



CITY COUNCIL MEETING

Monday, December 16, 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, 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. **PUBLIC HEARING**
6. **SWEARING IN AND BADGE PINNING CEREMONY FOR NEW FULL-TIME POLICE OFFICERS**
 - A. Alek Henseler
 - B. Daniel Stonebraker
 - C. Brennon Daley
7. **INPUT FROM THE PUBLIC**
8. **COUNCIL COMMUNICATIONS**
Letters and other communications from citizens
9. **COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES**
10. **CITY MANAGER'S REPORT**
 - A.** Invited Guests
Recognition of the service and dedication provided by Paid On Call Employees of the Two Rivers Fire Department Upon Termination of the Paid on Call Program
 - a. Firefighter Lenny Lewis
 - b. Firefighter Jason Wiesner
 - B.** Status Update/Reports
 1. Staffing Updates
 2. Two Rivers Utilities Annual Community Food Drive
 3. Thanksgiving at Two Rivers Senior Center
 4. Two Rivers Police Department "Operation Elijah" Toy Drive
 5. Cool City Christmas 2024
 6. Reminder on Ordinance Requirements for Clearing Snow and Ice from Sidewalks
 7. Reminder of Closures for the Christmas and New Year's Holidays

- a. City Hall Closed for the Holidays on December 24 & 25, 2024, and January 1, 2025
- b. Community House Closed for the Holidays on December 24 & 25, 2024 and January 1, 2025
- c. Senior Center Closed for the Holidays on December 24 & 25, 2024 and January 1, 2025
- d. Lester Public Library Closed for the Holidays on December 24, 25, 31, 2024, and January 1, 2025
- 8. Winter Parking Ban Status
- 9. Lead Water Service Lateral Replacement, 2024-25 Contract
- 10. Sandy Bay Highlands Subdivision Phase 3
- 11. Grants Awarded to Two Rivers Parks and Recreation for Capital Projects and Urban Forestry
 - a. A \$100,000 Grant from The West Foundation and a \$20,000 Contribution from the Room Tax Commission to go to Neshotah Park Investment
 - b. WI DNR \$25,000 Grant to Urban Forestry
 - c. Packers Foundation \$3,000 Grant to Build Dugouts at Vietnam Veterans Park and Little League Fields.
- 12. Community and Economic Development Update
- 13. Upcoming Events
 - a. Shop with a Cop, December 18, 2024
 - b. Lester Public Library Events, December 21, 2024 & January 3, 2025
 - c. Two Rivers Parks and Recreation FREE Slow Flow Yoga Class
- 14. Other

C. Legislative/Intergovernmental Update

11. CONSENT AGENDA

- A.** Presentation of Minutes
 - City Council Work Session, November 25, 2024
 - City Council Regular Meeting. December 2, 2024
 - City Council Special Meeting, December 9, 2024

Recommended Action:
Motion to waive reading and adopt the minutes

- B.** Minutes of Meetings
 - 1. Library Board, November 12, 2024
 - 2. Public Utilities Committee, December 2, 2024
 - 3. Public Works Committee, December 4, 2024
 - 4. Room Tax Commission, December 6, 2024
 - 5. Plan Commission Joint Meeting with City Council, December 9, 2024
 - 6. Advisory Recreation Board, December 11, 2024

Recommended Action:
Motion to receive and file

- C.** Department Reports, December 2024
 - 1. Electric
 - 2. Inspections
 - 3. Library
 - 4. Parks & Recreation
 - 5. Public Works
 - 6. Safety
 - 7. Water
 - 8. Tourism

Recommended Action:
Motion to receive and file

- D.** Summary of Verified Bills for the Month November 2024 for \$2,394,975.02

Recommended Action:
Motion to receive and file

- E.** Recommendation from Plan Commission Meeting of December 9, 2024 to set a public hearing for Site and Architectural Plan Approval for Residential Planned Unit Development at 3000 Forest Avenue

Recommended Action:
Motion to set the public hearing for Monday, January 6, 2025 at 6:00PM

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

12. CITY COUNCIL - FORMAL ITEMS

- A.** Resolution Amending 2025 Parks and Recreation Capital Budget to Account for New Neshotah Park Playground Equipment to be Funded With Grants from the West Foundation and the City's Room Tax Commission

Recommended Action:
Motion to waive reading and adopt the resolution

- B.** Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing-- 2025 Budgeted Capital Projects

Recommended Action:
Motion to waive reading and adopt the resolution

- C.** Action Setting City Council Community Listening Sessions for 2025

Recommended Action:
Motion to adopt the proposed rules as recommended by City Attorney and to set dates/times for such sessions for 2025

- D.** Consideration of Making Current City Hall Work Hours Permanent (Most Recent City Council Authorization was Through January 31, 2025, Subject to Review in December 2024)

Recommended Action:
Motion to establish the current work hours, 7:30 AM to 5:00 PM Monday through Thursday and 7:30 AM to 11:30 AM on Friday the regular schedule going forward

- E.** Authorize Turning Off Street Lights Along Downtown Washington Street (12th Street to 22nd Street) from 6:00 PM to Midnight on Christmas Eve, Continuing a Two Rivers Christmas Tradition

Recommended Action:
Motion to authorize this action, understanding that City staff will make efforts to make the community aware through social media posts and a press release and temporary traffic warning signs will be placed at each end of the street.

- F.** Resolution Authorizing Adjustments to Non-Union Employee Wage Scales, Consistent With the Adopted 2025 Budget

Recommended Action:
Motion to waive reading and approve the resolution, authorizing the pay adjustments with the exception of the City Manager (subject to Council review)

G. Agreements with Manitowoc County for ARPA Funding Assistance for Lead Water Service Lateral Replacement Projects (\$621,149.59 in County-Shared ARPA Funds, Matching City ARPA Funds Spending on a 50/50 Basis)

1. ARPA Subrecipient Agreement for Lateral Replacements on Roosevelt Avenue (\$112,530.76 in County-Shared ARPA Funds, Matching City ARPA Funds Spending on a 50/50 Basis)

Recommended Action:

Motion to authorize the City Manager and City Clerk to sign the agreement on behalf of the City

2. ARPA Subrecipient Agreement for Lateral Replacements at Various "Scattered Site" Locations as Identified in City of Two Rivers Contract 2-2024 (\$621,149.59 in County-Shared ARPA Funds, Matching City ARPA Funds Spending on a 50/50 Basis)

Recommended Action:

Motion to authorize the City Manager and City Clerk to sign the agreement on behalf of the City

13. FOR INFORMATION ONLY

- A. City Council Special Meeting, Monday, December 23, 2024
- B. City Council Regular Meeting, Monday, January 6, 2025

14. CLOSED SESSION

The City Council reserves the right to enter into Closed Session, per Wisc. Stats 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investment of public funds, or conducting other specified public business, whenever competitive or bargaining reason require a closed session

15. RECONVENE IN OPEN SESSION

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

16. 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.



**TWO
RIVERS**
WISCONSIN

FIRE DEPARTMENT

Section 10, Item A.



2122 Monroe Street
Two Rivers, WI 54241
David Murack, Fire Chief
Phone (920) 793-5521
Fax..... (920) 793-5518

CITY OF TWO RIVERS FIRE DEPARTMENT MEMO

To: TRFD Staff

From: Chief Murack

Subject: Retiring of POC (Paid-on-Call) Program

Date 12/11/2024

Effective 12/31/2024 the City of Two Rivers Fire Department (TRFD) Paid-on Call (POC) program will no longer be a part of TRFD operations. The two remaining members of the POC program, FF Lenny Lewis, and FF Jason Wiesner are retiring from the TRFD as well. Lewis, who has 24 years of service, and Wiesner, who has 17 years of service, will be honored at the December 16th Two Rivers City Council meeting at 1800.

POC Program History:

The TRFD POC program was developed and implemented in 1985 by TRFD Fire Chief Ray Kanugh. The POC program was developed to increase staffing at Fire/Rescue Incidents. POCs would be on call, standing by on three rotating shifts. POC members would carry pagers and eventually radios to notify them of fire incidents. The program began with 12 POC firefighters (4 on call per shift). The POC program progressed and expanded into the current TRFD Paid-on-Premise (POP) program in 2021 due to identifying operational disparities, expanded operational roles and public expectations.

During its time, the POC program helped fill operational gaps, mentor, train, and offer operational experience to countless men and women who eventually obtained full time employment at the TRFD and numerous career fire departments across the state of Wisconsin.

All staff are encouraged to attend the December 16th Council Meeting to honor FF Lewis and FF Weisner as well as the POC program itself.

Fire Chief David Murack





TWO RIVERS
WISCONSIN

CITY COUNCIL WORK SESSION

Monday, November 25, 2024 at 6:00 PM

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

MINUTES

1. CALL TO ORDER

Meeting called to order by President Stechmesser at 6:04PM

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL BY CITY CLERK

Councilmembers: Doug Brandt, Bill LeClair, Tim Petri, Bonnie Shimulunas, Scott Stechmesser, Adam Wachowski

ABSENT AND EXCUSED: Shannon Derby

Also Present: Gregory Buckley, City Manager; Jeff Dawson, Library Director; Dave Murack, Fire Chief; Matt Heckenlaible, Public Works Director; Kasandra Paider, Finance Director; Melissa Wiesner, Assistant Police Chief; Dave Dassey, IT. Participating by conference call, viewing the meeting on-line was City Attorney Andrew Adams.

- A. Motion to allow remote participation by Councilmembers Bittner and D. LeClair.
Motion carried with a roll call vote.
Motion made by B. LeClair, seconded by Petri.
Voting Yea: B. LeClair, Brandt, Petri, Shimulunas, Stechmesser, Wachowski

4. PUBLIC HEARING

Public Hearing on 2025 Proposed City Budget

- A. Review of Resolutions to be Acted on at the December 2, 2024 City Council Meeting
City Manager distributed copies of the 2025 Budget Resolutions that will be considered by the Council on December 2 and gave an overview of each.

--Resolution Adopting the General Fund Budgets for the Fiscal Year Ending December 31, 2025: This budget totals \$12,530,657 for 2025, up 3.65 percent over 2024, and is within the 3.7% increase allowed under Wisconsin's Expenditure Restraint law.

--Resolution Adopting Budgets for Other Funds for Fiscal Year Ending December 31, 2025: Consists of Capital Project Funds totaling \$3,818,512, Special Revenue Funds totaling \$5,227,529 and the various utility funds totaling \$17,614,009. The grand total for the Other Funds is \$26,660,050.

--Resolution Adopting the Debt Service Fund Budget for the Fiscal Year Ending, December 31, 2025; The Debt Service Fund Budget is funded primarily through tax dollars, with some transfers from other funds. It is used to pay the principal and interest on the City's General Obligation debt, focusing mainly on non-utility debt. The grand total for the Debt Service budget is \$3,067,849

--Resolution Adopting Tax Levy for the Fiscal Year Ending, December 31, 2025;

The Council sets the tax levy for three City funds: General City Fund, Debt Service Fund, and Library Fund. The current levy situation shows the General Fund Levy is at a slight increase, the Debt Service Levy decreases slightly, and the Library Levy remains unchanged. The result of these adjustments will lead to no change in the overall city property tax levy for the next year. Total proposed City levy (TID in) is \$16,470,165. Levies for other taxing entities are included for information purposes.

Mr. Buckley reported that, under levy limits the City could levy about \$42,000 more in aggregate than what the current budget proposes. Debt service levies are not capped due to the allowance for unlimited tax pledges required to cover debts from general obligation borrowings. Library and General Fund levies are subject to a cap based on the state’s calculation of net new construction, which was under 0.8% this year.

--Resolution Approving Business Improvement District Levy and Assessment Rate for 2025
This is in support of the Two Rivers Main Street Program. This levy is up by about \$2,500, which reflects the addition of the Bank First National property. Bank First had been mistakenly omitted from the BID Levy for several years, but that has been corrected. The intention of this Levy is to remain revenue-neutral. The BID Board recently met, reviewed current assessed property values within the district, and voted to set the levy rate at \$1.77 per thousand dollars of assessed value, down from \$2.00 per thousand the previous year. This decision aligns with maintaining consistent BID revenue, particularly in light of the inclusion of Bank First National in the levy. The Board opted not to take advantage of the revaluation and higher assessed value.

B. Public Hearing

Public Hearing on 2025 Proposed City Budget.
Council President Stechmesser opened the first, second, and third calls. No one from the public came forward. Council President Stechmesser closed the public hearing.

5. DISCUSSION ITEMS

A. Discuss Proposed 2025 City Budget

The City Manager gave a handout addressing 2024 Tax Levies Applicable to Properties in the city of Two Rivers, and gave a brief overview.

The Manitowoc County levy applicable to the City of Two Rivers will be up by \$202,000, almost 7%. The Lakeshore College levy increase is about \$39,600 or 9%. The School District levy increase is \$1,382,950 or 27.6%.

In aggregate, the taxes levied against properties in the City is up by 11.7%, outside TIF districts. City levy constitutes less than 33.5% of total taxes while Two Rivers School District accounts for 38.8%. There was an increase of almost \$415,000,000 in assessed property value, marking an 81.46% rise.

The City Manager distributed two additional 2 handouts and gave a brief overview of each. First, General Fund Changes- An error was identified where revenue items for transfers into the general fund were \$42,000 higher than their component parts. This led to revenue adjustments in the budget to align these figures. Adjustments made to the General Fund budget included: Building permits revenue increased by \$10,000 based on past year performance and expected 2025 activity; Plumbing permits revenue adjusted upwards by \$5,000 to align with current projections; other permits revenue increased by \$5,000 reflecting current year's projections; Recreation charges were increased by \$2,000, still below projected actuals for this year. The initial budget had a \$20,000 contingency for spending, which was reduced to zero to address the \$42,000 discrepancy. With these changes, total projected revenues amount to \$12,510,657, ensuring the

budget remains balanced.

Proposed 2025 General Obligation Borrowing (10 year) for Capital Projects- Public Works, \$1,717,497; Parks & Recreation, \$466,000; Police Department, \$136,500; Fire Department, \$112,500; Wastewater Plant—G.O. Borrowing, repay from Utility \$100,000; TID 15 borrowing for Developer Grant—repay from TID 15, \$750,000. Grand total Proposed 2025 General Obligation Borrowing for Capital Projects, \$3,282,497 (Tax Supported \$1,982,234).

B. Discuss Pricing Structure for Sandy Bay Highlands Phase 3 Lots

The Deputy City Clerk distributed a Sandy Bay lot pricing handout and the City Manager gave a brief overview of information. Infrastructures costs are \$1,476,953. Average real estate commission is about 12% (\$203,280). Title and closing costs are estimated at \$13,000. Total costs to be recovered are \$1,693,233. Lot pricing starts at \$57,000 and goes up to \$75,000. There are 26 lots available with the average price being \$65,153.85. Total price of all lots is \$1,694,000. This does not include the cost for storm water management features, interest on borrowing funds, or costs attributed to the land. Council members indicated that the proposed lot pricing and cost recovery goals were consistent with past discussions. Mr. Buckley stated that the proposed pricing structure will be presented for action by the CDA at its meeting on November 26.

5. ACTION ITEMS

Consider Council President's Proposal for City Council Listening Sessions

The Deputy City Clerk distributed handouts on proposed Listening Sessions from Council President, Scott Stechmesser. The Council President stated that he proposes quarterly listening sessions where three city council members would engage with the public from 6 to 8 PM at various locations like the library and senior center. The sessions would aim to address public concerns and foster better communication.

There was discussion amongst council and concerns were raised about the legality and procedural requirements if more than three council members attend, potentially turning the sessions into formal meetings. Legal counsel advised that these sessions should remain informal to avoid quorum issues and ensure they are not mistaken for formal council meetings. The council indicated that they wish to proceed with the sessions, emphasizing the importance of not making decisions or engaging in deliberations during these informal interactions. Attorney Adams stated that he will prepare some guidelines for the Council’s consideration in setting up and conducting these listening sessions.

7. REMINDER

Two Rivers Hometown Christmas Parade of Lights is Saturday, November 30 at 5:30 PM. Participating Council Members Should be at the Staging Area (Washington Street North of 22nd) not later than 5:00 PM

8. CLOSED EXECUTIVE SESSION

The City Council reserves the right to enter into Closed Session, per Wisc. Stats 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investment of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

--Discuss possible TID 15 Development Agreement for developer grant to assist in the redevelopment of 3000 Forest Avenue with a market rate apartment complex

Motion made by Wachowski, seconded by Petri to enter into closed session at 7:32 PM.
Voting Yea: B. LeClair, Brandt, Petri, Shimulunas, Stechmesser, Wachowski, D. LeClair, Bittner

Motion carried with a roll call vote.

9. RECONVENE IN OPEN SESSION

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

Motion carried with a voice vote.

Motion made by Wachowski, seconded by B. LeClair to reconvene in open session at 8:01 PM.
Voting Yea: Bittner, Brandt, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser, Wachowski

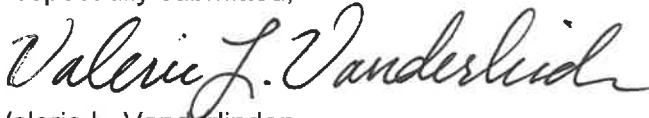
10. ADJOURNMENT

Motion to dispense with the reading of the minutes of this meeting and adjourn the meeting at 8:01 PM.

Motion carried with a voice vote.

Motion made by B LeClair, seconded by Wachowski.
Voting Yea: Bittner, Brandt, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser, Wachowski

Respectfully submitted,



Valerie L. Vanderlinden
Deputy City Clerk



MINUTES

1. CALL TO ORDER

Council President Stechmesser called the meeting to order at 6:01 PM

2. PLEDGE OF ALLEGIANCE

Council President Stechmesser asked for a moment of silence in the memory of Jacob Baer

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

Also Present: Kassie Paider, Finance Director; Jeff Dawson, Library Director; Mike Mathis, Parks and Recreation Director; Ben Meinnert, Police Chief; Matt Heckenlaible, Public Works Director; Joe Metzen, Tourism Director; Dave Murack, Fire Chief; Rick Powell, IT Manager; Brian Dellemann, Electric Utility Director; Andrew Sukowaty, Water Utility Director
Participating by conference call, Andrew Adams, City Attorney

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

Motion carried with a roll call vote.

Motion made by Bittner seconded by Brandt to allow Councilmember B. LeClair to participate from a remote location.

Voting Yea: Bittner, Brandt, Derby, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser, Wachowski

5. PUBLIC HEARING

6. INPUT FROM THE PUBLIC

Jeff Dahlke (3727 Adams Street) – Reported there is a large ice spot located in the 3000 block of Adams Street. He also stated that he has heard chatter on the type of government; some residents wish for the City to switch to mayoral.

7. COUNCIL COMMUNICATIONS

Letters and other communications from citizens

Councilmember Wachowski reported the Winter Parking Ban is not being enforced at the moment and the City Manager and Police Chief will monitor any upcoming snowstorms.

8. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

Councilmember D. LeClair reported on the Main Street Board stating the Christmas Parade was a success and they are wrapping up the season.

Council President Stechmesser reported on the CDA, stating that the committee approved pricing structure for the 32 lots of Phase 3 at Sandy Bay Highlands will allow for cost recovery as directed by the Council. If the CDA would give any discounts to purchasers, it will first have to be approved by Council.

9. CITY MANAGER'S REPORT

Thank you to all the agencies involved in the search for and recovery of Jacob Baer.

Ongoing Recruitments: Police Evidence Custodian - Applications closed and under review; City Planner/Community Development Director - Accepting Applications;

Thank you to TR Main Street for brightening up the downtown

A. Invited Guests--None

B. Status Update/Reports

1. Staffing Updates

Mr. Buckley reported on the ongoing recruitments: Police Clerk/Evidence Custodian – Applications closed and are under review; City Manager – search consultant approved by City Council on November 18, will begin engagement with Recruitment and Selection Committee in January 2025 with goal of filling position by July 2025; City Planner/Community Development Director – Accepting applications

2. Thank You to Everyone Involved in the 2024 Hometown Christmas Parade

Mr. Buckley reported on the 2024 Hometown Christmas Parade and thanked the parade organizers and everyone involved.

3. Reminder on Ordinance Requirements for Clearing Snow and Ice from Sidewalks

4. Candidacy Packets Available in Clerk's Office for those Interested in Running for City Council

Mr. Buckley reported candidacy packets are available in the City Clerk's Office for those interested in running for City Council. Nomination papers for the Spring Election must be filed by 5:00 PM on Tuesday, January 7.

5. Winter Parking Ban Status

Mr. Buckley reported the Winter Parking Ban takes effect December 1 but the Police Department in consultation with the City Manager's Office, will evaluate weather conditions and will suspend enforcement if there are extended periods of snow-free conditions. Residents should watch the Two Rivers City Hall and Two Rivers Police Department Facebook Pages and website for updated information on the parking ban.

6. Lead Water Service Lateral Replacement, 2024-25 Contract

Mr. Buckley reported currently all pavement restoration is completed on 34th Street, 33rd Street and 32nd Street. One service was replaced on Garfield due to medical issues under contract. No additional pavement replacement is expected this year due to weather and frost. No service replacements expected the week of December 2 due to weather and frost. Service replacements on 31st Street expected to resume the week of December 9, weather permitting. Replacements as of 11-30-2024: 53 – Public water services replaced; 32 – public sewer laterals replaced; 3 – private water services replaced; 1 – private sewer lateral replaced

7. Sandy Bay Highlands Subdivision Phase 3

Mr. Buckley reported the project construction – water, sanitary sewer, and storm sewer mains

and laterals have been installed in the initial stretch of Orchard Lane and Rawley Court. Grading and graveling has been completed on Orchard Lane just north of Lake Breeze Way. Anticipate storm sewer and the remainder of the grading and graveling on Orchard Lane and Rawley Court to be completed this week. Contractor hopes to begin the remaining utility, road grading and graveling work in early December. Phase 3 lot sales update: CDA on November 26 voted to: accept deed of Phase 3 lots from City, approve covenants for Phase 3, Approve lot pricing structure, authorize listing contract with current realtor through March 31, 2025 and issue realtor RFP for period beginning April 1, Approve exclusions to listing contract

8. West River Lofts Project

Mr. Buckley reported project developer Scott Crawford, Inc. of Milwaukee informed the City in mid-November that it would be returning the Low Income Housing Tax Credits awarded to this project by WHEDA, and pursuing other options and partnerships for redeveloping the site. The following statement was supplied to share with the City Council and the community: "Due to a change in partnership, Scott Crawford, Inc. has made the strategic decision to reconfigure our work on West River Lofts, We still anticipate housing and commercial development, but have to adjust the project to meet the current market conditions. We appreciate your patience and understanding as we navigate these changes, and we're looking forward to sharing more details with you in the next few weeks. Thank you for your continued support and commitment. We are optimistic about the future of the project"

9. Electric Department Will Start Annual Tree Trimming In Early December

Mr. Buckley reported the Electric Department will be trimming trees on the East Side of the City from December through March 2025.

10. Christmas Tree Display in Central Park East

Mr. Buckley reported 30 trees were donated by Sprang Tree Farm and thank you to all who participated in this event. 1st Place – Lester Public Library; 2nd Place – Metal Ware; 3rd Place – Mathis Family.

11. Upcoming Events

- a. Lester Public Library Events, December 5 & 12, 2024
- b. Hamilton Wood Type & Printing Museum Holiday Letterpress Workshop, December 7, 2024, 9:00 AM
- c. 2nd Annual Cool City Christmas, December 14, 2024, 10:00 AM
- d. Breakfast with Santa at the Two Rivers Fire Department, December 15, 2024, 9:30 AM
- e. Explore Two Rivers, "Is Your Business Ready for the 2025 Draft?", December 16, 2024, 6:00 PM
- f. Two Rivers Public Schools, Ribbon Cutting Ceremony & Tour of New and Remodeled Facilities at L.B. Clarke Middle School, December 10, 2024, 6:00 PM

12. Other

Mr. Buckley reported the Police Department recently updated its patch for the first time in 30 years.

Mr. Buckley referenced a recent email to the Council and City Manager from a citizen, regarding closed sessions. City Attorney Adams offered comments on this matter.

C. Legislative/Intergovernmental Update

10. CONSENT AGENDA

A. Presentation of Minutes

- 1. City Council Regular Meeting, November 18, 2024

Recommended Action:
Motion to waive reading and adopt the minutes

- B. Minutes of Meetings
 - 1. Committee on Aging, November 4, 2024
 - 2. Architectural Control Committee, November 19, 2024
 - 3. Business and Industrial Development Committee/
Community Development Authority, November 26, 2024
 - 4. Police and Fire Commission, November 14, 2024

Recommended Action:
Motion to receive and file

- C. Applications and Petitions
 - 1. New "Class B" license from Bujar LLC for 3911 Lincoln Ave, Drita Bequiri, Agent, Business formally known as Machut's Supper Club.

Recommended Action:
Motion to approve the application and authorize issuance of the license

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 Shimulunas, seconded by Derby. Voting Yea: Bittner, Brandt, Derby, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser, Wachowski

11. CITY COUNCIL - FORMAL ITEMS

- A. Agreement with Blue Heron Condo Association, Regarding Provision of Certain City Services Within That Private Condominium Development

Recommended Action:
Motion to Authorize the City Manager and City Council to sign the agreement on behalf of the City.

Motion carried with a roll call vote.

Motion made by D. LeClair, seconded by Shimulunas. Voting Yea: Bittner, Brandt, Derby, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser, Wachowski

- B. Resolution Adopting the General Fund Budgets for the Fiscal Year Ending December 31, 2025

Recommended Action:
Motion to waive reading and adopt the resolution, as recommended by the City Manager and the Personnel and Finance Committee

Motion carried with a roll call vote.

Motion made by D. LeClair, seconded by Brandt. Voting Yea: Bittner, Brandt, Derby, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser, Wachowski

- C. Resolution Adopting Budgets for Other Funds for Fiscal Year Ending December 31, 2025

Recommended Action:
Motion to waive reading and adopt the resolution, as recommended by the City Manager and

the Personnel and Finance Committee

Motion carried with a roll call vote.

