



**TWO
RIVERS**
WISCONSIN

CITY COUNCIL MEETING

Monday, September 19, 2022 at 6:00 PM

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

MINUTES

1. CALL TO ORDER

The meeting was called to order by Council President Wachowski at 6:00 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; Brian Kohlmeier, Police Chief; Mike Mathis, Parks & Recreation Director; Megan Marchant, Program & Events Coordinator; Mary Omillian, Volunteer and Nutrition Coordinator; Rick Powell, IT Supervisor; Elizabeth Runge, Community Development Director/City Planner; Andrew Sukowaty, Water Utility Director; Jack Bruce, City Attorney; and Greg Buckley, City Manager

4. PUBLIC HEARING

None.

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

Motion to allow remote participation by Councilmember Koach.

Motion carried with a roll call vote.

Motion made by B. LeClair, Seconded by Shimulunas.

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

6. INPUT FROM THE PUBLIC

Kathy Dahlke, 3727 Adams Street - Requested a future agenda item about the increasing energy costs and utility bills. She indicated that her bill increased 74% over the last 3 months and she shared copies of her bills with the City Manager.

7. COUNCIL COMMUNICATIONS

Letters and other communications from citizens

Councilmember Shimulunas reported that she received a phone call about bicycles being a problem. She also wanted to mention that the Council received an email about receiving pressure to sign a petition and she encouraged individuals to only sign something that they agree with.

Councilmember Dahlke reported on the following:

- Several people contacted him about their utility bills.

- Question received on whether there is an ordinance on having farmland within the City? Mr. Buckley indicated that idle land in the industrial park can be cropped, but he said he would get a complete answer back to Councilmember Dahlke.
- Someone sent an email to Council members about branding and was wondering if there has been any direction on that. Council President Wachowski indicated that he will get with the City Manager to formulate a response.

8. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

Councilmember D. LeClair reported that the Environmental Advisory Board is working on getting their winter educational series going at the library, looking at green infrastructure examples throughout the City, and creating tips on how to participate in becoming green at home. The EAB is also working on a proposed front yard garden ordinance to be presented to the Plan Commission and is working with McMahon Associates about the total maximum daily loading (TMDL) on the East and West Twin rivers.

Councilmember D. LeClair also provided a Two Rivers Main Street update. The Fall Wine Walk coming up, downtown trick or treat will be on October 29, and Two Rivers Main Street is also looking to recruit new board members.

Councilmember Ring thanked the community, volunteers, City Parks & Rec Staff, and numerous sponsors for the success of Ethnic Fest over the past weekend.

Council President Wachowski reported that the Plan Commission reviewed the 20-year Comprehensive Plan and the Advisory Rec Board discussed playground equipment, bike paths, and a tree plan.

9. CITY MANAGER'S REPORT

A. Invited Guests

1. Representatives of Shoreline Credit Union, to Announce Donation in Support of Central Park West 365 Project
Representatives of Shoreline Credit Union presented a check for \$10,000 representing the credit union's pledge for the Central Park West 365 Project.

2. Introduction of New Employees:

- i. Senior Center Program and Events Coordinator, Megan Marchant
 - ii. Senior Center Volunteer & Nutrition Coordinator, Mary Omillian
- Mike Mathis introduced two new Senior Center staff members. Mary Omillian began August 1 as the Volunteer & Nutrition Coordinator and Megan Marchant began September 12 as the Program & Events Coordinator. Mary and Megan were welcomed by the City Council and City Manager.

3. Bryan Grunewald from CliftonLarsonAllen LLP, Presentation of the 2021 Audited Financial Statements
Bryan Grunewald presented the 2021 audit information to City Council.

Recommended Action:

Motion to receive and place on file

Motion carried with a voice vote.

Motion made by B. LeClair, Seconded by Shimulunas.

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

B. Status Update/Reports

1. Staffing Updates

Mr. Buckley reported that offers have been extended to the top candidates for the Public Works Director/City Engineer and Electric Meter Technician positions.

The vacancy created by Vicky Berg's upcoming retirement in the position of Zoning Administrator/Inspections Assistant is being filled internally by Gina Sampe, the current Utility Administrative Assistant. Recruitment has begun to backfill the Utility Administrative Assistant position with an application deadline of October 5.

2. 17th Street Reconstruction Project

Mr. Buckley reported that the placement of the storm sewer main at the 17th Street Reconstruction Project from Zlatnik Drive to East Street was completed on September 13 and storm lateral installation began after that. The crew is continuing installation of private water and sanitary sewer service laterals and is expected to complete the underground work by September 23. Grading and gravelling operations will begin upon completion of the underground work.

Work on 17th Street from East Park Street to Jefferson Street began this week and the road is closed to through traffic. Essential Sewer and Water began replacing sewer and water services at scattered locations on August 1. To date, 30 services throughout the City have been replaced. The City expects to complete installations by the end of October and has posted information on social media regarding funding options. City crews will continue to perform pavement repairs following service installations.

3. Central Park West 365 Project

Mr. Buckley reported that pledges and donations to date for the Central Park West 365 Project total just over \$700,000 of the \$800,000 fundraising goal, 87.5% of the goal. Project plans and specs are being advertised for bid opening on October 19. The Fundraising Committee has planned a "Rockin' for the Park" comedy dinner show on October 27.

4. Coast Guard Open House, Saturday, September 24

Mr. Buckley reported that a Coast Guard Open House is being held on Saturday September 24 from 10:00 AM to 1:00 PM at the Two Rivers Coast Guard Station at 13 East Street, Two Rivers. The event is free and open to all ages.

