



CITY COUNCIL MEETING

Monday, January 15, 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: Jeff Dahlke, Bill LeClair, Darla LeClair, Tracey Koach, Tim Petri, Bonnie Shimulunas, Scott Stechmesser, Adam Wachowski

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

5. INPUT FROM THE PUBLIC

6. COUNCIL COMMUNICATIONS

Letters and other communications from citizens

7. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

8. CITY MANAGER'S REPORT

A. Invited Guests

1. Joe Metzen, New Executive Director for Explore Two Rivers
2. Kelli Tuttle, Bluestem Forestry Consulting Inc. Regarding Recently-Completed Urban Forestry Plan and Tree Inventory

B. State of the City 2023

C. Status Update/Reports

1. Staffing Updates
2. 2024 Street Projects
3. Candidates for City Council April 2024 Election
4. Recent Storm Response by City Departments
5. Winter Parking Ban Update
6. City Hall HVAC Control System
7. The Chamber of Manitowoc County Awards of Distinction, Thursday, February 8, 2024, Capital Civic Center
8. Upcoming Events:
 - a. TR Teen Night, Ice Skating Olympics, January 19, 6:00 - 7:30 PM, Central Park West
 - b. Candlelight Hike, Saturday, January 20, 5:00 - 8:00 PM, Point Beach State Forest
 - c. Snowflake String Art, Saturday, January 27, 10:30 AM, Lester Public Library

- d. Ice Skate Rentals, Central Park West
- 9. Other

D. Legislative/Intergovernmental Update

9. **CONSENT AGENDA**

A. Presentation of Minutes

- 1. Regular City Council, January 3, 2024

Recommended Action:

Motion to waive reading and adopt the minutes

B. Minutes of Meetings

- 1. Lester Public Library, December 12, 2023
- 2. Public Utilities Committee, January 2, 2024
- 3. Public Works Committee, January 3, 2024
- 4. Plan Commission, January 8, 2024
- 5. Police and Fire Commission, January 3, 2024

Recommended Action:

Motion to receive and file

C. Department Reports, December 2023

- 1. City Clerk
- 2. Community Development
- 3. Electric
- 4. Fire
- 5. Inspections
- 6. Library
- 7. Parks & Recreation
- 8. Police
- 9. Public Works
- 10. Safety
- 11. Water

Recommended Action:

Motion to receive and file

D. Summary of Verified Bills for the Month of December 2023 for \$1,663,553.28

Recommended Action:

Motion to receive and file

E. Applications and Petitions

- 1. Application for Temporary Class "B" Beer for Knights of Columbus Co. 1957, KC Annual Cornhole Tournament, February 3, 2024, Two Rivers Community House

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

10. **CITY COUNCIL - FORMAL ITEMS**

A. Preliminary Resolution to Levy Special Assessments Upon the Properties Fronting on Roosevelt Street, from Lowell Street to 12th Street

Recommended Action:

Motion to waive reading and adopt the resolution

B. Resolution Upon Retirement for Tammy Stadler, Recently Retired After Thirty Years of Dedicated Employment

Recommended Action:

Motion to read and adopt the resolution

11. FOR INFORMATION ONLY

1. City Council Work Session, Monday, January 29, 2024, 6:00 PM
2. City Council Regular Meeting, Monday, February 5, 2024, 6:00 PM

12. 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.

--Discuss matters pertaining to charges for water and sewer connections for the Van der Brohe Arboretum, 3800 Lincoln Avenue

13. RECONVENE IN OPEN SESSION

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

14. ADJOURNMENT

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

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Two Rivers will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the City Clerk's office at 920-793-5526 or email clerk@two-rivers.org at least 48 hours prior to the scheduled meeting or event to request an accommodation. For additional assistance, individuals with hearing or speech disabilities can call 711 and be connected to a telephone relay system.

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

City of Two Rivers Urban Forestry Plan & Tree Inventory Analysis



Prepared by:

December 5, 2024

Bluestem Forestry Consulting, Inc.
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This document was funded in part by an urban forestry grant from the State of Wisconsin Department of Natural Resources Forestry program as authorized under s.23.097 Wis. Stat.

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EXECUTIVE SUMMARY

The urban forest of Two Rivers provides a multitude of aesthetic, economical, and environmental benefits to citizens, businesses, and visitors alike. Beyond shade and beauty, trees also have practical benefits; provide public services and monetary value. Unlike other public infrastructure components, properly planted and maintained trees increase in value over time.

To help ascertain the state of Two Rivers' urban forest, Bluestem Forestry Consulting Inc. completed a public tree inventory along street rights-of-way, as well as at thirteen parks, two cemeteries and the public library during the summer and fall of 2024. This document reports the findings of the tree inventory and makes specific, prioritized recommendations for managing the urban forest resource beginning in 2024 and establishes a routine schedule of maintenance activities beginning in 2026 based upon inventory findings, current staffing, budgets, EAB concerns and tree circumstances. The specific trees and actions to complete per year corresponding to Attachment 1 have been provided to the City in a separate tree inventory database.

Important points of the inventory and current tree management program include:

- *A total of 3,437 trees and 22 stumps were inventoried. 492 trees are located in cemeteries, 62 at Lester Library and 656 trees are growing in parks. 2,227 trees are growing on street rights-of-way.*
- *Two Rivers has experienced ash death and decline due to EAB. They have been working to remove these trees from the public tree population. There are currently 282 ash remaining in the population (8.2% of the total population). Of these, most are recommended for removal, but approximately 30 are being treated to prevent EAB along Mariners Trail. These are specimen trees and should continue to be preserved.*
- *There are 432 trees recommended for removal. As described above, 75 of these are dead or dying ash. The remaining 357 present a safety concern. This is 12.5% of total maintenance needs. A typical first-time inventory averages removals between 3-10%. This number is high due to the ash component, old-age and , heavy utility clearance pruning.*
- *One hundred and twelve trees need pruned for safety reasons or for cleaning/dead branches (3.3% of total inventoried population). A typical inventory averages 3-7% safety prune.*
- *Ideally, the forest should be comprised of not more than 5% of any one species and 10% of any one genus. Two genera are over-represented in Two Rivers' public tree population. These are (in order of population size): maple (56.3% of total population) and ash (8.2%). Similarly to emerald ash borer, limited species distribution could result in a population crash if an insect or disease were to attack any one particular species.*
- *Roughly 51% of all street trees have some sort of overhead utility line above them. The City of Two Rivers Utility Department removes and prunes these trees to within a safe distance from the lines at which point other City Departments will manage the trees.*
- *Staff time dedicated to tree maintenance needs to increase significantly. Due to the large number of removals, 208 staff days are needed in 2024 to properly complete all tasks that are recommended. The average staff time over five years is 115 days.*
- *Based on tasks that need to be contracted, the average annual cost of contracted work/product is increase greatly. It will spike in 2026 to approximately \$71,412 in contracted costs. The average contracted cost over five years is \$54,239 annually.*

STATEMENT OF PURPOSE AND SCOPE

The purpose of having an urban forest management plan is to ensure that the citizens and visitors of Two Rivers will enjoy the benefits of trees through proper arboricultural techniques and management practices.

The development of a long-range urban forestry maintenance and management plan based on current research and inventory results will provide the foundation for an ongoing program that will result in a healthier and safer community. A management program can be used to monitor trees for safety risks on a continual basis, will help reduce storm damage, allow work to be executed more efficiently, grow the urban forest and establish and prioritize annual budgets.

This plan focuses on existing conditions that require immediate attention, while developing a routine forestry program that will help protect and preserve the City-managed trees in a cost-effective and efficient manner. City Administration and the Director of Parks and Recreation in addition to assistance from other departments will be responsible for implementing this program, inventory updating and assuring that program provisions are carried out. They are also charged with a plan revision at the end of this five-year plan duration.

TREE INVENTORY

The first and most important step in managing a community's urban forest resource is to conduct a tree inventory. A tree inventory is the process of counting, characterizing, and recording information about the public trees that make up the publicly owned urban forest. It is a useful tool that documents important information related to the trees.

Documentation is useful for identifying trees a community is responsible for maintaining. This information can then be used to identify areas of susceptibility (i.e. high boxelder component), low diversity (species and/or age), and future planting opportunities. The information can also be used to document a risk assessment program where trees prone to failure are identified and can be preemptively managed. Additionally, in the case of an accident, being able to produce a risk assessment and work history log indicates the community's active role in maintaining safe trees. The goal of an inventory is to provide information essential for developing a community urban forest management plan that provides direction for urban forestry initiatives.

Bluestem Forestry Consulting Inc. completed a public tree inventory along street rights-of-way, as well as both cemeteries, Lester Library and thirteen city parks during 2023. Wooded, high density park areas and unmaintained street right-of-way areas were not inventoried. Groupings of pine trees received simple inspection and only trees with maintenance needs were individually inventoried in pine stands.

The following data was collected: GPS coordinates, address, street/park name, side street, species, condition, diameter, prioritized maintenance needs, growing space, overhead electric utility, defects, condition percentage, date and miscellaneous comments. A unique ID # was assigned to each tree. A definition of inventory terminology including condition ratings and maintenance recommendations can be found in the following sections. Data was delivered to Two Rivers as an MS Excel database as well as an ArcView shapefile.

Species Composition and Diversity

Sixty-two different species were identified within the Two Rivers urban forest. This is an excellent number of species. Ideally, the forest should be comprised of not more than 5% of any one species and 10% of any one genus/genera. For illustration, maple is considered a genus and includes each different species of maple. Each type of maple such as sugar maple is considered a species. Limited species distribution could result in a population crash if an insect or disease were to attack any one particular species. Two genus' and four specific species were over these recommended limits.

Similar to Dutch elm disease which destroyed American elms in the 1970-1980's, the emerald ash borer (EAB) is fatal to ash trees. The inventory identified 282 ash trees (8.2% of its public tree population). These figures do not include private ash trees. Two Rivers has been removing public ash trees over the past several years and many of the remaining trees are declining due to EAB. There are approximately 30 ash on Mariners Trail near the rest area that are in outstanding condition and are large that Two Rivers has been treating to prevent EAB. These trees should continue to receive treatment. They are critically important to the park and benefit everyone who visits this area. Aside from these trees, Two Rivers anticipates removing the remaining public ash trees.

The Asian Longhorned beetle (ALB) is a threat to America's hardwood trees and particularly maple. There is no cure or treatment for ALB and it currently infests areas in Massachusetts, New York and Ohio. Maple comprises 56.3% of all public trees in Two Rivers and ALB is another reason to diversify the forest. Maple are very popular species for planting, but until the population of maple is more in line with recommendations, maple should only be planted in unique situations.

The most common trees growing in Two Rivers are:

TOP TEN SPECIES SUMMARY TABLE		
Species and/or Cultivar	Count	Percentage of Total Population
Norway Maple	1342	39.0%
Green Ash	249	7.2%
Autumn Blaze Maple	182	5.3%
Sugar Maple	171	5.0%
Japanese Tree Lilac	138	4.0%
Hybrid Elm	119	3.5%
Honeylocust	116	3.4%
Silver Maple	111	3.2%
Crabapple	110	3.2%
Colorado Blue Spruce	102	3.0%
Other (51 Other Species)	797	23.2%

Genus and species that are over the 10% genus and 5% species recommendations are:

SPECIES/GENUS OVER RECOMMENDED LIMITS		
5% of any one species, 10% of any one family		
Species/Family	Count	Percentage of Total Population
Maple Genus (Acer)	1934	56.3%
Norway Maple	1342	39.0%
Autumn Blaze Maple	182	5.3%
Sugar Maple	171	5.0%
Ash (Fraxinus)	282	8.2%
Green Ash	249	7.2%

Size Distribution

To optimize the value and benefit of the urban forest, an uneven-aged population is desired to allow allocation of annual maintenance costs uniformly over many years and to assure continuity in the overall tree canopy. A desirable distribution in a community’s forest is to have a high proportion of young trees to offset establishment and age-related mortality, as the percentage of older trees declines with age. This ideal, uneven distribution suggests the largest fraction of trees (40% of the total) should be young, with diameters less than 8” in DBH, while only 10% should be in the large diameter classes (>25” DBH). As the table below illustrates, Two Rivers’ size distribution is heavily weighted to large diameter trees. This is one of the contributing factors for the number of recommended removals. Trees do not live forever and as they grow they tend to experience problems such as decay, dieback and decline that would be a cause to recommend removal.

The chart below illustrates the current tree size distribution in Two Rivers:

SIZE DISTRIBUTION		
<u>Existing</u>	<u>dbh*</u>	<u>Ideal**</u>
28.7%	0-8"	40.0%
33.2%	9-16"	30.0%
28.2%	17-24"	20.0%
9.9%	25+"	10.0%
*diameter at breast height (4.5' above ground)		
** based on recommendations from 2011 Minnesota Shade Tree Short Course		

Condition Distribution

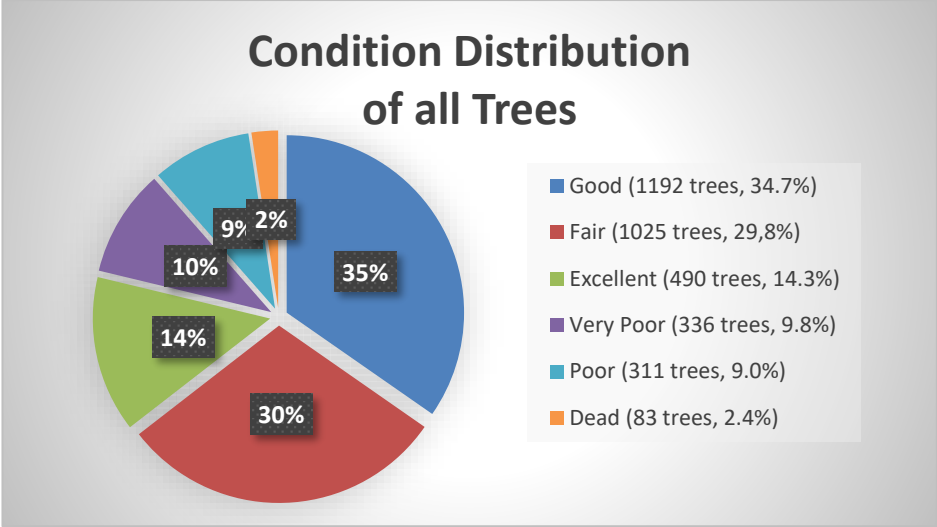
A condition rating helps to assess overall tree health and to evaluate a species structure and performance. For the 2023 inventory, Bluestem Forestry Consulting Inc. used criteria adapted from the International Society of Arboriculture

Valuation of Landscape Trees, Shrubs and Other Plants: A Guide to the Methods and Procedures for Appraising Amenity Plants (Ninth Edition) as the basis for the field condition rating.

At least seven factors were examined and rated to determine the condition of a tree. These factors are crown development, trunk, major branch structure, twig growth rate, foliage health, insects/diseases and roots. General descriptions of the criteria used to categorize each condition are in the following table.

Rating	Description
Excellent	A tree in excellent condition has no visible defects and appears to be in perfect health. The tree will exhibit all the characteristics typical of its species. An excellent tree can be expected to live well into the future.
Good	A tree in good condition has a sound trunk and full canopy and has only minor mechanical injuries such as minor trunk scarring is likely to eventually heal. The tree will exhibit most of the characteristics associated with this species and can be expected to live for many years.
Fair	A tree in fair condition will be exhibiting minor to moderate defects. Some situations that warrant a fair rating include: a thinning canopy, twig growth may only be 1/2 of the expected rate, significant mechanical injury such as scarring on the trunk, insects or disease may be present but are controllable and the crown may be lacking the natural or desired symmetry characteristic to the species. If given routine maintenance such as pruning and mulching a tree that is graded fair will contribute to the forest for years.
Poor	A poor tree will be exhibiting low vigor and significant decline as evidenced by branch dieback, abnormal leaf size, early fall coloration, trunk decay due to injury or canker, or the production of new branches on the main stem. A tree in poor condition will most likely require removal, but may be improved with priority pruning.
Very Poor	A tree in very poor condition is on the verge of dying or presents a risk that must be eliminated via removal. Dieback is likely severe. Trunk or crown cavities or decay, severe crack or severe root problems may also be present. Removal for safety is required.
Dead	A tree in dead condition is a dead standing tree.

The tree inventory results show that most City trees (78.8%) are in fair, good or excellent condition. Dead trees make up 2.4%. P o o r and very poor trees total 18.8%. The goal for Two Rivers should be no tree in less than fair condition. The number of trees in poor and very poor condition is primarily due to older trees that have begun to decline and ash trees infested with EAB. The chart below is a graphic representation of condition distribution:

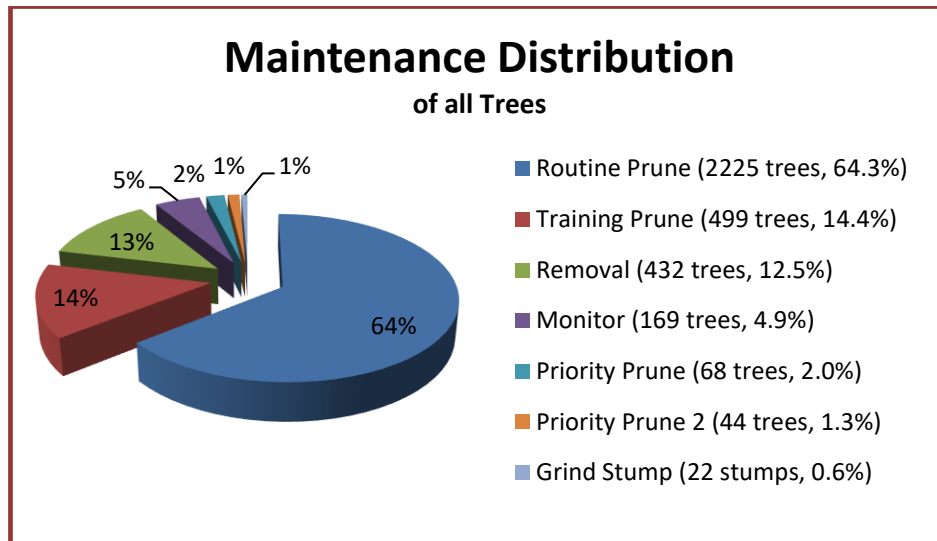


Maintenance Distribution

Each tree inventoried was assigned a maintenance category. Field judgments were made from the ground based on observation and hazard estimation. Criteria were adapted from two sources: A Photographic Guide to the Evaluation of Hazard Trees in Urban Areas (Second Edition) by Nelda Matheny & James Clark and from a Minnesota Department of Natural Resources Publication How to Detect, Assess and Correct Hazard Trees in Recreational Areas. The following are the definitions of the maintenance categories:

Rating	Description
Removal	Trees designated as a removal are either dead or have one or more defects that cannot be remedied. These trees will most likely have a severe trunk defect such as a cavity or extensive decay, have severe cracks associated with weak unions or have a large percentage of crown death and are safety risks. These trees must be removed immediately.
Prune Priority	These trees have severe deadwood, hangers or broken branches that require remediation as soon as possible. Trees with unattached hanging branches or dead attached branches will be listed in this maintenance category. Overall re-evaluation of the tree while pruning may result in removal of the tree if more extensive problems are noted. Prune Priority 1 have a larger or more serious defect than Prune Priority 2.
Monitor	These trees are experiencing decline or some other defect and need monitoring to be sure that they do not continue to fail and need removal.
Routine Prune	All trees need to be placed on a cycle of trimming to correct structural problems or growth patterns that will eventually affect the tree adversely. Routine pruning will result in a healthier, more vigorous tree and will extend the life of most trees. A routine pruning cycle of once every 5-8 years is ideal.
Training Prune	Training pruning is the structural pruning of all trees 10 years of age or younger. Removing poorly attached co-dominant, crossing and competing limbs while the tree is young, resulting in small cuts and wounds will produce a well-balanced mature crown. This is the most cost-effective form of all maintenance.
Grind Stump	Existing stumps.

The following chart shows the breakdown of trees by maintenance need:



Parks

Thirteen parks, two cemeteries and Lester Library were inventoried in Two Rivers. A total of 1,210 trees or stumps were inventoried in these areas. This represents 35.0% of the total public tree population. Below is a breakdown of the tree counts per park/municipal area.

COUNT OF TREES/SITES PER AREA	
Park Name	Count of Trees
Central Park & City Hall	59
Coast Guard Park	12
Harbor View Park	6
Lester Library	62
Mariner's Trail	107
Neshotah Park & Beach	194
Paddlers Park	2
Riverside Park	42
Taylor Park	5
Veteran's Park	11
Vietnam Veteran's Memorial Park	32
Walsh Field	18
Washington Park	90
Zander Park (Dog Park)	78
Forestview Cemetery	364
Pioneer Rest Cemetery	128
TOTAL COUNT	1,210

Emerald Ash Borer Planning & Other Pests

The Emerald Ash Borer (*Agrilus planipennis*) is an exotic pest native to Asia that was identified in southeastern Michigan near Detroit in the summer of 2002. The adult beetles munch on ash foliage but cause little damage. The real damage is caused by the EAB larvae that feed on the inner bark of ash trees, disrupting the tree’s ability to transport water and nutrients. It is suspected that the insect was initially introduced to the United States via solid wood packing material carried in cargo ships or airplanes originating in its native Asia. Once infested with EAB, ash trees typically decline and die over a period of 2-3 years depending upon insect volume. The burden of dealing with volumes of dead and dying trees within a short period of time can place an enormous strain on community budgets, personnel and resources.

Two Rivers has been removing their ash trees over time as funding and time allows. There are currently 282 ash remaining in the public tree population. Of these, most are likely infested. As an example, nearly all the ash in Zander Park appear to have EAB. There are approximately 30 ash on Mariners Trail near the rest area that are in outstanding condition and are large that Two Rivers has been treating to prevent EAB. These trees should continue to receive treatment. They are critically important to the park and benefit everyone who visits this area. Aside from these trees, Two Rivers anticipates and this plan recommends removing the remaining public ash trees.

Marshalling yard/wood utilization

The City of Two Rivers takes their wood waste to the Forestview Cemetery yard site for chipping and then it is made available to the public . Grinding wood waste is really a win-win for the City and residents and a great way to recycle waste. This is encouraged in future years. If the City would want to consider alternative uses for wood waste, contact Collin Buntrock, WI DNR Forest Products Staff, Collin.Buntrock@wisconsin.gov, phone 608-261-0754. The non-profit Wisconsin Urban Wood (WUW) may also be of assistance utilizing dead, risk or ash tree that have been removed.

Community Outreach and Education

Education and outreach play a key role in communicating the effects of EAB on the City’s urban forest and increasing public awareness, understanding, and support for the City’s Urban Forest and Management Plan. Increasing public awareness of the City’s plan for EAB will also enhance the effectiveness their program. Two Rivers has done a good job with EAB education and public information on this inventory process.

Provide information to residents assisting with identification of ash on their properties and provide information on treatment options or the removal option. Be sure to stress that ash deteriorate very quickly and the longer the tree deteriorates, the more expensive removal costs will be.

- Educate citizens about EAB, the tree management guidelines presented in this plan, and proper wood utilization methods.
- Find the latest Factsheets from UWEX and the WI DNR at http://labs.russell.wisc.edu/eab/eab-news-and-resources/#Management_Factsheets.
- Educate and inform all municipal leaders and officials through presentations and written reports as needed.
- Inform the community on EAB through local media outlets, direct or indirect mailing (tax and utility bills), newsletters, fliers, public meetings, neighborhood associations, and local garden clubs.

Other Insects for Consideration

Asian Longhorned Beetle (ALB)

ALB is an invasive insect originally from China that has become a serious problem to trees in certain parts of the United States. The beetle's larvae creates tunnels by girdling stems and branches on trees. The insect has been reported to have entered the United States via wood packing materials originating from China.

Although ALB seems to prefer maple species (*Acer* spp.) in the United States, it has also been found in horsechestnut/buckeye species (*Aesculus* spp.), alder species (*Alnus* spp.), birch species (*Betula* spp.), poplar species (*Populus* spp.), willow species (*Salix* spp.), and elm species (*Ulmus* spp.). This list is not conclusive since a complete list of host trees in the U.S. has not been determined.

The adult beetles are persistent from July to October but can be found later in the fall if temperatures remain warm. After adults emerge from their larvae tunnels, they bore another tunnel through wood, creating a round exit hole in the tree bark. Adults generally remain on or around the trees they originated from, only traveling short distances to feed and reproduce.

At the present ALB has not been found in Wisconsin. For more information on the identification and management of ALB please refer to <http://asianlonghornedbeetle.com/>.

Other Diseases for Consideration

Oak Wilt (OW)

The disease is caused by the fungi *Ceratocystis fagacearum*, which attacks the water-conducting (vascular) system of trees. A tree responds by blocking its vascular system to contain the disease and, in doing so, cuts off the water supply to its leaves. While bur and white oak tend to be less susceptible to oak wilt than red/black oaks, all oaks should be planted carefully and cared for at the proper time of year because of the risk from oak wilt.

Oak wilt can be spread by insects that carry the pathogen on their bodies from an infected tree to an uninfected tree. It also spreads via the vascular system of grafted roots of adjacent trees. If the disease is allowed to progress, it will spread to healthy oaks that are connected by the roots (root grafts) to the diseased trees. In forested areas where oak is common and root grafting is widespread, an ever-widening pocket of dead oaks will form. Where oak is mixed with other species and is a minor part of the forest, oak wilt will spread slower and may actually stop where roots are not grafted. New pockets of dead oak may also be formed by sap-feeding beetles spreading oak wilt above ground.

In urban areas oak trees are most easily infected by overland spread in the springtime, from bud swelling until two to three weeks past full leaf development. The Wisconsin Department of Natural Resources recommends that you avoid pruning, cutting, or wounding oak trees April through July (April, May, June, and July) in urban areas. Observations and unpublished research have shown that overland infection can occur after July, yet these mid-summer through early fall infections are not common. To take a very cautious approach, do not prune or otherwise wound oaks from April to October. In some years, spring comes much earlier. If daytime temperatures begin to reach the 60-degree mark, stop pruning oak at that time, even if it is still the middle of March.

The first signs of OW occurs when leaves in the upper crown turn a dull green, bronze, or tan beginning at the leaf margin. Soon after, the leaves will drop off with various degrees of discoloration. Brown streaks develop in the new

sapwood. Trees in the red oak group are not known to recover once infected. The white oak group varies in species resistance to OW, but they usually die slowly over a period of several years.

STAFFING, EQUIPMENT AND TRAINING

Two Rivers is stymied by both staffing and equipment. The City does not have adequate staff or equipment to care for trees that are very large in size. The table below illustrates their current capabilities based on staffing and equipment:

In-House
Removals: Park, Cemetery, Library trees Street trees 0-8" dbh Boles of trees that have been topped by Utility Training Prunes: All Plantings: All Grind Stumps: All

Work contracted:
Removals: Street trees >8" dbh Routine Prunes: All trees

Two Rivers Power & Light:
Removals: Will remove to a safe distance under utility lines Routine Prunes: Will prune if utility lines present

**This is an estimated size cut off based on existing equipment. Each tree should be individually evaluated for safety of in-house removal.*

Because so many forestry activities are contracted out and because of the high number of removals in the next few years, costs are high and staff time will also need to increase dramatically. But, once immediate needs are addressed, the costs to maintain a routine program including routine pruning and tree plantings is reasonable. A full list of responsibilities and the time required to complete them can be found as Attachment 1: Schedule of Activities 2024-2027.

Each year, staff should receive training on some facet of tree care to continually expand their capabilities. The DNR has an urban forestry training page that is in real time and lists all upcoming training opportunities. This page can be found at: <http://dnr.wi.gov/topic/UrbanForests/events.html>. The Wisconsin Arborist Association also has training opportunities and information can be found at: www.waa-isa.org/events-programs/. A figure has been included in the budget for staff training.