Motion made by D. Leclair, seconded by Brandt. Voting Yea: Bittner, Brandt, Derby, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser, Wachowski

- D. Resolution Adopting the Debt Service Fund Budget for the Fiscal Year Ending December 31, 2025

Recommended Action:

Motion to waive reading and adopt the resolution, as recommended by the City Manager and the Personnel and Finance Committee

Motion carried with a roll call vote.

Motion made by Shimulunas, seconded by Derby. Voting Yea: Bittner, Brandt, Derby, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser, Wachowski

- E. Resolution Adopting Tax Levy for the Fiscal Year Ending December 31, 2025

Recommended Action:

Motion to waive reading and adopt the resolution, as recommended by the City Manager and the Personnel and Finance Committee

Motion carried with a roll call vote.

Motion made by Brandt, seconded by Shimulunas. Voting Yea: Bittner, Brandt, Derby, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser, Wachowski

- F. Resolution Approving Business Improvement District Levy and Assessment Rate for 2025

Recommended Action:

Motion to waive reading and adopt the resolution, as recommended by the Business Improvement District Board

Motion carried with a roll call vote.

Motion made by Bittner, seconded by Derby. Voting Yea: Bittner, Brandt, Derby, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser, Wachowski

- G. Discuss Possible Need for Work Session/Special Meeting on December 23, 2024 for Hearing and Action on a Conditional Use Permit-- Does Council Wish to Make That Meeting a Work Session?

After discussion it was agreed that Council will meet on Monday December 23, 2024 for a Special Meeting.

12. FOR INFORMATION ONLY

- A. City Council Joint Meeting with Plan Commission--For Plan Review for 3000 Forest Avenue, Monday, December 9, 2024, 6:00 PM
- B. City Council Regular Meeting, Monday, December 16, 2024, 6:00 PM

13. CLOSED SESSION

The City Council reserves the right to enter into Closed Session, per Wisc. Stats 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investment of public funds, or

conducting other specified public business, whenever competitive or bargaining reasons justify a closed session

14. RECONVENE IN OPEN SESSION

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

15. ADJOURNMENT

Motion to dispense with the reading of the minutes of this meeting and adjourn at 7:33 PM

Motion carried with a voice vote.

Motion made by Wachowski, seconded by Derby. Voting Yea: Bittner, Brandt, Derby, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser, Wachowski

Respectfully submitted by,

Amanda Baryenbruch
City Clerk



CITY COUNCIL SPECIAL MEETING

December 9, 2024 at 6:15 PM

--Immediately Following Separately-Posted 5:30 PM

Joint Meeting With Plan Commission

Council Chambers - City Hall, 3rd Floor

1717 E. Park Street, Two Rivers, WI 54241

MINUTES

1. CALL TO ORDER

President Stechmesser called the meeting to order at 6:15 PM

2. ROLL CALL BY DEPUTY CITY CLERK

Councilmembers: Mark Bittner, Bill LeClair, Darla LeClair, Tim Petri, Bonnie Shimulunas, Scott Stechmesser, Adam Wachowski.

Absent and excused: Doug Brandt, Shannon Derby

Also Present: Matt Heckenlaible, Public Works Director; Andrew Sukowaty, Water Director; Kasandra Paider, Finance Director; Greg Buckley, City Manager
Participating by conference call, City Attorney Sean Griffin

3. Reconsideration of Previous Decision to Opt Out of Class Action Lawsuit Settlement Involving PFAS-Related Claims Against Tyco Fire Products, LP ("Tyco"), as well as against BASF Corporation ("BASF"), Based on the Court's Extension to December 13, 2024 of the Deadline for Revoking Previously-Filed "Requests for Exclusion" from the Settlement

(Note: City Council voted to "opt out" of these settlements on September 16, 2024)

Recommended Action: Council discretion, following discussion with City Attorney

Attorney Sean Griffin gave a recap of the Class Action Lawsuit Settlement involving PFAS related claims. He reported that the judge in the case has allowed for a one-month period, ending on December 13, 2024, during which communities that have previously opted out of the settlements can "opt in." He further reported that, based on reported concentrations of PFAS compounds in Two Rivers drinking water the volumes of water produced by the utility, the City might expect a settlement in the totaling in the range of \$40,000 to \$60,000 if it "opts in" on these settlements.

Council members noted that, if the City opts to participate in the settlements, it will be precluded from pursuing future PFAS-related claims against these companies. Attorney Griffin acknowledge that is the case, but that it could easily cost the City from \$500,000 to \$1 million to engage in such future litigation, and it would be necessary to identify the specific producer of the PFAS compounds in question if there is such litigation. There is also a three-year statute of limitations for initiating a claim after discovering that the City has been injured due to PFAS in its water.

Per Water Director, Andrew Sukowaty, there are PFAS guidelines providing that a level over 1.0 is hazardous and under 1.0 is safe. Two Rivers water was tested and the PFAS level was 0.68. Per Public Works Director, Matt Heckenlaible, PFAS is an issue for both the water utility and the sewer utility. The DNR is making the city put together a sludge management plan to monitor PFAS in its sewage sludge.

Mr. Buckley noted that the Council had previously opted out of potentially larger settlements with 3M and Dupont, citing a desire to reserve the City's rights to initiate future litigation. Several Council members expressed support for maintaining that position on this class action settlement.

Following discussion:

Motion to "opt out" carried with a roll call vote.

Motion made by Wachowski, seconded by B. LeClair
Voting Yea: B. LeClair, Petri, Shimulunas, Stechmesser, Wachowski, D. LeClair
Voting Nay: Bittner

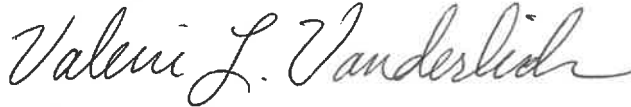
4. ADJOURNMENT

Motion to dispense with the reading of the minutes of this meeting and adjourn the meeting at 6:47 PM.

Motion carried by a voice vote.

Motion made by Petri, seconded by Wachowski
Voting Yea: Bittner, B. LeClair, Stechmesser, Petri, Shimulunas, Wachowski, D. LeClair

Respectfully submitted,



Valerie L. Vanderlinden
Deputy City Clerk



LIBRARY BOARD MEETING

Tuesday, November 12, 2024 at 6:00 PM

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

MINUTES

1. **CALL TO ORDER** – President Pennefeather called the meeting to order at 6:00 PM.
2. **ROLL CALL**
Board Members Present: David Pennefeather, Ned Guyette, Shannon Derby, Katie Stone, Kathryn Gadd, Mary Glaser, Sharon Sleger, and Stanley Palmer. Absent and excused - Don Weiss. Also present: Jeff Dawson, Director; Chris Hamburg, Adult Services Coordinator; Diane Johnson, Superintendent of the Two Rivers School District; Kyle Korinek, Director of Learning and Instruction Two Rivers Public School District; Collette Tegen, Lester Public Library Foundation President; and Bob Fay, Lester Public Library Foundation Treasurer.
3. **PUBLIC COMMENT** – None
4. **LESTER PUBLIC LIBRARY FOUNDATION ALLOCATION PRESENTATION**
Collette Tegen, Lester Public Library Foundation President and Bob Fay, Lester Public Library Foundation Treasurer, presented the Foundation’s annual allocation check, \$54,088.00 to David Pennefeather, Lester Public Library Board of Trustees President.
5. **APPROVAL OF BOARD MEETING MINUTES**
Motion to approve the minutes from the October 8, 2024, meeting, made by Glaser, second made by Derby. Voice vote carried unanimously.
6. **RECEIVE AND FILE EXPENDITURE AND FINANCIAL REPORTS**
Motion to receive and file the expenditure and financial reports from October, 2024, made by Sleger, second made by Palmer. Voice vote carried unanimously.
7. **BOARD MEMBER COMMENT**
Sleger shared that Terry Ehle, Wisconsin Library Association’s 2024 Librarian of the Year award ceremony was well attended and Terry represented the library very well. Derby thanked the Library Foundation for their annual allocation. Gadd noted the new book subscription service is fantastic and that her son has subscribed and is enjoying the contents of the service.
8. **INVITED GUESTS**
Diane Johnson, Superintendent of the Two Rivers School District and Kyle Korinek, Director of Learning and Instruction Two Rivers Public School District shared the results from this past summer’s Community Summit 3-year Strategic Plan.
9. **DIRECTOR'S REPORT**
Dawson fielded questions and comments concerning his report.
10. **COMMUNICATIONS**
 - A. Library Newsletter – November 2024
 - B. Thank you note recognizing Toni Pierce, Reference Associate

11. REPORT FROM CITY COUNCIL REPRESENTATIVE

Roosevelt Avenue street construction is complete. in the next week. The search for a new City Manager is underway. Front yard gardening was approved.

10. REPORT FROM SCHOOL DISTRICT REPRESENTATIVE

The High School play is coming up. There was an in-service last week.

11. REPORT FROM COUNTY REPRESENTATIVE – No Report

12. UNFINISHED BUSINESS

A. 2025 Budget Review, Dawson presented an updated budget to the Board representing a flat budget, with no increase from the City. City Personnel and Finance Committee and City Manager did not approve a 2% lift for the 2025 budget. Final approval of the budget will be at the December Board meeting after City approval.

13. NEW BUSINESS – None

14. BOARD EDUCATION – None

15. CLOSED EXECUTIVE SESSION – None

16. ADJOURNMENT

Motion to adjourn made by Guyette, second made by Derby. Voice vote carried unanimously. Meeting adjourned at 7:10 PM.

Respectfully submitted by Jeff Dawson, Director



TWO RIVERS
WISCONSIN

PUBLIC UTILITIES COMMITTEE MEETING

Monday, December 02, 2024 at 5:00 PM

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

MINUTES

1. **CALL TO ORDER:** 5:00 pm

2. **ROLL CALL**

Committee Members: Tim Petri, Darla LeClair, Shannon Derby

Staff & Others: Matthew Heckenlaible, Scott Ahl, Dave Casebeer, Brian Dellemann, Andrew Sukowaty

3. **REVIEW AND APPROVAL OF MINUTES**

Approval of the minutes from the October 7, 2024, Public Utilities Committee meeting

Darla LeClair made a motion to approve the October 7, 2024, Public Utilities Committee meeting minutes, seconded by Shannon Derby. Motion carried.

4. **PUBLIC INPUT** – N/A

5. **CONSTRUCTION PROJECTS**

A. **2024-2025 Lead Service Lateral Project update**

| Description | Completed | Bid Quantity | # over \$2500 | |
|----------------------------------|-----------|--------------|---------------|------------|
| Public Side Water Services | 53 | 300 | | |
| Private Side Water Services | 3 | 200 | 1 | \$220 over |
| Sanitary Laterals within ROW | 32 | 200 | | |
| Sanitary Laterals outside of ROW | 1 | 200 | | |
| Pavement Repairs | | 300 | | |

- * All pavement restoration has been completed on 34th Street, 33rd Street, and 32nd Street.
- * One service was replaced under contract on Garfield Street due to medical issues.
- * No additional pavement is expected to be completed this year due to weather and frost.
- * No service replacements expected the week of Dec 2 due to weather and frost.
- * Possible service replacements on 31st Street expected to resume the week of December 9th, weather permitting.

B. **Sandy Bay Highlands Phase 3 update**

Sanitary sewer and laterals, water main and services, and storm sewer laterals have been installed in the first portion of the subdivision. The contractor fell behind with grading and graveling due to rain followed by the long holiday weekend. They are hoping to grade and gravel the first portion of the subdivision by the end of the first week of December and then transitioning back to underground utility work.

6. WASTEWATER UTILITY: UPDATES AND ACTION

A. Riverside Foods update

Mid-November, Wastewater and Engineering staff met on site to observe the cleaning of Riverside Foods' grease trap. As anticipated, there were some floatable materials and solid surface grease, but a lot of sludge at the bottom of the tank.

After the cleaning, there was a noticeable decrease in the waste stream coming to the plant; however, after a little more than a week, there was an influx in the quantity of suspended solids observed at the plant again. November 25 & 26, SS was over 1,000 with typical SS being around 200. It appears that Riverside Foods may need to clean that tank weekly.

At this point in time, they have also not arranged any type of waste monitoring with a private third party testing facility (lab).

7. ELECTRIC AND TELECOMMUNICATIONS UTILITIES: DIRECTOR UPDATES AND ACTION, IF APPLICABLE

A. Columbus Substation update

The substation was running off of one feed line due to ATC completing maintenance on their system. ATC has completed their work and the substation is again being fed off of two lines as of November 20th.

Unit 1 is still off line with repairs anticipated to be completed in spring of 2025.

B. Tree Trimming

The Electric Utility has posted on social media and sent out mailers to residents on the east side of Two Rivers that trimming of trees within ten feet of primary lines and two feet of secondary lines will begin in the near future.

C. Department Project update

The department is wrapping up various projects. We are currently working on the Braun development and hoping to energize their system soon. End of year paperwork is being prepared. Once that is completed, they will begin tree trimming along with inventory.

8. WATER UTILITY: DIRECTOR UPDATE, DISCUSSION AND ACTION, AS NEEDED

A. South Tower Mixing Pump Installation update

The south tower mixing pump was recently installed which will help with water quality and prevent freezing of the water within the tank.

B. South Tower Fence, Gate and Driveway Installation update

The installation of the new fence, gate and driveway for the south water tower went well.

C. Water Breaks and Water Hammer Discussion

Andrew Sukowaty informed the Committee that there were recently several water breaks including one on a private industrial water service. With that one, they suspected a leak for more than a week and it finally came to the surface so a repair could be made.

Regarding water hammer within the system, the southern portion of the City really is not much of an issue because water tanks provide relief of excess pressure so the system can burp itself and relieve that pressure. The northern portion of the system does not include a water tank so the pressure can bounce around the system and will occasionally cause a break in the mains. The Water Utility is gathering pressure data, especially when the system observes some spikes, and is hoping to engineer an excessive pressure relief system to be implemented possibly in 2026.

9. STORM WATER UTILITY: UPDATES AND ACTION, AS NEEDED

A. Urban Nonpoint Stormwater Grant Update

Updating their GIS map with drainage basin and best management type information along with updating the WinSLAMM input data.

10. SOLID WASTE UTILITY: UPDATES AND ACTION, AS NEEDED

During the 2025 budgeting process, it was noted that there may be potential for an increase in solid waste fees in 2026 to cover the costs of the agreement that was executed beginning in 2024 with significant increases in the first three years. This is just a place holder to circle back on this topic. Possible options would include modifying the garbage collection stickers again, modifying the Environmental Fee and/or allocation of said fee to the various funding sources. More discussion on this topic in the future.

11. ANY OTHER ITEMS OR ISSUES TO COME BEFORE THE COMMITTEE, WITH DISCUSSION AND ACTION

Tim Petri brought up the topic of utility bill usage fees and minimum usage charges. People are stating that they are confused about the use of those terms and request some clarification be provided or a change of wording be made to make the intention and interpretation of the meaning clearer.

12. SET DATE, TIME, LOCATION, AND AGENDA ITEMS FOR NEXT COMMITTEE MEETING

Proposed for January 6, 2025, at 5:00 pm

13. ADJOURNMENT: 5:30 pm

Darla LeClair made a motion to adjourn the meeting, seconded by Shannon Derby. Motion carried.



Wednesday, December 04, 2024 at 5:15 PM

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

MINUTES

1. **CALL TO ORDER:** 5:15 pm

2. **ROLL CALL**

Committee Members Present: Bill LeClair, Doug Brandt

Excused: Scott Stechmesser

Staff and Others: Matthew Heckenlaible, Scott Ahl, Jim Rief, Fred Radandt

3. **REVIEW AND APPROVAL OF MINUTES**

Minutes from the November 6, 2024, Public Works Committee meeting.

Doug Brandt made a motion to approve the November 6, 2024, Public Works Committee meeting minutes, seconded by Bill LeClair. Motion carried

To accommodate the public in attendance, the Committee opted to take the agenda out of order and discussed Agenda Items 7B and 7D first and then addressed the remainder of the agenda in order.

4. **PUBLIC INPUT – N/A**

5. **ONGOING PROJECT STATUS AND ACTION, IF NEEDED**

A. **Sandy Bay Highlands Phase 3 update**

Sanitary sewer and laterals, water main and services, and storm sewer laterals have been installed in the first portion of the subdivision. The contractor fell behind with grading and graveling due to rain followed by the long holiday weekend. They are hoping to grade and gravel the first portion of the subdivision by the end of the first week of December and then transitioning back to underground utility work.

B. **Fall Leaf Collection Update**

The official last day for leaf collection was November 27, 2024. As anticipated, a lot of leaves were raked to the street over the long holiday weekend. Public Works crews were out the week of December 2nd and completed multiple sweeps of the entire city. Public Works crews collected 163 loads, which is 3,032 cubic yards of material.

Equipment has now been removed from trucks in preparation of the winter season.

C. **Harbor Street, 16th Street and Emmet Street 2025 Reconstruction - Update**

The project is in the survey and design phase. We are hoping to have plans in early 2025. During this process we noted that Harbor Street and 16th Street are identified as an on-street bike route within the adopted 2013 Bike and Pedestrian Plan. Engineering will look at how this impacts the roadway cross section (design) and present potential alternatives at the January Committee meeting for further discussion.

6. PROPERTY OWNER REQUESTS

A. 23rd Street Sidewalk Extension at East River Street (11/4/24 council meeting)

There is sidewalk on the north side of 23rd Street to near the easterly extension of East River Street. There is also sidewalk on the east side of East River Street that drops down to street elevation at the south side of 23rd Street and continues to cross on the north side of 23rd Street. There is a lot of vegetation overhanging this section of sidewalk so it is unclear if the two sidewalks intersect or if a formal curb ramp in the northeast corner of the intersection would need to be constructed. It appears that the current pedestrian path is to cut across the intersection to a small driveway approach that would get people to the existing sidewalk on the north side of 23rd Street.

The Committee was in agreement that pedestrians can get from the east side of East River Street to the north side of 23rd Street; therefore, no further action is required.

B. Widening Sidewalks (multiuse trails) for Improved Bicycle Accommodation (11/4/24 council meeting)

In 2012 the City completed a “Bicycle and Pedestrian Existing Condition Report” with the assistance of the Wisconsin Department of Administration – Division of Intergovernmental Relations.

In 2013, the City adopted a “Bicycle and Pedestrian Plan”. Within the plan, it provided recommendations for improvements for a shared use path and on-street bikeway networks. Some of these recommendations include:

- Along East River Street from Washington to Jefferson Street
- Improvements along East Street south of 17th Street to Coast Guard Park
- Accommodations that lead around 34th Street north to the High School (now Raider Trail)
- On-street accommodation along 45th Street
- Improved accommodation on Washington Street Bridge
- Improved crossings of STH-42 (Memorial Drive) at:
 - 12th Street & Lake Street
 - Madison Street
 - Columbus Street

The plan identifies numerous other accommodation recommendations that can be implemented in the future. Some of these recommendations include creating shared bike/vehicle accommodation on certain city streets. This could impact parking that presently could park on both sides of the street and reduce it down to just one side of the street.

7. DISCUSSIONS OR ISSUES ON HOLD, PENDING FURTHER INVESTIGATION

A. Sidewalk Maintenance Clearance Requirements

At the November 19th City Council Meeting, there was discussion regarding the modifications of Section 4-1-4 of the Municipal Code that were previously presented to the Committee and ultimately Council opted to send it back to Committee for additional modifications. Rather than spending a lot of time making some revisions, looking for direction from the Committee as to modifications that should be made. Since snow and ice removal is covered under Section 4-1-6 of the Municipal Code, there is no immediate rush to get this revised/modified.

B. Dumpster Permit Requirements

The matter of protecting dumpsters within the street is again back before the Committee on the request of Scott Stechmesser on behalf of Jim Rief. The primary matter is the question of allowing reflective tape on the dumpsters in lieu of barricades and flashers.

As previously discussed, Section 5-6-24.F(2) of the Municipal Code has a provision within it that provides for reflective tape on the dumpster, "or reflective tape approved by the director is placed on all sides of the dumpster in accordance with drawings and specifications prepared by the director". It continues to say that "if reflective tape is used, such tape shall be at least six inches in width". As the Committee has been previously informed, I, as director, or Scott Ahl having long standing institutional knowledge are not aware of any reflective tape standard being approved by the Department of Public Works.

With that being said, we will need to make revisions to Section 5-6-24.F(2) of the Municipal Code to clarify the intent of the barricades and flashers. The intent is to have Type II barricades that have reflectivity on them in addition to flashing lights that operate during the period of 4:00 p.m. to 8:00 a.m.

Mr. Radandt stated that all of the dumpsters that they place within a roadway have reflective tape on both ends and the sides of the dumpsters. He believes that the strips are 2-inches wide by approximately 12-inches long. Mr. Radandt went on to say that he would be willing to add more reflective tape if that is the direction that the City desires to move forward with.

Additional discussion continued including examples of what other communities have in place regarding dumpster placement requirements within the roadways.

- Wausau – Obstructions shall be sufficiently lighted at night as to be in full view of the public from all directions.
- Wisconsin Rapids – Does not specifically call out protection of an obstruction within the road/right-of-way. It does have a condition that the applicant will be required to comply with additional conditions as imposed as a condition of approval.
- City of Juneau – Portable Storage Containers and Dumpster Permit – Not allowed outside private property.
- City of Burlington –
 - Dumpster allowed from March 15th to November 15th with exceptions
 - All dumpsters or construction vehicles in the right-of-way at night must be visible to motorists via some type of highly visible reflective device such as reflective tape or reflectors mounted on corners of the dumpster or vehicle, lighted barricades, or other type of reflective safety equipment.
- City of Milwaukee – Shall be delineated on the traffic approach side with one Type I barricade with an attached flashing yellow light and a minimum 8"x24" reflective barricade type sheeting focused toward approaching traffic and attached to the upper portion of the dumpster. Must provide their own barricades and flashers along with a LOT of placement restrictions.
- City of Cudahy – Requires having 24 hour flasher barricade on each end of the dumpster.
- City of Columbus – Dumpster must be marked with sufficient reflective barricades or flashers. Shall be delineated on the traffic approach side with one Type I barricade with an attached flashing yellow light and a minimum 8"x24" reflective barricade type sheeting focused toward approaching traffic and attached to the upper portion of the dumpster. Must provide their own barricades and flashers along with a LOT of placement restrictions.
- City of La Crosse – Unless specifically allowed, all dumpsters occupying the street must be placed in a legal parking zone. Temporary traffic control shall be provided and maintained by the applicant and shall comply with Part 6 of the Manual on Uniform Traffic Control Devices (MUTCD). Dumpster must be equipped with reflectorized tape or other reflector devices and shall be equipped with flashers on both front and rear.

- City of Fond du Lac – Shall have reflective barricades or reflective tape front and
- City of De Pere – Traffic control is conducted in accordance with the Manual on Uniform Traffic Control Devices (MUTCD) to mark the closure.
- City of Kewaskum – Flashing barricades are required pursuant to Ordinance Sec. 82-112. Do not place dumpsters or materials within 25 feet of a fire hydrant or driveway.
- City of Chippewa Falls – All dumpsters and roll offs are required to have reflectors placed on the receptacle for nighttime visibility. Not allowed on the street if there is the potential for snow. 8.16 Mun. Code -roll-off box or refuse container not equipped with a 2-inch-high strip of Department of Transportation approved, reflectorized tape across the full width of the front and rear top half of the roll-off box or refuse container so as to be visible from the roadway by oncoming traffic.
- City of Hudson – equipped with.....each end of the dumpster shall exhibit a reflective sign of not less than 48 square inches which shall be placed at least four feet above the roadway surface. [2x24, 4x12, 6x8]

The discussion concluded with Mr. Radandt providing DPW-Engineering with some sketches of how his dumpsters are marked using reflective tape. Engineering would then take that information and create proposed revisions to both the ordinance and permit application as necessary and bring back to the Committee in January, 2025.

C. Driveway/Approach Ordinance Revisions - User Guide

No update at this time.

D. Pavement Repair Policy

The City needs to develop a document policy as to Two Rivers requirements for pavement repair and patching relative to new pavement, moderate aged pavement and older pavement. Age descriptors are intentionally vague at this point in time, as we look for feedback from the Committee.

Presently there is no formal written policy, only personal knowledge of industry best practices which may or may not be implemented consistently.

The Committee asked DPW-Engineering to prepare a draft policy that would potentially take into account the age of the pavement, material type, traffic loadings, type of curb and gutter and pavement degradation.

8. COMMITTEE AND COUNCIL MEMBER ITEMS FOR DISCUSSION, INCLUSION IN FUTURE AGENDA AND ACTION, IF NEEDED

Bill LeClair had seen a post regarding a snow melting machine and inquired if that is something that the City should investigate and potentially invest in. Director Heckenlaible stated that he is aware of such devices and that they are predominantly utilized in areas that do not have significant snow storage space coupled with high annual snow volumes and that there is usually a large cost in operating such devices. Heckenlaible stated that he does not believe that the City is in a position of needing to investigate this type of snow disposal equipment.

9. DISCUSS STAFF RECOMMENDATIONS (TRAFFIC AND PARKING CONTROL) - ACTION, ENDORSEMENT OR MODIFICATIONS, AS NEEDED – N/A

10. OTHER ITEMS THAT MAY COME BEFORE THE COMMITTEE: CONSIDERATION AND ACTION, IF NEEDED

A. Snow Season

Staff is in the process of preparing snow equipment for the upcoming season. Inlets marked and sand barrels will be out in the near future.

Inspection of the new trucks has been completed. Minor issues were identified and will be addressed prior to delivery. We are now waiting on the equipment that is supposed to be attached and mounted to the trucks to arrive so that Monroe Trucking can complete their portion of the work. Trying to remain optimistic that we will have the trucks by months end.

B. 22nd Street (Lincoln Avenue to Forest Avenue) WDOT potential project.

The Wisconsin Department of Transportation reached out to Engineering about a possible future project to reduce 22nd Street from a four lane roadway to a two lane roadway with a TWDL (Two Way Dual Turn Lane) in the middle along with possible modifications to all the ADA ramps in that corridor and RRFB's at the Jackson Street intersection. If it moves forward, it would be slated as a 2029-2030 project.

The Committee suggested that a presentation be made to the rest of the City Council at the December 23rd Work Session.

11. SET DATE, TIME, AND AGENDA ITEMS FOR NEXT COMMITTEE MEETING

Proposed for Wednesday, January 8, 2025, at 5:15 pm.

