CITY COUNCIL MEETING

Monday, May 06, 2024 at 6:00 PM

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

AGENDA

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

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL BY CITY CLERK
Councilmembers: Mark Bittner, Doug Brandt, Shannon Derby, Bill LeClair, Darla LeClair, Tim Petri, Bonnie Shimulunas, Scott Stechmesser, Adam Wachowski

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

5. INPUT FROM THE PUBLIC

6. COUNCIL COMMUNICATIONS
Letters and other communications from citizens

7. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

8. CITY MANAGER'S REPORT

A. Invited Guests
1. VFW Post Representative Pamela Stephens, to Announce 2024 Poppy Sale Times and Locations (with Poppies for Purchase by Council Members)
2. Recently Hired Electric Meter Technician, Jeff Kozaczuk

B. Status Update/Reports
1. Staffing Update
   a. New Finance Director: Kasandra Paider
   b. New Recreation Clerk: Ashley Haggerty
   c. Newly-Promoted Water Distribution Foreman: Dalton Schmidt
   d. Upcoming Firefighter/Paramedic Vacancy Due to Retirement--Applications Due by May 30
   e. Parks and Recreation Seeking Seasonal Hires for Aquatics Coordinator and Kids Camp Director
   f. Other
2. Roosevelt Avenue Contruction Update
3. Delay in Projected Delivery for Two 5-Yard Replacement Dump Trucks with Plows, Ordered in 2022, Budgeted in 2022-23 for late 2023 Delivery
4. Update on Award of Bids for Scattered Site Lead Water Service Lateral Replacement
5. New Downtown Mural a Work in Progress by Two Rivers Main Street, Funded with

Grant Monies
6. Neshotah Park Pathway Project
7. Peace Officer Memorial Day Ceremony, Wednesday, May 15 at Noon--Assemble at Rogers Street Fishing Village, Proceed to Center of 22nd Street Bridge
8. Recent Awards Recognizing Two Rivers Electric Utility
9. Wisconsin Main Street Program 2023 Awards Presented at May 19 State Conference in Green Bay
   a. Top public-private partnership for downtown revitalization: Two Rivers Central Park West Project
   b. Best Interior Renovation Project, Over $50,000: Cool City Brewing Company
10. Two Rivers Sister City Delegation in Domazlice, Czech Republic for the Past Week, Returning May 6
11. Upcoming Events:
   a. Environmental Advisory Board Presents: County Recycling Center and Programs, Tuesday, May 7, 6:00 PM, Lester Public Library
   b. SnowFest Wine & Beer Walk, Friday, May 10, 5:00 - 8:30 PM, Downtown Two Rivers
   c. Wisconsin Society for Ornithology Convention, May 16 to May 19
   d. Woodland Dunes' 50th Anniversary Open House, Friday, May 17, 9:00 AM to 4:00 PM, Woodland Dunes Nature Center & Preserve
   e. Two Rivers Optimist Spring Electronics Collection & Shred, Saturday, May 18, 9:00 AM to Noon
12. Other

C. Legislative/Intergovernmental Update
1. New State of Wisconsin Requirements for Organizations Applying for Special Class B Licenses--Update From City Clerk Amanda Baryenbruch
2. Other

9. CONSENT AGENDA

A. Presentation of Minutes
1. City Council Regular, April 15, 2024
2. City Council Re-Organizational, April 16, 2024
3. City Council Special Work Session, April 22, 2024
4. City Council Work Session, April 29, 2024

Recommended Action:
Motion to waive reading and adopt the minutes

B. Final Financial Statement for Wisconsin Economic Development Corporation Contract No. ISR FY22-53245--Idle Sites Grant to Assist with Renovation of Former Paragon Property
Recommended Action:
Motion to receive and file

C. Applications and Petitions
1. Temporary Class "B" Retailer's License for Friends of Two Rivers Snowfest, Snowfest Wine & Beer Walk, Friday, May 10, 2024, 5:00 to 8:30 PM, Downtown Two Rivers
Recommended Action:
Motion to approve the application and authorize issuance of the license

D. Recommendation from the Plan Commission Meeting of April 8, 2024
Set Public Hearing Regarding a Proposed Change in Zoning from (I-2) Business District to (B-1) Business District for 2004-2006 14th Street
Recommended Action:
Motion to set the public hearing on May 20, 2024 at 6:00 PM

RECOMMENDED ACTION FOR CONSENT AGENDA
Motion to approve the Consent Agenda with the various actions recommended

10. CITY COUNCIL - FORMAL ITEMS

A. Proclamation of National Drinking Water Week May 5 - 11, 2024
Recommended Action:
Motion to read and adopt the proclamation

B. Proclamation Naming the Week of May 12 -18, 2024 as Police Week and May 15, 2024 as Peace Officers Memorial Day
Recommended Action:
Motion to read and adopt the proclamation

C. Resolution Naming May 11, 2024, as International Migratory Bird Day
Recommended Action:
Motion to read and adopt the resolution

D. Ordinance to Amend Section 6-5-7 of the Municipal Code, Entitled "Restrictions on Keeping Dogs, Cats, and Other Animals" to Address Certain Restricted Species
Recommended Action:
Motion to waive reading and adopt the ordinance, as requested by the Police Department

E. Ordinance Amendment to Municipal Code 7-1-12 "Rules" Enabling the Parks and Recreation Director to Establish Park Rules That May be Enforced as Violations of the Parks Ordinance
Recommended Action:
Motion to waive reading and adopt the ordinance

F. City Manager's Appointments to Citizen Boards, Committees and Commissions
Recommended Action:
Motion to approve the appointments and re-appointments, as recommended by the City Manager

G. Official Newspaper Declaration and Bid
Recommended Action:
Motion to accept bid as submitted and declare the Herald Times Reporter as the official newspaper of the City of Two Rivers

H. Resolution Authorizing Use of Budgeted 2024 Public Works Capital Project Funds Updating Public Works FASTER Fleet Management Software Fiscal Year Ending December 31, 2024
Recommended Action:
Motion to waive reading and adopt the resolution, as recommended by the Public Works Committee May 1, 2024 meeting

11. FOR INFORMATION ONLY

A. City Council Regular Meeting, Monday, May 20, 2024, 6:00 PM
B. City Council Work Session, Monday, May 27, 2024, 6:00 PM

12. ADJOURNMENT

Motion to dispense with the reading of the minutes of this meeting and adjourn

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Two Rivers will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the City Clerk's office at 920-793-5526 or email clerk@two-rivers.org at least 48 hours prior to the scheduled

meeting or event to request an accommodation. For additional assistance, individuals with hearing or speech disabilities can call 711 and be connected to a telephone relay system.

It is possible that members of and possibly a quorum of governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no other action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

CITY COUNCIL RE-ORGANIZATIONAL MEETING

Tuesday, April 16, 2024 at 6:00 PM

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

MINUTES

1. CALL TO ORDER BY CITY MANAGER
The meeting was called to order by City Manager Greg Buckley at 6:00 PM.

2. SWEARING IN NEWLY ELECTED OR RE-ELECTED COUNCIL MEMBERS
Newly elected Councilmembers Doug Brandt, Shannon Derby and Mark Bitter were sworn in by the City Clerk and signed the Oath of Office.

3. ROLL CALL BY CITY CLERK
Councilmembers Present: Mark Bittner, Doug Brandt, Shannon Derby, Bill LeClair, Darla LeClair, Tim Petri, Bonnie Shimulunas, Scott Stechmesser, Adam Wachowski

4. CODE OF CONDUCT

A. Code of Conduct for Elected Officials
The Code of Conduct for Elected Officials was distributed to all Councilmembers. Each signed an acknowledgement of receipt, which were returned to the City Clerk.

Motion made by Stechmesser, seconded by B. LeClair to acknowledge receipt of Affidavit and Code of Conduct.
Motion carried upon a voice vote.
Voting Yea: Bittner, Brandt, Derby, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser, Wachowski

5. ELECTION OF PRESIDENT AND VICE PRESIDENT OF CITY COUNCIL
Mr. Buckley stated that Wisconsin State Statutes allow the use of a secret ballot where a public body is electing its officers. He also stated that Roberts' Rules of Order do not require a second for nominations. He called for nominations for Council President. Councilmember Darla LeClair nominated Scott Stechmesser. There were no other nominations, therefore nominations were closed, and a unanimous ballot was cast to elect Scott Stechmesser as Council President.

