



**TWO  
RIVERS**  
WISCONSIN

# CITY COUNCIL MEETING

Monday, September 18, 2023 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

Council President Wachowski called the meeting to order at 6:00 PM.

### 2. PLEDGE OF ALLEGIANCE

### 3. ROLL CALL BY CITY CLERK

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

Absent and Excused: Tracey Koach

**ALSO PRESENT:** Andrew Sukowaty, Water Director; Brian Delleman, Electric Utility Director; Elizabeth Runge, Community Development Director/City Planner; Matthew Heckenlaible, Public Works Director; Mike Mathis, Parks & Recreation Director; Jeff Dawson, Library Director; Dave Murack, Fire Chief; Ben Meinnert, Police Chief; Brian Dean, Tourism Director; Rick Powell, IT Supervisor; 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. Ordinance to amend Municipal Code Section 10-4-17 to allow licensed short-term rental establishments to have one sign

Recommended Action:

Motion to waive reading and adopt the ordinance, as recommended by the Plan Commission

City Manager Greg Buckley provided background on the ordinance amendment.

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 ordinance.

Motion carried upon a roll call vote.

Motion made by B. LeClair, Seconded by Stechmesser.

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

- B. Conditional Use Permit, Flea Market Use in Industrial Use District, (I-1) as a Conditional Use at Corner of 12th Street and Monroe Street, Applicant Dean Jacobs

Recommended Action:

Motion to approve the Conditional Use Permit, as recommended by the Plan Commission

City Manager Greg Buckley provided background on the Conditional Use Permit.

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 ordinance.

Motion carried upon a roll call vote.

Motion made by Dahlke, Seconded by Petri.

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

- C. Conditional Use Permit, for the Housing of a Raptor (a red-tailed hawk) as a Conditional Use at 1033 27th Street, Applicant Alexander Daron

Recommended Action:

Motion to approve the Conditional Use Permit, as recommended by the Plan Commission

City Manager Greg Buckley provided background on the Conditional Use Permit.

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 ordinance.

Motion carried upon a roll call vote.

Motion made by D. LeClair, Seconded by Stechmesser.

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

## **6. INPUT FROM THE PUBLIC**

None.

*Clerk Note: Council President Wachowski announced that he would allow the Public to speak when the Council reached specific items on the agenda.*

## **7. COUNCIL COMMUNICATIONS**

Letters and other communications from citizens

Councilmember Stechmesser had the following communications:

- He received a compliment about Ethic Fest, there was a large turnout, thank you to Main Street and Staff that helped make this event a success.
- He received compliments on the Roosevelt Corridor and the blighted property that was taken care of by City Staff. Mr. Buckley reported he also has received positive feedback from the community about the nuisance property.

Councilmember Dahlke had the following communications:

- He received a question about the daily operational cost of the splashpad located at Central Park West.
- He received a concern about the slope in the location where the artificial ice will be placed in Central Park West. Parks & Recreation Director stated there is about a 4% slope in front of the Community House and 2% slope in other locations. He believes it will be manageable and they will be placing straw bales on the grass edge for the season.
- He received a complaint about excessive speeding on Forest Hills Drive and asked the Police Department to address the issue.
- He received a question regarding having a discussion about ATV/UTVs on City Streets

Council President Wachowski received a concern about garbage cans being left by the street for multiple days. He stated garbage cans are allowed to be placed on the curb 24 hours before pickup and are allowed to be left for a maximum of 24 hours after pickup.

City Manager Greg Buckley provided an update on Spectrum. He has had communication with Spectrum and stated the citizens miss having the City Council meetings available. He has not received a definitive answer on the status of the project.

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

Councilmember D. LeClair reported on the following boards:

-- Main Street Board: Ethnic Fest had a great turnout, many food vendors sold out of food and craft vendor sales increased. There were three blocks of vendors. The Fall Wine and Beer Walk is on October 27, 2023 tickets are available at Main Street, Seeds N Beans or available online. Reminder that the Holiday Parade of Lights is quickly approaching, if interested in participating, contact Main Street.

-- Environmental Advisory Board: United Way has contacted D. LeClair about speaking at the Hunger Coalition about Front Yard Gardens. United Way, Two Rivers School District, and Grow It Forward are in support of Front Yard Gardens and they are partnering together for ideas to promote the program. D. LeClair has been asked to speak at the public hearing for bill AB397 that Senator Andre Jacque and Representative Shae Sortwell are in support of. Representative Sortwell will also be speaking about the new law on Seehafer News.

