



**TWO
RIVERS**
WISCONSIN

CITY COUNCIL MEETING

Monday, May 15, 2023 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. MOMENT OF SILENCE IN OBSERVANCE OF PEACE OFFICERS MEMORIAL DAY

4. ROLL CALL BY CITY CLERK

Councilmembers: Bill LeClair, Darla LeClair, Tracey Koach, Tim Petri, Bonnie Shimulunas, Scott Stechmesser, Adam Wachowski

Absent: Jeff Dahlke

ALSO PRESENT: Elizabeth Runge, Community Development Director/City Planner; Brian Dean, Tourism Director; Mike Mathis, Park & Recreation Director; Jeff Dawson, Library Director; Dave Buss, Finance Director; Matt Heckenlaible, Public Works Director; Dave Murack, Interim Fire Chief; Rick Powell, IT Supervisor; Brian Dellemann, Electric Utility Director; Andrew Sukowaty, Water Director; Ben Meinnert, Police Chief; Greg Buckley, City Manager.

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

Councilmember Dahlke did not request to participate remotely.

6. PUBLIC HEARING

- A. Public Hearing on Ordinance to amend Municipal Code Ordinance Section 10-1-24 B (1.) (K.) of the Zoning Code of the City of Two Rivers to Prohibit the Creation of New Drive-Through Establishments on Properties Fronting on Washington Street Between the West Twin River and 21st Street

Recommended Action:

Motion to waive reading and adopt the ordinance.

Mr. Buckley provided an overview of this ordinance. This ordinance was recommended from the Plan Commission and is recommended for approval from the Design Committee of Two Rivers Main Street. The intent is to preserve the appearance and safety of the traditional pedestrian friendly downtown area. This would not preclude new establishments from being created that have entry and exit off side streets but would preclude new establishments to create an entry and exit from Washington Street.

The public hearing was opened by Council President Wachowski.

Bob Pietroski spoke in concern of limiting the businesses that could currently take over his vacant building. Mr. Pietroski asked if the ordinance would prohibit a drive thru at his location even if there is not a need for the curb to be cut to create a driveway.

No additional people spoke on the Public Hearing.

Motion made by Stechmesser, Seconded by D. LeClair

Councilmembers spoke of the concern of not clear language throughout the ordinance. There was consensus for the Ordinance to go back to Plan Commission to update the language to address use of current curb cuts and whether existing driveway could be widened to serve new drive-through facilities. This Ordinance would then have to be reviewed again by the Plan Commission and by the Design Committee of Two Rivers Main Street before coming back to Council.

Following discussion, both withdrew their motions. No further action was taken.

7. INPUT FROM THE PUBLIC

None.

8. COUNCIL COMMUNICATIONS

Letters and other communications from citizens

Councilmember Shimulunas reported that she received a letter from an anonymous citizen that is asking the city to help with the cleaning up of properties located on the south side of Two Rivers. The citizen is concerned these properties are bringing down the property values located in this part of the city. There are habitual offenders that are not being addressed by the city.

Councilmember Petri reported receiving a phone call from a non-resident local business owner concerned that they cannot vote for councilmembers and therefore do not have a voice or have the ability to speak at the City Council meetings. Council President addressed the concern and stated anyone is welcome to speak at the Council meetings. There are also numerous business organizations to join such as Main Street or TRBA.

9. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

Councilmember D. LeClair reported on the following Boards:

-- Main Street: Local Businesses are struggling to place small orders with suppliers due to the supply chain issues after the pandemic, it is important to patronize local small businesses. There are grants and other business funding available to women, veteran, and minority entrepreneurs, contact Main Street for more information. The Washington House will be opening on May 27th for the 2023 season.

-- Environmental Advisory Board: On Thursday, May 18th the last presentation for the Winter Educational Series will take place at the Lester Public Library. The presentation will be on pollinators and pollinator gardens presented by Steve Lankton from UW-Manitowoc Extension Master Gardener Program. The Board is currently looking for topics for their 2023-2024 Winter Educational Series, any suggestions please contact the board.

