



# ENVIRONMENTAL ADVISORY BOARD MEETING

Tuesday, March 18, 2025 at 5:30 PM

Webster Room - Lester Public Library,  
1001 Adams Street, Two Rivers, WI 54241

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## MINUTES

1. **CALL TO ORDER:** 5:33 pm - John Tillotson called the meeting to order

2. **ROLL CALL**

**Board Members:**

Present: Tracey Koach, Donald DeBruyn, Douglas Brandt, Heather Gross, John Tillotson

Excused: Darla LeClair, Corinne Weis

**Staff & Others:** Matthew Heckenlaible

**Guest:** Nancy Drewey

3. **REVIEW AND APPROVAL OF MINUTES**

Minutes from the February 18, 2025, Environmental Advisory Board meeting

Tracey Koach made a motion to accept the February 18, 2025, Environmental Advisory Board meeting minutes as discussed, seconded by Donald DeBruyn. Motion carried.

4. **PUBLIC INPUT**

Nancy Drewey introduced herself and noted that Corinne Weis suggested that she come and attend our meeting to see what we are about. She also noted that the last EAB Library Educational Series related to wildlife rehabilitation was excellent.

5. **NEW ITEMS FOR DISCUSSION AND ACTION, AS NEEDED - N/A**

6. **ONGOING ITEMS FOR DISCUSSION AND ACTION, AS NEEDED**

A. **WDNR Urban Non-Point Source Planning Grant update**

Director Heckenlaible provided an overview of the work that is proposed to be completed for the WDNR Urban Non-Point Source Planning Grant that was received in early 2024.

- Review and modify the Construction Site Erosion Control Program, including procedures for plan review, site inspections, and possibly ordinance revisions to comply with WDNR's MS4 permit requirements.
- Review and modify the Post-Construction Stormwater Management Ordinance to address TMDL requirements.
- Review and modify the Post-Construction Stormwater Management Program, including procedures for plan review, site inspections and tracking of both private and public best management practices.
- Stormwater Management Quality Management Plan/TMDL Implementation Plan. This is the most significant portion of the work to be undertaken as it provides a plan as to how the city should move forward to address the TMDL sediment and phosphorus reduction requirements.

Director Heckenlaible reported that the consultant is finalizing all the drainage areas and has a few more models to update based upon site development plans supplied by the city for various developments that have occurred since 2012.

With that modeling completed, city staff and the consultant are planning to review what has been completed on April 3 so that we can see where we stand in relation to meeting the various TMDL suspended solids and phosphorus requirements.

- Review and modify the city's Pollution Prevention Program which will include the way we manage fall leaf collection, update municipal BMP inspection and maintenance program procedures, review our street sweeping program as to when and where we sweep and the potential of modifying overnight parking regulations. Update catch basin, inlet and storm sewer cleaning programs and associated documentation and develop written procedures that can be updated to maintain MS4 permit compliance.
- Ensure that we continue to expand and utilize our Public Education & Outreach and aid with facilitating meetings with citizens, staff, boards and commissions during the development of these programs.

I would anticipate that more board and commission involvement will be occurring within 2025.

**B. WDNR MS4 Annual Report Overview**

Director Heckenlaible provided a brief overview of the 2024 WDNR MS4 Annual Report that was authorized to be signed and submitted by City Council at the March 17, 2025, meeting.

**C. 2024-2025 Winter Educational Series**

1. March 13, 2025 - What Would You Do? - Keeping Wildlife Wild

According to Scott Ahl, the session was very informative and well attended. It was about rehabilitating injured wild animals.

2. April 10, 2025 - ~~Light Pollution and Animal Confusion~~ Lakeshore Natural Resource Partnership.

Darla LeClair will verify which speaker is presenting next month.

**D. EAB City Posted Video Library update**

Darla LeClair was not available to provide an update on the video library.

**7. OTHER ITEMS THAT MAY COME BEFORE THE BOARD, WITH CONSIDERATION AND ACTION, IF NEEDED**

Heather Gross inquired if there were any ongoing projects that EAB was presently working on. Director Heckenlaible responded that Mike Mathis has some in the queue for April and will discuss them at the April EAB meeting. Additionally, with the stormwater program updates in process, there could be items to discuss and gain input on as early as the April meeting as well. Don DeBruyn thought that the Paddler's Park project may be this spring as well, but because of funding may have been delayed until fall.

**8. SET DATE, TIME, AND AGENDA ITEMS FOR NEXT BOARD MEETING**

Proposed for Tuesday, April 15, 2025, at 5:30 pm in the City Hall Council Chambers

**9. ADJOURNMENT:** 6:00 pm

Donald DeBruyn made a motion to adjourn the meeting, seconded by Tracey Koach. Motion carried.

Respectfully submitted by: Matthew R. Heckenlaible  
Public Works Director/City Engineer