C. City Council Regular Meeting, Monday, October 7, 2024, 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

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.