Motion made by Bittner, seconded by Derby
Motion carried upon a roll call vote.
Voting Yea: Bittner, Brandt, Derby, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser, Wachowski

Mr. Buckley passed the gavel to President Stechmesser. Council President Stechmesser called for nominations for Council Vice-President. Councilmember Tim Petri nominated Adam Wachowski. There were no other nominations, therefore nominations were closed, and a unanimous ballot was cast to elect Adam Wachowski as Council Vice-President.

Motion made by B. LeClair, seconded by Petri
Motion carried upon a roll call vote.
Voting Yea: Bittner, Brandt, Derby, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser,

Wachowski

The City Clerk administered the oath of office and sworn in the newly elected Council President and Vice-President.

6. SEATING ARRANGEMENT FOR 2024-2025

Councilmembers then drew seat assignments for the ensuing year. The members will sit in the following order, starting on the east side of the Council table: Shannon Derby, Bill LeClair, Bonnie Shimulunas, Adam Wachowski, Scott Stechmesser, Doug Brandt, Mark Bittner, Tim Petri, Darla LeClair. (Note: Council President and Vice President sit in positions that are assigned to those positions.)

7. ADOPTION OF RESOLUTIONS CONCERNING REGULAR MEETINGS PER MONTH, TIME OF MEETINGS, ORDER OF BUSINESS, MATTERS REFFERED TO FUTURE MEETING, COUNCIL COMMITTEES AND RULES OF PROCEDURE

A. Resolution Regarding City Council Regular Meetings
Recommended Action:
Motion to waive reading and adopt the resolution

Motion made by Shimulunas, seconded by Petri
Motion carried upon a roll call vote.
Voting Yea: Bittner, Brandt, Derby, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser, Wachowski

B. Resolution Regarding Rules for City Council
Recommended Action:
Motion to waive reading and adopt the resolution

Motion made by Shimulunas, seconded by B. LeClair
Motion carried upon a roll call vote.
Voting Yea: Bittner, Brandt, Derby, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser, Wachowski

8. ADJOURNMENT

Motion to adjourn the meeting at 6:23 PM.

Motion carried upon a voice vote.
Motion made by B. LeClair, Seconded by Petri
Voting Yea: Bittner, Brandt, Derby, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser, Wachowski

Respectfully Submitted,

Amanda Baryenbruch
City Clerk

TWO RIVERS WISCONSIN

CITY COUNCIL MEETING

Special Meeting

Monday, April 22, 2024 at 5:15 PM

On-Site Meeting on Bellevue Place at Riverhills Road Two Rivers, WI 54241

MINUTES

1. CALL TO ORDER

Council President Steckmesser called the meeting to order at 5:15 PM

2. ROLL CALL BY CITY MANAGER

Councilmembers: Mark Bittner, Doug Brandt, Shannon Derby, Bill LeClair, Darla LeClair, Tim Petri, Bonnie Shimulunas (arrived 5:20 PM) and Scott Stechmesser. Absent and excused: Adam Wachowski.

STAFF PRESENT: Elizabeth Runge, Community Development Director/City Planner; Matthew Heckenlaible, Public Works Director, and Greg Buckley, City Manager.

ALSO PRESENT: Numerous members of the public, primarily from the nearby neighborhood, including Wendy Brandt, Dennis and Avis Bleick, Rodney and Lisa Green, Donna Beath, Robert Beath, and John and Linda Streu.

3. REVIEW AND DISCUSS SITUATION RELATED OT PROPOSED ZONING ORDINANCE AMENDMENT PERTAINING TO GARAGES IN FRONT YARDS AND STREET SIDE YARDS

The City Manager stated that, following a public hearing on a proposed Zoning Code amendment related to garages in front yards and street side yards, the Council on April 15 had voted to table action on that amendment, pending a field visit to this site, on the property where John Streu proposes to construct a garage, in the area along Bellevue Place that is considered the front yard for his home. Mr. Streu's request was part of the reason for the proposed Zoning Code change.

Mr. Streu described his plans for a garage at this location. Several neighbors and Council members asked questions or offered comments on the proposed construction that would be made possible if the Zoning Code amendment was to be adopted. Several neighbors expressed their opposition to the proposed amendment and the proposed project.

The City Manager noted that the City Council would be voting on the proposed Zoning Code amendment upon returning to City Hall for a meeting scheduled for 6:00 PM on this date. He noted that any of the citizens in attendance would be welcome to attend that public meeting.

4. ADJOURNMENT

Bill LeClair moved, supported by Tim Petri, to adjourn the meeting at 5:49 PM.
Motion carried with a voice vote.

Respectfully submitted,

Gregory E. Buckley, City Manager

TWO RIVERS WISCONSIN

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STAFF PRESENT: Elizabeth Runge, Community Development Director/City Planner; Matthew Heckenlaible, Public Works Director, and Greg Buckley, City Manager.

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Bill LeClair moved, supported by Tim Petri, to adjourn the meeting at 5:49 PM.
Motion carried with a voice vote.

Respectfully submitted,

Gregory E. Buckley, City Manager

CITY COUNCIL MEETING

Monday, April 15, 2024 at 6:00 PM

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

MINUTES

1. CALL TO ORDER
In the absence of Council President Wachowski, Council Vice President Stechmesser 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, Bonnie Shimulunas, Scott Stechmesser
Absent and excused: Adam Wachowski

ALSO PRESENT: Ben Meinnert, Police Chief; Mike Mathis, Parks and Recreation Director; Matthew Heckenlaible, Public Works Director; Elizabeth Runge, Community Development Director/City Planner; Dave Murack, Fire Chief; Andrew Sukowaty, Water Utility Director; Dave Buss, Finance Director; Rick Powell, IT Supervisor; and Greg Buckley, City Manager

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

5. PUBLIC HEARING

A. Public Hearing on Zoning Ordinance Amending Section 10-1-15G(4)(b) of the Municipal Code, Height and Area Exceptions as it Relates to the Placement of Garages in Front and Street Side Yards
Recommended Action:
Motion to waive reading and adopt the ordinance, as recommended by the Plan Commission

Community Development Director Elizabeth Runge provided information about the ordinance amendment. She noted that the amendment was first considered by the Plan Commission based on a request from a property owner who proposes to build a garage in an area that is considered to be his front yard.

The first call of the public hearing for public input was opened by Council Vice-President Stechmesser.

Lisa & Rodney Greene, 2632 Riverhills Road – expressed their concern about the ordinance amendment stating they would be affected by the placement of the garage that is the basis for this proposed amendment, as it would be on the property line in their back yard. Their concerns included a garage being an eyesore, the decrease in their property value and resale value and the loss of a backyard view and wildlife. They also expressed concern regarding the City possibly amending the zoning ordinance that would only benefit a very small number of citizens. They questioned if the property owner could place his garage on any other portion of his property.

The second call of the public hearing for public input was opened by Council Vice-President Stechmesser. No one addressed the Council.

The third and final call of the public hearing for public input was opened by Council Vice-President Stechmesser.

Doug Brandt, 2602 Riverhills Road – expressed concerns on accessibility to the proposed garage from Bellevue Drive stating the current access area is on a trail and it is unclear if the City plans to improve that street right-of-way. He also stated the access spot is where the City places snow in Winter and during the summer months, families watch baseball games.

John Streu, 4949 Riverside Drive – stated he is the property owner interested in building the garage. He expressed the desire to have the zoning ordinance amended to allow the placement of the garage in the proposed location because much of the rest of the property is considered a wetland.

Council Vice-President Stechmesser closed the public hearing.

Motion made by Dahlke, seconded by B. LeClair to waive reading and adopt the ordinance

Councilmember Shimulunas stated she would like to see this item tabled to allow Councilmembers to go to the property and evaluate the impacts of the zoning amendment.

Motion made by Koach, seconded by Petri to table this item.
Motion carried with a roll call vote.
Voting Yea: Koach, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser
Voting Nay: Dahlke

Motion made by Koach, seconded by Petri to have this item considered at one of the two work sessions scheduled in April, to appropriately address the ordinance changes and meet at the property.
Motion carried with a roll call vote.
Voting Yea: Dahlke, Koach, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser

6. INPUT FROM THE PUBLIC

None.

7. COUNCIL COMMUNICATIONS

Letters and other communications from citizens

Councilmember Dahlke reported on the following communications:

- He received a compliment thanking the City for airing the meetings on the cable channel.
- He received a letter stating the sound is terrible at Council Work Sessions and reminded everyone to speak up during these meetings.
- He received a letter stating there is a Rural Insurance sign across from the Main Street Office that is a light up sign and that business is no longer at that location. Also, there is a Rural Insurance sign located on Memorial Drive that is upside down.
- He received a complaint regarding the Zander Park basketball court nets have been ruined and not replaced for 2 years.
- He received a question regarding the status of the old Speedway Station

Councilmember B. LeClair noted that he received a letter from the NRC asking to have a meeting with the City Council that would be in conjunction with their annual meeting in June. Councilmember Koach also received this letter.

