



MINUTES

1. CALL TO ORDER

Council President Stechmesser called the meeting to order at 6:03 PM.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL BY CITY CLERK

Councilmembers: Doug Brandt, Mark Bittner, Shannon Derby, Bill LeClair, Darla LeClair, Tim Petri, Bonnie Shimulunas, Scott Stechmesser, Adam Wachowski

ALSO PRESENT: Kassie Paider, Finance Director; Jeff Dawson, Library Director; Ben Meinnert, Police Chief, Dave Murack, Fire Chief; Dave Dassey IT Assistant, Andrew Sukowaty, Water Director; Brian Dellemann, Electric Utility Director; Mike Mathis, Parks and Recreation Director; Matthew Heckenlaible, Public Works Director and Greg Buckley, City Manager

4. CONSIDERATION OF ANY COUNCIL MEMBER REQUESTS TO PARTICIPATE IN THIS MEETING FROM A REMOTE LOCATION

5. PUBLIC HEARING

- A. Public Hearing Regarding Conditional Use Permit as a Museum Storage Building use for Rogers St Fishing Village, located at 2010 Rogers Street, Submitted by ACE Building Service (applicant) and Bonnie Timm (on behalf of owner, Rogers Street Fishing Village)

Recommended Action:

Motion to approve the Conditional Use Permit, as recommended by the Plan Commission

Mr. Buckley provided information about the conditional use permit.

The first call of the public hearing for public input was opened by Council President Stechmesser, No one addressed the Council.

The second call of the public hearing for public input was opened by Council President Stechmesser. Francis Nelson (2018 Jackson Street) – asked questions regarding why the museum needs a conditional use permit and what is being stored in the new building. The Council allowed the Rogers Street Village Board Member Bonnie Timm to respond to the questions.

The third and final call for public hearing for public input was opened by Council President Stechmesser. No one addressed the Council. Council President Stechmesser closed the public hearing.

Motion carried with a roll call vote.

Motion made by B. LeClair, seconded by Shimulunas.

Voting Yea: Bittner, Brandt, Derby, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser, Wachowski.

- B. Public Hearing Regarding Conditional Use Permit for a Gas Station Located at 1706 – 16th Street, in the B-1 Business District, submitted by Quasius Construction, Inc (applicant) and Jalapa Marketing LLC (owner)

Recommended Action:

Motion to approve the conditional use permit, as recommended by the Plan Commission

Mr. Buckley provided information about the conditional use permit.

The first call of the public hearing for public input was opened by Council President Stechmesser, No one addressed the Council.

The second call of the public hearing for public input was opened by Council President Stechmesser. No one addressed the Council.

The third and final call for public hearing for public input was opened by Council President Stechmesser. No one addressed the Council. Council President Stechmesser closed the public hearing.

Motion carried with a roll call vote.

Motion made by Bittner, seconded by Brandt.

Voting Yea: Bittner, Brandt, Derby, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser, Wachowski.

6. INPUT FROM THE PUBLIC

William Otto (1800 Jefferson St) – requested the City to talk to Maritime Metro Transit about extending their service to Two Rivers High School

Sophia Bix (2010 Jackson Street) – stated there is an issue with transportation to Two Rivers High School and a safety concern of people walking.

7. COUNCIL COMMUNICATIONS

Letters and other communications from citizens

Councilmember Shimulunas stated she received a question regarding the activity at the Hamilton Property. Public Works Director Matt Heckenlaible stated Thermo Fisher's environmental consultant is conducting a pilot program by putting chemicals into the ground and investigating if they are effective in neutralizing the solvents that are contaminants on the site. They expect to have results from the pilot program in about 3-4 months and plan to do a full phase implementation in 6-9 months. Mr. Buckley added that study of the property for a second contaminant, PFAS compounds, continues.

Councilmember Bittner stated the drop box located in front of City Hall has had vehicles blocking it and requested lines to be painted to mark it a no parking zone.

Council President Stechmesser stated he has received several communications complimenting the new landscaping and clean-up of the welcome sign located on Memorial Drive.

8. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

Council Vice-President Wachowski reported on the Advisory Recreation Board, which recently

discussed the dogs on the beach ordinance and recommends to keep the ordinance as it stands. He reported that the ARB also reviewed and approved the Parks and Recreation Open Spaces Plan, reviewed plans for Paddlers Park and received updates on the golf simulator and disc golf course maintenance.

Councilmember Shimulunas reported on the Finance and Personnel Committee, stating they discussed the recent announcement of the retirement of the City Manager and the steps to proceed with recruitment.

Councilmember B. LeClair reported on a recent meeting of the Public Works Committee where they discussed the width of public sidewalks and issues with vegetation growing over the edges of the sidewalk causing problems for individuals using the sidewalk.