12. ADJOURNMENT: 7:42 pm

Doug Brandt made a motion to adjourn the meeting, seconded by Bill LeClair. Motion carried.

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



TWO RIVERS
WISCONSIN

ROOM TAX COMMISSION MEETING

Friday, December 06, 2024 at 8:30 AM

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

MINUTES

1. Call to Order

The meeting was called to order by Chair Curt Andrews at 8:35 AM.

2. Roll Call

Commission Members: In Attendance: Greg Buckley, Curt Andrews, Rick Carey, and Bill LeClair
Remote Attendance by speaker phone: Mark Bittner

Also in Attendance: Joe Metzen, Tourism Director and City Attorney Andrew Adams of West & Dunn (by speaker phone).

- Motion to allow Mark Bittner to attend remotely made by Bill LeClair, seconded by Rick Carey, discussion. Motion carried by voice vote, with all members physically present voting in favor

3. Closed Executive Session

The Room Tax Commission reserves the right to enter into closed session per Wisc. Stats. 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session

-Discuss terms for possible contract with Explore Two Rivers, Inc., for tourism promotion and tourism development services

- Motion was made to go to a closed session at 8:37 AM, citing the need to review terms of the proposed contract between Explore Two Rivers and the City of Two Rivers Room Tax Commission. Motion was made by Rick Carey, seconded by Bill LeClair, discussion with a roll call vote. Motion carried with all members voting in favor of the motion.

4. Reconvene in Open Session

Possible action in follow-up to closed session discussions

- Motion was made by Bill LeClair, seconded by Greg Buckley, to adjourn the closed session and re-enter open session at 9:58 AM. The motion was approved by voice vote, with all members voting in favor of the motion.
- Motion was made by Bill LeClair, seconded by Curt Andrews, to allow Room Tax Commission member Rick Carey the authority to negotiate on the Commission's behalf the substantive terms of the proposed contract with Explore Two Rivers, Inc., as reviewed in closed session by the Room Tax Committee members on this date. The maker and seconder of the motion noted that the final contract resulting from such negotiations would be subject to approval by a vote of the full Room Tax Commission.

The motion was approved by roll call vote, with all members voting in favor of the motion.

Attorney Adams ended his telephonic participation in the meeting at this time.

City Parks and Recreation Director Mike Mathis joined the meeting, in person, at this time.

5. Tourism Director's Report

--Year-to-Date Room Tax Revenues: Tourism Director Joe Metzen reported that room tax revenue is up over 5% year over year. He will provide a year end recap of room tax revenue with comparables from other Destination Marketing Organizations (DMOs) in February, 2025. He stated that several area DMO's report that 2025 room tax revenues are down compared to 2023.

--2025 Marketing Plan: A draft of the 2025 Marketing Plan was provided to the Room Tax Commission, but not reviewed.

--Mr. Metzen noted that the Commission wants to reach an agreement with Explore Two Rivers before approving a marketing plan for 2025.

--Preparing for the NFL Draft: The Tourism Department will be hosting an NFL Draft presentation for area businesses in partnership with Discover Green Bay on December 16, 2024 at 6pm at the Hamilton Community House.

--Other: A quarterly newsletter was sent out to all short-term rental owners and operators in November providing updates on events, the Draft, room tax revenue and invoices. Quarterly newsletters will go out to this group moving forward.

6. Review Status of 2024 Tourism Budget

--Mr. Metzen briefly reviewed the status of the current year's budget. He noted that the 2024 year-end fund balance is projected to be approximately \$120,000, after a planned refund to the owner/manager of several short-term rental properties for overpayment of room taxes (duplicate payments by that owner/manager and the on-line rental platforms).

7. Action Item: Consider Proposed 2025 Tourism Budget

The Room Tax Commission reviewed the 2025 budget as presented by Joe Metzen, Tourism Director.

- **Authorization for Tourism Director to Authorize Certain Expenses and Advertising Commitments to be Paid from the 2025 Budget.** Motion was made to allow the Tourism Director to commit for 2025 no more than \$7,000 total on any media buys that must be incurred or paid by 12/31/2024. This is in lieu of having a contract agreement in place with Explore Two Rivers at the first of the year. Motion by Rick Carey, second by Bill LeClair; discussion, motion carried by voice vote, with all members voting in favor.

- **2025 Tourism Budget.**

- Mr. Metzen reviewed the overall proposed 2025 Tourism Budget. He noted that 2025 total Room Tax revenues are budgeted at \$360,000, a 9 percent increase over the 2024 Budget; factors in support of such an increase include the April 2025 NFL Draft event in Green Bay and the planned opening of a new, 6-unit upscale lodging property (Violet Inn). With 70 percent of such Room Tax revenues going to the Room Tax Commission, there will be \$252,000 available in support of the 2025 Tourism Budget. Adding in other revenues totaling \$10,400 (mostly from merchandise sales), budgeted 2025 revenues total \$262,400.

Turning to the expenditure side of the 2025 Budget, the Tourism Director presented proposed

operating, marketing and tourism development expenses totaling \$246,308, and an of
Room Tax Commission
December 6, 2024
Page 3

budget surplus of just over \$16,000. Adding in the second and final installment of \$25,000 to assist the Central Park West project (capital grant), the proposed budget would reduce fund balance by about \$9,000, to \$111,000. The proposed budget includes just over \$50,000 available for investment in tourism marketing and tourism development as directed by Explore Two Rivers, Inc., once a contract with that organization is finalized. (Note: Of that \$50,000, \$18,000 was identified as money that may be spent at the discretion of the Tourism Director.)

Following discussion, Curt Andrews moved, supported by Bill LeClair, to approve the 2025 Tourism Budget as presented, taking into account the prior vote to authorize the spending of up to \$7,000 from this budget by the Tourism Director, and reducing from \$18,000 to \$10,000 the amount of advertising funds earmarked for direct spending by the Tourism Director. The motion was approved by voice vote, with all members voting in favor.

Capital Grant Request from the City’s Parks and Recreation Department—2025 Budget

Parks and Recreation Director Mike Mathis asked that the Room Tax Commission consider a \$20,000 expenditure to complete the funding needed for a \$120,000 playground equipment update at Neshotah Park. The Parks and Recreation Department has received a \$100,000 grant toward this project, proposed to be completed in 2025.

- Following discussion, Mark Bittner moved, supported by Bill LeClair, to add \$20,000 to the 2025 Tourism Budget, as a capital grant to be transferred to the City’s Parks and Rec capital fund, as an amendment to the 2025 Budget previously approved. The motion was approved by voice vote, with all members voting in favor.

Mr. Buckley noted that, with this additional investment in new play equipment, a total of more than \$700,000 in capital improvements are planned for Neshotah Park and Beach, a major tourism destination, in 2025.

Funding for Above-Normal Repair and Maintenance Expenses at Spirit of the Rivers Wayside

Mike Mathis reported that expenses incurred by the Parks and Recreation Department for repair and maintenance activities at this facility, which are billed to a line item in the Tourism Budget, have totaled \$40,204 in 2024, exceeding the \$30,000 budgeted. This additional spending can be attributed to three projects: replacement of landscape plantings at the city welcome sign (\$2,880), replacement of landscape plantings at the entry to the wayside (\$2,000) and replacement of one of the sewage ejector pumps at the restroom building (\$7,500).

Following discussion, Mark Bittner moved, supported by Bill LeClair, to authorize payment of these additional expenses from the 2024 Tourism Budget. The motion was approved by voice vote, with all members voting in favor.

Mr. Buckley reported that the City may be able to reduce the expense for repair and maintenance at this location by more than \$10,000 in 2025, based on a possible contract that could make Wisconsin DOT funding available for maintenance of this wayside in 2025. More details will be provided at a future meeting.

8. Action Item: Consider Proposed Agreement with Explore Two Rivers, Inc.


The Chair noted that the Commission had acted on this matter in its action upon reconvening from closed session. No further action was taken.

9. Discuss Possible Dates for Next Meeting

There was consensus that the next meeting will take place after Explore Two Rivers representatives have had an opportunity to review the contract with Rick Carey and after the Explore Two Rivers Board has taken action on that contract.

10. Adjournment Motion to adjourn was made by Greg Buckley at 11:27 AM, seconded by Bill LeClair. Following the opportunity for discussion, motion approved by voice vote, with all members voting in favor.

Respectfully submitted,



Joe Metzen
Tourism Director



Greg Buckley
City Manager



MINUTES

1. CALL TO ORDER

Greg Buckley called the meeting to order at 5:30 PM.

2. ROLL CALL

Present (Plan Commission): Greg Buckley, Rick Inman, Kay Koach, Kristin Lee, Matt Heckenlaible, and Adam Wachowski.

Present (City Council): Mark Bittner, Bill LeClair, Darla LeClair, Tim Petri, Bonnie Shimulunas, Scott Stechmesser, and Adam Wachowski.

Excused: Doug Brandt and Shannon Derby.

Also Present: Joe Bronoski, Basudev Adhikari, Aryan Karki, Tracey Koach and Recording Secretary Adam Taylor.

3. ACTION ITEMS

A. Request for a Conditional Use Permit for assisted living, congregate housing, and a residential care facility for the elderly located at 2500 Garfield Street, in the IPF Institutional/Public Facilities District, submitted by NHS 1 Hamilton Drive LLC (applicant and owner).

A new owner has taken ownership of the Northland Lodge Facility property; therefore, a new conditional use permit is required.

A motion was made to recommend the Conditional Use Permit to the City Council.

Motion made by Wachowski, seconded by Koach.

Roll Call Vote:

Voting Yea: Buckley, Inman, Koach, Lee, Heckenlaible, Wachowski.

Motion Carried

B. Review of Site and Architectural Plan for the construction of a Planned Unit Development (PUD) for a residential development at 3000 Forest Avenue, submitted by Quasius Construction, Inc.

The proposed project includes two multi-family apartment buildings with attached garages. Each building is three stories consisting of (8) one-bedroom units and (18) two-bedroom units. There are fifteen (15) single-stall garages and one parking stall in front of the designated garage in each building. Additional parking spaces are provided in the parking lot.

Updated plans were submitted following the discussion at the November Plan Commission meeting. Most notably there were changes to the site plan and landscaping plan. The site will include landscape features in the space between the parking lot and the right of way. There will also be a meandering sidewalk that will be both in the public right-of-way and on private property. The plans contained updated curbing to better delineate the driving and parking areas.

A motion was made to recommend approval of the plan to City Council with the following conditions:

--Written concurrence from the owner and tenant of the adjacent Dollar General Store at 3022 Mishicot Road that the Site Plan as Approved by the Plan Commission is acceptable to each of those parties.

--Provision of permanent easements, in a form acceptable to the City, to allow for the placement of public sidewalks as shown on the Site Plan, to the extent that such sidewalks, to be installed and maintained at the expense of the Developer, are located on private property.

Motion made by Wachowski, seconded by Heckenlaible.

Roll Call Vote:
Voting Yea: Buckley, Inman, Koach, Lee, Heckenlaible, Wachowski.
Motion Carried

4. ADJOURNMENT

Motion to adjourn at 5:58 PM.

Plan Commission:
Motion made by Koach, seconded by Inman.
Motion approved by voice vote, with all members voting in favor.

City Council:
Motion made by D. LeClair, seconded by B. LeClair.
Motion approved by voice vote, with all members voting in favor.

Respectfully submitted, Adam Taylor, Recording Secretary



**TWO
RIVERS**
WISCONSIN

ADVISORY RECREATION BOARD MEETING

Wednesday, December 11, 2024 at 6:00 PM

Koska Room - Community House
1520 17th Street, Two Rivers, WI 54241

MINUTES

1. ROLL CALL

Board Members: Daniel Cortte, Brian Gallagher, Travis Kadow, Erin Lamal, Robert Reed Jr., Jason Scharping, Dorothy Tinkham Delo, Adam Wachowski-Council Rep, Scott Stechmesser-Council Rep

PRESENT

Council Rep Adam Wachowski
Robert Reed
Erin Lamal
Jason Scharping
Travis Kadow
Dorothy Tinkham Delo

ABSENT

Council Rep Scott Stechmesser
Daniel Cortte
Brian Gallagher

2. APPROVAL OF MINUTES

Motion made by Robert Reed, Seconded by Jason Scharping.

3. CORRESPONDENCE - None

4. COMMENTS FOR THE PUBLIC (Limited to 3 minutes each) - None

5. NEW BUSINESS

A. Review of Neshotah Beach food truck policy

The current Food Truck Ordinance does not include fees or specific parking areas. The new policy would include a \$250 fee that would cover May 25 - Sept 7. Food Truck Vendors would need to park in designated areas. Spaces would be reserved on a first come first serve basis.

Motion made by Dorothy Tinkham Delo, Seconded by Travis Kadow to approve the new policy with the added changes to add black out dates for special events booked before May 25, and reconfiguration of parking spaces. The motion passed with the proposed changes.

6. OLD BUSINESS

Mike Mathis will be researching matting to put down for vehicles to drive over the beach area itself out to the Jet ski launch area.

7. OTHER BUSINESS - None

8. DIRECTOR'S REPORTS

A. Program and Event Updates

Senior Center - The Senior Center recently hosted several successful events, including a Health Fair that drew over 300 attendees, an evening Cork & Canvas event, and a Thanksgiving Dinner that served more than 100 people. In addition to these special occasions, the center continues to provide a variety of ongoing activities, such as Trust Car rides and regular meal deliveries, ensuring consistent support for the community.

Recreation Programs – We continue to offer a wide range of high-quality, well-attended youth programs, including softball clinics, dance classes, and a newly introduced youth basketball program. For adults, the center provides engaging activities such as multiple yoga classes and pickleball punch cards. Looking ahead to 2025, our Paddling Programs are progressing with the addition of 17 kayaks, the hosting of an adaptive paddling workshop, and the launch of a series of kayak programs. Additionally, the golf simulator is fully operational and available for rentals, with a recent feature in the HTR showcasing its success.

Special Events - We've already raised over \$15,000 in sponsorships for the 2025 concert series! The lineup includes 6 Bands on the Beach and 14 Concerts in the Park. The Friday Night Live concert series is also in the works, with 10 bands expected to perform. Holiday events are in full swing, featuring the Central Park East Christmas Tree Decorating Contest, Letters to Santa, and preparations for the Cool City Christmas on December 14, offering fun for the entire family.

B. Parks & Facilities Updates

A lot of winterizing has been completed at the parks, including the closure of bathrooms, fish cleaning stations, fountains, and the splash pad. Snow fencing has also been installed at the beach. In preparation for the holiday season, downtown has been decorated, the ice rink installed, and Cool City Christmas preparations are underway. At Paddlers Park, nine new trees were planted, and final touches were made on the golf simulator. Picnic Hill has undergone a cleanup, with tree removal and the installation of 10 new concrete pads for the Disc Golf course. Additionally, the Vietnam Park dugout was torn down due to arson, and the recrowning of Red Field was completed.

C. Planning & Grants Updates

Grants - Several new grants will enhance our community's parks and recreational spaces: a \$100,000 grant from the West Foundation, along with \$20,000 from the Room Tax Commission, will fund the installation of new climbing equipment at Neshotah Park. This will feature Wisconsin's first-ever climbing wall and bamboo forest of its kind! Additionally, a \$25,000 Urban Forestry Grant for 2025 will support forestry education, events, and tree planting and care initiatives. Lastly, a \$3,000 Packers Foundation Grant will help build a new dugout on the gold field at Vietnam Park, in partnership with TRHS construction and art classes.

Planning - The 2025 approved Capital Improvements will focus on several key upgrades across our facilities. These include the replacement of the Neshotah Beach tractor and lawnmowers, as well as the installation of new windows in the Senior Center offices. The gym will receive a new stage curtain and window coverings, while the rotary pavilion will be fitted with new cover fabric. Playground repairs and mulch replenishment will also be completed, along with concrete and wood repairs at the JC shelter. Additionally, warning tracks will be installed at Vietnam fields, and audio/visual equipment improvements will be made to the Behringer Room.

A storage building has been acquired by the City that Parks & Rec has been able to utilize for much needed storage.

*See attached slideshow for details and pictures.

9. ITEMS FOR FUTURE ADVISORY RECREATION BOARD MEETINGS

Additional Recreation Board members needed.

10. NEXT MEETING

January 8, 2025

11. ADJOURNMENT

Motion made by Dorothy Tinkham Delo, Seconded by Travis Kadow.

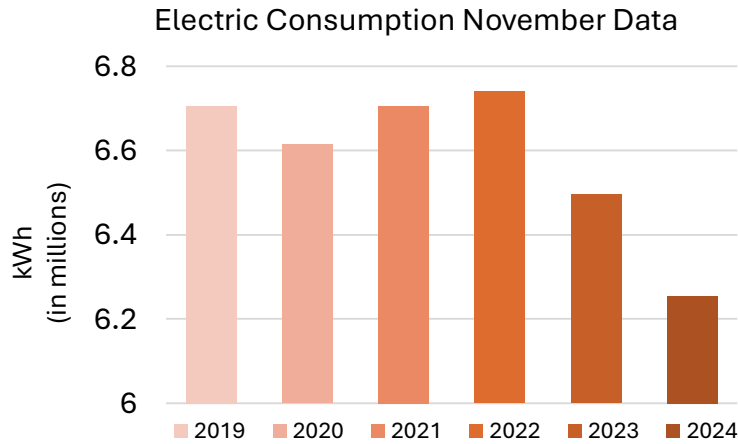
Respectfully submitted by:
Laura Hoag

Electric Department December 2024 Report

Electric Consumption in kWh (November Data):

| 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
|-----------|-----------|-----------|-----------|-----------|-----------|
| 6,706,865 | 6,613,165 | 6,704,864 | 6,739,856 | 6,495,097 | 6,255,286 |

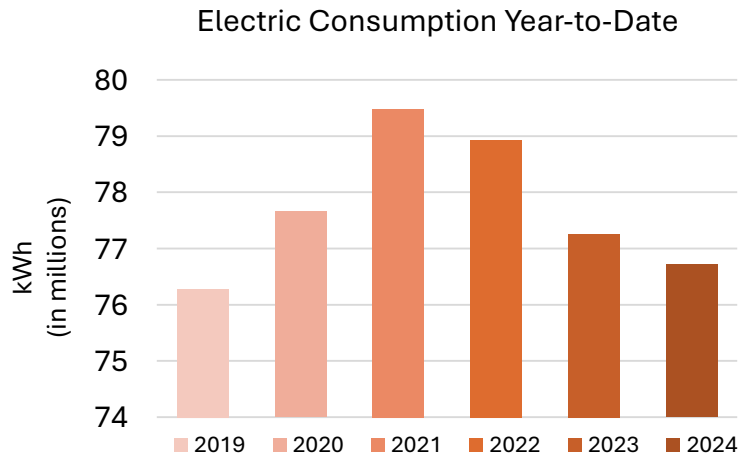
% Change from 2019-2024: -7.22% % Change from 2023-2024: -3.83%



Year-to-Date

| 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
|------------|------------|------------|------------|------------|------------|
| 77,281,067 | 77,653,050 | 79,482,394 | 78,934,572 | 77,255,179 | 76,716,470 |

% Change from 2019-2024: 0.57% % Change from 2023-2024: -0.70%





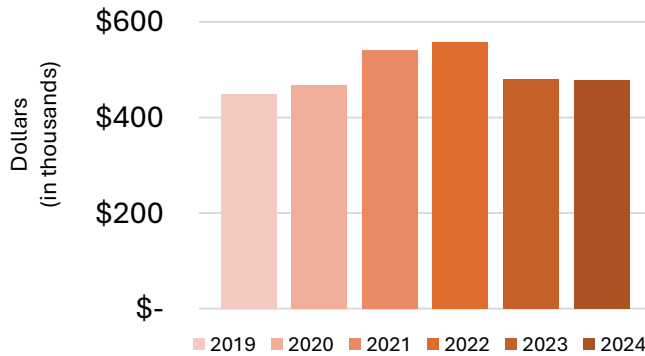
Electric Department December 2024 Report

Section 11, Item C.

Cost of Electricity Purchased in Dollars (November Data):

| 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
|---------------|---------------|---------------|---------------|---------------|---------------|
| \$ 448,393.26 | \$ 466,240.90 | \$ 539,880.72 | \$ 557,242.04 | \$ 480,002.70 | \$ 477,457.87 |

Cost of Electricity Purchased
November



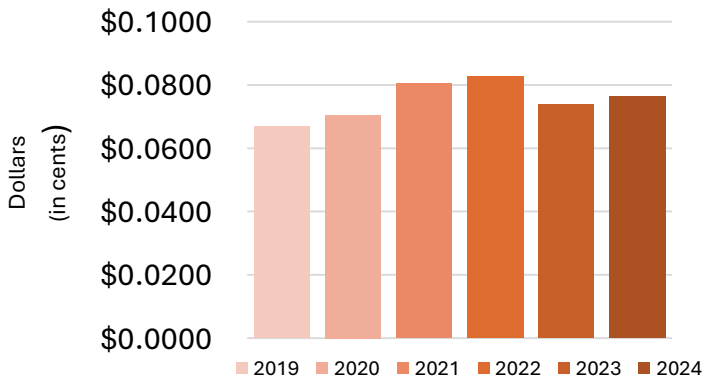
Cost of Electricity per kWh:

| 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
|----------|----------|----------|----------|----------|----------|
| \$0.0669 | \$0.0705 | \$0.0805 | \$0.0827 | \$0.0739 | \$0.0763 |

% Change from 2019-2024: 12.41%

% Change from 2023-2024: 3.18%

Cost of Electricity per kWh November



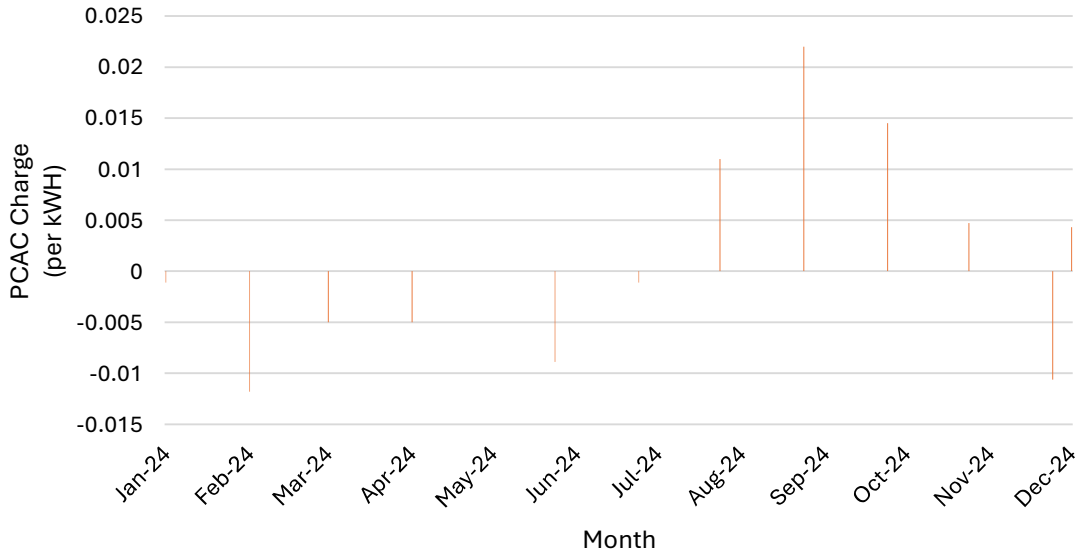


Electric Department December 2024 Report

Power Cost Adjustment Clause

| Month | PCAC/FAC Charge (per kWh) | Average Monthly Bill |
|----------------|---------------------------|----------------------|
| January | -0.0011 | \$72.20 |
| February | -0.0118 | \$65.78 |
| March | -0.0050 | \$69.86 |
| April | -0.0050 | \$69.86 |
| May | -0.0089 | \$67.52 |
| June | -0.0011 | \$72.20 |
| July | 0.0110 | \$79.46 |
| August | 0.0220 | \$86.06 |
| September | 0.0145 | \$81.56 |
| October | 0.0047 | \$75.68 |
| November | -0.0106 | \$66.50 |
| December | 0.0043 | \$75.44 |
| Average | 0.001083 | \$73.51 |

PCAC



Average Bill Annually

| 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
|---------|---------|---------|---------|---------|---------|
| \$68.07 | \$69.15 | \$72.31 | \$78.70 | \$74.80 | \$73.51 |

October - Large Work Orders in progress:

- Northend – Pole & regulator replacements
- City Wide – Meter upgrades and testing
- City Wide – Installations of URD services
- Washington Street – Holiday decorations, lights and repairing outlets

| Outage/Callouts | Location | Duration | Cause if known |
|-----------------|---------------------------------|----------|-----------------------|
| 11/02/2024 | 1000 Blk of 22 nd St | N/A | Car vs. Pole Accident |
| 11/28/2024 | Eggers Drive | N/A | Emergency Locate |

| Work Completed by Electrical Inspector & Electric Meter Technician | |
|--|----|
| Number of Service Upgrades/Changes | 12 |
| Number of Electric Meters Installed | 3 |
| Total Number of Electric Meters Tested | 0 |
| Service Disconnects & Reconnects (Normal Hours) | 6 |

TWO RIVERS UTILITIES' ANNUAL COMMUNITY FOOD DRIVE

Donation made to TREP



Magee Elementary School Winners!



Winner of electric scooter was Maverick & winners of \$25 gift card to Amazon were Meea, Rylee, Beau, & Mackayla!

Koenig Elementary School Winners!



Winner of electric scooter was Madi & winners of \$25 gift card to Amazon were Kaden, Jessica, Isla, & Carter!



50" Smart TV- Winner Eldona!



Cordless Drill/Impact Combo Kit
Winner Bob!



Energy Star Dehumidifier
Winner Janet!

