



## MINUTES

### 1. CALL TO ORDER

### 2. PLEDGE OF ALLEGIANCE

### 3. ROLL CALL BY CITY CLERK

Councilmembers: Jeff Dahlke, Bill LeClair, Darla LeClair, Tracey Koach, Tim Petri, Scott Stechmesser, Adam Wachowski

Absent and Excused: Bonnie Shimulunas

**ALSO PRESENT:** Ben Meinnert, Police Chief; Jeff Dawson, Library Director; Elizabeth Runge, Community Development Director/City Planner; Matthew Heckenlaible, Public Works Director; Dave Murack, Fire Chief; Dave Buss, Finance Director; Andrew Sukowaty, Water Director; Brian Dellemann, Electric Utility Director; Dave Dassy, IT Assistant; and Greg Buckley, City Manager

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

Request from Councilmember D. LeClair to participate from a remote location

Motion carried upon a roll call vote

Motion by Koach, Seconded by Stechmesser

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

### 5. INPUT FROM THE PUBLIC

None.

### 6. COUNCIL COMMUNICATIONS

Letters and other communications from citizens

Councilmember Koach stated that she received compliments on the holiday decorations throughout downtown and the music played by the ice rink.

Councilmember Dahlke had the following communications:

- He received numerous compliments on the repair of the live stream from Spectrum
- He received a question on the puddle that forms on the ice rink in Central Park West.
- He received a question about if citizens are allowed to plug their electric vehicles into the street lights to recharge their vehicles.
- He received a question regarding personal property tax for businesses and why they were billed in 2023. Finance Director Dave Buss stated 2023 was the last year for personal property taxes.
- He received numerous phone calls regarding the 2% city tax increase. Mr. Buckley reported that the increase is from the increase in operating levy and support of operations for the library and an increase in the tax levy that pays for debt service.

Council President Wachowski received several compliments on the downtown Christmas lights

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

Councilmember D. LeClair reported on the following boards:

-- Main Street: The board is currently working on planning for 2024. Banner Art will be back in Summer and currently they are looking for artists to participate.

-- Environmental Advisory Board: On January 4<sup>th</sup>, Jim Knickelbine will be at the Lester Public Library discussing invasive species. After the 1<sup>st</sup> of February, EAB will be promoting front yard gardens for the 2024 season

Councilmember Dahlke reported on the Personnel and Finance Committee stating there will be an update for the Personnel Policy

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

### **A. Invited Guests**

#### **1. Swearing in and Badge Pinning for Police Officer Santos Torres**

Chief Meinnert introduced Santos Torres and the City Clerk administered the Oath of Office.

### **B. Status Update/Reports**

#### **1. Staffing Updates**

Mr. Buckley reported on the ongoing recruitments: Apprentice Line Worker – Scheduling Interviews; Parks and Recreation Office Manager – Interviews Completed; Conditional Offer Sent.

#### **2. Announcement of New Tourism Director**

Mr. Buckley reported Joe Metzen will be the new Tourism Director for the City of Two Rivers' Explore Two Rivers.

#### **3. April 2024 Council Election Candidates**

Mr. Buckley reported five candidates filed nomination papers for Councilmember for the April 2, 2024, Spring Election. The candidates are Mark Bittner, Doug Brandt, Jeff Dahlke (incumbent), Shannon Derby and Andrew Quackenbush. A notification on non-candidacy was filed by Tracey Koach.

#### **4. Absentee Ballot Requests for 2024 Calendar Year, Electors Can Mail or go to [www.myvote.wi.gov](http://www.myvote.wi.gov)**

Mr. Buckley reported electors may now request an absentee ballot for the 2024 calendar year by mail or by visiting [www.myvote.wi.gov](http://www.myvote.wi.gov). The City Clerk stated absentee applications may not be dropped of at the Clerk's Office unless it is within 14 days before the election.

#### **5. Reminder of Ordinance Provisions on Clearing Snow and Ice from Sidewalk; Not Depositing Snow in the Streets**

Mr. Buckley reminded citizens that ice and snow must be cleared within 24 hours of the snowfall from sidewalks. Also, it is unlawful to deposit snow in the street.

#### **6. Reminder: Christmas Tree Pickup Will Be January 8-12**

Mr. Buckley reported free Christmas tree collection will be the week of January 8-12, on the same day as garbage/recycling collection for your neighborhood. During that week, Christmas trees may also be dropped off at the Public Works Garage, 1415 Lake Street between 7:00 am and 3:00 pm. No artificial trees, plastic tree bags, tinsel, decorations, lights, flocking or any other types of contaminants allowed on trees, either curbside or at DPW. Artificial trees or contaminated trees must be stickered and will be picked up by the garbage hauler. No other yard waste or brush will be picked up during this Christmas tree collection.

