



CITY COUNCIL MEETING

Monday, October 20, 2025 at 6:00 PM

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

MINUTES

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL BY CITY CLERK

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

Absent: Doug Brandt and Adam Wachowski

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

None.

5. INTRODUCTION OF INVITED GUESTS

A. Tracey Koach, representing the American Legion Auxiliary Unit 165, regarding the Wreaths Across America Ceremony and wreath-laying event scheduled for December 13, 2025.

Tracey spoke regarding the Wreaths Across America event and the mission to remember the fallen veterans. On December 13, 2025, two million wreaths will be placed on memorials nationwide. In Two Rivers, wreaths will be placed on the grave markers of veterans at both cemeteries. If interested in volunteering for the event, visit the Wreaths Across America website and use id number WI0106P.

B. Lyssa Schmidt, Van der Brohe Arboretum Executive Director

Lyssa introduced herself to the City Council and spoke of the future of the Arboretum and enhancing visitor experience.

C. City Manager Kyle Kordell introduced Jeff Sachse to the City Council.

6. PUBLIC HEARING

None.

7. INPUT FROM THE PUBLIC

None.

8. COUNCIL COMMUNICATIONS

Letters and other communications from citizens

Councilmember Derby received emails regarding concerns with paid parking at Neshotah Beach

and a question regarding the speed limit for electric bikes and scooters.

Councilmember Bittner received communication regarding Friday Night Concerts.

9. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

None.

10. CONSENT AGENDA

A. 25-202 Minutes of Meetings

1. Library Board, September 9, 2025
2. Personnel and Finance Committee, October 2 and October 9, 2025
3. Advisory Recreation Board, October 8, 2025
4. Architectural Control Committee, October 13, 2025
5. Plan Commission, October 13, 2025

Recommended Action:

Motion to receive and file

B. 25-203 Department Reports

1. Police
2. Electric
3. Safety

Recommended Action:

Motion to receive and file

C. 25-204 Summary of Verified Bills for September 2025 of \$3,653,145.51

Recommended Action:

Motion to receive and file

**D. 25-205 Minutes from Boards, Commissions, and Committees with Recommendations
Requiring City Council Action: Plan Commission Meeting, October 13, 2025**

- a. Set a public hearing for a request for a conditional use permit for Lakeshore Humane Society located at Columbus Street, Parcel No. 053-211-102-001.09, in the Industrial District (I-2), submitted by ACE Building Service Inc (applicant) and Lakeshore Human Society (owner).

Recommended Action:

Motion to set the public hearing for Monday, November 3, 2025 at 6:00 PM

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 Shimulunas, seconded by Derby.

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

11. CITY COUNCIL - FORMAL ITEMS

A. 25-206 Consideration of a Parking Lot Lease Agreement with The Chamber of Manitowoc County

Summary:

A parking lot lease that formalizes the arrangement of the Chamber using the City-owned gravel parking lot located adjacent to 1515 Memorial Drive.

Recommended Action:

Motion to approve and authorize City Manager to sign the agreement on behalf of the City

Motion carried with a voice vote.

Motion made by Bittner, seconded by B. LeClair.

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

B. 25-207 Consideration of a Lease Agreement Between the City of Two Rivers and Two Rivers Youth Sports for Use of One Field at Vietnam Veterans Memorial Park

Summary:

A 15-year lease agreement that allows the non-profit organization Two Rivers Youth Sports to utilize, maintain, and invest in the City-owned “blue field” at 1200 35th Street

Recommended Action:

Motion to approve and authorize City Manager to sign the agreement on behalf of the City

Motion carried with a voice vote.

Motion made by B. LeClair, seconded by Petri to table this item to the November 3, 2025 City Council meeting.

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

C. 25-208 Consideration of a Ground Lease Agreement Between the City of Two Rivers and TowerPoint

Summary:

A lease agreement that provides for a perpetual telecommunications easement for the cell antenna on City-owned property at 2701 18th Street in exchange for a one-time payment of \$305,000 plus 60% of all future revenue realized from future tenants locating equipment at this location.

Recommended Action:

Motion to approve and authorize City Manager to sign the agreement on behalf of the City

Motion carried with a voice vote.

Motion made by D. LeClair seconded by B. LeClair

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

D. 25-209 Consideration of a Vacant Land Listing Contract with Weichert, Realtors CornerStone

Summary:

An agreement to engage Weichert real estate professionals to market City-owned property at the corner of Hawthorne Avenue and 18th Street for future housing development.

Recommended Action:

Motion to approve and authorize City Manager to sign the contract on behalf of the City

Motion carried with a voice vote.

Motion made by D. LeClair, seconded by Derby.

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

E. 25-210 Consideration of a Fleet Refueling Contract with Kwik Trip

Summary:

The City has completed a request-for-proposals process from Two Rivers gas stations and with three proposals submitted, is seeking to approve a new fleet refueling contract with Kwik Trip at a Rate of 12-cents off every gallon fueled.

Recommended Action:

Motion to approve and authorize City Manager to sign the contract on behalf of the City

Motion carried with a voice vote.

Motion made by D. LeClair, seconded by Petri.

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

12. CITY MANAGER'S REPORT

13. FOR INFORMATION ONLY

- City Council Work Session, Monday, October 27, 2025, 6:00 PM
- City Council Regular Meeting, Monday, November 3, 2025, 6:00 PM
- City Council Listening Session, Thursday, November 13, 2025, 6:00 PM

14. ADJOURNMENT

Motion to dispense with the reading of the minutes of this meeting and adjourn this meeting at 6:53 PM.

Motion carried with a voice vote.

Motion made by B. LeClair seconded by Petri.

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

Respectfully submitted,

Amanda Baryenbruch
City Clerk