TREE MAINTENANCE TIMELINE

This inventory provides an overall look at Two Rivers urban forestry maintenance needs. To simplify the order of activities, the following summary has been provided by year. A further description of activities and their associated costs can be located in Attachment 1: Schedule of Activities. Administration is strongly encouraged to support the following activities:

Activities to be Completed in 2024:

- Complete removals 0-10% condition rating (250 trees)
- Complete priority prune 1 (68 trees)
- Grind in-house removal stumps (201 stumps)
- Treat ash for preservation on Mariners Trail
- Inspect monitor and very poor, poor trees (approximately 300 trees)
- Receive chainsaw safety training/tree felling training and or similar

Activities to be Completed in 2025:

- Complete removals ≥15% condition rating (182 trees)
- Grind existing stumps + in-house removal stumps (161 stumps)
- Complete priority prune 2 (44 trees)
- Plant trees (50 trees)
- Inspect monitor and very poor, poor trees (approximately 300 trees)
- Receive training on a variety of topics

Activities to be Completed in 2026 :

- Remove ash trees in poor & fair condition (112 trees) -
- Grind in-house removal stumps (87 stumps) -
- Treat ash for preservation on Mariners Trail -
- Plant trees (50 trees)
- Inspect monitor and very poor, poor trees (approximately 300 trees)
- Receive training on a variety of topics
- Complete routine prunes on 1/7 of population (358 trees)
- Complete young tree training prunes (250 trees)

Activities to be Completed in 2027 :

- Remove remaining ash not receiving treatment (80 trees) -
- Grind in-house removal stumps (55 stumps) -
- Plant trees (50 trees)
- Inspect monitor and very poor, poor trees (approximately 300 trees)
- Receive training on a variety of topics
- Complete routine prunes on 1/7 of population (358 trees)
- Complete young tree training prunes (250 trees)

Activities to be Completed in 2028 :	
Treat ash for preservation on Mariners Trail	-
Plant trees (50 trees)	
Inspect monitor and very poor, poor trees (approximately 300 trees)	
Receive training on a variety of topics	
Complete routine prunes on 1/7 of population (358 trees)	
Complete young tree training prunes (250 trees)	

URBAN FORESTRY GOALS

This inventory was the first step towards establishing a defined, efficient forestry program to maximize benefits and minimize costs for the City of Two Rivers. The next step is to identify goals and begin the process of implementation. The primary goals and objectives that have been identified to establish a management program in order of priority are:

GOAL 1: ELIMINATE HIGH RISK SITUATIONS.

- Objective A: Remove high-risk trees.
- Objective B: Prune high risk branches.
- Objective C: Monitor and inspect trees

GOAL 2: ESTABLISH A ROUTINE, COMPREHENSIVE URBAN FORESTRY PROGRAM FOR A HEALTHY FOREST

- Objective A: Perform yearly tree inspections/Evaluate risk management program.
- Objective B: Perform training prunes.
- Objective C: Perform routine pruning and removals.
- Objective D: Plant high quality trees with low maintenance requirements.
- Objective E: Inventory updating.

GOAL 1: Eliminate high-risk situations.

The first and foremost objective of any municipality entrusted with the responsibility of an urban forest is the safety of its residents and visitors. Until a safe environment has been attained, no other objectives can be tackled. The following is a prioritized list of actions that need to be taken to eliminate the high-risk situations identified during the inventory:

1. Remove trees identified as Removals.
2. Prune trees identified as Prune Priority.

A complete listing of activities and their costs can be found as Attachment 1: Schedule of Activities.

Objective A: Remove High Risk Trees

Tree removals are an integral part of a sound forest management program. Removals are as necessary to the urban forest's life cycle as are tree plantings and maintenance. Removals do, at times, stimulate a public reaction because people grow attached to the trees in the vicinity of their homes. Nevertheless, a successful urban forestry program demands that a removal policy be adopted and applied uniformly throughout the City. A clear policy provides coherent guidelines to enable City officials and crews to make informed, defensible, consistent removal decisions. Furthermore, such a policy can help allay public concerns about tree removals. The City's potential losses from liability claims are also reduced due to healthier and lower risk trees.

The goal of a removal plan is to develop a comprehensive risk reduction program that will guarantee the timely removal of high risk or potentially high-risk trees as well as to heighten awareness of hazard abatement procedures.

There are three important reasons for establishing a strong removal policy. The first is to maintain safe public areas by reducing potentially high-risk trees and the liability associated with them. Secondly, the removal of dead and declining trees allows the urban forest manager to make room for new, diverse plantings which in turn increases the overall health of the community forest. Thirdly, it is more cost effective to maintain healthy trees rather than senescing, over mature trees.

In Wisconsin, municipal governments have a legal duty to exercise reasonable care to protect the public from foreseeable hazards. To minimize the liability associated with trees in high use areas, such as urban streets and parks, land managers must demonstrate reasonable care in maintaining these trees. Political pressure, inadequate time, untrained staff and inadequate funding are not valid reasons for inaction and may potentially leave the City liable should there be no designated risk tree removal program showing the effort to reduce the number of these trees.

Based on the inventory data, Bluestem estimates that 432 trees should be immediately removed from the existing tree population. Once this initial group of trees is removed, the City's removal program should stabilize at approximately 30 trees annually (1.0% of the total population).

Each tree was given a condition rating when it was inventoried. This number is used to calculate the appraised replacement dollar value of each tree but is also used to prioritize removals. Ratings range from a low of 0% to a high of 100% in 5% increments. For example, a specimen tree in perfect condition received a 100%. A dead standing tree received a 0%. Most removals fall between 0-25%. Removals should start with condition ratings of 0% and continue until they are all removed. This work should begin immediately.

Several factors can assist with prioritizing tree removals and management:

1. Utilize the Risk Management Guide (attachment 2). This guide is a step-by-step system for evaluating risk within the population. This guide was utilized during the inventory fieldwork and is a good guide for the City to use for day-to-day duties. For example, several steps are listed for tree evaluation. One step is to 'Identify Problematic Conditions'. The inventory identified a condition rating for each tree inventoried. A tree was assigned one of six ratings: excellent, good, fair, poor, very poor or dead. Very poor and dead trees need to be prioritized for removal. Other steps include identifying problematic species, diameters and defects. Some problematic species include willow and boxelder. These trees are

typically weak wooded and tend to fail more often than other species such as oak. Problematic diameters include larger diameter trees. A 2" dbh dead tree poses minimal risk, while a 30" dead or very poor condition tree poses a very high risk. Additionally, certain defects should be red flagged for action. Cavities, decay, and excessive dieback are some of the more severe defects noted during the inventory. All this data can be found within the inventory database. Target and location are also important factors to consider when prioritizing removals. Playgrounds and busy streets where pedestrians and vehicles frequent should receive higher priority than streets with wooded/naturalized rights-of-way. The combination of these factors should be used to determine the order in which trees need to be removed.

2. Prioritizing Staff Time & Funding. The safety risk of failing trees cannot be over-stressed. Staff time and funding needs to be prioritized to maximize public safety and reduce tree-related liability. The frequency of other non-safety tasks should be reduced so that staff can dedicate more time to pruning and removals. Will a reduced mowing schedule endanger residents? Will a 32" silver maple with a trunk cavity endanger residents?

One of the primary purposes of the inventory was to identify risks. The City can reduce these risks and increase safety for its residents through prompt implementation of the inventory-based pruning and removal recommendations in this plan.

A "high risk" is any tree or tree part that demonstrates a high risk of failure or fractures which would result in damage or injury to people or property. Usually, high-risk trees demonstrate visible defects.

There are two distinct aspects to the definition of a high-risk tree: 1) a physical defect within a tree that increases its potential for failure, and 2) the proximity of the tree to people or property that increases the likelihood of personal injury or property damage. A decaying tree in the middle of the Chequamegon National Forest may have a potential for failure, but the chance that tree will cause personal injury is remote. However, that same tree located at the little league fields or anywhere in Two Rivers, should be considered a high risk because of its urban location.

One task of the urban forest manager is to anticipate tree failures before they occur. There are no absolutes in determining risks - only sound judgment based on experience at recognizing structurally unsound trees.

The number of trees marked for removal within a given year further describes a forest system's health, although in some instances trees need to be removed for reasons unrelated to health. The objective is to eventually have no City trees with a condition rating lower than fair.

The risk assessment that Two Rivers should use to evaluate trees was created by the International Society of Arboriculture. It is titled [A Photographic Guide to the Evaluation of Hazard Trees in Urban Areas, 2nd Edition](#) by Nelda Matheny and James R. Clark. This can be purchased at Amazon.com and through other sources. Additional resources include the US Forest Service's "Urban Tree Risk Management" guide. This is available at no charge from the WI DNR regional urban forester.

When a tree has been identified for removal or priority pruning, it may indicate an underlying deficiency. For this reason, all trees scheduled for removal along with trees in need of priority pruning need to receive a thorough inspection twice a year (once with the leaves on and once without the leaves) until the tree has been removed or the hazard has been eliminated. Likewise, all trees identified as in need of monitoring, poor or very poor or dead should also receive a similar inspection.

Trees that need to be regularly and frequently inspected were identified as ‘Monitors.’ These trees may have a problem developing such as dieback or may have old storm damage that warrants attention. A list of these trees can be found in the inventory database.

City policy should require tree pruning and removal in accordance with national industry standards. Standards-based specification are commonly used when municipalities hire a contractor or purchases materials, but should also be applied to all work completed by staff. Industry standards and specifications include current editions of:

~ American National Standard for Safety in Tree Care Operations, ANSI Z133 (current revision). Can be purchased at: http://www.treecareindustry.org/public/gov_standards_z133.htm

~ American National Standard for Tree Care Operations - Tree, Shrub and Other Woody Plant Maintenance - Standard Practices, ANSI A300 (current revision). Can be purchased at: <http://www.tcia.org/standards/A300.htm>

Objective B: Prune High-risk Branches

A total of 112 trees are in need of priority pruning.

Priority prune trees have obvious risks such as branch cavities, hangers or significantly sized deadwood. These trees should be pruned immediately, in conjunction with the initial high-risk removals beginning in 2024 and continuing in 2025.

The tree inventory was a ground visual only survey and was not intended to substitute for a thorough hazard tree survey and as such the trees have not been aurally inspected. Additional defects may be noted from an aerial inspection. It is important that while trees are being pruned from an aerial bucket truck that their condition be re-evaluated. If the pruner feels they would not benefit from being pruned, they should be removed.

Objective C: Monitor and Inspect Trees.

Trees that were identified as in poor or very poor condition are in need of monitoring or ‘Monitors.’ These trees may have a problem developing such as dieback or may have old storm damage that warrants attention. A list of these trees can be found in the inventory database. There are 169 of these trees.

The risk assessment that Rhinelander should use to evaluate trees was created by the International Society of Arboriculture. It is titled [A Photographic Guide to the Evaluation of Hazard Trees in Urban Areas, 2nd Edition](#) by Nelda Matheny and James R. Clark. This can be purchased at Amazon.com and through other sources. Additional resources include the US Forest Service’s “Urban Tree Risk Management” guide. This is available at no charge from the WI DNR regional urban forester.

When a tree has been identified for removal or in need of monitoring, it may indicate an underlying deficiency. For this reason, all trees scheduled for removal and all trees in poor condition need to receive a thorough inspection twice a year (once with the leaves on and once without the leaves) until the tree has been removed or the hazard has been eliminated.

GOAL 2: Establish a routine, comprehensive urban forestry program for a healthy forest.

Systematic maintenance of existing trees is important for three reasons: safety, cost savings and aesthetics. Maintained trees have a greater lifespan and provide greater canopy benefits than trees that are not maintained. Proper maintenance can also reduce removal and replanting costs. With limited budgets and time, it is necessary to prioritize actions. High-risk tree situations should always be eliminated first (Goal 1) and then routine maintenance should proceed. The following routine objectives are listed from highest to lowest priority.

Objective A: Perform Yearly Tree Inspections & Evaluate the Risk Management Program

It is important that *all* of the public trees in the City get a yearly inspection. Trees that have been identified during the inventory as needing priority pruning, monitoring or removal need a hazard inspection at least *twice* yearly. Complete this inspection once with leaf cover and once without until the hazard has been eliminated or the situation resolved. Additionally, all large diameter trees need an extra inspection after storms. If any hazards are identified, the situations need to be corrected immediately, and then continue with the list of routine maintenance.

It is important that an ISA Certified Arborist complete all tree inspections (greater than 6" in diameter).

Seven factors should be considered when evaluating trees:

Factor	Considerations
Crown Development	Characteristic of species and well balanced Branching throughout entire upper 2/3 of trunk area Lacking full crown
Trunk	One central leader is desired No defects Missing sections of bark Extensive decay or hollow
Major branch structure	Evenly distributed braches Structurally important branches not dead or broken
Twig growth rate	Typical for species and age Growth rate reduced
Foliage	Normal size and color Small leaves with deficiencies
Insects & Disease	No apparent problems Severe infestation
Roots	Extensive root loss Stem girdling roots present Trunk flare present indicating proper planting depth

An excellent resource guide is “How to Recognize Hazardous Defects in Trees” published by the USDA Forest Service (Guide # NA-FR-01-96). This can be found at: http://www.na.fs.fed.us/spfo/pubs/howtos/ht_haz/ht_haz.htm

To reduce high-risk situations within Two Rivers, The City Administratin and Director of Parks and Recreation should evaluate the risk management program annually. The evaluation can be accomplished by following the Risk Management Guide (Attachment 2). This inventory and management plan represents the first comprehensive inventory but is not a substitute for a hazard tree evaluation. This management plan is the first phase of the risk management program.

Objective B: Perform Young Tree Train Prunes

Training pruning is the structural pruning of all trees 10 years of age or younger. Some benefits of training pruning include:

- *Pruning 2-3 times in the first ten years of a tree’s life will reduce 90% of the structural problems the tree will ever have resulting in a healthier and more storm resistant tree that costs less to maintain and has fewer employee call-outs.*
- *This is the easiest pruning to perform due to the small size of the trees.*
- *Increased safety to both the tree and public due to elimination of sight obstructing branches and less branch breakage from car/truck strikes.*
- *Training pruning is the most cost effective pruning because it reduces long-term routine pruning costs.*
- *It is the most economical pruning because an in-house crew can complete it quickly and efficiently.*

Trees that are structurally pruned at this stage require much less care as they mature. This plan recommends completing training prunes every other year. This results in cost savings and still adequately prunes the tree. This equates to approximately 250 training prunes per year annually and more as trees are planted. As trees are planted, this number will increase. All the training prunes can be completed until they are unable to be reached from the ground or are older than 10 years planted, and then they will be scheduled for routine pruning.

Objective C: Perform Routine Pruning & Removals

One of the most beneficial and noticeable activities performed in the urban forest is routine pruning. Routine pruning is the cycle of pruning all trees on a rotating basis. Once all of the safety issues have been addressed, all trees 10 years of age or over (approximately 6” or over) need to be placed on a routine pruning cycle. Some benefits of routine pruning include:

- Increased health and viability of trees.
- Fewer tree mortalities and fewer structural deficiencies.
- Reduced liability from potential tree-related injuries or damages to property.
- Increased property values.
- Enhanced aesthetic value.
- Fewer complaints/requests.
- Increased longevity of tree.

- Reduced future costs associated with hazardous limbs and decay.
- Improved cost effectiveness of tree maintenance reducing the need for on-demand pruning and associated staff overtime.

An excellent resource on proper pruning can be found at:
<https://dnr.wi.gov/topic/forestmanagement/documents/pub/FR-256.pdf>

A feasible routine pruning cycle needs to be established. Industry guidelines are to prune each tree over 6" dbh once every 5-8 years. A seven-year cycle is recommended. Essentially, the City is already broken into seven zones and a different zone has work completed in a particular year. For example, routine pruning in 2025 will occur in zone 1, zone 2 in 2026, etc. Taking into consideration Two Rivers current level of stocking, the above-mentioned routine pruning cycle of seven years will result in approximately 358 trees pruned annually.

If a tree is pruned properly (throughout the entire canopy) and is on a routine pruning cycle, no limb over 4" in diameter should need to be removed. The best time of year to prune is when the leaves are off the trees. If pruning does occur while the trees have their leaves on, it should be after the leaves have fully expanded and not when they are in the process of forming. Pruning should also be avoided when the leaves are turning colors in the fall and in the process of dropping. All American elms and oaks should be pruned during dormancy.

Another facet of routine maintenance includes 'routine' tree removals. Any given City can expect approximately 1-2% of trees will need to be removed per year due to high-risk situations that develop naturally as the tree population matures. This is in addition to the initial safety removals.

Objective D: Plant high quality trees with low maintenance needs

Trees provide huge benefits and planting needs to occur on an annual basis to assure that trees are growing for future generations and age diversity remains to lessen maintenance spikes. This plan recommends planting 50 trees annually beginning in 2025.

Vacant sites should be chosen based upon several factors. These include:

- Width of boulevard – If the site had a sidewalk, the distance between the sidewalk and curb needs to be a minimum of 5 feet. Anything less that this causes poor growth and may eventually lead to gridling roots and heaving walks.
- Distance to nearby structures/trees – For a tree to be healthy, it needs to be able to grow unimpeded by other trees or structures such as buildings. Planting sites were only identified when the trees planted will have time to spread their branches and will not interfere with the growth of other trees or touch structures.
- Overhead utilities – It is acceptable to plant when overhead utilities are present, and these sites were identified as such and small trees only are recommended in these areas. Some small trees tend to grow very widely. Be sure that the height AND width of the mature tree is taken into consideration when planting.
- Parks are always suitable for tree planting and are outstanding locations for new tree plantings.

To continue enjoying and increase the varied benefits of trees, trees must be planted. Certain planting policies can be applied. As always, no planting should take place until all of the high-risk safety situations identified have been alleviated. Then, the order of priority for tree planting should be:

1. Trees lost within the past year.
2. Trees lost within the past three years.
3. Appropriate sites within the current work zone.
4. Homeowner requests.

Beginning in Year 2025, 50 plantings have been included in the budget annually (see Attachment 1: Schedule of Activities). Re-planting of removals should occur first (assuming there is sufficient spacing) and then move on to filling existing vacant planting sites. Plantings have traditionally be contracted out.

Two Rivers is a Zone 4b climate and types allow for some good street and park tree planting selections. The list below is a quick general list for review.

Good **large** selections include:

- swamp white oak (*Quercus bicolor*) *
- hackberry (*Celtis occidentalis*)
- bur oak (*Quercus macrocarpa*) *
- elm (*Ulmus* spp.) – ‘New Horizon’, ‘Accolade’, ‘Cathedral’ *
- American Liberty elm (*Ulmus americana* ‘Liberty’)
- Kentucky coffeetree (*Gymnocladus dioica*) – ‘Espresso’, ‘Macho’ and other male cultivars do not produce seed pods.
- ginkgo (*Ginkgo biloba*) – Male cultivars only as the female produces fruit which has a very unpleasant odor.
- Turkish filbert (*Corylus columna*)

Good **medium** selections include:

- river birch (*Betula nigra*)
- amur chokecherry (*Prunus maackii*)
- horsechestnuts (*Aesculus* spp.)
- amur maackia (*Maackia amurensis*)

Smaller sites can be filled with:

- Japanese tree lilac (*Syringa reticulata*)
- serviceberry (*Amelanchier x grandiflora*)
- hophornbeam (*Ostrya virginiana*)
- American hornbeam (*Carpinus caroliniana*)
- Hawthorn (*Crateagus* spp.)

It is important to diversify the urban forest as much as possible. Every effort should be made to continue diversification. Planting many different species and varieties keeps the urban forest healthy and attractive. Ideally, no more than 5% of any one species and 10% of any one genus should comprise the City’s trees. It is recommended at present and into the future (next 10 years) that planting of maples should not occur or be very limited due to this genus representing a quarter of the current public tree population.

Many excellent tree planting resources can be found online. A newer publication developed by the WI DNR division of

forestry can be found at dnr.wi.gov/forestry/publications/newtreeplanting.pdf. An additional valuable planting resource from the WI DNR can be found at: <https://dnr.wisconsin.gov/topic/urbanforests/treeplantingresources>

All plant quality should follow the American National Standard for Nursery Stock; ANSI Z60 (current revision) should be used when purchasing plant material. Can be found at: http://www.isa-arbor.com/education/onlineResources/cad/resources/educ_CAD_DevelopingPlantingSpecifications.pdf

Two Rivers may want to consider entering into “Growing Agreements” with nurseries. These are agreements between communities and nurseries where trees are specifically grown for that community. This is being done by several communities throughout Wisconsin to assure that the community will receive a diverse supply of trees of specific sizes at known times for a known price. The agreements are set up several years in advance and require the community to pay a small up-front fee. But it provides for a better quality of tree on the dates required. Two Rivers may want to partner with other communities (Cumberland, Rice Lake, Hayward, etc.) to jointly order trees. The use of gravel beds are also an option and more information on those can be found at: <http://www.mntreesource.com/gravel-beds.html>

Objective E: Inventory Maintenance and Updating

The inventory database has been provided to the City of Two Rivers in ArcMap and MS Excel. Staff should complete work orders and input the completed work into the inventory on a continuing basis. Without continual updating in this way, the inventory quickly becomes obsolete.

This management plan contains provisions for five years, beginning in 2024. Typically, a complete re-inventory should be completed every 5 years. When the inventory expires in 2027, a qualified, experienced forester should thoroughly evaluate all of the trees on an individual basis again. It is beneficial for an experienced eye outside the City perform an inventory due to changing tree conditions and factors.

ATTACHMENT 1:

2024-2027 Schedule of Activities

2024 Activities

Activity	In-House or Contract	# of Trees	Contract Cost or Staff Hours Required	Misc. Comments
Tree Removals - 0-10% Condition - Located in parks, cemeteries or library	In-house	136	45 days for a 3 person crew	Crew averages 3 daily (excluding stump). Avg diameter = 18.8"
Tree Removals - 0-10% Condition - Located on streets WITH overhead utilities	Utility Co. (to below lines) In-house (remaining bole)	65	11 days for a 3 person crew	Crew averages 6 daily (excluding stump). Avg diameter = 21.2"
Tree Removals - 0-10% Condition - Located on streets WITHOUT overhead utilities	Contractor	49	\$23,520	Avg dbh = 19.2" Est. \$25/diameter inch Includes stump grinding
Grind Stumps from in-house Removals	In-house	201	20 days for a 2 person crew	Crew averages 10 daily. Avg dbh = 18.9"
Priority Prune 1 WITH utilities	Utility Co.	29	n/a	Avg dbh = 22.7"
Priority Prune 1 WITHOUT utilities	Contract	39	\$6,435	Avg dbh = 16.5" Est. \$10/diameter inch
Treat designated ash on Mariners Trail	Contract	16	\$2,500	Continue with existing treatments
Inspect Monitor, Very Poor and Poor Trees	ISA Certified Arborist	approximately 300	\$2,500	4 days for Arborist
Training (tree pruning, tree planting, training prunes)	Contract	n/a	\$1,000	Contract with consultant or DNR Training

TOTAL STAFF TIME	208 days
TOTAL CONTRACT COST	\$35,955

~ Equipment costs not included.
 ~Trees under/around utility lines should be completed/cleared to a safe distance by utility organization.

2025 Activities				
Activity	In-House or Contract	# of Trees	Contract Cost or Staff Hours Required	Misc. Comments
Tree Removals - ≥15% Condition - Located in parks, cemeteries or library	In-house	90	30 days for a 3 person crew	Crew averages 3 daily (excluding stump). Avg diameter = 16.2"
Tree Removals - ≥15% Condition - Located on streets WITH overhead utilities	Utility Co. (to below lines) In-house (remaining bole)	49	8 days for a 3 person crew	Crew averages 6 daily (excluding stump). Avg diameter = 16.2"
Tree Removals - ≥15% Condition - Located on streets WITHOUT overhead utilities ≥8" dbh	Contractor	39	\$18,428	Avg dbh = 18.9" Est. \$25/diameter inch Includes stump grinding
Tree Removals - ≥15% Condition - Located on streets WITHOUT overhead utilities <8" dbh	In-house	4	1 day for 2 person crew	Crew averages 6 daily (including pulling stump). Avg diameter = 5.5"
Grind Stumps from in-house removals + existing stumps	In-house	161	14 days for a 2 person crew	Crew averages 10 daily. Avg dbh = 17.8"
Priority Prune 2 WITH utilities	Utility Co.	19	n/a	Avg dbh = 17.6"
Priority Prune 2 WITHOUT utilities	Contract	25	\$4,825	Avg dbh = 19.3" Est. \$10/diameter inch
Plant Trees**	In-house	50	\$8,750 + 5 days for a 2 person crew	Cost is \$175/tree + Crew averages 10 daily
Inspect Monitor, Very Poor and Poor Trees	ISA Certified Arborist	approximately 300	\$2,500	4 days for Arborist
Training (tree pruning, tree planting, training prunes)	Contract	n/a	\$1,000	Contract with consultant or DNR Training

TOTAL STAFF TIME	153 days
TOTAL CONTRACT COST	\$35,503

~ Equipment costs not included.

~Expect to purchase a 1.5-2.0" caliper tree for this price.

~Trees under/around utility lines should be completed/cleared to a safe distance by utility organization.

2026 Activities				
Activity	In-House or Contract	# of Trees	Contract Cost or Staff Hours Required	Misc. Comments
Ash Removals - Poor or Fair Condition - Located in parks, cemeteries or library	In-house	61	20 days for a 3 person crew	Crew averages 3 daily (excluding stump). Avg diameter = 19.2"
Ash Removals - Poor or Fair Condition - Located on streets WITH overhead utilities	Utility Co. (to below lines) In-house (remaining bole)	26	4 days for a 3 person crew	Crew averages 6 daily (excluding stump). Avg diameter = 15.5"
Ash Removals - Poor or Fair Condition - Located on streets WITHOUT overhead utilities	Contractor	25	\$11,062	Avg dbh = 17.7" Est. \$25/diameter inch Includes stump grinding
Grind Stumps from in-house Removals	In-house	87	9 days for a 2 person crew	Crew averages 10 daily. Avg dbh = 18.1"
Treat designated ash on Mariners Trail	Contract	16	\$2,500	Continue with existing treatments
Plant Trees**	In-house	50	\$8,750 + 5 days for a 2 person crew	Cost is \$175/tree + Crew averages 10 daily
Inspect Monitor, Very Poor and Poor Trees	ISA Certified Arborist	approximately 300	\$2,500	4 days for Arborist
Training (tree pruning, tree planting, training prunes)	Contract	n/a	\$1,000	Contract with consultant or DNR Training
Training Prunes (1/2 of trees 1-6" DBH)	In-house	250	17 days for a 1 person crew	Crew averages 15 daily
Routine Prune Zone 1 (1/7th of population) WITH utilities - dbh ≥7"	Utility Co.	118	n/a	Avg dbh = 19.0"
Routine Prune Zone 1 (1/7th of population) WITHOUT utilities - dbh ≥7"	Contract	240	\$45,600	Avg dbh = 19.0" Est. \$10/diameter inch

TOTAL STAFF TIME	117 days
TOTAL CONTRACT COST	\$71,412

~ Equipment costs not included.

~Expect to purchase a 1.5-2.0" caliper tree for this price.

~Trees under/around utility lines should be completed/cleared to a safe distance by utility organization.

2027 Activities

Activity	In-House or Contract	# of Trees	Contract Cost or Staff Hours Required	Misc. Comments
Remaining Ash Removals - Excluding treated - Located in parks, cemeteries or library	In-house	31	10 days for a 3 person crew	Crew averages 3 daily (excluding stump). Avg diameter = 17.2"
Remaining Ash Removals - Excluding treated - Located on streets WITH overhead utilities	Utility Co. (to below lines) In-house (remaining bole)	24	4 days for a 3 person crew	Crew averages 6 daily (excluding stump). Avg diameter = 15.4"
Remaining Ash Removals - Excluding treated - Located on streets WITHOUT overhead utilities	Contractor	25	\$10,125	Avg dbh = 16.2" Est. \$25/diameter inch Includes stump grinding
Grind Stumps from in-house Removals	In-house	55	6 days for a 2 person crew	Crew averages 10 daily. Avg dbh = 16.4"
Plant Trees**	In-house	50	\$8,750 + 5 days for a 2 person crew	Cost is \$175/tree + Crew averages 10 daily
Inspect Monitor, Very Poor and Poor Trees	ISA Certified Arborist	approximately 300	\$2,500	4 days for Arborist
Training (tree pruning, tree planting, training prunes)	Contract	n/a	\$1,000	Contract with consultant or DNR Training
Training Prunes (1/2 of trees 1-6" DBH)	In-house	250	17 days for a 1 person crew	Crew averages 15 daily
Routine Prune Zone 1 (1/7th of population) WITH utilities - dbh ≥7"	Utility Co.	118	n/a	Avg dbh = 19.0"
Routine Prune Zone 1 (1/7th of population) WITHOUT utilities - dbh ≥7"	Contract	240	\$45,600	Avg dbh = 19.0" Est. \$10/diameter inch

TOTAL STAFF TIME	81 days
TOTAL CONTRACT COST	\$67,975

~ Equipment costs not included.

