



**TWO  
RIVERS**  
WISCONSIN

# CITY COUNCIL MEETING

Monday, October 17, 2022 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

The meeting was called to order by Council President Wachowski at 6:01 PM.

### 2. PLEDGE OF ALLEGIANCE

### 3. ROLL CALL BY CITY CLERK

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

**ALSO PRESENT:** Scott Ahl, Civil Engineer; Dave Buss, Finance Director; Jeff Dawson, Library Director; Brian Dellemann, Electric Utility Director; Steve Denzien, Fire Chief; Matt Heckenlaible, Public Works Director; Brian Kohlmeier, Police Chief; Mike Mathis, Parks & Recreation Director; Rick Powell, IT Supervisor; Elizabeth Runge, Community Development Director/City Planner; 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

None.

### 6. INPUT FROM THE PUBLIC

None.

### 7. COUNCIL COMMUNICATIONS

Letters and other communications from citizens

Councilmember Dahlke reported that he received several complaints from people about their high utility bills. He also reported that he received two calls from people renting from management companies in Two Rivers that are having issues with the management companies following through with issues reported by the renters or even being able to get in touch with the rental management companies.

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

Councilmember D. LeClair reported that the Environmental Advisory Board has finalized their lineup for the Winter Educational Series being offered at the Library. The EAB is also putting together a proposal to present to the Plan Commission for front yard gardens.

She also reported that Two Rivers Main Street will be working on banner art for 2023 and the Main Street Design Committee is meeting later this week to dive deeper into the murals initiative. Councilmember Ring reported that Main Street's Fall Beer and Wine Walk is coming up on October 28th and the Downtown Trick-or-Treat Event will take place on October 29th.

Councilmember Dahlke reported that the next Personnel and Finance Committee meeting for review of the 2023 budget is on Thursday, October 20.

Councilmember Koach reported some statistics on the summer reading program from the Library Board and encouraged the public to check out the Camp Read-A-Lot program going on now in the children's area. The Public Works Committee will not be meeting until December 7 and the Committee will discuss parking along Zlatnik Drive.

## **9. CITY MANAGER'S REPORT**

### **A. Invited Guests**

1. Representatives of the Two Rivers Raiders 2022 Eastern Wisconsin Championship Football Team

Mr. Buckley welcomed the Two Rivers Raiders football team and congratulated them on securing the Eastern Wisconsin Division Championship, the high school's first conference championship since 1990.

Resolution Congratulating the Two Rivers High School Raider Football Team on Their Eastern Wisconsin Championship and Wishing the Team Success in the Playoffs Ahead

Recommended Action:

Motion to read and adopt the resolution

Council President Wachowski read the resolution.

Motion carried upon a roll call vote.

Motion made by B. LeClair, Seconded by Dahlke.

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

2. Diane Johnson, Two Rivers Public School Administrator--Community Survey and Upcoming November 8 Referendum

School District Representatives were present to share information on the upcoming school district referendum on the November 8 ballot. Representatives present were Superintendent Diane Johnson, Finance Director Mary Kay Slattery, School Board Vice-President Jen Henrickson, and School Board Member Gary Shavlik. Ms. Johnson distributed a handout, shared two videos detailing the needs and tax impact, and fielded some questions regarding the referendum. Councilmember D. LeClair shared some information regarding City population trends, household median income, and concerns about the school district's testing results. Ms. Slattery shared details about the school district's evaluation process and how this exact referendum was decided upon. She also shared enrollment statistics.

### **B. Status Update/Reports**

1. Staffing Updates

Mr. Buckley reported that the City is actively recruiting for a Recreation Clerk and Zoning Administrator. Recent new hires include Public Works Director/City Engineer Matt Heckenlaible, Electric Meter Technician Steven Gretz, and Certified Water Operator Bo Skornicka.

2. 17th Street Reconstruction Project and Other Infrastructure Projects

Mr. Buckley reported that the mainline pavement along 17th Street from Zlatnik to East Street was completed on Friday, October 14. The hand work for intersection

paving and sidewalk work begins the week of October 17 and is expected to continue through early November.

At Washington Park, the tennis and pickleball court renovation work has begun. The existing pavement was removed by City forces the week of October 3. The contractor is scheduled to perform fine grading the week of October 17 and paving is scheduled for the week of October 24.

