



**TWO  
RIVERS**  
WISCONSIN

# CITY COUNCIL MEETING

Tuesday, September 06, 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, Bill LeClair, Darla LeClair, Tracey Koach, Tim Petri, Jason Ring, Bonnie Shimulunas, Scott Stechmesser, Adam Wachowski

**ALSO PRESENT:** Jeff Dawson, Library Director; Brian Delleman, Electric Utility Director; Mike Mathis, Parks & Recreation Director; Ben Meinnert, Assistant Police Chief; Dave Murack, Fire Assistant Chief; Rick Powell, IT Supervisor; Elizabeth Runge, Community Development Director/City Planner; Andrew Sukowaty, Water Utility Director; and Greg Buckley, City Manager

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

Motion to allow Councilmember Koach to participate in the meeting from a remote location.

Motion carried upon a roll call vote.

Motion made by Stechmesser, Seconded by B. LeClair.

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

### 5. PUBLIC HEARING

- A. Community Development Block Grant - COVID (CDBG-COVID) Funded Senior Center Building Modifications Project for Installation of a Drive Thru Window  
(No Council Action Necessary--Public Hearing Required Per Grant Agreement)

Community Development Director Elizabeth Runge recapped the CDBG-COVID grant funded project for building modifications including a drive-thru window at the Senior Center. A public hearing at the beginning was required prior to application for the grant funding and another public hearing at the end of the project is required to collect feedback prior to close-out of the grant.

Council President Wachowski opened the public hearing and made three calls for public input.

There was no one present wishing to comment during the public hearing.

The public hearing was closed. There was no action taken by the Council.

### 6. INPUT FROM THE PUBLIC

None.

## **7. COUNCIL COMMUNICATIONS**

Letters and other communications from citizens

Councilmember Stechmesser reported that he has received a lot of inquiries about utility bill increases. Mr. Buckley reported that the increases are due to PCAC adjustments, unexpected outages at two coal-fired plants owned in part by WPPI (the City's energy supplier), and high consumption leading to increased transmission costs. He also noted that he will share additional information during his City Manager's Report.

Stechmesser also reported that he received a thank you for the yield signs placed on Lowell Street.

Councilmember Dahlke reported/questioned the following:

- Does the City have or need a retail license to sell merchandise in City buildings. Mr. Buckley replied that there is no "retail license" required for private business nor for the City to sell merchandise at retail.
- He received countless complaints about utility bills.
- Why would the City sign a 40-year contract for a long-term purchase power contract?
- He received a thank you from several people for the Council approving the budget amendment to get the meetings back on the public access channel.
- There is construction at locations on both Madison Street and Adams Street, where nearby on-street parking is blocking traffic; the City might want to look at "no parking" restrictions in advance of these work areas.
- Why did it take 15-20 minutes for the Police Department to respond to a call for a traffic accident? Assistant Police Chief Meinnert responded that he could look into the matter and provide a response, if the Councilmember could provide details like date, time, and location.
- He received a message and read it aloud: If you get the time, could you bring up the lack of professionalism displayed by City Manager Buckley during the ATV/UTV discussion citing his use of a cell phone during the meeting. Mr. Buckley noted that he is often consulting his cell phone for information pertinent to the meeting.
- He reported that he's noticed excellent work by the Street Department on patches that they've done.

Councilmember Petri reported that he received a lot of inquiries about the direction of traffic on Zlatnik Drive and the fact that the parking along Zlatnik requires passengers in the vehicle to get out into flowing traffic. Mr. Buckley indicated a discussion of pros and cons could take place at an upcoming Public Works Committee meeting with the City's Civil Engineer and Police Department staff.

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

Councilmember D. LeClair reported that the Environmental Advisory Board is working on populating their winter educational series schedule. She also reported that Main Street is planning Ethnic Fest and looking for volunteers.

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

A. Invited Guests  
None.

B. Status Update/Reports

Mr. Buckley reported that Kites Over Lake Michigan over the past weekend was well-attended. Special thanks to Chow Chong, sponsors, kites, and community volunteers for a fantastic event.

