



CITY COUNCIL MEETING

Monday, March 18, 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. MOMENT IN SILENCE IN MEMORY OF FORMER CITY COUNCIL MEMBER HERB BUNKE (JUNE 3, 1932 - MARCH 8, 2024), WHO WAS ELECTED TO TWO TERMS ON THE CITY COUNCIL (2002-2007) AND LATER APPOINTED TO SERVE A ONE-YEAR TERM (2012-13)**
- 4. ROLL CALL BY CITY CLERK**
Councilmembers: Jeff Dahlke, Bill LeClair, Darla LeClair, Tracey Koach, Tim Petri, Bonnie Shimulunas, Scott Stechmesser, Adam Wachowski
- 5. CONSIDERATION OF ANY COUNCIL MEMBER REQUESTS TO PARTICIPATE IN THIS MEETING FROM A REMOTE LOCATION**
- 6. INPUT FROM THE PUBLIC**
- 7. COUNCIL COMMUNICATIONS**
Letters and other communications from citizens
- 8. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES**
- 9. CITY MANAGER'S REPORT**
 - A. Invited Guests**
 1. Shanda Stachurski and Colin Loughrin, Accurate Appraisal, Regarding 2024 Revaluation Project
 - B. Status Update/Reports**
 1. Update on Search for Elijah Vue
 2. Staffing Updates
 3. Final Pricing for 2024 Capital Projects Borrowing
 4. Veterans Memorial Flags in Central Park East
 5. In-Person Absentee Voting Starts Tuesday, March 19, City Hall Customer Service Department
 6. Spring Election & Presidential Preference Primary April 2, Polls Open 7:00 AM to 8:00 PM
 7. MEUW to Hold Training Session in Two Rivers on March 19
 8. Upcoming Events:
 - a. IAFF Local 423 Annual Fish Boil, Friday, March 29, Two Rivers Fire Station
 - b. World on the Move Exhibit, March 20 to April 23, Lester Public Library

- c. Van der Brohe Arboretum & Bird Sanctuary Tree/Shrub/Plant Sale, Order by April 26
- d. Batty for Bats, Wednesday, March 27, 10:00 AM, Woodland Dunes Nature Center
- e. "Curbing Carbon Emissions", Thursday, April 4, 6:00 PM, Behringer Room Community House--Environmental Advisory Board Educational Series
- 9. Other

C. Legislative/Intergovernmental Update

10. CONSENT AGENDA

A. Presentation of Minutes

- 1. City Council Work Session, February 29, 2024
- 2. City Council Regular, March 4, 2024

Recommended Action:

Motion to waive reading and adopt the minutes

B. Minutes of Meetings

- 1. Lester Public Library, February 13, 2024
- 2. Public Utilities Committee, March 5, 2024
- 3. Public Works Committee, March 4, 2024
- 4. Plan Commission, March 11, 2024
- 5. Explore Two Rivers Board of Directors, December 12, 2023
- 6. Room Tax Commission, March 14, 2024
- 7. Personnel and Finance Committee, March 14, 2024

Recommended Action:

Motion to receive and file

C. Department Reports, February 2024

- 1. City Clerk
- 2. Community Development
- 3. Electric
- 4. Inspections
- 5. Library and 2023 Annual Report
- 6. Parks & Recreation
- 7. Police
- 8. Public Works
- 9. Safety
- 10. Water

Recommended Action:

Motion to receive and file

D. Summary of Verified Bills for the Month of February for \$7,112,093.58

Recommended Action:

Motion to receive and file

E. Recommendation from Plan Commission Meeting of March 11, 2024:

Set Public Hearing on an Amendment to Section 10-1-15, Height and Area Exceptions as it Relates to the Placement of Garages in Front and Street Side Yards

Recommended Action:

Motion to set the public hearing for April 15, 2024 at 6:00 PM

RECOMMENDED ACTION FOR CONSENT AGENDA

Motion to approve the Consent Agenda with the various actions recommended

11. CITY COUNCIL - FORMAL ITEMS

- A.** Manitowoc County ARPA Voluntary Program Deadlines--Staff Report to County
Recommended Action:
Motion to receive and file

- B.** Resolution Authorizing Application to WDNR for Urban Forestry Grant Funded Through Federal Inflation Reduction Act (IRA)
Recommended Action:
Motion to waive reading and adopt the resolution

- C.** Resolution Amending 2024 City Budget to Provide Increased Funding for General Fund Budget Contingency--to Help Offset Extra-Ordinary Police Department Costs Associated with the Elijah Vue Search and Investigation
Recommended Action:
Motion to waive reading and approve the resolution, as recommended by the City Manager and the Personnel and Finance Committee

- D.** Consideration of Ordinance Amendments Related to Replacement of "Private Side" Lead Water Service Laterals
 - A. Ordinance to Repeal and Recreate Section 5-1-8 of the Municipal Code, Entitled "Water Service Replacement," as it Relates to the Mandatory Replacement of Illegal Lead and Galvanized Water Service Laterals
Recommended Action:
Motion to waive reading and adopt the ordinance

 - B. Ordinance Creating a New Section 5-1-8(F) of the Municipal Code, to Facilitate Loans to Property Owners to Replace Private Lead and Galvanized Water Service Laterals by Treating Principal and Interest Repayments, Fees and Other Charges for These Loans as Special Charges Eligible for Inclusion on the Tax Bill for These Properties. and Establishing a Segregated Fund for the Purpose of Accounting for Such Loans and Repayments
Recommended Action:
Motion to waive reading and adopt the ordinance

- E.** Stormwater Annual Report
Recommended Action:
Motion to receive and file

- F.** Additional Appointee to Ad Hoc Pool Committee: Ryan Kroiss
Recommended Action:
Motion to approve the appointment

- G.** Consideration of Proposed Sign Code Amendment to Allow Private Business Signage (Decal Signs) on the Public Sidewalks in Business-Zoned Districts as a Trial Program
Recommended Action:
Council Discretion

12. FOR INFORMATION ONLY

- 1. City Council Work Session, Monday, March 25, 2024, 6:00 PM
- 2. City Council Regular Meeting, Monday, April 1, 2024, 6:00 PM
- 3. Spring Election & Presidential Preference Primary, Tuesday, April 2, 2024, 7:00 AM to 8:00 PM

13. ADJOURNMENT

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

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Two Rivers will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the

ADA, please call the City Clerk's office at 920-793-5526 or email clerk@two-rivers.org at least 48 hours prior to the scheduled meeting or event to request an accommodation. For additional assistance, individuals with hearing or speech disabilities can call 711 and be connected to a telephone relay system.

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



TWO RIVERS
WISCONSIN

CITY COUNCIL WORK SESSION

Thursday, February 29, 2024 at 6:00 PM

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

MINUTES

1. CALL TO ORDER

Council President Wachowski called the meeting to order at 6:00 PM.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Councilmembers: Jeff Dahlke, Bill LeClair, Darla LeClair, Tracey Koach, Tim Petri, Bonnie Shimulunas, Adam Wachowski. Absent and Excused: Scott Stechmesser.

ALSO PRESENT: Gina and Barry Krahn, Wine Not LLC; Elizabeth Runge, Community Development Director/City Planner; Matthew Heckenlaible, Public Works Director; Brian Dellemann, Electric Utility Director; and Greg Buckley, City Manager.

4. DISCUSS STATUS OF PROPERTY AT 2023 WASHINGTON STREET WITH REPRESENTATIVES OF WINE NOT, LLC; CONSIDER ACTIONS GOING FORWARD

City Manager Greg Buckley gave a summary of the redevelopment agreement including the timeline deadline.

Gina and Barry Krahn, representatives of Wine Not, LLC gave a status update on the property, which they purchased from the City for \$10,000 subject to an agreement that required Wine Not, LLC to complete a redevelopment project and spend at least \$100,000 in improvements to the property. The Krahns described the problems that they have encountered in working to redevelop the property, including structure problems that required complete demolition of the former convenience store building that they had planned to renovate and encountering a filled basement beneath part of the property.

Following extensive discussion, Council members indicated support by consensus to consider an amendment to the purchase agreement with Wine Not, LLC that would:

--Give a twelve-month extension to Wine Not, LLC to sell or redevelop the property.

--Provide that, if the property sells for more than \$50,000, Wine Not LLC will retain \$50,000 of sale proceeds; if the property sells for more than \$50,000, the City and Wine Not, LLC will split the excess proceeds, with the City is to recoup two dollars for every one dollar recouped by Wine Not, LLC

--Provide that Wine Not, LLC may sell the property back to the City, as-is, for the return of its \$10,000 purchase price. Prior to City Council action of the proposed amendment, City staff is to check with WI DNR to determine whether the City would still be eligible for the "local governmental unit (LGU) exemption to environmental liability that was affirmed by WI DNR when the City acquired this property.

City Manager Buckley stated that staff would work to bring a draft amendment back for the Council's consideration at its meeting of March 18.

The City Manager also noted that this property is located in TID No. 13, whose Project Plan allows for possible redevelopment assistance for this property.

- 5. CONSIDERATION OF PROCEEDING TO FILL NEW POSITIONS FUNDED IN 2024 CITY BUDGET
 - A. Geographic Information System (GIS) Technician
 - B. Public Works Maintenance Worker

City Manager Greg Buckley reported he is very supportive of the positions but recommends tabling the positions to mid-summer or 2025 budget sessions, due to the overtime and comp time being used for the current police search/investigation for Elijah Vue.

Matthew Heckenlaible, Public Works Director reported he had information to present to the Council regarding the new positions but concurs with Mr. Buckley to support putting the positions on hold. He reported that the following staff are in support of the GIS position, Police Chief Ben Meinnert; Elizabeth Runge, Community Development Director/City Planner; Brian Dellemann, Electric Utility Director and Andrew Sukowaty, Water Director. There was no action on this matter.

- 6. CONSIDERATION OF APPOINTMENTS TO AD HOC COMMITTEE ON COMMUNITY AQUATICS

City Manager Greg Buckley reviewed seven proposed appointments, adding that he would like to have two more members from the general public on the committee. A list of nine proposed appointees will be represented for consideration at the City Council meeting on March 4.

- 7. ADJOURNMENT

Motion to dispense with the reading of the minutes of this meeting and adjourn this meeting at 7:12 PM.

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

Respectfully submitted,

Lisa M. Kuehn, Deputy City Clerk



CITY COUNCIL MEETING

Monday, March 04, 2024 at 6:00 PM

Common Area - City Hall, 2nd Floor 1717 E.
Park Street, Two Rivers, WI 54241

MINUTES

1. CALL TO ORDER

Council President Wachowski called the meeting to order at 6:02 PM

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL BY CITY CLERK

Councilmembers: Jeff Dahlke, Bill LeClair, Darla LeClair, Tracey Koach, Tim Petri, Bonnie Shimulunas, Scott Stechmesser, Adam Wachowski. There is one vacancy on the Council at this time.

ALSO PRESENT: Matthew Heckenlaible, Public Works Director; Jeff Dawson, Library Director; Joe Metzen, Tourism Director; Brian Dellemann, Electric Utility Director; Andrew Sukowaty, Water Director; Chad Kakes, Assistant Fire Chief; Mike Mathis, Parks and Recreation Director; Elizabeth Runge; Community Development Director/City Planner; Ben Meinnert, Police Chief; Rick Powell, IT Supervisor; and Greg Buckley, City Manager

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

5. PUBLIC HEARING

- A. Public Hearing on Conditional Use Permit Application by Hawk Battery Energy Storage System Project Proposed for a Parcel located in the I-2 Zoning District at the Woodland Industrial Park (Parcel 053-233-404-010.01, Located on the West Side of Woodland Drive Approximately 1,000 Feet North of STH 310)

Recommended Action:

Motion to approve the conditional use permit application, as recommended by the Plan Commission

City Manager Greg Buckley provided background on the conditional use permit.

The first call of the public hearing for public input was opened by Council President Wachowski.

Kenton Langman, 4505 Browns Drive, expressed his concerns about the possible decrease of property values around the facility, an increased cost of insurance for adjacent businesses and safety of the facility, including asking if there is a proposed evacuation radius around the facility if there would be an emergency.

Mark Gordon, 3708 Bellevue Place, questioned what type of energy supports these batteries, and if the company is working with the City on providing proper training to the Fire Department. He also questioned if there would be an EV charging station on the property.

A letter from Scott Anhalt was received prior to the meeting expressing his support of the

conditional use permit.

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

The third and final call of the public hearing for public input was opened by Council President Wachowski. No one addressed the Council. Council President Wachowski closed the public hearing.

Council President Wachowski allowed the applicant for the Conditional Use Permit to answer questions from the public hearing. Jarrod Pitts of Tenaska, representing Hawk Energy Storage, LLC stated they are following all national fire regulations and working with the Fire Department on creating an Emergency Response Plan. The company will provide training to the Fire Department annually. They will be charging the batteries with electricity off the grid, from the Shoto Substation and discharging electricity to the grid via the Shoto Substation.

Council President Wachowski suspended the rules and allowed the two individuals with the initial concerns to ask the applicant follow up questions.

Mark Gordon asked the follow up question if there is a limit to businesses or residential properties being added in the area.

Assistant Fire Chief Kakes expressed that the Fire Department is not concerned about safety. They are currently learning about the systems by attending in-person classes and webinars. This type of technology is becoming more common and it will continue to expand around the Country. He stated it would not be possible to create a radius for evacuation since it depends on many environmental factors.

Motion made by Koach, Seconded by B. LeClair to approve the Conditional Use Permit with the proposed conditions.

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

B. Public Hearing on Roosevelt Avenue Special Assessments; Consideration of Final Resolution Authorizing Special Assessments

Recommended Action:

Motion to waive reading and approve the Final Resolution Authorizing Special Assessments for Costs Incurred for Removing Existing Pavement, Excavation, Installation of Storm Service Laterals, Grading and Graveling, Portland Cement Concrete Paving, Driveway Approaches, Carriage Walks, Repair of Sidewalks and Miscellaneous Related Work

Public Works Director Matthew Heckenlaible provided an overview of the Roosevelt Avenue project.

