



CITY COUNCIL MEETING

Monday, June 16, 2025 at 6:00 PM

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

MINUTES

1. CALL TO ORDER

Council President Stechmesser called the meeting to order at 6:03 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: Jeff Dawson, Library Director; Mike Mathis, Parks & Recreation Director; Matt Heckenlaible, Public Works Director; Joe Metzen, Tourism Director; Kassie Paider, Finance Director; Dave Murack, Fire Chief; Rick Powell, IT Manager; Brian Dellemann, Electric Utility Director; Andrew Sukowaty, Water Utility Director; Ben Meinnert, Police Chief; Sean Griffin, 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

None.

5. PUBLIC HEARING

None.

6. INPUT FROM THE PUBLIC

None.

7. COUNCIL COMMUNICATIONS

Letters and other communications from citizens

Councilmember B. LeClair stated that he received communication about any current or planned dredging activities at the end of the harbor. Mr. Buckley stated that he had spoken with the Army Corps of Engineers. While there are no funds currently available to support a full dredging project, they discussed the potential for limited work that would involve removing the tops of the shoals in the harbor to provide some relief.

8. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

Councilmember Shimulunas reported on the Main Street Committee: the Cool City Classic Car Show is taking place at the end of June.

Councilmember Wachowski reported on the Plan Commission: the Commission discussed establishing a buffer zone for tall grass and other growth on vacant properties.

Councilmember Derby reported on the Library Board: a new dramatic display center has been installed at the Library and a new story board has been set up at Zander Park.

9. CITY MANAGER'S REPORT

A. Invited Guests

B. Status Update/Reports

1. Staffing Updates

Mr. Buckley reported on the ongoing recruitment and selection processes: City Planner / Community Development Director – Accepting applications; Police Administrative Professional / Evidence Custodian – Announcement Pending

2. City Council Appointment of New City Manager

Mr. Buckley reported the Two Rivers City Council has appointed Kyle Kordell to serve as Two Rivers' next City Manager. His appointment will take effect on August 4, 2025.

3. In-Person Open Book, June 17, 2025, 3:00PM-6:00PM; Contact Accurate Appraisal to schedule an appointment

Mr. Buckley reported an additional in-person open book session will take place on Tuesday, June 17, from 3 PM – 6 PM in 3rd Floor Council Chambers at City Hall.

4. Board of Review, June 24, 2025, 4:00PM-6:00PM

Mr. Buckley reported the Board of Review meeting is on Tuesday, June 24, 2025 starting at 4 PM. Deadline to file an appeal with the City Clerk is 48 hours prior to the meeting. Please note that falls on a Sunday. You may email the required documents to the clerk up until the deadline.

5. Wisconsin Tourism 2024 Report

Mr. Buckley reported Manitowoc County saw a 0.06% growth year over year. Wisconsin experienced a 3.3% growth in tourism from 2023 to 2024.

6. Two Rivers Business Owner Tourism Impact Survey

Tourism Director Metzen reported Explore Two Rivers is collecting data from local business owners and managers about the impact tourism has on our local economy. They are looking to get input from all sectors of our local economy, including manufacturing, service, retail, etc. The results will be available in August and will be shared through a social media campaign and public presentations.

7. Summer Public Kayak Series

Parks and Recreation Director Mathis reported the Summer Public Kayak Series is underway. The cost to participate is \$10 per person per session. Each session has a maximum of 14 participants. Contact Parks and Recreation for more information.

8. Sandy Bay Highlands Subdivision Phase 3

Mr. Buckley reported Sandy Ridge Drive, Rawley Court, and Orchard Lane have been graded and graveled. Rawley Point Trail on the east side of Orchard Lane is completed. Electric and fiber utility installation is ongoing. Final restoration is ongoing.

9. Two Rivers Utilities E-Waste Recycling Event Results

Mr. Buckley reported the Two Rivers Utilities held their E- Waste Recycling Event on June 10th. They collected: 58 – TV's over 30"; 118 – Monitors & TV's Under 30"; 11 – UV Lamps; 9 – HID, Metal Halide, Mercury Vapors; 1490 – 4' or less, Circular, U-tube Bulbs; 85 – 5' or Larger Bulbs; 119 – CFL; 116 – LED; 259 – Incandescent; 14 – Spot, Flood, Quartz, Halogen; 497 lbs – Alkaline Batteries

10. Water Main Flushing

Mr. Buckley reported the Water Department has begun flushing hydrants in the central part of the city, starting from Washington Street bridge, north to 30th Street. Signs will be placed near the areas where the flushing is occurring. Flushing hydrants is an important process to help clean and maintain our water distribution system. During this time residents may experience

low water pressure and discolored water.

