



**TWO  
RIVERS**  
WISCONSIN

## **CITY COUNCIL MEETING**

**Monday, August 18, 2025 at 6:00 PM**

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

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### **MINUTES**

**1. CALL TO ORDER**

President Stechmesser called the meeting to order at 6:00 PM.

**2. PLEDGE OF ALLEGIANCE**

Eagle Scout Troop 925 performed their flag ceremony.

**3. ROLL CALL BY DEPUTY CITY CLERK**

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

Also Present: Library Director, Jeff Dawson; Parks and Recreation Director, Mike Mathis; Public Works Director, Matt Heckenlaible; Finance Director, Kasandra Paider; Tourism Director, Joe Metzen; IT Director, Rick Powell; Electric Director, Brian Dellemann; Water Director, Andrew Sukowaty; Police Chief, Ben Meinnert; Fire Chief, David Murack; City Manager, Kyle Kordell; City Attorney, Sean Griffin (via telephone)

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

None.

**5. PUBLIC HEARING**

None.

**6. INPUT FROM THE PUBLIC**

None.

**7. COUNCIL COMMUNICATIONS**

Letters and other communications from citizens. None.

**8. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES**

- Main Street Committee: Councilmember Shimulunas stated concerns had been raised regarding overgrowth of trees. Parks and Recreation Director, Mike Mathis stated that all trees on Washington Street from Kwik Trip to Sauve's Auto were trimmed in July. City was recently re-accredited by the state, enabling access to Main Street enhancement tools.
- Library Board: Councilmember Derby stated that seven new computers were installed; brat fry event and foam machine activity were successful.
- Advisory Recreation Board: President Stechmesser reported the meeting was canceled due to lack of quorum.
- City Council Listening Session: President Stechmesser reported the listening session was held with nine attendees; communication was a key concern raised. Notes to be shared with council and department heads. Another concern raised was the Neshotah Park tennis courts being in poor condition. Parks and Recreation Director, Mike Mathis stated the tennis courts will be removed and the area will be returned to green space with grant funding. Future courts planned in a new location

per the approved master plan. Concerns were also noted about disappearing garbage stickers; further information will be distributed.

## 9. CITY MANAGER'S REPORT

### A. Invited Guests

1. Newest Eagle Scouts, Cassidy Walesh and Samantha Zipperer along with their Scoutmaster, Officer Jason Zipperer and Eagle Scout Troop 925
2. **25-159** Representative from Clifton Larson Allen LLP, Presentation of the 2024 Audited Financial Statements

An auditor from CliftonLarsonAllen (CLA) presented the independent financial audit results for FY 2024. The City received an unmodified (clean) audit opinion, the highest possible rating. Two internal control findings were noted: (1) reliance on auditors for financial statement preparation (common across municipalities), and (2) material adjustments related to retainage payable and ARPA revenue timing.

Financial highlights were provided for both governmental and business-type (enterprise) activities. Key points included:

- General Fund remains stable but continues to carry long-term receivables due to internal fund borrowing.
- Water Utility is improving but remains in a cash deficit position despite positive net income.
- Electric and Sewer Utilities are performing well with no major concerns.
- No federal single audit was required for FY 2024.
- Future GASB standards (101, 103, 104) were noted for 2025.

Council discussion included clarifying fund deficits, fund types, lease impacts, and budget-to-actual tracking.

#### Recommended Action:

Motion to receive and file

Motion passed with a voice vote.

Motion made by B. LeClair, seconded by Shimulunas.

