



**TWO  
RIVERS**  
WISCONSIN

# CITY COUNCIL MEETING

Tuesday, September 05, 2023 at 6:00 PM

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

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## MINUTES

### 1. CALL TO ORDER

Council President Wachowski called the meeting to order 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, Scott Stechmesser, Adam Wachowski

Absent and Excused: Bonnie Shimulunas

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

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

### 5. INPUT FROM THE PUBLIC

Jeanette Greenwood Kane (1625 24<sup>th</sup> Street) – Spoke in favor of the Front Yard Garden Program.

### 6. COUNCIL COMMUNICATIONS

Letters and other communications from citizens

Councilmember B. LeClair reported a concern about the shoaling at the harbor entrance; water over the shoal is only 6 feet in depth. Commercial fishers are concerned about the rough waters during winter months causing the boats to bottom out. Mr. Buckley stated that he would follow up with the Army Corps of Engineers, which is responsible for channel maintenance.

Councilmember Dahlke stated that he received the following communications:

- He received a question about the status of Spectrum. Mr. Buckley was informed from a company representative that they are close to completing the project)
- He received a question about the notice on the utility bill for water service checks. Water Director Andrew Sukowaty explained the checks are for cross-connection inspections. They City hires the company Hydrocorp to complete the inspections. If residents have questions, they can contact the Water Department.
- He received a question about if the City Manager's Report can be placed at the end of the meeting.

Councilmember Koach asked if the council and citizens can be notified when Spectrum goes live.

Council President Wachowski received the following communications:

- He received a question about the basketball hoops at Neshotah Park, this was forwarded on to the Parks and Recreation Director and Maintenance.
- He received a request to have flashing stop signs placed at 22<sup>nd</sup> Street and Monroe Street
- He received a compliment from a resident that recently moved to Two Rivers about the amount of free festivals and concerts in our community.

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

Councilmember D. LeClair reported on the following boards:

-- Mainstreet: Mainstreet is looking for volunteers for Ethnic Fest, if interested in volunteering contact Two Rivers Mainstreet. The Two Rivers Fall Wine and Beer Walk is on Friday, October 27 from 5 PM – 8:30 PM, tickets are \$30 each and are sold online, at Seeds and Beans and the Mainstreet Office. This year the Christmas parade on November 25 is now called the Two Rivers Hometown Christmas Parade of Lights. This year there will be judging for the best use of lights, best band, and judges' choice.

-- Environmental Advisory Board: The first program of the Winter Series will be in October with speaker Brian Delleman, the Electric Utility Director. He will be talking about renewable energy sources, how to conserve energy and other energy topics. In November, Parks and Recreation Director Mike Mathis will be speaking about the status of Two Rivers' Parks and current and future projects.

## 8. CITY MANAGER'S REPORT

A. Invited Guest: Two Rivers Police Officer Amanda Verhelst and Her Daughter Gracyn Aubrey Bailey

1. Proclamation Declaring September 5, 2023 as Gracyn Aubry Bailey Day

Recommended Action:

Motion to read and adopt the proclamation

Council President Wachowski read the proclamation.

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

B. Status Update/Reports

1. Staffing Updates

Mr. Buckley reported on the ongoing recruitments: Public Works Maintenance Worker – scheduling interviews; Building Inspector – accepting applications, current Building Inspector is done working on October 26<sup>th</sup>.

2. Lincoln Street Reconstruction Project

Mr. Buckley reported the Lincoln Street Reconstruction Project is almost completed. The week of August 28<sup>th</sup>, the contractor placed sidewalk and driveway approaches. The contractor began topsoil and seeding restoration. Roadway open to local traffic via side streets on September 1<sup>st</sup>. The week of September 5, the contractor plans to complete placement of sidewalk pedestrian ramps, plus topsoil and seeding restoration. Proposed to open to full traffic by the end of the week.

