



MINUTES

1. CALL TO ORDER

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

Absent: Adam Wachowski (***Clerk Note: Adam Wachowski arrived at 7:06 PM*)

ALSO PRESENT: Kassie Paider, Finance Director; Jeff Dawson, Library Director; Ben Meinnert, Police Chief; Dave Murack, Fire Chief; Dave Dassey, IT Assistant; Andrew Sukowaty, Water Director; Brian Dellemann, Electric Utility Director; and Greg Buckley, City Manager

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

Motion carried by a roll call vote.

Motion made by B. LeClair, seconded by Brandt to approve Mark Bittner to participate in the meeting from a remote location.

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

5. PUBLIC HEARING

A. Public Hearing on Conditional Use Permit for a Drive-Thru Operation at Fast Taco, 3337 Mishicot Road, in the B-1 Business District, Submitted by Armando Cruz (Tenant)

Recommended Action:

Motion to approve the conditional use permit, as recommended by the Plan Commission

Mr. Buckley provided information about the conditional use permit.

The first call of the public hearing for public input was opened by Council President Stechmesser. No one addressed the Council.

The seconded call of the public hearing for public input was opened by Council President Stechmesser. No one addressed the Council.

The third and final call of the public hearing for public input was opened by Council President Stechmesser. No one addressed the Council. Council President Stechmesser closed the public hearing.

Motion carried with a roll call vote.

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

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

- B. Public Hearing on Ordinance to Rezone 1706 16TH Street, Parcel 053-000-063-102.05, from Industrial (I-2) to Business (B-1) Submitted by Quasius Construction, Inc Applicant and Jalapa Marketing LLC, Owner

Recommended Action:

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

Mr. Buckley provided information about the zoning amendment.

The first call of the public hearing for public input was opened by Council President Stechmesser. No one addressed the Council.

The seconded call of the public hearing for public input was opened by Council President Stechmesser. No one addressed the Council.

The third and final call of the public hearing for public input was opened by Council President Stechmesser. No one addressed the Council. Council President Stechmesser closed the public hearing.

Motion carried with a roll call vote.

Motion made by B. LeClair, seconded by Bittner.

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

- C. **NOTE:** Notice of Public Hearing on Proposed Zoning Code Amendment to Create a New Downtown and Waterfront Overlay Zoning District, was Published for a Hearing on This Date. Mr. Buckley state that Hearing has been Rescheduled to Monday, July 15, 2024 at 6:00 PM, to allow sufficient time for notice to owners of impacted properties and for review and feedback from the Two Rivers Main Street organization.

6. INPUT FROM THE PUBLIC

Mark Grahams (1908 Garfield Street) – requested the City Council to review the ordinance regarding dogs at Neshotah Beach asking for the ordinance to be simplified allowing the rules to be comprehended easily.

7. COUNCIL COMMUNICATIONS

Letters and other communications from citizens

Councilmember Bittner stated that he received a question regarding the limits on building a private residential home fence. Mr. Buckley stated all the rules can be found on the City Website or residents can contact the Inspections Office for more information.

8. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

Councilmember Derby reported on the Library Board, stating that the library was nominated for a community enhancement award, the new dramatic play area and the summer reading program is currently taking place.

Councilmember D. LeClair reported on the following Boards:

-- Main Street: the mural on Washington Street is about 80% complete. On June 19, there is a

ribbon cutting scheduled at Wildflower Outdoors, on June 20 a ribbon cutting is scheduled for Meridian Wellness.

Environmental Advisory Board: The webpage is live and can be found at www.two-rivers.org/EABoard.

Council President Stechmesser reported on the Advisory Recreation Board, stating that the board does an amazing job overseeing and updating our parks. The Board received an update on Riverside Park and the potential for the future of the park. The Board also discussed the Park and Open Space Plan.

9. CITY MANAGER'S REPORT

A. Invited Guests

B. Status Update/Reports

1. Staffing Update

Mr. Buckley reported on the ongoing recruitments: Firefighter/Paramedic Full-Time – Scheduling Interviews; Paid-On Premise Paramedic – Scheduling Interviews; Police Officer Full-Time – Application Deadline 6/14/2024; Library Clerk Part-Time – Accepting Applications

a. Retirement of City Attorney Jack Bruce, Effective June 30, 2024; West & Dunn will Continue Assisting the City as Legal Counsel

Mr. Buckley reported City Attorney Jack Bruce will be retiring and thanked him for his dedicated service to the City over the years.

b. Recruitment for City Planner/Community Development Director

Mr. Buckley reported the recruitment for Community Development Director/City Planner will be posted in the near future.

c. Other

2. Roosevelt Avenue Construction Update

Mr. Buckley reported the pavement removal between Lowell Street and 9th Street has been completed. Sanitary laterals and water services between 10th Street and 12th Street have been completed. The contractor will be resuming sanitary sewer construction between Lowell Street and 10th Street and storm sewer construction between 10th Street and 12th Street.

