



**TWO
RIVERS**
WISCONSIN

CITY COUNCIL MEETING

Monday, August 01, 2022 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. 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: Dave Buss, Finance Director; Dave Dassey, IT Assistant; Brian Dellemann, Electric Utility Director; Steve Denzien, Fire Chief; Mike Mathis, Parks & Recreation Director; Jim McDonald, Public Works Director; Ben Meinnert, Assistant Police Chief; Elizabeth Runge, Community Development Director/City Planner; Andrew Sukowaty, Water Utility Director; and Greg Buckley, City Manager; and Jack Bruce, City Attorney.

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

Motion to allow remote participation by Councilmember D. LeClair.

Motion carried with a roll call vote.

Motion made by B. LeClair, Seconded by Ring.

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

5. PUBLIC HEARING

- A. Public Hearing for Ordinance to Amend the District Map Section 10-1-3(a)(1) of the Municipal Code for a Change in Zoning from B-1 Business District to R-3 Single and Double Family Residence District 1723 East Street. Said 26 Square Feet of Land is Intended to be Added to 1715 East Street Which is Zoned R-3 Residence District

Recommended Action:

Motion to waive reading and adopt the ordinance

Council President Wachowski opened the public hearing and made three calls for public input. There were no members of the public present and wishing to comment during the public hearing. The public hearing was closed.

Motion carried upon a roll call vote.

Motion made by Dahlke, Seconded by Stechmesser.

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

6. INPUT FROM THE PUBLIC

Dorothy Tinkham Delo - 2100 Garfield Street - Ms. Delo reported that she is a registered taxpayer and full-time resident and spoke about her view of the Beach Bash, referring to it as Beer Bash. She expressed her frustration that the pavilion wasn't used for the musical entertainment and that the speakers were not facing out towards the water, but rather towards the street and residential neighborhood. She stated that her home shook the whole night.

She also commented that Snowfest was a nice event and expressed her opinion that the City not allow ATVs and UTVs on City streets following the upcoming public hearing.

7. COUNCIL COMMUNICATIONS

Letters and other communications from citizens

Councilmember D. LeClair reported that a message was received through the Contact the Council portal on the City's website suggesting that the City come up with a nominal fee for non-residents to use the beach. She suggested that the Council start looking into fees for the beach and trails.

Councilmember Shimulunas reported on a question from a resident asking if businesses have to pay a fee to be listed on the City's business directory on the new City website. Mr. Buckley indicated that there is currently not a fee and that if the Council would like to entertain establishing a fee or to provide direction otherwise on determining which businesses qualify for addition to the directory, it can be added to a future agenda.

Councilmember Dahlke reported on the following:

- He received a question as to why the utility bills are coming from California. Also, if this change has resulted in a reduction in staff time, what are those staff members doing now? Finance Director Dave Buss reported that the City recently switched to a service for mailing of the bills. He indicated staff time on billing has been greatly reduced and allows for staff time to be spent on tasks that were otherwise being pushed aside due to demands of the billing and mailing process.
- He received a call from someone in support of the broadcasting of meetings on cable. This person also suggested that school board and county board meetings be put out on the public access channel.
- He also received contact from someone suggesting there be a charge for parking at the beach.
- He received a complaint from someone regarding the negatives of ATV and UTV use being included in the public hearing notice that the City put out.
- Someone also questioned why the City Councilmembers rode in vehicles during the Snowfest parade instead of walking.

Councilmember Shimulunas reported on an issue with a stop sign being down over the weekend and her concern that the issue was not fixed yet today following her messages left with emergency dispatch and public works. Public Works Director McDonald indicated that he would arrange for a replacement sign to be installed immediately.

Councilmember Dahlke reported that he saw the pictures that Councilmember Petri sent to him regarding the issue with beach access at Park Road and indicated that the worked looked to be something that should require a permit.

Council President Wachowski reported that he also spoke to the individual concerned about non-Two Rivers businesses being in the business directory on the City website. He also read a thank you from Travis at Port Pizza for the support by parents and players in the summer fundraiser. Nearly \$6,400 was raised this year for the recreation program.

Mr. Buckley stated that he was aware of concerns about realtors with out-of-town offices being included on the website but pointed out that there are realtors who reside in Two Rivers and are active selling real estate in Two Rivers that work for those offices.

Councilmember Petri reported that he thinks the beach access at the end of Park Road should be wide enough to allow emergency access.

Councilmember Dahlke congratulated the Fire Department for a job well done in their recent assistance to a resident having boat issues.

8. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

Councilmember D. LeClair reported that the Environmental Advisory Board is planning to put on a winter educational series at the Library to address green infrastructure, pollinator gardens, and no-mow May. She commented that Mike Mathis, Parks & Recreation Director is providing a lot of good information to the committee. The Environmental Advisory Board is also working on a City match program to coincide with the WPPI tree grant program.