~Expect to purchase a 1.5-2.0" caliper tree for this price.

~Trees under/around utility lines should be completed/cleared to a safe distance by utility organization.

2028 Activities				
Activity	In-House or Contract	# of Trees	Contract Cost or Staff Hours Required	Misc. Comments
Treat designated ash on Mariners Trail	Contract	16	\$2,500	Continue with existing treatments
Plant Trees**	In-house	50	\$8,750 + 5 days for a 2 person crew	Cost is \$175/tree + Crew averages 10 daily
Inspect Monitor, Very Poor and Poor Trees	ISA Certified Arborist	approximately 300	\$2,500	4 days for Arborist
Training (tree pruning, tree planting, training prunes)	Contract	n/a	\$1,000	Contract with consultant or DNR Training
Training Prunes (1/2 of trees 1-6" DBH)	In-house	250	17 days for a 1 person crew	Crew averages 15 daily
Routine Prune Zone 1 (1/7th of population) WITH utilities - dbh ≥7"	Utility Co.	118	n/a	Avg dbh = 19.0"
Routine Prune Zone 1 (1/7th of population) WITHOUT utilities - dbh ≥7"	Contract	240	\$45,600	Avg dbh = 19.0" Est. \$10/diameter inch

TOTAL STAFF TIME	17 days
TOTAL CONTRACT COST	\$60,350

~ Equipment costs not included.

~Expect to purchase a 1.5-2.0" caliper tree for this price.

~Trees under/around utility lines should be completed/cleared to a safe distance by utility organization.

ATTACHMENT 2:

Risk Management Guide

RISK MANAGEMENT

Risk: is the potential for suffering harm or loss

Risk Management: is the ability to minimize the potential for harm or loss from occurring by implementing a sound risk reduction strategy.

Types of Risk

- Financial
- Physical harm

A Risk-Reduction Strategy for Trees

- Evaluate the natural resource being managed
- Evaluate the resources available to you (fiscal, staff, equipment, etc.)
- Develop a policy statement
- Develop an action plan
- Periodic review of all four components

EVALUATE THE NATURAL RESOURCES BEING MANAGED

Evaluate the Entire Population

An understanding of the entire population allows you to identify the key problem areas within the population.

- Species distribution
- Diameter distribution
- Condition distribution
- Defects
- Locations and targets

Identify Problematic Species

Identify the species that, based on your knowledge and experience, pose the greatest physical threat.

- High history of failure
- High storm damage potential
- Prone to high-risk structural defects

Identify Problematic Diameters

Identify the diameters that, based on your knowledge and experience, pose the greatest problem in your population.

- Large diameter trees

Identify Problematic Conditions

Identify the conditions that, based on your knowledge and experience, pose the greatest problem in your population.

- Very poor trees
- Poor trees

Identify Problematic Defects

Identify the defects that, based on your knowledge and experience, pose the greatest problem in your population.

- Basal decay and cavities
- Major dieback
- Poor branch attachments

Identify Locations and Targets

Identify the locations and targets that, based on your knowledge and experience, pose the greatest physical threat in your population.

- Busy streets
- Playground areas

EVALUATE THE RESOURCES AVAILABLE TO MANAGE

Staffing

- Number
- Training
- Work load

Equipment

- Diagnostic
- Capabilities/limitations
- Availability

Fiscal

CREATE A TREE RISK MANAGEMENT POLICY STATEMENT

Components of a Policy Statement

- State your agency's understanding of its responsibility to maintain a safe public area.
- Identify the manager of the risk reduction program.
- List any general constraints on managing hazard trees such as financial or personnel.

The following is an example of a Hazard Tree Policy Statement:

The City of Metropolis has an active policy to maintain the safety of public lands from potentially hazardous trees. The City will strive to eliminate, in a timely fashion, any tree deemed hazardous. When available fiscal and human resources limit the ability of the City to remove high-risk trees,

priority shall be placed on trees deemed to carry the highest risk. The standard for rating the potential risk of a tree will be the International Society of Arboriculture's twelve point hazard evaluation system. The Director of Parks, Recreation and Forestry will administer this program and have final judgment in all matters concerning the mitigation measures taken for any tree deemed hazardous.

Benefits of a Policy Statement

- It defines for staff the overall mission of the company or agency as it relates to high-risk trees.
- Minimizes political influence
- Allows staff to do their job

DEVELOP AND IMPLEMENT AN ACTION PLAN

Goal

After evaluating your resources, define problem areas and broad solutions to those problems. View this as a wish list.

Objectives

Define clear objectives that address the general goals you have established. The details should be more specific. A good objective defines what is going to be done and in what timeline.

Actions

A series of actions should be identified that address each objective defined

PERIODIC REVIEW OF ALL FOUR COMPONENTS

Review all four components of your risk management plan frequently.



MINUTES

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL BY CITY CLERK

Councilmembers: Jeff Dahlke, Bill LeClair, Darla LeClair, Tracey Koach, Tim Petri, Scott Stechmesser, Adam Wachowski

Absent and Excused: Bonnie Shimulunas

ALSO PRESENT: Ben Meinnert, Police Chief; Jeff Dawson, Library Director; Elizabeth Runge, Community Development Director/City Planner; Matthew Heckenlaible, Public Works Director; Dave Murack, Fire Chief; Dave Buss, Finance Director; Andrew Sukowaty, Water Director; Brian Dellemann, Electric Utility Director; Dave Dassy, IT Assistant; and Greg Buckley, City Manager

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

Request from Councilmember D. LeClair to participate from a remote location

Motion carried upon a roll call vote

Motion by Koach, Seconded by Stechmesser

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

5. INPUT FROM THE PUBLIC

None.

6. COUNCIL COMMUNICATIONS

Letters and other communications from citizens

Councilmember Koach stated that she received compliments on the holiday decorations throughout downtown and the music played by the ice rink.

Councilmember Dahlke had the following communications:

- He received numerous compliments on the repair of the live stream from Spectrum
- He received a question on the puddle that forms on the ice rink in Central Park West.
- He received a question about if citizens are allowed to plug their electric vehicles into the street lights to recharge their vehicles.
- He received a question regarding personal property tax for businesses and why they were billed in 2023. Finance Director Dave Buss stated 2023 was the last year for personal property taxes.
- He received numerous phone calls regarding the 2% city tax increase. Mr. Buckley reported that the increase is from the increase in operating levy and support of operations for the library and an increase in the tax levy that pays for debt service.

7. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

Councilmember D. LeClair reported on the following boards:

-- Main Street: The board is currently working on planning for 2024. Banner Art will be back in Summer and currently they are looking for artists to participate.

-- Environmental Advisory Board: On January 4th, Jim Knickelbine will be at the Lester Public Library discussing invasive species. After the 1st of February, EAB will be promoting front yard gardens for the 2024 season

Councilmember Dahlke reported on the Personnel and Finance Committee stating there will be an update for the Personnel Policy

8. CITY MANAGER'S REPORT

A. Invited Guests

1. Swearing in and Badge Pinning for Police Officer Santos Torres
Chief Meinnert introduced Santos Torres and the City Clerk administered the Oath of Office.

B. Status Update/Reports

1. Staffing Updates

Mr. Buckley reported on the ongoing recruitments: Apprentice Line Worker – Scheduling Interviews; Parks and Recreation Office Manager – Interviews Completed; Conditional Offer Sent.

2. Announcement of New Tourism Director

Mr. Buckley reported Joe Metzen will be the new Tourism Director for the City of Two Rivers' Explore Two Rivers.

3. April 2024 Council Election Candidates

Mr. Buckley reported five candidates filed nomination papers for Councilmember for the April 2, 2024, Spring Election. The candidates are Mark Bittner, Doug Brandt, Jeff Dahlke (incumbent), Shannon Derby and Andrew Quackenbush. A notification on non-candidacy was filed by Tracey Koach.

4. Absentee Ballot Requests for 2024 Calendar Year, Electors Can Mail or go to www.myvote.wi.gov

Mr. Buckley reported electors may now request an absentee ballot for the 2024 calendar year by mail or by visiting www.myvote.wi.gov. The City Clerk stated absentee applications may not be dropped of at the Clerk's Office unless it is within 14 days before the election.

5. Reminder of Ordinance Provisions on Clearing Snow and Ice from Sidewalk; Not Depositing Snow in the Streets

Mr. Buckley reminded citizens that ice and snow must be cleared within 24 hours of the snowfall from sidewalks. Also, it is unlawful to deposit snow in the street.

6. Reminder: Christmas Tree Pickup Will Be January 8-12

Mr. Buckley reported free Christmas tree collection will be the week of January 8-12, on the same day as garbage/recycling collection for your neighborhood. During that week, Christmas trees may also be dropped off at the Public Works Garage, 1415 Lake Street between 7:00 am and 3:00 pm. No artificial trees, plastic tree bags, tinsel, decorations, lights, flocking or any other types of contaminants allowed on trees, either curbside or at DPW. Artificial trees or contaminated trees must be stickered and will be picked up by the garbage hauler. No other yard waste or brush will be picked up during this Christmas tree collection.

7. Environmental Advisory Board Presents: Invasive Species the Fight to Save Land & Water, Thursday, January 4 at 6:00 PM, Lester Public Library

Mr. Buckley reported that Jim Knicklebine will be presenting on Invasive Species on January 4th at the Lester Public Library as part of the winter educational series hosted by the Environmental Advisory Board

8. Upcoming Events:

a. Invasive Species: The Flight to Save Land & Water, Thursday, January 4, 6:00 PM, Lester Public Library, Presented by Two Rivers Environmental Advisory Board

b. TR Teen: Owl Prowl @ Woodland Dunes Nature Center & Preserve, Friday, January 5, 7:00 PM

9. Other

Mr. Buckley reported in developing the 2024 Budget for the City’s Solid Waste Utility, City staff and City Council agree on the need to increase revenues in support of that fund. The Solid Waste Utility currently covers the cost of weekly garbage and recycling collection, landfill charges, street sweeping and Fall leave collection. Revenue sources include a portion of the environmental fee on City utility bills, sticker fees, and state operating assistance. Increased costs for collection services and landfilling, plus the City’s direct costs for street sweeping and leaf collection were major contributors to a decision to increase the sticker fee from \$2.50 to \$3.00. This is the first increase in the sticker fee since 2009. The current \$2.50 stickers will remain on sale through January 31, and can be used through Friday, March 1. The new, \$3.00 stickers will be the only stickers available for purchase starting February 1.

Mr. Buckley reported Two Rivers Main Street is looking for artists interested in having their art displayed on Washington Street this summer. This art will be printed on banners that will be displayed on light poles along Washington Street in Downtown Two Rivers. Charge is \$20 per adult and \$10 per youth – in order to get artist buy-in so that the quality of art is high. Pick up a canvas and an information packet at Two Rivers Main Street Office, 1608 Washington Street. Completed art must be returned before March 15. 28 pieces of art will be displayed this Summer. Paintings will be returned to artists after the banners are displayed. Contact Main Street for additional information.

C. Legislative/Intergovernmental Update

1. Urban Towns Bill--Consider Resolution Opposing This Bill

City Manager Greg Buckley provided background information. This is a resolution opposing Senate Bill 691 which is the Urban-Towns Bill that applies to towns with a population more than 5,000 that have their own police department and meet certain other criteria. It would empower towns to reduce the ability of cities to do annexations, to exercise extraterritorial zoning and plat review and to operate their own water and sewer systems. The League of Wisconsin Municipalities expressed they are opposed to this bill as well.

Motion carried with a roll call vote.

Motion made by Stechmesser, Seconded by B. LeClair.
Voting Yea: Dahlke, Koach, B. LeClair, D. LeClair, Petri, Stechmesser, Wachowski

2. Other

9. CONSENT AGENDA

A. Presentation of Minutes

1. City Council Regular Meeting, December 18, 2023

2. City Council Special Meeting, December 28, 2023

Recommended Action:

Motion to waive reading and adopt the minutes

B. Minutes of Meetings

1. Personnel & Finance Committee, December 20, 2023

Recommended Action:

Motion to receive and file

C. Applications and Petitions

1. Application for Temporary Class "B" / "Class B" American Legion Roberst E. Burns Post 165, American Legion-Patriot Riders Car/Bike Show, August 31, 2024, 9:00 AM - 2:00 PM, Walsh Field

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 Petri, Seconded by Dahlke.

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

10. CITY COUNCIL - FORMAL ITEMS

A. Resolution Upon Retirement for Kim Pritzl, Retiring After Twenty-Five Years of Dedicated Employment

Recommended Action:

Motion to read and adopt the resolution

Motion carried with a roll call vote.

Motion made by B. LeClair, Seconded by Dahlke

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

B. Resolution Upon Retirement for Tim Bruder, Retiring After Twenty-One Years of Dedicated Employment

Recommended Action:

Motion to read and adopt the resolution

Motion carried with a roll call vote.

Motion made by Petri, Seconded by Stechmesser

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

C. Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing-- 2024 Capital Projects

Recommended Action:

Motion to read and adopt the resolution as recommended by the City Manager and Personnel and Finance Committee

Motion carried with a roll call vote.

Motion made by Koach, Seconded by Stechmesser
Voting Yea: Dahlke, Koach, B. LeClair, D. LeClair, Petri, Stechmesser, Wachowski

- D. Consider Authorization for Police Department to Proceed with Ordering Two Replacement Patrol Vehicles (2024 Budgeted Capital Outlay)

Recommended Action:

Motion to authorize the Police Department to order two replacement squad cars--Ford Interceptor hybrid vehicles at a total cost not to exceed \$120,000, including equipment change over and detailing

Motion carried with a roll call vote.

Motion made by Koach, Seconded by Stechmesser
Voting Yea: Koach, B. LeClair, D. LeClair, Petri, Stechmesser
Voting Nay: Dahlke, Wachowski

11. FOR INFORMATION ONLY

- A. City Council Regular Meeting, Monday, January 15, 2024
- B. City Council Work Session Meeting, Monday, January 29, 2024

12. 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.

--Discuss matters pertaining to charges for water and sewer connections for the Van der Brohe Arboretum, 3800 Lincoln Avenue

**Clerk Note: The City Council did not convene in Closed Session*

13. RECONVENE IN OPEN SESSION

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

14. ADJOURNMENT

Motion to dispense with the reading of the minutes of this meeting and adjourn this meeting at 7:02 PM

Motion carried with a voice vote.

Motion made by Dahlke, Petri
Voting Yea: Dahlke, Koach, B. LeClair, D. LeClair, Petri, Stechmesser, Wachowski

Respectfully submitted,

Amanda Baryenbruch
City Clerk



Tuesday, December 12, 2023 at 6:00 PM

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

MINUTES

1. **CALL TO ORDER** –President Palmer called the meeting to order at 6:00 PM.
2. **ROLL CALL**
Board Members Present: David Pennefeather, Ned Guyette, Tracey Koach, Stanley Palmer, Katie Stone, Sharon Sleger, Kathryn Gadd, Mary Glaser and Don Weiss. Members absent and excused – all present. Also present: Chris Hamburg, Adult Services Coordinator, and Jeff Dawson, Director.
3. **PUBLIC COMMENT** - None
4. **APPROVAL OF BOARD MEETING MINUTES**
Motion to approve the minutes from the November 14, 2023, meeting, made by Pennefeather, second made by Guyette. Voice vote carried unanimously.
5. **RECEIVE AND FILE EXPENDITURE AND FINANCIAL REPORTS**
Motion to receive and file the expenditure and financial reports from November, 2023, made by Weiss, second made by Sleger. Voice vote carried unanimously.
6. **BOARD MEMBER COMMENT**
Weiss expressed thanks to the Lester Public Library Foundation on behalf of the Manitowoc Calumet Library System Board for assisting with the \$10,000 donation to Reach Out and Read. Gadd noted that Hamburg and Ehle are both ‘rock stars’ for their learning how to add to the library website and keeping it current and looking great.
7. **DIRECTOR'S REPORT**
Dawson and Hamburg fielded questions concerning the monthly report.
8. **COMMUNICATIONS**
A. Library Newsletter – December 2023
9. **REPORT FROM CITY COUNCIL REPRESENTATIVE**
The 2024 City Budget passed at the last City Council meeting, this includes the 8% lift to the library budget. The City is accepting papers for those wishing to run for City Council, Koach will not be running in 2024. Cool City Christmas celebration is this weekend.
10. **REPORT FROM SCHOOL DISTRICT REPRESENTATIVE**
Lots of Christmas programming across the district. Staff conducting curriculum evaluations, particularly in mathematics. Noted resignations and retirements with the hiring of an academic coach.
11. **REPORT FROM COUNTY REPRESENTATIVE**
Courthouse dome renovation project, reviewing architect/engineering firms’ RFP proposals. Reviewing bids for the Heritage Center Elevator modernization. Land Conservation Committee announced Greg Gries, Libertyland Farms, as Manitowoc County’s designated Demonstration Farm.

12. UNFINISHED BUSINESS

A. Motion to approve the 2024 Library Budget made by Guyette, second made by Weiss. Voice vote carried unanimously.

13. NEW BUSINESS

A. A thank you letter to the Lester Public Library Foundation for their annual contribution was signed by all Lester Public Library Trustees and Dawson will mail the letter to Foundation President Tegen.

14. BOARD EDUCATION – None

15. CLOSED EXECUTIVE SESSION – None

16. ADJOURNMENT

Motion to adjourn made by Koach, second made by Sleger. Voice vote carried unanimously. Meeting adjourned at 6:49 PM.

Respectfully submitted by Jeff Dawson



Tuesday, January 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:** Jeff Dahlke, acting chairperson, called the meeting to order at 5:02 pm

2. **ROLL CALL**

Committee Members: Tim Petri & Jeff Dahlke – present; Darla LeClair participated via phone

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

3. **REVIEW AND APPROVAL OF MINUTES**

Minutes from the December 4, 2023, Public Utilities Meeting

A motion was made by Tim Petri to approve the December 4, 2023, Public Utilities Meeting minutes, seconded by Jeff Dalhke. Motion carried.

4. **PUBLIC INPUT** - N/A

5. **CONSTRUCTION PROJECTS**

A. **Scattered lead water service replacements (2024) (See #8 below)**

B. **Roosevelt Street reconstruction**

Engineering continues to prepare appropriate plans and bid documents for a notice to contractors in mid to late January with a bid-opening most likely occurring in early February 2024. Engineering is planning on holding a Public Informational Meeting for interested parties and property owners adjacent to the project on January 11, 2024, in Council Chambers from 5:00 pm to 6:30 pm with a formal presentation at 5:30 pm.

Town and Country Engineering consultants are working on a comparison of utilizing the WDNR Safe Drinking Water Fund and Clean Water Fund loans with zero principal forgiveness which includes a lot of Federal stipulations that could escalate construction costs or utilize general obligation funding (borrowing) which may have slightly higher interest rates but would not have the other stipulations associated with the WDNR funds. Scott Ahl noted that he did have a conversation earlier in the day with the consultant. Their discussion was that the additional requirements imposed by utilizing the Safe Drinking Water and Clean Water Funds possibly could add an additional 10% onto the overall project cost, but it has a lower borrowing cost than what the City would potentially borrow at for general obligation funds. Therefore, it was the consultants' recommendation to still utilize the Safe Drinking Water and Clean Water Fund loans. The committee supported that position.

6. WASTEWATER UTILITY: UPDATES AND ACTION

A. Sludge screw press project update

Electrical components are continuing to arrive. There was a second project kick-off meeting where the contractor stated that he had hoped that his electrician would be working on wrapping up the project beginning the first week of January 2024. The electrical contractor was actually here prior to Christmas and between the holidays preparing for the electrical installation and transition from the existing system and controls to the new system and controls.

The contractor is anticipating 4 weeks to install and connect all of the electrical components, following a few additional weeks to program the logic controls. They are being optimistic that the new screw press could be fully functional/operational by the end of February or early March 2024.

B. Riverside Foods update

Riverside Foods consultant had been in contact with Engineering and Inspection about existing utilities and 'plan' submittal requirements in the middle of December. There is a follow up meeting scheduled with Riverside Foods on January 23rd.

In recent internal discussions, there were discussions pertaining to the continual cleaning of the primary sanitary sewer route from Wilson and 26th Streets to the southside of the river crossing (basically to the plant) and whether or not those costs could be charged. This continual cleaning began shortly after the last large addition of Riverside Foods was completed and put on-line. Once the addition went into production, some sewer back-ups impacting private property occurred due to the discharge and coagulation of fats, oils, and greases within the sanitary sewer main. The former Public Works Director ordered that those sewers get cleaned every two (2) weeks to prevent any further back-ups. It takes several hours to complete this task and can very much be construed as preventative nuisance cleaning. At this point, it is just internal discussions.

C. Sanitary sewer rates - fixed versus unit cost discussion

Due to the December 18th, 2023, City Council meeting when the sanitary sewer rates were increased, a slight discussion occurred pertaining to the Fixed Monthly Charge of \$18.85/user/month and the Unit Charge of \$12.85/additional living unit/month and why the two charges were not the same value.

The short answer is, I don't have a good answer even after doing a lot of research on the history of these charges.

In the early 1970's, the wastewater treatment plant was funded through 'taxes'. It wasn't until the mid-1970's that a sewer usage charge system was developed and implemented (1978 first full year) with a single fixed fee and a multi-tiered volume charge. There were several ordinance revisions between then and the early 1980's, but nothing that included the second charge.

In the November 1981 ordinance revision, it stated that 'A charge shall be made of \$4.00 per connection and a charge of \$0.70 per 100 CF of water used". Again, nothing about an additional charge, but there was additional ordinance language stating that "For multi-family residences the connection fee shall be applied for each unit", implying that a duplex or apartment building would be charged the connection fee times the number of living units the building encompassed.

Similar language was noted again in the September 1983 ordinance revision. However, in the December 1984 ordinance revision, the language was modified to read, "A charge of \$4.50 shall be made for the first connection with an additional charge of \$4.00 per connection thereafter and a charge of \$0.80 per 100 CF of water used". The ordinance still retained the language of

“For multi-family residences the connection fee shall be applied for each unit”. Thus, there could be an interpretation that if a property had multiple sewer laterals discharging to the sanitary main, that all laterals after the first would be charged at the lesser ‘connection’ charge and that multi-family residences would pay multiple connection fees based upon the number of living units that the building had.

In September 1993, a significant ordinance revision is noted repealing and recreating all of Title 5, Chapter 2 of the Municipal Code (Section 5-2). Notable changes are:

- The ‘Fixed Charge’ was increased to \$6.15/User/Month – ‘user’ replaced ‘connection’
- The 2nd connection charge is now referred to as a Unit Charge
 - Unit Charge \$4.00 / Unit / Month
- It creates the Category A and Category B differentiation
- Within the Category A Sewer Service Charge, it further states that the “Unit Charge - \$4.00/additional living unit”
- The previous language of “For multi-family residences the connection fee shall be applied for each unit” had been eliminated and it appears was replaced with the “Unit Charge”.
- It is not clear what the intent then became regarding the ‘2nd connection charge’ if there were multiple active sewer laterals servicing a property and how those would be accounted for and billed.
- It further notes in the Category A section that, “Residential customers will be billed the sewer service charge for their actual water usage during the November through March period and the monthly average from the November through March period will be the maximum sewer billing for the period of April through October”.
- Residential customers are not defined.
- It should be further noted that the City presently does not have any Category B customers so that then brings the question as to how commercial, institutional and industrial customers are being billed, also on the winter period or for actual total monthly water usage? A question that needs to be asked but has not been to date.

Today’s Section 5-2-5 ordinance language is very similar to the September 1993 version, still leaving the unanswered question of why the Fixed (User) charge is different than the additional “Unit” charge. There has always been a difference looking back at the historical ordinance changes.

Additional questions arose as to how unoccupied properties during the winter months (snowbirds) are charged during the non-winter months if there is no flow to average based upon the winter months. Are they charged for actual volume used/discharged or is there some other method.

It was recommended from the committee that staff review the sewer use ordinance for other questions, concerns and see if there are easy ways to address these concerns or whether a significant ordinance undertaking is required.

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

A. Tree trimming

Electrical crews are working in their ‘central zone’ which is south of 34th Street between the rivers. They are also assisting the Parks and Recreation Department with ‘Hazard’ trees for removal. If Electrical Department can safely delimb and top the tree they will do so and let the Parks and Recreation Department take down the main trunk of those hazard trees. If the Electrical Department believes that it is too great of a risk, they will have an outside contractor take down the entire tree.

Due to a recent retirement, they are now working a person short and have other projects to work on, so this process has been slowed up a little bit.

B. Switchgear replacement project

December 2022 there was a partial failure of the underground switchgear mechanism near 12th Street and Memorial Drive which services a large portion of the Public Works, Water Utility, Wastewater campus and portions of Washington Street north towards 23rd Street. Crews noted issues and were able to reroute power to the area from other directions. The parts that the crew ordered which had a 48-week lead time, finally arrived in the early part of December 2023 and were replaced prior to Christmas. Electrical Staff is seeing if an outside vendor/consultant can replace components within the switchgear and are awaiting a cost estimate for this work.

C. Electric meter order update

The electrical meter order (288 residential and 60 3-phase) that was placed in September 2022 finally arrived. They are still awaiting their 1,000 meter order that was placed in November 2023. Now that they have meters, Electrical crews will be able to make necessary meter changes that will take away from other projects/tasks such as tree trimming.

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

A. Scattered lead water service replacement (2024) - Proposed program discussion

After the last Utility Committee meeting it was discussed that instead of a voluntary lead service program we would have a required lead service replacement program. This would be outside of the scope of water main replacement projects. Any road project that has new water main construction has and will continue to have a requirement to remove all lead services.

The new required lead service program would replace what we have called the Scattered Lead Service replacement program. This would allow us to target certain areas of the city dependent on funding. Committee members expressed wanting some type of extended loan (pay back) program for lead service replacements.

Staff came up with providing a 5-year loan (payback period) for water service and sewer lateral replacements. This would be at an interest rate that is 2% over what the city would borrow the money at. There would be a minimum of \$1,000 to be eligible to participate.

Looking at the 2022 contract for scattered lead water services, the average private water side bill was \$4,000. After the \$2,500 grant towards the water service charge was applied, the average homeowner would owe \$1,500 out of pocket. If this trend continued, it could be conceivable that every homeowner in the 2024 project would be eligible for the loan program we are looking at implementing even with the \$1,000 minimum.

Jeff Dahlke agreed with the principal but did not feel that the interest rate should include the additional 2% interest rate as he feels that the City should have some accountability to the residents.

Tim Petri made a motion that City offer a 5-year loan (payback) program to residents that are required to replace their lead water services as part of the get the lead out initiative. The loan would be at an interest rate of 2% over the City's borrowing rate, must have a minimum of a \$1,000 balance for private side water service costs to be eligible, and would include no early payback penalty. Motion seconded by Darla LeClair. Petri & LeClair – Aye, Dahlke – Opposed. Motion carried.

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

A. Urban Non-Point Planning Grant

Awaiting a final copy of the approved 2024 City budget so that I can submit that along with the agreement so that we can get our grant dollars secured and the remodeling of the City's stormwater management practices and TMDL requirements. Hoping to have these documents submitted in early January 2024.

B. Northeast Lakeshore TMDL

On Tuesday, December 5, 2023, I was notified by WDNR that the Northeast Lakeshore TMDL had been approved by EPA and is now in full effect. What does that mean to the City of Two Rivers? We need to determine what our present stormwater suspended solid and phosphorous loadings are as compared to the TMDL report and then show what our existing best management practices (ponds, street sweeping and inlet cleaning) are removing to determine how much more reduction we have to achieve and where can we achieve the biggest bang for our dollar. That is all achieved through the modeling that is proposed to be completed utilizing the Urban Non-point Planning Grant funds noted previously.

A question was brought up regarding the City compliance timeframe to comply with the new TMDL requirements. Ideally, WDNR and EPA would like compliance within one permit cycle. In most cases, that is not practical, therefore, the permittee will need to develop a proposed compliance schedule and be able to show annual progress in meeting these requirements.

C. Sandy Bay Highlands - Phases 3 & 4

As you are aware Council approved the preliminary plat at the last City Council meeting in December. The consultant was also working on submitting permits to the WDNR and USACOE for managing the wetlands that are within the remaining portion of the development area. On January 2, 2024, the WDNR responded to the application stating that it was 'incomplete' because they feel that there are alternatives in dealing with the wetlands within the Orchard Court roadway/right-of-way and as such will not proceed with the application/permitting process until they are satisfied.