1. City Council Visit to Van Der Brohe Arboretum on August 30  
Mr. Buckley reported that City Council attended a tour at Van Der Brohe Arboretum on August 30 led by founder and director John Durbrow. Mr. Durbrow shared his vision for the arboretum and bird sanctuary, being developed on the 65-acre tract that was formerly the Emerald Hills Golf Course.
2. Lester Library Summer Reading Programs  
Mr. Buckley reported on the Library's program Treasure Quest: Shipwrecked Edition which wrapped up on Saturday, August 27. Treasure Quest was an escape room type of summer adventure taking teams to a variety of locations in Two Rivers where they solved a series of conundrums that took them to the final ultimate solution. There were 216 individuals on 61 teams who followed clues to locations around Two Rivers and tried to unravel puzzles and decipher codes to reach the conclusion. Total tally for summer reading program participation was around 2,000 participants.

3. Staffing Updates  
Mr. Buckley reported that recruitments are ongoing for the Public Works Director/City Engineer and Zoning/Building Inspections Coordinator positions. An offer has been extended to the top candidate for the Senior Center Program and Events Coordinator Position. The recruitment for an Electric Meter Technician resulted in 13 applications and application review is underway.

Public Works Director/City Engineer Jim McDonald retired effective September 2. Upcoming retirements include Zoning Administrator/Inspections Assistant Vicky Berg in September 2022 and Electric Meter Technician Dan Glaser in December 2022.

The City Assessor, Sally Brunner, has also provided notice of her intent to not renew her contract for assessor services in 2023.

4. 17th Street Reconstruction Project  
Mr. Buckley reported that water main and new public side water and sewer laterals have been installed at the 17th Street reconstruction project. The replacement of private side water and sewer laterals will begin this week. Storm sewer construction is currently underway. Reconstruction of the East Park Street to Jefferson Street block of 17th Street will start in mid-September.

He also reported that Essential Sewer & Water began work on public and private lateral replacements on August 1. Currently 6 of the proposed 50 services have been replaced. Work is expected to continue through early October.

5. Central Park West 365 Project  
Mr. Buckley reported that donations and pledges to date total just over \$688,000, 86% of the fundraising goal of \$800,000. Recent major donors will be recognized at the September 19 Council meeting. "Rockin for the Park", a fundraising comedy dinner theatre will take place at Sepia Chapel on Thursday, October 27. Tickets can be purchased online at [www.daddydproductions.com](http://www.daddydproductions.com).
6. Restroom Building New Look at Spirit of the Rivers Wayside  
Mr. Buckley reported on the new look of the City's Spirit of the Rivers Wayside featuring white paint and a red roof with a large City logo on the side of the building.
7. Grants Available for Lead Lateral Replacements  
Mr. Buckley reported that the City has grants available for lead lateral replacements and a contractor in place to replace 50 lead water service laterals at scattered locations around the community. All eligible homeowners receive \$2,500 in grant assistance to help offset

the cost of the "private side" of the lateral. Anyone interested can contact the City's Engineering office at 920-793-5539.

8. 2023 Budget Review Schedule

Mr. Buckley shared the budget review schedule for the Personnel & Finance Committee for review of the 2023 budget and indicated that all meetings are open to the public and encouraged all Councilmembers to attend.

9. Upcoming Events:

Mr. Buckley reported on the following upcoming events:

- a. July 4th Fireworks Rescheduled, Family Activities, Fireworks, Music, Saturday, September 10, 3:00-9:00 PM, Walsh Field; rain date is September 17.
- b. Ethnic Fest, Saturday, September 17, 9:30 AM-5:00 PM, Downtown Two Rivers
- c. Lester Library Community Conversations
- d. TRPD K9 Program Fundraiser at Port Sandy Bay, Wednesday, September 14, 4:00-8:00PM - 15% of sales benefit the TRPD K9 Program
- e. Neshotah Charitable Foundation presents Dick Rohrer Memorial "Badger Night" at Hamilton Wood Type & Printing Museum, Saturday, October 8, 5:30-9:00PM

10. City Attorney's Report in Follow-Up to Citizen Concern Expressed at August 15 City Council Meeting, Regarding Dialogue Between Police Chief and Council President at June 6 Council Meeting

Mr. Buckley reported that Council packets included a report from the City Attorney in follow up to a concern presented at the August 15 meeting regarding dialogue between the Council President and the Police Chief at the June 6 meeting on the subject of ATVs/UTVs and snow plowing. The City Attorney's memo reported "in my opinion, a review of the exchange establishes that the comments of both the Council President and the Police Chief in this regard were clearly in jest. Laughter accompanied the comments, and both individuals noted that they were not intended seriously and that no offer was being made or accepted. In my opinion, the comments cannot reasonably be interpreted as an offer to do something in return for the support of an ordinance. No ethical or legal concerns arise from this exchange."