Councilmember Petri received a question regarding a tentative start date on the new Starbucks located on Washington Street. City Manager Greg Buckley stated a demolition permit was issued and he believes the demolition will start very soon.

8. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

Councilmember D. LeClair reported on the following boards:
-- Environmental Advisory Board: They are involved with the Arbor Day celebration at the Arboretum. Councilmember Koach added the board is working with a DNR Citizen Scientist to collect water samples from the West Twin River to help the state monitor the water conditions and help with the MS4 report.
-- Main Street: New businesses are coming to Two Rivers this summer one of them including Violet Inn. Main Street is hiring a summer office assistant, if interested contact Main Street. Heart-A-Rama is coming up, tickets can be purchased online.

Councilmember Koach reported on the Library Board. World on the Move Exhibit is coming to an end, she recommends going to view it before it leaves, April 23rd is the last day it will be on display.

Councilmember Dahlke reported on the Finance and Personnel Committee. They recently finished up reviewing the goals for the City and the item is on the agenda for tonight.

9. CITY MANAGER'S REPORT

A. Status Update/Reports

1. Staffing Updates
Mr. Buckley reported on the ongoing recruitments: Finance and Administrative Services Director – continued recruiting; interviews last week and this week; Recreation Clerk – scheduling interviews; Recreation Coordinator (PT) – accepting applications; recent promotion to Water Distribution Foreman – announcement pending.

2. Newly Elected Council Members: Mark Bittner, Doug Brandt, Shannon Derby
Mr. Buckley reported the newly elected Councilmembers will be sworn-in at the Council Reorganizational Meeting on Tuesday, April 16.

3. Thank you, Election Workers
Mr. Buckley reported for the April 2024 Spring Election, the City of Two Rivers was the only local unit in the County that presented election reports and results to the Manitowoc County Board of Canvassers found to be totally free of errors. To our City Clerk, Deputy Clerk and all the election workers, Well Done!

4. Roosevelt Avenue Construction Update
Mr. Buckley reported the project includes reconstruction of underground utilities and pavement of Roosevelt Avenue from Lowell Street to 12th Street. Pavement removal operations began March 27. Underground utility work began April 1 in the 12th Street intersection and is expected to proceed to the south. Several excavations will be performed in the 12th Street intersection throughout the month of April during which times traffic will be limited. Underground utility work is expected to continue from 12th Street to 9th Street through May, at which time work will begin between 9th street and Lowell Street through June and July (weather permitting). Grading and paving operations are expected to occur in August and September with project completion near the end of October.

5. Senior Center Volunteer Awards
Mr. Buckley reported Sharon Bauknecht received the 2022 Volunteer of the Year Award with 422.75 hours volunteered. Jo Yungerman received the 2023 Volunteer of the Year Award with 541.67 hours volunteered. Phyllis Reinert received the Lifetime Achievement Award with 5,942 hours volunteered over her lifetime. Bill Reinert was posthumously awarded the Lifetime Achievement Award with 3014 hours volunteered in his lifetime.

6. Status of Proposed Development: The Confluence
Mr. Buckley reported YBR Properties, LLC developers of this proposed 71-unit, market rate apartment building on the East Twin River in downtown Two Rivers, recently submitted updated cost estimates for the project, as required by the Development Agreement between the City and YBR. This deliverable was due on March 31. Updated cost estimate for the project is $22.5 million. The developer has not yet presented final financing plans for the project, which were also due on March 31. The major outstanding concern relates to interest rates for permanent financing for the project. The status of this project will be addressed with the Council at an upcoming meeting.

7. Recent Funding Awards for Shoreline Planning, Design, and Improvements
Mr. Buckley reported consistent with the City Goal of upgrading the “Lake Michigan shoreline adjacent to City Public Works and Utility facilities and south of Lighthouse Inn to Manitowoc for improved public access, habitat restoration and shoreline protection/resiliency,” the City in 2023/2024 has pursued funding to both plan for and implement such work, with funding commitments to date as follows: $280,000 from the National Fish and Wildlife Foundation’s Sustain Our Great Lakes Program; $160,000 from the Great Lakes – St. Lawrence Seaway Cities Initiative, also funded through the National Fish and Wildlife Foundation; $66,000 from the Fund for Lake Michigan, to assist the City in meeting $99,000 in local match requirements for the above grants.

8. City Hall Pillars Repair
Mr. Buckley reported years of exposure to winter salt have taken their toll on the sandstone pillars on the front of City Hall. This year’s capital budget includes funds for repair work, now being done by Hamann Construction.

9. Line Worker Appreciation Day, Thursday, April 18
10. Upcoming Events:
   a. World on the Move Exhibit, March 20 to April 23, Lester Public Library
   b. Brat Fry Fundraiser, Roberts E. Burns American Legion Post 165, Saturday, April 20, 10:00 am - 4:00 pm, Piggly Wiggly
   c. Heart-a-Rama, April 25 - 27 and May 2 - 4, 6:00 PM, J.E. Hamilton Community House
   d. Arbor Day at the Arboretum, Saturday, April 27, 10:00 AM, Van Der Brohe Arboretum, 3800 Lincoln Avenue
   e. Two Rivers 10-Mile-2-Mile Kids' Run, April 27-28, Two Rivers High School
   f. County Recycling Center & Programs, Presented by the Environmental Advisory Board, Tuesday, May 7, 6:00 PM, Lester Public Library
11. Other
Mr. Buckley reported Craig Froelich, recently hired as Building Inspector for the City of Two Rivers, has earned credentials to provide the following services for one- and two-family dwellings: HVAC Building Inspections; and Uniform Dwelling Code (UDC) Building Construction Inspections. The City continues to be delegated with the authority for Building Inspection staff to complete: Commercial Building – Structural and HVAC Plan Review; Commercial Electrical Installation Inspection; and Commercial Plumbing Plan and Installation Inspection

Mr. Buckley reported on April 10, both Canine Daisy and Assistant Police Chief Melissa

Wiesner underwent a 2-hour evaluation of both canine and handler for certification as Therapy Dog. Both passed, and are now certified. Daisy also recently met the requirements of the American Kennel Club for AKC's Canine Good Citizen designation and AKC Trick Dog.

B. Legislative/Intergovernmental Update

10. CONSENT AGENDA

A. Presentation of Minutes
1. City Council Work Session, March 25, 2024
2. City Council Regular Meeting, April 1, 2024
Recommended Action:
Motion to waive reading and adopt the minutes

B. Minutes of Meetings
1. Public Utilities Committee, April 1. 2024
2. Public Works Committee, April 2, 2024
3. Plan Commission, April 8, 2024
4. Explore Two Rivers Board of Directors, March 5, 2024
5. Personnel and Finance Committee, March 21, March 28, April 4, April 11, 2024
6. Environmental Advisory Board, March 19, 2024
Recommended Action:
Motion to receive and file

C. Department Reports, March 2024
1. City Clerk
2. Community Development
3. Electric
4. Fire
5. Inspections
6. Library
7. Public Works
8. Safety
9. Water
Recommended Action:
Motion to receive and file

D. Summary of Verified Bills for the Month of February, 2024 for $1,727,302.52
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 Petri
Voting Yea: Dahlke, Koach, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser

11. CITY COUNCIL - FORMAL ITEMS

A. Proclamation of Arbor Day 2024
Recommended Action:
Motion to read and adopt the proclamation

Motion carried with voice vote.
Motion made by B. LeClair, Seconded by Koach.
Voting Yea: Dahlke, Koach, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser

B. Proclamation of Municipal Clerks Week, May 5-11, 2024
Recommended Action:
Motion to waive reading and adopt the proclamation

Motion carried with a voice vote.
Motion made by Koach, Seconded by Dahlke.
Voting Yea: Dahlke, Koach, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser

C. Resolution on Urban Boundary Adjustment
Recommended Action:
Motion to waive reading and adopt the resolution

Motion carried with a roll call vote.
Motion made by Koach, Seconded by D. LeClair.
Voting Yea: Dahlke, Koach, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser

D. Authorizing Resolution Application for Knowles-Nelson Stewardship Program Funding to Assist in Acquiring or Developing Lands for Public Outdoor Recreation Purposes
Recommended Action:
Motion to waive reading and adopt the resolution

Parks and Recreation Director Mike Mathis reported that he plans to apply for funding for additional improvements at Neshotah Park, consistent with the park master plan adopted in 2023.