She also reported that Two Rivers Main Street's new executive director, Jason Ring, is on board as of today, August 1. Two Rivers Main Street plans to submit a grant application for a portion of the \$100,000 grant opportunity the West Foundation has available. If awarded the funds would support public parks.

9. CITY MANAGER'S REPORT

A. Invited Guests
None.

B. Status Update/Reports

1. Staffing Updates

Mr. Buckley reported that an offer has been extended to the top candidate for the full-time Community Service Officer position. Application review is underway for the Public Works Director/City Engineer position and the Parks & Recreation Department is in need of part-time building attendants at the Community House.

Upcoming retirements include Jim McDonald, Public Works Director/City Engineer and Vicky Berg, Zoning Administrator/Inspections Assistant.

Recruitments will be posted soon for a Senior Center Program and Special Events Coordinator and a position to fill the vacancy being created by Vicky Berg's retirement.

2. 17th Street Reconstruction Project

Mr. Buckley reported that the contractor started the water main work at the 17th Street Reconstruction project on July 25. The underground utility work is scheduled through August with grading and paving operations to follow.

The contractor doing lateral replacements is scheduled to start on approximately 10 replacements starting the week of August 1. Replacements will continue to be scheduled as materials become available.

The contractor scheduled to install pond plantings at Eggers Pond will begin in early August. Multiple herbicide and weed control activities for prairie planting areas will occur through early October at which time permanent prairie seeding will be performed.

3. Central Park West 365 Project
Mr. Buckley reported that pledges and donations for the Central Park West 365 Project are just over \$640,000, 80% of the fundraising goal of \$800,000. More than 50 additional fundraising letters were mailed last week with the goal of taking fundraising “over the top”.
4. ATV/UTV Hearing - August 15
Mr. Buckley reported that a public hearing on the City possibly allowing ATV/UTV use on City streets is being held Monday, August 15 during the regular Council meeting. The hearing is being publicized in June and July Utility billing inserts and on the City's website. Any written comments received in advance of the hearing are being forwarded to City Council weekly.
5. New Kayak Launch at Paddlers Park
Mr. Buckley reported that a new kayak launch has been installed at Paddlers Park and the Parks & Recreation Department is evaluating options for signage to direct visitors to the locations of the kayak launches.
6. City Assistance for Façade Upgrades
Mr. Buckley reported that the City is providing grant funding this year to assist with several façade improvement projects by local businesses. The grants to properties located in the downtown Business Improvement District are funded jointly with Two Rivers Main Street. The properties receiving grant assistance are Weichert Realtors at 1603 Washington Street, High Lift Coffee at 12th and Madison Streets, The Hook Lanes & Games at 1916 Washington Street, Cool City Brewing Company on West Park Street, and Renee's Specialties on Memorial Drive.
7. In Person Absentee Voting for August 9 Partisan Primary Now Until August 5, City Hall
Mr. Buckley reported that in person absentee voting is available at City Hall through Friday, August 5.
8. Polling Locations will be Open for the Partisan Primary Election, August 9, 2022, 7:00 am to 8:00 pm
Mr. Buckley reported that the City's two polling locations at St. Peter the Fisherman Parish Center and Abundant Life Church will be open for the Partisan Primary Election from 7:00 am to 8:00 pm on Tuesday, August 9.

City Clerk Jamie Jackson also reported that the City will be implementing Badger Books at the Partisan Primary on August 9. Badger Books are electronic poll books which will offer a quicker poll book check in process, increased efficiencies for pollworkers, and a reduction in staff time finalizing election data following the closing of the polls. The purchase of Badger Books was approved by the City Council in October 2021 at the same time the reduction from 4 to 2 polling places was approved.

9. Upcoming Events:
Mr. Buckley reported on the following upcoming events.
 - a. 13th Annual War on the Shore Girls Fastpitch Tournament, August 4-7, Vietnam Veterans Memorial Park
 - b. Concert in Central Park: Two Rivers Community Band, Thursday, August 4, 6:30-8:00 pm
 - c. Two Rivers Regatta, August 6-7, Seagull Marina
 - d. Bands on the Beach: Nettle Hill, August 6, 5:00-9:00 pm, Neshotah Beach
 - e. Tom Pease Performs, August 10, 1:30-3:00 pm, Lester Public Library

- f. Concert in Central Park: Eddie Larsen's Classic Memories, August 11, 6:00-8:00 pm
- g. Rogers Street Days, August 12-13, Rogers Street Fishing Village
- h. Bands on the Beach: Listening Party, August 14, 2:00-6:00 pm

10. Other

Mr. Buckley reported that the Wisconsin Department of Revenue released the preliminary equalized valuation figures for 2022 for local units across Wisconsin today. Based on 2021 real estate sales and new construction, the equalized valuation of the City of Two Rivers grew by 18 percent. Comparable increases were attributed to the City of Manitowoc and Manitowoc County.