11. Other

Mr. Buckley reported that the Senior Center drive-thru window was recently completed and shared pictures of the finished result.

He also shared a recap of public input received on the matter of allowing ATVs and UTVs on City streets, based on input received via public testimony at the hearing on August 15, emails received by the City Clerk and forwarded to City Council, and petitions presented at the August 15 meeting. Overall responses included 238 opposed, 19 in favor, and 5 in favor, with restrictions.

He also reported that electric bills have been higher than average in July and August due in part to higher purchased power costs experienced by the City's Electric Utility. Those costs get passed along to customers through the Power Cost Adjustment Clause (PCAC). While the energy charge per kWh has been unchanged since the City's last rate case, the PCAC this year has ranged from  $-\$.007100$  in April to  $\$.0441300$  in August. The higher PCAC's in recent months have resulted from factors that include unexpected outages at two coal-fire plants owned in part by the City's energy supplier, WPPI Energy, higher costs for power purchased on short-term contracts due to increases in the price of natural gas, and higher transmission costs, due to higher demand and resulting congestion in the Midwest regional power grid.

The draft Comprehensive Plan is available for public review and comment on the City's website. More information can be obtained by calling the Community Development office at 920-793-5564. A formal public hearing on the new Comprehensive Plan will be held in November.

Bids were opened last week with changed specs for the Washington Park tennis courts. Using force-account labor to cut and remove the asphalt that needs to be replaced, and various separate quotes, a total cost near the initial project cost estimate is expected. The final costs will be presented at the next Council meeting on September 19.

C. Legislative/Intergovernmental Update

None.

**10. CONSENT AGENDA**

A. Presentation of Minutes

1. City Council, August 15, 2022
2. Special City Council, August 30, 2022

Recommended Action:

Motion to waive reading and adopt the minutes

B. Minutes of Meetings

1. Public Utilities Committee, August 3, 2022
2. Public Works Committee, August 2, 2022
3. Architectural Control Committee, August 18, 2022
4. Board of Review, August 31, 2022
5. Community Development Authority and Business and Industrial Development Committee, July 26, 2022
6. Personnel and Finance Committee, August 22, 2022

Recommended Action:

Motion to receive and file

C. Applications and Petitions

1. Application for Temporary Class "B" Retailer's License from Rotary Club of Two Rivers for Fireworks Celebration, September 10, 2022, 2201 Polk Street, Walsh Field, Two Rivers

Recommended Action:

Motion to approve the application and authorize issuance of the license

2. Application for Temporary Class "B" Retailer's License from Two Rivers Main Street for Ethnic Festival, September 17, 2022, 1717 East Park Street, Central Park East, Two Rivers

Recommended Action:

Motion to approve the application and authorize issuance of the license

3. Application for Temporary Class "B" Retailer's License from KBH Charities for Linda Kruck Cancer Benefit, September 24, 2022, J.E. Hamilton Community House Gym and Lobby, 1710 West Park Street, Two Rivers

Recommended Action:

Motion to approve the application and authorize issuance of the license

4. Application for Special Event Beer Garden for Hamilton Wood Type and Printing Museum, November 4-5, 2022, 1816 10th Street, Two Rivers

Recommended Action:

Motion to approve the application and authorize issuance of the license

5. Application for Block Party Permit for Hamilton Wood Type and Printing Museum, November 4-6, 2022, 8:00 AM-10:00 PM, 1816 10th Street, Two Rivers

Recommended Action:

Motion to approve the application and authorize issuance of the license

**RECOMMENDED ACTION FOR CONSENT AGENDA**

**Motion to approve the Consent Agenda with the various actions recommended**

Motion to approve the Consent Agenda with the various actions recommended and to authorize the City Clerk to change the date on the Temporary Class "B" License for Two Rivers Rotary to September 17 in the event the fireworks show is canceled on September 10 due to weather.

Motion carried upon a voice vote.

Motion made by Dahlke, Seconded by B. LeClair.

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

**11. CITY COUNCIL - FORMAL ITEMS**

- A. Resolution Authorizing Application for a Cost-Share Grant from Wisconsin Department of Natural Resources for the Purpose of Funding Urban and Community Forestry Projects

Recommended Action:

Motion to waive reading and adopt the resolution

Motion carried upon a roll call vote.

