



CITY COUNCIL MEETING

Monday, July 21, 2025 at 6:00 PM

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

MINUTES

1. CALL TO ORDER

Vice President Wachowski called the meeting to order at 6:00 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, Adam Wachowski

ABSENT: Scott Stechmesser

ALSO PRESENT: Kassie Paider, Finance Director; Jeff Dawson, Library Director; Mike Mathis, Parks & Recreation Director; Matt Heckenlaible, Public Works Director; Joe Metzen, Tourism Director; Dave Murack, Fire Chief; Rick Powell, IT Supervisor; Andrew Sukowaty, Water Utility Director; Brian Dellemann, Electric 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 Bittner stated that he received a citizen concern regarding the Bands on the Beach at the Rotary Pavilion stating there is not an adequate handicap zone for viewing or accessing the pavilion.

City Manager Buckley stated that he had received via email comments regarding noise issues from an event that was recently held. The comments were forwarded to the Council.

Vice President Wachowski stated that he received a concern regarding behavior issues at the beach. Chief Meinnert stated that is being taken care of.

8. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

None.

9. CITY MANAGER'S REPORT

A. Invited Guests

1. Two Rivers SnowFest Representatives

Representatives from Two Rivers SnowFest spoke and provided the history of the event.

B. 25-137 Resolution Commemorating the 50th Edition of Two Rivers SnowFest and, in Keeping With History, Directing the City Manager to Share the News With Our Neighbors in Manitowoc

Recommended Action:

Motion to read and adopt the resolution

Motion carried with a roll call vote.

Motion made by Derby, seconded by Bittner

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

C. Status Update/Reports

1. Staffing Updates

Mr. Buckley reported on the ongoing recruitments: Community Development Director – accepting applications.

2. Welcome Caden Sawall, Engineering Youth Apprentice

Mr. Buckley reported Caden joined the Engineering team on July 9, 2025. He will be a junior at Two Rivers High School this fall. He enjoys the outdoors, especially kayaking. Upon graduating, Caden is looking to do something in the STEM (science, technology, engineering, mathematics) fields, leaning towards engineering.

3. Council Chambers Audio/Video System Update

Mr. Buckley reported the Audio/Video System upgrade project is nearly complete. Aside from finalizing the ability to project additional documents on-screen, the system is fully operational again. City Council meetings will once again be broadcast on Spectrum Cable, channel 993, and can also be viewed live—or on demand—via the City Hall Facebook page or the City of Two Rivers YouTube channel

4. Public Meeting on "Planning a Resilient Shoreline," Wednesday, July 23, 6:00 PM, City Council Chambers

5. City Discussions with CN Railroad Regarding Right-of-Way Purchase

Mr. Buckley reported The Right-of-Way, which is 100 feet in width for most of its length, extends from Woodland Drive to Madison Street. It also includes the rail bridge on the West Twin River near downtown.

6. Monroe Street Closure to Through Traffic, 16th Street to 22nd Street, July 7 - August 15

Mr. Buckley reported Laterals going in this week, with pavement restoration estimated in the next two weeks.

7. Public Works Garage Improvements

Mr. Buckley reported that staff is working with a vendor to install exterior cameras and service door access controls. New service doors will be installed next week.

8. Sandy Bay Highlands Subdivision Phase 3

Mr. Buckley reported Sandy Ridge Drive, Rawley Court, Orchard Lane are all graded and

graveled. Rawley Point Trail on the east side of Orchard Lane is completed. Electric and fiber utility installation is ongoing and final restoration ongoing

9. Lead Service Laterals Replacement - 2024 and 2025 Contracts

Mr. Buckley reported as of July 18, 2025 the following lead service laterals have been replaced: public side water services – 279; public side sanitary laterals – 179; private side water services – 120; private side sanitary laterals – 41.

10. WPPI Energy Awards Energized Education Grant to Two Rivers Schools

Mr. Buckley reported Two Rivers Public Schools have proposed a project to develop an outdoor classroom, which will be powered by renewable energy sources such as solar or wind. As part of the initiative, a student advisory board will be established to support and guide the project.

11. State Highway 42/Memorial Drive Project

Mr. Buckley reported traffic in both directions has fully reopened. Aside from a few small details, the project is completed.