Councilmember Stechmesser spoke on the Public Works Committee: The Director of Public Works has developed a new plan for leaf collection that will start on October 16. For the 2023 winter season, snow removal locations will include Seagull Marina, Vietnam Vets Park and the New Cemetery. Neshotah Beach will only be used in an emergency and a contamination sock will be placed around the snow to capture contain materials from runoff when the snow melts.

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

### **A. Invited Guests**

#### **1. Swearing in New Firefighter Alec Staudinger**

Fire Chief Murack introduced Firefighter Alec Staudinger to the City Council. The City Clerk administered the Oath of Office.

#### **2. Representatives of the Two Rivers Family Swim Center**

Representatives from the Two Rivers Family Swim Center Board gave a presentation on the current status of the Swim Center. The Board is asking the City to help with applications for grant funding to build a new facility with operating expenses to help maintain a new Swim Center.

Michelle Barry spoke in favor of the pool, stating it can benefit all citizens in Two Rivers including disabled individuals.

Kade spoke in favor of the pool stating he was a lifeguard in 2022 and 2023 and shared a story of a 7-year-old that came to the pool daily with her family. She has swimming skills that are comparable to middle-school aged children because of the amount of time she has spent at the Two Rivers pool.

William Otto spoke in favor of the pool, stating it is a good benefit for people of all ages and can be used by anyone without any limitations.

Julia spoke in favor of the pool, stating her son has met many friends while attending the pool. The Swim Center provides kids with something to do other than electronics when their parents are at work over summer. There are many friendships built at the pool.

Barb Schweitzer spoke in favor of the pool, stating she has been a member for 37 years. She stated that the pool is enjoyed by people of all ages.

Christine spoke in favor of the pool stating her whole family has been raised with the Swim Club. They have learned how to swim there that has benefited them when doing other watersports as a family.

B. Status Update/Reports

1. Staffing Update

Mr. Buckley reported on the ongoing recruitments: Public Works Maintenance Worker – conditional offer to candidate; Building Inspector – accepting applications; Police Secretary – Evidence Custodian – accepting applications through October 2, 2023

2. Lincoln Street Project Update

Mr. Buckley reported the paving contractor has completed all mainline and intersection paving. Most driveway aprons and sidewalks are replaced. Terraces were backfilled with topsoil which was compacted to reduce settling.

3. Neshotah Park Improvements

Mr. Buckley reported the installation of the new play equipment is underway; the poured-in-place safety surface will be installed the week of October 2. The Grand Opening Celebration is scheduled for Sunday, October 15, 2023 from 10:00 AM to Noon.

4. New 2023 Leaf Pick Up--October 16-December 1, weather permitting

Mr. Buckley reported there is a new leaf pick up schedule. Leaf pick up is scheduled from October 16 – December 1, weather permitting. Crews will be working through the City on an area by area basis. Areas will be selected based upon the quantity of leaves. Area updates will be posted on the City website and social media.

5. Tourism and Room Tax Updates

Mr. Buckley reported that on Tuesday, September 12, the Explore Two Rivers Board of Directors held their monthly meeting. Tourism Director Brian Dean reported the Board is focusing to build a more interactive/user friendly Explore Two Rives Website; there was a presentation by Parks and Recreation Staff – Rebecca Hansen & Mike Mathis, they are establishing criteria for tourism-related versus local events; and establish roles of city agencies for events; they are working on the 2024 Visitor Guide with Visit Manitowoc. The Board continues to have discussions about the “shoulder season” and events and activities to draw tourism during cold weather months. The Board is working on approval of a Mission Statement and approval of committees and committee membership.

6. Recent Events-Studebaker Meet, Ethnic Festival

Mr. Buckley reported the Studebaker Drivers Club International Meet was September 12-16. Over 150 Studebaker vehicles and their owners came to Two Rivers for two events. On September 12 there was an Ice Cream Social at the Washington House/Historical Society. The Parade ended in Two Rivers at Central Park and had an evening at local eateries and taverns. Fox 11 News interviewed the City Manager and Tourism Director on the event.