The first call of the public hearing for public input was opened by Council President Wachowski.

William Otto, 1800 Jefferson Street, questioned if a bike lane would be included and was curious on the green space. Mr. Heckenlaible replied that there would be no bike lane, but that the elimination of parking on one side of the street would net added green space.

Lynne Froelich, 1947 Roosevelt Avenue, questioned if the railroad tracks on Lowell Street will

be repaired. Public Works Director Matthew Heckenlaible responded and stated the be removed from the street.

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

The third and final call of the public hearing for public input was opened by Council President Wachowski. Council President Wachowski closed the public hearing. No one addressed the Council.

Motion made by Stechmesser, Seconded by Dahlke to approve the resolution.

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

6. INPUT FROM THE PUBLIC

William Otto, 1800 Jefferson Street, expressed concerns on the condition of the sidewalk near the 22nd Street bridge.

7. COUNCIL COMMUNICATIONS

Letters and other communications from citizens

Councilmember Koach stated that she received a comment from a citizen that is opposed to the sidewalk sign pilot program.

Councilmember Shimulunas shared the following communications:

- She received a question regarding the property sold to Cool City and stated the property by the Post Office and behind the Senior Center was owned by Wells Fargo
- She received a question regarding the process if someone would submit a concern for the Council on the website and who receives those. Mr. Buckley stated that all the Councilmembers receive them, the City Manager’s Office and the City Clerk.

Councilmember Dahlke reported on the following communications:

- He received numerous calls on the proposed battery storage project. Many of the questions were answered during the public hearing.
- He received a question regarding the projected tax income from the proposed battery storage project. Mr. Buckley stated it depends on several factors, but a minimum of \$150,000 per year was written into the option to purchase.
- He received a concern regarding the paint lines and arrows at the intersection of 22nd Street and Washington Street
- He received a complaint regarding a dip in the street located on 19th Street near the Madison Street intersection. This concern was addressed by Mr. Heckenlaible.
- He received a comment regarding the placement of sidewalk decals by the entry of businesses other than the advertised business

Council President Wachowski had the following communications:

- He received correspondence on the sidewalk decal pilot program, one citizen was against it, one citizen was supportive of it and two citizens were impartial about it.

- He received a question regarding renting pools / hot tubs and if there are complia with this type of rental.

8. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

Councilmember D. LeClair reported on the following boards:

- Main Street is working on the mural project and more information will be available in the near future.
- Environmental Advisory Board: The Winter Educational Series is well attended with many different speakers and good information.

9. CITY MANAGER’S REPORT

A. Invited Guests

1. Police Chief Ben Meinnert, Update on the Search for Elijah Vue

B. Status Update/Reports

1. Thank You to All Agencies Involved in the Search for Elijah Vue, to all City Departments Supporting These Efforts and to all the Citizen Volunteers Engaged in Search and Otherwise Supporting These Efforts

2. Staffing Updates

Mr. Buckley reported on the ongoing recruitments: Electric Meter Technician, reviewing applications and scheduling interviews. Upcoming recruitment – Finance Director, applications are due by March 8, 2024

3. Final Payment to Vinton Construction Under 2017 TID No. 11 Development Agreement

Mr. Buckley reported the 6th and final payment was made to Vinton – Two Rivers, LLC on February 29, 2024, completing the City’s commitment to provide \$200,000 plus 5% interest in TID 11 development assistance to this project. Vinton invested over \$1 million in the renovation of the former St. Peter the Fisherman School at 1322 33rd Street - at the time a tax-exempt “white elephant” property - converting it to corporate offices now assessed at \$839,400

4. 2023 Year-End Overtime Report

Mr. Buckley reported that 2023 was the second lowest year of overtime over the last six years with a total of \$494,044.81 city-wide.

5. Central Park West 365 Accident on February 25

Mr. Buckley reported on Sunday evening, February 25, a vehicle struck and destroyed a traffic signal and a Washington Street bench at the southwest corner of 18th and Washington Streets, before traveling over the retaining wall at the Schmitt Brothers Stage and landing atop several benches in the stage seating area. Nobody was hurt in the accident; insurance information was obtained and a claim against the driver’s insurance is being pursued.

6. Absentee Ballots for April 2, 2024, Spring Election can be requested on-line at myvote.wi.gov or by mail with an acceptable photo ID

7. Upcoming Events:

- a. "Our Land, Our Water, Our Future" Educational Series, Session on Storm Water Management, Thursday, March 7, 6:00 PM, Lester Public Library
- b. City Council Candidate Forum: League of Women Voters, Thursday, March 7, 2023, 7:00 PM, Location Kostka Room, Senior Center (Live streamed on Facebook)
- c. Lester Public Library Used Book Sale, March 7 to March 9
- d. The Great TRivia Contest, Main Street, Friday, March 8, 2023, 6:00 PM, Community House Gym

- e. City Council Candidate Forum: TRBA, Tuesday, March 12, 2023, 7:00 PM, Local Behringer Room, J.E. Hamilton Community House
- f. City-to-City Leprechaun Hunt, Two Rivers and Manitowoc Parks, Wednesday, March 12-19, 2024
- g. IAFF Local 423 Annual Fish Boil, Friday, March 29, Two Rivers Fire Station
- h. World on the Move, March 20 to April 23, Lester Public Library
- 8. Other

C. Legislative/Intergovernmental Update

10. CONSENT AGENDA

- A. Presentation of Minutes
 - 1. City Council, February 19, 2024
Recommended Action:
Motion to waive reading and adopt the minutes
- B. Minutes of Meetings
 - 1. Personnel and Finance, February 15, 2024
 - 2. Advisory Recreation Board, February 14, 2024
Recommended Action:
Motion to receive and file
- C. Applications and Petitions
 - 1. Temporary "Class B" and Class "B" Retailer's License for Heart-A-Rama, April 25-27, 2024 at Community House Gym, 1710 W Park Street
 - 2. Temporary "Class B" and Class "B" Retailer's License for Heart-A-Rama, May 2-4, 2024 at Community House Gym, 1710 W Park Street
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 B. LeClair, Seconded by Shimulunas.
 Voting Yea: Dahlke, Koach, B. LeClair, D. LeClair, Petri, Stechmesser, Shimulunas, Wachowski

11. CITY COUNCIL - FORMAL ITEMS

- A. Award of Bid for Roosevelt Avenue Reconstruction
Recommended Action:
Motion to award bid to Mammoth Construction, in its low bid amount of \$2,854,815.63
- Mr. Buckley noted that the low bid was about 5 percent below the engineer's cost estimate; a total of seven bids were received.

Motion carried with a roll call vote.

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

- B. Award of Bid for Irrigation System in Central Park West (2024 Budget Capital Project)

Recommended Action:

Motion to approve bid from Steinies Water Gardens LLC in the amount of \$43,729.35

Motion carried with a roll call vote.

Motion made by Stechmesser, Seconded by Koach

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

Voting Nay: Dahlke

- C. Resolution Naming May 11, 2024, as International Migratory Bird Day in the City of Two Rivers

Recommended Action:

Motion to waive reading and adopt the resolution

Motion carried with a roll call vote.

Motion made by Koach, Seconded by D. LeClair

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

Wachowski

- D. Resolution Authorizing Submission of a Wisconsin Economic Development Corporation Grant for funding to Improve the West River Lofts Site

Recommended Action:

Waive reading and adopt the resolution

Motion carried with a roll call vote

Motion made by D. LeClair, Seconded by Stechmesser

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

Voting Nay: Dahlke, Shimulunas

- E. Discussion of Draft Amendment to City Sign Ordinance, to Establish a Trial Program to Allow Private Businesses located in the B-1 and B-2 Zoning Districts to Place Decal-Type Signs on the Surface of the Public Sidewalks Adjacent to Their Buildings

Recommended Action:

Provide feedback to the City Attorney on terms of the draft ordinance, with the goal of returning the ordinance for possible Council action at the March 18, 2024 meeting

Discussion took place regarding the proposed draft ordinance. The Council discussed regulations, fees and how to monitor to ensure compliance.

No Action was taken on this item.

- F. Consideration of City Manager's Appointments to the Aquatics Committee

Recommended Action:

Motion to approve the appointments, as recommended by the City Manager

Motion carried with a voice vote.

Motion made by Koach, Seconded by D. LeClair.

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

Abstain: Dahlke

12. FOR INFORMATION ONLY

- 1. City Council Regular Meeting, Monday, March 18, 2024, 6:00 PM

2. City Council Work Session Meeting, Monday, March 26 2023, 6:00 PM

3. A Parks and Recreation 3-person crew will be assisting Two Rivers Public Schools staff for a one-day project at the high school, preparing the pitcher's mound and infield for a new baseball field to be used by the high school starting this Spring - this should allow for City conversion of Walsh Field for softball use in the Spring/Summer of 2024, a Year Earlier Than First Planned

13. ADJOURNMENT

Motion to dispense with the reading of the minutes of this meeting and adjourn this meeting at 8:18 PM

Motion made by Dahlke, Seconded by D. LeClair

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

Respectfully submitted,
Amanda Baryenbruch
City Clerk



LIBRARY BOARD MEETING

Tuesday, February 13, 2024 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, Sharon Sleger, Don Weiss, Katie Stone, Kathryn Gadd, and Mary Glaser, 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 January 9, 2024, meeting, made by Wiess, second made by Sleger. Voice vote carried unanimously.
5. **RECEIVE AND FILE EXPENDITURE AND FINANCIAL REPORTS**
Motion to receive and file the expenditure and financial reports from January, 2024, made by Weiss, second made by Koach. Voice vote carried unanimously.
6. **BOARD MEMBER COMMENT**
Pennefeather attended the Environmental Advisory Board program, Strengthening Ecosystems with Native Plants, and found it informative.
7. **DIRECTOR'S REPORT**
Dawson fielded questions concerning the monthly report.
8. **COMMUNICATIONS**
 - A. Library Newsletter – January 2024
 - B. Manitowoc Calumet Library System Year in Review Infographic
9. **REPORT FROM CITY COUNCIL REPRESENTATIVE**
Bids opened today for the Roosevelt Street project. An upcoming public meeting will cover the proposed battery/energy storage facility at the industrial park.
10. **REPORT FROM SCHOOL DISTRICT REPRESENTATIVE**
The 2024/25 school calendar was approved by the board.
11. **REPORT FROM COUNTY REPRESENTATIVE**
One bus was awarded via the Mobility Management grant. Linda Herman, Deputy County Clerk, retired February 2. Manitowoc County SWCD will host the Lake Michigan Area Land & Water Conservation Association Summer Tour in 2024.

12. UNFINISHED BUSINESS

Motion to approve the review of Emergency Policy without changes, and approve the changes to the procedures made by Guyette, second made by Pennefeather. Voice vote carried unanimously.

13. NEW BUSINESS

A. Motion to approve the 2023 Lester Public Library Annual report made by Guyette, second made by Sleger. Voice vote carried unanimously.

B. Dawson presented and answered questions of the review of the 2023-year end financials.

C. Motion to approve moving \$12,500.00 from the gift investments at Edward Jones to the City of Two Rivers to balance the 2023 budget made by Koach, second made by Pennefeather. Voice vote carried unanimously.

D. Pennefeather was appointed by President Palmer to put together a slate of officers for nomination of the 2024-25 Library Board officers.

E. Dawson presented the Library Board member terms, with Gadd and Stone opting in for another term for the 2024-25 year.

14. BOARD EDUCATION

Dawson shared a video that outlined the World on the Move exhibit. In the video, Ed Liebow, American Anthropological Association, shared the reasons for the exhibit and what the developers hope to achieve from the exhibit touring the United States.

15. CLOSED EXECUTIVE SESSION – None

16. ADJOURNMENT

Motion to adjourn made by Koach, second made by Sleger. Voice vote carried unanimously. Meeting adjourned at 7:30 PM.

Respectfully submitted by Jeff Dawson



Tuesday, March 05, 2024 at 5:00 PM

IT Conference Room - City Hall, 2nd Floor
1717 E. Park Street, Two Rivers, WI 54241

AGENDA

1. **CALL TO ORDER:** 5:05 pm

2. **ROLL CALL**

Committee Members: Darla LeClair, Tim Petri, Jeff Dahlke

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

3. **REVIEW AND APPROVAL OF MINUTES**

Minutes from the February 6, 2024, Public Utilities Meeting

Tim Petri made a motion to approve the February 6, 2024, Public Utilities Meeting minutes, seconded by Jeff Dahlke. Motion carried.

4. **PUBLIC INPUT** - None

5. **CONSTRUCTION PROJECTS**

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

B. **Roosevelt Avenue reconstruction**

City Council took action at the March 4, 2024, meeting to levy special assessments for the project and to award the construction contract to Mammoth Construction. Construction is anticipated to commence around April 1 and extend into October.

6. **WASTEWATER UTILITY: UPDATES AND ACTION**

A. **Sludge screw press project update**

It's running! The contractor started up the screw press last week, installed the smaller of the two motor control centers (MCC) this week and will install the larger MCC next week to continue the transition from the old equipment to the new equipment. After that, it is some tweaking of the system chemical additives to get the dryest sludge possible. They will address punch list items throughout this month and then work on the project closing out in April.

B. **Riverside Foods update**

Plans have been submitted with engineering review comments being submitted back to the consultant in February. It is on the plan commission agenda for March 11, 2024, primarily to review a right-of-way privilege agreement. A draft of the agreement had been forwarded to them with the plan review comments and instructions to have comments back to the city prior to March 4. Staff did have a conversation with the consultant regarding plan review comments and stated that updated plans and comments are necessary for formal action to occur.