INSPECTIONS DEPARTMENT

**MONTHLY SUMMARY
NOVEMBER 2024**

| | Permits Issued | | Permit Revenue | | Project Value | | Inspections | | |
|------------------------|----------------|------------|----------------|----------------|------------------|-------------------|-------------|------------|--------------|
| | Month | YTD | Month | YTD | Month | YTD | Type | Month | YTD |
| Building (residential) | 22 | 256 | 5,756 | 45,973 | 957,194 | 6,875,262 | Bldg | 30 | 392 |
| Building (commercial) | 3 | 30 | 8,040 | 32,730 | 801,986 | 5,646,777 | Elec | 15 | 159 |
| Electrical | 9 | 273 | 735 | 19,035 | 26,230 | 1,078,135 | Heating | 20 | 131 |
| Heating | 15 | 168 | 860 | 13,052 | 106,734 | 3,058,870 | Plumbing | 21 | 163 |
| Home Occupation | 1 | 1 | 50 | 50 | - | - | Misc | 17 | 124 |
| Moving | - | 1 | - | 50 | - | 6,790 | Sign | - | 310 |
| Plumbing | 16 | 146 | 2,275 | 20,714 | 99,563 | 2,338,151 | | | |
| Sign | 1 | 18 | 50 | 1,200 | 75 | 144,608 | | | |
| Tank | - | - | - | - | - | - | | | |
| Wrecking | - | 6 | - | 845 | - | 100,000 | | | |
| Totals | 67 | 899 | 17,766 | 133,649 | 1,991,782 | 19,248,593 | | 103 | 1,279 |

| YTD Comparison | Permits Issued | | Permit Revenue | | Project Value | |
|-----------------|----------------|------------|----------------|----------------|-------------------|-------------------|
| | 2024 | 2023 | 2024 | 2023 | 2024 | 2023 |
| Building | 286 | 261 | 78,703 | 119,894 | 12,522,039 | 15,222,041 |
| Electrical | 273 | 200 | 19,035 | 16,001 | 1,078,135 | 3,655,668 |
| Heating | 168 | 180 | 13,052 | 15,551 | 3,058,870 | 2,871,566 |
| Home Occupation | 1 | - | 50 | - | - | - |
| Moving | 1 | 2 | 50 | 100 | 6,790 | 4,000 |
| Plumbing | 146 | 209 | 20,714 | 26,920 | 2,338,151 | 2,573,652 |
| Sign | 18 | 15 | 1,200 | 800 | 144,608 | 20,741 |
| Tank | - | - | - | - | - | - |
| Wrecking | 6 | 13 | 845 | 1,316 | 100,000 | 116,110 |
| Totals | 899 | 880 | 133,649 | 180,582 | 19,248,593 | 24,463,778 |

Other Activities

- Received and responded to requests for information from the general public and staff
- Prepared agenda packet and minutes for Plan Commission & Board of Appeals meetings
- Prepared notices, ordinances & related documents for public hearings

**Lester Public Library
Director's Report
November 2024**

News

- There was a roof leak repaired November 8. Great Lakes Roofing found the area in need of repair, the seal around the penthouse area. Once resealed, there has not been any issues with further leaks. The repair was a \$1479.00 unexpected expense, the library did receive a \$500.00 'good customer' discount.
- The library hosted a Wayzgoose pre-conference workshop, Friday, November 8, entitled Animated Wood Type, with David Wolske. Wayzgoose is the annual conference of the Hamilton Wood Type and Printing Museum.
- Terry Ehle, Youth Coordinator, was honored as the Wisconsin Library Association Librarian of the Year at the annual Awards Ceremony in Green Bay. There were 15 people in attendance including her Lester Public Library colleagues, Library Board members, Library Foundation Board members, and the Two Rivers Parks and Recreation Director and his wife.
- Terry Ehle visited the WFRV CBS Green Bay affiliate's morning show to honor her Wisconsin Librarian of the Year Award, November 6. Terry was interviewed at the library by WGBA NBC affiliate to honor her Wisconsin Librarian of the Year Award, November 12.
- Thanks to the Lester Public Library Board of Trustees, library staff participated in an evening of art, snacks, and having a good time at the new Inky Blues Community Art Center here in Two Rivers. The new Art Center is the brainchild of former library employee, Samala Buechler.
- The Gales of November Series kicked off November 11 with "The Wreck of the Edmund Fitzgerald" with 95 in attendance. Chris Hamburg, Adult Services Coordinator arranged this series.
- November 12 all of the first grade students from Magee came for a field trip to the library. We are hoping to make this an annual event. The goal is simple: students and their families at the library as often as possible. Because we *know* that kids who regularly use the library tend to perform better academically and develop a stronger love for reading. It was an introduction for many students about what we offer at the library. And 60 (42 new!) out of the 72 students now have library cards. We gave each student a library card holder and lanyard along with a First Grade Super Library User sheet. Each sheet has 14 areas that can be stamped. Each time they visit the library and participate in an activity (check out a book; play in the dramatic play area; go on a StoryWalk®; etc.) they will receive a star stamp at the front desk. If they get ten stamps they can pick a book from the prize wall.

Library Foundation – No Report

Library Legislation – No Report

Activities

- 11/04/24 – Two Rivers City Council Meeting
- 11/05/24 – Lester Public Library Management Team Meeting
- 11/07/24 – Two Rivers Business Association Meeting
- 11/07/24 – Wisconsin Library Association Annual Awards Ceremony, Green Bay
- 11/09/24 – Staff Fun Night at Inky Blues Community Art Center in Two Rivers
- 11/12/24 – Lester Public Library Board of Trustees Meeting
- 11/14/24 – Attended the EAB presentation ‘Birding at Home’
- 11/18/24 – Two Rivers City Council Meeting
- 11/20/24 – Met with City Manager Greg Buckley, Parks and Rec Director Mike Mathis in relation to City landscaping
- 11/20/24 – Met with a multi-departmental meeting to discuss city wide marketing initiatives. Terry Ehle, Youth Services Coordinator and Sally Taylor, Public Relations Specialist were also in attendance.
- 11/20/24 – Attended the Manitowoc Calumet Library System Board Meeting Virtually
- 11/21/20 – Introduced the ‘Shipwrecks of Rawley Point’ program
- 11/25/24 – Help Desk Shift
- 11/25/24 – City Council Work Session and Budget Hearing
- 11/26/24 – Met with David Pennefeather, President, Lester Public Library Board of Trustees

Jeff Dawson, Director, Lester Public Library 12/2/2024

Parks and Recreation

Hamilton Community House
1520 17th Street
Two Rivers WI 54241-0087
Office (920) 793-5592
Senior Center (920) 793-5596



Date: December 6, 2024
To: Greg Buckley
CC: City Council, Recreation Staff, Recreation Board
From: Mike Mathis
Subject: November 2024 Parks and Recreation Department Report

Senior Center

- TRUST Car Rides: 347
- Meals Delivered: 1,265
- Volunteer Hours: 1199 (108 for Thanksgiving)
- Thanksgiving meal had over 100 people served.
- Developing and reviewing policies and procedures to renew our accreditation.
- Heather Ihlenfeldt was recognized as one of Manitowoc County's Future 15 young professionals.



Recreation and Event Activities

- 21 girls completed our first softball clinic for 3rd - 8th grade.
- 21 girls signed up for December softball clinic.
- 21 punch cards sold for open gym pickleball.
- 20 participants in our Slow Flow Yoga Class (Late Fall Session).
- Golf simulator reservations are picking up and Herald Times Reporting will be writing an article about it.
- We took advantage of Black Friday to purchase youth sports equipment with our donation supported Youth Sports Equipment Fund.
- Ice skate rentals started this month during the Christmas parade.
- Mike Mathis was recognized as one of Manitowoc County's Future 15 young professionals.
- Delivered presentations for Two Rivers Rotary, Northeast Wisconsin Paddlers, and the Wisconsin Shipwreck Coast Marine Sanctuary about our kayaking efforts and promotion of outdoor recreation.
- Submitted a proposal for a tree planting and education grant in partnership with Grace Congregational Church.
- Hosted first ever downtown Christmas tree decorating contest. Sponsored by Sprang's Tree Farm.



Cemeteries, Forestry, Parks, and Maintenance

- Central Park West synthetic ice-skating loop installed for the season.
- We received a \$3,000 grant from the Packers Foundation to build dugouts on one of our little league fields.
- We completed decorating Central Park and downtown in partnership with other city departments.
- The city took possession of the storage building located on former Egger's property along the East Twin River. We have begun storing equipment and trucks in the building.

**NOVEMBER
2024**

**PUBLIC WORKS
MONTHLY
REPORT**



**TWO
RIVERS**
WISCONSIN

ENGINEERING

SANDY BAY HIGHLANDS PHASE 3

Sanitary sewer and laterals, water main and services, and storm sewer laterals have been installed in the first portion of the subdivision. The contractor fell behind with grading and graveling due to rain followed by the long holiday weekend. They are hoping to grade and gravel the first portion of the subdivision by the end of the first week of December and then transitioning back to underground utility work.



2025 RECONSTRUCTION UPDATE

The project for the reconstruction of a portion of Harbor Street, 16th Street and Emmet Street is in the survey and design phase. We are hoping to have plans in early 2025.

ENGINEERING cont'd

2024-2025 LEAD SERVICE LATERAL PROJECT UPDATE

As of November 30th, the following have been completed:

- Public side water services: 53 of 300
- Private side water services: 3 of 200
(Note: only 1 property over \$2,500)
- Sanitary laterals within ROW: 32 of 200
- Sanitary laterals outside of ROW: 1 of 200

Currently, all pavement restoration has been completed on 34th Street, 33rd Street and 32nd Street. No additional pavement replacement is expected this year due to weather and frost. One service was replaced on Garfield Street under contract due to medical issues.

PUBLIC WORKS

LEAF COLLECTION

The official last day for leaf collection was November 27, 2024. As anticipated, a lot of leaves were raked to the street over the long holiday weekend. Public Works crews were out the week of December 2nd and completed multiple sweeps of the entire city. Public Works crews collected 163 loads which is 3,032 cubic yards of material.

Equipment has now been removed from trucks in preparation of the winter season.

SNOW SEASON

Staff is in the process of preparing snow equipment for the upcoming season. Inlets will be marked and sand barrels will be out in the near future.



| 2024 Public Works/WWTP Tracking | | | 2024 | | | Section 11, Item C. | |
|---|--|---------------------------------------|----------------|-----------------|---------------------|---------------------|---------------------|
| | | | October | November | Year-to-Date | November | Year-to-Date |
| ENGINEERING 2024 | | | | | | | |
| | | Landfill Leachate Pumpage (gallons) | 605,210 | 625,907 | 8,351,544 | 322,801 | 6,305,110 |
| scott | | Precipitation | 3.19 | 2.88 | 32.13 | 0.62 | 27 |
| sue | | Number of Encumbrance property checks | 28 | 26 | 271 | 24 | 240 |
| scott/bill | | Digger's Hotline Locates | 113 | 57 | 1154 | 42 | 982 |
| STREET DIVISION 2024 (Manhours) | | | October | November | Year-to-Date | November | Year-to-Date |
| 53200 | | Shop/Vehicle Maintenance | 523.50 | 782 | 7,216 | 515 | 6,458 |
| 53300 | | Street Maintenance | | | 214 | 27 | 619 |
| 53310 | | Street Cleaning | 33.75 | 8 | 884 | 27 | 577 |
| 53320 | | Street Signs/Painting | 110.50 | 28 | 1,415 | | 1,131 |
| 53330 | | Snow & Ice | | 14.5 | 1,551 | 5 | 2,602 |
| 53337 | | PT Snowplowers | | | | | 71 |
| 53380 | | Bridge - maintenance | 7.00 | | 10 | | |
| 53381 | | 17th Street Bridge opening | | | 222 | | 257 |
| 53620 | | Refuse/Garbage | | | | | 1 |
| 53625 | | Recycling/Leaf Collection | 212.50 | 772.5 | 1035 | 690.5 | 1,066 |
| 53640 | | Weed Cutting | 3.00 | | 362 | | 197 |
| 53650 | | Work for Others | 329.50 | 183 | 4,165 | 11 | 3,666 |
| 53700 | | Landfill Maintenance | | 12 | 26 | | 126 |
| 53710 | | Landfill Sampling | 6.00 | | 17 | | 13 |
| ***** | | PBS Sewers | 2 | 3 | 33 | 1 | 33 |
| ***** | | Salted Streets | | 1 | 9 | 1 | 21 |
| ***** | | Plowed all city streets | | | 10 | | 6 |
| ***** | | Open 17th Street Bridge | | | 282 | | 379 |
| WASTEWATER UTILITY 2024 | | | October | November | Year-to-Date | November | Year-to-Date |
| | | Wastewater Treated, Gallons | 48,706,000 | 60,809,000 | 770,265,000 | 55,197,000 | 720,357,000 |
| | | MONTHLY AVERAGE: Daily Flow, Gallons | 1,571,000 | 2,027,000 | 2,273,182 | 1,840,000 | 2,154,636 |
| | | MONTHLY AVERAGE: Daily BOD, Lbs. | 3,229 | 4,073 | 4,480 | 4,021 | 4,098 |
| Plant Discharges (MONTHLY AVERAGE) | | | | | | | |
| | | Biological Oxygen Demand (BOD), mg/l | 7.3 | 5.9 | 7.50 | 11.1 | 11.45 |
| | | Suspended Solids, mg/l | 5.2 | 4.8 | 5.25 | 9.5 | 7.17 |
| | | Ammonia, mg/l | 0.33 | 0.19 | 0.41 | 0.44 | 0.84 |
| | | Phosphorus, mg/l | 0.28 | 0.5 | 0.28 | 0.33 | 0.33 |
| | | Fecal Coliform, per 100ml | 57 | 55 | 43 | 13 | 60.36 |
| | | pH, Min (6.0) | 6.9 | 6.9 | 7.0 | 6.8 | 6.84 |
| | | pH, Max (9.0) | 7 | 7.3 | 7.1 | 7.1 | 7.05 |
| Chemicals | | | | | | | |
| | | Polymer, Gallons | 88 | 88 | 968 | 88 | 968 |
| | | Ferric Chloride, Gallons | 2,539 | 2,430 | 26,653 | 2,548 | 26,174 |
| P&Fonly | | Chemical Purchases for the month | \$ - | \$ 11,176.75 | \$ 92,209.25 | | \$ 90,260.30 |
| | | Mishicot Payment to City | \$ 4,927.89 | \$ 6,109.27 | \$ 83,634.16 | \$ 5,867.65 | \$ 77,832.56 |
| | | Emergency call-ins | 6 | 3 | 30 | | 20 |



Two Rivers
November 2024

Prepared By: Patrick Murphy – MEUW Regional Safety Coordinator

SAFETY REPORT

ACCOMPLISHMENTS

1. Training

- Seasonal Safety (winter)

2. Audits/Inspections

Electric warehouse informal inspection, 3 findings all corrected onsite

Blocked electrical panel

Blocked fire extinguisher

Extension cord being used as “temporary” permanent wiring

3. Compliance/Risk Management

2024 program review completed

Mutual Aid guidance document (in progress)

GOALS AND OBJECTIVES

1. Training

- Jeopardy annual review

2. Audits/Inspections

None scheduled for December

3. Compliance/Risk Management

- Promote EOC familiarization, meetings/citywide tabletop (future)
- Continue to promote good investigation and root cause analysis for all incidents.
- Promote incident and near miss reporting
- Stop the Bleed kits to be added to city vehicles with a need (ongoing)

Nov-24 CITY OF TWO RIVERS
 ULTRAFILTRATION FACILITY MONTHLY OPERATING REPORT

ULTRAFILTRATION MEMBRANE FACILITY PRODUCTION

| | |
|--------------------------------|-----------------------------|
| TOTAL PRODUCTION | <u>27,564,290</u> GAL/MONTH |
| LESS BACKWASH WATER | <u>3,648,900</u> GAL/MONTH |
| WATER TO CITY | <u>23,915,390</u> GAL/MONTH |
| MAX. DAILY WATER PRODUCTION | <u>1,226,030</u> GAL/DAY |
| MIN. DAILY WATER PRODUCTION | <u>811,020</u> GAL/DAY |
| AVERAGE DAILY WATER PRODUCTION | <u>918,810</u> GAL/DAY |

| | |
|------------------|---------------------------|
| TOTAL PRODUCTION | <u>27564290</u> GAL/MONTH |
| WATER TO CITY | <u>23915390</u> GAL/MONTH |

PUMP OPERATION

LOWLIFT PUMPS

| 1 | 2 | 3 | |
|------|------|------|--------|
| 240 | 240 | 236 | HR/MO |
| 8.00 | 8.00 | 7.87 | HR/DAY |

HIGHLIFT PUMPS

| 1 | 2 | 3 | 4 | |
|------|------|-------|------|--------|
| 0 | 0 | 694 | 24 | HR/MO |
| 0.00 | 0.00 | 23.13 | 0.80 | HR/DAY |

USED FOR PRODUCTION ONLY

CHEMICAL USAGE

PRE MEMBRANE HYPOCHLORITE
 POST SODIUM HYPOCHLORITE
 RESERVOIR HYPOCHLORITE
 50% SODIUM HYDROXIDE
 ORTHOPHOSPHATE
 FLUORIDE

| POUNDS USED | PMG | PPM |
|-------------|------|------|
| 2317.5 | 0.08 | 0.00 |
| 2537.5 | 0.09 | 0.00 |
| 317.2 | 0.01 | 0.00 |
| 0.0 | 0.00 | 0.00 |
| 1448.4 | 0.06 | |
| 638.9 | 0.03 | 0.00 |

RESERVOIR OPERATIONS

HOURS OF OPERATION

PUMP HOURS PER MONTH

| HR/MONTH | | | |
|----------|--------|--------|-------|
| PUMP 7 | PUMP 8 | PUMP 9 | TOTAL |
| 336 | 0 | 384 | 720 |

TOTAL GALLONS PUMPED PER MONTH

MAXIMUM GALLONS PER DAY

MINIMUM GALLONS PER DAY

AVERAGE GALLONS PER DAY

| | |
|------------------|-----------|
| <u>7,143,000</u> | GAL/MONTH |
| <u>275,000</u> | GAL/DAY |
| <u>195,000</u> | GAL/DAY |
| <u>238,100</u> | GAL/DAY |

REPORT PREPARED BY

Garret Wachowski 

DATE

12/4/2024



Tourism Director's Report November 2024

Marketing

- Completed Hike, Bike & Paddle Two Rivers brochure, map and webpage. URL <https://www.exploretworivers.com/explore/page/hike-bike-paddle>
- Continued work with Travel Wisconsin to update the Two Rivers landing webpage, local attractions and events listings.
- Completed application for CO-OP purchase of advertising through Travel Wisconsin for ads in spring/summer and fall/winter.
- Continued daily social media posts.
- Added Wedding Expo Weekend page to ExploreTwoRivers.com to promote that event in March of 2025. URL <https://www.exploretworivers.com/explore/page/2025-wedding-show-weekend>

Community Outreach

- Sent a quarterly newsletter to all short-term rental owners and operators that included:
 - o Introduction and update letter from the Tourism Director.
 - o Updated Short-Term Rental Application.
 - o Invitation to learn more about the upcoming NFL Draft on December 16, 2024.
 - o Room Tax Revenue dashboard YTD ending the Q3 of 2024.
 - o Reviewed and updated by-laws.
 - o Increased membership fees to \$750 for Harbor Cities.
- Attended the Wisconsin Fall Conference on Tourism hosted by Destinations Wisconsin. I volunteered at the membership table for Circle Wisconsin and attended the Membership Committee meeting for Destinations Wisconsin.
- Attended TRBA and Mishicot Business Association meeting.
- Continued work with TRBA, Chamber of MTWC Co., Progress Lakeshore and Visit Manitowoc on a Business Expo in March 2025.
- Met with the representative from Lakeshore Ice Age Trail Chapter to debrief about the Mammoth Hike Challenge which ran the month October in 2024.

Government

- Attended NOAA – Shipwreck Sanctuary Advisory Committee meeting and gave a brief presentation. Updated ExploreTwoRivers.com to include a landing page for the Sanctuary and to direct visitors to the Sanctuary's webpage for more information.





EXPLORE
**TWO
RIVERS**
WISCONSIN

TOURISM DIRECTOR

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

Section 11, Item C.

Activities

11/4/2024 – Attended City of Two Rivers Common Council Meeting.

11/07/2024 – Two Rivers Business Association meeting.

11/07/2024 – Parks and Recreation and Explore Two Rivers monthly meeting.

11/11/2024 – Reviewed final draft of 2025 Visitor Guide with Visit Manitowoc staff team.

11/12/2024 – Met with Sepia Chapel and Event Venue to review marketing plan for the 2025 Lakeshore Wedding Expo

11/13/2024 – Mishicot Business Assoc. meeting.

11/13/2024 – Met with Lakeshore Chapter of Ice Age Alliance.

11/13/2024 – Attended Two Rivers City Director's meeting.

11/14 – 11/15/2024 – Attended State of Wisconsin Fall Tourism Conf. hosted by Destinations Wisconsin.

11/18/2024 – Met with Fox Cities Stadium to review data from the 2024 Explore Two Rivers promotions.

11/18/2024 - Two Rivers City Council meeting.

11/19/2024 – Small group meeting to discuss ideas for future Mammoth Hike Challenge activities. Items discussed were Mammoth Fest, mammoth public art project, and Mammoth Hike Scavenger Hunt on the Ice Age Trail.

11/20/2024 – City of Two Rivers multi-department Marketing Meeting.

11/21/2024 – NOAA – Shipwreck Coast Advisory Committee Meeting.

11/22/2024 – Met with three local business about supporting the 4th of July Celebration and 2025 Concert Series. Sponsorship discussion and the impact these events have on our tourism economy.



| Check Issue Date | Check Number | Payee | Description | Invoice GL Account | Invoice Number | Invoice Amount |
|------------------|--------------|--------------------------------------|--|--------------------|-------------------------|----------------|
| 11/08/2024 | 138096 | Sherman, Glenda | Refund/Oneida Casino Trip 8/29/24 | 250-55150-3300 | 4/16/2024 | 30.00- |
| Total 138096: | | | | | | 30.00- |
| 11/12/2024 | 138690 | State of Wisc Dept of Administration | Public Benefit Fees FY25 Q1 | 660-29253 | 505-0000095107 | 12,593.49- |
| Total 138690: | | | | | | 12,593.49- |
| 11/07/2024 | 138753 | 4 K's Pest Control LLC | Pest Control for 1 Year - Water | 650-59665-2900 | 10/30/24 CITY OF TR WAT | 600.00 |
| 11/07/2024 | 138753 | 4 K's Pest Control LLC | Pest Control for 1 Year - Electric | 660-59923-2902 | 10/30/24 CITY OF TR ELE | 1,200.00 |
| Total 138753: | | | | | | 1,800.00 |
| 11/07/2024 | 138754 | Accurate Appraisal LLC | Nov 2024 Services | 100-51530-2130 | 5002 | 5,350.00 |
| Total 138754: | | | | | | 5,350.00 |
| 11/07/2024 | 138755 | ADRC of the Lakeshore | Reimburse ADRC for Oct 2024 Congreg | 250-23150 | 10/31/24 | 513.20 |
| Total 138755: | | | | | | 513.20 |
| 11/08/2024 | 138756 | Amazon Business - Debit Memo | Supplies - Fire | 100-52200-3850 | 1N4Q-N4KW-14RM | .00 |
| 11/07/2024 | 138756 | Amazon Business - Debit Memo | Supplies - Fire | 100-52210-2410 | 171F-9M9N-9DF4 | .00 |
| 11/08/2024 | 138756 | Amazon Business - Debit Memo | Supplies - PD | 100-52100-3100 | 1NTF-XQQY-1MF7 | .00 |
| 11/08/2024 | 138756 | Amazon Business - Debit Memo | Supplies - PD | 100-52100-3100 | 1N3L-3T9C-XRLJ | .00 |
| 11/07/2024 | 138756 | Amazon Business - Debit Memo | Supplies - Senior Center | 250-55150-3900 | 1VL9-FDW7-7LH9 | .00 |
| Total 138756: | | | | | | .00 |
| 11/08/2024 | 138757 | Ambrosius Concrete Supplies In | Fencing for South Tower | 650-19107 | 2137 | .00 |
| Total 138757: | | | | | | .00 |
| 11/07/2024 | 138758 | American Messaging | Acct U1-850398 Service 11/1/24-10/31/2 | 660-59921-2200 | U1850398YK | 148.85 |
| Total 138758: | | | | | | 148.85 |
| 11/07/2024 | 138759 | Anixter Inc. | Sling Pole Grip - Elec | 660-59593-3900 | 6206286-00 | 84.16 |
| Total 138759: | | | | | | 84.16 |

| Check Issue Date | Check Number | Payee | Description | Invoice GL Account | Invoice Number | Invoice Amount |
|------------------|--------------|------------------------------|---|--------------------|----------------|----------------|
| 11/07/2024 | 138760 | AnSer Services | After hours answering service Nov 2024- | 660-59588-2900 | 6502-110124 | 548.31 |
| Total 138760: | | | | | | 548.31 |
| 11/07/2024 | 138761 | Aring Equipment Exchange | Accelerator Pedal - DPW | 100-16120 | 908483 | 715.84 |
| Total 138761: | | | | | | 715.84 |
| 11/07/2024 | 138762 | Ball Auto & Truck Parts Inc | Filter, Oil & Battery - WWTP | 690-59834-3900 | 352865 | 284.96 |
| 11/07/2024 | 138762 | Ball Auto & Truck Parts Inc | Battery - WWTP | 690-59833-3900 | 353064 | 199.99 |
| Total 138762: | | | | | | 484.95 |
| 11/07/2024 | 138763 | Batavia Services Inc | 2024 Annual Ladder Inspections | 280-55110-2410 | 91319 | 2,287.75 |
| Total 138763: | | | | | | 2,287.75 |
| 11/07/2024 | 138764 | Bauer Built Tire-Manitowoc | 11R225 Tires - DPW | 100-16120 | 170101727 | 2,076.88 |
| 11/07/2024 | 138764 | Bauer Built Tire-Manitowoc | ST225/75R15 Trailer Tires - DPW | 100-16120 | 170102018 | 304.22 |
| Total 138764: | | | | | | 2,381.10 |
| 11/07/2024 | 138765 | Belly River Corporation | Hose-WWTP | 690-59833-3900 | 24INV-252 | 860.14 |
| Total 138765: | | | | | | 860.14 |
| 11/07/2024 | 138766 | Best Price Auto LLC | Deposit & Interest Refund | 660-21130 | 11/5/2024 | 228.12 |
| Total 138766: | | | | | | 228.12 |
| 11/07/2024 | 138767 | Blackburn Mfg Co | Pink Marking Flags - DPW | 100-53100-3900 | 0750573-IN | 124.64 |
| Total 138767: | | | | | | 124.64 |
| 11/07/2024 | 138768 | Cengage Learning Inc. / Gale | ALP - Library | 280-55111-3430 | 85878849 | 60.78 |
| Total 138768: | | | | | | 60.78 |
| 11/07/2024 | 138769 | Cool City Cleaners Inc | Towel/Mop Cleaning - WTP | 690-59820-2900 | 2805 | 70.00 |

