



## MINUTES

### 1. CALL TO ORDER

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

### 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

**ALSO PRESENT:** Mike Mathis, Parks and Recreation Director; Jeff Dawson, Library Director; Matt Heckenlaible, Public Works Director; Joe Metzen, Tourism Director; Kassie Paider, Finance Director; Dave Murack, Fire Chief; Rick Powell, IT Supervisor; Andrew Sukowaty, Water Utility Director; Brian Dellemann, Electric Utility Director; Melissa Wiesner, Assistant Police Chief; Sean Griffen, City Attorney (via Phone) and Greg Buckley, City Manager

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

Motion carried with a roll call vote.

Motion made by Wachowski, seconded by D. LeClair to approve Councilmember B. LeClair and Councilmember Bittner to participate in this meeting from a remote location.

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

### 5. PUBLIC HEARING

#### **A. 25-021** Public Hearing for a Conditional Use Permit Application for Taco Bell with Drive-Through at 1803 Washington Street

Recommended Action:

Motion to approve the Conditional Use Permit as recommended by the Plan Commission with modifications as recommended by the City Manager

Council President Stechmesser opened the first call for public input for the public hearing.

Melissa Nyssen (130 Park Road) – Owner of Violet Inn present with business partner Amanda, stated they are impressed with the progress throughout downtown. They spoke against the placement of Taco Bell stating they are disappointed that it is in the heart of downtown across from Central Park. They also expressed concern about safety with family and children around the park crossing the street and the added traffic from the drive thru. They stated that they are afraid allowing a chain to become established in downtown will set a precedent allowing other chains to come to the downtown.

Justin Ulness (1033 22<sup>nd</sup> St) – Owner of Pop-Start Pizza, stated he fell in love with the City of

Two Rivers and the tourism as the door to Door County. A lot of bigger cities don't allow chains in the heart of their downtown and Two rivers is a small niche community. Putting a Taco Bell in the downtown will make every picture in the parks have a Taco Bell in the background.

Gina Kahn (3721 Adams Street) – spoke against the conditional use permit, stating that Two Rivers' appearance as a coastal town is what drew her to starting a business in this community. She stated she is not opposed to a Taco Bell but the location is in the wrong spot and it should not be located in the heart of downtown.

Council President Stechmesser closed the first call for public input.

Council President Stechmesser opened the second call for public input for the public hearing.

Mr. Buckley pointed out that the City had received a letter in support of granting the conditional use permit from Mark Heller—he noted that Council members had received copies of that letter in their agenda packets.

Council President Stechmesser closed the second call input.

Council President Stechmesser opened the third and final call for public input for the public hearing.

No one spoke.

Motion carried with a roll call vote.

Motion made by Wachowski seconded by Petri, to approve the conditional use permit as recommended by the Plan Commission, with the added language recommended by the City Manager regarding expiration of the CUP if a building permit for the project is not obtained by February 3, 2027.

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

## **6. INPUT FROM THE PUBLIC**

Joel Trick (1208 Mahogany Run) – spoke in support of the Van Der Broh Arboretum and stated that he wanted to express concerns regarding an anonymous letter that was received and had been shared with the City Council, containing false statements. He stated neighbors value the arboretum and the arboretum offers similar benefits to a park but with no cost to the city.

## **7. COUNCIL COMMUNICATIONS**

Letters and other communications from citizens

Councilmember Wachowski stated that he had received a concern regarding the condition of sidewalks on the south side; Mr. Buckley stated that he also received this citizen concern, and the city will be addressing that area in upcoming sidewalk inspections. Councilmember Wachowski also reported that he received a concern regarding where a sex offender lives on the south side, that concern has been forwarded to the Police Department. ;

Council President Stechmesser reported he received the same communications as Councilmember Wachowski.

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

Councilmember D. LeClair reported on the Main Street Committee – Sweet Street is February 8<sup>th</sup> from 10 AM to 2 PM, \$15 per treat bag and go to different businesses throughout downtown. Main Street is looking to hire a summer office assistant, if interested contact Main Street. There is more room for artists for the art banners, contact Main Street if interested.

Council President Stechmesser reported on BIDC/CDA stating four more lots were sold in Sandy Bay Highlands.