7. Upcoming Events

a. Friendship Table Sculpture Dedication, Saturday, September 23, 3:00 PM, Central Park East

b. Fall Book Sale, September 28-30, During Regular Lester Public Library Hours

c. TR K9 Fundraiser, October 4, 4:00-8:00 PM, Port Sandy Bay

d. Document Shred, Saturday, October 7, 9:00 AM-Noon, Bank First

e. Optimist Recycle Event, Saturday, October 7, 9:00 AM-1:00 PM, Parking Lot Hamilton House

f. Dick Rohrer Memorial Badger Night, October 7, 5:30 PM, Woodtype and Printing

Museum

g. Enchanted Forest, Saturday, October 7, 4:30-7:30 PM, Woodland Dunes Nature Center

8. Other

C. Legislative/Intergovernmental Update

## **10. CONSENT AGENDA**

A. Presentation of Minutes

1. City Council Meeting-August 21, 2023

2. City Council Work Session-August 28, 2023

Recommended Action:

Motion to waive reading and adopt the minutes

B. Minutes of Meetings

1. Lester Public Library, August 8, 2023

2. Advisory Recreation Board, August 8, 2023

3. Public Utilities Committee, September 5, 2023

4. Public Works Committee, September 6, 2023

5. Board of Appeals, June 29, 2023 and July 7, 2023

6. Joint Review Board, August 3, 2023

Recommended Action:

Motion to receive and file

C. Department Reports, August, 2023

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. Finance Reports, July, 2023

1. Debt Service

2. General Fund

3. Lester Library

4. Utilities Report

Recommended Action:

Motion to receive and file

E. Review of a Conditional Use Permit Application for the Operation of a Drive Through

Accessing 15th Street, at 1509 Washington Street, submitted by David Church, Applicant, and Owner

Recommended Action:

Motion to schedule a public hearing for October 2, 2023 at 6:00 PM, as recommended by the Plan Commission meeting on September 11, 2023

**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 Dahlke, Seconded by Shimulunas.

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

**11. CITY COUNCIL - FORMAL ITEMS**

- A. Resolution Authorizing the Issuance and Sale of up to \$329,366 Sewerage System Revenue Bonds, Series 2023, and Providing for Other Details and Covenants with Respect Thereto, and Approval of Related \$411,708 Financial Assistance Agreement (Clean Water Fund Loan)

**Recommended Action:**

Motion to waive reading and adopt the resolution

Motion carried with a roll call vote.

Motion made by B. LeClair, Seconded by Dahlke.

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

- B. Resolution Pertaining to Offering Certain City Services Within the Property of the Blue Heron Condominium Association

**Recommended Action:**

Motion to read and adopt the resolution

Bob Bauknecht offered comments on behalf of the condo association board.

Motion carried with a roll call vote.

Motion made by Dahlke, Seconded by D. LeClair to have City Staff draft an agreement to include sanitary sewer maintenance and leaf pickup.

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

Voting Nay: Shimulunas

- C. Request to Purchase Camion IMT300 Brine Sprayer

**Recommended Action:**

Motion to authorize City Staff to purchase one Camion IMT300 Brine Sprayer and Storm commander GPS flow controller from Casper's Truck Equipment in the quoted amount of \$21,884.00 prior to the 2023-24 winter season-to be purchased from existing Public Works Equipment Capital Budget, as recommended by the Public Works Director and the Public Works Committee

Motion carried with a voice vote.

Motion made by Stechmesser, Seconded by D. LeClair.

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

- D. Consideration of Land Transfer Agreement between City of Two Rivers and Two Rivers School District for LB Clarke

**Recommended Action:**

Motion to approve the agreement to transfer land to the Two Rivers School District

Upon the request of Mr. Buckley, no action was taken, pending receipt of a new certified survey that shows a division of the current City-owned property into two parcels: one to be

retained by the City, the other to be sold to the School District. Item will be brought to the City Council Work Session on September 25, 2023.

**12. FOR INFORMATION ONLY**

- A. City Council Work Session Meeting, Monday, September 25, 2023, 6:00 PM
- B. Schedule for Budget Review by Personnel and Finance Committee, Utilities Committee and City Council
- C. Personnel & Finance-Start Review of Budget, Thursday, September 28, 2023, 6:00 PM
- D. City Council Regular Meeting, Monday, October 2, 2023, 6:00 PM

**13. ADJOURNMENT**

Motion to dispense with the reading of the minutes of this meeting and adjourn the meeting at 8:22 PM.

Motion carried with a voice vote.

Motion by Dahlke, Seconded by Petri

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

Respectfully Submitted,

Amanda Baryenbruch  
City Clerk