3. 2024 Scattered Lead Service Lateral Replacements Project Update

Mr. Buckley reported notification letters were sent out Friday, June 7, 2024, notifying affected residents. Contractor Mammoth Construction is expected to begin work mid-Summer 2024 and complete the contract in Summer 2025. Residents will be contacted to set up appointments to check existing service materials and determine estimated costs for replacement, if needed. Approximately 300 services are to be replaced under this contract.

4. Room Tax Update

Mr. Buckley reported the Wisconsin Department of Tourism recently released 2023 economic impact data, showing that Wisconsin and Manitowoc County tourism experienced a record-breaking 2023. Tourism's economic impact topped \$25 billion statewide (5.4% from 2022), and \$226 million in Manitowoc County (up 4.2% from 2022). Explore Two Rivers is dedicated to the promotion of tourism and playing a significant role in growing our local economy.

5. Downtown Yarn Bombing

Mr. Buckley reported the Downtown Yarn Bombing will be installed on Wednesday, June 26. There is an increased number of participants in 2024 compared to 2023.

6. Summer Reading Program at Lester Public Library

Mr. Buckley reported reading challenges for all ages, new dramatic play center, programs,

weekly story tome, art to-go packs and much more are available at the Lester Public Library.

7. New Play Equipment and Site Furnishings at Washington Park

Mr. Buckley reported the new play equipment at Washington Park is open and ready for you to come and play.

8. New SwimSmart System at Neshotah Beach

Mr. Buckley reported the new SwimSmart Beach Alert System has been installed at Neshotah Beach. Three alert displays provide real-time information, direct from the National Weather Service: one at the intersection of Pierce Street and Zlatnik Drive; one along Neshotah Beach, and another at the beach next to the North Pier and Coast Guard Station. \$30,000 funding for the system was provided by the City's Room Tax Commission, which recognizes Neshotah Beach as one of Two Rivers' primary visitor attractions.

9. Plans and Bid Letting for Infrastructure for Sandy Bay Highlands Subdivision Phase 3

Mr. Buckley reported the project has seen roadblocks, obstacles and delays but it has now gained traction and is moving forward. McMahon is finalizing stormwater aspect of the project and will submit for WDNR permitting by June 14. Engineering is wrapping up the utility and roadway design and preparing bid/contract documents. The City will be submitting utility plans for WDNR approval by June 21. Advertisements for bids will be on June 26 & July 3 with bid opening on July 10 and planning to award the contract at the Council meeting on July 15. The best case scenario would be construction starting around September 1, but the home at the corner of Lake Breeze Way and Orchard Lane is in the Manitowoc County Parade of Homes which is September 12-14 and Engineering feels that is would be best to hold off construction until after this event. Therefore, looking at the start of construction to occur September 16, 2024. The goal is to have a graveled surface by Thanksgiving.

10. June 11 E-Waste Recycling Event Results

Mr. Buckley reported on the E-Waste Recycling Event stating the quantity of the following items were collected; TV Over 30" – 65 bulbs; Monitors & TV under 30" – 128 bulbs; UV Lamps – 36 bulbs; HID, Metal Halide, Mercury Vapor, HPS bulbs – 76; 4" or less bulbs – 2183; 5" or larger bulbs – 340; CFL bulbs – 273; LED bulbs – 217; Incandescent bulbs – 448; spot, flood, quartz, halogen bulbs – 86; alkaline batteries – 605 pounds; room a/c unit – 12; dorm refrigerators 17; dehumidifiers – 78.

11. July 27 Snowfest Parade Invitation

Mr. Buckley reported the Snowfest organizers are inviting councilmembers to participate in the parade

12. Upcoming Events:

- a. Concert in the Park: TR Community Band Plays Rock 'n Roll, Thursday, June 20, 6:30 PM, Central Park West Schmitt Stage
- b. Friday Night Live: Acme Pickers, Friday, June 21, 7:00 PM, Central Park West Schmitt Stage
- c. Coffee with a Cop, Monday, June 24, 8:30 AM, The High Lift
- d. Bike Rodeo, Tuesday, June 25, 6:00 PM, Washington Park
- e. Sundae Thursday, Thursday, June 27, 5:30 PM, Central Park West
- f. Main Street Cool City Classic Car Cruise and Show, June 28-29, Downtown Two Rivers
- g. Beach Bash, June 28-29, Neshotah Park

12. Other:

Mr. Buckley reported the Washington House is looking for volunteers to help cover the expanded hours during the summer months.