WDNR stated that even though the development was designed and authorized to fill some of the wetlands in the past, and, since it hasn't been filled, the WDNR believes that the wetlands can be avoided through a redesign and as such will not proceed with any further permit application review. The project is on hold until this matter can be resolved or an alternative is presented and accepted by the WDNR.

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

A. North landfill update

The consultant provided us with a draft copy of plans, specifications, and work plan modifications that we reviewed and submitted comments back to them prior to Christmas. The consultant will review our comments and make appropriate modifications after which those documents will be submitted to WDNR for review, comment and approval which could take upwards of 90 days.

11. **ANY OTHER ITEMS OR ISSUES TO COME BEFORE THE COMMITTEE, WITH DISCUSSION AND ACTION** - None

Section 9, Item B.

12. **SET DATE, TIME, LOCATION, AND AGENDA ITEMS FOR NEXT COMMITTEE MEETING**
Proposed for Monday, February 5, 2024, at 5:00 pm prior to Council Meeting

13. **ADJOURNMENT:** 6:20 pm

A motion was made by Tim Petri to adjourn the meeting, seconded by Darla LeClair. Motion carried.



Wednesday, January 03, 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: Tracey Koach, Bill LeClair, Scott Stechmesser

Staff and Others: Matthew Heckenlaible, Scott Ahl

3. **REVIEW AND APPROVAL OF MINUTES**

Minutes from the December 7, 2023, Public Works Committee Meeting

Tracey Koach made a motion to approve the minutes of the December 7, 2023, Public Works Committee Meeting, seconded by Bill LeClair. Motion carried.

4. **PUBLIC INPUT** - None

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

A. **2023 Sidewalk contract**

Invoices for the work completed in 2023 were mailed out in the later part of December 2023.

B. **Sandy Bay Highlands - Phases 3 & 4**

As you are aware Council approved the preliminary plat at the last City Council meeting in December. The consultant was also working on submitting permits to the WDNR and USACOE for managing the wetlands that are within the remaining portion of the development area. On January 2, 2024, the WDNR responded to the application stating that it was 'incomplete' because they feel there are alternatives in dealing with the wetlands within the Orchard Court roadway/right-of-way and as such will not proceed with the application/permitting process until they are satisfied.

WDNR stated that even though the development was designed and authorized to fill some of the wetlands in the past; and, since they it hadn't been filled, the WDNR believes that the wetlands can be avoided through a redesign and will not proceed with any further permit application review. The project is on hold until this matter can be resolved or an alternative is presented and accepted by the WDNR.

C. **2024 projects**

1. **Roosevelt Avenue reconstruction**

City Engineering is continuing with the applicable design and plan preparation. It is Engineering's intention to hold a public informational meeting on January 11, 2024, at 5:00 pm with a formal presentation occurring at 5:30 pm in Council Chambers.

2. Scattered laterals - informational

At the January 2, 2024, Public Utilities Committee meeting, it was proposed to pass along to City Council that the City offer a 5-year loan (payback) program to residents that are required to replace their lead water services as part of the Get the Lead Out initiative. The loan would be at an interest rate of 2% over the City's borrowing rate, must have a minimum of a \$1,000 balance for private side water service costs to be eligible, and would include no early payback penalty.

It should be noted that Councilmember Dahlke was generally in support of this motion but was not in favor of the additional 2% interest being charged on top of what the City could borrow the money for.

No further discussion followed.

3. Sidewalk replacement

Nothing new to report relative to the 2024 sidewalk replacement program except that Director Heckenlaible did have a brief conversation with DPW Superintendent Christensen about availability of his staff to potentially do the sidewalk survey due to the mild winter to date. There was no further discussion to either utilize DPW-Street section staff or not at this time.

4. 19th Street - East River Street to Jefferson Street (LRIP) – no update

5. East River Street - 19th Street to vacated 18th Street (LRIP) – no update

6. **PROPERTY OWNER REQUESTS - none**

7. **DISCUSSIONS OR ISSUES ON HOLD, PENDING FURTHER INVESTIGATION - none**

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

A. **Discussion for the allowance of decal-style private signs to be applied to the surface of public sidewalks within the public right-of-way adjacent to business properties.**

After the December 18, 2023, City Council Meeting, this topic was requested to be sent to committee for discussion. As the City Engineer, I am not in favor of having this style of signs impacting the surface of public sidewalks primarily on a public safety perspective. I did some internet research into this style of signage and have noted that I was not able to find any municipality allowing it, including Madison, Milwaukee, Chicago, or Cincinnati.

As I was traveling down Washington Street after a night meeting on January 2, 2024, a white blob on the sidewalk caught my eye in the northeast corner of Washington Street and 16th Street. Thinking that it was another adhesive sticker sign, I pulled over to investigate further. That white blob was a projected image from the inside of Weichert Realtors business. While I was there, I walked across the frost covered plastic sticker signs and noted that they were much slicker than the surrounding concrete sidewalk.

At a previous meeting it was also suggested that if the sidewalk sticker would start to fade, that the property owner would have 30 days to remove or replace it upon notification. Who would be responsible for doing those inspections and notifications? If that sticker starts peeling up and it's now a trip and fall hazard and not immediately taken care of, someone could get hurt.

Bill LeClair made a motion that ordinance language modifications would not be made that would allow decal style private signs to be placed or installed on public sidewalks within the public right-of-way. The motion was seconded by Tracey Koach. Motion carried.

9. DISCUSS STAFF RECOMMENDATIONS (TRAFFIC AND PARKING CONTROL) - ACTION, ENDORSEMENT OR MODICATIONS, AS NEEDED

A. 23rd Street and Polk Street - uncontrolled intersection

In the middle of December 2023, we received a concern from a citizen regarding the intersection of 23rd Street and Polk Street. They are aware that there are uncontrolled intersections within the City but did not realize that this was one of them and a vehicle went through the intersection from eastbound 23rd Street proceeding up the driveway towards the water tower. This concerned resident was traveling northbound and was able to stop. The traffic on 23rd Street should yield the right-of-way to the traffic on Polk Street as they would typically need to slow to make a turn onto Polk Street. With the driveway immediately across the street, it now acts more as a four-way uncontrolled intersection. Polk Street is also a part of the transit route.

Per Two Rivers Police Department there is no crash history at this intersection, specifically over the past five (5) years.

I am not aware of any special agreement with Village Green Apartments to utilize this drive up to Picnic Hill (Lane) for parking lot access.

Director Heckenlaible stated that he could go either way on recommending a traffic control device (stop sign) for traffic on eastbound 23rd Street and coming westerly from the driveway access.

Tracey Koach made a motion to have stop signs installed for eastbound 23rd Street traffic and for westbound traffic coming from the parking lot driveway at Walsh Field at the intersection of Polk Street. Bill LeClair seconded the motion. Motion carried.

B. Speed limit signs on Woodland Drive between Memorial Drive and STH 310

Over Christmas I was asked by a Two Rivers officer to see if there was any chance of getting some speed limit signs installed on Woodland Drive between Memorial Drive and STH 310, noting that it encompasses multiple municipal jurisdictions (City of Two Rivers, City of Manitowoc, Town of Two Rivers, and Town of Manitowoc). My response was that I would look into it.

Upon further review, it is not signed between Memorial Drive and STH 310. As an unsigned 'rural' roadway, state statute 346.57(4) [Table] would take effect and the undocumented speed limit would then be 55 mph. If there were driveways spaced every 150 feet within a 1,000 foot distance of this roadway, the speed limit could then conceivably be lowered to 35 mph. But, in my travels down that segment of roadway, I do not recall that density of driveways especially within the Town portions of the roadways.

State Statute 349.11 (3) and (7) does allow a local government the authority to post a speed limit by no more than 10 mph (5 mph increments) IF a traffic speed study is conducted and the results are agreed upon by all four municipalities and the WDOT.

Moving forward, I will check with the other three (3) municipalities to see if they have completed any engineering traffic speed studies for this segment of roadway. If there has been a completed study, I will see if they are willing to share that information to see if the other municipalities would be agreeable with those results and have the roadway posted as such. If there has not been an engineering traffic speed study completed, I would see if those municipalities would agree to have the speed limit posted as 55 mph.

The Committee was agreeable to that approach.

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

A. Winter season

Public Works personnel brined City roadways on Friday December 26, 2023, in anticipation of a 1/2" snow event with the forecast then escalating on Saturday to 3-inches for communities along the lakeshore due to lake effect. Happy to report, between the preventative brining, DPW crews monitoring the actual conditions and dispatching a couple of trucks immediately after the brunt of the snow, DPW was not made aware of any complaints relative to this last snow event of 2023.

Now to see if we can be as fortunate as we were in 2023. However, if this mild winter continues, we will most likely need to address a pending concern of where to store an additional 500 ton of road salt that was ordered prior to the beginning of this winter season. We have some time to address this pending concern if the need for salt does not increase between now and April 2024.

B. Parking on 17th Street by the Senior Center

Bill LeClair inquired about the parking along the south side of the Senior Center on 17th Street east of Adams Street as to why there is such a big area of 'No Parking'. Looking at Google Maps it was not clear where this 'No Parking' area would be as Google was showing a parking time restriction for loading and unloading. Staff stated that they would look into this matter and report back to the Committee at the next meeting.

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

Suggested as Wednesday, February 7, 2024 at 5:15 pm

12. ADJOURNMENT: 5:42 pm

Tracey Koach made a motion to adjourn the meeting, seconded by Bill LeClair. Motion carried.



MINUTES

1. CALL TO ORDER

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

2. ROLL CALL

Present: Greg Buckley, Rick Inman, Kay Koach, Eric Pangburn, and Adam Wachowski.

Excused: Rick Inman

Also Present: Community Development Director Elizabeth Runge

3. ACTION ITEM

A. Update Commission regarding status of signs on sidewalks and changes to the sign ordinance after discussion at City Council and Public Works Committee Meetings.

Plan Commission Chair updated the Commission that the City Council sent the sidewalk sign request back to the Plan Commission and to the Public Works Committee. The City Public Works Director, also a member of the Plan Commission, reported that the Public Works Committee discussed and then voted as the Plan Commission previously did, to not modify the sign ordinance which currently does not allow signs to be affixed to sidewalks.

This was only a discussion item and the discussion included further clarification from the City Attorney as to the next steps related to signs on sidewalks in certain designated areas and clarification and an outline of the process for issues two committees have an advisory vote and the City Council has another. The City Attorney will be invited to the next Plan Commission meeting when the sidewalk sign question is addressed.

B. Discussion of battery storage ordinances in Wisconsin

A discussion and a brief presentation occurred about the concept of energy storage and specifically battery energy storage. This technology is growing in use within energy use and distribution systems.

4. ADJOURNMENT

Motion to adjourn at 6:15 PM.

Motion made by Lee, seconded by Wachowski.

Respectfully submitted, Elizabeth Runge, Recording Secretary



TWO RIVERS
WISCONSIN

POLICE AND FIRE COMMISSION MEETING

Wednesday, January 03, 2024 at 4:30 PM

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

MINUTES

1. CALL TO ORDER

2. ROLL CALL

Commission Members: Mike Canty, Kris LaFond, Sandy Rohrick, Jack Gadzala, Brad Yaggie

ALSO PRESENT: Ben Meinnert, Police Chief

3. POLICE STAFFING UPDATES

Police Chief Meinnert reported the Police Department is currently fully staffed. Officer Justin Jackson and Officer Santos Torres recently graduated from recruit school.

4. CLOSED SESSION

The Police and Fire Commission reserves the right to enter into closed session per Wis. Stats. 19.85(1)(c) considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

- Discuss Personnel Matter
- Discuss Promotion Process

Motion made by Rohrick, Seconded by LaFond
Motion carried upon a roll call vote

5. RECONVENE IN OPEN SESSION PURSUANT TO WIS. STATS. 19.85(2)

Motion by LaFond, Seconded by Canty
Motion carried with a voice vote.

6. ANY ACTION AS A RESULT OF CLOSED SESSION

Motion made by Gadzala, Seconded by Rohrick to approve the recommended actions brought forth by the Police Chief and move forward with the staffing recommendations.
Motion carried with a voice vote.

7. ADJOURNMENT

Motion made by LaFond, Seconded by Canty to adjourn the meeting at 5:22 PM
Motion carried with a voice vote.

Respectfully Submitted,

Amanda Baryenbruch
City Clerk



MEMO

DATE: January 10, 2024
TO: City Council and City Manager Greg Buckley
FROM: Amanda Baryenbruch, City Clerk/Human Resources Director
SUBJECT: Monthly Updates

HUMAN RESOURCES UPDATES:

- Ongoing Recruitments:
 - o Recreation Clerk – Accepting Interviews
 - o Apprentice Line Worker – Interviews Completed
- Recent Hires:
 - o Tourism Director – Joe Metzen
 - o Parks and Recreation Office Manager – Laura Hooper (Promotion)

OPERATOR’S LICENSES ISSUED:

On May 4, 2020, the City Council authorized the City Clerk to issue Operator’s Licenses. The following licenses have been issued since the 9/18/2023 Council meeting:

Name	Address	Duration
Barbara Wachowski	2412 45th Street 1813A Western Ave	Two Rivers, WI 54241
Anna Honzik	1813A Western Ave	Manitowoc, WI 54220
Tina Wohlgemuth	1800 Monroe St.	Two Rivers, WI 54241
Samuel Loucks	2619 Forest Ave	Two Rivers, WI 54241
Nellianne Almeyda	1909 31st St	Two Rivers, WI 54241
Renee Wizner	1921 Jackson St 1709 Meadowbrook Dr.	Two Rivers, WI 54241
Joshua Neumeyer	Apt 205	Manitowoc, WI 54220





**TWO
RIVERS**
WISCONSIN

CITY CLERK

Section 9, Item C.

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

ELECTIONS:

The ballot placement drawing for the office of City Councilmember for the April 2, 2024 Spring Election took place on January 9, 2024 at 9 AM. Below is the order of the candidates on the ballot.

- Doug Brandt
- Andrew Quackenbush
- Shannon Derby
- Jeff Dahlke
- Mark Bittner

Individuals may request absentee ballots for the 2024 calendar year by visiting myvote.wi.gov or mailing the application to the City Clerk.

Wards 7 & 8 will have a primary election for the County Supervisory District 25 race on February 20, 2024. Only voters within these wards will be able to vote on February 20, 2024.





From: Elizabeth Runge, Community Development Director

Date: January 15, 2024

Re: Staff Report

Key Activities:

- Prepared information/presentation for the Plan Commission.
- Working with landowners to prepare a reimbursement for the Idle Site Grant and prepared for an auditor review for the Community Development Investment Grant.
- Met with and discussed three potential projects for development: one downtown commercial and two housing developments.
- Evaluating the City’s zoning ordinance and sections related to potential development proposals that may require modification.
- Met with designers and other staff members regarding the City’s pump house (High Lift) building 30% plan completion.
- Responded to requests for information related to development, zoning and funding questions.



Electric Department January 2024 Report

Electric Consumption in kWh: December Data

2018	2019	2020	2021	2022	2023
7,061,436	7,132,734	7,464,518	7,390,354	7,536,027	6,822,014

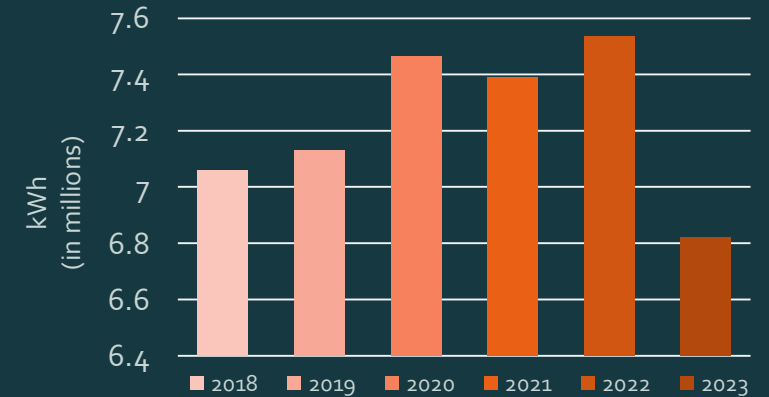
% Change from 2018-2023: **-3.51%** % Change from 2022-2023: **-10.47%**

Year-to-Date

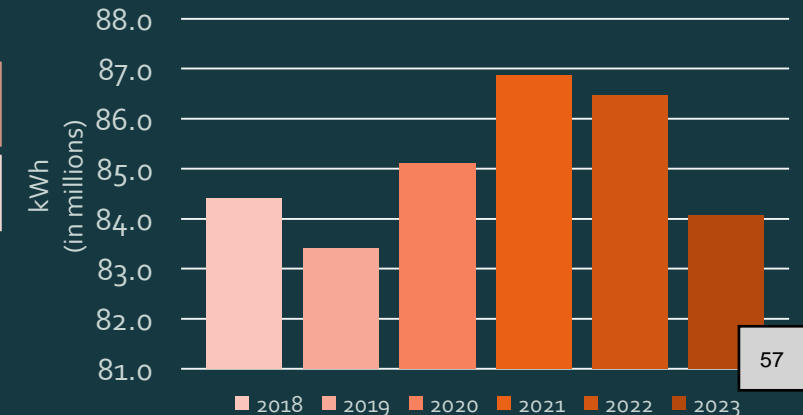
2018	2019	2020	2021	2022	2023
84,414,740	83,413,801	85,117,568	86,872,748	86,470,599	84,077,193

% Change from 2018-2023: **-0.40%** % Change from 2022-2023: **-2.85%**

Electric Consumption December 2023 Data



Electric Consumption Year-to-Date





Electric Department January 2024 Report

Cost of Electricity Purchased in Dollars: December Data

2018	2019	2020	2021	2022	2023
\$ 481,344.00	\$ 469,935.66	\$ 521,359.40	\$ 607,041.29	\$ 563,216.45	\$ 497,025.94

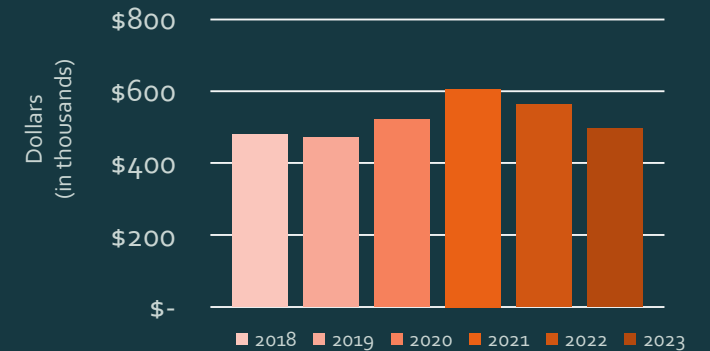
Cost of Electricity per kWh:

2018	2019	2020	2021	2022	2023
\$ 0.0682	\$ 0.0659	\$ 0.0698	\$ 0.0821	\$ 0.0747	\$ 0.0729

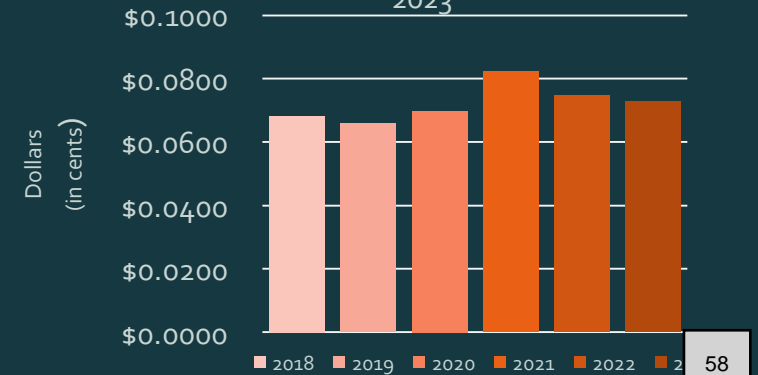
% Change from 2018-2023: **6.44%**

% Change from 2022-2023: **-2.58%**

Cost of Electricity Purchased December 2023



Cost of Electricity per kWh December 2023





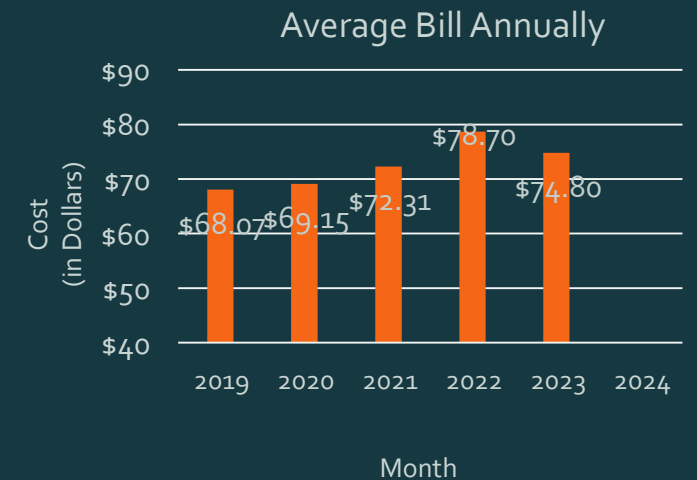
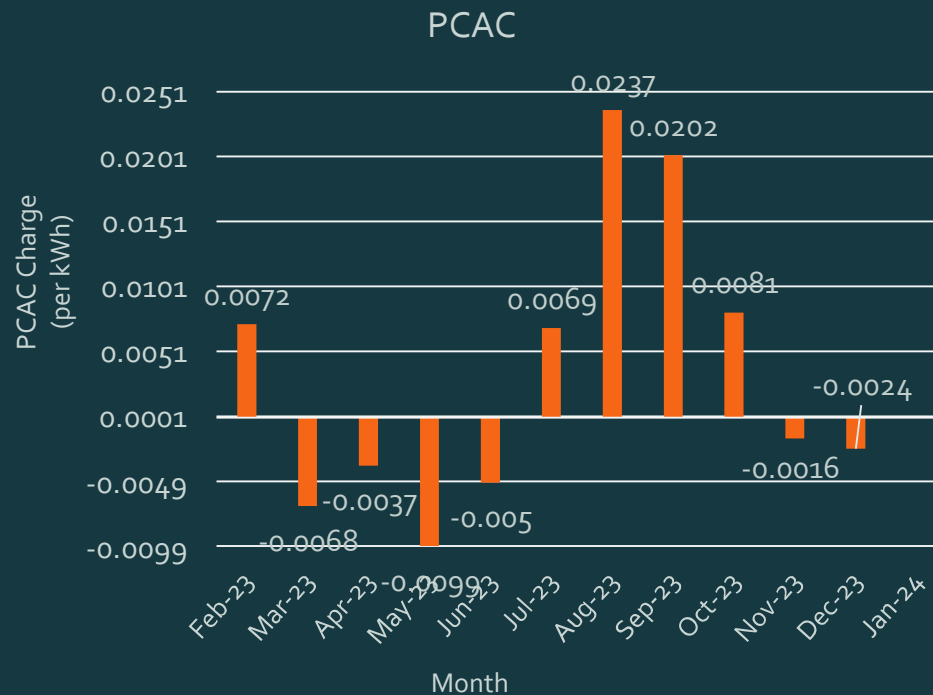
Electric Department January 2024 Report

PCAC

Month	PCAC/FAC Charge (per kWh)	Average Monthly Bill
February 2023	0.0072	\$77.18
March 2023	-0.0068	\$68.78
April 2023	-0.0037	\$70.64
May 2023	-0.0099	\$66.92
June 2023	-0.0050	\$69.86
July 2023	0.0069	\$77.00
August 2023	0.0237	\$87.08
September 2023	0.0202	\$84.98
October 2023	0.0081	\$77.72
November 2023	-0.0016	\$71.90
December 2023	-0.0024	\$71.42
January 2024		
Average	0.003745	\$74.80

Average Bill Annually

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





Electric Department January 2024 Report

- December - Large Work Orders in progress:
 - City Wide:
 - Northend – Tree trimming
 - Southside – Switchgear replacement
 - Year-end inventory and work order close out
 - Misc. – Scheduled outages and street light replacements

Outage/Callouts	Location	Duration	Cause if known
12/09/2023	21 st St & Emmet St	1-hr	Tree Branch on Cutout
12/19/2023	Washington Street	N/A	Rewire street light controller
12/24/2023	Washington Street	N/A	Rewire street light controller
12/26/2023	Washington Street	N/A	Rewire street light controller

Work Completed by Electrical Inspector & Electric Meter Technician	
Number of Service Upgrades/Changes	2
Number of Electric Meters Installed	6
Total Number of Electric Meters Tested	0
Service Disconnects & Reconnects (Normal Hours)	3



INSPECTIONS DEPARTMENT

**MONTHLY SUMMARY
DECEMBER 2023**

	Permits Issued		Permit Revenue		Project Value		Inspections		
	Month	YTD	Month	YTD	Month	YTD	Type	Month	YTD
Building (residential)	7	244	1,553	40,317	361,469	6,564,624	Bldg	21	221
Building (commercial)	1	25	35,360	116,490	22,000,000	31,018,886	Elec	11	107
Electrical	10	210	880	16,881	38,405	3,694,073	Heating	4	38
Heating	41	221	3,162	18,713	3,569,796	6,441,362	Plumbing	12	127
Home Occupation	-	-	-	-	-	-	Misc	8	84
Moving	-	2	-	100	-	4,000	Sign	-	290
Plumbing	9	218	1,560	28,480	92,839	2,666,491			
Sign	1	16	50	850	5,472	26,213			
Tank	-	-	-	-	-	-			
Wrecking	1	14	152	1,468	15,000	131,110			
Totals	70	950	42,717	223,299	26,082,981	50,546,759		56	867

YTD Comparison	Permits Issued		Permit Revenue		Project Value	
	2023	2022	2023	2022	2023	2022
Building	269	258	156,807	43,044	37,583,510	6,682,823
Electrical	210	226	16,881	15,645	3,694,073	580,498
Heating	221	192	18,713	12,932	6,441,362	1,398,719
Home Occupation	-	2	-	100	-	-
Moving	2	1	100	162	4,000	24,011
Plumbing	218	171	28,480	20,565	2,666,491	911,958
Sign	16	11	850	600	26,213	63,434
Tank	-	-	-	-	-	-
Wrecking	14	7	1,468	494	131,110	9,700
Totals	950	868	223,299	93,542	50,546,759	9,671,143

Other Activities

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

Fire Department Monthly Report November 2023

Section 9, Item C.