7. **ELECTRIC AND TELECOMMUNICATIONS UTILITIES: DIRECTOR UPDATES AND A**
APPLICABLE – NOTE: *Brian Dellemann, Electric Utility Director was not present to provide these updates.*
- A. Tree trimming
 - B. Substation update

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

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

1. An ordinance for “Private Lead Service Line Replacement Financing” needs to be prepared and adopted. The purpose is to facilitate loans to property owners to replace private lead service lines by treating principal and interest repayments and fees and other charges of these loans as special charges eligible for inclusion on the tax bill for these properties. These dollars would be routed through a segregated alternative funding source account so that the City can repay their loan to the WDNR.
2. Section 5-1-8 of the city’s existing code of ordinances will need to be modified to ensure the city has appropriate language to require the replacement of lead and galvanized water services. A draft of the proposed ordinance changes was passed out to the committee members.
3. Discussion was held regarding sanitary sewer lateral replacement not being required, but strongly encouraged. The costs associated with the upgrades to the private sanitary sewer laterals would be paid by the property owners.
4. The money that the city could potentially loan to qualifying properties within the LSL area would come from WDNR Safe Drinking Water Program funds.
5. Further discussion regarding the need for and whether having a minimum \$1,000 loan amount for LSL replacement was appropriate as there may only be a few individuals that would meet those criteria. The consensus of the committee was to lower that minimum amount down to \$250 which would be repayable over a 5-year period along with appropriate interest. This loan program would not apply to sanitary sewer lateral work.
6. Will bring this to the full city council potentially in the next two weeks.

B. Lead sampling update

In 2024, the water utility will be required to do twice the number of lead water service samples than in the past for a multitude of reasons. One being that the city has not sampled in a while and the second is due to the two chemical additives that the city has been adding to try and settle out lead. Since the city has received authorization to discontinue one of those chemicals, we are now required to perform additional sampling.

The water utility has sent out over 600 requests for properties to voluntarily agree to submit water samples. Presently, 42 have agreed. The water utility needs a minimum of 60 water samples.

The water utility has obtained and submitted 17 samples for lead water to a laboratory. All of the samples submitted thus far have passed.

The water utility will continue to update the committee on their progress.

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

A. Urban Non-Point Planning Grant

As has been noted in the past, the city has received a WDNR planning grant that will assist in updating our citywide stormwater management plan and modeling to aid us in achieving compliance with our MS4 stormwater permit. McMahon Associates will be assisting us in this endeavor with a kick off meeting scheduled for later this week.

B. Northeast Lakeshore TMDL

With the approval of the EPA, the city now needs to comply with the discharge standards which will be addressed in the updated citywide stormwater management plan and modeling.

C. Sandy Bay Highlands - Phases 3 & 4

We received a jurisdictional concurrence letter from the US Army Corp of Engineers (USACE) pertaining to the wetlands in the area of this project. The letter stated that they were not connected to federal waters and that USACE would have no jurisdiction over them. This allows the WDNR to revisit these wetlands and allows the city's request to fill the small wetlands within the proposed cul-de-sac.

D. MS4 report review

A last review of the annual stormwater report needs to be completed prior to presentation to the full city council at the March 18 meeting where a request to sign and submit to the WDNR as required. The report outlines what the city has done regarding educating the public about stormwater and how the city manages other aspects of the permit such as street sweeping, picking up leaves, minimizing salt usage and erosion control measures during construction, etc. One big goal in the upcoming years will be the implementation of other best management practices to further reduce total suspended solids and phosphorous from stormwater runoff.

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

A. North landfill update

Still awaiting a response/approval from the WDNR regarding our plan modification that addresses the seep in the northwesterly portion of the landfill. Once that is obtained, work can commence to install a proposed underdrain that would take the leachate and discharge it into the sanitary sewer system. Required annual reports are also being prepared and submitted to the WDNR.

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

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

Proposed for Monday, April 1, 2024, at 5:00 pm prior to Council Meeting

13. ADJOURNMENT: 6:12 pm

Tim Petri made a motion to adjourn the meeting, seconded by Jeff Dahlke. Motion carried.

Respectfully submitted by: Matthew R Heckenlaible

Public Works Director / City Engineer



Wednesday, March 06, 2024 at 5:15 PM

IT Conference Room - City Hall, 2nd Floor
1717 E. Park Street, Two Rivers, WI 54241

MINUTES

1. **CALL TO ORDER:** 5:19 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 February 7, 2024, Public Works Committee Meeting

Bill LeClair made a motion to approve the February 7, 2024, Public Works Committee meeting minutes, seconded by Tracey Koach. Motion carried.

4. **PUBLIC INPUT** - None

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

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

We received a jurisdictional concurrence letter from the US Army Corp of Engineers (USACE) pertaining to the wetlands in the area of this project. The letter stated that they were not connected to federal waters and that USACE would have no jurisdiction over them. This allows the WDNR to revisit these wetlands and allows the city's request to fill the small wetlands within the proposed cul-de-sac.

B. **2024 Projects**

1. **Roosevelt Avenue reconstruction**

City Council took action at the March 4, 2024, meeting to levy special assessments for the project and to award the construction contract to Mammoth Construction. Construction is anticipated to commence around April 1 and extend into October.

2. **Scattered laterals – informational**

- a. An ordinance for "Private Lead Service Line Replacement Financing" needs to be prepared and adopted. The purpose is to facilitate loans to property owners to replace private lead service lines by treating principal and interest repayments and fees and other charges of these loans as special charges eligible for inclusion on the tax bill for these properties. These dollars would be routed through a segregated alternative funding source account so that the city can repay their loan to the WDNR.
- b. Section 5-1-8 of the city's existing code of ordinances will need to be modified to ensure the city has appropriate language to require the replacement of lead and galvanized water services. A draft of the proposed ordinance changes was passed out to committee members.

- c. Discussion was held regarding sanitary sewer lateral replacement not being required but strongly encouraged. The costs associated with the upgrades to the private sanitary sewer laterals would be paid by the property owners.
- d. The money that the city could potentially loan to qualifying properties within the LSL area would come from WDNR Safe Drinking Water Program funds.
- e. Further discussion regarding the need for and whether having a minimum \$1,000 loan amount for LSL replacement was appropriate as there may only be a few individuals that would meet those criteria. The consensus of the committee was to lower that minimum amount down to \$250 which would be repayable over a 5-year period along with appropriate interest. This loan program would not apply to sanitary sewer lateral work.
- f. Will bring this to the full city council potentially in the next two weeks.

3. Sidewalk replacement

Since the weather has been cooperating, PW field staff will be doing some sidewalk repairs/replacements adjacent to city-owned properties in the near future and assisting engineering with sidewalk inspections in the northernly quadrant as previously discussed.

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

A. Tree grates (Washington Street)

PW staff has been addressing tree grates that were raised or settled. In some cases, the tree protection grates have been removed and will not be replaced. Remaining work is to be completed primarily south of 16th Street.

B. WDOT small bridge/culvert inventory

In reviewing some information that was put together for a stormwater plan update in 2012 for the Two Rivers area, there could be as many as nine (9) small bridges and culverts that we would have to report on. Looking deeper into this information, some are with the townships, City of Manitowoc or Manitowoc County jurisdictions. Some additional field work will need to be completed; but, due to the small quantity, I believe that the City (Public Works – Engineering) would be capable of providing the information that WISDOT is requesting.

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

- A. Sidewalk issue – 22nd Streets near East River Street** – concern regarding broken and raised sidewalk in the area. Staff will investigate and take necessary action.
- B. Parking – Painting Washington Street to 22nd Street** – request to repaint parking stalls on 22nd Street from Washington Street to Monroe Street
- C. Dip in pavement on 19th Street between Madison Street and School Street** – staff will investigate and report back.

D. Request to have a “No Outlet” sign placed on the alley east of Washington Street between 24th & 25th Street. (Adam W. from a private party)

The city has four true dead end alleys – none of which have a “Dead End” or “No Outlet” sign associated with it. However, dead end streets are marked with a “Dead End” sign.

Discussion occurred with consensus to keep the present status.

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

A. Parking duration along north side of 17th Street between West Park Street and Adams Street (Senior Center) – No recommendation at this time.

B. Removal of two-hour general parking time restriction on East Park Street – No recommendation at this time

C. Speed limit signs on Woodland Drive between Memorial Drive and STH 310 – update - No recommendation at this time.

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

A. Winter season update – No update.

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

Proposed as Wednesday, April 3, 2024, at 5:15 pm

12. ADJOURNMENT: 6:08 pm

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

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



MINUTES

1. CALL TO ORDER

Greg Buckley called the meeting to order at 5:40 PM.

2. ROLL CALL

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

Excused: Eric Pangburn

Also Present: Community Development Director Elizabeth Runge, Council Member Bonnie Shimulunas, Andre Robitaille, Alex Muhl, Joel VanEss, John Streu, Kelly Pasek, Marty Pasek, Paul Braun, Dana Braun, Melissa Carey, Ben Bashaw, Ben Braun, Sue Kemp, and Recording Secretary Adam Talor.

3. ACTION ITEMS

A. Review of Extraterritorial Certified Survey Map completed by Bruce Robley, Licensed Surveyor, Parcel 018-134-015-006.00 & 018-134-015-007.00, address 2622 E STH 310.

Motion to approve the Extraterritorial Certified Survey Map.

Motion made by Heckenlaible, seconded by Koach.

Roll Call Vote:

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

Motion Carried

B. Review of Site and Architectural Plan for Braun Building Center Truss Shop, located at Parcel 053-204-101-021.03, submitted by applicant Athen Development LLC, and Owner Braun Family.

The plans for the Truss Shop were reviewed and discussed.

A motion was made to approve the Plan with the following conditions:

1. The plans are to be reviewed by the Business Industrial Development Committee for compliance with the Woodland Industrial plan covenants. Staff will arrange for this process to occur, tentatively on March 26, 2024.
2. Any additional requirements identified by city engineering, electric, and/or water department director(s).
3. The driveway aprons at Woodland and Brown’s Drive are to be concrete starting at the edge of right-of way and designed in accord with Section 4-1-11Curb Cuts and Driveway Approaches.
4. An erosion control plan is to be submitted to city engineering for review and approval prior to construction.
5. A lighting plan and a landscaping plan shall be submitted prior to the issuance of a building permit.

6. The dumpster does not need an enclosure as long as it is within the fenced enclosure area as shown within the approved site.

7. The fence has screening is on the east and west side of the site. A fence with screening like the fence already shown on the approved plan is to be added to the south, within 12 months of any development occurring to the south of Commerce Drive.

8. Any additional requirements from the state of Wisconsin.

9. All required permits are obtained prior to construction

Motion made by Wachowski, seconded by Lee.

Roll Call Vote:

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

Motion Carried

C. Request for, and possible Amendment to a Conditional Use Permit for a truck and trailer rental operation (U Haul) at 2521 Jackson Street, submitted by applicant and owner Mary and Kelly Pasek.

The Plan Commission discussed with the owner the process of U Haul operations, number of vehicles and traffic, and how the vehicles would be oriented on the lot. A new driveway would need to be implemented, as well as a hard surface area for the vehicles to be stored on. A previously approved CUP from 2008, indicated a requirement for screening for the outdoor storage. There were remaining questions as to how the outdoor storage and the trucks and trailers would be placed on the property.

A motion was made to table this item until a more detailed plan is prepared by the applicant.

Motion made by Heckenlaible, seconded by Lee.

Roll Call Vote:

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

Motion Carried

D. Review a Right-of-Way Privilege Agreement for Grease Interceptor work, Riverside Foods, 2520 Wilson Street, submitted by applicant and owner Riverside Seafood Inc.

Riverside Foods has been discharging waste into the sanitary sewer which has been having negative impacts on the sanitary sewer collection system along with at the wastewater treatment plant. As a result, plans are submitted for work that must be done to the grease interceptor underground which runs underneath Wilson Street, and also into the private parking lot. The private piping within the Right-of-Way requires an agreement.

A motion was made to recommend the Right-of-Way Privilege Agreement to the City Council with the conditions:

1. Any additional requirements identified by city engineering, electric, and/or water department director(s).
2. Any additional requirements from the state of Wisconsin.

3. All required permits are obtained prior to construction.

Motion made by Wachowski, seconded by Koach.

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

E. Review and possible action regarding Section 10-1-15, Height and Area Exceptions, related to the placement of new garages.

Provisions to the zoning code for new garages placed in front and street side yards were discussed regarding lots that are unique.

Note: Kristin Lee departs at 7:45pm.

A motion was made to incorporate the following provisions into a draft amendment to bring to the City Council.

For garages in front yards:

- Lot shall be no less than 5 acres in size.
- The primary structure shall be located at least 500 feet from the street.
- The setbacks shall reflect the minimum setbacks allowed for a principal structure on the lot.

For garages in street side yards:

- Shall be setback at least 25 feet from the front, to match the house setback, and street side yard lot line.
- The side yard setback shall reflect the current setbacks for garages.
- The house shall already have an existing driveway.

Motion made by Wachowski, seconded by Inman.

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

F. Review and possible action on Zoning Ordinance Amendment related to zoning districts containing self-storage as a conditional use.

A motion was made for staff to return with a proposed overlay district for addressing the prohibition of self-storage as a conditional in waterfront areas, and in the BID District.

Motion made by Wachowski, seconded by Heckenlaible.

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

- G. Discussion of refinements to the Short-Term Rental ordinance.
- H. Discussion of light nuisance ordinance changes.

Andre Robitaille presented his research to the Plan Commission. The presentation presented the findings of studies related to the effects of Short-Term Rentals (STR) on communities. The presentation also contained an analysis of Two Rivers' ordinance content compared with several other communities STR ordinances. Mr. Robitaille also presented information on the issues of light spillage, as a nuisance when it is too bright, and how ordinances change address these issues.

4. ADJOURNMENT

Motion to adjourn at 9:15 PM.
Motion made by Koach, seconded by Wachowski.
Respectfully submitted, Adam Taylor, Recording Secretary



MINUTES

1. CALL TO ORDER

Explore Two Rivers Board of Directors Chairperson Joy Krieger called the meeting to order at 7:30 AM.

2. ROLL CALL

Explore Two Rivers Board Members Present: Rick Carey, Brenda Koprowski, John Wyrostek, Nancy Nabak, Joy Krieger, Tonya Prosser, and Gina Krahn. Additionally, Elizabeth Runge, Community Development and Greg Buckley, City Manager.