| Check Issue Date | Check Number | Payee | Description | Invoice GL Account | Invoice Number | Invoice Amount |
|------------------|--------------|-----------------------------|--|--------------------|--------------------|----------------|
| Total 138769: | | | | | | 70.00 |
| 11/07/2024 | 138770 | Core & Main LP | 8" HYMAX COUPLING | 650-19154 | V875207 | 2,750.00 |
| Total 138770: | | | | | | 2,750.00 |
| 11/07/2024 | 138771 | Country Visions Cooperative | Fluids & Grease | 100-53200-3900 | STATEMENT 10/31/24 | 7,939.98 |
| Total 138771: | | | | | | 7,939.98 |
| 11/07/2024 | 138772 | Cretton Enterprises Inc | Trim Bushes/Cut Down Perenials - Lib | 280-55110-3560 | 12464 | 5,540.00 |
| Total 138772: | | | | | | 5,540.00 |
| 11/07/2024 | 138773 | E F Becker & Sons Inc | Fencing for South Tower - Wtr | 650-19107 | 2137 | 12,532.00 |
| Total 138773: | | | | | | 12,532.00 |
| 11/07/2024 | 138774 | Fire Dept Petty Cash | Petty cash reimbursement | 100-52210-2900 | 11/4/24 | 57.34 |
| Total 138774: | | | | | | 57.34 |
| 11/07/2024 | 138775 | Frank's Radio Service Inc. | Radio Service Agreement / November 20 | 100-52100-2441 | 12126339 | 194.24 |
| 11/07/2024 | 138775 | Frank's Radio Service Inc. | Service Agreement for November 2024 - | 100-52200-2900 | 126338 | 100.00 |
| Total 138775: | | | | | | 294.24 |
| 11/07/2024 | 138776 | Grainger | Pink Marking Tape - WTP | 100-53100-3900 | 9297173016 | 33.60 |
| 11/07/2024 | 138776 | Grainger | Basket Strainer - WTP | 690-59834-3900 | 9292115095 | 420.01 |
| 11/07/2024 | 138776 | Grainger | 2-Way Ball Valve Socket - WTP | 690-59834-3900 | 9297173024 | 24.84 |
| 11/07/2024 | 138776 | Grainger | Elbow & Couplings - WTP | 690-59834-3900 | 9293378650 | 30.90 |
| Total 138776: | | | | | | 509.35 |
| 11/07/2024 | 138777 | Graybar | Omni Cable Corp - Elec | 660-19107 | 9339523673 | 169.31 |
| Total 138777: | | | | | | 169.31 |
| 11/07/2024 | 138778 | Great Lakes Plaza | Deposit Refund for Good Payment Histor | 660-21130 | 11/5/2024 | 2,225.82 |

| Check Issue Date | Check Number | Payee | Description | Invoice GL Account | Invoice Number | Invoice Amount |
|------------------|--------------|------------------------------|--|--------------------|----------------|----------------|
| Total 138778: | | | | | | 2,225.82 |
| 11/07/2024 | 138779 | Green Acres Landscaping Inc. | Sod - Cem | 100-54910-3500 | 39661 | 36.00 |
| Total 138779: | | | | | | 36.00 |
| 11/07/2024 | 138780 | Helianthus LLC | Landscape design Services for Paddler's | 100-23158 | 1761 | 1,020.00 |
| Total 138780: | | | | | | 1,020.00 |
| 11/07/2024 | 138781 | Hoffmann, Brian & Sandra | Energy Star Rebate - Clothes Dryer | 660-29253 | 11/5/2024 | 25.00 |
| Total 138781: | | | | | | 25.00 |
| 11/07/2024 | 138782 | HydroCorp | Monthly Comm CCR Program - Wtr | 650-59664-2900 | CI-02991 | 1,478.00 |
| Total 138782: | | | | | | 1,478.00 |
| 11/07/2024 | 138783 | James Leasing LLC | Contract JL-171-01 Coverage 10/24/24-1 | 100-53200-5310 | 19045 | 2,499.28 |
| Total 138783: | | | | | | 2,499.28 |
| 11/07/2024 | 138784 | Klein, Patricia Ann | Simply Seniors Exercise Class - 10/1/24- | 100-55300-2900 | 11/5/2024 | 64.20 |
| Total 138784: | | | | | | 64.20 |
| 11/07/2024 | 138785 | KLM Engineering Inc | South Tower Mixing Pump - Wtr | 650-19342 | 10535 | 16,714.00 |
| Total 138785: | | | | | | 16,714.00 |
| 11/18/2024 | 138786 | Kunding | Hyd Fittings - DPW | 100-16120 | 50814764 | .00 |
| 11/18/2024 | 138786 | Kunding | Hyd Fittings - DPW | 100-16120 | 50814761 | .00 |
| Total 138786: | | | | | | .00 |
| 11/07/2024 | 138787 | Lawson Products | Lynch Pin - DPW | 100-16120 | 9311956665 | 46.80 |
| Total 138787: | | | | | | 46.80 |
| 11/07/2024 | 138788 | Lefevre, Alaina L. | Restitution - Court Case QC-14883 | 100-21125 | 10/31/2024 | 140.00 |

| Check Issue Date | Check Number | Payee | Description | Invoice GL Account | Invoice Number | Invoice Amount |
|------------------|--------------|-------------------------------|--|--------------------|-----------------------|----------------|
| Total 138788: | | | | | | 140.00 |
| 11/07/2024 | 138789 | MacQueen Equipment | Take-up Bearing - DPW | 100-16120 | P35680 | 213.10 |
| Total 138789: | | | | | | 213.10 |
| 11/07/2024 | 138790 | Mammoth Construction LLC | Watermain Break Hwy 42 - Wtr | 650-59673-2900 | 1944 | 3,710.00 |
| Total 138790: | | | | | | 3,710.00 |
| 11/07/2024 | 138791 | Manitowoc Disposal Inc | Nov 2024 Small Box - Rec | 640-53620-2900 | 82519 | 370.00 |
| Total 138791: | | | | | | 370.00 |
| 11/07/2024 | 138792 | Manitowoc Engraving Inc | Garbage Stickers | 640-53620-3900 | 32483 | 1,185.00 |
| Total 138792: | | | | | | 1,185.00 |
| 11/07/2024 | 138793 | Manitowoc Public Utilities | Service - 2124 Woodland Dr - WWTP | 690-59820-2210 | 10/28/2024 - WOODLAND | 26.39 |
| Total 138793: | | | | | | 26.39 |
| 11/07/2024 | 138794 | McMahon Associates Inc | Eggers Pond - Ecological Services | 680-19107 | 936867 | 449.40 |
| 11/07/2024 | 138794 | McMahon Associates Inc | SBH Stormwater Analysis | 290-56700-2900 | 936988 | 472.50 |
| Total 138794: | | | | | | 921.90 |
| 11/07/2024 | 138795 | Moore, Amanda | Energy Star Rebate - Clothes Washer & | 660-29253 | 11/5/2024 | 65.00 |
| Total 138795: | | | | | | 65.00 |
| 11/07/2024 | 138796 | MSA Professional Services Inc | Washington Bridge Modification Plan | 241-56700-8130 | 010120 | 604.00 |
| Total 138796: | | | | | | 604.00 |
| 11/07/2024 | 138797 | Munoz, Carlos | Opportunity Grant - Latino Beach Festiva | 258-56700-2130 | 07/01/2024 | 600.00 |
| Total 138797: | | | | | | 600.00 |
| 11/07/2024 | 138798 | Northern Lake Service Inc | Lab Sample Analysis | 690-59820-2900 | 2419048 | 896.01 |

| Check Issue Date | Check Number | Payee | Description | Invoice GL Account | Invoice Number | Invoice Amount |
|------------------|--------------|---------------------------|---|--------------------|----------------|----------------|
| 11/07/2024 | 138798 | Northern Lake Service Inc | Lab Sample Analysis | 690-59820-2900 | 2419096 | 351.85 |
| 11/07/2024 | 138798 | Northern Lake Service Inc | TOC Testing - Wtr | 650-59642-2900 | 2419196 | 65.66 |
| Total 138798: | | | | | | 1,313.52 |
| 11/07/2024 | 138799 | Payment Service Network | CC Fees - Utility Services 10/1/24-10/31/ | 690-59840-3900 | 301851 | 7.95 |
| Total 138799: | | | | | | 7.95 |
| 11/07/2024 | 138800 | Payment Service Network | Cool City Christmas - CC Fees | 262-55320-2901 | 303087 | 24.60 |
| Total 138800: | | | | | | 24.60 |
| 11/07/2024 | 138801 | PG Two Rivers LLC | Refund - Deposit Amount & Interest | 660-21130 | 11/4/2024 | 1,151.83 |
| Total 138801: | | | | | | 1,151.83 |
| 11/07/2024 | 138802 | Piggly Wiggly | Candy for bussiness Trick Or Treat - FD | 100-52300-2900 | 011043630914 | 31.92 |
| Total 138802: | | | | | | 31.92 |
| 11/07/2024 | 138803 | Poo Free Parks | Poo Bags - P & R | 100-55200-3900 | PFP2323 | 464.94 |
| Total 138803: | | | | | | 464.94 |
| 11/07/2024 | 138804 | R&J Fricke Inc | 6 Bag Concrete - 22nd & E River Curb | 100-16120 | 16447 | 816.00 |
| 11/07/2024 | 138804 | R&J Fricke Inc | Sales-76034-6B - 23rd & Polk - Parks & | 100-23158 | 16487 | 816.00 |
| 11/07/2024 | 138804 | R&J Fricke Inc | 8 Bag Concrete - 22nd / E. River | 100-16120 | 16488 | 1,122.00 |
| 11/07/2024 | 138804 | R&J Fricke Inc | 9 Bag Concrete (Red) - 22nd/E River | 100-16120 | 16489 | 1,369.00 |
| 11/07/2024 | 138804 | R&J Fricke Inc | 9 Bag Concrete (Red) - 22nd/E River | 100-16120 | 16490 | 1,369.00 |
| Total 138804: | | | | | | 5,492.00 |
| 11/07/2024 | 138805 | Renegade Pest Management | Monthly Pest Service - City Hall | 100-51600-3500 | 14328 | 70.00 |
| Total 138805: | | | | | | 70.00 |
| 11/07/2024 | 138806 | RESCO | Stock - Elec | 650-19154 | 3052159 | 461.82 |
| 11/07/2024 | 138806 | RESCO | Supplies - Elec | 660-59593-3900 | 3052177 | 3,761.41 |
| 11/07/2024 | 138806 | RESCO | Stock - Elec | 660-19154 | 3052615 | 6,770.00 |

| Check Issue Date | Check Number | Payee | Description | Invoice GL Account | Invoice Number | Invoice Amount |
|------------------|--------------|-------------------------------|--------------------------------------|--------------------|---------------------|----------------|
| Total 138806: | | | | | | 10,993.23 |
| 11/07/2024 | 138807 | Sabel Mechancial LLC | Sludge Hauling - WWTP | 690-59820-2900 | 240835 | 36,743.00 |
| Total 138807: | | | | | | 36,743.00 |
| 11/07/2024 | 138808 | Sentinel Technologies Inc. | Extreme Maintenance Renewal - R. Pow | 100-51450-2410 | INV20729 | 10,535.61 |
| Total 138808: | | | | | | 10,535.61 |
| 11/07/2024 | 138809 | Shopko Optical | Elaina Gauger / Smongeski Fund Payme | 816-54100-2100 | ORDER #1718296 | 90.00 |
| Total 138809: | | | | | | 90.00 |
| 11/07/2024 | 138810 | Thuermer Law Office | Municipal Prosecuting - Oct 2024 | 100-51340-2121 | OCTOBER 30, 2024 | 1,655.00 |
| Total 138810: | | | | | | 1,655.00 |
| 11/07/2024 | 138811 | Two Rivers Automotive Inc. | XBO Oil Dry - FD | 100-52200-2900 | 5172-316827 | 89.50 |
| Total 138811: | | | | | | 89.50 |
| 11/07/2024 | 138812 | Two Rivers Historical Society | Nov 2024 Monthly Support Pymt | 258-56700-2910 | NOV 2024 | 250.00 |
| Total 138812: | | | | | | 250.00 |
| 11/07/2024 | 138813 | Unique Flying Objects | Flags - Rec | 100-55200-3500 | 2110 | 235.00 |
| Total 138813: | | | | | | 235.00 |
| 11/07/2024 | 138814 | Wisc Elevator Inspection Inc | Annual inspection-Elec | 660-59598-2900 | 19812 | 125.00 |
| Total 138814: | | | | | | 125.00 |
| 11/07/2024 | 138815 | Wisconsin Public Service | 1300 35th Street - Rec | 100-55400-2220 | 0401271669-07;10/24 | 19.59 |
| 11/07/2024 | 138815 | Wisconsin Public Service | 1520 17TH ST - Rec | 100-54150-2220 | 0401271669-04;10/24 | 190.85 |
| 11/07/2024 | 138815 | Wisconsin Public Service | CEMETERY | 100-54910-2220 | 0401271669-05;10/24 | 22.43 |
| 11/07/2024 | 138815 | Wisconsin Public Service | PARK SHELTER | 100-55200-2220 | 0401271669-14;10/24 | 17.33 |
| 11/07/2024 | 138815 | Wisconsin Public Service | RESEVOIR | 650-59661-2220 | 0401271669-02;10/24 | 22.52 |
| 11/07/2024 | 138815 | Wisconsin Public Service | SOUTH TWR | 650-59661-2220 | 0401271669-25;10/24 | 17.33 |

| Check Issue Date | Check Number | Payee | Description | Invoice GL Account | Invoice Number | Invoice Amount |
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| 11/07/2024 | 138815 | Wisconsin Public Service | EAST TWR | 650-59661-2220 | 0401271669-26;10/24 | 17.88 |
| 11/07/2024 | 138815 | Wisconsin Public Service | HIGH LIFT | 650-59626-2220 | 04012716669-32;10/24 | 42.30 |
| 11/07/2024 | 138815 | Wisconsin Public Service | HIGH LIFT | 650-59626-2220 | 0401271669-32;10/24 | 28.60 |
| 11/07/2024 | 138815 | Wisconsin Public Service | FILTER PLANT | 650-59643-2220 | 0401271669-33;10/24 | 738.59 |
| 11/07/2024 | 138815 | Wisconsin Public Service | Bridge Bldg - Engineering | 100-53341-2220 | 0401271669-30;10/24 | 17.33 |
| 11/07/2024 | 138815 | Wisconsin Public Service | FIRE DEPT | 100-52200-2220 | 0401271669-3; 10/24 | 62.41 |
| 11/07/2024 | 138815 | Wisconsin Public Service | 1401 Lake Street | 660-49390 | 0401271669-35;10/24 | 492.82 |
| 11/07/2024 | 138815 | Wisconsin Public Service | 1916 COLUMBUS ST - Elec | 660-59588-2220 | 0401271669-10;10/24 | 47.71 |
| Total 138815: | | | | | | 1,737.69 |
| 11/07/2024 | 138816 | WPRA | 2025 Annual Conference Professional R | 100-55300-2920 | 8075 | 300.00 |
| Total 138816: | | | | | | 300.00 |
| 11/07/2024 | 138817 | Zoro Tools Inc. | 3/4" T-557 Self Draining V.B. - Wtr | 650-59664-2900 | INV15126279 | 105.23 |
| 11/07/2024 | 138817 | Zoro Tools Inc. | Coupling 2 1/2" - Wtr | 650-59643-3900 | INV15135451 | 50.81 |
| Total 138817: | | | | | | 156.04 |
| 11/14/2024 | 138818 | Airgas USA LLC | Cal. Gas - WWTP | 690-59833-2900 | 5511523933 | 390.09 |
| Total 138818: | | | | | | 390.09 |
| 11/14/2024 | 138819 | AJ Construction of WI | Bore on Browns Drive | 660-19107 | 13587 | 10,835.42 |
| Total 138819: | | | | | | 10,835.42 |
| 11/14/2024 | 138820 | Amazon Business - Debit Memo | CREDIT - Fire Dept. | 100-52200-3500 | 1X3H-VWDN-C4HG | 16.99- |
| 11/14/2024 | 138820 | Amazon Business - Debit Memo | Supplies - Fire | 100-52210-2410 | 171F-9M9N-9DF4 10.14.2 | 380.95 |
| Total 138820: | | | | | | 363.96 |
| 11/14/2024 | 138821 | Amazon Business - Debit Memo | Supplies - Maint | 100-51600-3500 | 1M7N-17DY-1C3H | 190.46 |
| 11/14/2024 | 138821 | Amazon Business - Debit Memo | Supplies - Finance | 100-51510-3100 | 17HQ-XVFH-737T | 32.57 |
| Total 138821: | | | | | | 223.03 |
| 11/14/2024 | 138822 | Amazon Business - Debit Memo | Supplies - Fire | 100-52200-3850 | 1N4Q-N4KW-14RM 10.28. | 131.97 |
| 11/14/2024 | 138822 | Amazon Business - Debit Memo | Supplies - FD | 100-52200-3100 | 1NTF-XQQY-1MF7 10.28.2 | 20.99 |
| 11/14/2024 | 138822 | Amazon Business - Debit Memo | Supplies - PD | 100-52100-3100 | 1N3L-3T9C-XRLJ 9.30.24 | 22.57 |

| Check Issue Date | Check Number | Payee | Description | Invoice GL Account | Invoice Number | Invoice Amount |
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| 11/14/2024 | 138822 | Amazon Business - Debit Memo | Supplies - Senior Center | 250-55150-3900 | 1VL9-FDW7-7LH9 10.14.2 | 281.51 |
| Total 138822: | | | | | | 457.04 |
| 11/14/2024 | 138823 | Ambrosius Concrete Supplies In | Brick Red Butterfield Color | 100-53300-3900 | 485839 | 1,909.70 |
| Total 138823: | | | | | | 1,909.70 |
| 11/14/2024 | 138824 | Aurora Health Care | Drug Screen | 660-59923-2900 | 635332 | 364.50 |
| Total 138824: | | | | | | 364.50 |
| 11/14/2024 | 138825 | Baeten Lakeshore Properties | Refund / Room Tax Duplicate Payment 2 | 259-41211 | 11/13/2024 | 31,210.91 |
| Total 138825: | | | | | | 31,210.91 |
| 11/14/2024 | 138826 | Ball Auto & Truck Parts Inc | Supplies - Elec | 660-59598-2900 | 353677 | 12.87 |
| Total 138826: | | | | | | 12.87 |
| 11/14/2024 | 138827 | Blahnik, Mark | Refund - Overpayment on final bill. | 690-21130 | 11/7/2024 | 49.85 |
| Total 138827: | | | | | | 49.85 |
| 11/14/2024 | 138828 | Buelow Vetter Buikema Olson & Vliet LL | General Legal | 100-51410-2130 | STATEMENT 188 | 973.50 |
| Total 138828: | | | | | | 973.50 |
| 11/14/2024 | 138829 | Cengage Learning Inc. / Gale | Books - A | 282-55110-7004 | 85928411 | 92.77 |
| Total 138829: | | | | | | 92.77 |
| 11/14/2024 | 138830 | City of Two Rivers | Garbage Stickers - Library | 640-46310 | 11/12/20024 | 96.00 |
| Total 138830: | | | | | | 96.00 |
| 11/14/2024 | 138831 | City of Two Rivers | Holy Family Memorial-Roosevelt Ave Sp | 239-56700-5950 | 11/12/2024 | 41,381.40 |
| Total 138831: | | | | | | 41,381.40 |
| 11/14/2024 | 138832 | Core & Main LP | CLAMP, REPAIR: 8"X 12",15" & 16" | 650-19154 | V915838 | 872.36 |

| Check Issue Date | Check Number | Payee | Description | Invoice GL Account | Invoice Number | Invoice Amount |
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| Total 138832: | | | | | | 872.36 |
| 11/14/2024 | 138833 | Cottonwood Financial WI LLC | Refund - Overpayment on final bill. | 660-21130 | 11/7/2024 | 13.33 |
| Total 138833: | | | | | | 13.33 |
| 11/14/2024 | 138834 | Cretton Enterprises Inc | Oct 2024 Services - P&R Parks | 100-55410-2900 | 12466 | 6,079.40 |
| Total 138834: | | | | | | 6,079.40 |
| 11/14/2024 | 138835 | Department of Administration | Public Benefit Fees FY25 Q1 | 660-29253 | 505-95107 | 12,593.49 |
| Total 138835: | | | | | | 12,593.49 |
| 11/14/2024 | 138836 | Eastern Fire Equipment Services | Repairs to 3 chairs - FD | 100-52200-2900 | INV3284527 | 224.51 |
| Total 138836: | | | | | | 224.51 |
| 11/14/2024 | 138837 | Fastenal | Supplies - Elec | 660-59593-3900 | WIMAN311358 | 71.90 |
| Total 138837: | | | | | | 71.90 |
| 11/14/2024 | 138838 | Frank's Radio Service Inc. | Services - PD | 100-52100-2450 | 126418 | 255.00 |
| Total 138838: | | | | | | 255.00 |
| 11/14/2024 | 138839 | Fricke Printing Services Inc | Business Cards - J. Powalisz | 100-55300-3900 | 260348 | 29.95 |
| 11/14/2024 | 138839 | Fricke Printing Services Inc | Business Cards - V. Vanderlinden | 100-51410-2910 | 260349 | 29.95 |
| 11/14/2024 | 138839 | Fricke Printing Services Inc | Water Meter Change Out Postcards | 650-59676-2900 | 260350 | 61.25 |
| 11/14/2024 | 138839 | Fricke Printing Services Inc | Food Drive Flyers | 660-59930-3900 | 260351 | 119.75 |
| Total 138839: | | | | | | 240.90 |
| 11/14/2024 | 138840 | Garage Door Specialty LLC | Service - Cemetery | 100-54910-3500 | 7121 | 237.00 |
| Total 138840: | | | | | | 237.00 |
| 11/14/2024 | 138841 | Grainger | Caster Kingpin | 690-59834-3900 | 9307497769 | 182.00 |

| Check Issue Date | Check Number | Payee | Description | Invoice GL Account | Invoice Number | Invoice Amount |
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| Total 138841: | | | | | | 182.00 |
| 11/14/2024 | 138842 | Great Lakes Roofing Corp | Roof Repairs - Library | 280-55110-2410 | A72431 | 1,479.43 |
| Total 138842: | | | | | | 1,479.43 |
| 11/14/2024 | 138843 | InfoSend Inc. | Utility Bill Mailing - October 2024 | 690-59840-3110 | 274583 | 3,880.88 |
| Total 138843: | | | | | | 3,880.88 |
| 11/14/2024 | 138844 | Inky Blues Community Art Center | Open Studio Classes / Library-Staff Deve | 280-55110-2130 | 000001 | 105.00 |
| Total 138844: | | | | | | 105.00 |
| 11/14/2024 | 138845 | Jalapa Marketing LLC | Restitution from T. Glish - Court Case QC | 100-21125 | 11/05/24 | 57.60 |
| Total 138845: | | | | | | 57.60 |
| 11/14/2024 | 138846 | James Leasing LLC | Lease Agreement JL-502 11/6/24-12/5/2 | 100-54150-2900 | 19259 | 137.84 |
| Total 138846: | | | | | | 137.84 |
| 11/14/2024 | 138847 | John Fabick Tractor Company | Plow Blades | 100-53330-3900 | PIGB0277323 | 594.93 |
| 11/14/2024 | 138847 | John Fabick Tractor Company | Plow Blades | 100-53330-3900 | PIGB0277092 | 200.88 |
| 11/14/2024 | 138847 | John Fabick Tractor Company | Plow Blades | 100-53330-3900 | PIGB0276927 | 1,712.14 |
| 11/14/2024 | 138847 | John Fabick Tractor Company | Plow Blades | 100-53330-3900 | PIGB0276928 | 502.20 |
| 11/14/2024 | 138847 | John Fabick Tractor Company | Plow Blades | 100-53330-3900 | PIGB0276929 | 705.77 |
| 11/14/2024 | 138847 | John Fabick Tractor Company | Plow Blades | 100-53330-3900 | PIGB0276930 | 515.65 |
| Total 138847: | | | | | | 4,231.57 |
| 11/14/2024 | 138848 | KeepIt Photo Booth LLC | Deposit-Cool City Christmas 2024 Photo | 262-55320-2901 | 11/8/2024 | 150.00 |
| Total 138848: | | | | | | 150.00 |
| 11/14/2024 | 138849 | Klein's Hardware Hank | Supplies - P&R | 100-55200-3500 | STATEMENT 11/4/24 - PA | 86.94 |
| Total 138849: | | | | | | 86.94 |
| 11/14/2024 | 138850 | Kouba, Paulette | Refund - Overpayment on final bill. | 650-21130 | 11/7/2024 | 19.67 |