Motion carried with a roll call vote.
Motion made by B. LeClair, Seconded by Shimulunas.
Voting Yea: Dahlke, Koach, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser

E. Review and Revision of 2023 City Goals and Objectives
Recommended Action:
Motion to approve the 2023 goals review and adopt the revised listing of 2024 City Goals and Objectives, as recommended by the Personnel and Finance Committee

Motion carried with a roll call vote.
Motion made by B. LeClair, Seconded by Petri to table this item to the Work Session scheduled on April 22.
Voting Yea: Dahlke, Koach, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser

F. Action on City Manager's 2024 Pay Adjustment (3 percent budgeted)
Recommended Action:
Motion to authorize a three-percent increase in the City Manager's annual salary, retroactive to January 1, 2024, as recommended by the Personnel and Finance Committee

Motion carried with a roll call vote.
Motion made by Koach, Seconded by D. LeClair.
Voting Yea: Koach, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser

Voting Nay: Dahlke

*** Clerk's Note: This item was acted upon reconvening in Open Session (Item 14 on Agenda)*

12. FOR INFORMATION ONLY

A. City Council Re-Organizational Meeting, Tuesday, April 16, 2024, 6:00 PM
B. City Council Work Session, Monday, April 22, 2024, 6:00 PM
C. City Council Regular Meeting, Monday, May 6, 2024, 6:00 PM

13. CLOSED SESSION

The City Council reserves the right to enter into Closed Session, per Wisc. Stats 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

--Discuss City Manager's Evaluation

Motion made by Shimulunas, Seconded by Petri to convene in Closed Session at 7:36 PM.
Voting Yea: Dahlke, Koach, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser

14. RECONVENE IN OPEN SESSION

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

Motion made by Koach, Seconded by Petri to reconvene in Open Session at 8:08 PM.
Voting Yea: Dahlke, Koach, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser

15. ADJOURNMENT

Motion to dispense with the reading of the minutes of this meeting and adjourn this meeting at 8:11 PM.

Motion carried with a voice vote.
Motion made by Dahlke, Seconded by Koach.
Voting Yea: Dahlke, Koach, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser

Respectfully Submitted,

Amanda Baryenbruch
City Clerk

City of Two Rivers, Wisconsin

SCHEDULE OF EXPENDITURES AND SOURCE OF FUNDS
April 22, 2022 – December 31, 2023

CPAs | CONSULTANTS | WEALTH ADVISORS

CLAconnect.c

City of Two Rivers, Wisconsin

TABLE OF CONTENTS

CliftonLarsonAllen LLP
CLAconnect.com

INDEPENDENT ACCOUNTANTS' REPORT

City Council and Management
City of Two Rivers

We have examined management of the City of Two Rivers, Wisconsin's assertion that the city complied with Wisconsin § 238.03(3)(a) and that the expenditures funded by Contract No. ISR FY22-53245 and any matching or in-kind expenditures, as identified in the Wisconsin Economic Development Corporation (WEDC) schedule of expenditures form for the period from April 22, 2022 to December 31, 2023, were expended in accordance with the terms of the contract. The City of Two Rivers, Wisconsin's management is responsible for its assertion. Our responsibility is to express an opinion on management's assertion about the City of Two Rivers, Wisconsin's compliance with the specified requirements based on our examination.

Our examination was conducted in accordance with attestation standards established by the AICPA. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether management's assertion about compliance with the specified requirements is fairly stated, in all material respects. An examination involves performing procedures to obtain evidence about whether management's assertion is fairly stated, in all material respects. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material misstatement of management's assertion, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

We are required to be independent and to meet our other ethical responsibilities in accordance with relevant ethical requirements relating to the engagement.

Our examination does not provide a legal determination on the City of Two Rivers, Wisconsin's compliance with specified requirements.

In our opinion, management's assertion that the City of Two Rivers, Wisconsin complied with Wisconsin § 238.03(3)(a) and that the expenditures funded by contract No. ISR FY22-53245 and any matching or in-kind expenditures, as identified in the Wisconsin Economic Development Corporation (WEDC) schedule of expenditures form for the period from April 22, 2022 to December 31, 2023, is fairly stated, in all material respects.

This report is intended solely for the information and use of the City Council, management and the Wisconsin Economic Development Corporation and is not intended to be, and should not be, used by anyone other than these specified parties.

CliftonLarsonAllen LLP

CliftonLarsonAllen LLP

Sheboygan, Wisconsin
April 1, 2024

Two Rivers, WISCONSIN

SCHEDULE OF EXPENDITURES AND SOURCE OF FUNDS

April 22, 2022 to December 31, 2023

	April 22, 2022 to December 31, 2023						
	Budget as Approved			Actual Expenses			
	Total Budget	ISR Grant	Public/Private Funds	Total Expenses	ISR Grant	Public/Private Funds	Questioned Costs
Rennovation	$ 833,334	$ 250,000	$ 583,334	$ 197,653	$ 59,206	$ 138,447	$ -
Total	$ 833,334	$ 250,000	$ 583,334	$ 197,653	$ 59,206	$ 138,447	$ -

The notes to the financial statement are an integral part of this statement.

Two Rivers, WISCONSIN

NOTES TO FINANCIAL STATEMENT

April 12, 2022 to December 31, 2023

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Operations

City of Two Rivers received a Community Development Investment Grant (Contract No. ISR FY22-53245) from the Wisconsin Economic Development Corporation (WEDC). In conjunction with this agreement, the City was awarded a grant up to $250,000 to be utilized for eligible costs for renovations. Expenditures included on the Schedule of Expenditures and Source of Funds include acquisition to be paid for by the City. All eligible costs not covered by the ISR Funds are reported in the column headed, City Match. In order to receive the full grant award, the City is required to match at least $583,334 by December 31, 2023 (project end date).

Basis of Accounting

The City's Schedule of Expenditures and Source of Funds related to ISR Funds is accounted for using the accrual basis of accounting. The revenues are recognized when earned, and the expenses are recognized when incurred.

Reporting Entity

The statement of costs claimed and source of funds includes only the activities of the City related to an eligible renovation project. It does not include other activities of the City.

This information is an integral part of the financial statement.

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE $ 10 Application Date: 4/15/24

☐ Town ☐ Village ☒ City of Two Rivers County of Manitowoc

The named organization applies for: *(check appropriate box(es).)*

☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

☒ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning May 10, 2024 and ending May 10, 2024 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization *(check appropriate box)* → ☒ Bona fide Club ☐ Church ☐ Lodge/Society ☐ Veteran's Organization ☐ Fair Association or Agricultural Society ☐ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Friends of Two Rivers SnowFest

(b) Address 1603 Washington St. Two Rivers, WI 54241
(Street) ☐ Town ☐ Village ☒ City

(c) Date organized 2018

(d) If corporation, give date of incorporation _____

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☒

(f) Names and addresses of all officers:

President Ann Gretz 1215 School St. Two Rivers, WI 54241

Vice President —

Secretary Norene Bryski 128 Eleanor St. Two Rivers, WI 54241

Treasurer Vicki Weinberger 2706 Clark St. Manitowoc, WI 54220 / JoAnne Kouba 2803 36th St. T.R.

(g) Name and address of manager or person in charge of affair:

Ann Gretz 1215 School St. Two Rivers, WI 54241

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number _____

see attached sheet

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? _____

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: _____

3. Name of Event

(a) List name of the event SnowFest Wine & Beer Walk

(b) Dates of event May 10, 2024

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than $1,000.

