



# CITY COUNCIL MEETING

Monday, February 20, 2023 at 6:00 PM

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

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## MINUTES

**NOTICE: Arrangements for Addressing the City Council by Telephone, During Public Hearings or Input from the Public can be made by Contacting the City Manager's Office at 920-793-5532 or City Clerk's Office at 920-793-5526 by 4:00 p.m. on the day of the meeting**

**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, Bill LeClair, Darla LeClair, Tracey Koach, Tim Petri, Jason Ring, Bonnie Shimulunas, Scott Stechmesser, Adam Wachowski

**ALSO PRESENT:** Brian Dellemann, Electric Utility Director; Matt Heckenlaible, Public Works Director; Mike Mathis, Parks & Recreation Director; Ben Meinnert, Police Chief; Dave Murack, Interim Fire Chief; 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. CONSIDERATION OF ANY COUNCIL MEMBER REQUESTS TO PARTICIPATE IN THIS MEETING FROM A REMOTE LOCATION**

None.

**5. PUBLIC HEARING**

**6. INPUT FROM THE PUBLIC**

**7. COUNCIL COMMUNICATIONS**

Letters and other communications from citizens

Councilmember Koach reported that she received several complaints on snow removal and coordination of removing cars parked on the streets

Councilmember Dahlke reported that he received the following comments from residents:

--Several residents complained about the previous snowstorm plowing, but this last snowstorm the plowing was spot on.

--He received comments in support of front yard gardens but not raised beds

Councilmember Wachowski reported on the following:

--He received some residents positive comments on lifting the parking band on the street and a few negative ones.

**8. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES**

Councilmember D. LeClair reported Main Street Art Street has given out 21 canvases, but still need 8 artists to come and get a canvas to paint. This artwork will then be turned into banners

which will hang along Washington Street this summer. Residents can pick banners up at the TRMS Office and need to return them by March 15. Two Rivers Main Street is looking for sponsors for those banners. Contact Jason at Main Street for details.

She reported on Local Scholarships that are available, Fox Communities Credit Union are awarding five \$1,000 scholarships to graduating high school seniors for post-secondary education and the Two Rivers Municipal Utilities Scholarship sponsors two \$500 scholarships for seniors attending area high schools or home schooled.

She invited teams to participate in the The Great TRivia Contest on March 10, and get your team together for a fun night of trivia.

She reported the Environmental Advisory Board is right on track with their planned programs. She attended a seminar with council member Koach regarding Concentrated Animal Feeding Operations (CAFOs) regarding clean water. Council member Koach reported the impact of CAFOs is that we are the endpoint of the downstream runoff from the farms.

Council member Ring reported 99 people participated in Sweet Street with thirteen businesses to receive treats. It was a successful family event.

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

### **A. Invited Guests**

1. Introduction and Swearing in of New City Clerk/HR Director, Amanda Baryenbruch  
City Manager Greg Buckley introduced City Clerk Amanda Baryenbruch. Amanda has served for the past two years as Manitowoc Deputy City Clerk. Prior to that she served as Administrative Support Specialist in City Clerk's Office. She earned a bachelor's degree in business administration from Lakeland College, with a concentration in Human Resources. Amanda was sworn in by Deputy City Clerk Kuehn and congratulated by the Council.

2. Swearing In and Badge Pinning for Assistant Chief Melissa Wiesner  
Police Chief Ben Meinnert introduced Assistant Chief Melissa Wiesner. Melissa had previously filled the role of Detective Lieutenant, Investigator, School Resource Officer and Patrol Officer. Assistant Chief Wiesner was sworn in by City Clerk Amanda Baryenbruch and congratulated by the Council.

3. Betty Bittner, Proclamation for Two Rivers Rotary 100 Years A Century of Service 1923-2023  
Council Member Ring read the Two Rivers Rotary 100 Years A Century of Service 1923-2023 Proclamation. Micheal Dittmer, president representing Two Rivers Rotary gave an update. Motion carried unanimously upon a roll call vote.  
Motion made by B. LeClair, seconded by Stechmesser to adopt the proclamation.  
Voting Yea: Dahlke, B. LeClair, D. LeClair, Koach, Petri, Ring, Shimulunas, Stechmesser, Wachowski.

4. Betty Bittner, Presentation of Check for Bank First \$50,000 Donation to Central Park West Project  
Betty Bittner, representing Bank First presented a \$50,000 donation check to the City of Two Rivers for the Central Park West 365 Project.

5. Robert W. Baird Representative Jordan Regarding Proposed General Obligation Note Issue for 2023 Capital Projects  
Mr. Buckley introduced Jordan Masnica, Robert W. Baird Representative who presented information on an overview reducing the borrowing.