Councilmember D. LeClair reported on the following boards:

- Mainstreet: August 19th through the 25th, Two Rivers Businesses are partnering with the Lakeshore Humane Society by collecting monetary donations and supplies for the humane society. Ethic Fest is still looking for sponsors, if interested in sponsoring contact Two Rivers Main Street. The Two Rivers Fall Wine Walk is looking for additional participants, if interested in having your business sign up, contact Two Rivers Main Street
- Environmental Advisory Board: On August 9th, representatives from the EAB and the City attended a program held by the Lakeshore Natural Resources Partnership. The event was called Lake Michigan Day and they focused on opportunities for continued restoration and protection of Lake Michigan and the broader Great Lakes basin. There was also a panel of individuals to discuss climate change and how it is affecting Lake Michigan and the surrounding areas.

9. CITY MANAGER'S REPORT

A. Invited Guests

A. Kites Over Lake Michigan

Mr. Buckley invited Chow Chong to the podium to speak about the event over the years

B. Resolution Chow Chong Kites Over Lake Michigan

Recommended Action:

Motion to read and adopt the resolution

Motion carried with a roll call vote.

Motion made by B. LeClair, seconded by Derby

Voting Yea: Bittner, Brandt, Derby, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser, Wachowski.

The motion was read aloud by the City Manager, and those in attendance offered Chow Chong and the Kites Over Lake Michigan Board a round of applause.

C. Status Update/Reports

1. Staffing Update

Mr. Buckley reported on the ongoing recruitments: Police Officer – completing interviews; Fire Department – completing interviews; City Planner/Community Development Director – re-advertising with September 13 deadline; Administrative Assistant to City Manager / Deputy City Clerk – accepting applications

2. Roosevelt Street Reconstruction Project

Mr. Buckley reported all utility work is now complete – water, sanitary sewer, storm sewer mains and laterals. Paving by subcontractor Vinton Construction is working south from 12th Street with excavating and placement of new sub-grade material, in preparation for concrete

paving.

3. Revaluation Project: Upcoming Open Book and Board of Review

Mr. Buckley reported representatives of the City's contract assessing firm, Accurate Appraisal, are meeting with property owners for Open Book on Monday, August 19 4 PM – 6 PM; Tuesday, August 20 9 AM – 12 PM; and Wednesday, August 21, 9 AM – 12 PM. Board of Review will meet on Wednesday, September 25 for a minimum of two hours starting at 4 PM.

The City Manager's Report also contained the following statements about the revaluation:

Two Rivers has not conducted a city-wide revaluation since 1999. State law requires that a revaluation be completed if WI Department of Revenue sales studies show that the total assessed valuation of the municipality varies by more than 10% from actual market value for a period of five years or more. Two Rivers Aggregate Assessment Ratio, as determined by the WI Department of Revenue, was "in compliance" for the years 2018-2020, but went out of compliance in 2021 and has moved further out of compliance over the next two years, due to rapidly escalating home values – this trend is true here and across the country.

Rapidly rising home values have been reflected in the WI Department of Revenue's "Statement of Changes in Equalized Value" for the past several years. Based on the percentages shown in the summary table to the right, existing residential properties have increased in value by over 66 percent over the past five years. This is based on DOR sales studies for each of those years. Overall, the City's recently completed 2024 revaluation shows an average increase of 94.4 % for residential properties. The average increase for commercial properties was 39%.

As has been noted in information provided to the community by Accurate Assessing, a big increase in your assessment does not necessarily mean a big increase in your property tax bill. Generally, taxing entities adjust their tax rates to effectively make any increase in assessed values "revenue neutral," but given that property taxes are apportioned to every property in the city based on their assessments, there will be a good number of properties whose tax bills go up and a good number whose tax bills go down.

Revaluations are a process for helping assure that the tax burden is spread equitably, based on the relative market value of individual taxable properties. They are done to ensure equity, not to generate more revenue for the taxing entities. In the case of the City, our annual tax levy for operations (General Fund and Library) is capped by WI's Expenditure Restraint law and can only increase year over year based on net new construction. The other piece of the City tax levy, for debt service, is based on the amount actually required to make annual principal and interest payments on debt issued for capital projects. The City Manager and City council strive to keep the amount of this levy relatively constant from year to year.

4. WI Department of Revenue Annual Report on Equalized Valuation

Mr. Buckley reported this year's report on equalized values, released by WDOR in early August, showed an overall increase in equalized value of 14% over 2023. A major driver was "economic change" of +12% for existing residential properties. Comparable figures for the county and the City of Manitowoc were 8% and 9% respectively. Existing commercial property values were up 26% (very unusual, as this property class usually shows small increases or decreases) and existing industrial up 3%. Also in Two Rivers, there was \$4.5 million in new residential construction and minimal new commercial or industrial construction in 2023.

5. BIDC Approval of Loan to Assist Former Luigi's Redevelopment

Mr. Buckley reported the City's Business and Industrial Development Committee (BIDC) on August 5 approved a \$63,000 loan to Pop Start Restaurant Group, LLC, to help renovate, equip and re-open this property, vacant for nearly five years, as a wood-fired pizza kitchen and

specialty catering business. The City loan financing is part of an overall financing package of \$420,000 for the project. The City Council also approved a \$10,000 grant from Tax Incremental District No. 8 to assist in this redevelopment project. Partners in the business are Justin Ulness and Nathan Hulsey. They hope to open before year-end.