7. Environmental Advisory Board Presents: Invasive Species the Fight to Save Land & Water, Thursday, January 4 at 6:00 PM, Lester Public Library

Mr. Buckley reported that Jim Knicklebine will be presenting on Invasive Species on January 4<sup>th</sup> at the Lester Public Library as part of the winter educational series hosted by the Environmental Advisory Board

8. Upcoming Events:

a. Invasive Species: The Flight to Save Land & Water, Thursday, January 4, 6:00 PM, Lester Public Library, Presented by Two Rivers Environmental Advisory Board

b. TR Teen: Owl Prowl @ Woodland Dunes Nature Center & Preserve, Friday, January 5, 7:00 PM

9. Other

Mr. Buckley reported in developing the 2024 Budget for the City's Solid Waste Utility, City staff and City Council agree on the need to increase revenues in support of that fund. The Solid Waste Utility currently covers the cost of weekly garbage and recycling collection, landfill charges, street sweeping and Fall leaf collection. Revenue sources include a portion of the environmental fee on City utility bills, sticker fees, and state operating assistance. Increased costs for collection services and landfilling, plus the City's direct costs for street sweeping and leaf collection were major contributors to a decision to increase the sticker fee from \$2.50 to \$3.00. This is the first increase in the sticker fee since 2009. The current \$2.50 stickers will remain on sale through January 31, and can be used through Friday, March 1. The new, \$3.00 stickers will be the only stickers available for purchase starting February 1.

Mr. Buckley reported Two Rivers Main Street is looking for artists interested in having their art displayed on Washington Street this summer. This art will be printed on banners that will be displayed on light poles along Washington Street in Downtown Two Rivers. Charge is \$20 per adult and \$10 per youth – in order to get artist buy-in so that the quality of art is high. Pick up a canvas and an information packet at Two Rivers Main Street Office, 1608 Washington Street. Completed art must be returned before March 15. 28 pieces of art will be displayed this Summer. Paintings will be returned to artists after the banners are displayed. Contact Main Street for additional information.

C. Legislative/Intergovernmental Update

1. Urban Towns Bill--Consider Resolution Opposing This Bill

City Manager Greg Buckley provided background information. This is a resolution opposing Senate Bill 691 which is the Urban-Towns Bill that applies to towns with a population more than 5,000 that have their own police department and meet certain other criteria. It would empower towns to reduce the ability of cities to do annexations, to exercise extraterritorial zoning and plat review and to operate their own water and sewer systems. The League of Wisconsin Municipalities expressed they are opposed to this bill as well.

Motion carried with a roll call vote.

Motion made by Stechmesser, Seconded by B. LeClair.

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

2. Other

## 9. CONSENT AGENDA

A. Presentation of Minutes

1. City Council Regular Meeting, December 18, 2023

2. City Council Special Meeting, December 28, 2023

Recommended Action:

Motion to waive reading and adopt the minutes

B. Minutes of Meetings

1. Personnel & Finance Committee, December 20, 2023

Recommended Action:

Motion to receive and file

C. Applications and Petitions

1. Application for Temporary Class "B" / "Class B" American Legion Roberst E. Burns Post 165, American Legion-Patriot Riders Car/Bike Show, August 31, 2024, 9:00 AM - 2:00 PM, Walsh Field

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 Petri, Seconded by Dahlke.

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

**10. CITY COUNCIL - FORMAL ITEMS**

A. Resolution Upon Retirement for Kim Pritzl, Retiring After Twenty-Five Years of Dedicated Employment

Recommended Action:

Motion to read and adopt the resolution

Motion carried with a roll call vote.

Motion made by B. LeClair, Seconded by Dahlke

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

B. Resolution Upon Retirement for Tim Bruder, Retiring After Twenty-One Years of Dedicated Employment

Recommended Action:

Motion to read and adopt the resolution

Motion carried with a roll call vote.

Motion made by Petri, Seconded by Stechmesser

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

C. Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing-- 2024 Capital Projects

Recommended Action:

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

Motion carried with a roll call vote.

Motion made by Koach, Seconded by Stechmesser  
Voting Yea: Dahlke, Koach, B. LeClair, D. LeClair, Petri, Stechmesser, Wachowski

- D. Consider Authorization for Police Department to Proceed with Ordering Two Replacement Patrol Vehicles (2024 Budgeted Capital Outlay)

Recommended Action:

Motion to authorize the Police Department to order two replacement squad cars--Ford Interceptor hybrid vehicles at a total cost not to exceed \$120,000, including equipment change over and detailing

Motion carried with a roll call vote.

Motion made by Koach, Seconded by Stechmesser  
Voting Yea: Koach, B. LeClair, D. LeClair, Petri, Stechmesser  
Voting Nay: Dahlke, Wachowski

**11. FOR INFORMATION ONLY**

- A. City Council Regular Meeting, Monday, January 15, 2024  
B. City Council Work Session Meeting, Monday, January 29, 2024

**12. 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 matters pertaining to charges for water and sewer connections for the Van der Brohe Arboretum, 3800 Lincoln Avenue

*\*Clerk Note: The City Council did not convene in Closed Session*

**13. RECONVENE IN OPEN SESSION**

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

**14. ADJOURNMENT**

Motion to dispense with the reading of the minutes of this meeting and adjourn this meeting at 7:02 PM

Motion carried with a voice vote.

Motion made by Dahlke, Petri  
Voting Yea: Dahlke, Koach, B. LeClair, D. LeClair, Petri, Stechmesser, Wachowski

Respectfully submitted,

Amanda Baryenbruch  
City Clerk