Officer _____ *(Signature / Date)*

Friends of Two Rivers SnowFest *(Name of Organization)*

Date Filed with Clerk _____ Date Reported to Council or Board _____

Date Granted by Council _____ License No. _____

Stops on the SnowFest Wine/Beer Walk to take place on Friday, May 10, 2024

*Weichert, Realtors Cornerstone 1603 Washington St

*SeedsNBeans 1813 Washington St

The Hook Lanes and Games 1916 Washington St

Ken's Place 1822 Adams St

Cool City Brewing Company 1718 Park St

*Jirschele Insurance 1612 Washington St

*Crafty Cravings Cafe 1606 Washinton St

*Linda Loves Cheesecake 1604 Washington St

Kurtz's Pub & Deli 1410 Washington St

*License application attached

WISCONSIN

LAND DEVELOPMENT APPLICATION

APPLICANT DALE ESLINGER TELEPHONE 920-973-4204

MAILING ADDRESS 2004 14TH ST (Street) Two Rivers (City) WI (State) 54228 (Zip)

PROPERTY OWNER LAMBO PROPERTIES TELEPHONE 920-973-4204

MAILING ADDRESS 717 WASHINGTON ST. (Street) MISHICOT (City) WI (State) 54228 (Zip)

REQUEST FOR:

____	Comprehensive Plan Amendment	X	Conditional Use
____	Site/Architectural Plan Approval	____	Annexation Request
____	Subdivision Plat or CSM Review	____	Variance/Board of Appeals
X	Zoning District Change	____	Other

STATUS OF APPLICANT: X Owner ____ Agent ____ Buyer ____ Other

PROJECT LOCATION 2004 & 2006 14TH ST TYPE OF STRUCTURE ____

PRESENT ZONING I-1 REQUESTED ZONING B-1

PROPOSED LAND USE ____

PARCEL # 053-310-002-112-06 ACREAGE ____

LEGAL DESCRIPTION ____

NOTE: Attach a one-page written description of your proposal or request.

The undersigned certifies that he/she has familiarized himself/herself with the state and local codes and procedures pertaining to this application. The undersigned further hereby certifies that the information contained in this application is true and correct.

Signed ____ (Property Owner) Date 3/10/24

Fee Required

$ 350	Comprehensive Plan Amendment
$ t/b/d	Site/Architectural Plan Approval (Listed in Sec 1-2-1)
$ t/b/d	CSM Review ($10 lot/$30 min)
	Subdivision Plat (fee to be determined)
$ 350	Zoning District Change
$ 350	Conditional Use
$ t/b/d	Annexation Request (State Processing Fees Apply)
$ 350	Variance/Board of Appeals
$ t/b/d	Other

Schedule

Application Submittal Date	3/11/24
Date Fee(s) Paid	
Plan(s) Submittal Date	
Plan Comm Appearance	

$ 700 TOTAL FEE PAID APPLICATION, PLANS & FEE RECEIVED BY ____

11/22/16, 03/25/13, 01/01/06, 12/16/20
Land Development Application.docx

TWO RIVERS WISCONSIN

COMMUNITY DEVELOPMENT
1717 E. Park Street
P.O. BOX 87
Two Rivers, WI 54241-0087

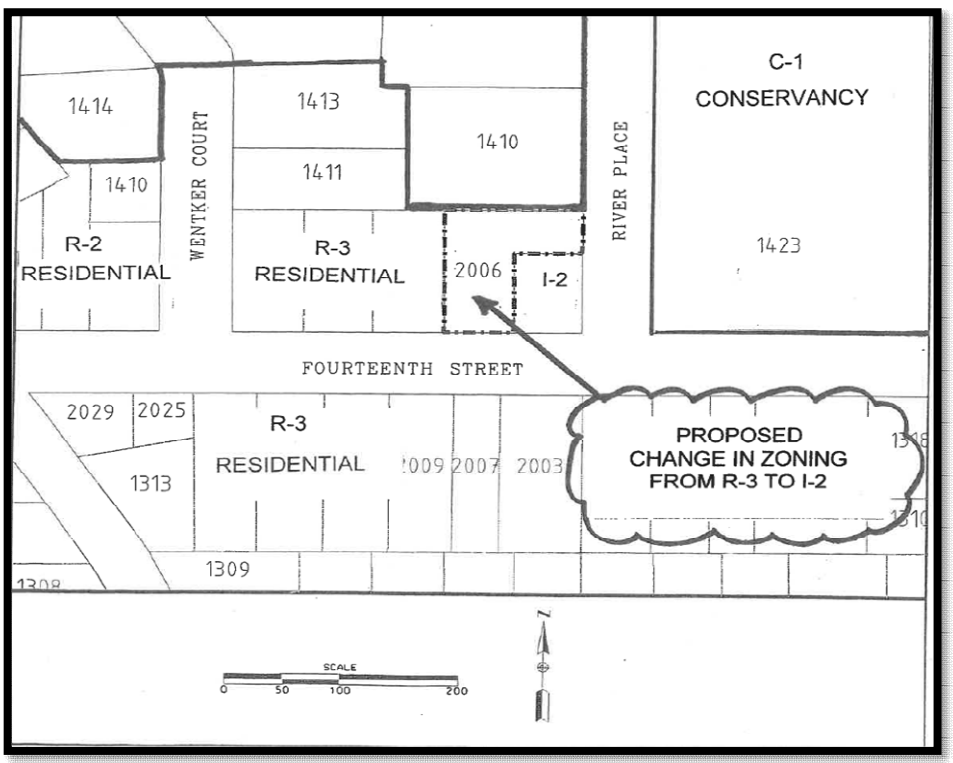
PLAN COMMISSION

Action: Rezoning Request from Industrial District to Business District
Location: 2004 14th Street
Current Zoning: Industrial (I-2)
Date: April 8, 2024

The owner of this property is requesting a rezoning of this property from Industrial (I-2) to Business (B-1) to allow for a building on the property to be rented for a commercial use. The use of cabinet making is a conditional use under the B-1 zoning district. The commercial rental is not permitted under the current zoning of the Industrial zoning. (I-2)

Background

This owner in 2017 requested a re-zoning of this same property from Residential (R-3) to Industrial as the owner operates a cabinet building business. Industrial zoning is in keeping with that type of business. That zoning is also in keeping with the industrial zoning to east and to the north.



www.two-rivers.org 920.793.5564 920.793.5512

TWO RIVERS WISCONSIN

COMMUNITY DEVELOPMENT

1717 E. Park Street
P.O. BOX 87
Two Rivers, WI 54241-0087

Recommended Action:

The re-zoning request is to facilitate the same use with the addition of a rental use at this property. At the time of application, the owner has indicated the proposed tenant would operate a tattoo parlor. This is also a conditional use.

The Conditional Use application for applicant and any sequent tenant any subsequent tenant of the applicant will be acted upon after the actions are taken regarding the zoning request for 2006 14th Street to be re-zoned from Industrial to Business (B-1).

The City's Comprehensive Plan Update indicates that this location within the City is planned for Commercial and Service Business therefore staff recommends a rezoning.

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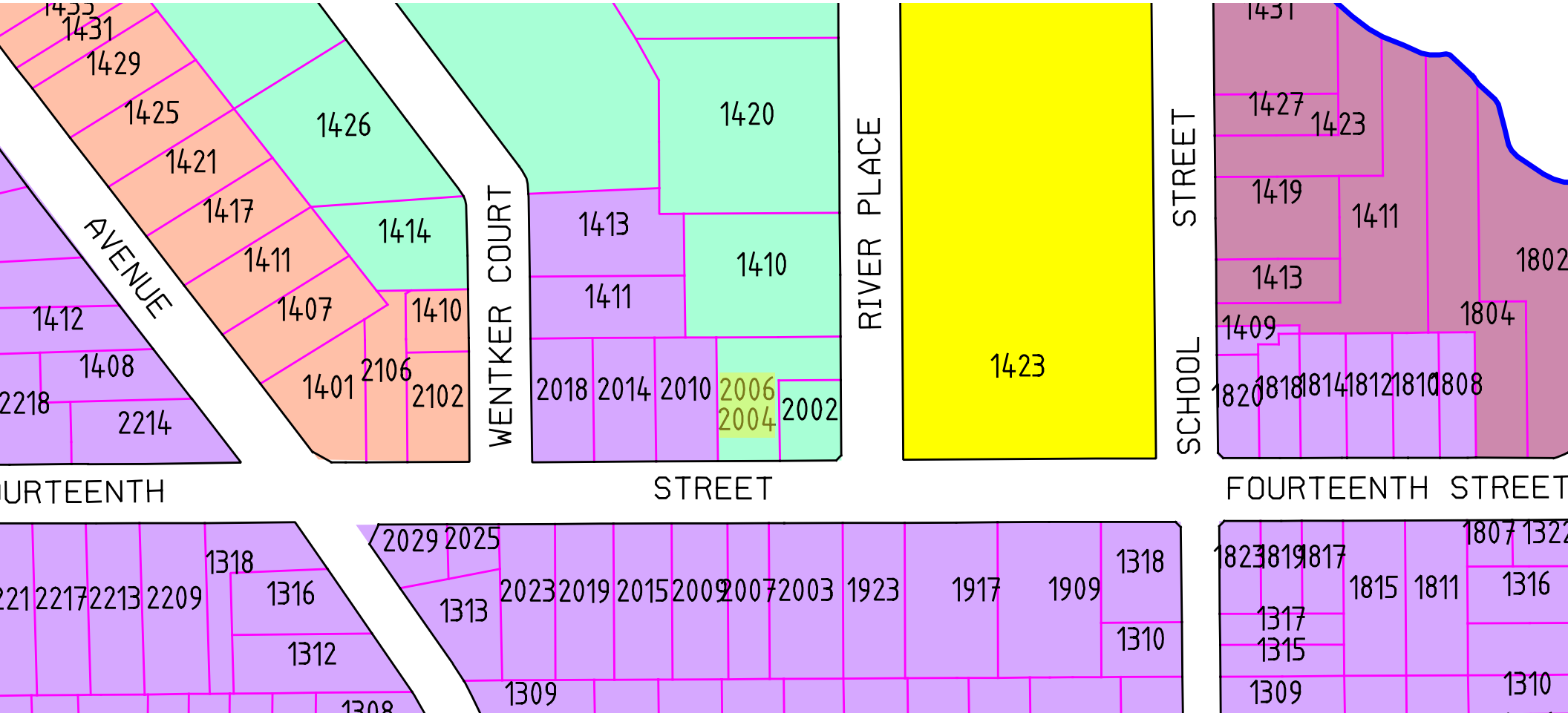
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TWO RIVERS
WISCONSIN