Mr. Buckley also reported that www.exploretworivers.com is the most accurate and up-to-date source for events in the City of Two Rivers.

- C. Legislative/Intergovernmental Update
None.

10. CONSENT AGENDA

A. Presentation of Minutes

- 1. City Council Meeting - July 18, 2022
- 2. City Council Work Session Meeting - July 25, 2022

Recommended Action:

Motion to waive reading and adopt the minutes

B. Minutes of Meetings

- 1. Room Tax Commission, May 24, 2022
- 2. Room Tax Commission, June 21, 2022

Recommended Action:

Motion to receive and file

C. Applications and Petitions

- 1. Application for Temporary Class "B" Retailer's License from Two Rivers Youth Sports for War on the Shore, August 4-7, 2022 at 1200 35th Street, Two Rivers

Recommended Action:

Motion to approve the application and authorize issuance of the license

- 2. Application for Commercial-Hauler's License - Recommended for Approval

- a. GFL Environmental, 428 High Street, Chilton WI 53014

Recommended Action:

Motion to approve the application and authorize the Engineering Department to issue the licenses

- D. Block Party Permit Request for 34th Street Bounded by the Intersecting Streets of Monroe Street and Adams Street, for September 3, 2022, from 9:00 AM - Midnight, Requested from Susanne Hinkle, 2015 34th Street

Recommended Action:

Motion to approve the permit

- E. Summary of Verified Bills for the Month of June for \$2,019,640.39

Recommended Action:

Motion to receive and file

F. Finance Reports, June 2022

1. Debt Service
2. General Fund
3. Lester Library
4. Utilities Report

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, B. LeClair, D. LeClair, Koach, Petri, Ring, Shimulunas, Stechmesser, Wachowski

11. CITY COUNCIL - FORMAL ITEMS

A. Option to Purchase Streu Property on 19th Street from 290 Fund

Recommended Action:

Council discretion

Motion to direct staff to proceed with the actions necessary to purchase the property on 19th Street owned by the Streus, per an existing option to purchase agreement held by the City and bring back a blight resolution related to qualifying the City for the local government unit exemption under State law.

Motion carried with a roll call vote.

Motion made by Stechmesser, Seconded by B. LeClair.

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

Voting Nay: Dahlke

B. Cable TV Equipment Upgrade to Resume Broadcasting to Public Access Channel

1. Report from Staff on Terms of Agreement and Equipment Guarantees During Service Period

Mr. Buckley shared a report from Rick Powell, IT Supervisor, indicating that Spectrum would guarantee the equipment and broadcasting capabilities throughout the time the City has an agreement for public access channel broadcasting services. The proposed up-front payment of \$28,000 to Spectrum would guarantee access to Spectrum for such services for three years. Thereafter, the City would need to pay Spectrum an additional monthly fee, estimated at \$795.

2. Budget Amendment for Purpose of Cable TV Equipment Upgrade

Recommended Action:

Motion to authorize the City Manager to sign agreement and approve the budget amendment

Motion to advance \$28,000 from the City Hall and IT capital funds and budget over the next three years to replenish the funds and direct staff to bring a budget amendment or loan agreement back to Council for approval at the August 15 meeting.

Motion carried with a voice vote.

Motion made by Dahlke, Seconded by Koach.

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

12. FOR INFORMATION ONLY

Mr. Buckley reported on the following upcoming meetings and also indicated that the Personnel & Finance Committee will meet on Monday, August 22.

A. City Council Regular Meeting, Monday, August 15, 2022, 6:00 pm

B. City Council Work Session Meeting, Monday, August 29, 2022, 6:00 pm

13. CLOSED SESSION

Motion to enter into Closed Session at 7:27 pm, 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 proposed purchase from Manitowoc County of the aquired property at 1910 20th Street.

Motion carried upon a roll call vote.

Motion made by Dahlke, Seconded by B. LeClair.

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

14. RECONVENE IN OPEN SESSION

Motion to reconvene in open session at 7:58 pm to consider possible actions in follow-up to closed session discussions.

Motion carried with a voice vote.

Motion made by Stechmesser, Seconded by B. LeClair.

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

15. ADJOURNMENT

Motion to dispense with the reading of the minutes of this meeting and adjourn at 7:58 pm.

Motion carried with a voice vote.

Motion made by Dahlke, Seconded by B. LeClair.

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

Respectfully submitted,

Jamie Jackson
City Clerk