## 9. CITY MANAGER'S REPORT

### A. Invited Guests

### B. Status Update/ Reports

#### 1. Staffing Updates

Mr. Buckley reported on the ongoing recruitment: City Manager – Second meeting of Selection Committee completed; ad to be placed in March; targeting late May selection, July start date; City Planner/Community Development Director – Accepting applications; Certified Water Operator – Interviews scheduled. Recent Hires: Police Clerk/Evidence Technician – Congratulations to the City's current Community Service Officer, Jodi Miller, who has accepted the position of Police Clerk/Evidence Technician.

#### 2. Election Updates: Spring Primary, February 18, 2025

City Clerk Baryenbruch reported to request an absentee ballot visit [myvote.wi.gov](http://myvote.wi.gov). Registration by mail & online is closed and individuals must register to vote at the City Clerk's Office or at the polls on Election Day. In-Person Absentee Voting at City Hall begins tomorrow, Tuesday, February 4, and ends Friday, February 14. Voting will be during regular business hours with an exception of Friday, February 14, until 5:00 PM.

#### 3. Winter Sidewalk Clearing

Mr. Buckley reported snow and ice must be removed from any public sidewalk within 24 hours from the time when the snow ceases to fall. For corner lots, this includes the sidewalk and any ramps. Do not shovel or blow snow into the street, or onto a neighboring property without the owner's permission.

#### 4. Winter Parking Ban

Mr. Buckley reported the winter parking ban remains on hold, due to lack of snow. Check the website and Facebook page for updates.

#### 5. EPA Notice of Violation Regarding Water Service Line Inventory

Mr. Buckley reported the Two Rivers Water Utility was required by the US EPA to complete an inventory of all water service laterals connected to the City's water distribution system and submit to the WDNR by October 16, 2024. Such inventory to identify each lateral in the system as: Lead, Galvanized Requiring Replacement (GRR), Lead Status Unknown, Non-Lead. The Two Rivers Water Utility completed within the filing deadline for the inventory and provided notice to all customers with lead, galvanized or "lead status unknown" water services via mailings postmarked November 14, 2024, also in compliance with US EPA requirements. But, based on a review of the submitted inventory, WDNR has found the City's inventory to be non-compliant with regard to how it reports the "basis for material classification." This has resulted in a violation notice from WDNR, which requires the Water Utility to mail a public notification to all system customers, advising them of this violation, using a template prescribed by US EPA. The utility is also required to submit a revised inventory that complies with US EPA requirements.

Water Utility Directory Andrew Sukowaty reported each property owner will receive a notification as this is considered a class 2 treatment notification, but this has not effected the water quality.

#### 6. Sandy Bay Highlands Subdivision Phase 3

Mr. Buckley reported Phase 3 consists of 26 new home sites, priced \$57,900 to \$74,900. Sales are being handled by the Community Development Authority (CDA). Contractor has completed installation of all water, sanitary sewer and storm sewer mains, as well as services to each lot. Preliminary rough grading for stormwater features has been completed. Additional work, including curb and gutter and base course asphalt paving, will be bid this Spring. Sale of the first lot in Phase 3 closed on Jan. 31. CDA on January 28 approved purchase agreements with Lakeshore Residential, LLC for four lots, for construction of spec homes.

#### 7. Community and Economic Development Update

Mr. Buckley reported on renovation of the former Elks Club building on 15<sup>th</sup> Street, to be reborn as the Violet Inn, Lounge and Spa continues, with estimated opening June 2025. \$1.6 million investment in downtown, assisted with TID 12 grant of \$130,000.

Expansion project at Sauve's Automotive moving forward toward a Spring 2025 opening: \$1 million investment in downtown, assisted with TID 12 grant of \$200,000.

Taco Bell Proposed for 1803 Washington Street (former Family Video site) – on City Council agenda for hearing on conditional use permit this evening (no City financial assistance)

Pop-Start Pizza, opening in Spring 2025 in the former Luigi's location at 22<sup>nd</sup> and Jackson, has pulled a building permit for renovations and has applied for its liquor license. Assisted with \$10,000 TID 8 grant and \$63,000 business development loan.