PROCLAMATION

NAMING THE WEEK OF MAY 5 – 11, 2024 AS NATIONAL DRINKING WATER WEEK

WHEREAS, water follows a natural cycle from Earth to air to Earth again; and

WHEREAS, water is a basic and essential need of all living things; and

WHEREAS, our health, comfort, and standard of living depend upon an abundant supply of safe drinking water; and

WHEREAS, we recognize the 50th anniversary of the safe water drinking act which was established as the first national program to establish regulations and standards for all public water suppliers in the United States; and

WHEREAS, the ever-tightening standards of drinking water make better facilities and better trained personnel essential,

NOW, THEREFORE, the City Council of the City of Two Rivers hereby proclaims this week of May 5 – 11, 2024, as

NATIONAL DRINKING WATER WEEK

in the City of Two Rivers; and urges all citizens to recognize the special contributions of the Two Rivers Water Department, and the special efforts of the staff who work every day to enhance the well-being of the citizens of our community.

Dated this 6th day of May, 2024.

_____
Scott Stechmesser, City Council President

_____
Gregory E. Buckley, City Manager

PROCLAMATION
NAMING THE WEEK OF MAY 12-18, 2024 AS POLICE WEEK AND MAY 15, 2024 AS PEACE OFFICER'S MEMORIAL DAY

WHEREAS, the Congress and President of the United States have designated May 15 as Peace Officers Memorial Day, and the week in which it falls as National Police Week; and

WHEREAS, the members of the Two Rivers Police Department play an essential role in safeguarding the rights and freedoms of the citizens of the City of Two Rivers; and

WHEREAS, it is important that all citizens know and understand the duties, responsibilities, hazards, and sacrifices of their law enforcement agency, and that members of our Police Department recognize their duty to serve the people by safeguarding life and property, by protecting them against violence or disorder, and by protecting the innocent against deception and the weak against oppression; and

WHEREAS, the men and women of the Two Rivers Police Department unceasingly provide a vital public service;

NOW, THEREFORE, the City Council of the City of Two Rivers calls upon all citizens and upon all patriotic, civic and educational organizations to observe the week of May 12 through May 18, 2024 as Police Week; and

BE IT FURTHER RESOLVED THAT the City Council further calls upon all citizens of Two Rivers to observe May 15, 2024, as **PEACE OFFICERS' MEMORIAL DAY** in honor of those law enforcement officers who, through their courageous deeds, have made the ultimate sacrifice in service to their community or have become disabled in the performance of duty, and let us recognize and pay respect to the survivors of our fallen heroes.

Dated this 6th day of May, 2024.

Scott Stechmesser, City Council President

Ben Meinnert, Acting City Manager

TWO RIVERS WISCONSIN

RESOLUTION
INTERNATIONAL MIGRATORY BIRD DAY

WHEREAS, Migratory birds are some of the most beautiful and easily observed wildlife that share our communities and

WHEREAS, many citizens recognize and welcome migratory songbirds as symbolic harbingers of spring, and

WHEREAS, these migrant species also play an important economic role in our community, controlling insect pests and generating millions in recreational dollars statewide, and

WHEREAS, migratory birds and their habitats are declining throughout the Americas, facing a growing number of threats on their migration routes and in both their summer and winter homes, and

WHEREAS, public awareness and concern are crucial components of migratory bird conservation, and

WHEREAS, citizens enthusiastic about birds, informed about the threats they face, and empowered to help address those threats can directly contribute to maintaining healthy bird populations, and

WHEREAS, since 1993 International Migratory Bird Day (IMBD) has become a primary vehicle for focusing public attention on the nearly 350 species that travel between nesting habitats in our communities and throughout North America and their wintering grounds in South and Central America, Mexico the Caribbean and the southern U.S., and

WHEREAS, hundreds of thousands of people will observe IMBD gathering in town squares, community centers, schools, parks, nature centers, and wildlife refuges to learn about birds, take action to conserve them, and simply to have fun, and

WHEREAS, while IMBD officially is held each year on the second Saturday in May, its observance is not limited to a single day and planners are encouraged to schedule activities on the dates best suited to the presence of both migrants and celebrants, and

WHEREAS, IMBD is not only a day to foster appreciation for wild birds and to celebrate and support migratory bird conservation but also a call to action,

NOW THEREFORE, **BE IT HEREBY RESOLVED**, by the City Council of the City of Two Rivers does name May 11, 2024, as International Migratory Bird Day, in the city of Two Rivers, in the County of Manitowoc, and we urge all citizens to celebrate this observance and to support efforts to protect and conserve Migratory Birds and their habitats in our community and the world at large.

Dated this 6th of May 2024.

_____
Scott Stechmesser
President, City Council

_____
Gregory E. Buckley
City Manager

TWO RIVERS WISCONSIN

POLICE DEPARTMENT

1717 E. Park Street
P.O. BOX 87
Two Rivers, WI 54241-0087

Date: **April 26, 2024**

To: **Gregory E. Buckley, City Manager**

From: **Ben Meinnert, Chief of Police**

Ref: **Ordinance Amendments:**

Addition to Sec. 6-5-7. Restrictions of keeping dogs, cats and other animals.

The City of Two Rivers finds that wild animals are inherently dangerous and do not adjust well to captive environments. The City Community Service Officer, patrol officers, and the Inspections Dept has received increasing calls related to the possession or harboring of wild, farm, exotic, and/or dangerous animals and/or reptiles. The intent of these additions to the ordinance restrictions is to protect against health and safety risks that such animals pose and hereby prohibit possession of such animals within the City of Two Rivers.

This amendment was researched and refined since the February Council meeting. Concerns about potential preemptive laws were addressed by City Attorney explaining the state has minimal laws regarding animals. Furthermore, many jurisdictions, including Madison, Green Bay, Appleton, Wausau, and Manitowoc from which we researched for this amendment, restrict animals successfully within villages and cities.

This amendment was also further clarified to remove domestic cats, dogs, and ferrets as well as confusing language regarding furbearing animals as directed by council. Class Mammalia Order Artiodactyla, Edentatia, Perissodactyla, and Proboscidae was added to cover animal examples such as giraffes and deer, armadillos and sloths, rhinoceroses and tapirs, and elephants respectively.

Additionally, permission by the “Chief of Police or designee” was changed to “City Council” to provide that animals under these restricted species, could still be allowed within City jurisdiction if approved by City Council through a consistent case by case analysis and process.

www.two-rivers.org 920.79 191 920.793.5500

CITY OF TWO RIVERS

ORDINANCE

AN ORDINANCE to amend Municipal Code Sections Sec. 6-5-7. Restrictions on keeping dogs, cats, and other animals.

The Council of the City of Two Rivers ordains as follows:

SECTION 1. That Section 6-5-7D of the Municipal Code shall hereby be amended as follows:

D. Restricted Species.

(1) Exotic or Wild Animals Prohibited. No person may bring into or keep, raise, possess or have under such person's control, either temporarily or permanently, any bat species, venomous reptile or snake, constrictor snake or any nonvenomous snake more than five feet in length at maturity, lizard up to more than five feet in length at maturity, poisonous insect or arachnid, Carnivores (excluding domestic cats, dogs, and ferrets), Marsupials, Primates, animals that fall under Order Edentatia, Perissodactyla, or Proboscidae, or other wild animal, or bird of prey which can normally be found in the wild state, without the approval of City Council.