3. APPROVAL OF MINUTES FOR NOVEMBER 14, 2023

Nancy Nabak made a motion, seconded by John Wyrostek, to approve the minutes. The motion included the correction needed to move Joy Krieger to the 2 year term list of names of those drawn for reappointment at the November meeting.

The motion to approve the minutes carried on a voice vote unanimously.

4. UPDATE ON THE EXECUTIVE DIRECTOR SEARCH.

Staff updated the Board that interviews were in progress.

5. REVIEW AND DISCUSSION OF DESTINATION MARKETING ORGANIZATIONS (DMOs) AND POTENTIAL MEMBERSHIP

It was discussed that pursuing a DMO designation should occur. The “premier” designation is estimated to be \$1,300. The question was raised as to where Travel Wisconsin fits in with the DMO status. The board also said discussed that the future director should look into Circle Wisconsin and pursue membership.

6. DISCUSS THE PROCESS FOR WEBSITE UPDATES

The comments regarding the website were :

- recommend new tabs;
- new Facebook page;
- update the calendar;
- Instagram Button on the website does not work;
- “nightmare” on the mobile app;
- Hire someone who can update it.

Looking into the options to improve the website will continue.

7. DISCUSS POSSIBLE ADDITIONS TO THE EXPLORE TWO RIVERS BOARD OF DIRECTORS

The Board discussed possible high school student additions, like Main Street, has done in the past.

Any additions that require modifying the by-laws was not something to be done in the immediate future. No decision was made at this meeting.

8. Next Meeting

The next meeting is scheduled for the 2nd Tuesday of January 2024.

Gina Krahn made a motion, seconded by Nancy Nabak to adjourn.

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TWO RIVERS
WISCONSIN

ROOM TAX COMMISSION MEETING

Thursday, March 14, 2024 at 12:00 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 Present: Greg Buckley, Curt Andrews, Rick Carey, and Bill LeClair.

Also in attendance: Jeff Dawson, Joy Chair of Explore Two Rivers, Joe Metzen, Director Explore Two Rivers, and Elizabeth Runge, Community Development Director.

3. **Review 2023 Operating Results**

The year ended with increased revenues, up from 2022. This provided revenue for Explore Two Rivers, funding the Director position, and an operating budget for the tourism entity of \$90,000. The room tax revenues total for 2023 at 322,984 compared to 297,598 at the end of 2022.

4. **Review 2024 Budget as Adopted**

The 2024 budget was up, approximately \$50,000 over 2023. It provides for wayside maintenance, visitor information services to Main Street and the Washington House. It has included an allocation for an "opportunity fund" to Explore Two Rivers for event assistance, in the form of an application and review process.

5. **Update on Activities of Explore Two Rivers, Inc.**

A. Update from Tourism Director:

Joe Metzen updated the Commission that the Explore new Facebook Page is up and running and has been operating for about three weeks. When the timing is better, he plans to make a more formal announcement. Radio spots, and trade show attendance has been ongoing as well as meeting with all board members, room tax commissioners, and many others during the initial two months in this position. Additional pushes are to prepare for a culinary push, to ride on the wave of the Wisconsin location of Top Chef and to also prepare for the NFL draft in 2025.

B. Discussion of Opportunity Fund Grants to be Awarded and Administered by Explore Two Rivers, Inc.

The newly developed application will be available by April. The Explore Board of Directors' intention is to push shoulder season and new events to expand the tourism schedule.

6. **Status Report on Adaptive Re-Use of the City-owned High Lift Building as a Welcome Both the Community and the Wisconsin Shipwreck Coast National Marine Sanctuary**

The plans approved for the next level of design and estimation will be available for review later this week from Vision Architecture. The Room Tax Commission expressed their support in seeking and pursuing funds to press forward with plans to have this site finished for use.

7. **Status Report on Implementing SwimSmart System at City Beachs (Neshotah Beach and "New Beach")**

New technology has been offered by NOAA to be added to the Swim Smart system the City is pursuing at the beach. It will be attached to buoys and will collect data of the waves and water action to of the lake. It will be pioneering hardware in the region and add value to the swim smart system.

8. **Discuss Any Special Project Requests Related to Tourism and Room Tax Funding**

Joe Metzen identified a need in the upcoming budgeting cycle(s) for “infrastructure” items for use at trade shows such as booth table covers, booth banners and materials for proper representation of Explore Two Rivers at these shows and for marketing purposes. Additional signage, at the curve on Memorial Drive in the future instead of banners to announce events and in Central Park to provide information about sponsors, and wayfinding were all mentioned as projects. Also, additional funding for Central Park to address the construction costs.

9. **Update and 2024 Visitor Guide and its Distribution**

The two tourism entities (Two Rivers and Manitowoc) are distributing the guides and updating in real time the location and amounts of distribution. Visitors are also requesting the book and the information is being maintained for marketing purposes.

10. **Discuss Schedule for Any Upcoming Meetings of the Room Tax Commission**

May 16, 2024 at 12 noon is the next meeting date.

11. ADJOURNMENT

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 CITY COUNCIL
PERSONNEL AND FINANCE COMMITTEE
Thursday, March 14, 2024
8:00 AM
3rd Floor City Council Chamber – City Hall**

Call to Order

The meeting was called to order by Committee Chairman Jeff Dahlke at 8:05 AM.

Roll Call

Members Present: Jeff Dahlke, Bonnie Shimulunas and Adam Wachowski. Also present: City Manager Greg Buckley.

Review and Recommend Updates to City Goals and Objectives (Last updated February 2023)

The City Manager led a review of the 2023 City Goals and Objectives, noting accomplishments and activities in pursuit of those goals and objectives over the past year, as well as areas that have not been addressed.

It was agreed by consensus to try to complete review of the Goals and Objectives at one more committee meeting, then to forward them with any recommended changes to the City Council for review at the March work session.

Committee members indicated that they could be available for an 8:00 AM meeting on either Thursday, March 21 or Friday, March 22.

Adjournment

Adam Wachowski moved, supported by Bonnie Shimulunas, to adjourn the meeting at 9:10 AM. The motion was approved by voice vote, without dissent.

Respectfully Submitted,



Gregory E. Buckley
City Manager



MEMO

DATE: March 15, 2024
TO: City Council and City Manager Greg Buckley
FROM: Amanda Baryenbruch, City Clerk/Human Resources Director
SUBJECT: Monthly Report

HUMAN RESOURCES UPDATES:

- Ongoing Recruitments:
 - o Finance and Administrative Services Director – Applications due March 8, 2024
- Recent Hires:
 - o Electric Meter Technician – Jeff Kozaczuk

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
Flor De Liz Lumbi Cruz	2609 S 21st Street Manitowoc, WI 54220	2 Year
Amanda Johnson	1236 N 9th Street 2215 Richmond Manitowoc, WI 54220	2 Year
Kayla Kalista	Ave. Two Rivers, WI 54241	2 Year
Jessica Watkins	1618 18th Street Two Rivers, WI 54241	1 Year
Aubrey Wood	2106 43rd Street Two Rivers, WI 54241	1 Year
Barbara Zayas	2110 E River Street Two Rivers, WI 54241	1 Year
Lindsey Hawig	411 S Packer Drive Manitowoc, WI 54220	Temporary

ELECTIONS:

The Spring Election and Presidential Preference is on April 2, 2024. Included on the ballot is the office of City Councilmember. Below is the order of the candidates on the ballot.

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





**TWO
RIVERS**
WISCONSIN

CITY CLERK

Section 10, Item C.

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



On March 12, 2024, absentee ballots were sent to anyone with a valid request on file with the City Clerk. You can request an absentee ballot by visiting myvote.wi.gov or by mail providing an application and photo ID.

In-Person Absentee Voting will take place March 19 through March 29 during normal business hours – Monday through Friday from 8 AM to 4:30 PM. Voting will take place at the Customer Service window and in the lobby.

Voters can view a sample ballot and look up their polling location by visiting myvote.wi.gov

The Spring Election and Presidential Preference will have the following offices on the ballot:

- Presidential Preference Vote
- Circuit Court Judge Branch 2
- Manitowoc County Supervisor
- City Councilmember
- Two Rivers School District School Board
- Two State Referendum questions





From: Elizabeth Runge, Community Development Director

Date: February 18, 2024

Re: Staff Report

Key Activities:

- Prepared Plan Commission Packets for March meeting.
- Preparing a WEDC Idle Site application to submit for funding.
- Starting the initial steps for a TIF amendment.
- Continuing contact with loan applicants for BIDC/CDA review.
- Responded to requests for information related to development, zoning, loans and development funding questions.



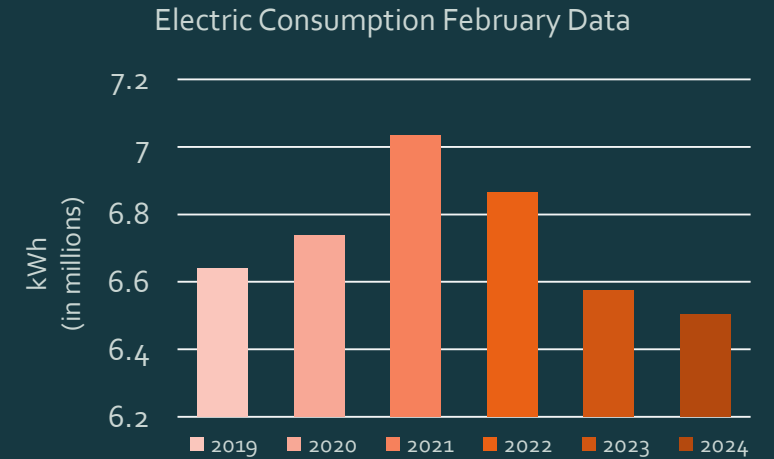
Electric Department March 2024 Report

Electric Consumption in kWh: February Data

2019	2020	2021	2022	2023	2024
6,639,515	6,736,031	7,033,561	6,863,889	6,573,129	6,503,814

% Change from 2019-2024: **-2.04%**

% Change from 2023-2024: **-1.05%**

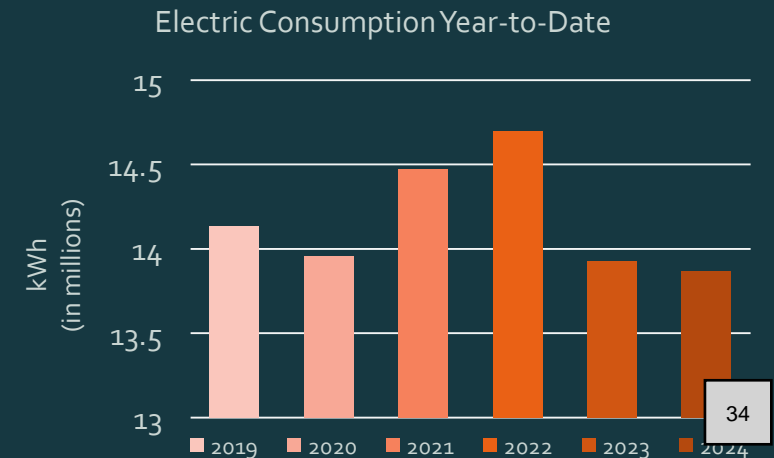


Year-to-Date

2019	2020	2021	2022	2023	2024
14,136,357	13,960,025	14,470,201	14,695,462	13,928,790	13,867,775

% Change from 2019-2024: **-1.90%**

% Change from 2023-2024: **-0.44%**

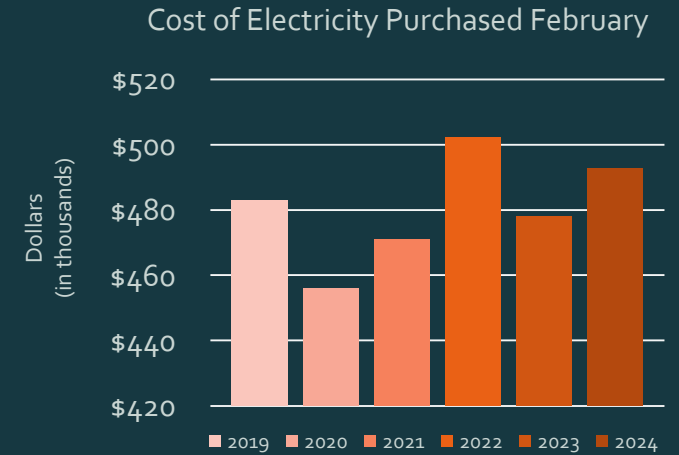




Electric Department March 2024 Report

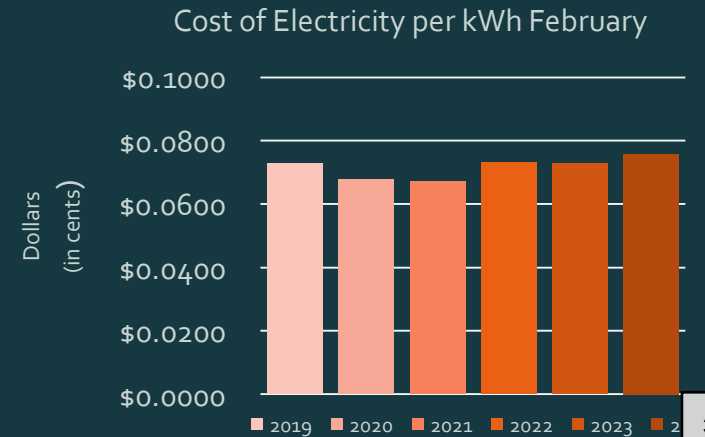
Cost of Electricity Purchased in Dollars: February Data

2019	2020	2021	2022	2023	2024
\$ 482,954.04	\$ 455,910.50	\$ 470,910.50	\$ 502,100.35	\$ 477,950.85	\$ 492,664.36



Cost of Electricity per kWh:

2019	2020	2021	2022	2023	2024
\$ 0.0727	\$ 0.0677	\$ 0.0670	\$ 0.0732	\$ 0.0727	\$ 0.0758



