



# CITY COUNCIL MEETING

Monday, February 17, 2025 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, 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. **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 Two Rivers Parks and Recreation Director Mike Mathis, recognized as 2024 Young Professional of the Year by the Chamber of Manitowoc County
    3. Congratulations Graduates: Electric Utility Employees, Paul Fabian and Gina Sampe completed the Joint Action Leadership Certificate (JALC) Program offered through WPPI
    4. Election Updates: Spring Primary, February 18, 2025
    5. Winter Sidewalk Clearing
    6. Winter Parking Ban
    7. EPA Notice of Violation Regarding Water Service Line Inventory
    8. City Hall Elevator Upgrade Project Scheduled to Start Monday, February 24 and Continue for Up to Four Weeks
    9. Police Department Training on New Safe Restraint System (2025 Capital Project)
    10. Community and Economic Development Update
    11. Explore Two Rivers Board of Directors; New Members, Recent Meeting
    12. Two Rivers Utilities' Scholarship Program is now accepting applications

13. Upcoming Events

- a. City Council Community Listening Session, Wednesday, February 19, 6:00PM, at Lester Public Library
- b. TR Teen: Teen Skate Night, Friday, February 21, 2025, 5:30PM – 7:30PM, at the Central Park West Skating Loop
- c. The Price is Right, Saturday, February 22, 2025, 6:30 PM, in the Community House Gym
- d. TRCCS 50th Annual Volleyball Tournament, Saturday & Sunday, March 1 & 2, 2025, in the Community House Gym
- e. League of Women Voters, City Council Candidates Forum, Thursday, March 6, 2025, 7:00PM - 8:30PM, at the Community House, Behringer Room
- f. Two Rivers Business Association, City Council Candidates Forum, Tuesday, March 18, 2025, 6:30PM - 8:00PM, at the Community House, Behringer Room

14. Other

C. Legislative/Intergovernmental Update

**10. CONSENT AGENDA**

**A. 25-026 Presentation of Minutes**

1. City Council Work Session, January 27, 2025
2. City Council Regular Meeting, February 3, 2025

Recommended Action:

Motion to waive reading and adopt the minutes

**B. 25-027 Minutes of Meetings**

1. Committee on Aging, January 6, 2025
2. Library Board, January 14, 2025
3. Public Utilities Committee, February 3, 2025
4. Public Works Committee, February 5, 2025

Recommended Action:

Motion to receive and file

**C. 25-028 Department Reports, February 2025**

1. City Clerk
2. Electric
3. Fire
4. Inspections
5. Library
6. Police
7. Public Works
8. Water
9. Tourism

Recommended Action:

Motion to receive and file

**D. 25-029 Finance Reports, October and November, 2024**

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

Recommended Action:  
Motion to receive and file

- E. **25-030** Summary of Verified Bills for the Month January 2025 for \$7,417,831.47

Recommended Action:  
Motion to receive and file

- F. **25-031** Applications and Petitions

1. Application for Temporary Class "B" Beer License for Roncalli Catholic Schools, TRCCS Volleyball Tournament, March 1 & 2, 2025, 7:30AM - 11:30PM, at the Community House, 1710 W. Park Street.
2. Application for Temporary Class "B" Beer License for Friends of the Two Rivers Senior Center, Cork and Canvas, April 4, 2025, 6PM - 8PM, 1520 17th Street.
3. Application for Temporary Class "B" Beer License for Two Rivers Youth Sports, Price is Right Game Show, February 22, 2025, 8AM - 11:30 PM, 1710 W. Park Street.

Recommended Action:  
Motion to approve the applications and authorize issuance of the licenses

**RECOMMENDED ACTION FOR CONSENT AGENDA**

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

**11. CITY COUNCIL - FORMAL ITEMS**

- A. **25-032** Resolution Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$3,355,000 General Obligation Promissory Notes (Financing of 2025 Capital Projects Possible Refinancing of Existing Debt)

Recommended Action:  
Motion to waive reading and adopt the resolution

- B. **25-033** Consideration of Bids Received for Construction of an Extension of Landfill Leachate Collection System (2024 Budgeted Capital Project, Carried Over to 2025)

Recommended Action:  
Motion to award the contract to Mammoth Construction LLC of Manitowoc, based on its lowest qualified bid, in the amount of \$127,019.50

- C. **25-034** Resolution Changing the Location for the February 24, March 3 and March 17 City Council Meetings to an Alternative, Handicapped-Accessible Location, Due to a Planned Renovation Project for the Elevator Serving City Hall

Recommended Action:  
Motion to waive reading and adopt the resolution

- D. **25-035** Review Adopted Guidelines for City Council Community Listening Sessions

Recommended Action:  
None; for discussion and information only

**12. FOR INFORMATION ONLY**

- A. City Council Listening Session, Wednesday, February 19, 2025, 6:00PM, at Lester Public Library
- B. City Council Work Session, Monday, February 24, 2025, 6:00 PM,

at the Community House, Behringer Room  
C. City Council Regular Meeting, Monday, March 3, 2025, 6:00PM,  
at the Community House, Behringer Room

**13. CLOSED SESSION**

Per Wisc. Stats. 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

- Discuss recent communication from Van der Brohe Arboretum, regarding City utility service
- Consider proposed Fixed Property Damage Release, pertaining to motor vehicle damage to a City park property

**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.*