		Monthly			Year to Date 2023			Year to Year 2022					
Total Incident Responses					190			1838			1746		
EMS Response		Total EMS Incidents			179			1767			1603		
	Treated and Transported				127			1160			1244		
	No Transport				12			319			338		
	Interfacility Transports				31			378			373		
	Intercepts				6			32			28		
	Public Assist				1			52			N/A		
EMS Revenue		Date of Service Report			Monthly			Year to Date 2023			Year to Year 2022		
EMS Operations Billing Information	SDC and TRIP Revenue				\$2,164.42			\$27,381.57			\$52,743.66		
	Charges				\$198,327.70			\$1,972,473.67			\$1,868,185.41		
	Payments				\$47,915.79			\$701,962.19			\$745,101.18		
	Adjustments				\$82,955.14			\$1,167,947.52			\$1,143,033.49		
	Change + or - in Accounts Receivable				\$115,372.56			\$95,423.30			-\$19,949.26		
		Monthly Collection Percentage			24.16%			35.59%			42.74%		
Fire Incidents		Total Fire Incidents			11			136			128		
	Structural				1			8			9		
	Fire Other				1			13			18		
	Burning/Smoke Complaint				2			31			16		
	Hazardous Condition				3			38			44		
	False / Cancelled				2			29			31		
	Service Calls				3			30			24		
Overlapping calls					19			307			255		
Occup/ Inspect		Total Inspections			38			429			409		
	General				38			429			409		
	Special/Other/Consults				0			1			0		
	Violations				11			178			132		
	Corrections				15			565			84		
Training		Total Hours			348			5290			5032		
	Fire Training				299			3629			3152		
	EMS Training				60			1340			1280		
	Community Based Outreach				10			610			600		
See attached training summary													
Public Education					Monthly			Year to Date 2023			2022		
Totals / Events	Staff Hours	Participants	8	18	123	63	172.5	999	68	88	51		
CPR Classes	Staff Hours	Participants	5	8	8	43	82.5	138	51	59	14		
Station Tours	Staff Hours	Participants	0	0	0	3	14	38	2	4	8		
Presentations	Staff Hours	Participants	3	10	115	17	76	823	15	25	28		
Maintenance					Monthly			Year to Date 2023			Year to Year 2022		
		Total Hours			188			3954			2360.8		
Building Care, Cleaning, Maintenance					80			979			829.55		
Grounds Care					12			143			74.25		
Vehicle Checks					60			1326			1256.2		
Vehicle Cleaning					20			117			63.3		
Vehicle Maintenance					16			129			137.5		
Current Events													
TRFD Probationary Firefighters are progressing and growing their skill and experience (task books)													
Review Billing Reimbursement Rates													
Fire Safety Week operations and presentations													
ARPA and FAP audit complete													
Budget Meetings													
TRFD Officer meeting													
AC Murack (11/22) 24 Years, FF/P Paul Reiser (11/27) 23 Years													

TRFD EMS Monthly Report (2023)

DATA Requested

In addition to EMS Monthly Summary

Month: November2023

Total EMS Responses	179
Treated and Transported	127
No Transport	12
Interfacility Transports	31
Intercepts	6
Mutual Aid	1
Public Assist	1
Cancelled PTA	1

EMS Training Hours	60
Community Outreach	10
Paramedic Interns	2
Paramedic Intern Preceptor Hours	275
Ride-a-long/s	1
POP Training Hour	60

TRFD Fire Monthly Report (2023)

DATA Requested

In addition to Fire Operations Monthly Summary

Month: November

Total Fire Responses	11
Structural Fires	1
Fire (cooking)	1
Water Related Response	0
Burning Complaint	2
Mutual Aid	0
False Alarm/Cancelled	2
CO/Smoke Alarm Call	0
Service Call/Public Assist	0
Prohibitive Discharge	3
Extrication	0
Assist EMS	0
Hazardous Condition	3
Special Event	0

SAME INCIDENT

Fire/Rescue Training Hours (Operations)	299
Fire Interns	0
Fire Intern Preceptor Hours	0
Fire Administration Training Prep Hours	2
Committee Meetings	12

Total Fire Inspections	38
Special/Consults/Plan Review	0
Violations	11
Corrections	15
Inspection Hours (Admin/Operational)	35

Class/Event	# of Classes	Staff Hours	# of Participants
CPR Classes/Test Out	5	8.5	23
ACLS/PALS	0	0	0
Station Tours	0	0	0
Presentations	0	0	0
Fire Drills Observed	0	0	0
Community Events	0	0	0

**Lester Public Library
Director's Report
December 2023**

News

- The tablet station at the help desk needs a \$4,000.00 update. The update would be to replace all the tablets that are now obsolete. There is also an annual software fee of \$1654.00. Use of the tablets does not warrant getting the update nor the annual support fee. With declining usage of the tablet station, 39% lower usage this year compared to last year, upgrade cost and annual fees, staff agree to phase out the tablet station. Purchased prior to the pandemic and installed in 2020, the tablets weren't used as much as initially thought.
- Author Pao Lor, who wrote 'Modern Jungles: A Hmong Refugee's Childhood Story of Survival' is scheduled to be our keynote speaker March 27, 6:30 pm, for the World on the Move exhibit programming. Other speakers involved to date include Sara McKinnon, Bob Fay and Kerry Trask. Fox and Branch are musicians slated to perform and tell stories the relationship of music and migration.
- The next Lester Public Library Foundation Book Sale is slated for March 7, 8, & 9, just prior to the World on the Move exhibit, freeing up valuable space in the back for storage.
- Information for the Winter Reading Challenge, Above Average Reader Challenge 2024 and the NEW Mystery Maven challenge are on the website and now available on Beanstack.
- Chris Hamburg is looking into partnering with Manitowoc Public Library in getting copies of microfilm for the current Herald Times Reporter. This will cut our microfilm costs roughly in half, from \$5300 to under \$2500 per year.

Library Foundation – No Report

Library Legislation – No Report

Activities

- 12/01/23 – Help Desk Shift
- 12/04/23 – Two Rivers City Council Meeting
- 12/05/23 – Lester Public Library Management Team Meeting
- 12/06/23 – Explore Two Rivers Tourism Director Interviews
- 12/07/23 – Met with Stanley Palmer, President, Lester Public Library Board of Trustees
- 12/08/23 – Manitowoc Calumet Library Automated Resource Sharing Consortium (LARS) Participants Council Meeting, New Holstein Public Library
- 12/08/23 – Manitowoc Calumet Library System Directors Meeting, New Holstein Public Library
- 12/12/23 – Lester Public Library Management Team Meeting

- 12/12/23 – Lester Public Library Board of Trustees Meeting
- 12/13/23 – Lester Public Library All Staff Meeting
- 12/13/23 – City of Two Rivers Department Heads Meeting
- 12/14/23 – City of Two Rivers Safety Committee Meeting
- 12/14/23 – Explore Two Rivers Tourism Director Interview
- 12/18/23 – Two Rivers City Council Meeting
- 12/19/23 – Explore Two Rivers Tourism Director Interviews
- 12/27/23 – City of Two Rivers Department Heads Meeting

Jeff Dawson, Director, Lester Public Library 1/2/2024

Two Rivers Police Department Monthly Report November 2023

Section 9, Item C.



Serving our community since 1858

Two Rivers Police Department

1717 East Park St.

Two Rivers, WI 54241

Business (920) 793-1191

Non-Emergency (920) 686-7200

Monthly Report November 2023



In honor of Veteran’s Day, we’d like to take a moment to thank all of those in our community that have served our country whether in peace time or war. Their service and dedication to our nation has helped safeguard the freedoms we enjoy today. Special thanks to our department's own veterans-

- Secretary/ Court Clerk Sara Backhaus - Army**
- Officer Justin Jackson - Marine Corps**
- Officer Logan Tlachac - Army**
- Officer Amanda Verhelst - Army**
- Captain Andrew Raatz – Army**





Congratulations Officer Jackson!

Congratulations to Officer Justin Jackson on his graduation from the Law Enforcement Academy at Northeast Wisconsin Technical College in Green Bay. Not only did he graduate, but he also received the "Back Up Officer" award as the person his classmates voted they would most want to back them up on a call. We hired Officer Jackson back in June and we spent several weeks getting him acclimated before sending him off to the academy. Post-graduation he will complete 3 1/2 months of field training before going to solo patrol. Congratulations Officer Jackson and welcome to the team!

Welcome Rhonda Deehr!

We would like to extend a warm welcome to the newest member of our clerical team, Rhonda Deehr. Rhonda will be working as a police secretary and an evidence custodian. Rhonda comes to us with a great deal of previous experience and we are very happy to have her on board. Congratulations and welcome Rhonda!

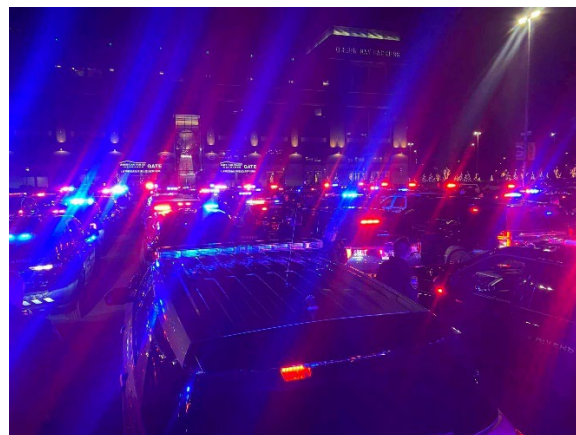




The Police Lights of Christmas

The Police Lights of Christmas program fundraising year culminated with a huge event at Lambeau field. Packers quarterback, Jordan Love, made a surprise appearance to show his support for the program where officers from 70 agencies, including our own Assistant Chief Wiesner and Officer Tobison took part in assembling items for donation. They even had the opportunity to snap a picture with Love who comes from a law enforcement family.

We'd like to thank Q90FM's Police Lights of Christmas program, the Green Bay Packers organization and our community members who have supported our local fundraising efforts throughout the year. Thanks to these donations numerous police agencies, including Two Rivers PD, will be able to give to those in need this holiday season and throughout the year.





Thank you to Two Rivers Utilities and WPPI Energy for their donation of Child Care Crisis Kits. Daisy approves!

November Training

Officer Propson attended a one-day Child Abuse Investigation training at Waukesha County Technical College. As a school resource officer in the elementary schools, Officer Propson is on the frontline of handling child abuse investigations.

Officer Propson and Investigator Tlachac attended a 2-day Drug Endangered Children training in Lake Geneva put on by the National Alliance for Drug Endangered Children. Unfortunately, both officers deal with children on a regular basis affected by drug abuse around them. This training gave officers the tools and resources to get children out of these dangerous environments.

Assistant Chief Wiesner, as a leader in officer wellness and peer support in not only in Manitowoc County but across the state and country, attended a 4-day National Law Enforcement Wellness and Trauma Conference put on by the COPS organization (Concerns of Police Survivors) in Orlando, FL.

Det. Lt. Glaser attended a 3-day Detective Academy training at Northeast Technical College in Green Bay. The training focused on enhancing his investigative skills.

Officer Verhelst attended a 5-day Basic Negotiator training in Janesville WI. This is a requirement of her role as a new negotiator selected to be on the joint Manitowoc County Negotiator Team.

Anniversaries



**Officer Cale Beyer
November 13th, 2001
22 Years**

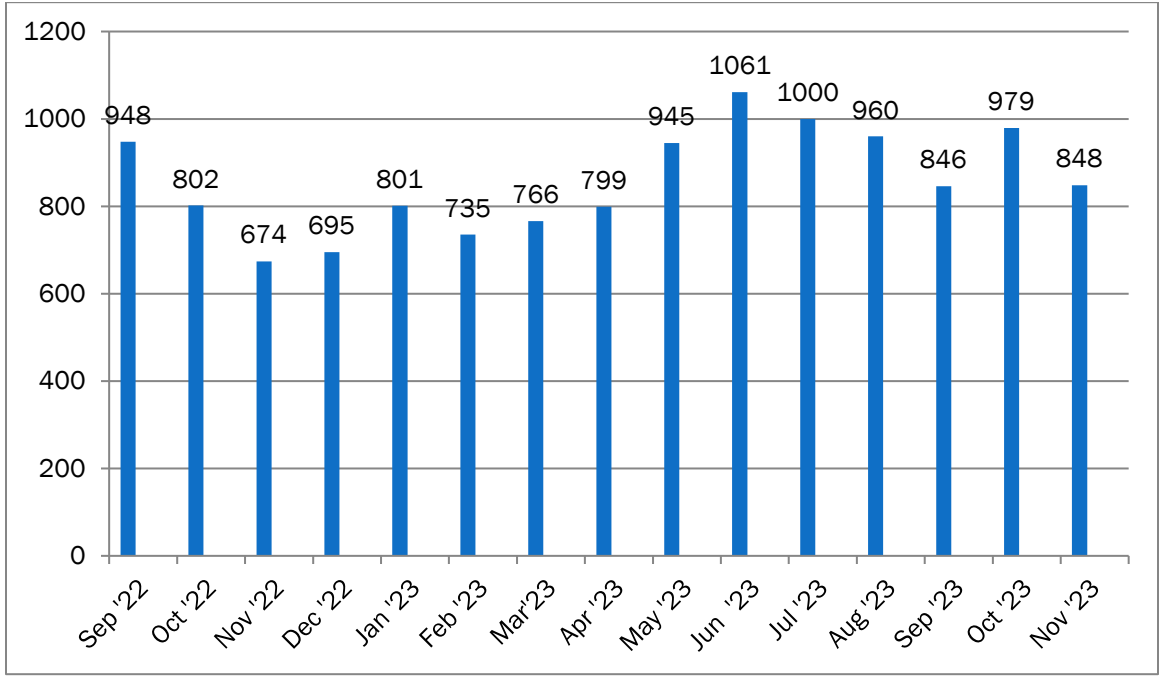


**Secretary Kathy Schroeder
November 2nd, 1998
25 Years**

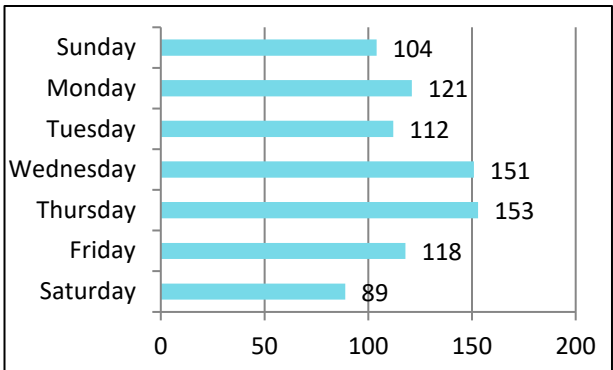
CALLS FOR POLICE SERVICE

November	2023 YTD TOTAL: 9,740
2023:	TOTAL LAST YEAR: 9,128
848	

Monthly Calls Comparison Chart:



Calls for Service by Day of Week:

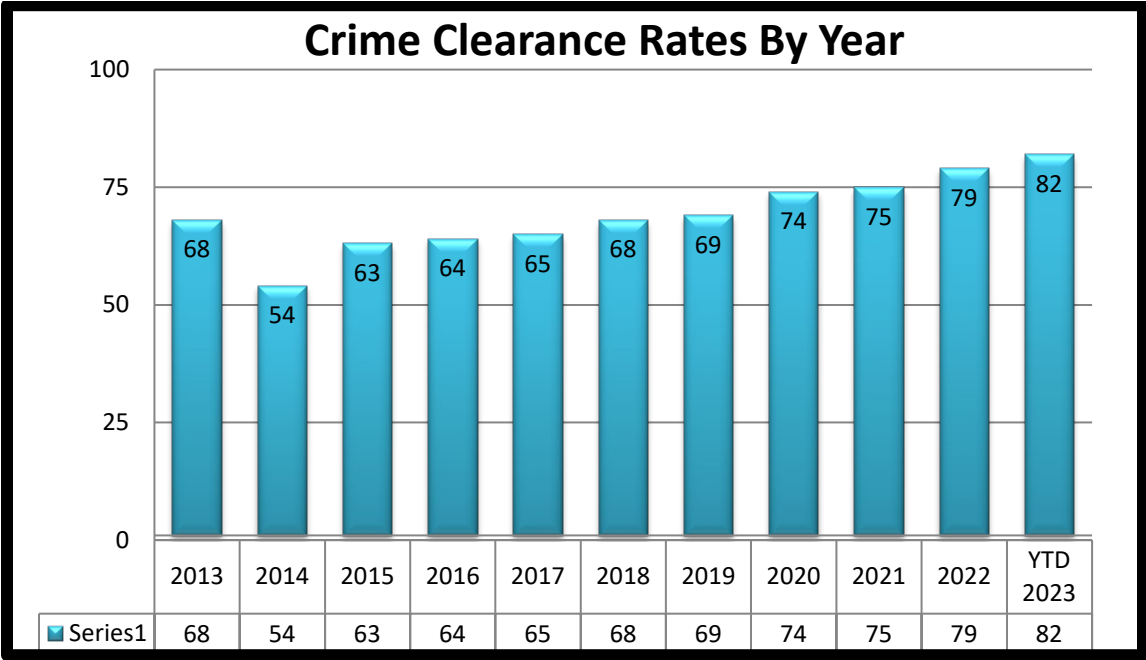


CRIME CLEARANCE RATE:

Each law enforcement agency in the Nation submits monthly reports to the Uniform Crime Reporting (UCR) Program. This program collects and reports crime offense data for the Nation, categorizing crime data as Part I or Part II offenses. Part I offenses include: Murder/Non-Negligent, Forcible Rape, Robbery, Assault(s), Burglary, Larceny/Theft, Motor Vehicle Thefts, and Arson. Part II offenses include all other crime classifications outside those defined as Part I offenses. These monthly reports also afford the Two Rivers Police Department the ability to monitor our crime clearance rate. The crime clearance rate is simply the percentage of offenses reported as compared to how many of those offenses were cleared or resolved. The Two Rivers Police Department is proud to note that our crime clearance rates are generally well above the average for the State of Wisconsin. Because some cases that are reported in one month may be solved or “cleared” the next month or months later, it is difficult to state crime clearance rates as purely a monthly rate. For our purposes, we continue to track our CCR rates across the months and years as well.

	November
Reported Part 1 Cases	6
Cases Cleared	3
Crime Clearance Rate	50%

Crime Clearance Rate YTD: 82%



Adult & Juvenile Arrest/Charge Summary:

The following is the total of ADULT and JUVENILE ARRESTS/CHARGES made by this department this month. This may not represent the actual number of individuals arrested as there are generally many cases where an individual will have multiple charges or counts of a specific charge. These statistics represent charges and arrests made for Criminal Code as well as Municipal Ordinance violations.

2023	
Adult Arrests	82
Juvenile Arrests	7
Total	89

November Parking Summary:

- Monthly Total Overtime 0
- Monthly Total Restricted 5
- Monthly Total Winter 0

Field Warnings 2023

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Totals
FIELD WARNING													
347.07(3)(B) OPERATE W/IMPROPER COLORED LIGHTS BENEATH	0	1	0	0	0	0	0	0	0	0	0	0	1
8-9-8 IMPROPER GOLF CART REGISTRATION & USAGE	0	0	0	0	0	1	1	0	0	0	0	0	2
6-5-22 KEEPING OF CHICKENS & DUCKS	0	0	0	0	0	0	0	0	1	0	0	0	1
9-1-4 W/O INJ DISORDERLY CONDUCT WITHOUT INJURY	0	0	0	0	1	0	0	0	0	0	0	0	1
341.15(1M)(B) FAIL/ATTACH FRONT REG DECAL/TAG	0	0	0	0	0	0	0	0	0	1	0	0	1
9-1-2(E)(1) NO PERSON UNDER 18 MAY BUY/ATTEMPT TO BUY ANY ELECTRONIC SMOKING DEVICE	0	0	0	0	0	0	0	0	1	0	0	0	1
8-2-1(A) PARKING RESTRICTIONS	0	0	0	0	1	0	0	0	0	0	0	0	1
346.072(1M)(A) FAIL/CHANGE LANE PASSING STOPPED EMERGENCY VEHICLE MULTIPLE LANES	0	0	1	0	0	0	1	0	0	2	0	0	4

10-1-13(D) CONDITIONAL USE PERMITS VIOLATION	1	0	0	0	0	0	0	0	0	0	0	0	1
TR305.15(5) FAIL/MAINTAIN HIGH-MOUNTED STOP LAMP	0	0	0	0	0	0	1	1	0	0	0	0	2
346.57(4)(e) 001 SPEEDING ON CITY HIGHWAY (1-10 MPH)	3	1	2	3	0	2	2	2	2	3	6	0	26
343.44(1)(b) 013 OPERATING WHILE REVOKED (FORFEITURE)	0	0	0	0	0	0	1	0	0	0	0	0	1
346.57(4)(b)1 SPED-SCHOOL CROSS.-CHILD (16-19 MPH)	0	0	0	0	0	0	1	0	0	0	0	0	1
346.57(4)(e) 007 SPEEDING ON CITY HIGHWAY (16-19 MPH)	1	0	0	0	2	1	0	7	0	1	0	0	12
346.57(4)(f) 005 SPEEDING IN OUTLYING DISTRICT (11-15 MPH)	0	0	1	0	0	0	0	0	0	0	0	0	1
346.57(4)(e) 006 SPEEDING ON CITY HIGHWAY (11-15MPH)	29	27	32	13	16	24	14	17	13	31	25	0	241
341.04 NON-REGISTRATION OF VEHICLE	6	7	12	11	9	12	17	11	2	14	13	0	114
347.10(2) OTHER HEADLAMP EQUIPMENT VIOLATIONS	0	0	0	0	1	0	0	0	0	0	0	0	1
346.46(2)(A) IMPROPER STOP/STOP SIGN-STOP LINE	1	0	0	1	0	0	0	1	0	1	0	0	4
346.18(3) FAIL/YIELD RIGHT/WAY FROM STOP SIGN	1	0	2	0	0	4	0	1	1	0	0	0	9
346.87 UNSAFE BACKING OF VEHICLE	1	1	0	0	1	1	0	0	0	0	0	0	4
346.57(2) UNREASONABLE AND IMPRUDENT SPEED	0	1	0	0	0	0	0	0	0	0	0	0	1
346.46 001 FAIL TO STOP/IMPROPER STOP AT STOP SIGN	1	8	4	4	5	2	1	8	2	1	0	0	36
346.37(1)(C)1 001 VIOLATE RED TRAFFIC SIGNAL	1	0	0	0	0	1	0	0	0	0	1	0	3
341.04(1) 001 NON-REGISTRATION OF AUTO, ETC	0	0	1	0	0	0	0	0	0	0	0	0	1
346.57(2) 006 UNREASONABLE/IMPRUDENT SPEED-WORK AREA (2ND+)	0	0	0	0	0	1	0	0	0	0	0	0	1
346.57(4)(a) 009 SPEEDING IN SCHOOL ZONES (11-15 MPH)	0	0	0	0	0	0	0	2	0	1	0	0	3
346.46 002 FAIL TO STOP/IMPROPER STOP AT STOP SIGN (2+)	0	0	0	0	0	1	0	0	0	1	0	0	2
346.46 FAIL TO STOP/IMPROPER STOP AT STOP SIGN	4	2	4	10	3	4	7	9	5	10	4	0	62
346.06 004 FAILURE TO YIELD RIGHT OF WAY	0	0	0	0	0	0	1	0	0	0	0	0	1
7.05(2)(B) RESTRICTIONS OF USE OF STREETS BY HEAVY TRAFFIC	0	0	0	0	0	0	0	1	0	0	0	0	1
344.62(2) OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE	13	17	20	13	9	8	13	12	11	22	18	0	156
344.62(1) 001 OPERATING MOTOR VEHICLE W/O INSURANCE	4	1	5	4	2	7	6	2	1	7	6	0	45

341.15(3)(C) IMPROPER DISPLAY/PLATES (UNCLEAN)	0	0	0	0	0	0	0	0	0	1	4	0	5
341.15(3)(B) IMPROPER DISPLAY/PLATES (HARD TO SEE)	1	1	0	1	0	1	2	2	1	0	0	0	9
341.15(1m)(a) FAIL/ATTACH REAR REGIS. DECAL/TAG	0	1	1	0	0	0	1	0	0	1	1	0	5
TR101.02(2)(J) UNNECESSARY ACCELERATION	0	0	0	1	0	1	1	0	0	0	0	0	3
343.07(1g)(a)1 OPERATE MOTOR VEHICLE BY PERMITTEE W/O INSTRUCTOR	0	1	0	0	0	0	0	0	0	0	0	0	1
943.13(1M)(A) TRESPASS TO LAND - ENCLOSED, CULTIVATED OR UNDEVELOPED LAND	0	1	0	0	0	0	0	2	0	0	0	0	3
346.37(1)(C)3 ILLEGAL RIGHT TURN ON RED	0	0	0	1	0	0	0	0	0	0	0	0	1
346.88(4) 001 MV WINDOWS NOT REASONABLY CLEAN	0	0	0	1	0	0	0	0	1	0	0	0	2
6-5-7(C)-2-10 RESTRICTIONS ON KEEPING DOGS (DOG AT LARGE)	5	4	3	5	6	3	1	5	5	3	6	0	46
6-5-21 LIMIT ON NUMBER OF DOGS AND CATS	1	0	0	0	0	0	0	0	0	1	0	0	2
347.48(2M)(D) RIDE IN VEHICLE W/O WEARING SEAT BELT	0	0	0	1	0	0	0	0	0	0	0	0	1
347.48(2M)(C) OPERATOR FAIL/HAVE PASSENGER/SEATBELTED	0	0	0	0	0	1	0	1	0	1	0	0	3
346.37(1)(B) VIOLATE YELLOW SIGNAL	0	0	1	0	0	0	0	0	0	0	0	0	1
6-5-7(B)(4) BARKING DOGS	0	0	0	0	0	0	0	0	1	0	0	0	1
6-5-7(A)(2)(A) DOG AT LARGE - ON PREMISE	0	0	2	0	0	3	0	1	1	1	0	0	8
8-2-4(B) ALL NIGHT PARKING PROHIBITED/WINTER PARKING	0	0	1	0	0	0	0	0	0	0	0	0	1
346.37(1)(C)(1)/RED VIOLATE RED TRAFFIC SIGNAL	1	0	1	1	2	2	3	1	2	1	0	0	14
9-2-7 DISORDERLY CONDUCT WITH MOTOR VEHICLE (NOT IN PARK)	0	0	0	1	0	0	0	0	0	0	0	0	1
9-1-1 943.50(>\$10) RETAIL THEFT - OVER \$10	0	0	0	0	0	0	0	1	0	0	0	0	1
9-1-1 943.13 CRIMINAL TRESPASS TO LAND	0	0	0	0	0	0	0	3	0	1	0	0	4
9-2-11 CURFEW VIOLATION	0	0	0	1	0	3	0	1	0	3	0	0	8
9-1-1 167.10(3) USE OF FIREWORKS/POSSESSION OF FIREWORKS	0	0	0	0	0	1	6	0	0	0	0	0	7
6-5-10 ANIMALS RUNNING AT LARGE (FOWL, DOVES, PIGEONS, ETC)	0	0	0	0	1	0	0	0	0	0	0	0	1
6-5-7(A)(2)(B) DOG AT LARGE - OFF PREMISE	1	0	0	0	1	0	1	0	0	1	0	0	4
6-5-6 PENALTY FOR FAILURE TO OBTAIN RABIES SHOT	3	3	8	5	3	4	0	1	6	4	3	0	40
6-5-1 DOG LICENSE	9	4	9	8	9	10	3	2	11	9	6	0	80

TR305.34(6)(C) WINDSHIELDS-TINTING CRITICAL AREA	0	1	0	0	0	1	0	0	0	0	0	0	2
TR305.34(6) WINDSHIELDS- ITEM PLACED SO AS TO OBSTRUCT VISION	0	0	0	0	0	0	0	0	0	1	0	0	1
TR305.34(3)(A) WINDSHIELDS-EXCESSIVELY CRACKED/IN CRITICAL AREA	0	0	0	0	0	1	2	0	0	0	0	0	3
TR305.32(6)(B) WINDOWS REAR SIDE WINDOWS TINTING 35%	0	0	0	0	0	1	0	0	0	0	0	0	1
TR305.32(6)(A) WINDOW- REAR SIDE WINDOWS TINTING MANUFACTURER	0	0	0	0	1	1	0	0	0	1	0	0	3
TR305.32(5)(B)2 WINDOW- REAR WINDOW-TINTING 35%	0	0	0	0	0	1	0	0	0	0	0	0	1
TR305.32(5)(B)1 WINDOW- REAR WINDOW-TINTING MANUFACTURER	0	1	0	0	0	1	0	0	0	1	1	0	4
TR305.32(4)(B)2 WINDOW- VENT/FRONT SIDE TINTING 50%	0	1	0	0	2	4	3	1	0	0	0	0	11
TR305.30(3) TIRES-TIRE PROTRUDE 2" BEYOND FENDER LINE	0	0	0	3	0	0	1	0	0	0	0	0	4
TR305.30(1) TIRES PROPER WORKING CONDITION	0	0	0	0	0	0	0	1	0	0	0	0	1
TR305.28(1) SPEEDOMETER/ODOMETER- PROPER WORKING ORDER	0	1	0	0	0	0	0	0	0	0	0	0	1
TR305.26(3) MIRRORS- BROKEN/DISCOLORED/NON- REFLECTIVE	0	0	0	0	0	0	0	0	0	1	0	0	1
TR305.20(1) EXHAUST WORKING CONDITION	0	0	2	0	0	4	1	1	0	1	1	0	10
TR305.18(1)(A) BUMPERS MAINTAIN IN GOOD CONDITION	0	0	0	1	0	1	0	0	0	0	0	0	2
TR305.17(1) BRAKES PROPER WORKING CONDITION	0	0	0	0	0	1	0	0	0	0	0	0	1
TR305.16(3) TAIL LAMPS- WIRING AND CONNECTION- MAINTAINED	0	0	0	0	0	1	0	0	0	0	0	0	1
TR305.16(2) TAIL LAMPS- PROPER WORKING CONDITION	0	1	0	0	0	0	2	1	0	0	0	0	4
TR305.15(2) STOP LAMPS PROPER WORKING CONDITION	0	0	1	0	0	0	0	0	0	0	0	0	1
TR305.13(1) REGISTRATION LAMP- PROPER WORKING CONDITION	1	1	2	0	0	0	1	0	0	0	10	0	15
TR305.11(2)(A) HEADLAMPS PROPER WORKING CONDITION	0	1	3	0	1	0	0	0	0	0	0	0	5
TR305.09(4) DIRECTIONAL SIGNAL-LENSES WORKING/NOT COVERED	0	0	0	0	0	0	1	0	0	0	1	0	2
TR305.075(1) AUX LAMPS USE FOG INLIEW OF HEADLAMPS	0	0	0	1	0	0	0	0	0	0	0	0	1
347.485(2)(A) OPERATE MC W/O WEARING EYE PROTECTION	0	0	0	1	0	0	1	0	0	0	0	0	2
347.48(2m)(b) SEATBELT - OPERATOR USE REQUIRED	1	0	1	0	1	3	3	2	1	1	2	0	15