% Change from 2019-2024: **4.14%**

% Change from 2023-2024: **4.18%**



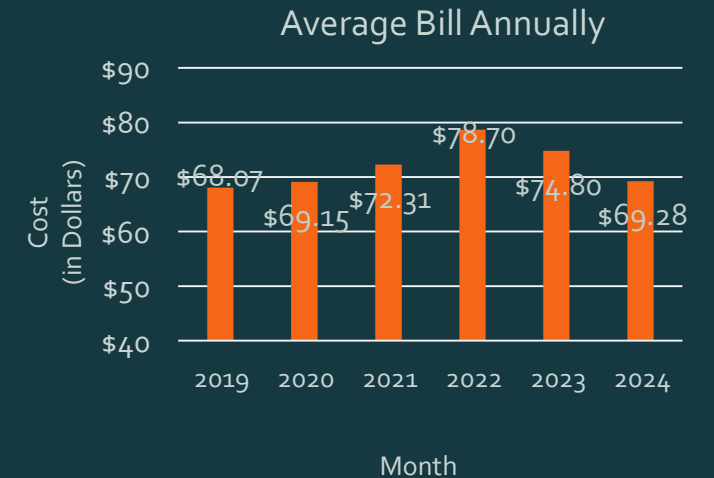
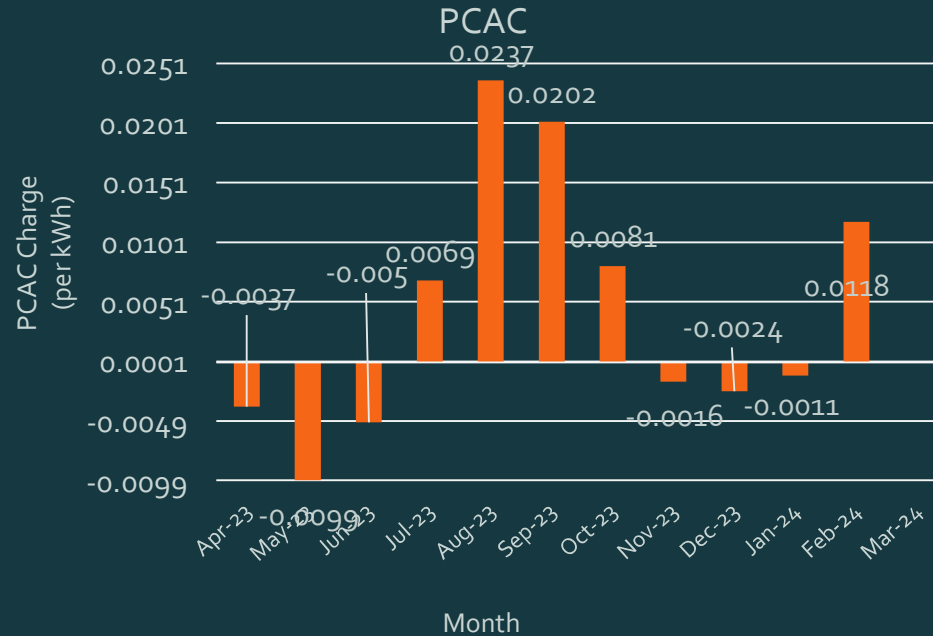
Electric Department March 2024 Report

PCAC

Month	PCAC/FAC Charge (per kWh)	Average Monthly Bill
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	-0.0011	\$72.20
February 2024	-0.0118	\$65.78
March 2024	-0.0050	\$69.86
Average	-0.0059	\$69.28

Average Bill Annually

2019	2020	2021	2022	2023	2024
\$68.07	\$69.15	\$72.31	\$78.70	\$74.80	69.28





Electric Department March 2024 Report

- February - Large Work Orders in progress:
 - City Wide:
 - Central – Tree trimming
 - Northside – Underground Conversion Projects
 - Southside – Roosevelt Street Project
 - City Wide – Cutout Replacements

Outage/Callouts	Location	Duration	Cause if known
02/10/24	Aurora Hospital	2 hrs	Scheduled Outage
02/14/24	607 22 nd St	N/A	Half Power; Customer Breaker
02/26/24	3222 Lincoln Ave	N/A	No Power; Customer Issues

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



Wire Arching on Cutout

Assisting the Forestry Department

Tree Trimming for Line Clearance

INSPECTIONS DEPARTMENT

**MONTHLY SUMMARY
FEBRUARY 2024**

	Permits Issued		Permit Revenue		Project Value		Type	Inspections	
	Month	YTD	Month	YTD	Month	YTD		Month	YTD
Building (residential)	10	17	2,100	3,050	207,324	292,659	Bldg	15	25
Building (commercial)	1	1	50	50	5,000	5,000	Elec	12	16
Electrical	8	18	1,155	2,020	53,325	87,445	Heating	7	24
Heating	5	25	700	2,302	927,763	1,356,528	Plumbing	10	13
Home Occupation	-	-	-	-	-	-	Misc	6	17
Moving	-	-	-	-	-	-	Sign	-	-
Plumbing	12	28	1,210	4,589	39,347	1,133,139			
Sign	2	2	100	100	6,940	6,940			
Tank	-	-	-	-	-	-			
Wrecking	-	-	-	-	-	-			
Totals	38	91	5,315	12,111	1,239,699	2,881,711		50	95

YTD Comparison	Permits Issued		Permit Revenue		Project Value	
	2024	2023	2024	2023	2024	2023
Building	18	22	3,100	5,660	297,659	560,675
Electrical	18	32	2,020	2,585	87,445	99,846
Heating	25	37	2,302	2,665	1,356,528	273,227
Home Occupation	-	-	-	-	-	-
Moving	-	-	-	-	-	-
Plumbing	28	22	4,589	2,675	1,133,139	110,794
Sign	2	3	100	150	6,940	5,280
Tank	-	-	-	-	-	-
Wrecking	-	-	-	-	-	-
Totals	91	116	12,111	13,735	2,881,711	1,049,822

Other Activities

- Prepared notices, ordinances & related documents for public hearings
- Prepared agenda packet and minutes for Plan Commission meeting
- Received and responded to requests for information from the general public and staff
- Inspectors attended annual building, electrical & plumbing code training

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

News

- Princh in our new printing system (replacing PrinterOn). It should work much easier than the old system. Patrons can print with Princh from their own devices, including smartphones, tablets, laptops, and chromebooks. Patrons do not have to download any apps or software; they can simply print by opening a web browser and visiting **print.princh.com or scan the QR code found on the various signage being deployed.** **Using Princh does not require a library account, so new visitors can complete their print jobs without having to create any user accounts or passwords.** Princh is committed to our library's and patrons' privacy; for example, the patrons' uploaded documents are not accessible by staff, Princh or any other third party, and they are automatically deleted from the system after 24 hours. The system is live and patrons can start using it immediately, but it will take us a few days to create marketing and handouts and update the website. Chris Hamburg has provided staff training on Princh.
- Tourism Director, Joe Metzen, invited Dawson to record two, two minute segments for the "Two Minutes with Two Rivers Podcast." This is a paid advertising series to promote activities in Two Rivers via WOMT Radio and its affiliates. Dawson recorded the sessions in regards to the World on the Move: 250,000 Years of Human Migration exhibit coming to LPL in March and the segments will be aired during the weeks of March 14 and March 28.
- As of February 29, have live, searchable access to our TR newspapers from 1872 to present. This is the project where we shipped our microfiche for processing. It is available to staff (all city staff computers), through the library's public computers, or to anyone connected to LPL's public Wi-Fi. It is not available off site – exactly like our access to Ancestry.com. Here's the link we are putting on the library's website: <https://lesterlibrary.newspapers.com/>

Library Foundation – No Report

Library Legislation – No Report

Activities

- 02/01/24 – Two Rivers Business Association Monthly Meeting
- 02/01/24 – Introduced Environmental Advisory Board Presentation, 'Strengthening Ecosystems with Native Plants'
- 02/05/24 – Lester Bentley Committee, moved paintings to City Hall for storage
- 02/05/24 – Two Rivers City Council Meeting
- 02/06/24 – Lester Public Library Management Team Meeting

- 02/06/24 – World on the Move Library Staff Meeting
- 02/06/24 – Educational Horizons Foundation Board Meeting, Two Rivers High School
- 02/08/24 – City of Two Rivers Safety Committee Meeting
- 02/09/24 – Manitowoc Calumet Library Automated Resource Sharing Consortium (LARS) Participants Council Meeting, Chilton Public Library
- 02/09/24 – Manitowoc Calumet Library System Directors Meeting, Chilton Public Library
- 02/09/24 – Met with Stanley Palmer, President, Lester Public Library Board of Trustees
- 02/13/24 – Explore Two Rivers Board Meeting, City Hall
- 02/13/24 – Lester Public Library Management Team Meeting
- 02/13/24 – World on the Move Library Staff Meeting
- 02/13/24 – Lester Public Library Board of Trustees Meeting
- 02/14/24 – Lester Public Library All Staff Meeting
- 02/14/24 – City of Two Rivers Department Heads Meeting
- 02/19/24 – Two Rivers City Council Meeting
- 02/22/24 – Introduced “Shipwreck Coast” part of a new programming series partnership with the Friends of Point Beach State Forest
- 02/23/24 – Recorded 2 segments for Two Minutes with TR, WOMT Radio ads for the World on the Move exhibit.
- 02/26/24 – World on the Move Library Staff Meeting
- 02/29/24 – Hosted the City Council work session in the Community Room
- 02/29/24 – Introduced “Maritime History of Lake Michigan” part of a new programming series partnership with the Friends of Point Beach State Forest

Jeff Dawson, Director, Lester Public Library 3/1/2024



Wisconsin Department of Public Instruction
PUBLIC LIBRARY ANNUAL REPORT
 PI-2401 (Rev. 01-24)
 S. 43.05(4) & 43.58(6)
FOR THE YEAR 2023

INSTRUCTIONS: Complete and return two (2) signed copies of the form and attachments to the library system headquarters. Confirm with the library system if submitting electronic copies is preferred.

Board-approved, signed annual reports for 2023 are due to the DPI Division for Libraries and Technology no later than February 29, 2024.

I. GENERAL INFORMATION					
1. Name of Library Lester Public Library			2. Public Library System Manitowoc-Calumet Library System		
3a. Head Librarian First Name Jeffrey	3b. Head Librarian Last Name Dawson	4a. Certification Grade Grade 1	4b. Certification Type Regular	5. Certification Expiration Date 04/30/2027	
6a. Street Address 1001 Adams St.	6b. Mailing Address or PO Box 1001 Adams St.	7. City / Village / Town Two Rivers	8a. ZIP 54241	8b. ZIP4 3544	9. County Manitowoc
10. Library Phone Number 9207938888	11. Fax Number (920)793-7150	12. Library E-mail Address of Director jdawson@lesterlibrary.org			
13. Library Website URL www.lesterlibrary.org		14. No. of Branches 0	15. No. of Bookmobiles Owned 0	16. No. of Other Public Service Outlets 0	
17. Does your library operate a books-by-mail program? No	18. Some public libraries are legally organized as joint libraries, with neighboring municipalities or a county and municipality joining to operate a library. Is your library such a joint library legally established under Wis. Stat. s. 43.53? No				
20. Square Footage of Public Library 25,000	21a. Did your library or a branch move to a new facility during the fiscal year? No	21b. Did your library or a branch renovate or expand an existing facility during the fiscal year? No		22. UEI Number 084324875	

HOURS OF OPERATION			
	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (No interior service for the public)
19a. Winter hours open per week	52	0	0
19b. Number of winter weeks	26	0	0
19c. Summer hours open per week	52	0	0
19d. Number of summer weeks	26	0	0
19e. Total weeks per year	52	0	0
19f. Total hours per year for this location	2,704	0	0

II. LIBRARY COLLECTION		
	a. Number Owned / Leased	b. Number Added
1. Books in Print <i>Non-periodical printed publications</i>	85,775	6,172
2. Electronic Books <i>E-books</i>	166,887	
3. Audio Materials	7,659	117
4. Electronic Audio Materials <i>Downloadable</i>	71,742	
5. Video Materials	7,748	322
6. Electronic Video Materials <i>Downloadable</i>	0	
7. Other Materials Owned <i>Describe</i> 0	447	
8a. Electronic Collections <i>Locally Owned or Leased</i>	0	
8b. Electronic Collections <i>Purchased by library system or consortia</i>	8	
8c. Electronic Collections <i>Provided through BadgerLink</i>	62	
9. Total Electronic Collections <i>Local, regional, and state</i>	70	
10. Subscriptions <i>Include periodicals and newspapers, exclude those in electronic format</i>	93	

III. LIBRARY SERVICES		
-----------------------	--	--

1. Circulation Transactions		c. Circulation of Other Physical Items	2. Interlibrary Loans	
a. Total Circulation	b. Children's Materials	(subset of 1a.) 3	a. Items Loaned <i>Provided to</i>	b. Items Received <i>Received from</i>
110,644	40,375		31,727	18,393

Method for Counting ILL Transactions			Categorized ILL Transactions		
(Only Total will display when Total ILL Transactions is listed as the Method for Counting ILL Transactions)			Items Loaned to Other Libraries <i>Provided to</i>	Items Borrowed from Other Libraries <i>Received from</i>	
Integrated Library Systems (ILS)			30,390	17,022	
WISCAT			1,337	1,371	
Other (includes OCLC, manual tracking or other methods)			0	0	

3. Number of Registered Users			d. Overdue Fines	4. Reference Transactions		5. Library Visits	
a. Resident	b. Nonresident	c. TOTAL	No	a. Method	b. Annual Count	a. Method	b. Annual Count
3,146	915	4,061		Actual Count	16,634	Actual Count	68,086

6. Uses of Public Internet Computers				7. Uses of Public Wireless Internet			
a. Number of Public Use Computers	b. Number of Public Use Computers with internet access		c. Method	d. Annual Count	a. Method	b. Annual Count	
24	17		Actual Count	3,910			

8. Website Visits		9. Electronic Collection Retrieval			
		a. Local	b. Other	c. Statewide	d. Total
-1		-1	9,747	708	

10. Uses of Electronic Materials by Users of Your Library				
a. E-Books	b. E-Audio	c. E-Video	d. Total Uses of Electronic Materials	e. Uses of Children's Electronic Materials
9,880	9,935	0	19,815	1,565

In-person Programs and Attendance + Live, Virtual Programs and Attendance (not asynchronous views)

In-person Programs and Attendance + Live, Virtual Programs and Attendance (not asynchronous views)

	Children (0-5)	Children (6-11)	Young Adult (12-18)	Adult (19+)	General Interest (all ages)	Total
Number of Programs	78	62	44	109	0	293
Total Attendance	4,277	4,803	4,372	2,645	0	16,097

In-Person Programs and Program Attendance Annual Count

	11a.Children (0-5)	11b. Children (6-11)	11c. Young Adult (12-18)	11d. Adult (19+)	11e. General Interest (all ages)
Number of Programs	78	62	44	109	0
Total Attendance	4,277	4,803	4,372	2,645	0
	11f. Onsite In-Person - Subtotal		11g. Offsite In-Person - Subtotal		11h. Total
Number of Programs	220		73		293
Total Attendance	7,902		7,270		16,097

11i. Describe the library's in-person programs: Youth programming numbers increased greatly. We are getting better at capturing the incredible use of our dramatic play area, our to-go packs continue to be very popular. Other youth programming is influenced by the dramatic play area, active social media posts featuring photos, a new early literacy offering - Movers & Shakers. Word of mouth has filled our story times, up to 65 attendees per session.