(2) Certain Domestic Species Prohibited. No person may bring into or keep within the corporate limits of the City, either temporarily or permanently, gamecocks and other fighting birds, cows, cattle, horses, sheep, swine, pigs, goats, turkeys, geese, or any other domesticated livestock including those that fall under Order Artiodactyla, without the approval of City Council.

(3) Dangerous Animals Prohibited. No person may bring into or keep within the corporate limits of the City, either temporarily or permanently, a prohibited dangerous animal. Prohibited dangerous animal means any of the following:

(a.) Any animal that, while off the owner's or caretaker's property, has inflicted serious injury to or killed a domesticated animal without provocation;

b. Any animal that inflicts bodily harm to a person on public or private property;

(c.) Any animal brought from another city, village, town or county that has been declared dangerous or vicious by that jurisdiction;

(d.) Any animal that is subject to being destroyed under Wis. Stat. § 174.02(3);

(e.) Any dog trained, owned, or harbored for the purpose of dog fighting.

(4) In considering any request for permission under subsection (2)(a) or (b) of this section, the City Council shall consider the number and type of animals or creatures, their location, the facilities to be used for such purpose, the likelihood of a public or private nuisance being created or a health hazard, and the ability of the owner to responsibly control and care for the creatures.

(5) Compliance with Federal Regulations. It shall be unlawful for any person, firm or corporation to buy, sell or offer for sale a native or foreign species or subspecies of mammal, bird, amphibian or reptile, or the dead body or parts thereof, which appears on the endangered species list designated by the United States Secretary of the Interior

and published in the Code of Federal Regulations pursuant to the Endangered Species Act of 1969 (Public Law 135, 91st Congress).

(6) Exemption. The provisions outlined in this section shall not be deemed to prevent the lawful importation, possession, purchase or sale of any species by a public agency; licensed veterinary clinics; pet shops; zoological gardens; public or private educational institutions; agricultural fairs; shows or projects of the 4-H Clubs; a display for judging purposes; circuses and professional animal acts; research purposes; persons holding Federal permits; or by a person holding a scientific collector's permit issued by the Secretary of the Department of Natural Resources of the State; or to any person or organization licensed to present a circus or similar recreational event.

(7) Prohibited Animals. The Chief of Police may determine an animal to be a prohibited animal whenever he finds that an animal meets the definition of a prohibited exotic or wild animal as set forth in (1) of this section, a prohibited domestic species as set forth in (2) of this section, or a prohibited dangerous animal as set forth in (3) of this section.

(a) Upon conducting an investigation and finding an animal meets the definition of a prohibited animal, the Chief of Police or his designee may issue an order declaring an animal to be a prohibited animal. Whenever an owner or caretaker wishes to contest an order, he or she shall, within 72 hours after receipt of the order, deliver to the Chief of Police a written objection to the order stating specific reasons for contesting the order. Upon receipt of the written objection, the matter shall be placed on the agenda for the City council to be reviewed at the next regular meeting. The City council shall act as a quasi-judicial body allowing the animal's owner or caretaker an opportunity to present evidence as to why the animal should not be declared a prohibited dangerous animal.

(b) Pending the outcome of the hearing, the animal may be confined subject to Wis. Stat. § 173.21 or held at a location outside the limits of the City.

(c) After the hearing, the owner or caretaker shall be notified in writing of the City Council's determination. If a determination is made that the animal is a prohibited dangerous animal, the owner or caretaker shall remove the animal from within the City within five days after the date of the determination. If the owner or caretaker further contests the determination, he or she may, within five days of receiving the panel's decision, seek review of the decision by the Circuit Court.

(d) Destruction. Any animal that has caused bodily harm to a person, persons, or a domestic animal on two separate occasions, without reasonable cause, may be destroyed as a result of a judgment rendered by a court of competent jurisdiction, as specified under Wis. Stat. § 174.02(3). The City Attorney may petition an appropriate court to obtain a court order to destroy such an animal.

(e) Exemptions.

(1.) The Chief of Police may waive the provisions of this section for a law enforcement or military animal upon presentation by the animal's owner or handler of a satisfactory arrangement for safe keeping of the animal.

(2.) No animal may be declared dangerous if death, injury or damage is sustained by a person who, at the time such injury or damage was sustained, was committing a trespass on the land or criminal trespass on the dwelling upon

premises occupied by the owner of the animal; was teasing, tormenting, abusing or assaulting the animal; or was committing or attempting to commit a crime or violating or attempting to violate an ordinance which protects persons or property.

(3.) No animal may be declared dangerous if the animal was protecting or defending a human being within the immediate vicinity of the animal from an unjustified attack or assault.

(f) Enforcement. The Chief of Police may make whatever inquiry is deemed necessary to ensure compliance with this section.

(g) Costs of Disposition. Any owner or caretaker of a prohibited dangerous animal shall pay the costs for the animal's removal, impoundment, destruction or other disposition.

and to renumber subsequent sections as appropriate.

SECTION 3. This ordinance shall take effect and be in force from and after its date of passage and publication of same.

Dated this 6th day of May, 2024.

_____

Scott Stechmesser

President, City Council

_____

Gregory E. Buckley

City Manager

Attest:

_____

Amanda Baryenbruch

City Clerk

Approved as to form and legality:

_____

John M. Bruce

City Attorney

TWO RIVERS WISCONSIN

POLICE DEPARTMENT

1717 E. Park Street
P.O. BOX 87
Two Rivers, WI 54241-0087

Date: **April 25, 2024**

To: **Gregory E. Buckley, City Manager**

From: **Ben Meinnert, Chief of Police**

Ref: **Ordinance Amendment:**

Provide the Director of parks and recreation with authority to set and post rules for each city park and event.

7-1-12 Rules. The Parks and Recreation Director is authorized to promulgate rules for the regulation of City parks and events in the parks. Park rules shall be posted as to be clearly visible to visitors therein. Any person who violates such rules shall be considered to have violated this section and be subject to any penalties therefor.

With the creation of a new park in Central Park West and additions/improvements in Neshotah Park, Zander Park, and Riverside Park, and more on the horizon, staff has reported concerns and the need for additional rules to be enforced, unique to each park.

Examples include: no bikes or scooters on the synthetic ice of Central Park West; and no dogs or bikes allowed on the synthetic turf of the new playground in Neshotah Park. These are examples of unique concerns for different parks that are not covered by our current ordinances. These examples could cause substantial damage which could easily be prevented with specific rules as the needs arise.

This amendment would allow for the Director of Parks and Recreation to create and post rules specific to each park and provide law enforcement with the ability to enforce such rules, while making it unnecessary to rewrite all ordinances each time a unique concern arises, and address it in a timely manner.

For example, Ordinance 8-6-2 prevents use of skateboards and inline skates in municipal parks, and 8-7-3 prevents operation in our downtown on Washington St, but does not prevent stand up scooters in either case. This past year, scooters and bikes were marking up the synthetic ice at Central Park West, but there was no ordinance preventing the use of either. The marking was not intentional such as with Vandalism, but over time would have caused substantial damage. This amendment would allow for the creation and posting of rules as the need becomes apparent for parks and events, whether temporary or permanent.

www.two-rivers.org 920.79 191 920.793.5500

CITY OF TWO RIVERS
ORDINANCE

AN ORDINANCE to create Municipal Code Sections Sec. 7-1-12. Rules.

The Council of the City of Two Rivers ordains as follows:

SECTION 1. That Section 7-1-12 of the Municipal Code shall hereby be added as follows:

The Parks and Recreation Director is authorized to promulgate rules for the regulation of City parks and events in the parks. The Parks and Recreation Director shall notify the City Council of any rules promulgated by the Director pursuant to the authority given as soon as possible, but in any case, no later than the day the rules are posted. The City Council shall review those rules at a duly noticed meeting within 30 days thereafter, and may approve, disapprove or modify the rules at its discretion. Notice shall be given by email to the Members of the Council at their City email addresses. Notice shall also be given to the City Manager, Police Chief and the City Clerk at their City email addresses. Park rules shall be posted as to be clearly visible to visitors therein. Any person who violates such rules shall be considered to have violated this section and be subject to any penalties therefor.

SECTION 2. This ordinance shall take effect and be in force from and after its date of passage and publication of same.

Dated this 6th day of May, 2024.