The City's contract for scattered lead lateral replacements has completed 51 lead water services. The City continues street pavement repairs in these areas and the contractor is on line for emergency replacements as necessary.

3. New Aerial Platform Truck at Fire Department

Mr. Buckley reported that the City's new aerial platform ladder truck is in service at the Two Rivers Fire Department. The \$1,160,000 capital investment replaces a 1992 ladder truck. Chief Denzien noted some key features of the new truck, including a 100' ladder with a bucket/platform on the end offering the ability for water rescues or easy access for rescues through the doors of the platform.

4. 2023 Budget Review

Mr. Buckley reported that review of the 2023 Budget continues at the Personnel and Finance Committee. The next meeting is Thursday, October 20 at 6:00 PM.

5. In-Person Absentee Voting for General Election: Monday - Friday from October 25 - November 4, 2022, at City Hall

Mr. Buckley reported that in-person absentee voting for the general election begins on Tuesday, October 25 and runs through Friday, November 4. City Clerk Jackson also noted that online voter registration ends on Wednesday, October 19. After that, voter registration must happen at the Clerk's office by November 4 or at the polls on Election Day.

6. Leaf Collection Underway; Continues Through November

Mr. Buckley reported leaf pickup begins on October 17 and will continue until Thanksgiving and possibly longer if the need warrants and the weather permits. The schedule will be east side on Mondays, north side on Tuesdays, Wednesdays, and Thursdays, and south side on Fridays.

7. Upcoming Events:

Mr. Buckley reported on the following upcoming events:

- a. Central Park West 365 Fundraiser at Port Sandy Bay, Wednesday, October 19, 4:00 - 8:00 PM
- b. Senior Center Health & Information Fair, Thursday, October 20, 8:00 - 12:00 PM, Community House
- c. Main Street Fall Wine and Beer Walk, Friday, October 28, 5:00 - 8:00 PM
- d. Main Street Downtown Trick-or-Treat, Saturday, October 29, 11:00 AM - 2:00 PM, Downtown
- e. Community Trick-or-Treating, Monday, October 31, 4:30 - 7:00 PM

8. Other

Mr. Buckley reported that fundraising for the Central Park West 365 Project totals just over \$707,000, 88.3% of the fundraising goal. This total includes a recent grant award of \$5,000 from the Aurora Health Care Foundation. Project plans and specs have been advertised for a bid opening on October 26.

Mr. Buckley also reported that Two Rivers Utilities launched MyAccount on September 20th. MyAccount is an online management tool that will allow customers to view their utility bills and track their electric and water usage.

He also reported that the power cost adjustment on electric utility bills is continuing a downward trend after hitting an unusually high level in August, due to several factors that increased the cost of electricity purchased at wholesale by the electric utility, the PCAC (power cost adjustment clause) on electric bills dropped in September, and is dropping again for power consumed in October.

C. Legislative/Intergovernmental Update

1. Bipartisan Infrastructure Bill Funding for Local Streets

Mr. Buckley reported that the extent to which the City has seen funding awarded for the Bi-Partisan Infrastructure Funding through the Wisconsin DOT has been underwhelming. The only street submitted that received approval was Emmet Street. More information will be shared with the Council as it becomes available.

## 10. CONSENT AGENDA

A. Presentation of Minutes

1. City Council Work Session, September 26, 2022
2. City Council, October 3, 2022

Recommended Action:

Motion to waive reading and adopt the minutes

B. Minutes of Meetings

1. Lester Public Library, September 13, 2022
2. Advisory Recreation Board, September 13, 2022
3. Room Tax Commission, September 30, 2020
4. Public Utilities Committee, October 4, 2022
5. Public Works Committee, October 5, 2022
6. Plan Commission, October 10, 2022
7. Architectural Control Committee, October 5, 2022

Recommended Action:

Motion to receive and file

C. Department Reports, September 2022

1. City Clerk
2. Community Development
3. Electric
4. Fire
5. Inspections
6. Library
7. Parks & Recreation
8. Police
9. Public Works
10. Safety
11. Water

Recommended Action:

Motion to receive and file

D. Applications and Petitions

1. Applications for Operator Licenses - Recommended for Denial by Police Chief - Kayla Anderson and Mary Lubeck

Recommended Action:

Motion to deny the applications, based on the recommendation of the Police Chief

- E. Summary of Verified Bills for the Month of September, 2022 for \$2,451,988.95

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 Stechmesser, Seconded by Shimulunas.