| Check Issue Date | Check Number | Payee | Description | Invoice GL Account | Invoice Number | Invoice Amount |
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| Total 138850: | | | | | | 19.67 |
| 11/14/2024 | 138851 | Lawson Products | Hardware | 100-53200-3900 | 9311987173 | 89.79 |
| Total 138851: | | | | | | 89.79 |
| 11/14/2024 | 138852 | Mammoth Construction LLC | Watermain Break - 4022 Lincoln Ave | 650-59673-2900 | 2008 | 1,702.50 |
| 11/14/2024 | 138852 | Mammoth Construction LLC | Watermain Break - Hwy 42 | 650-59673-2900 | 2009 | 2,927.50 |
| 11/14/2024 | 138852 | Mammoth Construction LLC | Watermain Break - Garfield & 26th St | 650-59673-2900 | 2014 | 3,465.00 |
| Total 138852: | | | | | | 8,095.00 |
| 11/14/2024 | 138853 | Manitowoc Disposal Inc | Recycling & Refuse Collect - 10/27/2024- | 640-53620-2900 | 10/27/2024-11/9/2024 | 16,805.35 |
| Total 138853: | | | | | | 16,805.35 |
| 11/14/2024 | 138854 | Manitowoc Public Utilities | 5000 Memorial Drive | 650-59602-2900 | 10/31/2024 - 5000 MEMO | 836.00 |
| Total 138854: | | | | | | 836.00 |
| 11/14/2024 | 138855 | Marco | Agreement 016-1603090-000 - Lib | 280-55110-2130 | 37788559 | 291.22 |
| Total 138855: | | | | | | 291.22 |
| 11/14/2024 | 138856 | MSA Professional Services Inc | Washington Bridge Modification Plan | 241-56700-8130 | 007524 | 6,334.00 |
| Total 138856: | | | | | | 6,334.00 |
| 11/14/2024 | 138857 | OpenPoint LLC | OpenPoint Subscription - Nov 2024 | 660-59923-2403 | 1619 | 1,960.00 |
| Total 138857: | | | | | | 1,960.00 |
| 11/14/2024 | 138858 | Outagamie County | Services for Bomb Call | 100-52115-1220 | 129765 | 396.29 |
| Total 138858: | | | | | | 396.29 |
| 11/14/2024 | 138859 | Parkitecture & Planning LLC | Conceptual Design - Beach House Plann | 454-55400-8990 | 24.013 #3 | 3,200.00 |
| Total 138859: | | | | | | 3,200.00 |

| Check Issue Date | Check Number | Payee | Description | Invoice GL Account | Invoice Number | Invoice Amount |
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| 11/14/2024 | 138860 | Quadient Finance USA Inc. | Postage - Closing Date 10/24/24 | 100-51510-2900 | CLOSING DATE 10/24/24 | 2,505.00 |
| Total 138860: | | | | | | 2,505.00 |
| 11/14/2024 | 138861 | Quilt Essentials on the Lakeshore | Refund - ACH Payments made in error | 650-21130 | 11/13/2024 | 5,055.76 |
| Total 138861: | | | | | | 5,055.76 |
| 11/14/2024 | 138862 | RESCO | Stock - Elec | 660-19154 | 3053560 | 314.16 |
| Total 138862: | | | | | | 314.16 |
| 11/14/2024 | 138863 | Schaus Mechanical | Boiler Repair | 690-59834-2900 | SD12474 | 726.46 |
| Total 138863: | | | | | | 726.46 |
| 11/14/2024 | 138864 | SEERA Focus on Energy | Focus Program - 10/31/2024 | 660-29253 | OCTOBER 2024 | 4,228.36 |
| Total 138864: | | | | | | 4,228.36 |
| 11/14/2024 | 138865 | Sherman, Glenda | Refund/Oneida Casino Trip 8/29/24 | 250-55150-3300 | 4/16/2024 (REPLACEMEN | 30.00 |
| Total 138865: | | | | | | 30.00 |
| 11/14/2024 | 138866 | Stegeman, Mildred | Refund - Overpayment on final bill. | 660-21130 | 11/7/2024 | 95.99 |
| Total 138866: | | | | | | 95.99 |
| 11/14/2024 | 138867 | Streicher's | Ammunition - PD | 100-52100-3144 | I1728279 | 3,451.71 |
| Total 138867: | | | | | | 3,451.71 |
| 11/14/2024 | 138868 | Two Rivers Historical Society | Opportunity Grant / Support of 2024 Exte | 258-56700-2130 | 11/11/2024 | 893.75 |
| Total 138868: | | | | | | 893.75 |
| 11/14/2024 | 138869 | Two Rivers Main Street Inc. | Holiday Parade Entry Fee | 660-59930-3900 | 11/11/2024 | 10.00 |
| Total 138869: | | | | | | 10.00 |
| 11/14/2024 | 138870 | Two Rivers Police Association | Donation / 2024 Shop With a Cop | 805-52100-2100 | 2024 SHOP WITH A COP | 100.00 |

| Check Issue Date | Check Number | Payee | Description | Invoice GL Account | Invoice Number | Invoice Amount |
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| Total 138870: | | | | | | 100.00 |
| 11/14/2024 | 138871 | Unique | Placements - Oct 2024 | 280-55110-2130 | 6132738 | 81.55 |
| Total 138871: | | | | | | 81.55 |
| 11/14/2024 | 138872 | Verona Napoleon LLC | Refund - Overpayment of final pay. | 660-21130 | 11/7/2024 | 86.06 |
| Total 138872: | | | | | | 86.06 |
| 11/14/2024 | 138873 | WASC | WASC Accreditation Renewal Packet - 2 | 100-54150-3210 | 11/6/2024 | 50.00 |
| Total 138873: | | | | | | 50.00 |
| 11/14/2024 | 138874 | West & Dunn LLC | Monthly Flat Fee - Oct 2024 | 100-51340-2120 | 13726 | 6,008.00 |
| Total 138874: | | | | | | 6,008.00 |
| 11/14/2024 | 138875 | Wisc Dept of Transportation | DOT Bridge Design Project | 452-53300-9983 | 395-0000372119 | 1,345.03 |
| Total 138875: | | | | | | 1,345.03 |
| 11/14/2024 | 138876 | Wisc State Laboratory/Hygiene | Flouride Samples | 650-59642-2900 | 790453 | 29.00 |
| Total 138876: | | | | | | 29.00 |
| 11/14/2024 | 138877 | WPPI - Debit Memo | Oct 2024 Purchased Power | 660-59902-2900 | 25-102024 | 458,924.03 |
| Total 138877: | | | | | | 458,924.03 |
| 11/21/2024 | 138878 | Amazon Business - Debit Memo | Supplies - Wtr | 650-19394 | 19N9-P4VX-YV4C | 286.97 |
| 11/21/2024 | 138878 | Amazon Business - Debit Memo | Supplies - PW | 100-53341-2900 | 1XTT-FHJ3-14GT | 447.36 |
| 11/21/2024 | 138878 | Amazon Business - Debit Memo | Supplies - Senior Center | 250-55150-3900 | 1DRL-D9RF-1J6C | 134.49 |
| 11/21/2024 | 138878 | Amazon Business - Debit Memo | Supplies - Eng | 100-53100-3900 | 1RJG-J7HP-34YC | 16.99 |
| 11/21/2024 | 138878 | Amazon Business - Debit Memo | Supplies - P & R | 100-55300-3900 | 1TMD-3HRY-13MJ | 256.00 |
| Total 138878: | | | | | | 1,141.81 |
| 11/21/2024 | 138879 | Cengage Learning Inc. / Gale | Books ALP - Library | 280-55111-3430 | 85939005 | 202.33 |

| Check Issue Date | Check Number | Payee | Description | Invoice GL Account | Invoice Number | Invoice Amount |
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| Total 138879: | | | | | | 202.33 |
| 11/21/2024 | 138880 | Center Point Large Print | Books/ALP - Library | 280-55111-3430 | 2128924 | 46.74 |
| 11/21/2024 | 138880 | Center Point Large Print | Books/ALP - Library | 280-55111-3430 | 2132257 | 75.17 |
| Total 138880: | | | | | | 121.91 |
| 11/21/2024 | 138881 | City Of Manitowoc | Bus Passes - Snr Cntr | 250-23103 | 0509211 | 30.00 |
| Total 138881: | | | | | | 30.00 |
| 11/21/2024 | 138882 | CivicPlus LLC | Ordinance Supplementation | 100-51410-2130 | 318717 | 2,835.00 |
| Total 138882: | | | | | | 2,835.00 |
| 11/21/2024 | 138883 | ENTERPRISE FM TRUST | Monthly Lease Payments - Oct 2024 | 690-59828-2410 | STATEMENT 581377A-100 | 23,157.99 |
| Total 138883: | | | | | | 23,157.99 |
| 11/21/2024 | 138884 | ENTERPRISE FM TRUST | Monthly Lease Payments - Nov 2024 | 690-59828-2410 | STATEMENT 581377A-110 | 22,266.75 |
| Total 138884: | | | | | | 22,266.75 |
| 11/21/2024 | 138885 | Forster, Maria | Translation Services provided 11/6/24 - P | 100-21125 | 11/18/2024 | 42.00 |
| Total 138885: | | | | | | 42.00 |
| 11/21/2024 | 138886 | Frank's Radio Service Inc. | Service - FD | 100-52200-2900 | 126415 | 250.00 |
| Total 138886: | | | | | | 250.00 |
| 11/21/2024 | 138887 | Gannett Wisconsin LocaliQ | Legal Ads | 100-51100-2910 | 0006715810 | 1,063.31 |
| Total 138887: | | | | | | 1,063.31 |
| 11/21/2024 | 138888 | Garage Door Specialty LLC | Service - FD | 100-52300-2900 | 7230 | 1,550.00 |
| Total 138888: | | | | | | 1,550.00 |
| 11/21/2024 | 138889 | Holy Family Memorial | Lab Draws - Oct 2024 | 100-52115-2902 | HFM812 | 20.00 |

| Check Issue Date | Check Number | Payee | Description | Invoice GL Account | Invoice Number | Invoice Amount |
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| Total 138889: | | | | | | 20.00 |
| 11/21/2024 | 138890 | James Imaging Systems Inc. | Contract R113705-01 - Coverage Period | 100-55140-3100 | 1504682 | 118.62 |
| 11/21/2024 | 138890 | James Imaging Systems Inc. | Contract RI13707-01 - Coverage Period | 100-55140-3100 | 1504684 | 1,128.95 |
| 11/21/2024 | 138890 | James Imaging Systems Inc. | Contract R113706-01 - Coverage Period | 100-53100-3100 | 1504683 | 658.31 |
| Total 138890: | | | | | | 1,905.88 |
| 11/21/2024 | 138891 | John Fabick Tractor Company | Generator Repairs - PW | 660-59588-2990 | SIGP0016355 | 2,040.89 |
| Total 138891: | | | | | | 2,040.89 |
| 11/21/2024 | 138892 | K & S Tire Recycling Inc. | Tire Recyclcing - PW | 100-53200-2900 | 183194A | 193.90 |
| Total 138892: | | | | | | 193.90 |
| 11/21/2024 | 138893 | Klein's Hardware Hank | Replacement Wheel - WTP | 690-59834-3900 | 54474 | 6.49 |
| 11/21/2024 | 138893 | Klein's Hardware Hank | Supplies - FD | 100-52200-2900 | 59203 | 10.98 |
| 11/21/2024 | 138893 | Klein's Hardware Hank | Supplies - FD | 100-52200-2900 | 58698 | 10.99 |
| 11/21/2024 | 138893 | Klein's Hardware Hank | Supplies - FD | 100-52200-2900 | 58968 | 7.49 |
| Total 138893: | | | | | | 35.95 |
| 11/21/2024 | 138894 | Kwik Trip / Kwik Star | 30 Cards w/5 car washes on each card - | 806-52100-2901 | 10420529 | 600.00 |
| Total 138894: | | | | | | 600.00 |
| 11/21/2024 | 138895 | Manitowoc Co Register Of Deeds | Filing of Easement - Ind Park | 291-56700-2900 | NOVEMBER 1, 2024 | 34.00 |
| Total 138895: | | | | | | 34.00 |
| 11/21/2024 | 138896 | Manitowoc Co Solid Waste | Account #165 - Oct 2024 Service | 640-53620-2900 | STATEMENT 28707 | 64.92 |
| 11/21/2024 | 138896 | Manitowoc Co Solid Waste | Account #162 - Oct 2024 Service | 640-53620-2900 | STATEMENT 28704 | 10,532.97 |
| Total 138896: | | | | | | 10,597.89 |
| 11/21/2024 | 138897 | Manitowoc Co Treasurer | County Jail & Driver Improvement Surch | 100-21125 | 11/14/2024 | 1,192.12 |
| Total 138897: | | | | | | 1,192.12 |

| Check Issue Date | Check Number | Payee | Description | Invoice GL Account | Invoice Number | Invoice Amount |
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| 11/21/2024 | 138898 | Manitowoc County Treasurer | CrewForce Maint; Mobility Hosting Fee; | 270-52300-2100 | TRFD2024CREWFORCE | 1,715.84 |
| Total 138898: | | | | | | 1,715.84 |
| 11/21/2024 | 138899 | Manitowoc Disposal Inc | 12 Yd Haul - P&R | 640-53620-2900 | 82716 | 225.67 |
| 11/21/2024 | 138899 | Manitowoc Disposal Inc | 12 Yd Haul - P&R | 640-53620-2900 | 82715 | 241.63 |
| Total 138899: | | | | | | 467.30 |
| 11/21/2024 | 138900 | Manitowoc Engraving Inc | Envelopes - Finance | 100-51510-3100 | 32477 | 1,214.00 |
| Total 138900: | | | | | | 1,214.00 |
| 11/21/2024 | 138901 | Matheys, Carol | Unused Cemetery Space - Sell Back | 100-46540 | 11/14/2024 | 500.00 |
| Total 138901: | | | | | | 500.00 |
| 11/21/2024 | 138902 | Menards - Manitowoc 3141 | Supplies - FD | 100-52210-2410 | 47772 | 14.68 |
| Total 138902: | | | | | | 14.68 |
| 11/21/2024 | 138903 | Mishicot Business Association | Dues 2024 | 258-56700-3210 | 11/12/2024 | 100.00 |
| Total 138903: | | | | | | 100.00 |
| 11/21/2024 | 138904 | Moses, Kelly Raleigh | Refund of 2023 Real Estate Tax Overpay | 100-16000 | 1/5/2024 | 1,941.72 |
| Total 138904: | | | | | | 1,941.72 |
| 11/21/2024 | 138905 | MSA Professional Services Inc | Finalize Tree dashboard 6/16/24-8/17/24 | 260-55210-2900 | 007905 | 680.00 |
| Total 138905: | | | | | | 680.00 |
| 11/21/2024 | 138906 | Nelson & Associates LLC | Supplies - PD | 100-52115-3850 | 2295 | 199.00 |
| 11/21/2024 | 138906 | Nelson & Associates LLC | Supplies - PD | 100-52115-3850 | 2638 | 397.46 |
| Total 138906: | | | | | | 596.46 |
| 11/21/2024 | 138907 | Old Dominion Brush | Hose - PW | 100-16120 | 9250337 | 1,418.00 |

| Check Issue Date | Check Number | Payee | Description | Invoice GL Account | Invoice Number | Invoice Amount |
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| Total 138907: | | | | | | 1,418.00 |
| 11/21/2024 | 138908 | Old Yard Storage LLC | Rent of Storage @ 1910 School Street J | 100-53330-2900 | 11/12/2024-TWO RIVERS | 2,100.00 |
| Total 138908: | | | | | | 2,100.00 |
| 11/21/2024 | 138909 | Piggly Wiggly | Supplies - FD | 100-52200-3500 | 11/11/2024 - TR FIRE DEP | 20.97 |
| Total 138909: | | | | | | 20.97 |
| 11/21/2024 | 138910 | R&J Fricke Inc | 9 Bag Concrete - 22nd / East River | 100-16120 | 16537 | 925.00 |
| Total 138910: | | | | | | 925.00 |
| 11/21/2024 | 138911 | Schaus Mechanical | Boiler Repair - WTP | 690-59834-2900 | SD12614 | 2,424.25 |
| Total 138911: | | | | | | 2,424.25 |
| 11/21/2024 | 138912 | Seagull Marina | Use of marina property for snow dumpin | 100-53330-2900 | 11/1/2024 | 2,497.08 |
| Total 138912: | | | | | | 2,497.08 |
| 11/21/2024 | 138913 | Shawn Williams Creative-Social Media | Social Media Audit, Strategy, Photo & Vid | 258-56700-2100 | 930 11/18/24 | 1,150.00 |
| Total 138913: | | | | | | 1,150.00 |
| 11/21/2024 | 138914 | State of Wisconsin | Oct 2024 penalty surcharges | 100-21125 | 11/14/24 | 3,079.13 |
| Total 138914: | | | | | | 3,079.13 |
| 11/21/2024 | 138915 | Superior Chemical LLC | Supplies - CH | 100-51600-3500 | 404527 | 252.85 |
| Total 138915: | | | | | | 252.85 |
| 11/21/2024 | 138916 | TAPCO | Accident - 16th & Monroe Incident #24-0 | 100-16120 | 1790158 | 1,559.14 |
| Total 138916: | | | | | | 1,559.14 |
| 11/21/2024 | 138917 | Two Rivers Automotive Inc. | Supplies - FD | 100-52210-2900 | 5172-317522 | 51.15 |

| Check Issue Date | Check Number | Payee | Description | Invoice GL Account | Invoice Number | Invoice Amount |
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| Total 138917: | | | | | | 51.15 |
| 11/21/2024 | 138918 | Two Rivers Ecumenical Pantry | 2024 Donation - PD | 806-52100-2106 | 11/20/2024 | 300.00 |
| Total 138918: | | | | | | 300.00 |
| 11/21/2024 | 138919 | Two Rivers Police Association | 2024 Donation - Shop with a Cop | 806-52100-2106 | 11/20/2024 | 750.00 |
| Total 138919: | | | | | | 750.00 |
| 11/21/2024 | 138920 | Two Rivers Police Department | 2024 Donation - K-9 Program | 806-52100-2106 | 11/20/2024 | 150.00 |
| Total 138920: | | | | | | 150.00 |
| 11/21/2024 | 138921 | Uniform Shoppe | Clothing - FD | 100-52200-3850 | 3437 | 86.95 |
| Total 138921: | | | | | | 86.95 |
| 11/21/2024 | 138922 | Village of Mishicot Treasurer | Oct 2024 Municipal Court Forfeitures | 100-21125 | 11/14/2024 | 415.55 |
| Total 138922: | | | | | | 415.55 |
| 11/21/2024 | 138923 | West & Dunn LLC | Legal Fees - Tyco Class Action | 100-51340-2120 | 12702 | 64.60 |
| 11/21/2024 | 138923 | West & Dunn LLC | Legal Fees - Tyco Class Action | 100-51340-2120 | 13218 | 60.05 |
| Total 138923: | | | | | | 124.65 |
| 11/21/2024 | 138924 | Wisc Dept Of Revenue-DEBITMEMO | October 2024 Sales Tax | 640-29410 | OCTOBER 2024 | 19,146.21 |
| Total 138924: | | | | | | 19,146.21 |
| 11/22/2024 | 138925 | U.S. Bank-Debit Memo | Credit Card Usage - OCTOBER 2024/N | 100-16000 | STATEMENT 11-6-2024 | 43,778.83 |
| Total 138925: | | | | | | 43,778.83 |
| 11/28/2024 | 138926 | Amazon Business - Debit Memo | Supplies - FD | 100-52200-3100 | 13VY-DFT4-3MQL | 163.31 |
| 11/28/2024 | 138926 | Amazon Business - Debit Memo | Supplies - Sr. Center | 100-54150-3900 | 1QGH-NWNQ-6VMP | 240.89 |
| 11/28/2024 | 138926 | Amazon Business - Debit Memo | Supplies - PD | 100-52100-3100 | 17QF-CPHY-3YMV | 102.79 |
| 11/28/2024 | 138926 | Amazon Business - Debit Memo | Supplies - Wtr | 650-59643-3900 | 1CNJ-Q4GV-6LGF | 142.03 |
| 11/28/2024 | 138926 | Amazon Business - Debit Memo | Supplies - DPW | 100-53200-3900 | 19YX-7RWX-7QCM | 458.52 |

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| 11/28/2024 | 138926 | Amazon Business - Debit Memo | Supplies - P&R | 100-55300-3900 | 1P1D-NYJK-R3D9 | 348.79 |
| 11/28/2024 | 138926 | Amazon Business - Debit Memo | Supplies - Cust Serv | 690-59840-3900 | 11NV-LQQD-P4NL | 85.52 |
| Total 138926: | | | | | | 1,541.85 |
| 11/28/2024 | 138927 | Badger Wholesale Company Inc. | Food - Sr. Center | 250-55150-3900 | 1846999 | 756.27 |
| Total 138927: | | | | | | 756.27 |
| 11/28/2024 | 138928 | Charter Communications | Service 11/19/24-12/18/24 - Sr. Cntr | 100-54150-2900 | 171242001111424 | 98.86 |
| Total 138928: | | | | | | 98.86 |
| 11/28/2024 | 138929 | City of Two Rivers | Garbage Stickers - Library | 640-46310 | 11/21/24 | 105.00 |
| Total 138929: | | | | | | 105.00 |
| 11/28/2024 | 138930 | Complete Office of Wisconsin | Cleaner & Center Pull Towel - CH | 100-51600-3500 | 823898 | 90.19 |
| Total 138930: | | | | | | 90.19 |
| 11/28/2024 | 138931 | Dax, Ben | Refund - Gym Rental 2/2/2025 | 100-46743 | 11/21/2024 | 26.40 |
| Total 138931: | | | | | | 26.40 |
| 11/28/2024 | 138932 | Delta Dental of Wisconsin | Delta Premiums - December 2024 | 100-21532 | 2256082 | 5,805.41 |
| Total 138932: | | | | | | 5,805.41 |
| 11/28/2024 | 138933 | Electrical Testing Laboratory LLC | RUBBER GOODS TESTING - ELECTRI | 660-59588-2900 | 42428 | 142.50 |
| Total 138933: | | | | | | 142.50 |
| 11/28/2024 | 138934 | EVM Inc | Aluminum Light Mounts - Elec | 660-19107 | 681808 | 200.00 |
| Total 138934: | | | | | | 200.00 |
| 11/28/2024 | 138935 | Fastenal | "S" Hooks - Wtr | 650-59677-3900 | WIMAN311928 | 20.39 |
| 11/28/2024 | 138935 | Fastenal | Bolts - Eng | 660-59593-3900 | WIMAN311769 | 264.45 |

| Check Issue Date | Check Number | Payee | Description | Invoice GL Account | Invoice Number | Invoice Amount |
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| Total 138935: | | | | | | 284.84 |
| 11/28/2024 | 138936 | Fricke Printing Services Inc | Voting Certificates Forms | 100-51440-2910 | 260347 | 89.90 |
| Total 138936: | | | | | | 89.90 |
| 11/28/2024 | 138937 | Frontier | Telephone - Water 920-793-3381 | 650-59661-2200 | 5741;11/24 | 79.06 |
| Total 138937: | | | | | | 79.06 |
| 11/28/2024 | 138938 | Hawkins Inc | Azone-15 & HydroFluosilicic Acid - Wtr | 650-59641-3910 | 6914568 | 3,482.92 |
| Total 138938: | | | | | | 3,482.92 |
| 11/28/2024 | 138939 | Hubbart Electric Inc | After Hours Call - Water Plant Issues | 650-59678-2900 | 22893C | 650.00 |
| Total 138939: | | | | | | 650.00 |
| 11/28/2024 | 138940 | IDEXX Distribution Inc. | Supplies - Wtr | 650-59642-3900 | 3163755055 | 1,278.71 |
| Total 138940: | | | | | | 1,278.71 |
| 11/28/2024 | 138941 | Mammoth Construction LLC | Contract 2-2024, Estimate Number 1 | 650-19107 | CONTRACT 2-2024 #1 | 110,708.25 |
| 11/28/2024 | 138941 | Mammoth Construction LLC | Contract 2-2024, Estimate Number 2 | 650-19107 | CONTRACT 2-2024 #2 | 177,707.00 |
| 11/28/2024 | 138941 | Mammoth Construction LLC | Contract 1-2024, Estimate Number 5 | 690-19107 | CONTRACT 1-2024 #5 | 931,365.78 |
| Total 138941: | | | | | | 1,219,781.03 |
| 11/28/2024 | 138942 | Manitowoc Disposal Inc | Recycling & Refuse Collect - 11/10/24-11 | 640-53620-2900 | 11/10/2024-11/23/2024 | 16,805.35 |
| Total 138942: | | | | | | 16,805.35 |
| 11/28/2024 | 138943 | Manitowoc Trophy | Plaque - P&R | 100-23158 | 47199 | 30.00 |
| Total 138943: | | | | | | 30.00 |
| 11/28/2024 | 138944 | Minnesota Life Insurance Co | Life Insurance premium - Dec 2024 | 100-21531 | DECEMBER 2024 | 3,898.91 |
| Total 138944: | | | | | | 3,898.91 |

| Check Issue Date | Check Number | Payee | Description | Invoice GL Account | Invoice Number | Invoice Amount |
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| 11/28/2024 | 138945 | MSA Professional Services Inc | R10511023.00.250 - Water Dept-TM | 650-59642-2900 | 010793 | 552.50 |
| Total 138945: | | | | | | 552.50 |
| 11/28/2024 | 138946 | Nile Expedite Solutions of Wisc LLC | Sample Shipping - WTP | 690-59831-2900 | 1748 | 1,155.00 |
| Total 138946: | | | | | | 1,155.00 |
| 11/28/2024 | 138947 | Psychologie Clinique S.C. | Police Officer Psych Eval - D. Stonebrak | 100-52120-2142 | STATEMENT 11/22/2024 | 610.00 |
| Total 138947: | | | | | | 610.00 |
| 11/28/2024 | 138948 | R&J Fricke Inc | 6 Bag Concrete - 26th / Garfield | 100-16120 | 16583 | 1,088.00 |
| 11/28/2024 | 138948 | R&J Fricke Inc | 6 Bag Concrete - 26th / Garfield | 100-16120 | 16584 | 1,156.00 |
| Total 138948: | | | | | | 2,244.00 |
| 11/28/2024 | 138949 | Renegade Pest Management | Pest Control - City Hall | 100-51600-3500 | 14565 | 70.00 |
| Total 138949: | | | | | | 70.00 |
| 11/28/2024 | 138950 | RESCO | Stock - Elec | 660-59593-3900 | 3054221 | 1,079.16 |
| 11/28/2024 | 138950 | RESCO | Stock - Elec | 660-19154 | 3054856 | 1,810.00 |
| 11/28/2024 | 138950 | RESCO | Supplies - Elec | 660-59595-3900 | 3055301 | 422.00 |
| Total 138950: | | | | | | 3,311.16 |
| 11/28/2024 | 138951 | Salvage Battery & Lead Inc | Fireplace Fridge - P&R | 100-55140-3500 | 6665 | 20.00 |
| Total 138951: | | | | | | 20.00 |
| 11/28/2024 | 138952 | Signs Plus | Supply QR Code Stickers - Rec | 100-55300-3900 | 1203 | 47.25 |
| Total 138952: | | | | | | 47.25 |
| 11/28/2024 | 138953 | Sprang, Kevin | Balsam Roping/Brush - Rec | 100-55300-3900 | 304722 | 172.50 |
| 11/28/2024 | 138953 | Sprang, Kevin | Sraw Bales Ice Rink - Rec | 100-55300-3900 | 787937 | 715.00 |
| 11/28/2024 | 138953 | Sprang, Kevin | Wreath with Bows - P&R | 100-55300-3900 | 304723 | 95.00 |
| Total 138953: | | | | | | 982.50 |