Councilmember Stechmesser reported on the Public Works Committee. Public Works Director Matt Heckenlaible handed out information regarding the Public Works item on the agenda. The Public Works Committee met before the City Council meeting and agreed with the recommendations on Madison Street parking changes outlined in the informational packet.

10. CITY MANAGER'S REPORT

A. Invited Guests

1. VFW Post Representative Pamela Stephens, to Announce 2023 Poppy Sale Times and Locations (with Poppies for Purchase by Council Members)

Pamela Stephens, regarding VFW Post 1248 and American Legion Post 165, offered poppy sales to City Councilmembers. The 2023 Poppy Sale will take place May 24-29, 2023, at Pick 'n' Save, Piggly Wiggly, Kwik Trip, Shoreline Credit Union, and Patsy's Highway 42 Mobil/Nicky's Good Eats & Treats

B. Status Update/Reports

1. Staffing Updates

Mr. Buckley reported Fire Chief interviews were completed at the Police and Fire Commission meeting on 5/11/2023; an announcement of the new Fire Chief is pending; Public Works Maintenance Worker applications are being reviewed; Firefighter/Paramedic – interviews completed on 5/10/2023, selection pending. Jacob Schweigl

2. Central Park West 365 Project Update

Mr. Buckley reported concrete flatwork at stage, concrete walking loop and concrete around the water feature have been completed. The water feature pressure test has been completed with an inspection. Stonework is continuing to be completed at the pavilion building. Upcoming next week, planting of trees, installation of the sound system, installation of light poles, installation of stage masonry and they will be starting street restoration on West Park Street. The project remains on schedule for early June completion. The park dedication is planned for July 15-16, 2023.

Mr. Buckley reported the city is still awaiting word on the \$50,000 grant application to WEDC's Vibrant Spaces Grant program. It is estimated the remaining funding needs currently is \$75,000.

3. Lincoln Street Reconstruction Project Update

Mr. Buckley reported the watermain work was completed from 17th to 20th Street.. Public sanitary laterals and public water service work is currently being completed in the 1800 and 1900 blocks of Lincoln Street. Private side service inspections are being scheduled and completed in the 1700, 1800 and 1900 blocks of Lincoln Street.

4. Tree Planting

Mr. Buckley reported trees are planted along the section of 17th Street that was reconstructed in 2022. Trees have also been planted on Madison Street between 19th and 22nd Street that was reconstructed in 2021. The city is currently working to reinvigorate its urban forestry program, with activities this year that include planting 52 street trees, over 30 park trees, and an inventory of all public trees, funded in part with a WI DNR Urban Forestry Grant.

5. Washington Park Tennis and Pickleball Courts

Mr. Buckley reported the Tennis and Pickleball Courts at Washington Park are expected to be completed by mid-June, weather permitting.

6. Zlatnik Drive Resurfacing

Mr. Buckley reported the Department of Public Works has removed and replaced about 40 feet of curb and gutter on 18th Street between Garfield Street and Zlatnik Drive in preparation of the paving contractor coming in this week (Wednesday) to remove the existing asphalt and place new asphalt (possibly Thursday).

7. Tourism Week Observance - Launch of Explore Two Rivers, Inc.

Mr. Buckley reported on May 11, 2023, and event was held at Hamilton Wood Type and Printing Museum launching Explore Two Rivers, Inc. The event was well attended by over 70 people.

8. Park Restrooms Spring Opening

Mr. Buckley reported park restrooms are generally open 7AM to 3PM daily; later when events are scheduled. Starting on Monday, May 22nd all restrooms will be open 7AM to 10PM daily.