5. Public Input/Open House Comprehensive Plan Update, Monday, September 26, 5:30 PM, City Hall Council Chambers

Mr. Buckley reported that there will be a public input open house on the draft 20-year Comprehensive Plan on Monday, September 26 at 5:30 PM in the Council Chambers at City Hall. The document is also available for review on the City's website.

6. Congratulation to Detective Lieutenant Melissa Wiesner, Two Rivers Police Department's Latest FBI Academy Graduate

Mr. Buckley reported that Detective Lieutenant Melissa Wiesner recently became the latest member of the Two Rivers Police Department to become an FBI Academy graduate. Congratulations to Detective Lieutenant Wiesner!

7. Update on Electric Utility PCAC Adjustment and Bill Comparison with Other Utilities

Mr. Buckley reported on the monthly purchase power adjustment clause (PCAC) and provided a bill comparison with other utilities. A comparison of Two Rivers Electric

Utility's bill to those of other select municipal utilities in northeast Wisconsin were provided for 2021 and 2022 year-to-date.

8. Upcoming Events:

Mr. Buckley reported on the following upcoming events:

- i. Community Conversations: Two Rivers' Police Department's New K-9 Unit, Wednesday, September 21, 6:00-7:30 PM, Lester Public Library
- ii. Fall Used Book Sale, Thursday, September 29-Saturday, October 1, Lester Public Library
- iii. Senior Center Open House, Wednesday, September 28, 4:00-6:00 PM, Two Rivers Senior Center
- iv. Senior Health & Information Fair, Thursday, October 20, 8:00 AM-12:00 PM, Two Rivers Senior Center
- v. Electronics Recycling Event, Saturday, October 1, 9:00 AM-1:00 PM, J.E. Hamilton Community House Parking Lot
- vi. 38th Annual Applefest, Saturday, October 8, 9:00 AM - 3:00 PM, Central Park
- vii. Dick Rohrer Memorial Badger Night featuring Jared Abbrederis, Saturday, October 8, 5:30-9:00 PM, Hamilton Wood Type & Printing Museum

9. Other

Mr. Buckley reported that the Two Rivers shoreline can be viewed from the City's harbor cam that can be accessed from the City's website.

C. Legislative/Intergovernmental Update
None.

10. CONSENT AGENDA

A. Presentation of Minutes

1. City Council, September 6, 2022
Recommended Action:
Motion to waive reading and adopt the minutes

B. Minutes of Meetings

1. Lester Public Library, August 9, 2022
2. Advisory Recreation Board, August 9, 2022
3. Committee on Aging, August 1, 2022
4. Joint Review Board, August 8, 2022
5. Joint Review Board, September 8, 2022
6. Police and Fire Commission, September 8, 2022
7. Plan Commission, September 12, 2022
Recommended Action:
Motion to receive and file

C. Applications and Petitions

1. Applications for Temporary Class "B"/"Class B" Retailer's License
 - i. Friends of the Senior Center for Senior Center Open House, Monday, September 28, 2022, 1520 17th Street, Two Rivers in Senior Center-Koska Room
 - ii. Knights of Columbus Mother of Good Hope Council 1957 for Arboretum Wine Walk, Saturday, October 1, 2022, 3800 Lincoln Avenue, Van der Brohe Arboretum
Recommended Action:
Motion to approve the applications and authorize issuance of the licenses

D. Department Reports, August 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

E. Finance Reports, July 2022

1. Debt Service
2. General Fund
3. Lester Library
4. Utilities Report

Recommended Action:

Motion to receive and file

F. Summary of Verified Bills for the Month of August for \$3,010,777.64

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 upon 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. Resolution Authorizing the Issuance and Sale of up to \$355,975 Water System Revenue Bonds, Series 2022, and Providing for Other Details and Covenants with Respect Thereto, and Approval of Related \$508,537 Financial Assistance Agreement (17th Street Water Main Replacement)

Recommended Action:

Motion to waive reading and adopt the resolution

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

- B. Award of Bid for Asphalt Resurfacing of Washington Park Tennis Courts, to be Re-Purposed as One Tennis Court and Six Pickleball Courts (2022 Budgeted Project at \$150,000 Total)

Recommended Action:

Motion to award contract to Northeast Asphalt, in its low bid amount of \$70,553

Mr. Buckley reported that the City Engineering and Parks & Recreation Departments cost-engineered ideas for reducing the overall cost of the project including force account labor by the City. Including force account work by City staff, fencing, asphalt, court sealing and line painting, the total project cost comes in just under budget at \$149,300.

Motion carried upon a roll call vote.

Motion made by Stechmesser, Seconded by Petri.

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

- C. Two-Way Traffic on 1000 Block of School Street for the Hamilton Wood Type & Printing Museum 14th Annual Wayzgoose at 1816 10th Street on November 4-6, 2022

Recommended Action:

Motion to approve the two-way traffic on School Street

Motion carried upon a roll call vote.

Motion made by Ring, Seconded by Dahlke.

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

12. FOR INFORMATION ONLY

- A. City Council Work Session Meeting, Monday, September 26, 2022, 6:00 PM
- B. Personnel and Finance Budget Review Meeting, Wednesday, September 28, 2022, 6:00 PM
- C. City Council Regular Meeting, Monday, October 3, 2022, 6:00 PM

13. CLOSED SESSION-NONE

14. ADJOURNMENT

Motion to dispense with the reading of the minutes of this meeting and adjourn the meeting at 7:38 PM.

Motion carried upon a voice vote.

Motion made by Dahlke, Seconded by Shimulunas.

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

Respectfully Submitted,

Jamie Jackson
City Clerk