### 3. Tourism/Room Tax Update

Mr. Buckley reported the room tax revenues collected through August totaled \$190,031.10; that is an increase of 15.66% from the same time last year. The Explore Two Rivers, Inc. Board meets on Tuesday, September 12<sup>th</sup> at 7:30 AM at City Hall. The Room Tax Commission meets on Tuesday, September 19<sup>th</sup> at 10:00 AM at City Hall. The “Two Minutes With Two Rivers” podcast airs weekly on WOMT and Lake 98.1 and are posted weekly to ExploreTwoRivers.com and community social media.

### 4. Neshotah Park Project

#### a. Construction Status

Mr. Buckley reported installation of new light posts underway around the 22<sup>nd</sup> St. parking lot and the path running from Pierce St. to the back of the beach concession stand. Earlier this summer, old non-functioning concrete light posts were removed. The 2023 capital improvement funds are covering the cost of the project. The new Neshotah Park playground work is at the halfway point. The Department of Public Works has completed site excavation and grading, plus installed perimeter sidewalk and gravel base during August. The Park Maintenance Team has begun work on landscaping features. The installation of play equipment begins on September 11<sup>th</sup>; it will take approximately 3 weeks to complete. Poured-in-place safety surface will be installed the first week of October, weather permitting.

#### b. Dedication Plans

Mr. Buckley reported the Grand Opening Celebration is scheduled for Sunday, October 15, 2023, at 10:00 AM to Noon at Neshotah Park.

### 5. Two Rivers Police Department Bike Grant

Mr. Buckley reported the Police Department applied for the Rewarding Responders Grant through Wisconsin Public Service (WPS) and was awarded \$1,600 to assist with revamping the TRPD bike patrol program in 2024. WPS is handing out \$75,000 in grants this year in Wisconsin. Funds will go toward outfitting the bike unit with two new bikes or toward the purchase of an E-Bike for patrols at festivals and events, as well as regular patrol on City Streets and trails. Watch for more fundraising activity in support of the Bike Patrol unit.

### 6. Parks & Recreation Fall Programming Highlights

Mr. Buckley reported the fall programming for Parks & Recreation has a successful turnout. NFL Youth Flag Football (2<sup>nd</sup>-4<sup>th</sup> grade) has 73 participants; Pee Wee Flag Football (K-1<sup>st</sup> grade) has 34 participants; Fall Soccer has 22 participants; and Swim Lessons Level 1, 2, & 3 are full. Parks and Rec will be offering more sessions.

### 7. Water Department Projects

Mr. Buckley reported the 8% rate increase took effect on September 1<sup>st</sup>; the last increase was September 1, 2018. The Water Department is starting unidirectional hydrant flushing; operators will be flushing for the next several weeks. Work continues on the interior repaint of the East Side Water Tower. The Orthophosphate chemical feed system for Lead and Copper corrosion control is complete and will be tested for operation and then placed into service by mid-September. Staff are reaching out to customers to participate in Lead and Copper testing which will require 60 homes to be tested in the next several months. Work continues on upgrades to the Lab; city staff have done all the work on this project and will be done shortly.

### 8. Upcoming Events:

- a. Heiknbrew, Friday, September 8, 5-8 PM, Woodland Dunes Nature Center
- b. Pig to Pig Walk/Run, Saturday, September 9, 7:30 AM, Tietz's Piggly Wiggly—cancelled
- c. Pickleball Tournament, Saturday, September 9, 9 AM-5 PM, Washington Park--cancelled
- d. Fall Star Party, Saturday, September 9, 8:30 PM, Woodland Dunes Nature Center
- e. Studebaker International Meet, September 12-16 at County Expo with several events in

- Two Rivers  
f. Ethnic Fest, Saturday, September 16, 9:30 AM - 5 PM, Downtown Two Rivers  
g. Furniture For Fundraiser Silent Auction, Saturday, September 16, Washington House

9. Other

Mr. Buckley reported the Friends of the Two Rivers Senior Center donated a used van to Ascend Services.

C. Legislative/Intergovernmental Update

*\*Clerk Note: Councilmember Shimulunas arrived at 6:32 PM*

**9. CONSENT AGENDA**

A. Minutes of Meetings

1. Plan Commission, July 10 and August 14, 2023
2. Police and Fire Commission, August 24, 2023

Recommended Action:

Motion to receive and file

B. Summary of Verified Bills for the Month of August 2023 for \$4,219,888.21

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 Dahlke, Seconded by Koach.