C. Legislative/Intergovernmental Update

10. CONSENT AGENDA

A. Presentation of Minutes

1. City Council Meeting - June 3, 2024

Recommended Action:

Motion to waive reading and adopt the minutes

B. Minutes of Meetings

1. Lester Public Library, May 14, 2024
2. Public Utilities Committee, June 3, 2024
3. Plan Commission, June 10, 2024
4. Board of Review, May 30, 2024

Recommended Action:

Motion to receive and file

C. Department Reports, May 2024

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

Recommended Action:

Motion to receive and file

D. Summary of Verified Bills for the Month of May 2024 for \$2,134,551.84

Recommended Action:

Motion to receive and file

E. Applications and Petitions

1. Applications for Commercial-Hauler's License - Recommended for Approval
 - a. Pozorski Hauling & Recycling LLC, 2515 Viebahn Street, Manitowoc
 - b. Waste Management, 1861 Allouez Avenue E, Green Bay. Manitowoc
 - c. Manitowoc Disposal Inc., 1800 Johnston Drive, Manitowoc
 - d. GFL Environmental Midwest. 428 High Street, Chilton

Recommended Action:

Motion to approve the applications and authorize issuance of the licenses

F. Renewal License Applications for Period of July 1, 2024 to June 30, 2025

1. Combination Class "A" Beer/"Class A" Liquor Licenses - Qty 4
2. Combination Class "B" Beer/"Class B" Liquor Licenses - Qty 8
3. Beer Garden Permits - Qty 2
4. Cigarette and Tobacco Retail Products Licenses - Qty 3
5. Landscaping / Tree Removal Licenses - Qty 3

Recommended Action:

Motion to approve the applications and authorize issuance of the licenses as provided for in the list submitted by the City Clerk and upon satisfactory inspection

G. Recommendation from the Plan Commission Meeting of June 10, 2024

Set Public Hearing Regarding Conditional Use Permit for a Tattoo Parlor at 2004/2006 – 14th

Street, submitted by Dale Eslinger (owner) and Adrian Calderon (tenant)

Recommended Action:

Motion to set public hearing on July 15, 2024 at 6:00 PM

- H. Review of Park Rule Implemented by Parks and Recreation Director Per Section 7-1-12 of City Ordinances: Prohibition of Dogs and Bike on New Neshotah Park Playground

Recommended Action:

Motion to approve park rule as recommended by the Parks and Recreation Director

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 Bittner

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

11. CITY COUNCIL - FORMAL ITEMS

- A. Authorization for Facade Grant Agreement to Provide \$10,000 Grant to Richard and JoAnne Kouba, to Assist With Up to 50 Percent of the Cost of a Facade Project on the Building at 1606 Washington Street--Frant to be Funded Half by Two Rivers Main Street and Half From City of Two Rivers TID 13 (\$5,000 Each)

Recommended Action:

Motion to authorize the grant, as recommended by the Main Street Design Committee, consistent with program guidelines previously adopted by the City Council (agreement to be drafted by City Manager's Office, signed by City Manager and City Clerk)

Motion carried with a roll call vote.

Motion made by Bittner, seconded by D. LeClair.

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

- B. Authorization for Additional Façade Grant to provide up to \$20,000 to TA properties, LLC (Tim Klein/The Hook Lanes and Games) to Assist with Up to 50 Percent of the Cost of a Façade Project on the Building at 1906 Washington Street—Additional Grant to be Funded Entirely from City of Two Rivers TID 13; This is in Addition to a Previously-Approved Façade Grant for This Property in the Amount of \$10,000, Funded Half by Two Rivers Main Street and Half From City of Two Rivers TID 13

Recommended Action:

Motion to authorize the grant, as recommended by the Main Street Design Committee, consistent with program guidelines previously adopted by the City Council, but exceeding the normal grant amount due to the size of the façade and extensive nature of the work involved (agreement to be drafted by City Manager's Office, signed by City Manager and City Clerk)

Motion carried with a roll call vote.

Motion made by Wachowski, seconded by B. LeClair

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

- C. Ordinance to Amend Section 5-1-5(A) Entitled "Compulsory Sewer and Water Connection" in the Municipal Code

Recommended Action:

Motion to waive reading and adopt the ordinance

Motion carried with a roll call vote.

Motion made by Wachowski, seconded by Petri.

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

- D. Resolution of Intent to Apply for 2025 Wisconsin Clean Water Fund and Safe Drinking Water Fund Loan Monies to Assist with Public Utility Infrastructure Projects and Lead Water Service Lateral Replacements

Recommended Action:

Motion to waive reading and adopt the resolution

Motion carried with a roll call vote.

Motion made by B. LeClair, seconded by Petri.

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

- E. Consent to Assignment of Option Agreement for Purchase of Property at Woodland Industrial Park by Swift Energy Storage, LLC to Hawk Energy Storage, LLC

Recommended Action:

Motion to grant the City's consent to the proposed transfer, as requested by Swift Energy Storage, LLC and Hawk Energy Storage, LLC

Motion carried with a roll call vote.

Motion made by Shimulunas, seconded by D. LeClair.

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

12. FOR INFORMATION ONLY

A. City Council Work Session Meeting, Monday, June 24, 2024, 6:00 PM

B. City Council Regular Meeting, Monday, July 1, 2024, 6:00 PM

C. City Hall will be closed on Thursday, July 4 and Friday, July 5, 2024 (observance of holiday)

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 acquisition

Motion carried with a roll call vote.

Motion made by B. LeClair, seconded by Petri to convene in closed session at 7:34 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 Shimulunas, seconded by Derby to reconvene in open session at 7:47 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 the meeting at 7:48 PM.

Motion carried with a voice vote.

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

Respectfully submitted,

Amanda Baryenbruch
City Clerk