Motion made by Stechmesser, Seconded by Ring.

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

- B. Ordinance Designating Municode as Publisher of the Municipal Code of the City of Two Rivers, Wisconsin

Recommended Action:

Motion to waive reading and adopt the ordinance

Motion carried upon a roll call vote.

Motion made by Dahlke, Seconded by B. LeClair.

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

- C. Resolution Approving the Project Plan for Tax Incremental District 17

Mr. Buckley reported that the Project Plan for Tax Incremental District 17 includes redevelopment in the area of the former Eggers West property including a pay-as-you-go grant and public investment.

Community Development Director Runge reported that TID 17 would be a new Tax Incremental District with the goal and purpose of blight elimination. The project area includes vacant land that has Brownfield issues that TID 17 is proposing to address. A developer is proposing the new construction of a 54-unit multifamily project on the vacant, undeveloped land. There is also the possibility that the existing building on the property, in the future may be rehabilitated for mixed use, and/or residential uses.

The Project Plan details proposed expenditures of \$500,000 for a developer pay-as-you-go grant for a 54-unit new build, multifamily, residential development on the vacant land and \$500,000 for TIF grant assistance for an eventual rehabilitation of the existing former Eggers West building. If financially feasible, \$350,000 for trail improvements, \$400,000 for engineering, acquisition, and removal of the CN Rail Trestle Bridge, \$50,000 for facade and building improvements within 1/2 mile of the district boundaries, and \$10,000 for admin, legal, and financial costs.

Recommended Action:

Motion to waive reading and adopt the resolution

Council discussed the speed of the grant payback as shown on the proforma, concerns with the former Eggers West building site being included in within the TID boundaries, the quantities of market rate vs. below market rate units in the building, and whether the City should be giving away free money to get development started in the City.

Motion carried upon a roll call vote.

Motion made by B. LeClair, Seconded by Stechmesser.

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

Voting Nay: Dahlke, Shimulunas, Wachowski

D. Resolution Creating Tax Incremental District No. 17

Recommended Action:

Motion to waive reading and adopt the resolution

Motion carried upon a roll call vote.

Motion made by Stechmesser, Seconded by Ring.

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

Voting Nay: Dahlke, Shimulunas, Wachowski

E. Contractual Agreement Between Kellnersville and Two Rivers Fire Department for Emergency Medical Services

Recommended Action:

Motion to authorize the City Manager and City Clerk to sign the agreement

Fire Assistant Chief Murack provided an overview of the need for a contractual agreement for emergency medical services with the Village of Kellnersville. To be consistent with other ambulance services in the County, a mill rate percentage charge is being added. This change will generate approximately \$7,600 in revenue not currently received to cover department costs. The City will also continue to bill patients for services. In 2021, the total ambulance calls to Kellnersville was 33, but typically averages 20 annually.

Motion carried upon a roll call vote.

Motion made by Dahlke, Seconded by Shimulunas.

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

F. Discuss Status of City Branding and Marketing Activities

1. Report on Logowear Sales

2. Discussion of Other Branding and Marketing Activities

Mr. Buckley reported on financials for logowear sales for 2022 year-to-date through August with a net income of \$6,823.07. Logowear ordering and distribution is primarily being

conducted out of the City Manager's office with the intent that as a Tourism department is created, the work of the branding and marketing, including logowear sales, can be migrated to the Tourism Department.

The City Manager and Community Development Director also shared some videos produced by the City's contractor, featuring local attractions and events branded with the City's logo. These videos are being shared via Facebook, Instagram, and the City's YouTube channel.

**12. FOR INFORMATION ONLY**

- A. City Council Regular Meeting, Monday, September 19, 2022, 6:00 PM
- B. City Council Work Session Meeting, Monday, September 26, 2022, 6:00 PM

**13. CLOSED SESSION**

Motion to enter into Closed Session at 8:26 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: Discuss matters pertaining to purchase of property at 1309 19th Street.

Motion carried by roll call vote.

Motion made by Dahlke, 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 8:42 PM to consider possible actions in follow-up to closed session discussions.

Motion carried with a voice vote.

Motion made by Dahlke, Seconded by Ring.

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

**15. ADJOURNMENT**

Motion to dispense with the reading of the minutes of this meeting and adjourn the meeting at 8:42 PM.

Motion carried with 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