#### 8. Upcoming Events

- a. Coffee with a Cop, Wednesday, February 5, 2025, 10:00 AM - 11:00 AM at the Two Rivers Senior Center
- b. Two Rivers Business Association Fundraiser, Saturday, February 8, 2025, 6:00 PM - 9:00 PM at Sepia Chapel
- c. Manitowoc/Two Rivers Letter Carriers, "14th Annual Bowl-A-Thon/Raffle for MDA," Saturday & Sunday, February 15 & 16, 2025 at The Hook Lanes & Games
- d. Woodland Dunes Fundraiser, "Tropical Blast," Saturday, February 22, 2025, 5:00 PM - 8:30 PM at Sepia Chapel
- e. The Price is Right, Saturday, February 22, 2025, 6:30 PM, in the Community House Gym

#### 9. Other

#### C. Legislative/Intergovernmental Update

1. Questions Regarding Status of Federal Funding for Various Projects and Activities
2. Other

Mr. Buckley reported that, to encourage more dialogue on community issues, the City Council recently voted to implement quarterly listening sessions, where three Council members will be available to hear from residents in an informal setting at various locations around the community. The first such session will be held at the Lester Public Library on Wednesday, February 19, starting at 6:00 PM, in the seating area by the fireplace.

### 10. CONSENT AGENDA

#### A. 25-022 Presentation of Minutes

1. City Council Regular Meeting, January 20, 2025

Recommended Action:  
Motion to waive reading and adopt the minutes

**B. 25-023 Minutes of Meetings**

1. Personnel and Finance Committee, August 6, October 30, November 14 & 19, 2024
2. Plan Commission Special Meeting, January 22, 2025
3. Business and Industrial Development Committee/Community Development Authority, January 28, 2025

Recommended Action:  
Motion to receive and file

**C. 25-024 Applications and Petitions**

1. Application for Temporary Class "B" Beer License for Two Rivers Main Street, The Great TRivia Contest event, March 13, 2025, 5:00PM to 10:00PM at the Community House, 1710 W. Park Street
2. Application for Temporary Class "B" Beer License for Two Rivers Main Street, Cool City Classic Car Show and Cruise event, June 27, 2025, 5:00PM to 10:00PM, June 28, 2025, 7:00AM to 4:00PM, Central Park West, 1700 Washington Street
3. Application for Temporary Class "B" Beer License for Two Rivers Main Street, Bryan Lee Memorial Blues Festival event, July 12, 2025, 10:00AM to 10:00PM, Central Park West, 1700 Washington Street
4. Application for Temporary Class "B" Beer License for Two Rivers Main Street, Ethnic Fest event, September 20, 2025, 10:00AM to 6:00PM, Central Park West, 1700 Washington Street
5. Application for New "Class B" License for Pizzeria Inizio LLC, dba Pop-Start Pizza, 1033 22nd Street, Justin Ulness, Agent

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**

Motion carried with a voice vote.

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

**11. CITY COUNCIL - FORMAL ITEMS**

**A. 25-025 Joint Powers Agreement Between Manitowoc County Joint Dispatch Center and City of Two Rivers**

Recommended Action:  
Motion to authorize the City Manager and City Clerk to sign the agreement on behalf of the City

Motion carried with a voice vote.

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

**12. FOR INFORMATION ONLY**

- A. City Council Regular Meeting, Monday, February 17, 2025, 6:00 PM
- B. Council Listening Session, Wednesday, February 19, 2025, 6:00 PM at Lester Public Library
- C. City Council Work Session, Monday, February 24, 2025, 6:00 PM

**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

Motion carried with a roll call vote.

Motion made by Derby seconded by Shimulunas to convene in closed session at 7:13 PM.  
Voting Yea: Bittner, Brandt, Derby, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser, Wachowski

**14. RECONVENE IN OPEN SESSION**

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

Motion carried with a voice vote.

Motion made by Wachowski, seconded by Derby to reconvene in open session at 7:57 PM.  
Voting Yea: Bittner, Brandt, Derby, D. LeClair, Petri, Shimulunas, Stechmesser, Wachowski

*\*\*Clerk Note: Councilmember B. LeClair became absent during closed session and did not return for the remainder of the meeting.\*\**

No action was taken after reconvening, other than adjournment, as noted below.

**15. ADJOURNMENT**

Motion to dispense with the reading of the minutes of this meeting and adjourn this meeting at 7:58 PM.

Motion carried with a voice vote.

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

Respectfully submitted,

Amanda Baryenbruch  
City Clerk