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

## 10. CONSENT AGENDA

### **A. 25-160** Presentation of Minutes

1. City Council Regular Meeting, August 4, 2025

#### Recommended Action:

Motion to waive reading and adopt the minutes

### **B. 25-161** Minutes of Meetings

1. Library Board, July 8, 2025
2. Plan Commission, August 11, 2025

#### Recommended Action:

Motion to receive and file

**C. 25-162 Department Reports**

1. City Clerk
2. Electric
3. Inspections
4. Library
5. Police
6. Safety
7. Water
8. Tourism

Recommended Action:

Motion to receive and file

**D. 25-163 Applications and Petitions**

1. Temporary Class "B" License for Rotary Club of Two Rivers for Greg Buckley Retirement Party on September 11, 2025 at 1700 Washington Street

Recommended Action:

Motion to approve the application and authorize issuance of the license

**E. 25-164 Summary of Verified Bills for the Month of July 2025 for \$3,284,871.75**

Recommended Action:

Motion to receive and file

**RECOMMENDED ACTION FOR CONSENT AGENDA**

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

Motion passed with a voice vote.

Motion made by Wachowski, seconded by Derby

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

**11. CITY COUNCIL - FORMAL ITEMS**

**A. 25-165 Minutes from Boards and Committees with Recommendations Requiring City Council Action**

1. Plan Commission Meeting of August 11, 2025

a. Set a Public Hearing to Amend a Previously Approved Planned Unit Development Plan for St. Mark's Square Located at 1110 Victory Street, Submitted by Curt Gesell (Applicant and Owner)

Recommended Action:

Motion to set the public hearing for 6:00 PM on Monday, September 15, 2025

Motion passed with voice vote.

Motion made by Brandt, seconded by B. LeClair

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

**B. 25-166 Resolution to Change Order of Business for City Council Meetings**

Recommended Action:

Motion to waive reading and adopt the resolution

Motion passed with a roll call vote.

Motion made by D. LeClair, seconded by Derby

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

- C. 25-157** Consider Amendment to 2025 City Budget Related to Inspection Services (tabled from August 4, 2025 meeting)

Recommended Action:

Motion to waive reading and approve resolution amending the 2025 General Fund Budget

Motion passed with a roll call vote.

Motion made by D. LeClair, seconded by Brandt

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

- D. 25-167** Facade Improvement Program Payment to The Hook Lanes & Games at 1916 Washington Street in the Amount of \$23,556

Recommended Action:

Motion to approve a variance to the facade improvement program guidelines and authorize partial payout to The Hook Lanes & Games in the amount of \$23,556.

Motion passed with a roll call vote.

Motion made by Wachowski, seconded by Derby

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

- E. 25-168** Resolution Adopting Proposed Settlement Agreement Between Two Rivers Police Local 13 and the City of Two Rivers--New, 2-Year Collective Bargaining Agreement

Recommended Action:

Motion to waive reading and adopt the resolution

Item was tabled per police union needs to vote on this first.

**12. FOR INFORMATION ONLY**

- City Council Work Session, Monday, August 25, 2025, 6:00PM
- City Council Regular Meeting falls on Labor Day, Monday, September 1, 2025, Council discussion for holding meeting on Tuesday, September 2, 2025, 6:00PM

Council agreed to hold next regular meeting on Tuesday, September 2, 2025 at 6:00PM.

**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 sale

Motion passed with a roll call.

Motion made by B. LeClair, seconded by Petri to go into closed session at 6:53PM.

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

**14. RECONVENE IN OPEN SESSION**

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

Motion passed with a voice vote.

Motion made by Wachowski, seconded by Bittner to reconvene in open session at 7:00PM.

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

**15. ADJOURNMENT**

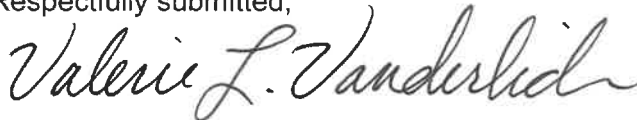
Motion to dispense with the reading of the minutes of this meeting and adjourn this meeting at 7:00PM.

Motion passed with a voice vote.

Motion made by Wachowski, seconded by D. LeClair

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

Respectfully submitted,

A handwritten signature in cursive script, reading "Valerie L. Vanderlinden". The signature is written in dark ink and is positioned below the "Respectfully submitted," text.

Valerie L. Vanderlinden  
Deputy City Clerk