



**TWO
RIVERS**
WISCONSIN

CITY COUNCIL MEETING

Monday, April 17, 2023 at 6:00 PM

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

MINUTES

1. CALL TO ORDER

The meeting was called to order by Council President Wachowski at 6:00 PM.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL BY CITY CLERK

Councilmembers: Jeff Dahlke, Bill LeClair, Darla LeClair, Tracey Koach, Tim Petri, Bonnie Shimulunas, Scott Stechmesser, Adam Wachowski. There is one vacancy on the Council at this time.

ALSO PRESENT: Ben Meinnert, Police Chief; Melissa Wiesner, Assistant Police Chief; Brian Dellemann, Electric Utility Director; Dave Murack, Interim Fire Chief; Rick Powell, IT Supervisor; Matt Heckenlaible, Public Works Director; Mike Mathis, Parks & Recreation Director; Elizabeth Runge, Community Development Director/City Planner; Andrew Sukowaty, Water Utility Director; Jeff Dawson, Library Director; Brian Dean, Tourism Director; Dave Buss, Finance Director; Jack Bruce, City Attorney and Greg Buckley, City Manager

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

None.

5. PUBLIC HEARING

- A. Resolution Authorizing Special Assessments for Costs Incurred for Milling Off Old Asphalt Pavement Surface, Placing a New Asphalt Pavement Surface, and Miscellaneous Related Work, Zlatnik Drive from 17th Street to Pierce Street

Recommended Action:

Motion to waive reading and adopt the resolution

The public hearing was opened by Council President Wachowski and three calls for public input were made. There was no one present and wishing to comment on the resolution.

Motion carried upon a roll call vote.

Motion made by Dahlke, Seconded by B. LeClair

Voting Yea: Dahlke, Koach, B. LeClair, D. LeClair, Petri, Stechmesser, Shimulunas, Wachowski

- B. Public Hearing on a Proposed Conditional Use Permit (CUP) for 2005 Hawthorne Avenue, for the operation of a truck rental operation (UHaul)

Recommended Action:

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

The public hearing was opened by Council President Wachowski and three calls for public input were made. There was no one present and wishing to comment on the conditional use

permit.

Motion carried upon a roll call vote.

Motion made by Stechmesser, Seconded by D. LeClair
Voting Yea: Dahlke, Koach, B. LeClair, D. LeClair, Petri, Stechmesser, Shimulunas,
Wachowski

6. INPUT FROM THE PUBLIC

None.

7. COUNCIL COMMUNICATIONS

Letters and other communications from citizens

Councilmember Petri reported that he received a question regarding the ordinance against placing metal roofs on homes. Elizabeth Runge, Community Development Director, will report back to Councilmembers regarding the origin of the ordinance.

Councilmember Dahlke reported that he received the following questions and comments from residents:

- He received a call questioning how wine walks are conducted. Police Chief Meinnert reported that in the past there was one license holder with a list of the participating businesses that are serving the wine.
- He received a call questioning if a fee is needed when launching kayaks at Vets Park. Council President Wachowski commented that at the Advisory Recreation Board, there has been communication about placing a donation box by the launch. Mike Mathis, Parks & Recreation Director stated that the signage at the park is confusing and to launch a kayak, a fee is not required.
- He received a call regarding the delay in getting the Council Meetings aired. Rick Powell, IT Supervisor, informed the Council that communication with Spectrum has been slow. When the City initially started the process, they were told it would be a minimum of six months. Currently there is an issue with the frequency lining up and the City is asking for a different frequency to be used hopefully without additional cost.

8. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

Councilmember D. LeClair reported on the following Boards:

--Main Street: Tippy's has a new owner that is updating the establishment. Dick's Wonder Bar has been sold. Paper Crane Bookstore is now located on Washington Street. On April 29th there is a ribbon cutting for the bookstore which is also Independent Book Store Day. The spring wine walk did not have enough interest, but the fall wine walk is scheduled for October 27th. Wisconsin Carp Fishing Championship is looking for volunteers, contact Mainstreet if interested. The Friends of Mariners Trail Map has an advertising opportunity for businesses on their new printed map, contact Mainstreet if interested.

--Environmental Advisory Board: They are in the promotional phase of the Front Yard Garden Pilot Program, Seehafer News and the HTR are doing a report about the program.

9. CITY MANAGER'S REPORT

A. Invited Guests

1. New Recreation Supervisor Kenny Shillcox

Mike Mathis, Parks & Recreation Director, introduced Kenny Shillcox as the Recreation

Supervisor.