11. Lead Service Laterals Replacement

Mr. Buckley reported as of Monday, June 12th the following replacements have been completed under the contract awarded to Mammoth Construction in 2024: 195 – public side water services; 140 – public side sanitary laterals; 68 – private side water services; 27 – private side sanitary laterals

12. State Highway 42/Memorial Drive Project

Mr. Buckley reported paving should be completed this week with beam guard replacement and final restoration work occurring after that.

13. Neshotah Park - Pierce Street Resurfacing and Parking Improvements

Mr. Buckley reported the project was originally scheduled for May; was briefly delayed pending State Historical Society sign-off on an archeological study. The road is closed to all traffic for 2-3 weeks starting Tuesday, June 3; paving and marking of parking spaces completed as of June 16, restoration of shoulders upcoming; anticipate opening by end of the week. The closure is from 21st Street to Zlatnik Drive. DPW crews continue work constructing the trail from Pierce Street to Zlatnik Drive past the concession stand. More than \$700,000 is being invested in improvements at Neshotah Park this year, with about half of that funding from grants.

14. Upcoming Events

- a. Childhood Cancer Walk, Tuesday, June 17, 2025, 6:00PM at Neshotah Park
- b. Concerts in the Park, Thursday, June 19, 2025, 6:30PM,
TR Community Band: Tribute to John Williams
- c. Downtown Friday Night Live, Friday, June 20, 2025, 7:00PM, The Dirty Martinis
- d. Bike Rodeo, Tuesday, June 24, 6:00PM-7:30PM, at Washington Park
- e. Sundae Thursday, Thursday, June 26, 2025, 5:30PM-8:00PM, in Central Park West
- f. Beach Bash, Friday & Saturday, June 27 & 28, 2025 at Neshotah Beach
- g. Cool City Cruise and Car Show, Friday & Saturday, June 27 & 28, 2025,
in Downtown Two Rivers
- h. Senior Center 50/50 Raffle, Saturday June 28, 2025, 10:00AM-12:00PM,
in Downtown Two Rivers
- i. Coffee with a Cop, Wednesday, July 2, 2025, 10:00AM-11:00AM, at the Senior Center
- j. July 4th Community Fireworks and Festivities (Rain Date: July 5th)
- k. Cool River Classic Boat Show, Saturday, July 5, 2025, 12:00PM-4:00PM,
at Paddlers Park
- l. Bands on the Beach Begins July 6, with The Cougars, 2:00PM-5:30PM
- m. Visit exploretworivers.com for future events

15. Other

C. Legislative/Intergovernmental Update

1. State Budget
2. Other

10. CONSENT AGENDA

A. 25-111 Presentation of Minutes

1. City Council Regular Meeting, May 19, 2025
2. City Council Work Session, May 27, 2025
3. City Council Special Meeting, May 29, 2025
4. City Council Special Meeting, May 30, 2025
5. City Council Regular Meeting, June 2, 2025
6. City Council Special Meeting, June 6, 2025

Recommended Action:

Motion to waive reading and adopt the minutes

B. 25-112 Minutes of Meetings

1. Library Board, May 13, 2025
2. Environmental Advisory Board, May 20, 2025
3. City Manager Recruitment and Selection Committee, May 21, 2025
4. Public Works Committee, June 4, 2025
5. Plan Commission, June 9, 2025

Recommended Action:

Motion to receive and file

C. 25-113 Department Reports, June 2025

1. Electric
2. Inspections
3. Library
4. Parks & Recreation
5. Public Works
6. Safety
7. Water
8. Tourism

Recommended Action:

Motion to receive and file

D. 25-115 Applications and Petitions

1. Waiver of Noise Ordinance for amplified noise for SnowFest on July 25 & 26 until 11:30PM.
2. Applications for Commercial-Hauler's License - Recommended for Approval
 - a. Pozorski Hauling & Recycling LLC, 2515 Viebahn Street, Manitowoc
 - b. Waste Management of Wisconsin Inc, 1861 E Allouez Avenue, Green Bay
 - c. Manitowoc Disposal Inc, 1800 Johnston Drive, Manitowoc
 - d. GFL Environmental, 428 High Street, Chilton
3. Temporary Class "B" Beer License for Rotary Club of Two Rivers; Michael Ditmer, Agent; Bands on the Beach, July 6, 2025, Neshotah Beach, 2111 Pierce Street
4. Temporary Class "B" Beer License for Rotary Club of Two Rivers; Michael Ditmer, Agent; Bands on the Beach, July 13, 2025, Neshotah Beach, 2111 Pierce Street
5. Temporary Class "B" Beer License for Rotary Club of Two Rivers; Michael Ditmer, Agent; Bands on the Beach, August 3, 2025, Neshotah Beach, 2111 Pierce Street
6. Temporary Class "B" Beer License for Rotary Club of Two Rivers; Michael Ditmer, Agent; Friday Night Concert Series, July 18, 2025, Central Park West, 1700 Washington Street
7. Temporary Class "B" Beer License for Rotary Club of Two Rivers; Michael Ditmer, Agent; Friday Night Concert Series, August 1, 2025, Central Park West, 1700 Washington Street
8. Renewal License Applications for Period of July 1, 2025 to June 30, 2026
 - a. Combination Class "A" Beer and "Class A" Liquor - Qty: 1
 - b. Combination Class "B" Beer and "Class B" Liquor - Qty: 9
 - c. Tobacco - Qty: 1