Motion by B. LeClair, seconded by Stechmesser to take item 11.C. Out of Order

Motion carried unanimously upon a vote vote.

**11. C. Resolution Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$1,815,000 General Obligation Promissory Notes**

Recommended Action:

Motion to waive reading and adopt the resolution, sale not to exceed \$1,165,000 for the general obligation promissory note.

Motion carried unanimously upon a roll call vote.

Motion made by Dahlke, seconded by Shimulunas to adopt the proclamation.

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

**B. Status Update/Reports**

**1. Staffing Updates**

Ongoing Recruitments: Fire Chief, Applications due until filled; Recreation Supervisor, Interviews being scheduled; Director of Tourism, Application deadline 2/24/2023; Media & Marketing Coordinator, Application deadline 2/24/2023; Public Works Utility Person, Application deadline 2/24/2023

**2. Harbor Improvement Update**

The City Manager followed up again on February 17 with U.S. Army Corps of Engineers Chicago Office, regarding “Determination of Federal Interest” in harbor improvements to address storm surge and shoaling problems; still awaiting a response.

**3. Tour of Point Beach Nuclear Plant by City Representatives**

Council member Bonnie Shimulunas, City Manager Greg Buckley and Community Development Director Elizabeth Runge toured the Point Beach Nuclear Plant today with plant representatives and Miss America Grace Stanke, a senior Nuclear Engineering student at UW-Madison. Council member Jason Ring also attended the post-tour reception at the Energy Information Center.

**4. New Emergency Siren on Picnic Hill**

In 2022, the City agreed to accept a donation of the emergency sirens that had been installed and maintained by Point Beach Nuclear Plant, which switched to a cell-phone based public emergency notification system. In addition to the three sirens that have historically been located in the city limits, the City is installing a fourth siren, donated from the nuclear plant, at a location atop Picnic Hill. This will widen coverage for audible warnings of weather events and other emergencies—particularly when crowds gather in the Summer at the beach. The installation is being completed by Emergency Communications Systems of Little Chute (2023 Capital Budget item).

**5. City Tree Planting Grant Update**

With funding assistance from a WDNR Urban Forestry Grant, the City in April will be undertaking a community-wide inventory of all “public trees” located on City parks and other properties, as well as along city streets. Blue Stream Forestry has been contracted to do this work for the City. The inventory will be used to help manage Two Rivers urban forest assets.

**6. Central Park West 365 Project Update**

a. Fund-Raising: Funds raised stand at just under \$800,000 toward \$800,000 goal (increased to \$850,000 to reflect final budget)

b. Construction: Vinton Construction will mobilize the week of February 27 for demolition of the old stage structure; subcontractor Koenig Construction expects to start work on the new park pavilion building shortly thereafter.

**7. League of Woman Voters Council Member Candidate Forum, Thursday, March 9, 2023,**

7:00 PM, Council Chambers City Hall, Recorded and Livestreamed City's Website and Facebook. Each session will be both livestreamed and available for later viewing on City Hall Facebook Page and City website. The following candidates will be on the April 4, 2023 ballot for City Council in the following order: Dean LaRose, Ron Abney, Darla LeClair, Bonnie Shimulunas, Shannon Derby, Adam Wachowski.

#### 8. Upcoming Events:

Mr Buckley reported on the following upcoming events:

a. The Price is Right, Saturday, February 25, 6:00 PM, Community House Gym, Benefit for Two Rivers Youth Sports, Inc.

b. Tropical Blast Fundraiser, Saturday, February 25, 5:00 PM, Sepia Chapel, Benefit for Woodland Dunes Nature Center

c. Two Rivers Environmental Advisory Board Presents: Storm Water Runoff & Ponds, Thursday, March 9, 2023, 6:00 PM, Lester Public Library, featuring Nick Vande Hey, senior municipal & water resources engineer and VP of McMahon Associates' Environment & Infrastructure Division.

St. Patrick's Day Leprechaun Hunt, March 15 to March 22, Various Locations in Two Rivers & Manitowoc, Search for the leprechauns hidden in Two Rivers and Manitowoc parks! If you find them ALL in either city (or both), submit a photo to earn a chance in prize drawings. Pick up rules and clues at the Parks & Rec Department starting at 8 a.m. March 15.

#### 9. Other

Mr. Buckley reported on the Recent Spotlight on Business being Klein Hardware

Mr. Buckley reported on the Spring Primary Election, Tuesday, Feb. 21, 2023, Polls open 7:00 AM to 8:00 PM, bring along your photo ID, On the ballot will be a primary for State Supreme Court Justice. The two top vote-getters will proceed to the April ballot. Thank You To Our Election Workers!