Live Views of Virtual Programs and Virtual Program Attendance Annual Count

	12a. Children (0-5)	12b. Children (6-11)	12c. Young Adult (12-18)	12d. Adult (19+)	12e. General Interest (all ages)	12f. Total
Number of Programs	0	0	0	0	0	0
Total Live Virtual Attendance	0	0	0	0	0	0
Total views of live programs that were recorded and posted for asynchronous viewing	0	0	0	0	0	0

12g. Which platforms does the library use to host the library's live, virtual programs:

12h. Describe the library's live, virtual programs:

Views of Pre-recorded Programs and Pre-recorded Program Attendance Annual Count

	13a. Children (0-5)	13b. Children (6-11)	13c. Young Adult (12-18)	13d. Adult (19+)	13e. General Interest (all ages)	13f. Total
Number of Programs	0	0	0	0	0	0
Total Pre-Recorded Program Views	0	0	0	0	0	0

13g. Which platforms does the library use to host the library's pre-recorded programs:

13h. Describe the library's pre-recorded programs:

IV. LIBRARY GOVERNANCE

Library Board Members. List all members of the library board as of the date of this report. List the president first. Indicate vacancies. Report changes to the Division for Libraries and Technology as they occur. When reporting such changes, indicate the departing board members.

First Name	Last Name	Street Address	City	ZIP+4	Email Address
PRESIDENT					
1. Stanley	Palmer	331 23rd Street	Two Rivers	54241	spalmer@exchange.uta.edu
2. Katie	Stone	805 27th Street	Two Rivers	54241	katnissjstone@gmail.com
3. David	Pennefeather	1809 21st Street	Two Rivers	54241	david.aldon.pennefeather@
4. Mary	Glaser	12526 Lakeshore Road	Two Rivers	54241	mary.glaser@trschoools.k12
5. Don	Weiss	1813 S 28th Street	Two Rivers	54241	donweiss@manitowoccount
6. Kate	Gadd	2401 Jefferson Street	Two Rivers	54241	katieg919@gmail.com
7. Ned	Guyette	2501 Washington Street	Two Rivers	54241	guyetted@gmail.com
8. Sharon	Sleger	3625 Tannery Road	Two Rivers	54241	sharonsleger@gmail.com
9. Tracey	Koach	3411 Parkway Blvd	Two Rivers	54241	tkoach@two-rivers.org
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					

No. of Library Board Members
include vacancies in this count

9

VI. LIBRARY OPERATING EXPENDITURES
Report operating expenditures from all sources. Do not report capital expenditures here.

1. Salaries and Wages Include maintenance, security, plant operations		2. Employee Benefits Include maintenance, security, plant operations	
\$440,523		\$149,167	
3. Library Collection Expenditures			
a. Print Materials	b. Electronic Materials	c. Audiovisual Materials	d. All Other Library Materials
\$80,529	\$0	\$8,224	\$0
Subtotal 3			\$88,753
4. Contracts for Services Include contracts with other libraries, municipalities, and library systems here. Include service provider.			
Provider	Description	Type	Amount
OCLC	OCLC annual billing		\$2,000
SIRSI Maintenance	SIRSI Maintenance		\$932
WPLC Member Share	WPLC Member Share		\$1,605
Newspaper Archive	Newspaper Archive		\$286
Envisionware	Envisionware annual maintenance		\$1,104
Data Axle/Reference Solutions	Data Axle/Reference Solutions		\$1,385
Ancestry.com	Ancestry.com		\$1,744
accessiBe web accessibility	accessiBe web accessibility		\$441
		Subtotal 4	\$9,497
5. Other Operating Expenditures			\$222,293
6. Total Operating Expenditures Add 1 through 5			\$910,233
7. Of the expenditures reported in item 6, what were operating expenditures from federal program sources?			\$0

VII. LIBRARY CAPITAL REVENUE, EXPENDITURES, DEBT RETIREMENT, AND RENT

1. Capital Income and Expenditures by Source of Income
Do not report any expenditures reported above. Provide a brief description of any expenditures.

Source	Brief Description of Expenditure	Revenue	Expenditure
a. Federal	0	\$0	\$0
b. State	0	\$0	\$0
c. Municipal	0	\$0	\$0
d. County	0	\$0	\$0
e. Other	0	\$0	\$0
2. Debt Retirement	3. Rent Paid to Municipality/County	Total Revenue	Total Expenditure
\$6,454	\$0	\$0	\$0

VIII. OTHER FUNDS HELD BY THE LIBRARY BOARD

All funds under the library board's control must be reported. Report in this section any funds in the library board's control (except Trust Funds) that have not been reported in a previous section. Wis. Stat. s. 43.58(6)(a)

1. Total Amount of Other Funds at End of Year \$94,201

IX. TRUST FUNDS

1. Total Amount of Trust Funds Held by the Library Board at End of Year

X. STAFF

1. Personnel Listing. Libraries with 15 or fewer employees may report all staff under 1a. Libraries with more than 15 employees, list head librarian, chief assistants, branch librarians, division heads, and other supervisory personnel in 1a. and all other positions in 1b.

a. Employees Holding the Title of Librarian. Indicate advanced degrees in Type of Staff.

Position (Local Title)	Job Title (Appendix A)	Type of Staff	Total Annual Wages Paid	Hours Worked per Week
Director / Head Librarian	Library Director / Chief Officer	MLS (ALA)	\$92,435	40.00
Adult Services Coordinator	Department Head / Coordinator / [S]	MLS (ALA)	\$66,206	40.00
Youth Services Coordinator	Department Head / Coordinator / [S]	MLS (ALA)	\$66,206	40.00
Customer Service Coordinator	Department Head / Coordinator / [S]	Librn. no-MLS	\$46,987	40.00
Reference Associate	Associate Librarian (non-MLS)	Librn. no-MLS	\$24,921	25.00
Reference Associate	Associate Librarian (non-MLS)	Librn. no-MLS	\$16,140	20.00
Reference Associate	Associate Librarian (non-MLS)	Librn. no-MLS	\$12,885	15.00
Early Literacy Specialist	Associate Librarian (non-MLS)	Librn. no-MLS	\$19,565	25.00
Custodian	Building Maintenance Worker	Other	\$35,360	40.00
		Other		

b. Other Paid Staff See Instructions

Position (Local Title)	Job Title (Appendix A)	Type of Staff	Total Annual Wages Paid	Hours Worked per Week
Customer Service Clerk		Other	\$10,961	20.00
Page	Page/Shelver	Other	\$4,019	9.00

2. Library Staff Full-Time Equivalents (FTEs). Divide the total hours worked per week for each category by 40 to determine full-time equivalents.

a. Persons Holding the Title of Librarian			b. All Other Paid Staff (FTE)	c. Total Library Staff (FTE)
Master's Degree from an ALA Accredited Program (FTE)	Other Persons Holding the Title of Librarian (FTE)	Subtotal 2a	Include maintenance, plant operations, and security	
3.88	2.25	6.13	3.75	9.88

XI. PUBLIC LIBRARY LOANS OF MATERIAL TO NONRESIDENTS

1. Of the total circulation reported for the library from Section III, item 1, what was the total circulation to nonresidents <i>See instructions for definition of nonresident</i>			45,470
Divide nonresident circulation among the following categories. The total of 2 through 6 below should not be greater than the number reported in item 1 above.			
	a. Those with a Library	b. Those without a Library	c. Subtotal
2. Circulation to Nonresidents Living in the Library's County	18,091	24,872	42,963
3. Circulation to Nonresidents Living in Another County in the Library System	305	129	434
4. Circulation to Nonresidents Living in an Adjacent County Not in the Library System	490	1,045	1,535
5. Circulation to All Other Wisconsin Residents	346	6. Circulation to Persons from Out of the State	
		192	
7. Are the answers to items 1 through 6 based on actual count or survey/sample?	8a. Does the library deny access to any residents of adjacent public library systems on the basis of Wis. Stat. s. 43.17(11)(b)?	8b. If yes, does the library allow residents in adjacent systems to purchase library cards?	

9. Circulation to Nonresidents Living in an Adjacent County Who Do Not Have a Local Public Library			
Name of County		Circulation	
a. Brown	204	f.	
b. Kewaunee	816	g.	
c. Sheboygan	25	h.	
d.		i.	
e.		j.	

XII. TECHNOLOGY

XIII. SELF-DIRECTED ACTIVITIES, STAFF SERVING YOUTH / ADULTS

1. Self-directed Activities: *Planned, independent activities available for a definite time period which introduce participants to any of the broad range of library services or activities that directly provide information to participants.*

	a. Children (0-5)	b. Children (6-11)	c. Young Adult (12-18)
Number of Self-Directed Activities	55	42	11
Total Self-Directed Activity Participation	4,155	5,494	256
	d. Adult (19+)	e. General Interest (all ages)	f. Total
Number of Self-Directed Activities	6	0	114
Total Self-Directed Activity Participation	925	0	10,830

2. Name and email address of primary staff person who serves as the children, youth, or teen librarian. Only the primary person is displayed here.

a. First Name	b. Last Name	c. Email Address
Terry	Ehle	tehle@lesterlibrary.org

3. Name and email address of primary staff person who serves as the librarian for adults. Only the primary person is displayed here.

a. First Name	b. Last Name	c. Email Address
Chris	Hamburg	chamburg@lesterlibrary.org

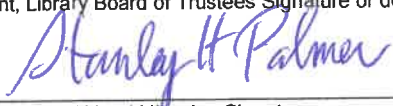

XIV. PUBLIC LIBRARY ASSURANCE OF COMPLIANCE WITH SYSTEM MEMBERSHIP REQUIREMENTS

We assure the Public Library System of which this library is a member and the Division for Libraries and Technology, Department of Public Instruction that this public library is in compliance with the following requirements for public library system membership as listed in Wis. Stats. A check (X) or a mark in the checkbox indicates compliance with the requirement.

- The library is established under s. 43.52 (municipalities), s. 43.53 (joint libraries), or s. 43.57 (consolidated county libraries and county library services) of the Wisconsin Statutes [s. 43.15(4)(c)1].
- The library is free for the use of the inhabitants of the municipality by which it is established and maintained [s. 43.52(2), 73 Op. Atty. Gen. 86(1984), and OAG 30-89].
- The library's board membership complies with statutory requirements regarding appointment, length of term, number of members and composition. [s. 43.54 (municipal and joint libraries), s. 43.57(4) & (5) (consolidated and country library services), and s. 43.60(3) (library extension and interchange)].
- The library board has exclusive control of the expenditure of all moneys collected, donated, or appropriated for the library fund [s. 43.58(1)].
- The library director is present in the library at least 10 hours a week while library is open to the public, less leave time [s. 43.15(4)(c)6].
- The library board supervises the administration of the library, appoints the librarian, who appoints such other assistants and employees as the library board deems necessary, and prescribes their duties and compensation [s. 43.58(4)].
- The library is authorized by the municipal governing board to participate in the public library system [s. 43.15(4)(c)3].
- The library has entered into a written agreement with the public library system board to participate in the system and its activities, to participate in interlibrary loan of materials with other system libraries, and to provide, to any resident of the system area, the same library services, on the same terms, that are provided to the residents of the municipality or county that established the member library. This shall not prohibit a municipal, county, or joint public library from giving preference to its residents in library group programs held for children or adults if the library limits the number of persons who may participate in the group program, or from providing remote access to a library's online resources only to its residents. [s. 43.15(4)(c)4].
- The library's head librarian holds the appropriate grade level of public librarian certification from the Department of Public Instruction [s. 43.15(4)(c)6 and Administrative Code Rules PI 6.03].
- The library annually is open to the public an average of at least 20 hours each week except that for a library in existence on June 3, 2006, annually is open to the public an average of at least 20 hours or the number of hours each week that the library was open to the public in 2005, whichever is fewer [s. 43.15(4)(c)7].
- The library annually spends at least \$2,500 on library materials. [s. 43.15(4)(c)8].

XV. CERTIFICATION

I CERTIFY THAT, to the best of my knowledge, the information provided in this annual report and any attachments are true and accurate and the library board has reviewed and approved this report.

President, Library Board of Trustees Signature or designee	Name of President or Designee Print or type	Date Signed
➤ 	Stanley Palmer	2/15/24
Library Director / Head Librarian Signature	Library Director / Head Librarian Print or type	Date Signed
➤ 	Jeffrey Dawson	2/15/24

STATEMENT CONCERNING PUBLIC LIBRARY SYSTEM EFFECTIVENESS

As required by Wis. Stat. s. 43.58(6)(c), the following statement that the library system either did or did not provide effective leadership and adequately meet the needs of the library must be completed and approved by the library board. The response should be made in the context of the public library system's statutory responsibilities and the funding which it has available to meet those responsibilities.