| Check Issue Date | Check Number | Payee | Description | Invoice GL Account | Invoice Number | Invoice Amount |
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| 11/28/2024 | 138954 | Stangel, Nicholas Lee | Tree Service - Rec | 100-55200-2900 | 0000224 | 2,800.00 |
| Total 138954: | | | | | | 2,800.00 |
| 11/28/2024 | 138955 | Storm the Lawn Pro LLC | Bare Ground Treatment/Veterans Park PI | 100-55200-2900 | 508410 | 200.00 |
| Total 138955: | | | | | | 200.00 |
| 11/28/2024 | 138956 | Superior Chemical LLC | Supplies - Elec | 660-59588-3900 | 404059 | 93.67 |
| 11/28/2024 | 138956 | Superior Chemical LLC | Supplies - Elec | 660-59588-3900 | 404060 | 170.96 |
| 11/28/2024 | 138956 | Superior Chemical LLC | Supplies - CH | 100-51600-3500 | 404646 | 89.60 |
| Total 138956: | | | | | | 354.23 |
| 11/28/2024 | 138957 | Two Rivers Automotive Inc. | Supplies - P&R | 100-55140-3500 | 5172-317397 | 9.73 |
| 11/28/2024 | 138957 | Two Rivers Automotive Inc. | Supplies - P&R | 100-55140-3500 | 5172-317406 | 9.73 |
| Total 138957: | | | | | | 19.46 |
| 11/28/2024 | 138958 | Two Rivers Main Street Inc. | Payment of Delinquent BID - 1620 22nd | 100-25815 | 11/26/2024 | 168.80 |
| Total 138958: | | | | | | 168.80 |
| 11/28/2024 | 138959 | Two Rivers Youth Sports Inc. | Girls Fastpitch Clinic - Nov 5, 12, 19 of 2 | 100-55300-2900 | 11/20/2024 | 441.00 |
| Total 138959: | | | | | | 441.00 |
| 11/28/2024 | 138960 | WCA/Group Health Trust | Dec 2024 Health Premiums | 100-16300 | 0017050935 | 182,620.50 |
| Total 138960: | | | | | | 182,620.50 |
| 11/28/2024 | 138961 | Wells Fargo Vendor Financial Services L | Bobcat Toolcat | 457-53300-8160 | 5032173081 | 1,268.82 |
| Total 138961: | | | | | | 1,268.82 |
| 11/28/2024 | 138962 | WEX Bank | Gasoline | 250-55150-3900 | 100922967 | 7,118.66 |
| Total 138962: | | | | | | 7,118.66 |
| 11/28/2024 | 138963 | White Cap L.P. | Rubber Expansion Joint | 241-56700-8130 | 50028346367 | 360.19 |
| 11/28/2024 | 138963 | White Cap L.P. | CREDIT - Caulk Gun (Inv 50028346367) | 241-56700-8130 | 10020846193 | 176.99- |

| Check Issue Date | Check Number | Payee | Description | Invoice GL Account | Invoice Number | Invoice Amount |
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| 11/28/2024 | 138963 | White Cap L.P. | Epoxy | 241-56700-8130 | 50028828967 | 123.18 |
| 11/28/2024 | 138963 | White Cap L.P. | CREDIT - Epoxy | 241-56700-8130 | 10020831955 | 123.18- |
| Total 138963: | | | | | | 183.20 |
| 11/28/2024 | 138964 | Wisconsin Public Service | 114 Davis Street | 100-55400-2220 | 0401271669-01;11/24 | 18.19 |
| 11/28/2024 | 138964 | Wisconsin Public Service | Pole Attachments 12/1/25-11/30/25 | 660-59583-2900 | 0403815577-02;11/8 | 141.00 |
| 11/28/2024 | 138964 | Wisconsin Public Service | 3801 Mishicot Rd. | 100-54910-2220 | 0401271669-09;11/24 | 107.92 |
| 11/28/2024 | 138964 | Wisconsin Public Service | PAVILLION | 100-55200-2220 | 0401271669-42;11/24 | 20.20 |
| 11/28/2024 | 138964 | Wisconsin Public Service | LIBRARY | 280-55110-2220 | 0401271669-23;11/24 | 560.81 |
| 11/28/2024 | 138964 | Wisconsin Public Service | GENERATOR | 660-59588-2220 | 0401271669-38;11/24 | 16.87 |
| Total 138964: | | | | | | 864.99 |
| 11/28/2024 | 138965 | Zarnoth Brush Works Inc | Brooms | 680-59710-3900 | 0200112-IN | 594.00 |
| Total 138965: | | | | | | 594.00 |
| Grand Totals: | | | | | | 2,394,975.02 |

RESOLUTION

**AMENDING 2025 CITY BUDGET
FOR PARKS AND RECREATION CAPITAL PROJECTS FUND
TO INCLUDE NEW PLAY EQUIPMENT AT NESHOTAH PARK
TO BE FUNDED 100 PERCENT FROM GRANT MONIES**

WHEREAS, the 2025 City Budget, as adopted, includes funding in the Parks and Recreation Capital Budget (Fund 454) for continued investment in improvements to Neshotah Park, consistent with the Master Plan developed and adopted in 2023 for that crown jewel of the City’s park system; and

WHEREAS, with that plan as guidance and justification for funding applications, the Parks and Recreation Department secured a DNR Stewardship Grant in the amount of \$209,500 to fund certain of those 2025 improvements; and

WHEREAS, the Parks and Recreation Department was very recently awarded additional capital funding assistance, in the form of a \$100,000 grant from the West Foundation to help fund \$120,000 in new playground equipment at Neshotah Park; and

WHEREAS, the City Room Tax Commission at its December 6, 2024 committed to funding the \$20,000 balance of the cost for this new play equipment, to include a large climbing boulder and “bamboo jungle” climber; and

WHEREAS, the City wishes to properly acknowledge this generous funding support, and to deploy these additional resources so these improvements can be implemented and enjoyed by park users in the 2025 Summer seasons;

NOW, THEREFORE BE IT RESOLVED that the City Council does hereby adopt the following budget amendment as recommended by the City Manager:

| Fund 454 PARKS AND RECREATION CAPITAL | | | |
|--|---------------------|---------------------|---------------|
| Account | | | |
| Revenues | 2025 Adopted | 2025 Amended | Change |
| 454-48501 West Foundation Contribution | \$ - | \$ 100,000 | \$ 100,000 |
| 454-49223 Transfer from Other Funds | \$ - | \$ 20,000 | \$ 20,000 |
| Expenditures | | | |
| 454-55400-8860 2025 Capital Improvement Projects | \$ 593,500 | \$ 713,500 | \$ 120,000 |

Approved this 16th day of December, 2024.

Council Member

Gregory E. Buckley
City Manager

CITY OF TWO RIVERS

RESOLUTION
DECLARING OFFICIAL INTENT TO REIMBURSE EXPENDITURES
FROM PROCEEDS OF BORROWING

2025 Capital Projects

WHEREAS, the City of Two Rivers, in accordance with its adopted 2025 Budget, intends to undertake certain capital projects and capital equipment purchases; and

WHEREAS, the planned outlays for these activities are more specifically identified in the adopted 2025 City Budget, Capital Projects Funds and Tax Incremental District Funds; and

WHEREAS, the budgets for those various funds identify an intent for the City to utilize tax-exempt, general obligation borrowing (bonds or notes) to fund certain of these capital projects and capital equipment purchases, such borrowing totaling up to \$3,418,546; and

WHEREAS, the projects requiring such borrowing, and the amount of such borrowing anticipated, are summarized as follows:

Table with 2 columns: Fund Name and Amount. Rows include Fund 451 Streets Capital, Fund 454 Parks and Recreation Capital, Fund 455 Fire Capital, Fund 457 DPW Equipment & Facilities, Fund 461 Police Capital, Wastewater Utility, GRAND TOTAL, and TOTAL TAX-SUPPORTED DEBT.

*To be repaid from sources other than the Debt Service levy (Sandy Bay lot sales, wastewater utility)

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Two Rivers:

Section 1. Declaration of Official Intent. The City hereby officially declares its intent to reimburse said capital expenditures with proceeds of tax-exempt, general obligation borrowing, the principal amount of which will not exceed \$1,990,243; and

Section 2. Anticipated Timing of Borrowings. The City anticipates closing on the borrowing for all activities cited above prior to December 31, 2025, and

Section 3. Unavailability of Long Term Funds. No other funds for said activities, other than the planned borrowing referenced herein are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside by the City pursuant to its budget or financial policies; and

Section 4. Public Availability of Official Intent Resolution. This Resolution shall be made available for public inspection at the City Clerk’s office within 30 days after its approval in compliance with applicable State law governing the availability of records of official acts including Subchapter II of Chapter 19 and shall remain available for public inspection until the Notes or Bonds are issued.

Section 5. Effective Date. This Resolution shall be effective upon its adoption and approval.

Adopted and recorded this 18th day of December, 2024.

Councilmember

Gregory E. Buckley
City Manager

Attest:

Amanda Baryenbruch
City Clerk

Sean Griffin
City Attorney

To: Members of the City Council and City Manager
From: Andrew J. Adams
Date: December 13, 2024
Re: Recommended Rules for Proposed Informal Discussion Sessions

QUESTION PRESENTED

What are the necessary procedural requirements for the Council to maintain informal discussion sessions solely for public discussion of topics raised by the members of the public who attend said meetings?

SHORT ANSWER

The members should provide notice to the public as with any other meeting of a governmental body. The discussion should be limited to discussion of the topics raised by members of the public and no decisions on the same should be made. The agenda or notice of what will occur at the meeting should be simple as there will only be one item beyond calling to order and adjournment, and the minutes need only reflect that simplicity and the motion to adjourn.

FACTS

The City Council is considering whether to assign two (2) of its members to hold informal discussion sessions, open to the public. At such sessions, said members would be directed to only listen to the public comments and discuss the same among themselves and with the attendees at the sessions without taking any action or making any decisions.

LAW

A “meeting” for the purposes of the Open Meetings Law is the convening of the members of a governmental body to carry out the body’s purpose. Wis. Stat. § 19.82(2). A “governmental body” includes purely advisory bodies and subunits of pre-existing bodies, even if the only purpose of the governmental body is discussion. *State v. Swanson*, 92 Wis. 2d 310, 284 N.W.2d 655 (1979). Where the subject matter of a meeting of public officials is indeterminate and the officials have no power to act on the subject matter, the meeting is not subject to the requirements of the Open Meetings Law. *State ex rel. Lynch v. Conta*, 71 Wis. 2d 662, 681, 239 N.W.2d 313 (1976). The notice of a meeting must “set

forth the time, date, place and subject matter of the meeting [...] in such form as is reasonably likely to apprise members of the public and news media thereof”, if the Open Meetings Law applies. Wis. Stat. § 19.84(2). Any and all votes and motions of a meeting must be recorded if the Open Meetings Law applies. Wis. Stat. § 19.88(2).

ANALYSIS

If the Council decides to implement the proposed informal discussion sessions, they would not likely be categorized as open meetings under the Wisconsin Open Meetings Law. However, compliance with the Open Meetings Law would be quite easy to achieve for these meetings. As attorneys for the City, we recommend that the Council impose and abide by the following rules if such discussion sessions are implemented:

Quarterly Informal Discussion Sessions

1. Time, Place, and Purpose.
 - a. Informal Discussion Sessions (“Sessions”) shall be held by members of the City Council to allow discussion to be brought by members of the public in settings less formal than the regular meetings of the full City Council.
 - b. The purpose of the Sessions shall be solely to discuss the topics raised by the members of the public in a setting wherein members of the public may feel more comfortable than they might at regular meetings of the full City Council.
 - c. The Sessions are not intended to be meetings of a governmental body for the purposes of the Wisconsin Open Meetings Law due to, in part and without limitation, the Council members attending the Sessions not being granted any power to decide or take action on the topics discussed.
 - d. Sessions shall be held no more often than one (1) time per quarter, and no more than one (1) Session shall occur between any two (2) meetings of the City Council.
 - e. Public notice of the time and location of the Sessions shall be provided as required by Wis. Stat. § 19.84.
 - f. Sessions should remain open and last at least one (1) hour but any predetermined time for adjournment should be provided in the notice.
 - g. The topics of discussion for the Sessions shall only be those topics raised during the public comment period of any given Session.
 - h. The location should be an easily accessible public location, regularly visited by members of the public, other than the location of regular City Council meetings.
2. Council Members Involved
 - a. No more than two (2) council members shall attend any given session.

- b. Attending Council members shall not discuss any of the topics raised at a session with any other council member except to request that items discussed be placed on the next agenda for discussion, or decision if permissible, at the next regular City Council meeting.
 - c. Attending council members may be rotated among the then-serving members of the City Council at the City Council's discretion.
3. Agenda
- a. Each Session's agenda shall be published as part of the notice to the public.
 - b. Each Session's agenda shall contain no more than the following items:
 - i. Call to Order
 - ii. Public Comment
 - 1. Council members may discuss topics raised by members of the public but shall not make any decisions or take any actions regarding the same
 - iii. Adjournment [no later than [insert time]]
4. Minutes
- a. At least one (1) of the attending Council members shall keep minutes of the Session.
 - b. As the attending Council members are only going to discuss what the public raises and have no authority to decide or act, the only information which shall be recorded is who raises the motion, who seconds, and who votes to adjourn the Session.
 - c. The minutes should include the times at which the Session is called to order and adjourns.
 - d. This is not a City Council meeting, so the City Clerk is not required to attend or record minutes.

CONCLUSION

If the City Council decides to hold the proposed informal discussion sessions, we recommend that the Council take the procedural steps necessary to fulfil the requirements of Wisconsin's Open Meetings Law, despite our belief that such discussion sessions would not be considered meetings of a governmental body which would require said compliance.



**CITY OF TWO RIVERS RESOLUTION
AUTHORIZING ADJUSTMENTS TO NON-UNION EMPLOYEE
WAGE SCALES TO IMPLEMENT A THREE PERCENT WAGE INCREASE
AND OTHER ADJUSTMENTS AS PROVIDED IN 2025 BUDGET**

WHEREAS, the 2025 City Budget, adopted by the City Council on December 2, 2024, provides for a three percent wage increase for non-union City personnel and other adjustments as included in the 2025 budget; and

WHEREAS, such a wage adjustment is possible, in large part, because of cost containment or reduction in other components of the employees’ total compensation package, notably health insurance; and;

NOW, THEREFORE, BE IT RESOLVED, that the City Council hereby authorizes an upward adjustment of three percent in all of the pay grades and steps in the City’s non-union pay schedule, applicable to the non-union wage rates identified therein, effective January 1, 2025, with the exception of those position in the next paragraph below; and

BE IT FURTHER RESOLVED, that said non-union pay schedule for the year 2025, is hereby adopted.

Adopted this 16th day of December, 2024.

Councilmember

Gregory E. Buckley
City Manager

ARPA SUBRECIPIENT AGREEMENT

This ARPA Subrecipient Agreement (“AGREEMENT”) is made and entered into by and between MANITOWOC COUNTY, a governmental body corporate and politic pursuant to Wis. Stat. § 59.01, whose principal address is 1010 South Eighth Street, Manitowoc, WI 54220 (“MANITOWOC COUNTY”) and City of Two Rivers, whose principal address is 1717 East Park Street, Two Rivers, WI 54241 (“SUBRECIPIENT”). MANITOWOC COUNTY and SUBRECIPIENT may be referred to individually as a “PARTY” or collectively as the “PARTIES”.

RECITALS:

WHEREAS, on March 11, 2021, President Joseph R. Biden signed into law the American Rescue Plan Act of 2021 (the “ARPA”); and

WHEREAS, on May 10, 2021, the United States Department of the Treasury (hereinafter “US TREASURY”) published guidance regarding the allowable usage of the Coronavirus State and Local Fiscal Recovery Funds to be disseminated to local governments in accordance with the ARPA; and

WHEREAS, MANITOWOC COUNTY is allocated that certain amount of Local Fiscal Recovery Funds (“LFRF”) as published by the US TREASURY; and

WHEREAS, under section 9901 of the ARPA, MANITOWOC COUNTY may transfer LFRF funds to a constituent unit of government; and

WHEREAS, MANITOWOC COUNTY intends to allocate a direct match of the LFRF funds each constituent unit of government receives with LFRF funds MANITOWOC COUNTY receives to achieve the maximum impact of such LFRF funds; and

WHEREAS, SUBRECIPIENT is a constituent unit of government that received LFRF funds; and

WHEREAS, SUBRECIPIENT submitted a written request to the COUNTY for **six hundred twenty-one thousand one hundred forty-nine and 59/100 dollars (\$621,149.59)** in LFRF matching funds to replace lead water service line on Roosevelt Street in the city of Two Rivers as more particularly described Base Bid Items Nos. 1 (1” Tap and Corporation Stop), 2 (1” HDPE Water Service - Long), 3 (1” HDPE Water Service – Short), 4 (1” Valve and Box), 12 (6” Thick Concrete Pavement), 13 (8” Thick Concrete Pavement), 14 (4” Thick Concrete Sidewalk Replacement), and 15 (30” Concrete Curb and Gutter Replacement) in *Exhibit A* attached hereto and incorporated herein (“PROJECT”); and

WHEREAS, the PROJECT explicitly excludes any work not included in Base Bid Items Nos. 1 (1” Tap and Corporation Stop), 2 (1” HDPE Water Service - Long), 3 (1” HDPE Water Service – Short), 4 (1” Valve and Box), 12 (6” Thick Concrete Pavement), 13 (8” Thick Concrete Pavement), 14 (4” Thick Concrete Sidewalk Replacement), and 15 (30” Concrete Curb and Gutter Replacement) in Exhibit A; moreover, the PROJECT explicitly excludes any work, whether nor

not identified in Exhibit A, that is paid for in any manner other than by SUBRECIPIENT's LFRF funds;

NOW, THEREFORE, in consideration of the premises set forth above, and the mutual agreements, covenants, promises, and obligations set forth below, the sufficiency of which is hereby acknowledged, the PARTIES agree as follows:

1. **RECITALS.** The foregoing Recitals are hereby incorporated as if fully set forth herein and are hereby made a part of this AGREEMENT.

2. **EFFECTIVE DATE AND TERM.** This AGREEMENT shall commence when last executed by all PARTIES and shall remain in effect no later than December 31, 2025, unless earlier terminated by MANITOWOC COUNTY in writing.

3. **BID DOCUMENTS.** Prior to requesting any LFRF funds from MANITOWOC COUNTY, SUBRECIPIENT shall provide MANITOWOC COUNTY with a complete copy of all materials used in obtaining a quote, request, or bid, including the accepted quote, request, or bid, for the PROJECT.

4. **LFRF FUNDS TO BE DISSEMINATED TO SUBRECIPIENT.** MANITOWOC COUNTY will disseminate LFRF funds to SUBRECIPIENT as follows:

a. Upon SUBRECIPIENT expending 50% of its LFRF funds on the PROJECT, SUBRECIPIENT may request MANITOWOC COUNTY to disburse an equal amount to SUBRECIPIENT upon providing the materials required in Paragraph 6 (Reporting Requirements to Ensure Compliance With the ARPA) of this AGREEMENT, such that 50% of the funds that MANITOWOC COUNTY is providing SUBRECIPIENT are paid out;

b. Upon SUBRECIPIENT expending the last 50% of its LFRF funds on the PROJECT, SUBRECIPIENT may request MANITOWOC COUNTY to disburse an equal amount to SUBRECIPIENT upon providing the materials required in Paragraph 6 (Reporting Requirements to Ensure Compliance With the ARPA) of this AGREEMENT, such that 100% of the funds that MANITOWOC COUNTY is providing SUBRECIPIENT are paid out.

c. No reimbursement requests may be submitted to MANITOWOC COUNTY after December 31, 2025.

5. **LIMITATIONS REGARDING THE USE OF LFRF FUNDS.** SUBRECIPIENT agrees that all expenditures utilizing LFRF funds that SUBRECIPIENT receives from MANITOWOC COUNTY shall be used only for the PROJECT and shall be an eligible use of LFRF funds under the United States Department of the Treasury Coronavirus State and Local Fiscal Recovery Funds Final Rule implementing the LFRF provisions of the ARPA (*see* 31 C.F.R. Part 35) (the "RULE"). It is SUBRECIPIENT's sole responsibility to ensure that its use of LFRF funds complies with the RULE. To the extent that SUBRECIPIENT uses LFRF funds from MANITOWOC COUNTY in such a manner that is not an eligible use under the RULE, SUBRECIPIENT agrees to reimburse MANITOWOC COUNTY the full amount of LFRF funds that MANITOWOC COUNTY provided to SUBRECIPIENT.

6. REPORTING REQUIREMENTS TO ENSURE COMPLIANCE WITH THE ARPA. To ensure compliance with the RULE as set forth by the US TREASURY, when requesting reimbursement for eligible LFRF expenditures, SUBRECIPIENT shall provide to MANITOWOC COUNTY a comprehensive and detailed list of all such expenditures on an itemized invoice, and shall also provide any backup documentation to support such expenditures. Said invoice must include a statement, signed by SUBRECIPIENT, indicating that all expenditures therein comport with the RULE as set forth by the US TREASURY.

7. TIMELINE REGARDING THE DISSEMINATION OF FUNDS TO RECIPIENT. Upon receipt of SUBRECIPIENT's complete reimbursement request, MANITOWOC COUNTY will disseminate funds for eligible LFRF expenditures therein within twenty (20) days of receipt of said reimbursement request. The dissemination of LFRF funds shall only occur after the COUNTY reviews SUBRECIPIENT's reimbursement request to ensure that all expenditures detailed therein qualify for reimbursement in accordance with all published guidance regarding the use of LFRF funds as specified in the RULE and the ARPA. All payments from MANITOWOC COUNTY to SUBRECIPIENT are contingent on the availability of LFRF funds to MANITOWOC COUNTY, and further subject to all applicable federal, state, and local laws regarding the governance of LFRF funds within the RULE and the ARPA.

8. ADDITIONAL INFORMATION. MANITOWOC COUNTY may request additional information from SUBRECIPIENT, as needed, to meet any additional guidelines regarding the use of LFRF funds that may be established by the US TREASURY during the term of this AGREEMENT.

9. UNIFORM ADMINISTRATIVE REQUIREMENTS COMPLIANCE. SUBRECIPIENT agrees to comply with the pertinent *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, 2 C.F.R. Part 200 (a copy of which can be found at <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200>), which includes, but is not limited to, adoption of, and compliance with, a procurement policy that ensures procurements using LFRF funds, or payments under procurement contracts using such funds, are consistent with the procurement standards set forth in the Uniform Guidance at 2 CFR § 200.317 through 327, as applicable.

10. TERMINATION. MANITOWOC COUNTY may terminate this AGREEMENT for convenience or otherwise and for no consideration or damages upon prior notice to SUBRECIPIENT.

11. COMPLIANCE WITH LAWS AND GUIDELINES. SUBRECIPIENT agrees to comply with all federal, state, and local laws, requirements, and published guidance (including the *Compliance and Reporting Guidance: State and Local Fiscal Recovery Funds* (version 2.1) (November 12, 2021) as updated from time-to-time) that is set forth regarding the usage of any and all monies appropriated under the ARPA.

12. MAINTENANCE AND AUDIT OF RECORDS. SUBRECIPIENT agrees to maintain records, books, documents, and other materials relevant to its performance under this AGREEMENT for five (5) years following termination of this AGREEMENT. These records shall be subject to inspection, review, and audit by the COUNTY or its designees and the US

TREASURY. If it is determined during the course of the audit that SUBRECIPIENT was reimbursed for unallowable costs under this AGREEMENT, SUBRECIPIENT agrees to promptly reimburse MANITOWOC COUNTY for such payments upon request.

13. CIVIL RIGHTS COMPLIANCE. Recipients of federal financial assistance from the US TREASURY are required to meet legal requirements relating to nondiscrimination and nondiscriminatory use of federal funds. Those requirements include ensuring that entities receiving federal financial assistance from the US TREASURY do not deny benefits or services, or otherwise discriminate on the basis of race, color, national origin (including limited English proficiency), disability, age, or sex (including sexual orientation and gender identity), in accordance with the following authorities: Title VI of the Civil Rights Act of 1964 (Title VI) Public Law 88-352, 42 U.S.C. 2000d-1 et seq., and the Department's implementing regulations, 31 CFR Part 22; Section 504 of the Rehabilitation Act of 1973 (Section 504), Public Law 93-112, as amended by Public Law 93-516, 29 U.S.C. 794; Title IX of the Education Amendments of 1972 (Title IX), 20 U.S.C. 1681 et seq., and the Department's implementing regulations, 31 CFR Part 28; Age Discrimination Act of 1975, Public Law 94-135, 42 U.S.C. 6101 et seq., and the Department implementing regulations at 31 CFR Part 23. SUBRECIPIENT agrees to comply with all legal requirements relating to nondiscrimination and nondiscriminatory use of federal funds.

14. INDEMNIFICATION. SUBRECIPIENT agrees to defend, hold harmless, and indemnify MANITOWOC COUNTY, its officers, employees, departments, boards, commissions, committees, agents, elected and appointed officials, and volunteers, from and against any and all causes of action, claims, costs, demands, expenses, fees, judgments, legal fees (including, without limitation, reasonable attorney's fees), liabilities, losses, or damages of any nature whatsoever arising out of this AGREEMENT or in any way related to any act or omission of SUBRECIPIENT. SUBRECIPIENT agrees that its duty to defend, hold harmless, and indemnify MANITOWOC COUNTY shall survive the termination of this AGREEMENT.