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

**11. CITY COUNCIL - FORMAL ITEMS**

- A. Ordinance Amending Section 8-3-10 of City Ordinances, to Allow Operation of Bicycles on Sidewalks by Persons 12 Years of Age and Younger

Recommended Action:

Motion to waive reading and adopt the ordinance

Mr. Buckley reported that the current regulations on bicycles on sidewalks were discussed at the September Work Session meeting. This ordinance amendment allows operation of bikes on city sidewalks by children 12 years old or younger as well as a responsible individual that may be accompanying the child riding on the sidewalks.

Motion carried upon a roll call vote.

Motion made by Dahlke, Seconded by D. LeClair.

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

Voting Nay: Shimulunas

- B. Ordinance Amending Section 2-5-6 of City Ordinances, to Provide for Two City Council Representatives on the Environmental Advisory Board

Recommended Action:

Motion to waive reading and adopt the resolution

Motion carried upon a roll call vote.

Motion made by B. LeClair, Seconded by Stechmesser.

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

Voting Nay: Dahlke, Ring, Wachowski

- C. Resolution Proclaiming October 9-15, 2022 as Fire Prevention Week

Recommended Action:

Motion to read and adopt the resolution

The resolution was read by Chief Denzien.

Motion carried upon a roll call vote.

Motion made by Dahlke, Seconded by Ring.

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

Stechmesser, Wachowski

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

Recommended Action:

Motion to approve the appointment of Kate Gadd to the Environmental Advisory Board, to a term expiring May 1, 2024 filling the vacancy created by Brian Henrickson

Motion carried upon voice vote.

Motion made by Stechmesser, Seconded by Koach.

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

E. Council Member to Environmental Advisory Board

Recommended Action:

Council discretion; Council Member Tracey Koach expressed interest

Councilmembers Koach and Dahlke expressed interest in being on the Environmental Advisory Board.

By show of hands, six Councilmembers supported Councilmember Koach being appointed to the Environmental Advisory Board.

Motion to appoint Councilmember Koach to the Environmental Advisory Board.

Motion carried upon voice vote.

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

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

F. Resolution Authorizing Execution of the Department of Natural Resources Principal Forgiveness Financial Assistance Agreement for Lead Lateral Replacement

Recommended Action:

Motion to waive reading and adopt the resolution

Motion carried upon a roll call vote.

Motion made by Dahlke, Seconded by Ring.

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

**12. FOR INFORMATION ONLY**

A. Personnel and Finance Committee-Budget Review, October 20, 2022

B. City Council Work Session Meeting, Monday, October 24, 2022

C. City Council Regular Meeting, Monday, November 7, 2022

Mr. Buckley also reported that Chief Kohlmeier has provided notice of his intent to retire in December 2022. The Police and Fire Commission is meeting on Tuesday, October 18 to discuss the succession plan for the Chief of Police position.

**13. CLOSED SESSION**

Motion to enter into Closed Session at 8:03 PM, 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: Review Proposed Development Agreement with YBR Properties, LLC Regarding City TIF Assistance for Redevelopment Project on the Former Eggers Industrial Downtown Site

Motion carried upon a roll call vote.

Motion made by B. LeClair, Seconded by Stechmesser.

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

#### **14. RECONVENE IN OPEN SESSION**

Motion to reconvene in open session at 9:12 PM to consider possible actions in follow-up to closed session discussions.

Motion carried upon a voice vote.

Motion made by Stechmesser, Seconded by Ring.

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

There was no action taken on the Development Agreement with YBR Properties, LLC.

#### **15. ADJOURNMENT**

Motion to dispense with the reading of the minutes of this meeting and adjourn at 9:12 PM.

Motion carried upon a voice vote.

Motion made by Dahlke, Seconded by D. LeClair.

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

Respectfully submitted,

Jamie Jackson  
City Clerk