347.47(2) TOWING VEH-IMPROPER COUPLING ALLOW TO SLACK OR SWAY	0	0	0	0	0	0	0	1	0	0	0	1	0	2
347.46(2)(B) FENDERS/MUDGUARDS-AS WIDE AS TIRES/MULTI TIRE VIOL	0	0	0	0	0	0	1	0	0	0	0	0	0	1
347.46(2)(A) FENDERS/MUDGUARDS SHALL COVER TIRES	0	0	0	3	0	0	0	1	0	0	0	0	0	4
347.46(2) OPERATE NON-DUMP TRUCK/SEMITRAILER W/O REAR FENDERS	0	0	0	0	0	0	0	0	1	0	0	0	0	1
347.45(1) OPERATE MOTOR VEHICLE W/O PROPER TIRES	0	0	0	1	0	0	0	0	0	0	0	0	0	1
347.43(1) DRIVING VEHICLE W/O SAFETY GLASS	0	0	0	0	0	0	0	0	0	0	0	1	0	1
347.40(1) MIRROR REQ.- REFLECT TO OPERATOR 200 FT	0	0	0	1	0	0	0	0	0	0	0	0	0	1
347.39(2) EQUIP MOTOR VEHICLE WITH ILLEGAL MUFFLER	0	0	0	0	0	1	0	0	0	0	0	0	0	1
347.39(1) NO MUFFLER/DEFECTIVE MUFFLER	0	0	0	0	2	0	1	2	0	1	0	0	0	6
347.25(4) EQUIP/DISPLAY POLICE LTS ON VEH NOT USED FOR POLICE WORK	0	0	0	0	0	0	0	0	1	0	0	0	0	1
347.17(2) CLEARANCE/MARKER LAMPS/REFLECTORS-REAR RED COLOR	0	0	0	0	0	0	0	1	0	0	0	0	0	1
347.14(1) OPERATE VEHICLE W/O STOPPING LIGHTS	1	2	3	0	3	2	2	2	1	0	2	4	0	20
347.13(3) OPERATE VEHICLE W/O REGISTRATION LAMPS	0	1	3	3	3	1	1	7	3	13	9	0	0	44
347.13(2) IMPROPERLY LOCATE VEHICLE TAIL LIGHTS	0	0	0	0	0	0	0	0	0	0	0	1	0	1
347.13(1) NO TAIL LAMP/DEFECTIVE TAIL LAMP-NIGHT	2	5	3	0	2	3	1	4	2	4	3	0	0	29
347.12(1)(A) FAILURE TO DIM HEADLIGHTS-ONCOMING VEHICLES	0	0	1	0	0	0	0	0	0	0	0	0	0	1
346.88(3)(B) 001 OBSTRUCTED DRIVERS VISION - FRONT VIEW	0	0	0	0	0	0	1	1	0	0	0	0	0	2
346.595(5) MC/MOPEDS RIDING MOTORCYCLE W/O HEADLAMPS	0	0	0	0	0	0	0	0	0	1	0	0	0	1
346.59(1) IMPEDING TRAFFIC BY SLOW SPEED	0	0	1	0	0	0	0	0	0	0	0	1	0	2
346.57(5) SPEEDING - EXCEEDING ZONED & POSTED LIMIT/HWY CONST	0	0	0	1	0	0	5	1	2	3	1	0	0	13
346.57(4)(F) SPEEDING- 35MPH OUTLYING DISTRICT - CITY	0	0	0	0	0	0	0	0	0	1	0	0	0	1
346.57(4)(E) SPEEDING 25 MPH HWY CITY/VILLAGE	1	2	1	0	0	0	4	0	0	3	0	0	0	11
346.52(1)(B) STOPPING PROHIBITED ON A CROSSWALK	0	0	1	0	0	0	0	0	0	0	0	0	0	1

346.52(1)(A) STOPPING PROHIBITED WITHIN INTERSECTION	0	0	0	0	0	0	0	1	0	0	0	0	0	1
347.09(1)(B) HEADLAMPS-MOPED/TYPE 1 MOTORCYCLE	1	0	0	0	0	0	0	0	0	0	0	0	0	1
346.39(1) FAILURE TO STOP FOR FLASHING RED SIGNAL	0	0	0	1	1	0	0	0	0	1	1	0	0	4
346.38(1) PEDESTRIAN SIGNAL VIOLATION BY VEHICLE	1	0	0	0	0	0	0	0	0	0	0	0	0	1
346.34(1)(B) TURN VEH W/O PROPER SIGNAL	0	1	0	0	0	0	0	0	1	0	0	0	0	2
346.34(1)(A)3 UNSAFE TURN FROM DIRECT COURSE W/O REASON	0	0	0	0	0	0	0	0	1	0	0	0	0	1
346.34(1) FAILURE TO SIGNAL TURN/UNSAFE TURN	2	0	2	0	1	0	0	0	0	0	0	1	0	6
346.33(1)(B) UNLAWFUL U OR Y TURN BUSINESS DISTRICT	0	0	0	0	0	0	0	1	0	0	0	0	0	1
346.31(3) IMPROPER LEFT TURN	0	0	1	1	0	0	0	1	0	1	0	0	0	4
346.31(2) IMPROPER RIGHT TURN	0	1	0	3	2	0	0	0	1	0	0	0	0	7
346.31(1) FAIL TO FOLLOW INDICATED TURN	1	1	0	0	0	0	0	0	0	0	1	0	0	3
346.28(2) FAILURE TO YIELD RIGHT OF WAY PEDESTRIAN ON SIDEWALK	0	0	0	0	0	0	1	0	0	0	0	0	0	1
346.25 001 PED/BIKE/EPAMD FYR-CROSSING ROADWAY	0	0	0	0	0	0	4	3	0	0	0	0	0	7
346.24(1) FAIL YIELD RIGHT OF WAY PED. UNCONTROLLED INTERSECTION	0	0	0	0	0	2	2	1	0	0	6	0	0	11
346.23(1) FAIL YIELD RIGHT OF WAY PEDESTRIAN CONTROL INTERSECTION	0	0	0	0	2	0	0	0	0	0	3	3	0	8
346.18(2) FAILURE YIELD RIGHT OF WAY MAKING LEFT TURN	0	1	0	0	0	0	0	0	0	0	0	0	0	1
346.14(1m) AUTOMOBILE FOLLOWING TOO CLOSELY	0	0	0	0	0	0	0	1	0	0	0	0	0	1
346.13(3) DEVIATE FROM DESIGNATED LANE	1	1	2	0	0	1	2	0	0	0	2	1	0	10
346.13(1) UNSAFE LANE DEVIATION	0	1	1	1	1	0	0	0	3	1	2	1	0	11
346.08 UNSAFE PASSING ON RIGHT	0	0	0	0	1	0	0	0	0	0	0	0	0	1
346.05(1) OPERATE LEFT OF CENTER LINE	0	0	0	1	0	2	0	0	0	1	3	0	0	7
346.04(2) FAIL TO OBEY TRAFFIC SIGNAL/SIGN	0	0	1	0	0	0	0	1	0	0	0	0	0	2
343.44(1)(a) 001 OPERATING AFTER SUSPENSION	0	0	0	0	0	1	1	0	0	0	0	0	0	2
343.18(1) OPERATE W/O CARRYING LICENSE	0	0	1	1	1	1	0	0	1	1	0	3	0	9
343.05(3)(a) OPERATE W/O VALID LICENSE	0	0	1	1	0	1	1	0	0	0	1	1	0	6
342.15(2) TRANSFEREE FAIL/APPLY NEW TITLE	0	0	0	0	1	0	0	0	0	0	0	0	0	1
341.62 DISPLAY FALSE VEHICLE REGISTRATION PLATE	0	0	0	0	0	0	0	0	0	0	0	1	0	1

341.61(2) DISPLAY UNAUTH. VEH. REGISTRATION PLATE	0	0	0	0	0	1	0	0	0	0	0	0	1
341.15(3)(A) IMPROPER DISPLAY/PLATES (NO PLATES)	0	0	1	1	0	0	0	0	0	0	0	0	2
341.15(2) IMPROPERLY ATTACHED LICENSE PLATES	2	1	1	0	0	4	2	0	1	0	2	0	13
341.15(1) FAIL/DISPLAY VEHICLE LICENSE PLATES	1	1	2	0	2	6	3	0	0	4	7	0	26
341.11(4) NO DISPLAY OF REGISTRATION CERTIFICATE	1	0	0	0	0	0	0	0	0	0	0	0	1
341.04 001 NON-REGISTRATION OF VEHICLE <=10000 LBS	0	0	0	1	0	1	0	1	1	2	0	0	6
341.03(1) OPERATE AFTER VEH REV/SUSP OF REGISTRATION	0	0	1	1	1	0	1	0	1	1	1	0	7
347.09(1)(A) HEADLAMPS-VEHICLES EQUIPED W/2 HEADLAMPS	4	3	3	1	1	1	2	1	4	4	4	0	28
347.07(2)(B) OPERATE VEHILCE W/NONRED TAILLIGHTS	0	1	0	2	0	0	0	0	0	0	0	0	3
347.07(2)(A) OPERATE VEHICLE W/NONWHITE HEADLIGHTS	0	0	0	0	0	1	0	0	0	1	0	0	2
347.06(3) UNCLEAN/DEFECTIVE LIGHTS OR REFLECTORS	7	6	4	6	1	3	0	1	5	16	13	0	62
347.06(1) OPER W/O REQUIRED LAMP LIGHTED	2	1	4	0	3	4	2	0	1	3	3	0	23
343.43(1)(a) PRESENT REVOKED LICENSE AS VALID	0	0	1	0	0	0	0	0	0	0	0	0	1
346.94(2) RACING ON HIGHWAY	0	1	0	0	0	0	0	0	0	0	0	0	1
23.33(4)(D) ATV ON ROADWAY	0	0	1	0	0	0	0	0	0	0	0	0	1
346.94(1) DRIVING ON SIDEWALK	0	0	0	0	0	0	0	0	0	1	0	0	1
346.935(2) OPEN INTOXICANTS IN MOTOR VEHICLE BY PASSENGER/DRIVER	0	0	0	0	0	0	0	0	0	0	1	0	1
346.935(1) OPEN INTOXICANTS IN A MOVING VEHICLE	0	0	0	0	0	0	0	1	0	0	0	0	1
346.89(1) INATTENTIVE DRIVING	0	0	1	1	0	0	0	0	0	1	1	0	4
3-1-3 BONFIRES AND OUTDOOR FIRES	0	0	0	1	0	0	0	0	0	0	0	0	1
FIELD WARNING Totals	116	118	160	123	105	161	141	129	95	206	172	0	1526
Totals	116	118	160	123	105	161	141	129	95	206	172	0	1526

Traffic Citations 2023

JAN FEB MAR APR MAY JUN JUL AUG SEP OCT NOV DEC Totals

TRAFFIC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Totals
346.072(1M)(A) FAIL/CHANGE LANE PASSING STOPPED EMERGENCY VEHICLE MULTIPLE LANES	0	0	0	0	0	0	0	1	0	0	0	0	1
346.57(4)(e) 001 SPEEDING ON CITY HIGHWAY (1-10 MPH)	0	0	1	0	0	0	0	0	0	0	0	0	1
343.44(1)(b) 013 OPERATING WHILE REVOKED (FORFEITURE)	1	1	0	0	1	3	4	1	0	1	1	0	13
346.57(4)(e) 007 SPEEDING ON CITY HIGHWAY (16-19 MPH)	0	3	2	0	2	2	1	2	1	4	2	0	19
346.57(4)(e) 006 SPEEDING ON CITY HIGHWAY (11- 15MPH)	1	1	0	0	0	1	1	0	0	0	1	0	5
341.04 NON- REGISTRATION OF VEHICLE	4	3	5	2	0	3	3	4	4	1	3	0	32
346.18(3) FAIL/YIELD RIGHT/WAY FROM STOP SIGN	0	1	1	0	0	1	1	2	0	0	2	0	8
346.87 UNSAFE BACKING OF VEHICLE	0	0	1	0	1	0	1	0	0	0	0	0	3
346.57(2) UNREASONABLE AND IMPRUDENT SPEED	0	0	0	0	0	1	1	1	1	0	1	0	5
346.62(2) RECKLESS DRIVING- ENDANGER SAFETY	0	0	0	0	0	0	0	1	0	0	0	0	1
346.46 001 FAIL TO STOP/IMPROPER STOP AT STOP SIGN	0	3	0	0	0	0	0	0	1	1	0	0	5
346.37(1)(C)1 001 VIOLATE RED TRAFFIC SIGNAL	0	0	1	0	0	0	0	0	0	0	0	0	1
346.18(5) 004 FYR FROM PARKED POSITION (BODILY HARM)	0	0	0	0	1	0	0	0	0	0	0	0	1
346.18(5) 003 FAIL/YIELD RT/WAY FROM PARKED POSITION (2ND+)	1	0	0	0	0	0	0	0	0	0	0	0	1
346.57(2) 007 FAILURE TO KEEP VEHICLE UNDER CONTROL	0	0	0	0	0	0	0	0	0	1	0	0	1
346.67(1)(A) 004 HIT & RUN	0	0	0	0	0	0	1	0	0	0	0	0	1
346.46 FAIL TO STOP/IMPROPER STOP AT STOP SIGN	0	1	0	0	2	1	3	0	0	0	2	0	9
346.63(2)(A)2 002 CAUSE INJURY	0	0	0	0	0	0	1	0	0	0	0	0	1

WHILE OPERATING WITH PAC													
346.06 004 FAILURE TO YIELD RIGHT OF WAY	0	0	0	0	0	1	1	0	0	0	0	0	2
346.63(1)(B) 031 OPERATING W/PAC >=0.15 (1ST)	0	0	0	0	1	0	0	0	0	0	0	0	1
344.62(2) OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE	1	0	0	0	0	0	0	0	0	0	0	0	1
344.62(1) 001 OPERATING MOTOR VEHICLE W/O INSURANCE	7	5	5	4	5	6	12	5	8	4	5	0	66
343.44(1)(a) 004 OPERATING AFTER SUSPENSION (4TH+)	0	0	0	0	0	0	1	0	1	1	0	0	3
343.44(1)(a) 003 OPERATING AFTER SUSPENSION (3RD)	0	0	0	0	0	1	0	0	0	0	0	0	1
343.44(1)(a) 002 OPERATING AFTER SUSPENSION (2ND)	0	0	0	0	0	1	0	0	0	0	1	0	2
343.07(1g)(d)12 OPERATE MV BY PERMITTEE AFTER DARK W/O PERSON >25 (2ND)	0	0	0	0	0	0	0	0	0	0	2	0	2
343.07(1g)(a)1 OPERATE MOTOR VEHICLE BY PERMITTEE W/O INSTRUCTOR	0	0	1	0	0	0	1	0	0	1	1	0	4
346.88(4) 001 MV WINDOWS NOT REASONABLY CLEAN	0	0	0	0	0	0	0	0	0	1	0	0	1
6-5-7(C)-2-10 RESTRICTIONS ON KEEPING DOGS (DOG AT LARGE)	0	0	1	0	0	0	0	0	0	0	0	0	1
347.48(2M)(D) RIDE IN VEHICLE W/O WEARING SEAT BELT	0	0	0	0	0	0	0	0	0	1	0	0	1
343.085(2m)(a)1 PROB LICENSEE OPER CLASS D VEH W/OTHER PERSON IN VEH	0	1	0	0	0	0	0	0	0	0	0	0	1
346.37(1)(C)(1)/RED VIOLATE RED TRAFFIC SIGNAL	0	1	0	0	0	1	1	0	0	0	0	0	3
346.67(1) 004 PROPERTY HIT & RUN - ATTENDED VEHICLE PROPERTY DAMAGE	0	1	1	0	0	0	0	0	0	0	0	0	2
346.04(3) OPERATOR FLEE/ELUDE OFFICER	0	0	0	0	0	0	0	1	0	0	0	0	1
346.935(3) OPEN INTOXICANTS OR	0	0	0	0	0	0	0	0	0	2	0	0	2

NITROUS OXIDE IN MV BY DRIVER													
TR305.32(6)(A) WINDOW-REAR SIDE WINDOWS TINTING MANUFACTURER	0	0	0	0	0	0	1	0	0	0	0	0	1
347.489(1) BICYCLE/MOTOR BICYCLE W/FRONT LAMP WHT LIGHT VISIBLE	0	0	0	0	0	0	0	0	0	0	1	0	1
347.48(2m)(b) SEATBELT - OPERATOR USE REQUIRED	0	0	0	0	1	2	0	3	1	1	6	0	14
347.14(1) OPERATE VEHICLE W/O STOPPING LIGHTS	0	0	0	0	0	0	0	1	0	0	0	0	1
346.70(1) 001 FAILURE TO NOTIFY POLICE OF ACCIDENT	1	0	0	0	0	0	0	0	0	0	0	0	1
346.69 HIT AND RUN PROPERTY ADJACENT TO HIGHWAY	0	0	1	0	0	0	0	0	0	0	0	0	1
346.68 HIT AND RUN-UNATTENDED VEHICLE	1	0	0	0	1	0	1	1	0	0	1	0	5
346.63(1)(B)CIR OWI - OPERATE W/PAC OVER LEGAL LIMIT	0	0	0	1	0	1	1	1	0	1	1	0	6
346.63(1)(B)ORD OWI - OPERATE W/PAC OVER LEGAL LIMIT	2	0	0	2	1	2	1	2	2	1	0	0	13
346.57(5) SPEEDING - EXCEEDING ZONED & POSTED LIMIT/HWY CONST	0	0	1	0	0	1	3	1	0	4	1	0	11
346.57(4)(F) SPEEDING-35MPH OUTLYING DISTRICT - CITY	0	0	0	0	0	0	0	1	0	0	0	0	1
346.57(4)(EM) SPEEDING 25 MPH SERVICE ROAD/CITY/VILLAGE	0	0	0	0	1	0	0	0	0	0	0	0	1
346.57(4)(E) SPEEDING 25 MPH HWY CITY/VILLAGE	0	0	1	0	1	0	3	0	1	0	0	0	6
346.57(3) DRIVING TOO FAST FOR CONDITIONS	0	1	0	0	0	0	0	0	0	0	2	0	3
346.57(2) 001 UNREASONABLE AND IMPRUDENT SPEED	0	0	1	0	0	0	0	0	1	0	0	0	2
346.55(3) PARKING ON POSTED PRIVATE PROPERTY W/O CONSENT	0	0	0	1	0	0	0	0	0	0	0	0	1
346.54 001 IMPROPER PARKING/STANDING VEHICLE	0	0	0	0	0	0	1	0	1	0	0	0	2

346.53(5) NO PARKING 15 FT NEAR LIMITS OF CROSSWALK	0	0	0	0	0	0	0	1	0	0	0	0	0	1
346.48(1) FAIL TO STOP FOR SCHOOL BUS	0	0	1	0	0	0	0	0	0	0	0	0	0	1
346.34(1)(A)3 UNSAFE TURN FROM DIRECT COURSE W/O REASON	0	0	0	0	0	0	0	0	0	1	0	0	0	1
346.31(2) IMPROPER RIGHT TURN	0	0	0	0	0	0	0	1	0	0	0	0	0	1
346.24(1) FAIL YIELD RIGHT OF WAY PED. UNCONTROLLED INTERSECTION	0	0	0	0	1	0	0	0	0	0	0	0	0	1
346.18(6) FAIL YIELD RIGHT OF WAY FROM YIELD SIGN	0	1	0	0	0	0	0	0	0	0	0	0	0	1
346.18(5) 001 FAIL/YIELD RT/WAY FROM PARKED POSITION	0	0	0	1	0	0	0	0	0	0	0	0	0	1
346.18(4) 001 FAIL/YIELD WHEN EMERGING FROM ALLEY	0	0	0	0	0	0	0	0	1	0	0	0	0	1
346.18(2) FAILURE YIELD RIGHT OF WAY MAKING LEFT TURN	0	1	0	0	0	0	0	0	0	0	1	1	0	3
346.14(1m) AUTOMOBILE FOLLOWING TOO CLOSELY	0	0	0	0	0	0	0	0	0	0	1	0	0	1
346.13(3) DEVIATE FROM DESIGNATED LANE	0	0	0	0	0	0	0	0	0	0	1	1	0	2
346.13(1) UNSAFE LANE DEVIATION	1	0	0	0	0	0	0	0	0	1	0	1	0	3
343.44(1)(b) OPERATING WHILE REVOKED (REV DUE TO ALC/CONT SUST/REFUSAL)	2	3	5	1	1	2	7	2	2	2	3	2	0	30
343.44(1)(a) 001 OPERATING AFTER SUSPENSION	1	5	8	3	6	8	10	3	4	2	6	0	0	56
343.05(3)(a) OPERATE W/O VALID LICENSE	3	2	6	5	1	3	7	2	2	8	7	0	0	46
343.05 OPERATOR TO BE LICENSED	0	0	0	1	0	0	0	0	0	0	0	0	0	1
342.15(2) TRANSFEREE FAIL/APPLY NEW TITLE	0	0	0	0	0	0	0	0	1	0	0	0	0	1
341.61(2) DISPLAY UNAUTH. VEH. REGISTRATION PLATE	0	0	0	0	1	1	0	0	0	0	0	2	0	4
341.04 001 NON-REGISTRATION OF	0	1	1	0	0	1	0	1	0	0	0	0	0	4

VEHICLE <=10000 LBS													
341.03(1) OPERATE AFTER VEH REV/SUSP OF REGISTRATION	3	4	2	1	1	3	2	0	1	1	2	0	20
343.05(3)(b) OPERATE MOTORCYCLE W/O VALID LICENSE	0	0	0	0	0	1	1	1	0	0	0	0	3
346.63(2)(A)1 001 OWI/INJURY OF AN INTOX/CONT SUBSTANCE/OTHER DRUG	0	0	0	0	0	0	1	0	0	0	0	0	1
347.413(1) NO TAMPERING W/IGNITION INTERLOCK DEVICE	1	0	0	0	0	0	1	1	0	1	0	0	4
346.935(2) OPEN INTOXICANTS IN MOTOR VEHICLE BY PASSENGER/DRIVER	0	0	0	0	0	0	2	0	0	0	0	0	2
346.89(1) INATTENTIVE DRIVING	0	0	1	0	1	0	1	1	0	0	1	0	5
346.63(1)(A) ORD OPERATING A MOTOR VEHICLE WHILE UNDER THE INFLUENCE	2	0	0	2	3	2	1	2	2	1	0	0	15
346.63(1)(A) CIR OPERATING A MOTOR VEHICLE WHILE UNDER THE INFLUENCE	0	0	0	1	0	1	1	1	0	1	2	0	7
TRAFFIC Totals	32	39	47	25	33	50	80	44	35	45	58	0	488
Totals	32	39	47	25	33	50	80	44	35	45	58	0	488

Municipal Citations 2023

ORDINANCE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Totals
2-4-1 CONTEMPT OF MUNICIPAL COURT	0	0	0	0	0	0	0	1	0	0	0	0	1
10-4-10 NOTICE OF NONCONFORMANCE	0	0	0	0	0	0	1	0	0	0	0	0	1
9-7-2 CHRONIC NUISANCES PROHIBITED	0	0	0	0	0	0	0	3	1	2	2	0	8
7-1-1(C) PLACE OR LEAVE RUBBISH	0	0	1	0	0	0	0	0	0	0	0	0	1
9-1-4 W/INJ DISORDERLY CONDUCT WITH INJURY	0	0	1	0	2	0	1	1	1	0	0	0	6
9-1-4 W/O INJ DISORDERLY CONDUCT WITHOUT INJURY	0	1	5	1	4	10	1	1	10	1	5	0	39
9-1-2(C)(3) POSSESS TOBACCO OR NICOTINE PRODUCTS UNDER 18	1	0	0	2	0	1	0	0	1	0	0	0	5
9-1-2(F) NO PERSON PURCHASE ELECTRONIC SMOKING DEVICE ON BEHALF OF PERSON UNDER 18	1	1	0	0	0	0	0	0	0	0	0	0	2

9-1-2(E)(3) POSSESS ANY ELECTRONIC SMOKING DEVICE UNDER 18	5	3	2	0	3	0	0	0	6	2	3	0	24
9-1-2(E)(1) NO PERSON UNDER 18 MAY BUY/ATTEMPT TO BUY ANY ELECTRONIC SMOKING DEVICE	0	0	0	0	0	0	0	0	1	0	0	0	1
8-2-1(A) PARKING RESTRICTIONS	0	0	0	0	0	0	0	0	1	0	0	0	1
9-1-1 947.0125(2)(B) UNLAWFUL USE OF COMPUTERIZED COMMUNICATION-HARRASSMENT	0	3	0	1	0	0	0	0	0	0	0	0	4
9-2-10(C) CONTRIBUTE TO TRUANCY	1	0	12	1	3	0	0	0	0	0	0	0	17
346.57(4)(e) 006 SPEEDING ON CITY HIGHWAY (11-15MPH)	0	0	0	0	0	1	0	0	0	0	0	0	1
8-2-3 PARKING MORE THAN 48 HOURS PROHIBITED	0	0	0	0	0	0	0	0	0	0	1	0	1
6-1-1 POSSESSION/CONSUMPTION BY UNDERAGE	0	0	0	0	0	1	0	0	0	0	0	0	1
9-6-4/OWNERS RESPONSIBILITY OF OWNERS FOR MAINTENANCE/CONTROL INSECTS/RODENTS AND OTHER PESTS	0	0	0	0	3	2	4	2	0	2	3	0	16
9-2-13 POSSESSION OF DRUG PARAPHERNALIA	1	0	2	0	0	2	4	1	1	1	0	0	12
9-2-12 POSSESSION OF TETRAHYDROCANNABINOLS/8 GM OR LESS	1	0	4	2	1	2	4	1	2	2	2	0	21
6-5-7(C)-2-10 RESTRICTIONS ON KEEPING DOGS (DOG AT LARGE)	0	0	0	1	1	1	1	5	2	2	0	0	13
6-5-7(A)(2)(A) DOG AT LARGE - ON PREMISE	0	0	0	0	0	0	0	1	0	0	0	0	1
8-2-4(B) ALL NIGHT PARKING PROHIBITED/WINTER PARKING	0	1	0	0	0	0	0	0	0	0	0	0	1
9-3-4 DESTRUCTION OF NOXIOUS WEEDS	0	0	0	0	0	3	2	2	3	1	0	0	11
5-6-23 REFUSE COLLECTION AND DISPOSAL	0	0	0	0	0	0	1	0	0	0	0	0	1
6-1-1 125.07(4)(B) UNDERAGE DRINKING-POSSESS/CONSUMES	0	0	0	0	0	0	2	1	0	4	0	0	7
6-1-1 125.07(4)(A) UNDERAGE DRINKING-PROCURES	0	0	0	0	0	0	1	1	0	0	0	0	2
9-2-7 DISORDERLY CONDUCT WITH MOTOR VEHICLE (NOT IN PARK)	0	0	0	0	0	3	0	0	1	1	0	0	5
9-2-5/10P-7A LOUD AND UNNECESSARY NOISE/VIBRATIONS 10PM-7AM	1	0	0	0	0	1	0	1	0	1	0	0	4
9-2-1 DISCHARGE OR CARRYING FIREARMS AND GUNS	1	0	0	0	0	0	0	0	0	0	0	0	1
9-1-1 946.41 RESISTING OR OBSTRUCTING OFFICER	0	0	1	0	1	1	0	1	0	0	0	0	4
9-1-1 943.50(<\$10) RETAIL THEFT - UNDER \$10	0	2	0	2	1	0	0	0	0	0	0	0	5
9-1-1 943.50(>\$10) RETAIL THEFT - OVER \$10	0	0	0	1	0	1	1	0	0	2	0	0	5
9-1-1 943.20 THEFT	0	4	2	0	0	0	0	2	0	0	0	0	8