_____

Scott Stechmesser

President, City Council

_____

Gregory E. Buckley

City Manager

Attest:

_____

Amanda Baryenbruch

City Clerk

Approved as to form and legality:

_____

John M. Bruce

City Attorney

City Manager's Proposed Appointments to Citizen Boards, Committees and Commissions
2024

Appointments Requiring Council Approval

- Tracey Koach, Business and Industrial Development Committee, term to expire May 1, 2027
- Tracey Koach, Community Development Authority, to a term expiring May 1, 2025 (Karman vacancy)
- David Kalista, Business and Industrial Development Committee, term to expire May 1, 2027 (Coenan vacancy)
- David Kalista, Community Development Authority, to a term expiring May 1, 2028 (Klinkner vacancy)

Re-Appointments Requiring Council Approval

- Daniel Cortte, Advisory Recreation Board-Youth, term to expire May 1, 2027
- Brian Gallagher, Advisory Recreation Board-Youth, term to expire May 1, 2027
- Jason SharpingAdvisory Recreation Board-Youth, term to expire May 1, 2027
- Randy Ammerman, Zoning Board of Appeals, to a term expiring May 1, 2027
- Theresa Kronforst, Business Improvement District Board, term to expire May 1, 2027
- Joanne Kouba, Business Improvement District Board, term to expire May 1, 2027
- Jackie Ackerman, Committee on Aging, term to expire May 1, 2027
- Betty Bittner, Committee on Aging, term to expire May 1, 2027
- Jo Anne Yungerman, Committee on Aging, term to expire May 1, 2027
- Gregory Coenen, Community Development Authority, term to expire May 1, 2027
- Keith Lyons, Community Development Authority, term to expire May 1, 2027
- Corinne Weis, Environmental Advisory Board, to a term expiring May 1, 2027
- Jake Glaser, Environmental Advisory Board, to a term expiring May 1, 2027
- Kathryn Gadd, Library Board, to a term expiring May 1, 2027
- Katie Stone, Library Board, to a term expiring May 1, 2027
- Kristen Lee, Plan Commission, to a term expiring May 1, 2027
- Curt Andrews, Room Tax Commission, to a term expiring May 1, 2025
- Rick Carey, Room Tax Commission, to a term expiring May 1, 2025

Appointments To Be Filled

- Vacant, Youth Advisory Recreation Board-Youth, term to expire May 1, 2025
- Vacant, Youth Advisory Recreation Board-Youth, term to expire May 1, 2025
- Vacant, Business and Industrial Development Committee, term to expire May 1, 2027 (filling Klinkner vacancy)
- Vacant, Plan Commission, to a term expiring May 1, 2027
- Vacant, Zoning Board of Appeals, to a term expiring May 1, 2027
- Vacant, Zoning Board of Appeals (Alt. #1), to a term expiring May 1, 2026
- Vacant, Zoning Board of Appeals (Alt. #2), to a term expiring May 1, 2026
- Vacant, Environmental Advisory Board, to a term expiring May 1, 2027 (filling Gadd vacancy)
- Vacant, Environmental Advisory Board, to a term expiring May 1, 2027 (filling Brandt vacancy)

HTR media
A GANNETT COMPANY

April 18, 2024

Amanda Baryenbruch, City Clerk
City Hall
1717 Park St.
Two Rivers, WI 54241

Dear Ms. Baryenbruch,

In accordance with the legal advertising rates established by the State of Wisconsin, we are pleased to quote you the following legal advertising rates for the publication of council proceedings and other city legal advertising for the upcoming year.

Classified 6 Column Per Line charge –
Arial 6-point Font:

Number of Columns	Column Width (Picas)	First Insertion	Subsequent Insertion(s)
1	9.18	$.8125	$.6420
2	19.36	$1.7138	$1.3540
3	29.54	$2.6150	$2.0660
4	39.73	$3.5163	$2.7780
5	49.91	$4.4175	$3.4901
6	60.09	$5.3187	$4.2021

Additional charges that may apply - affidavit charges $1.00 for each affidavit.

Thank you for the opportunity to serve your community.

Sincerely,
Tara Hamm
Director- Public Notices
Manitowoc Herald Times Reporter

GANNETT WI MEDIA
435 EAST WALNUT ST.
PO BOX 23430
GREEN BAY, WI 54305-3430

PHONE 920-431-82
FAX 877-943-04
EMAIL legals@htrnews.com

TWO RIVERS WISCONSIN

PUBLIC WORKS
Engineering Division
1717 E. Park Street
P.O. BOX 87
Two Rivers, WI 54241-0087

Memorandum *Department of Public Works*

Date: May 1, 2024 Up-dated May 2, 2024.

To: Public Works Committee
City Council
Greg Buckley, City Manager

From: Matthew R Heckenlaible, PE
Public Works Director / City Engineer

Re: FASTER Software Migration Recommendation

DPW utilizes a software program called FASTER Win which is a comprehensive fleet asset management program. FASTER provides:

- Asset Management
- Reporting, Business Intelligence & Fleet Analytics
- Parts Inventory and Processing
- Vehicle Maintenance & Customer Service Portal(s)
  - Maintenance & Labor
  - Customer Service
- Fuel Management
- Accounting & Billing
- Maintenance & Labor

FASTER changed it's operating platform a decade ago from a Windows based platform that is licensed through the number of users to being a web based platform based upon the number of primary assets the user has. Presently, DPW has three (3) FASTER Win licenses (DPW Superintendent, DPW Administrative Assistance and all three mechanics share a license. In FASTER Web, there would be unlimited number of users the only restriction is computers or tablets access to the internet.

FASTER has not sold a Windows based package since 2011 and in 2025 will completely stop servicing and supporting the FASTER Win platform. Therefore, in order for DPW to continue with the FASTER software program that they are accustomed to, we will need to migrate all of our data from Windows to the Web based platform.

TWO RIVERS WISCONSIN

PUBLIC WORKS
Engineering Division
1717 E. Park Street
P.O. BOX 87
Two Rivers, WI 54241-0087

The migration process takes around 4 months to complete from the time they receive our authorization (Purchase Order) to begin, to setting up our 'environment', migrating the data, quality control / assurance, training along with an acceptance test to finally going live with all of our original data.

FASTER QUOTATION – Cost Breakdown

Category	One-Time Fees	Annual Fees
LICENSE	$18,900.00	-
SUPPORT & MAINTENANCE	-	$15,724.80
SETUP / Hosting	$2,160.00	-
Add-on Modules / WEB	$11,124.00	-
Professional Service – Data Conversion	$21,600.00	-
Professional Service – Training	$17,226.00	-
Subtotal	$71,010.00	-
Discount	(23,814.00)	-
Total	**$47,196.00**	**$15,724.80**
Grand Total (2024)		**$62,920.80**

Within the Public Works Capital Equipment Fund (457) there are surplus dollars available to move forward with this transition in 2024 rather than budgeting for it in 2025. The 457 fund balance accounts for the total cost of the two (2) dump trucks that were ordered in March 2023, along with the upcoming bid (award) for a new street sweeper.

My recommendation is to move forward with the transition of our current FASTER Win fleet management software to the FASTER Web platform at a quoted cost of $62,920.80.

May 2, 2024 Up-date:

At the May 1. 2024, Public Works Committee, Scott Stechmesser made a motion to support the recommendation to move forward with the FASTER transition and utilize Public Works Capital Equipment funds and seconded by Doug Brandt. Motion carried with Bill LeClair casting a no vote .

RESOLUTION

Authorizing Use of Budgeted 2024 Public Works Capital Project Funds
Updating Public Works FASTER Fleet Management Software
Fiscal Year Ending December 31, 2024

WHEREAS, the Public Works Department recently recognized an urgent need to migrate its FASTER software, which it has relied upon extensively for many years, for both fleet management and project cost accounting/billing, from a Windows-based platform to a Web-based platform; and

WHEREAS, this change is necessary at this time because FASTER in 2025 will completely cease servicing and supporting the Windows-based version of FASTER and the process of migrating to the Web-based platform is estimated to take at least four months; and

WHEREAS, there are sufficient funds budgeted in the 2024 Public Works Equipment Capital Budget (line item 457-53300-8100), Capital Equipment for this purchase, in addition to the planned purchase of two replacement dump trucks from that line item; and

WHEREAS, proceeding with this software conversion in 2024, using the already-budgeted funds identified above, is recommended by the Public Works Director and the Public Works Committee of City Council;

NOW, THEREFORE, BE IT RESOLVED, that the City Council hereby authorizes proceeding with this software conversion project, at a total cost of $62,921, from the 2024 Public Works Capital budget as described above.

Approved this 6th day of May, 2024.

_____
Council Member

_____
Ben Meinnert, Acting City Manager