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

**10. CITY COUNCIL - FORMAL ITEMS**

B. Creation of Ordinance 9-4-6 Regarding Failure to Act to Prevent Sexual Assault of a Minor by Adult Responsible for Minor's Welfare and Section 9-4-7 Regarding Crimes Against Sexual Morality

Recommended Action:

Motion to waive reading and adopt the ordinance

Motion carried with a roll call vote.

Motion made by Stechmesser, Seconded by Koach.

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

C. Ordinance Amending Section 9-8-8 of the Municipal Code, Pertaining to Separation of Adult Entertainment Businesses From Certain Facilities

Recommended Action:

Motion to waive reading and adopt the ordinance

Motion carried with a voice vote.

Motion made by B. LeClair, Seconded by Stechmesser to table the ordinance and have city

staff create a map showing locations where these establishments can be placed.  
Voting Yea: Dahlke, Koach, B. LeClair, D. LeClair, Petri, Stechmesser, Shimulunas, Wachowski

D. Creation of Ordinance Chapter 6-13-8, Pertaining to Licensing of Hotels/Motels

Recommended Action:

Motion to waive reading and adopt the ordinance

Mr. Buckley reported that this item was not ready for Council approval and will be on a future agenda. No action was taken.

E. Authorizing Resolution: Funding Application for Urban Forestry Grant and Urban Forestry Catastrophic Storm Grant Programs

Recommended Action:

Motion to waive reading and adopt the resolution

Motion carried with a roll call vote.

Motion made by D. LeClair, Seconded by B. LeClair.

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

F. Pilot Front Yard Garden--Recommendations from Environmental Advisory Board Meeting of July 18, 2023 and Plan Commission Meeting of August 14, 2023 Regarding Extension of Pilot Program to 2024 (Environmental Advisory Board recommends continuing program, Plan Commission recommends ending program, with stipulation that planting in movable pots be permitted)

Recommended Action:

Council discretion

Council President Wachowski provided overview from the Plan Commission meeting. The Plan Commission recommends ending the program but allowing citizens to plant vegetables in movable pots. If anyone constructed a raised garden bed for the 2023 growing season, they will be grandfathered in and can continue to use the raised bed. The cemetery has space to expand the current gardens.

Councilmember D. LeClair shared on July 24<sup>th</sup> an article in the *Wisconsin Examiner* was published about a new proposed bill. This bill is the Wisconsin Vegetable Protection Act which would give people the right to garden. This bill is supported by State Representative Shae Sortwell and Senator Andre Jacques.

Motion For staff to prepare a Zoning Code amendment and bring to Council to set public hearing.

Motion made by Dahlke, Seconded by B. LeClair

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

Voting No: Wachowski

G. Purchase of New ADA Compliant Voting Machines from Existing 2023 Capital Budget

Recommended Action:

Informational Only

The City Clerk provided background on the required purchase of the ADA Machines to stay

compliant with the 2024 elections. Mr. Buckley stated that the \$9,000 purchase can be made from funds budgeted for 2023 City Hall capital projects, as not all planned projects will be completed this year. There were no objections stated by any Council members.

- A. Resolution Authorizing the Issuance and Sale of up to \$526,696 Water System Revenue Bonds, Series 2023, and Providing for Other Details and Covenants with Respect Thereto (Safe Drinking Water Loan Program Funding for 2023 Projects)

Recommended Action:

Motion to waive reading and adopt the resolution

Motion carried with a roll call vote.

Motion made by Dahlke, Seconded by B. LeClair

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

Voting No: Wachowski

**11. FOR INFORMATION ONLY**

A. City Council Regular Meeting, Monday, September 18, 2023, 6:00 PM

B. City Council Work Session Meeting, Monday, September 25, 2023, 6:00 PM

**12. ADJOURNMENT**

Motion to dispense with the reading of the minutes of this meeting and adjourn the meeting at 7:55 PM.

Motion made by Dahlke, Seconded by D. LeClair.

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

Respectfully Submitted,

Amanda Baryenbruch  
City Clerk