6. Lester Library Summer Reading Program

Mr. Buckley shared the Summer Reading Program Stats for June-July: Participation: 228 Adults, 52 Teens, 362 Youth. Treasure Quest: 50 teams, 188 players. Thom Pease Program on the Library Lawn, August 14: 175 attendees, \$900 in Brat Fry profits to Healthiest Manitowoc County Investing Early Coalition, which includes the Reach Out and Read Coalition. Overall Program Attendance for June-July: 14 Adult Programs with 228 attendees and 67 Youth Programs with 4,769 attendees.

7. Upcoming Events

- a. Concerts in the Park: Dr. Bombay, Thursday, August 22, 6:00 - 8:00 PM, Central Park West
- b. Friday Night Live: Suzie & the Detonators, Friday, August 23, 7:00 - 9:00 PM, Central Park West
- c. Back-to-School Carnival, Saturday, August 24, 9:00 - 11:00 AM, Senior Center
- d. Bands on the Beach: Big Mouth & the Power Tool Horns, Sunday, August 25, 2:00 - 6:00 PM, Neshotah Beach
- e. 19th Annual Kites Over Lake Michigan, August 31 & September 1, Two Rivers High School

D. Legislative/Intergovernmental Update

10. CONSENT AGENDA

A. Minutes of Meetings

1. Library Board, July 9, 2024
2. Public Utilities Committee, August 5, 2024
3. Public Works Committee, August 7, 2024
4. Plan Commission, August 12, 2024
5. Explore Two Rivers Board of Directors, July 9, 2024
6. Police and Fire Commission, August 1, 2024
7. Business & Industrial Development and Community Development Authority, August 13, 2024
8. Personnel & Finance Committee, August 13, 2024

Recommended Action:

Motion to receive and file

B. Department Reports, July 2024

1. Electric
2. Fire
3. Inspections
4. Library
5. Police: March, April, May
6. Public Works
7. Safety
8. Tourism
9. Water

Recommended Action:

Motion to receive and file

- C. Summary of Verified Bills for the Month of July, 2024 for the amount of \$1.358,776.44
Recommended Action:
 Motion to receive and file

- D. Applications and Petitions
 - 1. Temporary Class "B" License for Mishicot Indian Diamond Club for Slugfest, September 20-22, 2024, at Vietnam Veterans Memorial Park, 1200 35th Street, Two Rivers; Brook Gauger, Agent
Recommended Action:
 Motion to approve the application and authorize issuance of the license

RECOMMENDED ACTION FOR CONSENT AGENDA
Motion to approve the Consent Agenda with the various actions recommended

Motion carried with a voice vote.

Motion made by Derby, Seconded by Petri
 Voting Yea: Bittner, Brandt, Derby, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser, Wachowski.

11. CITY COUNCIL - FORMAL ITEMS

- A. Resolution Amending 2024 Budget for Capital Projects Fund 403, Harbor Master Plan Implementation, to Designate \$92,000 from Funds Available in That Fund for Purchase of the Former Eggers Industries Parcel at 1303 19th Street
Recommended Action:
 Motion to waive reading and adopt the resolution

Motion carried with a roll call vote.

Motion made by Bittner, seconded by Wachowski
 Voting Yea: Bittner, Brandt, Derby, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser, Wachowski.

- B. Resolution Initiating the Process for Recruitment and Selection of a New City Manager
Recommended Action:
 Motion to waive reading and adopt the resolution

Motion carried with a roll call vote.

Motion made by Wachowski, seconded by Brandt
 Voting Yea: Bittner, Brandt, Derby, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser, Wachowski.

- C. Consideration of Proposed Agreement with Manitowoc County, Pertaining to City Use of County Compost Site on Woodland Drive
Recommended Action:
 Motion to authorize the City Manager and City Clerk to sign the agreement on behalf of the City

Motion carried with a roll call vote

Motion made by B. LeClair, seconded by Petri

12. FOR INFORMATION ONLY

- A. City Council Work Session Meeting, Monday, August 26, 2024, 6:00 PM
- B. Open Book, Monday, August 19, 2024, 4:00 PM; Tuesday, August 20, 2024, 9:00 AM; Wednesday, August 21, 2024, 9:00 AM
- C. City Council Regular Meeting, Tuesday, September 3, 2024, 6:00 PM
- D. Board of Review, Wednesday, September 25, 2024, 4:00 PM

13. ADJOURNMENT

Motion to dispense with the reading of the minutes of this meeting and adjourn at 7:39 PM.

Motion carried with a voice vote.

Motion made by Derby, seconded by D. LeClair

Voting Yea: Bittner, Brandt, Derby, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser, Wachowski.

Respectfully submitted,

Amanda Baryenbruch
City Clerk