County
Manitowoc

The Lester Public Library Board of Trustees hereby states that in 2023 the Manitowoc-Calumet Library System
Name of Public Library *Name of Public Library System / Service*

- did provide effective leadership and adequately met the needs of the library.
- did not provide effective leadership and did not adequately meet the needs of the library.

Indicate with an X one of the above statements

Explanation of library board's response. Attach additional sheets if necessary.

Note: With the approval of the library board of trustees, this statement may be submitted separately from the Annual Report form that is sent to the library system, as an e-mail attachment to LibraryReport@dpi.wi.gov.

XV. CERTIFICATION

The preceding statement was approved by the Public Library Board of Trustees.

Division staff will compile the statements received for each library system and, as required by Wis. Stat. s. 43.05(14), conduct a review of a public library system if at least 30 percent of the libraries in participating municipalities that include at least 30 percent of the population of all participating municipalities report that the public library system did not adequately meet the needs of the library. This statement may be provided to the public library system.

President, Library Board of Trustees Signature or designee	Name of President or Designee Print or type	Date Signed
➤ <i>Stanley H Palmer</i>	Stanley Palmer	2/15/24

COMMENTS

SECTION III

11c., In-Person Young Adult Program Attendance

This includes outreach to middle school classrooms - 6th through 12th grade, including Mishicot Schools. This number is going to increase again for 2024.--2024-02-05

Total Young Adult Synchronous Attendance

This includes outreach to middle school classrooms - 6th through 12th grade, including Mishicot Schools. This number is going to increase again for 2024.--2024-02-05



Date: March 14, 2024
To: Greg Buckley
CC: City Council, Recreation Staff, Recreation Board
From: Mike Mathis
Subject: February 2024 Recreation Department Report

Senior Center

- 2217 participants in events and programs.
- 298 Trust Car Rides – Volunteer drivers needed!
- 1571 Home Delivered Meals served.
- 421 instances of volunteering.
- 1,018 annual memberships.
- Soup sale pre-orders due by March 15th (Chicken and Rice).

Recreation and Event Activities

- 79 youth signed up for spring flag football.
- 5 youth signed up for Track Athletic Preparation class.
- 42 kids participated in youth soccer.
- Summer t-ball, baseball and softball registration is open.
- \$2,850 of sponsorship generated for Golf Simulator.
- \$11,400 of sponsorship generated for concerts and special events.
- Ice skate rental season has ended.

Cemeteries, Forestry, Parks, and Maintenance

- Riverside Park strategic planning survey open to public.
- Parks and Open Space Plan nearing time for public comments.
- City wide pruning and removals of trees taking place per management plan.
- 44 trees purchased for planting on Lincoln St.
- Security camera installed in golf simulator room.
- All ash trees were removed from Zander Park.



Figure 1: Mardi Gras theme at the Senior Center bingo.



Figure 22: Pro-wrestling event at the J.E. Hamilton Community House.

Two Rivers Police Department Monthly Report December 2023

Section 10, 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 December 2023



Kim Pritzl Retirement!

Congratulations to Kim Pritzl on her retirement! We celebrated Kim and her 25+ years of service as a Police Secretary with a gathering of current and former co-workers, family and friends. Kim was instrumental throughout the years in managing evidence and property in addition to her regular clerical duties. She helped solve numerous cases through the years, by assisting in investigations behind the scenes where she connected information together that was not readily evident on the surface. Kim was a hardworking, dedicated member of the department and she will be greatly missed. Thank you, Kim, for your service to the department and the community. Enjoy your well-deserved retirement.





Congratulations Officer Torres!

Congratulations to Officer Santos Torres on his graduation from the Law Enforcement Academy at North Central Wisconsin Technical College in Wausau. We hired Officer Torres back in August 2023 and sent him off to the academy. Post-graduation he will complete 3 1/2 months of field training before going to solo patrol. Congratulations Officer Torres and welcome to the team!

‘Tis the Season of Giving

Thank you to Patrice, representing Froedtert Holy Family Memorial Harbortown Primary Care Group, who dropped off blankets for those in need this winter. In addition, TRPD was able to contribute as well to this great idea by providing even more blankets from other donations we received throughout the years. The blankets are sealed from the elements and can be found in the vestibules at City Hall, the Community House, and the Fire Department.





Two Rivers Fire Department Local 423 presented a donation to the Two Rivers Police Department K9 Program!

K9 Xanti and Officer Lade received the donation. The TRPD K9 program is funded with the generous donations of citizens and businesses! Keep up the great work Xanti!



Thank you to the Two Rivers TRIAD program who stopped by with donations for our K9 program as well as Shop with a Cop. Your support is much appreciated. Thank you!

TRIAD is a community-based policing initiative between seniors, Law Enforcement, and service providers of the community to increase safety through education and crime prevention.



Shop with a Cop 2023

Another Shop with a Cop is in books and it was our biggest year ever. Through the generous support and donations we received throughout the year we were able to help 25+ families, taking 22 children shopping for themselves, all their siblings and parents. Thank you to Wal-Mart for their generosity, Two Rivers Buses, and our volunteers.





Coffee with A Cop

In December we started the Coffee with a Cop program back up appearing at several coffee shops. The program is aimed at creating an open forum for our community to engage with us about whatever is on their mind while also supporting our local coffee shops.



Join your neighbors and
Two Rivers Police Department Officers
for coffee and conversation,
There isn't an agenda or speeches, just a chance to ask
questions, and get to know the
officers in our community.



December Training

We held a week of full day winter In-service dates where all officers went through seated firearms drills. Each officer also had several scenarios utilizing de-escalation techniques and Use of Force scenarios using training weapons. Later that day they received presentations from the Midwest Organized Crime Information Center, information about the Child Advocacy Center, use of EAP, and an Investigations Update.



Detective Klumpyan attended a Cell Phone Analysis class at Waukesha Technical College. This will be an invaluable class as many of her investigations deal directly with acquiring information from phones.

Assistant Chief Wiesner attended a Peer Support training in Schaumburg, IL as part of her role as a regional leader in Peer Support and Officer Wellness issues.

Detective Lt. Glaser attended a three-day Reid Interview and Interrogation course at Waukesha Technical College. This advanced style interview course will be extremely beneficial to our investigative supervisor.

Sgt. Schweigl attended a Vehicle Contacts Instructor update for his instructor certification going over the new tactical standard the state teaches for officers conducting high risk traffic stops.

CSO Miller took a Humane Officer recertification class keeping her up to date in dealing animal related calls for service.

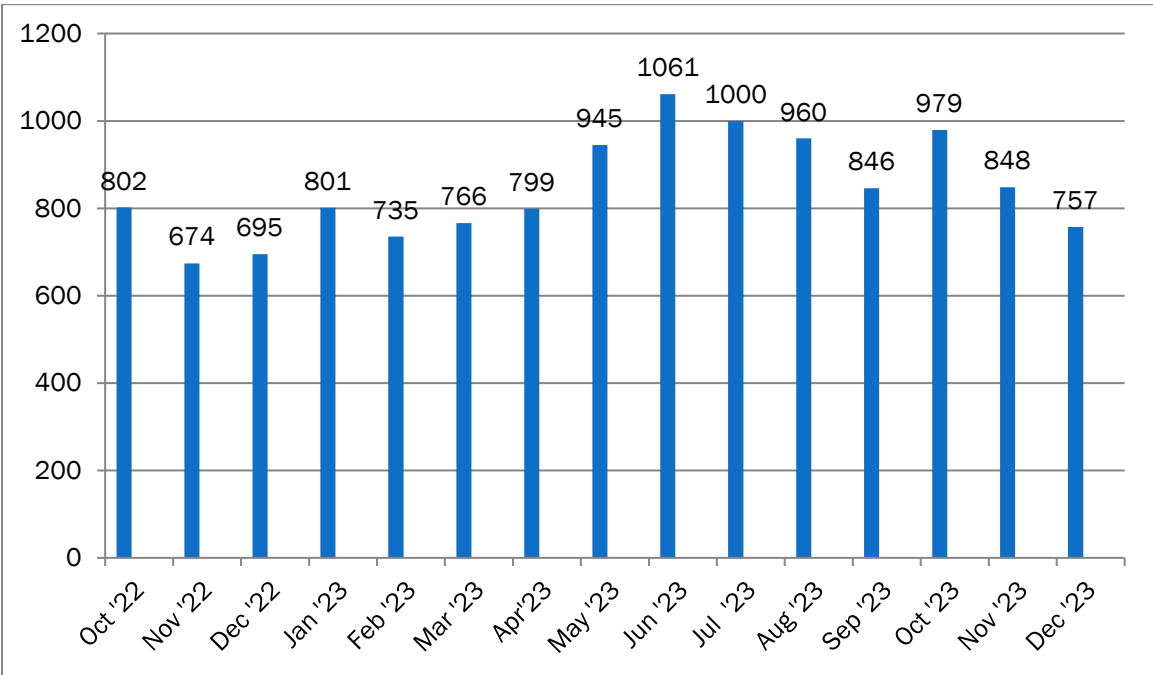
Working with the US Attorney General's Office we hosted a state funded one-day Overdose Death Investigation class here at TRPD. It was attended for free by six of our officers and twenty-five other officers from around the state. The training was taught by instructors from Waukesha PD and the WI Department of Criminal Investigations who provided advanced instruction in overdose death investigations.



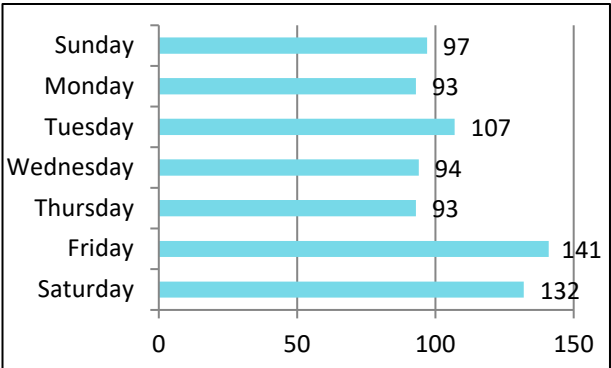
CALLS FOR POLICE SERVICE

December	2023 YTD TOTAL: 10,497
2023:	TOTAL LAST YEAR: 9,128
757	

Monthly Calls Comparison Chart:



Calls for Service by Day of Week:

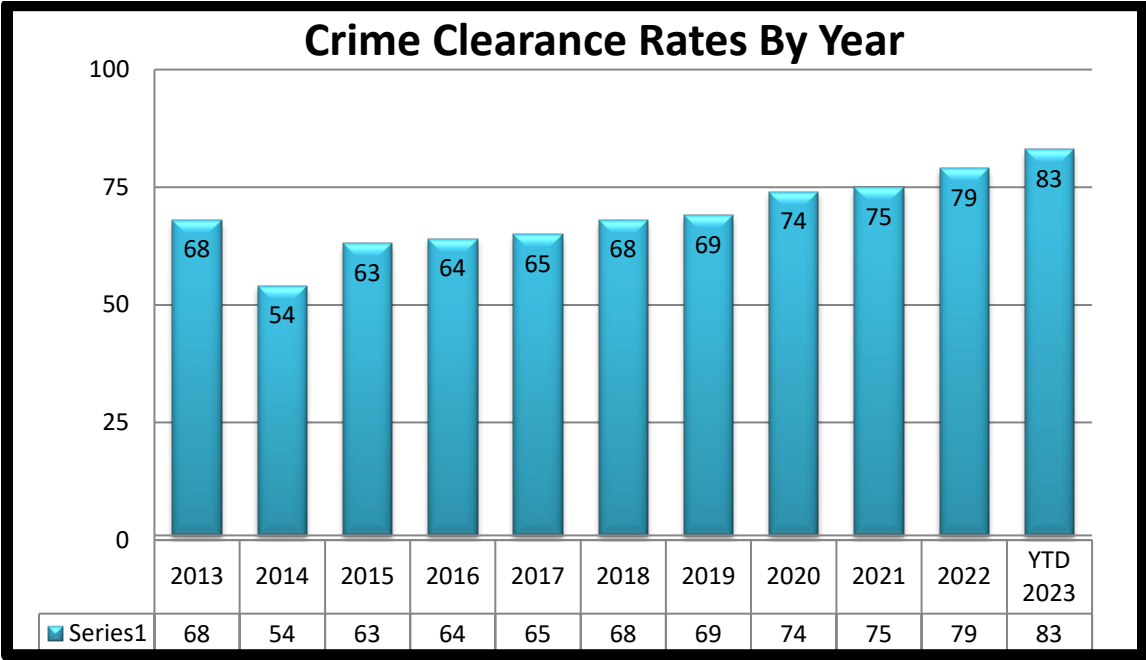


CRIME CLEARANCE RATE:

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.