Recommended Action:

Motion to approve the waiver and applications and authorize issuance of the waiver and 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 Shimulunas seconded by Petri
Voting Yea: Bittner, Brandt, Derby, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser, Wachowski

11. CITY COUNCIL - FORMAL ITEMS

A. 25-116 Proclamation Designating Thursday, June 26, 2025 as Sundae Thursday

Recommended Action:

Motion to read and adopt the proclamation

Motion carried with a voice vote.

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

B. 25-117 City Manager Re-appointments to Boards, Commissions, and Committees -- Re-appoint Tracey Koach to Environmental Advisory Board to a Term Expiring May 1, 2027; Re-appoint David Kalista to Community Development Authority to a Term Expiring May 1, 2029

Recommended Action:

Motion to approve the re-appointments, as recommended by the City Manager

Motion carried with a voice vote.

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

C. 25-118 Automatic Mutual Aid Fire Agreement With Town of Two Rivers

Recommended Action:

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

Fire Chief Murack addressed the significance of this agreement. Mr. Buckley noted that he had waived conflict of interest for the City's attorneys at West & Dunn, which also represents the Town of Two Rivers, to review and comment on the proposed agreement. He noted that the Town of Two Rivers likewise waived conflict of interest on this issue.

Motion carried with a roll vote.

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

D. 25-119 Minutes from Boards and Committees with Recommendations Requiring City Council Action

1. Plan Commission Meeting of June 9, 2025

a. Further Consideration of Proposed Conditional Use Permit Requested by TR Storage, LLC for Additional Self-Storage Facilities on the B-2 Business Zoned Property at 2005

Hawthorne Avenue (Tabled, Following Public Hearing, at the Regular Meeting on June 2, 2025; Matter Also Referred to the Plan Commission Meeting of June 9, 2025 for Further Review and Recommendation)

Recommended Action:

Motion to approve the Conditional Use Permit, with the additional condition recommended by the Plan Commission

City Manager Buckley provided a brief overview of the Plan Commission's discussion, as detailed on page 34 of the meeting packet. At the June 2 meeting, the Council tabled the item and referred it back to the Plan Commission. The Plan Commission subsequently reviewed the request and recommended approval of the permit with an additional condition

Bobbi Mott, a neighboring property owner, stated that the upkeep of the property has been improving. However, she expressed concern about how conditions attached to Conditional Use Permits are monitored and enforced over time, not just for this business but for all businesses operating under a CUP.

Nathan Schultz commented that the issue has caused him to lose sleep. He emphasized that it is not the responsibility of residents to police whether the business is complying with its CUP conditions. He reiterated concerns previously submitted in his written comments, particularly related to the storage of bulk oil and questions regarding what is allowed on-site versus what is considered safe.

An email was also received from Richard Schultz expressing related concerns about the proposed use and the property's compliance.

Ryan Ross, representing TR Storage, shared that he has been in business for over 25 years and that topsoil is an essential part of his landscape operation, which also occupies a portion of the site. To comply with current requirements, the topsoil has been significantly reduced. He also stated that approximately \$25,000 has already been invested to prepare the property for the proposed self-storage units.

Motion carried with a roll call vote.

Motion made by seconded by

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

b. Set a Public Hearing on a Proposed Zoning Code Amendment to Re-Zone the Property at 1608 Monroe Street from I-1 Industrial to R-3 One and Two Family Residential

Recommended Action:

Motion to set the public hearing for 6:00 PM on Monday, July 7, 2025

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

12. FOR INFORMATION ONLY

1. City Council Work Session, Monday, June 30, 2025, 6:00PM
2. City Council Regular Meeting, Monday, July 7, 2025, 6:00PM
3. City Council Regular Meeting, Monday, July 21, 2025, 6:00PM

4. Special Joint Meeting on "Planning a Resilient Waterfront Parkland," with Plan Commission, Advisory Recreation Board, and Environmental Advisory Board, Wednesday, July 23, 2025, 6:00PM

13. CLOSED SESSION

The City Council reserves the right to enter into Closed Session, 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

- Discuss possible property purchase
- Discuss possible property sale

Motion carried with a roll call vote

Motion made by seconded by to enter into closed session at 8:09 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 seconded by to reconvene in open session at 9:14 PM

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

15. ADJOURNMENT

Motion to dispense with the reading of the minutes of this meeting and adjourn this meeting at 9:14 PM.

Motion made by Wachowski, seconded by B. LeClair

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

Respectfully Submitted,

Amanda Baryenbruch
City Clerk