9-1-1 943.14 TRESPASS TO DWELLING	0	2	0	0	0	0	0	0	0	0	0	0	2
9-6-3 (DO NOT USE) RESPONSIBILITY OF OWNERS/OCCUPANTS FOR MAINTENANCE/CONTROL INSECTS/RODENTS AND OTHER PESTS	0	0	0	0	0	0	0	1	0	0	0	0	1
9-1-1 943.13 CRIMINAL TRESPASS TO LAND	0	0	0	2	0	0	0	1	0	0	0	0	3
9-1-1 943.01(1) CRIMINAL DAMAGE TO PROPERTY	1	1	0	0	0	0	0	0	1	2	2	0	7
9-2-10(B) HABITUAL TRUANCY	1	2	0	1	3	0	0	0	0	0	0	0	7
9-2-10(A) SIMPLE TRUANCY	0	3	4	2	1	0	0	0	0	0	0	0	10
9-1-1 167.10(3) USE OF FIREWORKS/POSSESSION OF FIREWORKS	0	1	0	0	0	0	1	0	0	0	0	0	2
9-2-8 DC- DEFECATING OR URINATING IN PUBLIC PLACES	0	0	0	0	0	0	0	0	0	1	0	0	1
8-4-1(B) ABANDONMENT OF VEHICLES PROHIBITED	0	0	0	3	1	2	2	2	1	1	2	0	14
6-5-14 HARBORING VICIOUS ANIMALS	0	0	0	0	0	0	1	0	0	0	0	0	1
6-5-10 ANIMALS RUNNING AT LARGE (FOWL, DOVES, PIGEONS, ETC)	0	0	0	0	0	0	0	0	0	0	1	0	1
6-5-8(D) FAILURE TO PAY FOR REDEEMED ANIMAL	0	1	0	0	0	0	0	0	0	0	0	0	1
6-5-6 PENALTY FOR FAILURE TO OBTAIN RABIES SHOT	0	0	0	0	2	0	0	0	0	0	0	0	2
6-5-1 DOG LICENSE	0	0	0	1	3	0	0	1	0	1	0	0	6
6-1-3/1ST LICENSE REQUIRED (1ST OFFENSE) (LIQUOR/BEER)	0	0	0	0	0	0	1	0	0	0	0	0	1
ORDINANCE Totals	14	25	34	20	29	31	28	29	32	26	21	0	289
Totals	14	25	34	20	29	31	28	29	32	26	21	0	289

November 2023 Juvenile Arrests

Statute	Crime Code and Description	Counts	# of Arrests using Crime Code
947.01(1) 13B	13B DISORDERLY CONDUCT - SIMPLE ASSAULT	1	1
9-1-1 943.01(1)	290 CRIMINAL DAMAGE TO PROPERTY	1	1
9-1-4 W/O INJ	90C DISORDERLY CONDUCT WITHOUT INJURY	1	1
347.489(1)	90Z BICYCLE/MOTOR BICYCLE W/FRONT LAMP WHT LIGHT VISIBLE	1	1
9-1-2(E)(1)	90Z NO PERSON UNDER 18 MAY BUY/ATTEMPT TO BUY ANY ELECTRONIC SMOKING DEVICE	1	1
9-1-2(E)(3)	90Z POSSESS ANY ELECTRONIC SMOKING DEVICE UNDER 18	2	2
Totals:		7	7

November 2023 Adult Arrests

Statute	Crime Code and Description	Counts	# of Arrests using Crime Code
940.198(3)(B) AGGB	13A PHYSICAL ABUSE OF ELDER - RECKLESS BODILY HARM	1	1
940.235(1) FAMILY	13A IMPEDE BREATHING BY PRESSURE ON THROAT OR NECK/FAMILY	1	1
940.19(1)	13B BATTERY - SIMPLE	1	1
947.01(1) 13B	13B DISORDERLY CONDUCT - SIMPLE ASSAULT	2	2
940.207(2) THREAT	13C THREAT TO WORKFORCE DEVELOPMENT EMPLOYEE	1	1
9-1-1 943.50(>\$10)	23C RETAIL THEFT - OVER \$10	2	2
943.20(1)(A)THEFT OTHER	23H THEFT ALL OTHER	1	1
943.201(1)(B)(12)(B)	26C UNAUTHORIZED USE OF PERSONAL ID INFO OR DOCUMENTS	1	1
9-1-1 943.01(1)	290 CRIMINAL DAMAGE TO PROPERTY	1	1
943.01(1)	290 CRIMINAL DAMAGE TO PROPERTY	1	1
943.01(2K)(B)	290 CRIMINAL DAMAGE TO ENERGY PROVIDER	1	1
9-2-12	35A POSSESSION OF TETRAHYDROCANNABINOLS/8 GM OR LESS	2	2
961.41(1M)(EM)3	35A POSSESS W/INTENT METHAMPHETAMINE >10 TO 50 GRAMS	2	2
961.41(3G)(AM)	35A POSSESS NARCOTIC SCH I OR II	2	2
961.41(3G)(E) FELONY	35A POSSESS THC 2ND+ OFFENSE	3	3
961.41(3G)(E) MISD	35A POSSESS THC	1	1
961.41(3G)(G)	35A POSSESS METHAMPHETAMINE	3	3
961.573(1)	35B POSSESS DRUG PARAPHERNALIA	10	8
941.23	520 CARRYING CONCEALED WEAPON	1	1
9-1-4 W/O INJ	90C DISORDERLY CONDUCT WITHOUT INJURY	2	2
947.01(2) 90C	90C DISORDERLY CONDUCT - WEAPON	1	1
346.63(1)(A) 003	90D OPERATING WHILE INTOX (3RD)	1	1
346.63(1)(A) CIR	90D OPERATING A MOTOR VEHICLE WHILE UNDER THE INFLUENCE	1	1
948.21(1)(A)	90F CHILD NEGLECT	1	1
968.075(1)(a)	90F DOMESTIC ABUSE	2	2
968.075(5)(A)2	90F CONTACT AFTER DOMESTIC ABUSE ARREST	1	1
943.13	90J TRESPASS TO LAND	1	1
343.44(1)(b)	90Z OPERATING WHILE REVOKED (REV DUE TO ALC/CONT SUST/REFUSAL)	2	2
346.67(1) 004 PROPERTY	90Z HIT & RUN - ATTENDED VEHICLE PROPERTY DAMAGE	1	1
51.15	90Z EMERGENCY DETENTION/MENTAL HEALTH	3	3
6-5-1	90Z DOG LICENSE	1	1
6-5-10	90Z ANIMALS RUNNING AT LARGE (FOWL, DOVES, PIGEONS, ETC)	1	1
8-4-1(B)	90Z ABANDONMENT OF VEHICLES PROHIBITED	1	1
9-6-4/OWNERS	90Z RESPONSIBILITY OF OWNERS FOR MAINTENANCE/CONTROL INSECTS/RODENTS AND OTHER PESTS	1	1
9-7-2	90Z CHRONIC NUISANCES PROHIBITED	2	2
946.41(1) RESIST	90Z RESISTING AN OFFICER	1	1
946.49(1)(a)	90Z BAIL JUMPING-MISDEMEANOR	20	10
946.49(1)(b)	90Z BAIL JUMPING-FELONY	9	5
947.01(1) 90Z	90Z DISORDERLY CONDUCT - OTHER OFFENSES	1	1
968.09(1)	90Z WARRANT ON FAILURE TO APPEAR	3	3
973.10	90Z PROBATION HOLD	5	5
Totals:		98	82

DECEMBER
2023



PUBLIC WORKS MONTHLY REPORT



**TWO
RIVERS**
WISCONSIN

ENGINEERING

MEETING

ROOSEVELT AVENUE

MEETING



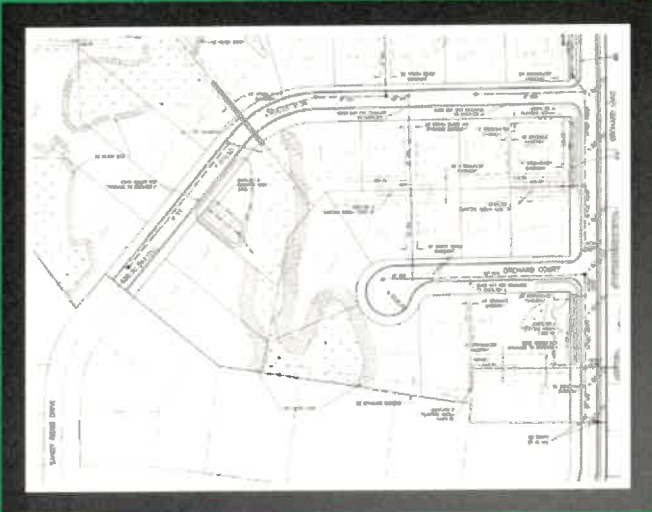
Engineering is continuing with the applicable design and plan preparation. It is Engineering's intention to hold a public informational meeting on January 11, 2024, at 5:00 pm with a formal presentation occurring at 5:30 pm in Council Chambers.



Engineering Cont'd

Landfill

Consultant provided us with a preliminary copy of plans and specifications for City review. These were completed and sent back to the consultant for updates.



Sandy Bay Highlands

Preliminary plat approved by City Council.

Private Concrete Sidewalk Contract

Invoices for the work completed in 2023 were mailed out in the later part of December 2023.



PUBLIC WORKS

Snow Preparation

Public Works staff brined main City streets once with the new brine sprayer and salted primary streets twice.



Street Repairs

Started concrete joint sealing of service lateral repairs and other street openings from 2022 and 2023 construction.

Leaf Pickup

Leaf collection was completed mid-December.

WASTEWATER

Screw Press

Received good news! Electrical components have come in for the new screw press for sludge dewatering! We are hoping that the installation and start up will be completed early 2024.

Be Thankful!

“The more you practice the art of thankfulness, the more you have to be thankful for!”



2023 Public Works/WWTP Tracking			2023		December	Year-to-Date
			December	Year-to-Date	December	Year-to-Date
ENGINEERING 2023						
		Landfill Leachate Pumpage (gallons)	432,756	6,737,866	572,158	6,970,895
scott		Precipitation	1.54	28.33	3.27	34.90
sue		Number of Encumbrance property checks	20	260	17	317
scott/bill		Digger's Hotline Locates	48	1030		
STREET DIVISION 2023 (Manhours)			December	Year-to-Date	December	Year-to-Date
53200		Shop/Vehicle Maintenance	1491.50	7,950	377	5,116
53300		Street Maintenance	90.00	709	43	1,545
53310		Street Cleaning	97.00	674	1	911
53320		Street Signs/Painting	110.00	1,241	81	661
53330		Snow & Ice	157.00	2,759	532	1,315
53337		PT Snowplowers		71	12	37
53380		Bridge - maintenance			2	24
53381		17th Street Bridge opening	31.50	289	4	320
53620		Refuse/Garbage		1		4
53625		Recycling/Leaf Collection	136.00	1202	152	1015
53640		Weed Cutting		197		256
53650		Work for Others	185.50	3,852	265	4,244
53700		Landfill Maintenance		126		53
53710		Landfill Sampling		13		13
*****		PBS Sewers	2	35	2	52
*****		Salted Streets	1	22	7	25
*****		Plowed all city streets		6	3	8
*****		Open 17th Street Bridge	36	415	19	767
WASTEWATER UTILITY 2023			December	Year-to-Date	December	Year-to-Date
		Wastewater Treated, Gallons	54,806,000	775,163,000	57,550,000	706,525,500
		MONTHLY AVERAGE: Daily Flow, Gallons	1,768,000	2,122,417	1,856,000	2,121,250
		MONTHLY AVERAGE: Daily BOD, Lbs.	4,165	4,104	4,554	4,341
Plant Discharges (MONTHLY AVERAGE)						
		Biological Oxygen Demand (BOD), mg/l	10.5	11.38	9.30	7.31
		Suspended Solids, mg/l	7.5	7.20	8.20	6.34
		Ammonia, mg/l	0.39	0.81	0.27	0.24
		Phosphorus, mg/l	0.62	0.36	0.52	0.28
		Fecal Coliform, per 100ml	24	57	12.00	18
		pH, Min (6.0)	6.8	6.8	6.60	6.7
		pH, Max (9.0)	7.1	7.1	6.90	6.9
Chemicals						
		Polymer, Gallons	88	1056	88	1056
		Ferric Chloride, Gallons	2,596	28,770	2,520	29,875
P&Fonly		Chemical Purchases for the month		\$ 55,089.47	\$ 7,485.66	\$ 71,779.27
		Mishicot Payment to City	\$ 5,825.56	\$ 83,658.12	\$ 5,786.72	\$ 78,500.19
		Emergency call-ins	2	22	2	18

ULTRAFILTRATION FACILITY MONTHLY OPERATING REPORT

ULTRAFILTRATION MEMBRANE FACILITY PRODUCTION

TOTAL PRODUCTION	<u>29,838,750</u> GAL/MONTH
LESS BACKWASH WATER	<u>3,088,830</u> GAL/MONTH
WATER TO CITY	<u>26,749,920</u> GAL/MONTH
MAX. DAILY WATER PRODUCTION	<u>1,105,910</u> GAL/DAY
MIN. DAILY WATER PRODUCTION	<u>873,020</u> GAL/DAY
AVERAGE DAILY WATER PRODUCTION	<u>962,540</u> GAL/DAY
TOTAL PRODUCTION	<u>29838750</u> GAL/MONTH
WATER TO CITY	<u>26749920</u> GAL/MONTH

PUMP OPERATION

LOWLIFT PUMPS

1	2	3	
240	264	240	HR/MO
7.74	8.52	7.74	HR/DAY

HIGHLIFT PUMPS

1	2	3	4	
0	0	744	0	HR/MO
0.00	0.00	24.00	0.00	HR/DAY

USED FOR PRODUCTION ONLY

CHEMICAL USAGE

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

POUNDS USED	PMG	PPM
2491.0	0.09	0.00
2897.0	0.10	0.00
159.6	0.01	0.00
941.0	0.00	0.00
1534.0	0.00	
619.2	0.02	0.00
13 gals	----	----

RESERVOIR OPERATIONS

HOURS OF OPERATION

PUMP HOURS PER MONTH

HR/MONTH			
PUMP 7	PUMP 8	PUMP 9	TOTAL
410	0	334	744

TOTAL GALLONS PUMPED PER MONTH

MAXIMUM GALLONS PER DAY

MINIMUM GALLONS PER DAY

AVERAGE GALLONS PER DAY

<u>7,709,000</u>	GAL/MONTH
<u>403,000</u>	GAL/DAY
<u>211,000</u>	GAL/DAY
<u>248,677</u>	GAL/DAY

REPORT PREPARED BY

Garret Wachowski

DATE

1/3/2024 *AS*

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
12/27/2023	135205	Xiong, Neng	Refund of 2022 Real Estate Tax Overpay	100-16000	7/18/2023	4.82-
Total 135205:						4.82-
12/27/2023	135330	Kincaid, Carla	Energy Star Rebate - Dishwasher	660-29253	8/8/2023	25.00-
Total 135330:						25.00-
12/07/2023	136189	4 K's Pest Control LLC	General Pest Control - Sr. Center	100-54150-2410	11/27/2023	50.00
Total 136189:						50.00
12/07/2023	136190	Accurate Appraisal LLC	Dec 2023 Services	100-51530-2130	4518	5,350.00
Total 136190:						5,350.00
12/07/2023	136191	ADRC of the Lakeshore	Reimburse ADRC for Nov 2023 Congreg	250-23150	11/30/2023	457.00
Total 136191:						457.00
12/07/2023	136192	Aflac Business Services	November 2023 Premiums	100-21590	938690	2,546.70
Total 136192:						2,546.70
12/07/2023	136193	Amazon Business - Debit Memo	Supplies - Snr Cntr	250-55150-3900	16MC-6NVK-4QGQ	36.98
12/07/2023	136193	Amazon Business - Debit Memo	Supplies - Rec	100-23160	1L9Q-J3NV-1WJJ	398.13
Total 136193:						435.11
12/07/2023	136194	AnSer Services	After hours answering service-Wtr Dec 2	650-59665-2900	6502-120123	235.00
Total 136194:						235.00
12/07/2023	136195	Bay Area Estates LLC	Refund of Deposit due to good Payment	660-21130	12/1/2023	138.13
Total 136195:						138.13
12/07/2023	136196	Border States Industries Inc	Self Rescue System - Elec	660-59588-3900	927442317	1,878.73
Total 136196:						1,878.73

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
12/07/2023	136197	City of Two Rivers	Garbage Stickers - Library	640-46310	12/4/2023	85.00
Total 136197:						85.00
12/07/2023	136198	Country Visions Cooperative	Diesel - DPW	100-16120	338917	2,931.36
12/07/2023	136198	Country Visions Cooperative	Diesel - DPW	100-16120	339047	2,702.10
12/07/2023	136198	Country Visions Cooperative	Diesel - DPW	100-16120	339107	374.54
Total 136198:						6,008.00
12/07/2023	136199	Grainger	Smart UPS - WWTP	690-59833-3900	9919211962	558.97
12/07/2023	136199	Grainger	Steel Latch Kit - Elec	660-59588-3900	9911748953	59.61
Total 136199:						618.58
12/07/2023	136200	Green Acres Lawn & Garden Center	Sod-Rec	100-54910-3900	37403	32.00
Total 136200:						32.00
12/07/2023	136201	Hach Company	Lab Equipment - Wtr	650-19395	13821295	3,838.00
Total 136201:						3,838.00
12/07/2023	136202	Heartland Business Systems LLC	Heartland Remote Support Access 11/1/2	100-51450-2400	652137-H	30.00
Total 136202:						30.00
12/07/2023	136203	Hoarders Release Thrift Store	Refund of Deposit due to good payment	660-21130	12/1/2023	616.38
Total 136203:						616.38
12/07/2023	136204	Hubbart Electric Inc	Pressure Transmitter Project - Wtr	650-19107	20170C	332.59
Total 136204:						332.59
12/07/2023	136205	HVA Products Inc	Service Call - Lib	280-55110-2410	58640	924.00
Total 136205:						924.00
12/07/2023	136206	HydroCorp	Monthly Charge CCR PRogram - Nov 20	650-59664-2900	0075379-IN	3,280.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 136206:						3,280.00
12/07/2023	136207	IDEXX Distribution Inc.	Lab Supplies - Wtr	650-59642-3900	3141041458	1,431.69
12/07/2023	136207	IDEXX Distribution Inc.	Lab Supplies - Wtr	650-59642-3900	3141321865	357.69
Total 136207:						1,789.38
12/07/2023	136208	Jaeger, Dana	Energy Star Rebate - Freezer	660-29253	12/5/2023	25.00
Total 136208:						25.00
12/07/2023	136209	James Leasing LLC	Contract JL-171-01 Coverage 11/24/202	100-53200-5310	14762	2,499.28
Total 136209:						2,499.28
12/07/2023	136210	Johnson, Randal	Energy Star Rebate - Dishwasher	660-29253	12/5/2023	25.00
Total 136210:						25.00
12/07/2023	136211	Kaat's Water Conditioning Inc	Water - 6303 Riverview Dr	419-53600-2900	11/16/2023	59.24
Total 136211:						59.24
12/07/2023	136212	Klein, Patricia Ann	Simply Seniors Exercise Class - 11/1/202	100-55300-2900	DECEMBER 6, 2023	69.60
Total 136212:						69.60
12/07/2023	136213	Klein's Hardware Hank	Supplies- Wtr	650-59643-3900	25008	47.42
Total 136213:						47.42
12/07/2023	136214	KLM Engineering Inc	Supply & Install GS-9 Mixer - Wtr	650-59672-2900	10006	16,470.00
Total 136214:						16,470.00
12/07/2023	136215	KONE	Perform Annual Code Work - ELec	660-59598-2900	921583758	2,650.00
Total 136215:						2,650.00
12/07/2023	136216	Lakeshore Business Interiors Inc.	Task Chair - Clerk	100-51440-3900	16869	750.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 136216:						750.00
12/07/2023	136217	Mammoth Construction LLC	Repair hydrant @ 725 Lakeside Court -	650-59677-2900	1663	4,187.50
12/07/2023	136217	Mammoth Construction LLC	Fix watermain on Hwy 42 - WTR	650-59673-2900	1665	1,440.00
Total 136217:						5,627.50
12/07/2023	136218	Manitowoc Disposal Inc	Dec 2023 Small Box - Rec	640-53620-2900	74973	170.00
Total 136218:						170.00
12/07/2023	136219	Maritime Ford	Turbo/Manifold Parts - PW	100-16120	6	3,274.49
Total 136219:						3,274.49
12/07/2023	136220	McMahon Associates Inc	20th St Pond (Eggers) - Eng	680-19107	933170	312.50
Total 136220:						312.50
12/07/2023	136221	North Star Buildings	Lofted Barn - Rec	100-23158	11-29-23	5,455.00
Total 136221:						5,455.00
12/07/2023	136222	NWPA	Training-Northeast Water Professional A	650-59930-2920	12/5/2023	70.00
Total 136222:						70.00
12/07/2023	136223	Old Yard Storage LLC	Rent of Storage @ 1910 School Street J	100-53330-2900	11/9/23	2,100.00
Total 136223:						2,100.00
12/07/2023	136224	Onderbeke, Max	Energy Start Rebate - Refrigerator & Dis	660-29253	12/5/2023	50.00
Total 136224:						50.00
12/07/2023	136225	OpenPoint LLC	Monthly Subscription - Elec	660-59923-2403	1460	1,960.00
Total 136225:						1,960.00
12/07/2023	136226	Payment Service Network	Services 11/1/2023-11/30/2023	690-59840-3900	286213	7.95

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 136226:						7.95
12/07/2023	136227	Pomp's Tire Services	Tires-DPW	100-16120	40072788	619.96
Total 136227:						619.96
12/07/2023	136228	Postmaster	2024 First Class Presort Fee - Permit #1	100-51900-3110	11/20/2023	310.00
Total 136228:						310.00
12/07/2023	136229	Postmaster	Box renewal fee	100-51900-3110	12/05/2023	244.00
Total 136229:						244.00
12/07/2023	136230	RESCO	MM Stock # 19422 - Elec	660-59593-3900	3013759	97.20
12/07/2023	136230	RESCO	Supplies-Elec	660-59594-3900	3013968	20,706.00
Total 136230:						20,803.20
12/07/2023	136231	Santa's Crew LLC	Cool City Christmas	262-55320-2901	12/5/2023	2,040.00
Total 136231:						2,040.00
12/07/2023	136232	T.A. Motorsports - Grand Rental	Power Shovel 60V Battery -Rec	100-55140-3500	26718	299.99
Total 136232:						299.99
12/07/2023	136233	Thuermer Law Office	Municipal Prosecuting - November 2023	100-51340-2120	NOVEMBER 2023	1,607.00
Total 136233:						1,607.00
12/07/2023	136234	Two Rivers Automotive Inc.	Scoop - WWTP	690-59833-3900	5172-301323	58.99
Total 136234:						58.99
12/07/2023	136235	Two Rivers Historical Society	Dec 2023 Monthly Support Pymt	258-56700-2910	DEC2023	250.00
Total 136235:						250.00
12/07/2023	136236	Uline	Handwrap Ice Rink - Rec	100-55300-3900	ORDER#9046621	472.32

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 136236:						472.32
12/07/2023	136237	USA Blue Book	Backup Batteries - WWTP	690-59831-3900	INV00208044	383.95
Total 136237:						383.95
12/07/2023	136238	Vandenberg Art & Design	Cool City Christmas - Face painting	262-55320-2901	3269	500.00
Total 136238:						500.00
12/07/2023	136239	Water Quality Investigations LLC	TWO-003 Two Rivers CCT Implementati	650-59923-2900	1123_29	598.13
Total 136239:						598.13
12/07/2023	136240	Wells Fargo Vendor Financial Services L	Bobcat Toolcat	457-53300-8160	5027542060	1,268.82
Total 136240:						1,268.82
12/07/2023	136241	Wisc Dept of Transportation	Deposit into Traffice Violation & Registrat	100-45131	12/01/23	18.00
Total 136241:						18.00
12/07/2023	136242	Wisconsin Public Service	Bridge Bldg - Engineering	100-53341-2220	0401271669-30;11/23	53.48
12/07/2023	136242	Wisconsin Public Service	1916 COLUMBUS ST - Elec	660-59588-2220	0401271669-10;11/23	155.61
12/07/2023	136242	Wisconsin Public Service	1401 Lake Street	660-49390	0401271669-35;11/23	2,894.07
12/07/2023	136242	Wisconsin Public Service	1300 35TH STREET - Rec	100-55400-2220	0401271669-7;11/23	60.74
Total 136242:						3,163.90
12/07/2023	136243	Wisconsin Retirement System	October 2023 Contributions	100-21520	OCTOBER 2023	128,349.58
Total 136243:						128,349.58
12/07/2023	136244	WPRA	Membership Renewal - Rec	100-55300-3210	6695	775.00
Total 136244:						775.00
12/14/2023	136245	Air One Equipment Inc	RM Helmet - FD	100-52300-2900	200239	357.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 136245:						357.00
12/14/2023	136246	Airgas USA LLC	Cylinder Rent - DPW	690-59833-2900	5503605999	359.01
Total 136246:						359.01
12/14/2023	136247	Amazon Business - Debit Memo	Supplies-Fire	100-52300-2900	1WLH-33PY-4VQP	217.72
12/14/2023	136247	Amazon Business - Debit Memo	Supplies-Fire	100-52300-2900	1RC6-GVQP-WD7K	151.35
12/14/2023	136247	Amazon Business - Debit Memo	Supplies - Cust Serv	690-59840-3900	16LM-JDFY-C3V4	31.32
12/14/2023	136247	Amazon Business - Debit Memo	Supplies - PW	100-53200-3500	1L7Y-NF-6-WTKH	295.64
12/14/2023	136247	Amazon Business - Debit Memo	Supplies - Elec	660-59598-3900	1MRM-X7HD-T194	570.48
12/14/2023	136247	Amazon Business - Debit Memo	Supplies - Finance	100-51420-3100	1KRH-MG9L-VDCK	264.86
Total 136247:						1,531.37
12/14/2023	136248	Badgerland Aggregates LLC	Road Sand - DPW	100-16120	15402	752.07
Total 136248:						752.07
12/14/2023	136249	Bluestem Forestry Consulting Inc	Final 25% payment upon completion of p	260-55210-2900	215	5,825.00
Total 136249:						5,825.00
12/14/2023	136250	Bonde, Keith	Santa Clause - Cool City Christmas 2023	262-55320-2901	802203	.00
Total 136250:						.00
12/14/2023	136251	Bureau Veritas Nat'l Elev Insp Serv LLC	Routine Inspection - City Hall	100-51600-3500	11/22/2023	80.00
Total 136251:						80.00
12/14/2023	136252	CivicPlus LLC	Ordinances online hosting - CM	100-51410-2130	270344	1,195.00
Total 136252:						1,195.00
12/14/2023	136253	Cobblestone Creek Dining & Banquet LL	Christmas Stars Trip Dinner - SC	250-55150-3300	4246	992.00
Total 136253:						992.00
12/14/2023	136254	Communications Engineering Co	Battery Replacement - FD	100-52300-2900	414759	201.06