9. Lead Water Service Lateral Replacements

Mr. Buckley reported Water Department staff have successfully committed all funds that were available from the 2022-2023 WDNR funding for replacement of lead water service laterals. The City of Two Rivers has established a comprehensive program for the removal and replacement of lead or lead-containing water services that are in use today. The purpose of this is to protect all citizens against lead. Since 2017, this program has been responsible for the removal/replacement of over 900 lead or lead-containing services in the city. There are approximately 1,800 lead service laterals in use in the city today. City staff continues to work diligently to maximize use of state and federal funding to help offset the cost of these service replacements for the public and private sections of the service line. A multi-year action plan will be presented to the City Council's Public Works and Utilities Committees in June. Lead service lateral replacements have been completed in various areas throughout the city. Permanent street repairs will again require short term lane closures throughout the summer

10. Parks & Recreation Youth Sports Going Strong: Spring Flag Football

Mr. Buckley reported there were over 60 participants in Spring Flag Football. Also, thank you to Port Sandy Bay for providing an end of season pizza party.

11. Upcoming Events:

- a. Two Rivers Environmental Advisory Board presents: Plant for Pollinators, Thursday, May 18, 6:00 PM, Lester Public Library
- b. Senior Center Rummage Sale, Thursday, May 18
- c. Wisconsin Heat "Bash at the Beach" Girls Fastpitch Softball, May 19, 2022 - May 21, 2022, Vietnam Veterans Memorial Park
- d. Secure Shred & Electronics Drive, Saturday, May 20, 2023 - 9:00am to 1:00pm, J.E. Hamilton Community House
- e. Beach Clean-up, Saturday, May 20, 2023, 10:00 AM-Noon
- f. National Trails Day, June 3, 2023, Northeast WI
- g. Memorial Day Observance, Monday, May 29, 2023: Wreath-Laying Ceremony at 8:30 AM in Central Park and Pre-Parade Assembly, Parade at 9:00 AM; Ceremony at Cemetery Follows

12. Other

Mr. Buckley reported there is many events planned in Two Rivers throughout the summer. For complete and up-to-date information go to exploretworivers.com.

C. Legislative/Intergovernmental Update

1. Shared Revenues

Mr. Buckley reported the Wisconsin Assembly is expected to vote on the bill (designated AB-245) this week. This bill would provide an additional \$227 million for State Shared Revenues; all local units would continue to receive the base amount of SSR that they currently receive, plus an increase of at least 10% to help fund police, fire, EMS, public works and transportation. Future funding would be equal to 20% of State sales tax revenues; any future increases/decreases would apply to both "base" SSR and the "new" portion. Increase for Two Rivers per current AB 245 language would be 12.5% or \$470,993. Sticking points could include some of the "strings" attached to the proposed increase in State funding for local services. The Governor has threatened a veto of the bill as now written. Stay tuned for updated information.

2. Other

11. CONSENT AGENDA

A. Presentation of Minutes

1. City Council Special Meeting, April 12, 2023
2. City Council Meeting - May 1, 2023

Recommended Action:

Motion to waive reading and adopt the minutes

B. Minutes of Meetings

1. Plan Commission, May 8, 2023
2. Library Board, April 11, 2023
3. Committee on Aging, April 3, 2023
4. Police and Fire Commission, April 13, 2023
5. Advisory Recreation Board, March 21 and April 26, 2023
6. Public Utilities Committee, May 2, 2023
7. Public Works Committee, May 3, 2023

Recommended Action:

Motion to receive and file

C. Department Reports, April 2023

1. City Clerk
2. Community Development
3. Electric
4. Fire
5. Inspections
6. Library and 2022 Annual Report
7. Parks & Recreation
8. Police
9. Public Works
10. Safety
11. Water

Recommended Action:

Motion to receive and file

D. Applications and Petitions

1. Application for New Combination Class "B" Beer/"Class B" Liquor License Application for the period of May 16, 2023 to June 30, 2023 for Two Rivers Pub LLC, 1822 Adams Street - Rita Del Valle, Agent (dba Ken's Place)

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 carried with a voice vote.

Motion made by Koach, Seconded by Shimulunas.