2. State Senator Andre Jacque and State Representative Shae Shortwell

Mr. Buckley reported State Senator Andre Jacque and State Representative Shae Shortwell held a listening session at City Hall on April 17th from 3:30-5:30 PM. The listening session was well attended. State Senator Jacque and State Representative Shortwell offered comments about the upcoming State Budget to the Council. The City Council asked questions about the budget and expressed concerns about the upcoming budget and how it will impact the City of Two Rivers. City Manager Buckley emphasized the importance of an increase in funding for Shared Revenues, noting the budget pressures faced by Two Rivers and other Wisconsin cities.

3. Oath of Office and Badge Pinning of Police Captain, A. Raatz; Detective Lieutenant, J. Glaeser; and Robert Wandrie, Police Lieutenant

Police Chief Meinnert introduced the three promoted officers. The City Clerk administered the Oath of Office for each of the officers.

B. Status Update/Reports

1. Staffing Updates

Mr. Buckley reported on the ongoing recruitments for: Fire Chief – Interviews are Scheduled for May 11th at the Police and Fire Commission Meeting; Tourism Media & Marketing Coordinator – In Review; Public Works Maintenance Worker – Scheduling Interviews; Police Officer – Interviews Completed; Firefighter/Paramedic – Application Deadline 4/28/2023.

Mr. Buckley reported on the New Hires and Recent Promotions: Temporary Parks Maintenance Worker – Ross Blaha, this will be a 5 to 6 month position; Police Captain – Andrew Raatz was promoted; Detective Lieutenant – Jacob Glaser was promoted; Patrol Lieutenant – Robert Wandrie was promoted.

2. Central Park West 365 Project Update

Mr. Buckley reported Central Park West 365 is progressing. The seating wall has been poured, the Copper colored roof has been placed on the Schmitt Brothers Stage, the block walls have been placed for the new pavilion building and the face stone was delivered.

3. Lincoln Street Reconstruction Project Update

Mr. Buckley reported that temporary water services have been placed and are active. Water main replacement begins on April 18th.

4. Front Yard Vegetable Garden Informational Presentation, Thursday, May 4th, 6pm - 7:30pm, Lester Public Library and Update

Mr. Buckley reported that an informational meeting is scheduled for Thursday, May 4th at 7:30 PM. Any questions can be directed to the public works office

5. Docks Are In At Vets Park

Mr. Buckley reported the docks have been placed in the water at Vets Park

6. Two Rivers Department of Public Works Statistics

Mr. Buckley reported on the recent statistics that the Public Works Director presented to the Two Rivers Rotary.

7. Reminder: Grant Program for Tree Planting on Private Properties

Mr. Buckley reported the City has expanded on the Shade Tree Program offered by the Two Rivers Electric Department & WPPI Energy. Property owners can qualify for grants to cover up to 2/3 of the cost of a new tree (max. grant \$100 per tree) up to three trees. There is a \$10,000 budget for this program; funding is available on a first-come, first-serve basis. You must apply

to get pre-qualified by May 1st. For questions and additional information citizens can call the Electric Department or Customer Service.

8. Proposed Property Sale to School District--Land Next to LB Clarke Middle School
Mr. Buckley reported that the purchase agreement has been prepared by the City Attorney, consistent with City Council direction on February 20, 2023. The agreement has been sent to the School District for their review. Based on the Proposed Site Plan a storm water pond or a type of storm water management facility will have to be placed on the property. The City wants assurance that a new pony league size diamond will be built on the property if the area of the current diamond is impacted by the storm water ponds.

9. Upcoming Events:

- a. Heart-a-Rama, April 27-29 and May 4-6, 6:30 PM, J.E. Hamilton Community House
- b. Celebrate Arbor Day: Plant a Tree, Friday, April 28, 5:00-7:00 PM, Zander Park

10. Other

Mr. Buckley asked for Assistant Police Chief Wiesner to introduce the new Police Department Therapy Dog, Daisy.