SUBRECIPIENT further agrees to defend, hold harmless, and indemnify MANITOWOC COUNTY against any and all claims for reimbursement resulting from any improper expenditure of LFRF funds by SUBRECIPIENT. SUBRECIPIENT expressly agrees to reimburse MANITOWOC COUNTY for any funds MANITOWOC COUNTY is required to reimburse the federal government as a result of SUBRECIPIENT's noncompliance with any federal requirement.

15. IMMUNITY. MANITOWOC COUNTY is a governmental entity entitled to governmental immunity under law, including Wis. Stat. § 893.80, as applicable. Nothing contained in this AGREEMENT shall waive the rights and defenses to which MANITOWOC COUNTY may be entitled under law, including all immunities, limitations, and defenses under Wis. Stat. § 893.80 or any subsequent amendment thereof. The rights and obligations set forth in this Paragraph shall survive the termination or expiration of this AGREEMENT.

16. NOTICE. Any notice given under this AGREEMENT shall be in writing and delivered in person or by certified mail, return receipt requested, addressed as follows:

If to MANITOWOC COUNTY: Finance Director
1110 S 9th Street, 1st Floor
Manitowoc, WI 54220

If to SUBRECIPIENT: _____

Either PARTY may, in writing, designate another address to which notice shall thereafter be given or mailed. Any notice given by mail shall be deemed delivered when deposited postage pre-paid in the United States mail.

17. MODIFICATION. This AGREEMENT may not be altered, amended, or modified except by a written agreement which expressly states that it constitutes an amendment to this AGREEMENT and which has been signed by duly authorized representatives of both PARTIES.

18. DEFAULT. The failure SUBRECIPIENT to perform any of the covenants, conditions, or obligations imposed on it by this AGREEMENT where the failure continues for a period of fifteen (15) days after written notice from MANITOWOC COUNTY shall constitute a material default and breach of this AGREEMENT.

19. RESERVATION OF RIGHTS; NO WAIVER. No condition, covenant, or term of this AGREEMENT shall be waived unless the waiver is made in writing and signed by duly authorized representatives of both PARTIES. The failure of MANITOWOC COUNTY to take action with respect to any breach by SUBRECIPIENT of any covenant, condition, or obligation in this AGREEMENT shall not be a waiver of such covenant, condition, or obligation or a subsequent breach of the same or any other covenant, condition, or obligation. The remedies herein provided are cumulative and not exclusive of any remedy available to MANITOWOC COUNTY at law or in equity.

20. RELATIONSHIP OF THE PARTIES. The PARTIES agree and understand that they shall perform their obligations under this AGREEMENT as independent parties to the AGREEMENT. Nothing in this AGREEMENT shall be construed to make either PARTY an agent, employee, employer, partner, or representative of the other PARTY or to otherwise create any other association between the parties.

21. NO THIRD-PARTY BENEFICIARIES. This AGREEMENT shall not provide any person not a party to this AGREEMENT with any remedy, claim, liability, reimbursement, cause of action, or other right in excess of those existing without reference to this AGREEMENT. This provision shall not limit any obligation that either PARTY has to the US TREASURY in connection with the use of ARPA funds, including the obligations to provide access to records and cooperate with audits as provided in this AGREEMENT.

22. ASSIGNMENT PROHIBITED. SUBRECIPIENT shall not assign or transfer any interest in this AGREEMENT in any manner.

23. SUCCESSORS AND ASSIGNS BOUND. All of the provisions, covenants, terms, conditions, and specifications in this AGREEMENT shall extend to and bind the legal representatives, successors, and assigns of the respective PARTIES.

24. CHOICE OF LAW AND VENUE. This AGREEMENT shall be construed and enforced in accordance with the laws of the State of Wisconsin. Any lawsuit related to or arising out of a dispute under this AGREEMENT shall be commenced and tried in the circuit court of Manitowoc County, Wisconsin, and MANITOWOC COUNTY and SUBRECIPIENT submit to the exclusive jurisdiction of the circuit court of Manitowoc County, Wisconsin for such lawsuits.

25. PARAGRAPH HEADINGS. All paragraph and subparagraph headings contained in this AGREEMENT are for convenience in reference only, and are not intended to define or limit the scope of any provision.

26. SEVERABILITY. The provisions of this AGREEMENT are severable and if any condition, covenant, or term is found to be invalid, unenforceable, or void by a court of competent jurisdiction, then the remainder of the AGREEMENT shall remain in full force and effect and shall not in any way be affected, impaired, or invalidated.

27. SIGNATURE AUTHORITY. The persons signing this AGREEMENT warrant that they have been authorized to enter into this AGREEMENT by and on behalf of their respective PARTIES and that they have full and complete authority to bind their respective PARTIES by executing this AGREEMENT.

28. COUNTERPARTS; SIGNATURES. This AGREEMENT may be executed in one or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument. Any counterpart may be signed and delivered by facsimile or electronic transmission and the delivery of a copy of any executed original or executed counterpart of this document shall have the same force and effect as the delivery of an executed original.

29. ENTIRE AGREEMENT. This AGREEMENT constitutes the entire agreement between the PARTIES and supersedes any and all other agreements, oral or written, between the PARTIES with respect to its subject matter. Each PARTY acknowledges that no agreement, inducement, promise, or representation has been made by or on behalf of any PARTY except as specifically set forth herein. Each PARTY agrees that no agreement, promise, or statement that is not contained in this AGREEMENT shall be binding on any PARTY. Each PARTY acknowledges and agrees it has relied on its own judgment in entering into this AGREEMENT.

IN WITNESS WHEREOF, the parties, intending to be legally bound, have executed this AGREEMENT effective on the date that it is signed by all parties.

MANITOWOC COUNTY

SUBRECIPIENT

By: _____
Bob Ziegelbauer
County Executive

By: _____

Date: _____

Date: _____

By: _____
Jessica Backus
County Clerk

By: _____

Date: _____

Date: _____

*Add
City Signature
Lines*

Exhibit A
Project Description

BID TABULATION

Project: **2 – 2024 Lateral Replacement: City of Two Rivers**
 Engineer's Project Number: **TR 40 (2)** Bid Deadline: **May 2, 2024 at 10:00 a.m. local time**

| ITEM NO. | DESCRIPTION OF WORK | BID | | PRE-BID ESTIMATE | | Manimoth Construction | | Van Rie Plumbing Inc. | |
|---|--|--------|----------|------------------|-----------------------|-----------------------|------------------------|-----------------------|------------------------|
| | | QUANT. | UNITS | UNIT PRICE | AMOUNT | UNIT PRICE | AMOUNT | UNIT PRICE | AMOUNT |
| BASE BID - PART 1 PUBLIC IMPROVEMENTS | | | | | | | | | |
| 1. | 1" Tap and Corporation Stop | 300 | each | \$ 1,500.00 | \$ 450,000.00 | \$ 4,400.00 | \$ 1,320,000.00 | \$ 4,150.00 | \$ 1,245,000.00 |
| 2. | 1" HDPE Water Service - Long | 150 | each | \$ 4,000.00 | \$ 600,000.00 | \$ 600.00 | \$ 90,000.00 | \$ 40.00 | \$ 6,000.00 |
| 3. | 1" HDPE Water Service - Short | 150 | each | \$ 2,000.00 | \$ 300,000.00 | \$ 600.00 | \$ 75,000.00 | \$ 40.00 | \$ 6,000.00 |
| 4. | 1" Valve and Box | 300 | each | \$ 350.00 | \$ 105,000.00 | \$ 350.00 | \$ 105,000.00 | \$ 300.00 | \$ 90,000.00 |
| 5. | Televising for Existing Sanitary Lateral Inspection | 200 | each | \$ 125.00 | \$ 25,000.00 | \$ 85.00 | \$ 17,000.00 | \$ 150.00 | \$ 30,000.00 |
| 6. | 8" PVC Sanitary Lateral | 3,000 | lin. ft. | \$ 70.00 | \$ 210,000.00 | \$ 50.00 | \$ 150,000.00 | \$ 50.00 | \$ 150,000.00 |
| 7. | 4" PVC Sanitary Lateral | 3,000 | lin. ft. | \$ 70.00 | \$ 210,000.00 | \$ 48.00 | \$ 144,000.00 | \$ 48.00 | \$ 138,000.00 |
| 8. | 8" Sanitary Sewer Wye - Cut In | 80 | each | \$ 2,000.00 | \$ 160,000.00 | \$ 1,800.00 | \$ 144,000.00 | \$ 2,250.00 | \$ 180,000.00 |
| 9. | 10" Sanitary Sewer Wye - Cut In | 40 | each | \$ 2,200.00 | \$ 88,000.00 | \$ 1,800.00 | \$ 72,000.00 | \$ 2,300.00 | \$ 92,000.00 |
| 10. | Sanitary Lateral Saddle Tee | 80 | each | \$ 1,000.00 | \$ 80,000.00 | \$ 1,000.00 | \$ 80,000.00 | \$ 1,750.00 | \$ 140,000.00 |
| 11. | Sanitary Lateral Tracer Wire System | 200 | each | \$ 150.00 | \$ 30,000.00 | \$ 40.00 | \$ 8,000.00 | \$ 38.00 | \$ 7,600.00 |
| 12. | 6" Thick Concrete Pavement | 6,000 | sq. yard | \$ 75.00 | \$ 450,000.00 | \$ 88.00 | \$ 588,000.00 | \$ 86.50 | \$ 519,000.00 |
| 13. | 8" Thick Concrete Pavement | 1,000 | sq. yard | \$ 85.00 | \$ 85,000.00 | \$ 104.00 | \$ 104,000.00 | \$ 95.25 | \$ 95,250.00 |
| 14. | 4" Thick Concrete Sidewalk Replacement | 15,000 | sq. ft. | \$ 6.00 | \$ 90,000.00 | \$ 9.75 | \$ 146,250.00 | \$ 9.25 | \$ 138,750.00 |
| 15. | 30" Concrete Curb and Gutter Replacement | 3,000 | lin. ft. | \$ 15.00 | \$ 45,000.00 | \$ 30.00 | \$ 90,000.00 | \$ 25.00 | \$ 75,000.00 |
| TOTAL BASE BID PART 1 | | | | | \$2,928,000.00 | | \$ 3,133,250.00 | | \$2,912,600.00 |
| PUBLIC IMPROVEMENTS | | | | | | | | | |
| BASE BID - PART 2 PRIVATE SERVICE LATERALS | | | | | | | | | |
| 16. | 1" HDPE Water Service | 200 | each | \$ 2,000.00 | \$ 400,000.00 | \$ 1,510.00 | \$ 302,000.00 | \$ 2,550.00 | \$ 510,000.00 |
| 17. | Pre-Construction Meeting with Property Owner, Contractor, & City Staff | 200 | each | \$ 125.00 | \$ 25,000.00 | \$ 85.00 | \$ 17,000.00 | \$ 100.00 | \$ 20,000.00 |
| 18. | Wall Case (1" Diameter Pipe) | 200 | each | \$ 100.00 | \$ 20,000.00 | \$ 6.00 | \$ 1,000.00 | \$ 5.00 | \$ 1,000.00 |
| 19. | Reconnect Water Service Inside Building | 200 | each | \$ 1,200.00 | \$ 240,000.00 | \$ 625.00 | \$ 125,000.00 | \$ 750.00 | \$ 150,000.00 |
| TOTAL BASE BID PART 2 | | | | | \$ 685,000.00 | | \$ 445,000.00 | | \$ 681,000.00 |
| PRIVATE SERVICE LATERALS | | | | | | | | | |
| TOTAL BASE BID PARTS 1 AND 2 | | | | | \$3,613,000.00 | | \$ 3,578,250.00 | | \$ 3,593,600.00 |

BID TABULATION

Project: 2 – 2024 Lateral Replacement: City of Two Rivers
 Engineer's Project Number: TR 40 (2) Bid Deadline: May 2, 2024 at 10:00 a.m. local time

| ITEM NO. | DESCRIPTION OF WORK | BID QUANT. | UNITS | PRE-BID ESTIMATE | | Mammath Construction | | Van Rie Plumbing Inc. | |
|---|---|------------|----------|------------------|---------------|----------------------|---------------|-----------------------|---------------|
| | | | | UNIT PRICE | AMOUNT | UNIT PRICE | AMOUNT | UNIT PRICE | AMOUNT |
| SUPPLEMENTARY BID ITEMS - PRIVATE SERVICE LATERALS | | | | | | | | | |
| S1. | 6" PVC Sanitary Lateral | 1,300 | lin. ft. | \$ 85.00 | \$ 84,500.00 | \$ 50.00 | \$ 65,000.00 | \$ 30.00 | \$ 39,000.00 |
| S2. | 4" PVC Sanitary Lateral | 1,300 | lin. ft. | \$ 85.00 | \$ 84,500.00 | \$ 48.00 | \$ 62,400.00 | \$ 20.00 | \$ 26,000.00 |
| S3. | Wall Core (6" Dia. Pipe or Less) | 100 | each | \$ 125.00 | \$ 12,500.00 | \$ 10.00 | \$ 1,000.00 | \$ 30.00 | \$ 3,000.00 |
| S4. | Televiing for Sanitary Lateral Acceptance | 100 | each | \$ 125.00 | \$ 12,500.00 | \$ 85.00 | \$ 8,500.00 | \$ 175.00 | \$ 17,500.00 |
| S5. | Reconnect Sanitary Lateral Inside Building (Above Basement Floor) | 25 | each | \$ 800.00 | \$ 20,000.00 | \$ 750.00 | \$ 18,750.00 | \$ 1,200.00 | \$ 30,000.00 |
| S6. | Reconnect Sanitary Lateral Inside Building (Below Basement Floor) | 75 | each | \$ 2,500.00 | \$ 187,500.00 | \$ 2,500.00 | \$ 187,500.00 | \$ 3,150.00 | \$ 236,250.00 |
| S7. | Removal and Replacement of Unsuitable Backfill | 100 | cu. yds. | \$ 25.00 | \$ 2,500.00 | \$ 0.10 | \$ 10.00 | \$ 25.00 | \$ 2,500.00 |
| S8. | Topsoil Restoration, Seeding, Fertilizer, and Erosion Mat | 3,000 | sq. yard | \$ 12.00 | \$ 36,000.00 | \$ 15.00 | \$ 45,000.00 | \$ 10.00 | \$ 30,000.00 |
| S9. | Relocate Water Meter | 5 | each | \$ 2,500.00 | \$ 12,500.00 | \$ 500.00 | \$ 2,500.00 | \$ 500.00 | \$ 2,500.00 |
| S10. | Exploratory Excavation | 100 | each | \$ 400.00 | \$ 40,000.00 | \$ 5.00 | \$ 500.00 | \$ 500.00 | \$ 50,000.00 |
| TOTAL SUPPLEMENTARY BID ITEMS | | | | | \$ 492,500.00 | | \$ 391,160.00 | | \$ 436,750.00 |

- E. The presumption of this specification is that the excavated material will be suitable for trench backfill. If unsuitable backfill materials are encountered, and other suitable excess material is stockpiled or is present on the site, then the available material shall be transported within the site and used at no extra expense to the Owner. If unsuitable backfill materials are encountered, such that materials must be hauled in from off the project site, the supplemental bid prices will be used, or if no appropriate supplemental bid price exists, an extra price will be negotiated. The City must grant prior approval for the use of supplemental bid prices or extra payment.
- F. All trench compaction shall be Class I. Compaction testing may be conducted at various depths in the trench to verify the required density has been achieved. If compaction tests fail, the Contractor shall pay for a second set of tests to demonstrate that the inadequate compaction condition has been remedied.

2.2 DESCRIPTION OF BID ITEMS:

A. Base Bid

- **1" Tap and Corporation Stop (Item 1)** shall be paid for at the contract unit price for each tap and corporation stop installed under this contract, inclusive of all materials, labor, tools, equipment and incidentals necessary to complete the work. Corporation stops shall be 1-inch Mueller H-15000. A Smith Blair 264 or 265 stainless steel tapped full circles repair clamp with a minimum width of 12-inches, or equivalent, will be required. Work shall consist of the following:
 - Schedule water shutdown with City Water Department. NOTE: Contractor to schedule installation of at least two corporation stops during one water shut down.
 - Notify residents impacted by the shutdown at least 24 hours prior to shut down.
 - Shutdown the water main (valve turning by City Water Department).
 - Remove the existing corporation.
 - Clean existing main as per device installation instructions.
 - Install new saddle over original tap location as per device installation instructions.
 - Install new corporation stop.
 - Connect new 1-inch HPDE water service.
 - Visually verify no leaks after water is turned on.

- **1" HDPE Water Service – Long (Item 2)** shall be paid for at the contract unit price per each, inclusive of all work and materials for services over 33-feet in length from the water main to the curb box. Work shall consist of providing and installing the HDPE water service.

Prior to any street work or removals, the Contractor shall verify, by exposing the water service at the curb box, the existing water service material. If the service is to be replaced, the cost for this work shall be included in the contract unit price of 1-Inch HDPE Water Service.

Work shall also include the removal of the existing water service. Existing sanitary services that are disrupted by water service removal or installation shall be removed and replaced with PVC material of the same size and equipped with tracer wire. Price shall include costs to reconnect the water and sewer services, cost of bedding and cover materials. Work shall include all excavation, removal, hauling, of excess material, furnishing and installation of all piping materials, and all materials necessary to connect the services to the existing services.

backfilling, and for all labor, tools, and equipment and incidentals necessary to complete the work.

- 1" HDPE Water Service - Short (Item 3) shall be paid for at the contract unit price per each, inclusive of all work and materials for services less than 33-feet in length from the water main to the curb box. Work shall consist of providing and installing the HDPE water service.

Prior to any street work or removals, the Contractor shall verify, by exposing the water service at the curb box, the existing water service material. If the service is to be replaced, the cost for this work shall be included in the contract unit price of 1-Inch HDPE Water Service.

Work shall also include the removal of the existing water service. Existing sanitary services that are disrupted by water service removal or installation shall be removed and replaced with PVC material of the same size and equipped with tracer wire. Price shall include costs to reconnect the water and sewer services, cost of bedding and cover materials. Work shall include all excavation, removal, hauling, of excess material, furnishing and installation of all piping materials, and all materials necessary to connect the services to the existing services, backfilling, and for all labor, tools, and equipment and incidentals necessary to complete the work.

- 1" Valve and Box (Item 4) shall be paid for at the contract unit price for each 1-inch valve and curb box installed under this contract, inclusive of all work and materials. Work shall consist of providing and installing a valve and box for the water service, and for all labor, tools, and equipment and incidentals necessary to complete the work.

- Televising for Existing Sanitary Lateral Inspection (Item 5) - Before the lateral is replaced, the Contractor shall assist the City with inspecting the condition of existing sanitary laterals using the Contractor's televising equipment. Only existing PVC or PE sanitary laterals need to be televised (sewer main to the proposed connection at the house/building), since all other lateral materials are defective based on City policy. City representatives are not allowed in trenches or other excavated holes to inspect laterals. The Contractor shall be paid for each lateral televised.

- 6" / 4" PVC Sanitary Lateral (Items 6, 7, S1, S2) covers the construction of Schedule 40 PVC sanitary service lateral of the diameter shown in the bid proposal to match the diameter of the existing lateral. The unit of measurement is per lineal foot along the ground surface through the riser, if applicable, measured from the sewer main to the property line, or from the property line to the inside of the basement wall. Laterals on private property shall conform to State of Wisconsin plumbing codes.

- Sanitary Lateral Wyes (Items 8 & 9) covers the cost of providing and installing a section of pipe of the same diameter as the sanitary sewer with a factory-made standard wye of the diameter of the existing sanitary sewer and includes the installation of up to 3-feet of new PVC pipe and Fernco connections to the existing sanitary sewer. The unit of measurement is per each wye of the diameter shown.

- Sanitary Lateral Saddle Tee (Item 10) covers the cost of providing and installing a one-piece factory-made 6-inch diameter saddle standard wye of an 8-inch, 10-inch or 12-inch main pipe diameter. The saddle tee shall be gasketed and affixed to the main line pipe with clamps to

form a watertight seal under fully saturated exterior conditions. The unit of measurement is per each sanitary lateral saddle tee.

- **Sanitary Lateral Tracer Wire System (Item 11)** covers the installation of a tracing wire system on sanitary sewer laterals to allow location of the laterals. Tracer wire shall be affixed to the entire length of new sewer lateral pipe and shall be solid copper wire, 14-gauge minimum, plastic green coated. All tracer wire connections shall be soldered, split bolt connections. Mastic coating shall be applied to protect the connections. The wire shall be affixed to the lateral pipe at five-foot intervals, with plastic ties. A Snake Pit curb service box with lid marked "sewer" shall be provided and installed for the termination of the lateral tracer wire or tape. The box shall be placed upon a solid, flat concrete block. The box shall be located at the same distance off the property line as the water curb box and shall extend full depth from the lateral pipe up to the surface, with provision for adjustment 6 inches above and below the surface. The tracer wire shall extend to 18 inches above the surface and shall end in a loop, which shall be folded back into the box. Each lateral shall be tested for continuity with any failures requiring repairs. The unit of measurement shall be each lateral to which a tracing wire system is affixed.

- **6" Thick Concrete Pavement (Item 12)** covers all labor, equipment and materials to remove the existing concrete and/or asphalt pavement and construct the concrete pavement as shown on the plans. This shall include all steel dowels and re-bars, hi-early strength concrete pavement, and jointing. Furnish a hot-poured elastic joint sealer according to ASTM D6690 type II per the most current edition of the Wisconsin Department of Transportation (WisDOT) Standard Specifications for Highway and Structure Construction. Payment shall be by square yard measured in place. Concrete pavement shall be constructed per the WisDOT details on the plans.

The sawcutting and removal of the existing pavement is incidental to the pay item. Pay item shall also include the supply, placement, and compaction of 12-inches of crushed aggregate base course below the new concrete pavement incidental to the pay item.

- **8" Thick Concrete Pavement (Item 13)** covers all labor, equipment and materials to remove the existing concrete and/or asphalt pavement and construct the concrete pavement as shown on the plans to match the locations with existing asphalt pavement overlay. This shall include all steel dowels and re-bars, hi-early strength concrete pavement, and jointing. Furnish a hot-poured elastic joint sealer according to ASTM D6690 type II per the most current edition of the Wisconsin Department of Transportation (WisDOT) Standard Specifications for Highway and Structure Construction. Payment shall be by square yard measured in place. Concrete pavement shall be constructed per the WisDOT details on the plans.

The sawcutting and removal of the existing pavement is incidental to the pay item. Pay item shall also include the supply, placement, and compaction of 12-inches of crushed aggregate base course below the new concrete pavement incidental to the pay item.

- **4" Thick Concrete Sidewalk (Item 14)** covers the sawcutting and removal of the existing concrete sidewalk and construction of new concrete sidewalk. No special payment shall be made for sidewalk ramps which shall be measured as concrete sidewalk. The depth of base course used shall be a minimum of 6 inches. This base course shall be considered incidental to this bid item. The unit of measurement is per square foot.

24" Concrete Curb & Gutter, Type A (Item 15) covers the sawcutting and removal of the existing concrete curb and gutter, and construction of the new concrete curb & gutter of the type indicated in the bid proposal and all cylinder testing.

Transitions, flumes, curb ramp opening sections, drive-over or mountable curb & gutter sections and radius curb & gutter sections shall be measured for payment as part of the curb & gutter, no special payment shall be made for these items unless separate pay items are provided in the bid proposal. Adjustment of utility structures, such as curb stops, existing and new storm water inlets (including a No. 5 reinforcing rod across the front of all inlets and to a point 6 inches on either side of the inlets), and manholes shall be incidental to the contract unit price for curb & gutter.

Payment for curb & gutter shall be per lineal foot, as measured at the base of the curb face or along the flow line of the gutter and shall be continuous across curb transitions and gutter sections for ramps, driveways, and alleys.

- 1" HDPE Water Service (Item 16) covers provision of all pipe, fitting and installation of water service pipe of the diameter and material shown. Services shall be paid for at the contract unit price per lineal foot, measured horizontally on a straight line from the property line to the inside of the basement wall. Services installed on private property shall conform to all State of Wisconsin plumbing codes.
- Pre-Construction Meeting with Property Owner, Contractor, & City Staff (Item 17) Contractor shall provide a representative to meet with the property owner, City staff, and Engineer to review the water service and sanitary lateral defects, replacement method, reconnection location, and cost estimate to complete the work. The property owner has the option to have the Contractor complete the work or to contract with a different contractor to complete the work. If the property owner decides to use the City's Contractor to perform the work, the property owner must sign the City's waiver agreement before work can proceed.

The Contractor shall employ or subcontract a master plumber to perform any work under or inside of the building. If the service reconnection is done outside or on the building's foundation exterior, the reconnection does not need to be completed by a master plumber.

- Wall Core (Item 18, S3) covers all work to expose and protect existing basement walls, evaluate and coordinate work with property owner to identify location and elevation of core location needed to allow for proper lateral connection, photo documentation of wall prior to and after coring, coring of the wall, sealing annular space around pipe with non-shrink grout, clean-up inside of basement and complete any repairs. Jack hammering is not allowed. The unit of measurement shall be per each core made for the pipe size indicated in the bid proposal. The Bid Item assumes an 8-inch CMU wall. Extreme care shall be taken to fully protect existing building structures and foundations.

The property owner is responsible for providing the Contractor the required working space inside the home building. The property owner is responsible for removing and replace obstructions inside the home, such as carpeting, which they do not want destroyed, damaged, or which may inhibit the Contractor's ability to reasonably work, excavate, or saw cut. The Contractor shall identify and notify the property owner of obstructions a minimum of 7 days prior to commencing work so the property owner has time to remediate the obstruction(s).

FORMAL ITEM

G. Agreements with Manitowoc County for ARPA Funding Assistance for Lead Water Service Lateral Replacement Projects (\$621,149.59 in County-Shared ARPA Funds, Matching City ARPA Funds Spending on a 50/50 Basis)

2. ARPA Subrecipient Agreement for Lateral Replacements at Various "Scattered Site" Locations as Identified in City of Two Rivers Contract 2-2024 (\$621,149.59 in County-Shared ARPA Funds, Matching City ARPA Funds Spending on a 50/50 Basis)

Agreement needs revision; will be distributed at the Council Meeting