#### C. Legislative/Intergovernmental Update

### 10. CONSENT AGENDA

#### A. Presentation of Minutes

1. City Council, February 6, 2023

Recommended Action:

Motion to waive reading and adopt the minutes

#### B. Minutes of Meetings

1. Lester Public Library, January 10, 2023

2. Public Utilities Committee, February 6, 2023

3. Public Works Committee, February 1, 2023

4. Plan Commission, February 13, 2023

5. Advisory Recreation Board, January 10, 2023

6. Room Tax Commission, January 26, 2023

7. Business & Industrial Development Committee/Community Development Authority, January 24, 2023

Recommended Action:

Motion to receive and file

#### C. Recommendation from Plan Commission Meeting of February 13, 2023

1. Conditional Use Permit for Boat Rentals at 1509 Monroe Street in the Waterfront Business District, as Requested by Baeten Lakeshore Properties, LLC

Recommended Action:

Motion to set a public hearing on March 6, 2023 at 6:00 PM

2. Amendment to Zoning Ordinance Section 10-1-15G(4)(b.) (6) for Pilot Program for Front Yard Gardens

Recommended Action:

Motion to set a public hearing on March 6, 2023 at 6:00 PM

**D. Department Reports, January 2023**

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. Applications and Petitions**

1. Application for New Combination Class "B" Beer/"Class B" Liquor License Application for the period of February 20, 2023 to June 30, 2023 for TR 17th St Investments, LLC, 1019 17th Street - Annie B. Baeten, Agent (dba Fresh Coast)

2. Application for Temporary Class "B" /"Class B" Retailer's License Application for the period of February 25, 2023, from 5:00 PM to 11:30 PM, Two Rivers Youth Sports for Price is Right Game Show Event, 1710 West Park Street

Recommended Action:

Motion to approve the applications and authorize issuance of the licenses

**F. Summary of Verified Bills for the Month of January 2023 for \$5,045,504.15**

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 Koach, seconded by B. LeClair.

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

Abstain: Wachowski.

Council member Ring left the meeting at 6:45 pm.

**11. CITY COUNCIL - FORMAL ITEMS**

**A. Amendments to Golf Cart Ordinance Sections 8-9-5 Registration and 8-9-6 Operation**

Recommended Action:

Motion to waive reading and adopt the ordinance

Motion carried unanimously upon a roll call vote.

Motion made by Dalhke, seconded by Stechmesser.

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

**B.** Partial Release of Utility Easement--Vacated 25th Street, West River Street to West Twin River

Recommended Action:

Motion to authorize the City Manager and City Clerk to execute the release on behalf of the City

Motion carried with a voice vote.

Motion made by Shimulunas, seconded by B. LeClair.

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

**D.** Approval of Contract for Reconstruction of Lincoln Street 17th Street to 22nd Street (2023 Capital Budget project)

Recommended Action:

Motion to approve the low bid from Mammoth Construction of Two Rivers, in the total amount of \$1,630,643.59, as recommended by the City Engineer

Motion carried unanimously upon a roll call vote.

Motion made by Stechmesser, seconded by Koach.

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

**E.** Action Declining Proposed STP-Urban Funding Agreement for Reconstruction of Emmet Street, Based on Likelihood that Actual Design and Construction Costs Will Substantially Exceed Estimates on Which the City's Funding Application Was Based (Federal Funding Capped at 80 Percent of Budget as Presented in Funding Application)

Recommended Action:

Motion to decline the proposed funding, as recommended by the City Engineer

Motion carried unanimously upon a roll call vote.

Motion made by Dahlke, seconded by Shimulunas.

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

**F.** Resolution Authorizing Purchase Agreement with the Two Rivers Public Schools, for Conveyance of City-Owned Property Located Adjacent to L.B. Clarke Middle School

Recommended Action:

Motion to waive reading and adopt the resolution

Motion carried unanimously upon a roll call vote.

Motion made by Stechmesser, seconded by Shimulunas.

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

**12. FOR INFORMATION ONLY**

A. City Council Work Session Meeting, Monday, February 27, 2023, 6:00 PM

B. City Council Regular Meeting, Monday, March 6, 2023

**13. CLOSED SESSION**

Motion 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 requires a closed session. Discuss possible City assistance to redevelopment project.

Motion carried upon a roll call vote.

Motion made by B. LeClair, seconded by Petri.

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

**14. RECONVENE IN OPEN SESSION**

Motion to reconvene in consider possible actions in follow-up to closed session discussions.

Motion carried upon a voice vote.

Motion made by Stechmesser, seconded by Koach.

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

**15. ADJOURNMENT**

Motion to dispense with the reading of the minutes of this meeting and adjourn the meeting at 8:00 PM.

Motion carried upon a voice vote.

Motion made by Dahlke, seconded by Petri.

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

Respectfully submitted,

Lisa Kuehn  
Deputy City Clerk