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

12. CITY COUNCIL - FORMAL ITEMS

- A. Resolution Declaring May 15-21, 2023 as Emergency Medical Services Week
Recommended Action:
Motion to read and adopt the resolution
- Motion carried with a roll call vote.
- Motion made by Koach, Seconded by D. LeClair
Voting Yea: Koach, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser, Wachowski
- B. Proclamation Naming the Week of May 15-21, 2023 as Police Week and May 15, 2023 as Peace Officers Memorial Day
Recommended Action:
Motion to read and adopt the proclamation
- Motion carried with a voice vote.
- Motion made by B. LeClair, Seconded by Stechmesser
Voting Yea: Koach, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser, Wachowski
- C. National Public Works Week Proclamation, May 21-27, 2023, Connecting the World Through Public Works
Recommended Action:
Motion to read and adopt the proclamation
- Motion carried with a voice vote.
- Motion made by Koach, Seconded by D. LeClair
Voting Yea: Koach, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser, Wachowski
- D. Resolution Expressing Appreciation for Members of Committees, Commissions and Boards Who Retired as of April 2022 or Have Ended Their Service During the Past Year
Recommended Action:
Motion to read and adopt the resolution
- Motion carried with a roll call vote.
- Motion made by Koach, Seconded by D. LeClair
Voting Yea: Koach, B. LeClair, D. LeClair, Petri, Shimulunas, Wachowski
Abstain: Stechmesser
- E. Ordinance to create Chapter 6-14, entitled "Licensing of Commercial Quadricycles (Pedal Pubs)", and amend section 1-2-1 entitled "Fees" to create a procedure for licensing Quadricycles (Pedal Pubs) and license fees
Recommended Action:
Motion to waive reading and adopt the ordinance
- Motion carried with a roll call vote.
- Motion made by Stechmesser, Seconded by B. LeClair
Voting Yea: Koach, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser, Wachowski
- F. Neshotah Park Master Plan--Presentation by Parks and Recreation Director Mike Mathis
Recommended Action:
Motion to adopt the Plan, as recommended by the Parks and Recreation Director and the Advisory Recreation Board and affirm the location of the new Neshotah Park playground on

the former ballfield, consistent with the plan

Motion carried with a roll call vote.

Motion made by Stechmesser, Seconded by Koach

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

- G. Authorization for City Hall and Other Departments to be Closed on Monday, July 3, 2023--
Employees to Take Personal Leave or Unpaid

Recommended Action:

Motion to authorize City Hall and other departments to be closed on Monday, July 3, 2023--
Employees to Take Personal Leave or Unpaid

Motion carried with a voice vote.

Motion made by B. LeClair, Seconded by Shimulunas

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

- H. Amendment to Personnel Policy Manual Regarding Retiree Health Insurance

Recommended Action:

Motion to adopt the amendment as recommended by the City Manager and the Personnel and
Finance Committee

Motion carried with a roll call vote.

Motion made by Shimulunas, Seconded by D. LeClair

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

- I. Elimination of "No Parking" Restrictions for Spaces on the West Side of Madison Street
Between 12th and 14th Street

Recommended Action:

Motion to concur with the recommendation of the Public Works Committee (meeting just prior
to Council meeting)

Motion carried with a voice vote.

Motion made by B. LeClair, Seconded by Stechmesser to eliminate the "No Parking"
restrictions as recommended by the Public Works Committee.

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

- J. Automatic Mutual Aid Agreement--Two Rivers Fire Department and Manitowoc Fire
Department

Recommended Action:

Motion to authorize the City Manager to sign the agreement

Motion carried with a voice vote.

Motion made by Koach, Seconded by Petri

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

13. FOR INFORMATION ONLY

A. City Council Work Session Meeting, Monday, May 22, 2023, 6:00 PM

B. City Hall will be Closed on May, 29, 2023 in Observance of Memorial Day

C. City Council Regular Meeting, Monday, June 5, 2023, 6:00 PM

14. ADJOURNMENT

Motion to dispense with the reading of the minutes of this meeting and adjourn the meeting at 8:51 PM.

Motion carried by a voice vote.

Motion made by B. LeClair, Seconded by Petri

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

Respectfully submitted,

Amanda Baryenbruch
City Clerk