C. Legislative/Intergovernmental Update

10. CONSENT AGENDA

A. Presentation of Minutes

- 1. City Council Regular Meeting, April 3, 2023
- 2. City Council Special Meeting, April 12, 2023

Recommended Action:

Motion to waive reading and adopt the minutes

B. Minutes of Meetings

- 1. Lester Public Library, March 14, 2023
- 2. Public Utilities Committee, April 4, 2023
- 3. Public Works Committee, April 5, 2023
- 4. Plan Commission, April 10, 2023
- 5. Architectural Control Committee, April 10, 2023
- 6. Board of Canvassers, April 5, 2023
- 7. Room Tax Commission, March 10, 2023

Recommended Action:

Motion to receive and file

C. Department Reports, March 2023

- 1. City Clerk
- 2. Community Development
- 3. Electric
- 4. Fire
- 5. Inspections
- 6. Library
- 7. Public Works
- 8. Safety
- 9. Water

Recommended Action:

Motion to receive and file

D. Recommendation from Plan Commission Meeting of April 10, 2023

Ordinance Amendment Pertaining to Drive-In and Drive-Through Establishments in the

Downtown Area

Recommended Action:

Set Public Hearing for Monday, May 15 at 6:00 PM

E. Applications and Petitions

1. Application for Temporary Class "B"/"Class B" Retailer's License Application Foundation of Kiwanis Club of Two Rivers for the period of July 22-23, 2023 from 10:00 AM to 11 PM, Two Rivers Fish Derby and Festival, Corner of 22nd & Polk Street-Walsh Field

Recommended Action:

Motion to approve the application and authorize issuance of the license

F. Summary of Verified Bills for the Month of March 2023 for \$4,013,175.15

Recommended Action:

Motion to receive and file

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 D. LeClair, Seconded by Stechmesser.

Voting Yea: Dahlke, Koach, B. LeClair, D. LeClair Petri, Stechmesser, Shimulunas, Wachowski

11. CITY COUNCIL - FORMAL ITEMS

A. Further Consideration of Filling Council Vacancy Created by the Resignation of Jason Ring (Agenda Item Requested by Council Members Darla LeClair and Tracey Koach)

Recommended Action:

Council Discretion

Councilmember Koach expressed her concerns about the shortage of members serving some boards.

Council President Wachowski explained that other Councilmembers can be appointed to fill the vacancies on those boards. The Reorganizational Session of the City Council is on April 18th and at that time those appointments can be made.

Councilmember Dahlke reported the cost of a Special Election is estimated at \$6,300, not including staff time.

Motion made by Koach, Seconded by D. LeClair to rescind the previous action of the City Council to leave the Councilmember seat vacant.

Motion failed with a roll call vote.

Voting Nay: Dahlke, Koach, B. LeClair, D. LeClair Petri, Stechmesser, Shimulunas, Wachowski

B. City Manager's Appointment to the Environmental Advisory Board

Recommended Action:

Motion to approve the appointment of Shannon Derby to the Environmental Advisory Board, to a term expiring May 1, 2024 filling the vacancy created by Kate Gadd's resignation

Motion carried with a voice vote.

Motion made by D. LeClair, Seconded by B. LeClair.

Voting Yea: Dahlke, Koach, B. LeClair, D. LeClair Petri, Stechmesser, Shimulunas, Wachowski

- C. Authorize Modification to Parking Restrictions Applicable to Four On-Street Parking Spaces in Front of the U.S. Post Office on 18th Street; from "12 Minute Parking 7:00 AM to 6:00 PM Monday-Friday, Except Holidays" to "Post Office Customer Parking Only, 15 Minute Limit, Monday-Friday, 7:00 AM to 5:00 PM and Saturday 8:00 AM to Noon, Except Holidays"

Recommended Action:

Motion to authorize the change, as requested by the Postmaster and recommended by the Police Chief

Motion carried with a voice vote.

Motion made by Koach, Seconded by Dahlke.

Voting Yea: Dahlke, Koach, B. LeClair, D. LeClair Petri, Stechmesser, Shimulunas, Wachowski

12. FOR INFORMATION ONLY

A. City Council Re-Organizational Meeting, Tuesday, April 18, 2023, 6:00 PM

B. City Council Work Session Meeting, Monday, April 24, 2023, 6:00 PM

C. City Council Regular Meeting, Monday, May 1, 2023, 6:00 PM

13. ADJOURNMENT

Motion to dispense with the reading of the minutes of this meeting and adjourn the meeting at 8:12 PM.

Motion carried upon a voice vote.

Motion made by Dahlke, Seconded by Petri.

Voting Yea: Dahlke, Koach, B. LeClair, D. LeClair, Petri, Stechmesser, Shimulunas, Wachowski

Respectfully submitted,

Amanda Baryenbruch
City Clerk