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
12/14/2023	136254	Communications Engineering Co	Annual Fire Protection Inspection	100-52300-2900	414758	588.00
Total 136254:						789.06
12/14/2023	136255	Cool City Cleaners Inc	Towel/Mop Cleaning - WTP	690-59820-2900	0676	70.00
Total 136255:						70.00
12/14/2023	136256	Cretton Enterprises Inc	Cut & trim, Pick-Up Leaves/Dispose - Lib	280-55110-3560	11825	1,003.25
Total 136256:						1,003.25
12/14/2023	136257	Cursor Control Inc	Annual CDM Maintenance	100-56700-2403	2012-1160	1,465.00
Total 136257:						1,465.00
12/14/2023	136258	Debroux Jr, James J	Overpayment Citation BE968601-4	100-16000	12/04/23	4.40
Total 136258:						4.40
12/14/2023	136259	Erickson Sports Apparel	Logowear - CM	258-56700-3901	1551	698.00
Total 136259:						698.00
12/14/2023	136260	EVM Inc	Brackets for Regulators - Elec	660-19368	679431	72.00
Total 136260:						72.00
12/14/2023	136261	Fire Dept Petty Cash	Petty cash reimbursement	100-52210-2410	12/5/2023	49.87
12/14/2023	136261	Fire Dept Petty Cash	Petty cash reimbursement	100-52210-2410	12/13/2023	130.17
Total 136261:						180.04
12/14/2023	136262	Frank's Radio Service Inc.	Remote Speaker Mic w/Audio - PD	100-52115-3230	124132	256.61
12/14/2023	136262	Frank's Radio Service Inc.	Radio Service Agreement / December 20	100-52210-2410	124320	219.00
Total 136262:						475.61
12/14/2023	136263	Fricke Printing Services Inc	Tree trimming ltrs/Mailing - Elec	660-59593-2900	252522	1,761.80

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 136263:						1,761.80
12/14/2023	136264	Grainger	Socket Cap & Water Nozzle - WWTP	690-59834-3900	9921920725	37.99
Total 136264:						37.99
12/14/2023	136265	Information Technology	CrewForce Maintenance 7/1/23-6/30/24 -	270-52300-2100	TRFD2023CREWFORCE	2,158.59
Total 136265:						2,158.59
12/14/2023	136266	JF Ahern Co	OCT Annual - FD	100-52300-2900	616300	260.00
Total 136266:						260.00
12/14/2023	136267	Lake Effect	Cool City Christmas Entertainment	262-55320-2901	12/11/2023	200.00
Total 136267:						200.00
12/14/2023	136268	Manitowoc Disposal Inc	Recycling & Refuse Collect 11/26/2023-1	640-53620-2900	12/15/2023	15,024.20
Total 136268:						15,024.20
12/14/2023	136269	Manitowoc Public Utilities	2124 Woodland Dr-WTP	690-59820-2210	11/30/2023	32.38
12/14/2023	136269	Manitowoc Public Utilities	5000 Memorial Drive	650-59602-2900	425427-11/30/2023	636.96
Total 136269:						669.34
12/14/2023	136270	Manitowoc Trophy	Retirement plaques (Pritzl, Stadler,Brud	100-51410-3100	44951	36.00
Total 136270:						36.00
12/14/2023	136271	Marco	Prof Serv - Library	280-55110-2130	35416593	691.78
Total 136271:						691.78
12/14/2023	136272	Maritime Ford	Services - PD	100-52115-2411	RO# 300336	245.73
Total 136272:						245.73
12/14/2023	136273	National Tactical Officers Association	Basic Crisis Negotiations - A. Verhelst	100-52115-2920	9341	779.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 136273:						779.00
12/14/2023	136274	Nelson Sign & Graphics	3'x3' White Polymetal - Ice Rink	100-55300-3900	11/30/23	580.00
Total 136274:						580.00
12/14/2023	136275	Northcentral Technical College	Campus Store Charge - S. Torres	100-52115-3852	CUST 200170930-TRPD 1	175.07
Total 136275:						175.07
12/14/2023	136276	Northeast Wisc Tech College	Duessing & Gretz Apprenticeship	660-59930-2920	SFT0000126427	432.00
Total 136276:						432.00
12/14/2023	136277	Northern Lake Service Inc	Sludge testing - WWTP	690-59820-3900	2318477	752.88
12/14/2023	136277	Northern Lake Service Inc	TOC Sampling - Wtr	650-59642-2900	2320842	70.17
Total 136277:						823.05
12/14/2023	136278	NWTC BOOKSTORE	Books - Gretz - Elec	660-59930-2920	858590	649.95
12/14/2023	136278	NWTC BOOKSTORE	Books - Gretz - Elec	660-59930-2920	858593	35.73
Total 136278:						685.68
12/14/2023	136279	PrecisionChem LLC	On-Site Testing & System Evaluation/Boil	100-51600-3500	16697	105.00
Total 136279:						105.00
12/14/2023	136280	PROFESSIONAL AMBULANCE ASSOC	Membership Renewal thru Feb 28, 2025	100-52300-2900	00961	400.00
Total 136280:						400.00
12/14/2023	136281	Sauve's Auto Service	Service - PD	100-52115-2411	2779:22339	37.50
Total 136281:						37.50
12/14/2023	136282	Schaus Mechanical	Grasslin Defrost Timer Control - FD	100-55140-2900	SD9664	635.76
Total 136282:						635.76

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
12/14/2023	136283	SEERA	Focus Program - 11/30/2023	660-29253	12/12/2023	3,726.58
Total 136283:						3,726.58
12/14/2023	136284	Shawn Williams Creative-Social Media	Social Media Audit, Strategy, Photo & Vid	258-56700-2910	921	1,150.00
Total 136284:						1,150.00
12/14/2023	136285	Streicher's	Clothing - Wandrie	100-52115-3850	I1652132	209.00
12/14/2023	136285	Streicher's	Clothing - Gauthier	100-52115-3850	I1654081	180.00
Total 136285:						389.00
12/14/2023	136286	Suettinger's Keys LLC	Primus Keys - Rec	100-55140-3500	124392	54.75
12/14/2023	136286	Suettinger's Keys LLC	Replace Latch - Service call - Rec	100-55140-2900	124417	90.00
Total 136286:						144.75
12/14/2023	136287	Superior Chemical LLC	Hand Wash/Paper Towel - Elec	660-59588-3900	379102	52.95
Total 136287:						52.95
12/14/2023	136288	Uniform Shoppe	Clothing - C. Schlagel	100-52115-3852	337033	70.90
12/14/2023	136288	Uniform Shoppe	Clothing - Jackson	100-52115-3852	339488	228.80
Total 136288:						299.70
12/14/2023	136289	Unique	Prof Serv - Lib	280-55110-2130	6120300	11.65
Total 136289:						11.65
12/14/2023	136290	Utility Sales and Service Inc	Maintenance on Veh 28 - Elec	660-19184	0076420-IN	587.49
Total 136290:						587.49
12/14/2023	136291	Vinton Construction Company	Project 23012 TR Central Park Redevelo	415-55410-8200	PROJECT 23012 - PAYME	26,966.21
Total 136291:						26,966.21
12/14/2023	136292	Waukesha Co Technical College	Tuition & Materials Fees - Propson	100-52115-2920	S0817880	85.00
12/14/2023	136292	Waukesha Co Technical College	Tuition & Materials Fees - Elsenpeter	100-52115-2920	S0811547	35.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 136292:						120.00
12/14/2023	136293	Wisc Dept of Transportation	WDOT Project - Oversee	452-53300-9983	395-0000331554	656.70
Total 136293:						656.70
12/14/2023	136294	Wisc State Laboratory/Hygiene	Flouride Samples	650-59642-2900	761364	28.00
Total 136294:						28.00
12/14/2023	136295	Wisconsin Public Service	CEMETERY	100-54910-2220	0401271669-5;11/23	66.08
12/14/2023	136295	Wisconsin Public Service	1520 17TH ST - Rec	100-55140-2220	0401271669-4;11/23	1,631.49
12/14/2023	136295	Wisconsin Public Service	RESEVOIR	650-59661-2220	0401271669-2;12/23	61.37
12/14/2023	136295	Wisconsin Public Service	2615 13th Street Tower	650-59661-2220	0401271669-25;12/23	44.19
12/14/2023	136295	Wisconsin Public Service	2318 Picknic Hill Ln - Tower	650-59661-2220	0401271669-26;12/23	41.45
12/14/2023	136295	Wisconsin Public Service	1401 Lake Street	650-59626-2220	0401271669-32;12/23	174.16
12/14/2023	136295	Wisconsin Public Service	FILTER PLANT	650-59643-2220	0401271669-33;12/23	1,042.89
Total 136295:						3,061.63
12/14/2023	136296	WOMT	2 Minute Feature	258-56700-2910	415-00002-0004	522.50
12/14/2023	136296	WOMT	2 Minute Feature	258-56700-2910	415-00003K-0004	427.50
Total 136296:						950.00
12/14/2023	136297	WPPI - Debit Memo	November 2023	660-59902-2900	25-112023	487,022.76
Total 136297:						487,022.76
12/14/2023	136298	WPPI Energy	Water Plant equipment retrofit - Last Loa	650-29224	INV20254	389.63
Total 136298:						389.63
12/21/2023	136299	AECOM Technical Services Inc	Seep Investigation/Remediation - Eng	419-53600-2900	2000833258	6,114.35
Total 136299:						6,114.35
12/21/2023	136300	Airgas USA LLC	Cal. Gas - WWTP	690-59833-2900	9144932071	486.67

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 136300:						486.67
12/21/2023	136301	Aurora Health Care	Drug Screen	660-59923-2900	1014144	270.50
Total 136301:						270.50
12/21/2023	136302	B&B Transformer Inc.	Padmount Transformers - Elec	660-19368	28636	7,974.00
Total 136302:						7,974.00
12/21/2023	136303	Bauknecht, Sharon	Refund - Cancellation of Nonsense Trip	250-55150-3300	12/18/2023	120.00
Total 136303:						120.00
12/21/2023	136304	Bay Bus LLC	Christmas Stars Trip 12/8/23	250-55150-3300	13978	950.00
Total 136304:						950.00
12/21/2023	136305	Braun Building Center	Supplies / TA Properties	290-56700-7520	STATEMENT 11/30/23	1,793.96
Total 136305:						1,793.96
12/21/2023	136306	City Of Manitowoc	2023 Lakeshore Humane Society Stray	100-52115-2903	0450157	10,050.30
12/21/2023	136306	City Of Manitowoc	Monthly Bus Pass - November 2023	250-23103	0450151	60.00
Total 136306:						10,110.30
12/21/2023	136307	County of Sheboygan	Cold Mix blacktop - PW	100-16120	131618	1,601.23
Total 136307:						1,601.23
12/21/2023	136308	Delta Dental of Wisconsin	Delta Premiums - January 2024	100-21532	2076496	5,318.71
Total 136308:						5,318.71
12/21/2023	136309	Elster Solutions LLC	Electric Meters	660-19370	5265515824	38,400.00
Total 136309:						38,400.00
12/21/2023	136310	Erickson Sports Apparel	TRU Logo Stitching - Elec	660-59921-3900	1589	133.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 136310:						133.00
12/21/2023	136311	Fatzo's Subs and Pizza	Cool City Christmas / Volunteer Food	262-55320-2901	001	92.40
12/21/2023	136311	Fatzo's Subs and Pizza	Cool City Christmas / Volunteer Food	262-55320-2901	002	55.65
Total 136311:						148.05
12/21/2023	136312	Flentje, Alexandria	A.L. Smongeski Health Fund/Vision	816-54100-2100	12/19/2023	150.00
Total 136312:						150.00
12/21/2023	136313	Fricke Printing Services Inc	Absentee Ballot Envelopes	100-51440-3900	252921	3,695.80
12/21/2023	136313	Fricke Printing Services Inc	Envelopes - City Clerk	100-51420-2910	252922	208.55
Total 136313:						3,904.35
12/21/2023	136314	Friends of the TR Sr Ctr Inc	Reimbursement - Funds deposited into w	250-55150-3900	12/11/2023	33.00
Total 136314:						33.00
12/21/2023	136315	Froelich, Craig M.	Testing Fee Reimbursement	100-52400-3210	11/24/2023	40.90
Total 136315:						40.90
12/21/2023	136316	Frontier	Telephone - Water	650-59661-2200	5741;12/23	86.12
Total 136316:						86.12
12/21/2023	136317	Green Acres Landscaping Inc.	Sod-Cem	100-54910-3900	37403	32.00
Total 136317:						32.00
12/21/2023	136318	Harbor Cities Inc	Chipper blades - PW	100-16120	40095	32.00
Total 136318:						32.00
12/21/2023	136319	Hubbart Electric Inc	9542 Remodel - TA Properties LLC	290-56700-7520	STATEMENT 9/29/2023	6,114.73
Total 136319:						6,114.73

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
12/21/2023	136320	James Imaging Systems Inc.	Contract R113705-01 - Coverage Period	100-55140-3100	1391883	134.30
12/21/2023	136320	James Imaging Systems Inc.	Contract R14490-MPS-01 11/29/23-12/2	660-59921-3900	1389934	336.28
12/21/2023	136320	James Imaging Systems Inc.	Contract R15889-01 11/6/23-12/5/23	100-54150-2900	14978	115.15
Total 136320:						585.73
12/21/2023	136321	Klein's Hardware Hank	Supplies- Wtr	650-59643-3900	26321	9.18
12/21/2023	136321	Klein's Hardware Hank	Supplies- Wtr	650-59643-3900	26327	14.99
12/21/2023	136321	Klein's Hardware Hank	Supplies- Wtr	650-59643-3900	26533	33.96
Total 136321:						58.13
12/21/2023	136322	Lakeland Door	Solid Plastic Toilet Partitions (Hook, Lane	290-56700-7520	H-18851	3,820.00
Total 136322:						3,820.00
12/21/2023	136323	Mammoth Construction LLC	2023 Street & Utility Improvements Linco	680-19107	2-2023 #5	194,748.80
Total 136323:						194,748.80
12/21/2023	136324	Manitowoc Co Solid Waste	November 2023 Services	640-53620-2900	STATEMENT 27511	10,245.12
Total 136324:						10,245.12
12/21/2023	136325	Manitowoc Co Treasurer	County Jail & Driver Improvement Surch	100-21125	12/18/2023	842.98
Total 136325:						842.98
12/21/2023	136326	Manitowoc County Treasurer	Dog License Remittance 2023	100-23112	12/15/2023 DOG LICENSE	3,499.00
Total 136326:						3,499.00
12/21/2023	136327	Manitowoc Disposal Inc	Jan - Oct 2023 Fuel Adjustment - Manito	640-53620-2900	2023 FUEL ADJUSTMENT	10,388.54
Total 136327:						10,388.54
12/21/2023	136328	Manitowoc Engraving Inc	Garbage Stickers - Cust Serv	640-53620-3900	31938	1,185.00
Total 136328:						1,185.00
12/21/2023	136329	Maritime Plumbing	Valve Testing - WWTP	690-59834-2900	8840	550.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 136329:						550.00
12/21/2023	136330	McMahon Associates Inc	2023 Ecological Services	680-59750-2900	933456	544.25
12/21/2023	136330	McMahon Associates Inc	Sandy Bay Highlands Stormwater Analys	290-56700-2900	933441	5,398.50
Total 136330:						5,942.75
12/21/2023	136331	Minnesota Life Insurance Co	Life Insurance premium - January 2024	100-21531	JANUARY 2024	3,793.49
Total 136331:						3,793.49
12/21/2023	136332	Northern Lake Service Inc	TOC Sampling - Wtr	650-59642-2900	2321356	70.17
Total 136332:						70.17
12/21/2023	136333	N-Tech Consulting	Agreement Managed Firewall	670-59930-2900	15078	249.00
Total 136333:						249.00
12/21/2023	136334	Penworthy Company LLC, The	Books JE - Lib	280-55112-3530	0595823-IN	162.79
Total 136334:						162.79
12/21/2023	136335	Primus Marketing Group Inc.	CT-60 Start Up Bundle - Elec	660-19370	PM230024	4,150.00
Total 136335:						4,150.00
12/21/2023	136336	Quadient Inc	Ink - Postage Meter	100-51900-3900	17200818	140.60
Total 136336:						140.60
12/21/2023	136337	Sabel Mechancial LLC	Partial payment - Screw Press	690-19107	230843	163,366.18
Total 136337:						163,366.18
12/21/2023	136338	St Vincent De Paul	Community Contributions Donation - Ele	660-59930-2900	12/18/2023	750.00
Total 136338:						750.00
12/21/2023	136339	State of Wisconsin	Nov 2023 penalty surcharges	100-21125	12/18/2023	2,096.75

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 136339:						2,096.75
12/21/2023	136340	Superior Chemical LLC	Degreaser, Sungel, Hardwood towel - P	100-53200-2900	380294	353.23
Total 136340:						353.23
12/21/2023	136341	TAPCO	Parkfolio Hosting Fee - Oct 2023	218-53540-2900	1768204	108.00
Total 136341:						108.00
12/21/2023	136342	Town of Two Rivers	Forwarding Real Estate Tax Payment - D	100-16000	12/19/2023	2,012.29
Total 136342:						2,012.29
12/21/2023	136343	Two Rivers Ecumenical Pantry	Community Contributions Donation - Ele	660-59930-2900	12/18/2023	750.00
Total 136343:						750.00
12/21/2023	136344	Two Rivers Historical Society	Cool City Christmas Food Costs	262-55320-2901	DECEMBER 15, 2023	50.00
Total 136344:						50.00
12/21/2023	136345	US Alliance Fire Protection Inc.	Maint - Lib	280-55110-2410	10146-F118601	250.00
Total 136345:						250.00
12/21/2023	136346	USA Blue Book	Lab Supplies - Wtr	650-59641-3900	INV00217055	640.56
Total 136346:						640.56
12/21/2023	136347	Vesely, Julie	Refund of 2023 Real Estate Tax Overpay	100-16000	12/20/2023	1,109.55
Total 136347:						1,109.55
12/21/2023	136348	Village of Mishicot Treasurer	Nov 2023 Municipal Court Forfeitures	100-21125	12/18/2023	318.85
Total 136348:						318.85
12/21/2023	136349	WEX Bank	Gasoline	250-55150-3900	93840196	6,049.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 136349:						6,049.00
12/21/2023	136350	Wisc Dept Of Revenue-DEBITMEMO	Nov 2023 Sales Tax	640-29410	NOVEMBER 2023	7,487.08
Total 136350:						7,487.08
12/21/2023	136351	Xavus Solutions	MySeniorCenter - Annual Upgrades, Mai	100-54150-2910	22717	1,650.00
Total 136351:						1,650.00
12/28/2023	136352	Aflac Business Services	December 2023 Premiums	100-21590	289410	3,820.05
Total 136352:						3,820.05
12/28/2023	136353	Alfson Excavating LLC	San. Sewer Repair @ 1804 30th Street,	690-59831-2900	1565	5,157.00
Total 136353:						5,157.00
12/28/2023	136354	Baryenbruch, Amanda	Safety Vests w/ Staff & Logo	262-55320-2901	0017	35.00
Total 136354:						35.00
12/28/2023	136355	Bay Bus LLC	Brewer's Trip 7/6/23	250-55150-3300	13756	2,255.00
Total 136355:						2,255.00
12/28/2023	136356	Charter Communications	Service 12/19/23-01/18/24 - Sr. Cntr	100-54150-2900	171242001121423	87.50
Total 136356:						87.50
12/28/2023	136357	Chris Lewis Tree Surgery	Removal of 7 stumps at Neshotah Park	260-55210-2900	665	950.00
12/28/2023	136357	Chris Lewis Tree Surgery	Removal of Cottonwood Tree & Stump/N	260-55210-2900	664	4,500.00
12/28/2023	136357	Chris Lewis Tree Surgery	Removal of 6 Ash Trees & Stumps / Prair	260-55210-2900	666	8,000.00
Total 136357:						13,450.00
12/28/2023	136358	CivicPlus LLC	Finance Charge on Overdue Balance	100-51410-2130	286611	17.68
12/28/2023	136358	CivicPlus LLC	Ordinance Supplemental	100-51410-2130	277657	2,700.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 136358:						2,717.68
12/28/2023	136359	Ditch Witch Midwest	Trencher Maintenance - Elec	660-19184	SWO046115-1	4,233.91
Total 136359:						4,233.91
12/28/2023	136360	Hach Company	Lab Equipment Calibration - WWTP	690-59820-2900	13845023	3,000.00
Total 136360:						3,000.00
12/28/2023	136361	Manitowoc Co Solid Waste	Account #165 Nov 2023 Service - P&R	640-53620-2900	27513	77.76
Total 136361:						77.76
12/28/2023	136362	R&J Fricke Inc	6 Bag Concrete - 16th & Harbor	100-16120	15407	675.05
12/28/2023	136362	R&J Fricke Inc	6 Bag Concrete - 30th Street	100-16120	15437	568.60
Total 136362:						1,243.65
12/28/2023	136363	Shillcox, Kirk S.	Girls Fastpitch Clinic 12/5/23; 12/12/23; 1	100-55300-2900	12/01/2023	262.50
Total 136363:						262.50
12/28/2023	136364	Strong, Ronald I	Open Athletic Training for High School/C	100-55300-2900	12/11/2023	70.00
12/28/2023	136364	Strong, Ronald I	7 Wk Speed, Strength & Stability/Elemen	100-55300-2900	12/18/2023	384.00
Total 136364:						454.00
12/28/2023	136365	Superior Chemical LLC	Supplies - CH	100-51600-3500	380266	258.63
Total 136365:						258.63
12/28/2023	136366	TAPCO	Signal Light Parts - DPW	100-16120	1768897	397.07
Total 136366:						397.07
12/28/2023	136367	Two Rivers Automotive Inc.	Supplies - FD	100-52300-2410	5172-302147	9.58
Total 136367:						9.58

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
12/28/2023	136368	WCA/Group Health Trust	January 2024 Health Premiums	100-16300	0015461608	182,034.39
Total 136368:						182,034.39
12/28/2023	136369	Wisc Dept Of Revenue-DEBITMEMO	Business Tax Registration Renewal - Tax	100-55300-2900	BUSINESS TAX REGISTR	10.00
Total 136369:						10.00
12/28/2023	136370	Wisconsin Public Service	3801 Mishicot Rd.	100-54910-2220	0401271669-09;12/23	212.57
12/28/2023	136370	Wisconsin Public Service	Pavillion	100-52200-2220	0401271669-42;12/23	57.29
12/28/2023	136370	Wisconsin Public Service	114 DAVIS STREET	100-55400-2220	0401271669-01;12/23	42.47
12/28/2023	136370	Wisconsin Public Service	LIBRARY	280-55110-2220	0401271669-23;12/23	1,179.81
Total 136370:						1,492.14
12/28/2023	136371	Wisconsin Retirement System	November 2023 Contributions	100-51420-2130	NOVEMBER 2023	125,019.76
Total 136371:						125,019.76
12/28/2023	136372	Manitowoc Heating/Refrigeration	The Hook Bowling Alley / Inv. 000013001	290-56700-7520	STATEMENT 11/15/2023	7,134.25
Total 136372:						7,134.25
Grand Totals:						1,663,532.28

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

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

FEE \$ _____
 Town Village City of Two Rivers

Application Date: 1/11/2024
County of Manitowoc

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

- A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.
- A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning Time 9:00 AM and ending Time 6:32 PM and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

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

(a) Name Knights of Columbus Co. 1957

(b) Address 2210 Garfield St. Two Rivers WI
(Street) Town Village City

(c) Date organized 7/18/1919

(d) If corporation, give date of incorporation _____

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

(f) Names and addresses of all officers:

President Jeff Sachse 1002 E. Crescent Dr. Manitowoc WI

Vice President _____

Secretary Mike Witja 1918 28th St. Two Rivers WI

Treasurer Ray Seegers 3219 Monroe St. Two Rivers WI

(g) Name and address of manager or person in charge of affair: Dan Tegen 1527 Deer Brook Dr. Two Rivers WI
Phone Number: 920 553 4355

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored: Two Rivers Community House West Park St. Two Rivers

(a) Street number _____

(b) Lot _____ Block _____

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

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

3. Name of Event

(a) List name of the event KC Annual Cornhole Tournament

(b) Dates of event 2/3/2024

DECLARATION

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

Officer Daniel Tegen trustee 1/12/24
(Signature / Date)

Knights of Columbus Co. 1957
(Name of Organization)

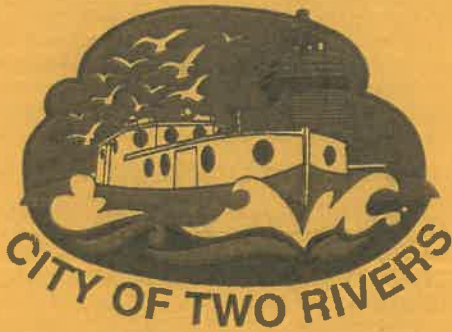
Date Filed with Clerk _____

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

Council Manager Government Since 1924



Office of City Clerk
1717 East Park Street
Post Office Box 87
Two Rivers WI 54241-0087
Telephone 920/793-5526
FAX 920/793-5512

NOTE:

THIS FORM TO BE COMPLETED AND ATTACHED TO ALL APPLICATIONS FOR SPECIAL CLASS B MALT LICENSES FOR PICNICS & GATHERINGS

* * * * *

The applicant hereby agrees to indemnify and hold the City of Two Rivers harmless from and against any and all claims, actions, causes of action, damages, expenses, and liabilities which may be imposed upon, incurred by or asserted against the City of Two Rivers by reason of any injury or claim of injury or damage to any person or property which is associated with or arises out of the applicant's use of the City property and the dispensing of fermented malt beverage to any person pursuant to any license issued upon this application.

Knights of Columbus Co. 1957
Organization

Daniel Tegen
By

1/12/24
Date

RESOLVED, by the Council of the City of Two Rivers, Wisconsin:

- 1. The Council hereby declares its intention to exercise its police power under Section 66.0703 Wisc. Stats. to levy special assessments upon the properties fronting on the following streets:

ROOSEVELT STREET, FROM LOWELL STREET TO 12th STREET

- 2. Said assessable public improvements shall consist of removing existing pavement, excavation, installation of storm sewer laterals, grading and graveling, Portland Cement concrete paving, driveway approaches, replacements of carriage walks, repair of sidewalk, restoration, and miscellaneous related work. Costs which will not be assessed include repair or replacement of sanitary sewer mains and services within the right of way, water mains and services within the right of way and storm sewer main.
- 3. The total amount assessed against each parcel fronting on said streets shall not exceed the total cost of the City's cost of the improvements and engineering oversight.
- 4. The assessments against any parcel may be paid in full or in ten annual installments, to include interest at a rate to be determined by the City Council.
- 5. The Director of Public Works is directed to prepare a report consisting of:
 - a. Plans and specifications for said improvements
 - b. An estimate of the entire cost of each type of proposed improvements
 - c. A statement that the properties against which the assessments are proposed are benefited and a schedule of proposed assessments

Upon completing such report, the Director of Public Works is directed to file a copy in the Office of the City Clerk for public inspection.

- 6. On receiving the report of the Director of Public Works, the Clerk is directed to give notice of public hearing on such report as specified in Section 66.0703(7) Wisc. Stats. The hearing shall be held at the Council Chambers in the City Hall at a time set by the Clerk in accordance with Section 66.0703(7) Wisc. Stats.

Dated this 15th day of January, 2024.

Council Member

Gregory E. Buckley
City Manager



RESOLUTION UPON RETIREMENT

WHEREAS, Tammy Stadler joined the Two Rivers Parks and Recreation Department on September 2nd, 1993 in the position of Clerk I after serving one-year in a part-time capacity;

WHEREAS, throughout her tenure, Tammy was consistently dedicated to professional development and continuous improvement; and;

WHEREAS, Tammy’s strong work ethic and passion for learning led her to a promotion to Department Secretary, later re-named Administrative Assistant, on January 19th, 1998, and;

WHEREAS, throughout Tammy’s tenure she would come to be described as a mentor, leader, coach, and team-player by sub-ordinates, peers, and supervisors, and;

WHEREAS, Tammy’s skills, work ethic, and commitment to the mission of Parks and Recreation made her invaluable to nine different Department Directors, ensuring long-lasting quality service even in the face of change, and;

WHEREAS, Tammy retired December 22nd 2023, after serving the City of Two Rivers with dedication and distinction for a total of 30 years. Tammy contributed above and beyond the call of service because of her love for our mission, community, and team-members in her role with the Two Rivers Parks and Recreation Department and for the citizens of this City, and was a well-respected and passionate member of our Parks and Recreation team.

NOW, THEREFORE BE IT RESOLVED that the City of Two Rivers hereby expresses its gratitude and appreciation for Tammy Stadler and her many contributions to the Two Rivers Parks and Recreation Department, and the community of Two Rivers; and

BE IT FURTHER RESOLVED that the City of Two Rivers extends its best wishes to Tammy, for a long, healthy and happy retirement; and

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to Tammy Stadler as a token of the City's thanks for her many years of dedicated service to the citizens of Two Rivers.

Dated this 15th day of January, 2024
