



**TWO
RIVERS**
WISCONSIN

CITY COUNCIL WORK SESSION

Monday, June 26, 2023 at 6:00 PM

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

MINUTES

1. CALL TO ORDER

Council Vice-President Stechmesser called the meeting to order at 6:01 PM.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Councilmembers: Jeff Dahlke, Bill LeClair, Darla LeClair, Tracey Koach, Tim Petri, Bonnie Shimulunas, Scott Stechmesser

Absent: Adam Wachowski

ALSO PRESENT: Dave Buss, Finance Director; Rick Powell, IT Manager; Elizabeth Runge, Community Development Director/City Planner; Ben Meinnert, Police Chief; Matthew Heckenlaible, Public Works Director/City Engineer; Greg Buckley, City Manager

4. ACTION ITEMS

- A. Authorization fo Contract for Roof Replacement at Wastewater Treatment Plant Buildings, to be Funded Using Clean Water Fund Loan Monies Previously Authorized for Wastewater Treatment Plant and 17th Street Projects But Not Expended on Those Projects (Roof Projects Estimated at \$120,000; CWF Loan Monies Available on a 20-Year Payback at 2.145 Percent Annual Interest)

Recommended Action:

Motion to authorize staff to take the necessary actions, working with staff for the Clean Water Fund Program, to apply previously-approved Clean Water Fund loan monies to the roof projects at the wastewater treatment plant, and to contract for such work

City Engineer Matt Heckenlaible reviewed the proposed roof work and the funding sources.

Motion carried with a roll call vote.

Motion made by Petri, Seconded by D. LeClair.

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

- B. Consider Authorizing Survey and Design Engineering Work Associated with Stormwater Design and Updated Subdivision Platting for Future Phases of Sandy Bay Highlands Conservation Subdivision (Remaining 17 Acres)--023--Resolution Amending 2023 Budget for Fund 290 to Provide \$80,000 in Funding for This Activity

Recommended Action:

Motion to waive reading and approve the Budget Amendment Resolution (requires 2/3 vote)

***Clerk Note: Council President Wachowski arrived at 6:26 PM.*

The City Manager and City Engineer reviewed the proposed work. Mr. Buckley noted that there are only 6 available lots at the subdivision. He noted that the resolution provides that the funds being advanced by Fund 290 would be repaid—with no interest—from proceeds from the sale of lots in the future phases.

Motion carried with a roll call vote.

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

5. DISCUSSION ITEMS

A. Discussion and Possible Direction to Staff Regarding Code Enforcement Issues

Review of Key Ordinance Provisions and Enforcement Processes

1. Tall Grass and Noxious Weeds
2. Property Maintenance
3. Chronic Nuisance Premises
4. Other

Recommended Action:
Council Discretion

Police Chief Meinnert presented a timeline regarding Chronic Nuisance Premises and amendments to the ordinance that have been adopted over the past 15 years. Within the last 2 years, the Tall Grass and Noxious Weed ordinance has been updated to include the current process and fee schedule for citations.

Chief Meinnert spoke about the process regarding abandoned vehicles located on private property and public property including citation amounts.

Community Development Director Runge spoke regarding Property Maintenance and Chronic Nuisance Properties. Inspections for property maintenance are complaint driven. When a complaint is filed, staff inspects the property and takes pictures, a letter is sent, and the property owner has 30 days to clean up the property. Staff will reinspect the property after 30 days to ensure compliance.

Chief Meinnert stated within the last 2 years, a full-time Community Service Officer (CSO) was added to help with inspection and compliance of properties. The CSO works closely with the Inspections and Zoning office and the Fire Department. The Police Department, Fire Department and Community Development Department are continuing to hold meetings about concerning properties and amending ordinances to include specific requirements of property maintenance. They are also looking at a hotel/motel and prostitution ordinance.

Community Development Director Runge provided a Chronic Nuisance Flow Chart to the Councilmembers and explained the different processes including enforcement actions, abatement plans and citations.

The City Council did not take any action on this matter.

6. ADJOURNMENT

Motion to dispense with the reading of the minutes of this meeting and adjourn the meeting at 8:06 PM.

Motion carried with a voice vote.

Motion made by Dahlke, Seconded by D. LeClair.

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

Respectfully Submitted,

Amanda Baryenbruch
City Clerk