12. Neshotah Park - Pierce Street Resurfacing and Parking Improvements

Mr. Buckley reported Northeast Asphalt was applying base course June 10, 2025 and has since been completed with the top course and striping.

13. Upcoming Events

- a. Kid's Night: Chalk it Up! Tuesday, July 22, 6:00PM-7:30PM, at Washington Park
- b. SnowFest, Friday, Saturday, & Sunday, July 25, 26, & 27 at Neshotah Park
- c. Concerts in the Park, (Central Park West)
 - Thursday, July 24, TR Community Band, 6:30PM-8:00PM
 - Thursday, July 31, TR Community Band, 6:30PM-8:00PM
- d. Nature is an Artist @ Zander Park, Wednesday, July 30, 2:00PM-4:00PM
- e. Optimist Club Great Bike Give-Away, Wednesday, July 30, 6:00PM at Walsh Field
- f. T'rivers Trap Out Regatta, Friday & Saturday, August 1 & 2, 10:30AM-5:00PM, Sunday, August 3, 10:00AM-2:00PM, Neshotah Beach
- g. Downtown Friday Night Live, Friday, August 1, Nettle Hill, 7:00PM-9:00PM in Central Park West
- h. Bands on the Beach, Sunday, August 3, Spicy Tie Band, 2:00PM-5:30PM on the Rotary Pavilion at Neshotah Beach
- i. National Night Out, Tuesday, August 5, 5:00PM-8:00PM at Walsh Field
- j. Brat Fry, Wednesday, August 6, 12:00PM-3:00PM at Lester Public Library
- k. Back-To-School Carnival, Wednesday, August 6, 4:00PM-7:00PM at Two Rivers Senior Center
- l. Two Rivers Senior Center Lambeau Field Trip, Thursday, August 7, 8:00AM
- m. Rogers Street Days, Friday, August 8, 5:00PM-11:00PM & Saturday, August 9, 12:00PM-10:00PM at Rogers Street Fishing Village
- n. Visit exploretrworivers.com for future events

14. Other

D. Legislative/Intergovernmental Update

- 1. State Budget Exempted Electric and Gas Service from Sales Tax
- 2. Other

Mr. Buckley reported the legislature is discussing removing sales tax from gas and electric utility bills. Also, when the new budget that was passed, it did not include the Stewardship Program.

10. CONSENT AGENDA

- A. 25-138** Presentation of Minutes
1. City Council Listening Session, May 28, 2025
 2. City Council Regular Meeting, June 16, 2025
 3. City Council Work Session, June 30, 2025
 4. City Council Special Meeting, July 1, 2025
 5. City Council Regular Meeting, July 7, 2025
 6. City Council Special Meeting, July 9, 2025

Recommended Action:

Motion to waive reading and adopt the minutes

- B. 25-139** Minutes of Meetings
1. Library Board, June 10, 2025
 2. Committee On Aging, July 7, 2025
 3. Advisory Recreation Board, July 8, 2025
 4. Plan Commission, July 14, 2025

Recommended Action:

Motion to receive and file

- C. 25-140** Department Reports, July 2025
1. City Clerk
 2. Electric
 3. Fire
 4. Inspections
 5. Library
 6. Public Works
 7. Safety
 8. Water
 9. Tourism

Recommended Action:

Motion to receive and file

- D. 25-141** Applications and Petitions
1. The Friends of Two Rivers SnowFest Request for Road Closure of Columbus Street Between Memorial Drive/STH 42 and Highway 310, Saturday July 26, 2025, 8:00 AM-1:00 PM for SnowFest Parade.
 2. Temporary Class "B" License for Rotary Club of Two Rivers for Friday Night Concert Series on September 26, 2025 at 1717 W Park Street
 3. Temporary Class "B" License for Rotary Club of Two Rivers for Friday Night Concert Series on September 12, 2025 at 1717 W Park Street
 4. Temporary Class "B" License for Rotary Club of Two Rivers for Friday Night Concert Series on September 5, 2025 at 1717 W Park Street
 5. Temporary Class "B" License for Rotary Club of Two Rivers for Friday Night Concert Series on August 29, 2025 at 1717 W Park Street
 6. Temporary Class "B" License for Rotary Club of Two Rivers for Friday Night Concert Series on August 22, 2025 at 1717 W Park Street
 7. Temporary Class "B" License for Rotary Club of Two Rivers for Friday Night Concert Series on August 15, 2025 at 1717 W Park Street
 8. Temporary Class "B" License for Rotary Club of Two Rivers for Bands on the Beach on August 17, 2025 at 2111 Pierce St
 9. Temporary Class "B" License for Rotary Club of Two Rivers for Bands on the Beach on August 24, 2025 at 2111 Pierce St
 10. Temporary Class "B" License for Rotary Club of Two Rivers for Bands on the Beach on

August 30, 2025 at 2111 Pierce St

11. Consideration of a Request for Noise Ordinance Waiver for Tannery Club LLC, 4317 Tannery Road, for Live Music on September 13, 2025 from 4:00 PM to 10:00 PM -- Waive the Provisions of Sections 9-2-5B(2)(b) Regarding Noise Audible Within an Enclosed Structure Used for Residential Purposes and Section 9-2-5D, Pertaining to Vibration

Recommended Action:

Motion to approve the applications and authorize road closure, waiver, and issuance of the licenses

- E. 25-142** Summary of Verified Bills for the Month of May 2025 for \$2,000,783.47; Summary of Verified Bills for the Month of June 2025 for \$1,666,850.51

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 with a voice vote.

Motion made by Shimulunas, seconded by Bittner

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

11. CITY COUNCIL - FORMAL ITEMS

- A. 25-143** Minutes from Boards and Committees with Recommendations Requiring City Council Action

1. Plan Commission Meeting of July 14, 2025

a. Set a Public Hearing to Amend a Conditional Use Permit for Ross Auto & Transmission Service Located at 2005 Hawthorne Avenue, in the Business District (B-2), submitted by TR Storage LLC (applicant and owner)

Recommended Action:

Motion to set the public hearing for 6:00 PM on Monday, August 4, 2025

b. Set a Public Hearing to Amend a Conditional Use Permit for Green Acres Landscaping Located at 2005 Hawthorne Avenue, in the Business District (B-2), submitted by TR Storage LLC (applicant and owner)

Recommended Action:

Motion to set the public hearing for 6:00 PM on Monday, August 4, 2025

Motion carried with a voice vote.

Motion made by B. LeClair, seconded by D. LeClair to set the public hearing for 6:00 PM on Monday, August 4, 2025 for items A and B.

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

- B. 25-144** Policy Regarding Special Needs Child Signs and Children at Play Signs

Recommended Action:

Motion to adopt the policy as recommended by the City Engineer/Public Works Director

Motion carried with a roll call vote.

Motion made by D. LeClair, seconded by Derby to adopt the policy as recommended by the City Engineer/Public Works Director with the addition of a requirement of a doctors note and the change from "Special Needs Children" to "Special Needs Child"

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

- C. 25-145** Resolution Amending 2025 Budget to Create a Separate Capital Projects Fund to Account for Revenues and Expenses Associated With the "Planning for a Resilient Shoreline" Project

Recommended Action:

Motion to waive reading and adopt the resolution

Motion carried with a roll call vote.

Motion made by Brandt, seconded by B. LeClair

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

- D. 25-146** Extension of Facade Grant Timelines for Violet Inn Project, 1415 16th Street

Recommended Action:

Motion to extend project completion deadline from August 1, 2025 to October 31, 2025 and to extend the financial documentation deadline from September 2, 2025 to November 30, 2025

Motion carried with a roll call vote.

Motion made by Bittner, seconded by Shimulunas

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

12. FOR INFORMATION ONLY

- SnowFest Parade, 11:00AM on Saturday, July 26 -- Council Members Planning to Participate?
- Special Joint Meeting on "Planning a Resilient Waterfront," Plan Commission, Environmental Advisory Board, Advisory Recreation Board, & City Council, Wednesday, July 23, 2025 at 6:00PM
- City Council Work Session, Monday, July 28, 2025 at 6:00PM
- City Council Meeting Regular Meeting, Monday, August 4, 2025 at 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

14. RECONVENE IN OPEN SESSION

To consider possible actions in follow-up to closed session discussions

15. ADJOURNMENT

Motion to dispense with the reading of the minutes of this meeting and adjourn this meeting at 7:29 PM.

Motion carried with a voice vote.

Motion made by D. LeClair, seconded by Derby

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

Respectfully submitted,

Amanda Baryenbruch
City Clerk