	December
Reported Part 1 Cases	7
Cases Cleared	7
Crime Clearance Rate	100%

Crime Clearance Rate YTD: 83%



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	74
Juvenile Arrests	10
Total	84

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	16	42
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 SPPED-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	1	13
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	29	270
341.04 NON-REGISTRATION OF VEHICLE	6	7	12	11	9	12	17	11	2	14	13	16	130
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	1	10
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	1	2
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	1	4
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	1	4
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	10	72
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	11	167
344.62(1) 001 OPERATING MOTOR VEHICLE W/O INSURANCE	4	1	5	4	2	7	6	2	1	7	6	9	54
341.15(3)(C) IMPROPER DISPLAY/PLATES (UNCLEAN)	0	0	0	0	0	0	0	0	0	1	4	2	7
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	1	4
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	2	48
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	1	15
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
9-1-1 943.20 THEFT	0	0	0	0	0	0	0	0	0	0	0	1	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	3	11
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
6-5-8(D) FAILURE TO PAY FOR REDEEMED ANIMAL	1	0	0	0	0	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	1	5
6-5-6 PENALTY FOR FAILURE TO OBTAIN RABIES SHOT	3	3	8	5	3	4	0	1	6	4	3	3	43
6-5-1 DOG LICENSE	9	4	9	8	9	10	3	2	11	9	6	6	86
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(5) WINDSHIELDS-CLOUDINESS/ETCHING BEYOND LIMITS	0	0	0	0	0	0	0	0	0	0	0	1	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	1	12
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	2	12
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	1	16
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(2)(B) AUX LAMPS-DIRECTS LIGHT OTHER THAN FORWARD	0	0	0	0	0	0	0	0	0	0	0	1	1
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	1	16
347.47(2) TOWING VEH-IMPROPER COUPLING ALLOW TO SLACK OR SWAY	0	0	0	0	0	0	1	0	0	0	1	0	2
347.46(2)(B) FENDERS/MUDGUARDS-AS	0	0	0	0	0	1	0	0	0	0	0	0	1

WIDE AS TIRES/MULTI TIRE VIOL													
347.46(2)(A) FENDERS/MUDGUARDS SHALL COVER TIRES	0	0	0	3	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	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	1
347.43(1) DRIVING VEHICLE W/O SAFETY GLASS	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	1
347.39(2) EQUIP MOTOR VEHICLE WITH ILLEGAL MUFFLER	0	0	0	0	0	1	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	1	7
347.25(4) EQUIP/DISPLAY POLICE LTS ON VEH NOT USED FOR POLICE WORK	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	1	0	0	0	0	0	1
347.14(1) OPERATE VEHICLE W/O STOPPING LIGHTS	1	2	3	0	3	2	2	1	0	2	4	1	21
347.13(3) OPERATE VEHICLE W/O REGISTRATION LAMPS	0	1	3	3	3	1	1	7	3	13	9	9	53
347.13(2) IMPROPERLY LOCATE VEHICLE TAIL LIGHTS	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	7	36
347.12(1)(A) FAILURE TO DIM HEADLIGHTS-ONCOMING VEHICLES	0	0	1	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	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	1	0	0	0	1
346.59(1) IMPEDING TRAFFIC BY SLOW SPEED	0	0	1	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	1	14
346.57(4)(F) SPEEDING- 35MPH OUTLYING DISTRICT - CITY	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	1	12
346.52(1)(B) STOPPING PROHIBITED ON A CROSSWALK	0	0	1	0	0	0	0	0	0	0	0	0	1
346.52(1)(A) STOPPING PROHIBITED WITHIN INTERSECTION	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	1

346.39(1) FAILURE TO STOP FOR FLASHING RED SIGNAL	0	0	0	1	1	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	1
346.34(1)(B) TURN VEH W/O PROPER SIGNAL	0	1	0	0	0	0	0	1	0	1	0	0	3
346.34(1)(A)3 UNSAFE TURN FROM DIRECT COURSE W/O REASON	0	0	0	0	0	0	0	1	0	0	0	1	2
346.34(1) FAILURE TO SIGNAL TURN/UNSAFE TURN	2	0	2	0	1	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	1	0	0	0	0	0	1
346.31(3) IMPROPER LEFT TURN	0	0	1	1	0	0	1	0	1	0	0	1	5
346.31(2) IMPROPER RIGHT TURN	0	1	0	3	2	0	0	1	0	0	0	1	8
346.31(1) FAIL TO FOLLOW INDICATED TURN	1	1	0	0	0	0	0	0	0	1	0	1	4
346.28(2) FAILURE TO YIELD RIGHT OF WAY PEDESTRIAN ON SIDEWALK	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	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	6	0	0	11
346.23(1) FAIL YIELD RIGHT OF WAY PEDESTRIAN CONTROL INTERSECTION	0	0	0	0	2	0	0	0	0	3	3	1	9
346.18(2) FAILURE YIELD RIGHT OF WAY MAKING LEFT TURN	0	1	0	0	0	0	0	0	0	0	0	0	1
346.14(1m) AUTOMOBILE FOLLOWING TOO CLOSELY	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	2	1	1	11
346.13(1) UNSAFE LANE DEVIATION	0	1	1	1	1	0	0	3	1	2	1	1	12
346.09(4) PASSING VEHICLE INDICATING LEFT TURN	0	0	0	0	0	0	0	0	0	0	0	1	1
346.08 UNSAFE PASSING ON RIGHT	0	0	0	0	1	0	0	0	0	0	0	0	1
346.05(1) OPERATE LEFT OF CENTER LINE	0	0	0	1	0	2	0	0	1	3	0	1	8
346.04(2) FAIL TO OBEY TRAFFIC SIGNAL/SIGN	0	0	1	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	2
343.22(1) FAIL/NOTIFY DMV OF ADDRESS/NAME CHANGE	0	0	0	0	0	0	0	0	0	0	0	1	1
343.18(1) OPERATE W/O CARRYING LICENSE	0	0	1	1	1	1	0	1	1	0	3	5	14
343.05(3)(a) OPERATE W/O VALID LICENSE	0	0	1	1	0	1	1	0	0	1	1	2	8
342.15(2) TRANSFEREE FAIL/APPLY NEW TITLE	0	0	0	0	1	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	1	1	2

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	1	14
341.15(1) FAIL/DISPLAY VEHICLE LICENSE PLATES	1	1	2	0	2	6	3	0	0	4	7	2	28
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	2	1	1	9
347.09(1)(A) HEADLAMPS-VEHICLES EQUIPED W/2 HEADLAMPS	4	3	3	1	1	1	2	1	4	4	4	7	35
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	14	76
347.06(1) OPER W/O REQUIRED LAMP LIGHTED	2	1	4	0	3	4	2	0	1	3	3	7	30
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	117	118	160	123	105	161	141	129	95	208	172	193	1722
Totals	117	118	160	123	105	161	141	129	95	208	172	193	1722

Traffic Citations 2023

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

TRAFFIC														
346.072(1M)(A) FAIL/CHANGE LANE PASSING STOPPED EMERGENCY	0	0	0	0	0	0	0	1	0	0	0	1	2	

VEHICLE MULTIPLE LANES													
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	1	14
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	6	38
346.46(2)(A) IMPROPER STOP/STOP SIGN-STOP LINE	0	0	0	0	0	0	0	0	0	0	0	1	1
346.18(3) FAIL/YIELD RIGHT/WAY FROM STOP SIGN	0	1	1	0	0	1	1	2	0	0	2	1	9
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	1	6
346.62(2) RECKLESS DRIVING-ENDANGER SAFETY	0	0	0	0	0	0	0	1	0	0	0	1	2
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	1	10
346.63(2)(A)2 002 CAUSE INJURY WHILE OPERATING WITH PAC	0	0	0	0	0	0	1	0	0	0	0	0	1
346.06 004 FAILURE TO YIELD RIGHT OF WAY	0	0	0	0	0	1	1	0	0	0	0	2	4

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	8	74
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 AFER 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	1	3
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	1	2
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
346.63(1)(AM) 001 OPER W/CONTROLLED SUBSTANCE	0	0	0	1	0	0	0	0	0	0	0	0	1
346.04(3) OPERATOR FLEE/ELUDE OFFICER	0	0	0	0	0	0	0	1	0	0	0	1	2
346.935(3) OPEN INTOXICANTS OR NITROUS OXIDE IN MV BY DRIVER	0	0	0	0	0	0	0	0	0	2	0	0	2

TR305.32(6)(A) WINDOW-REAR SIDE WINDOWS TINTING MANUFACTURER	0	0	0	0	0	0	0	1	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	1	15
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	2	3
346.68 HIT AND RUN-UNATTENDED VEHICLE	1	0	0	0	1	0	1	1	0	0	1	1	6
346.63(1)(B)CIR OWI - OPERATE W/PAC OVER LEGAL LIMIT	0	0	0	1	0	1	1	1	0	1	1	1	7
346.63(1)(B)ORD OWI - OPERATE W/PAC OVER LEGAL LIMIT	2	0	0	2	1	2	1	2	2	1	0	2	15
346.57(5) SPEEDING - EXCEEDING ZONED & POSTED LIMIT/HWY CONST	0	0	1	0	0	1	3	1	0	4	1	2	13
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	0	0	0	0	0	0	1	0	0	0	0	0	1

NEAR LIMITS OF CROSSWALK													
346.48(1) FAIL TO STOP FOR SCHOOL BUS	0	0	1	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	1	0	0	0	1
346.31(2) IMPROPER RIGHT TURN	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	1
346.18(6) FAIL YIELD RIGHT OF WAY FROM YIELD SIGN	0	1	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	1
346.18(4) 001 FAIL/YIELD WHEN EMERGING FROM ALLEY	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	1	1	0	3
346.14(1m) AUTOMOBILE FOLLOWING TOO CLOSELY	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	1	1	0	2
346.13(1) UNSAFE LANE DEVIATION	1	0	0	0	0	0	0	0	1	0	1	2	5
343.44(1)(b) OPERATING WHILE REVOKED (REV DUE TO ALC/CONT SUST/REFUSAL)	2	3	5	1	1	2	7	2	2	3	2	2	32
343.44(1)(a) 001 OPERATING AFTER SUSPENSION	1	5	8	3	6	8	10	3	4	2	6	3	59
343.05(3)(a) OPERATE W/O VALID LICENSE	3	2	6	5	1	3	7	2	2	8	7	5	51
343.05 OPERATOR TO BE LICENSED	0	0	0	1	0	0	0	0	0	0	0	0	1
342.15(2) TRANSFEREE FAIL/APPLY NEW TITLE	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	2	1	5
341.04 001 NON-REGISTRATION OF VEHICLE <=10000 LBS	0	1	1	0	0	1	0	1	0	0	0	0	4

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	2	17
346.63(1)(A) CIR OPERATING A MOTOR VEHICLE WHILE UNDER THE INFLUENCE	0	0	0	1	0	1	1	1	0	1	2	2	9
TRAFFIC Totals	32	39	47	26	33	50	80	44	35	45	58	52	541
Totals	32	39	47	26	33	50	80	44	35	45	58	52	541

Municipal Citations 2023

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Totals
ORDINANCE													
8-4-3 JUNKED VEHICLES	0	0	0	0	0	0	0	0	0	0	1	0	1
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
9-2-15 WORTHLESS CHECKS	0	0	0	0	0	0	0	0	0	0	0	1	1
9-1-4 W/INJ DISORDERLY CONDUCT WITH INJURY	0	0	1	0	2	0	1	1	1	0	0	1	7
9-1-4 W/O INJ DISORDERLY CONDUCT WITHOUT INJURY	0	1	5	1	4	10	1	1	10	1	8	3	45
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	1	25
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	1	17
9-6-3/OCCUPANTS RESPONSIBILITY OF OCCUPANTS FOR MAINTENANCE/CONTROL INSECTS/RODENTS AND OTHER PESTS	0	0	0	0	0	0	0	0	0	0	0	1	1
9-2-13 POSSESSION OF DRUG PARAPHERNALIA	1	0	2	0	0	2	4	1	1	1	0	1	13
9-2-12 POSSESSION OF TETRAHYDROCANNABINOLS/8 GM OR LESS	1	0	4	2	1	2	4	1	2	2	2	1	22

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	1	8
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	1	6
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	3	0	8
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	1	0	13
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	1	1	0	0	0	0	0	0	0	3
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	21	30	31	28	29	32	26	25	12	307
Totals	14	25	34	21	30	31	28	29	32	26	25	12	307

December 2023 Juvenile Arrests

Statute	Crime Code and Description	Counts	# of Arrests using Crime Code
941.375(2)	13A DISCHARGE BODILY FLUIDS AT PUBLIC SAFETY WORKER	1	1
9-2-12	35A POSSESSION OF TETRAHYDROCANNABINOLS/8 GM OR LESS	1	1
9-2-13	35B POSSESSION OF DRUG PARAPHERNALIA	1	1
9-1-4 W/INJ	90C DISORDERLY CONDUCT WITH INJURY	1	1
9-1-4 W/O INJ	90C DISORDERLY CONDUCT WITHOUT INJURY	2	2
947.01(1) 90C	90C DISORDERLY CONDUCT - GENERAL	1	1
346.63(1)(A) ORD	90D OPERATING A MOTOR VEHICLE WHILE UNDER THE INFLUENCE	1	1
968.075(1)(a)	90F DOMESTIC ABUSE	1	1
6-1-1 125.07(4)(B)	90G UNDERAGE DRINKING- POSSESS/CONSUMES	1	1
Totals:		10	10

December 2023 Adult Arrests

Statute	Crime Code and Description	Counts	# of Arrests using Crime Code
940.225(3) RAPE	11A 3RD DEGREE SEXUAL INTERCOURSE W/O CONSENT	1	1
940.235(1) FAMILY	13A IMPEDE BREATHING BY PRESSURE ON THROAT OR NECK/FAMILY	2	2
940.19(1)	13B BATTERY - SIMPLE	2	2
947.01(1) 13B	13B DISORDERLY CONDUCT - SIMPLE ASSAULT	3	3
940.44(1)	13C INTIMIDATE VICTIM - DISSUADE REPORTING	1	1
9-1-1 943.20	23H THEFT	1	1
943.20(2)(AD)	23H THEFT - ELDER AT RISK	1	1
943.20(3)(A)	23H THEFT < \$2,500/PETTY	1	1
943.20(3)(BF) (\$2,500 - \$5,000)	23H FELONY THEFT	1	1
943.38(1)	250 FORGERY	1	1
943.38(2)	250 FORGERY-UTTERING	1	1
943.201(2)(A)	26F MISAPPROPRIATION OF PERSONAL IDENTIFYING INFO	1	1
9-1-1 943.01(1)	290 CRIMINAL DAMAGE TO PROPERTY	2	2
961.41(1M)(CM)2	35A POSSESS W/INTENT COCAINE >5 TO 15 GRAMS	1	1
961.41(1M)(E)1	35A POSSESS W/INTENT PCP, METHCATHINONE OR AMPHETAMINE LESS THAN 3 GRAMS	1	1
961.41(3G)(AM)	35A POSSESS NARCOTIC SCH I OR II	1	1
961.41(3G)(B)	35A POSSESS OTHER SCHEDULE DRUG	3	3
961.41(3G)(C)	35A POSSESS COCAINE	1	1
961.41(3G)(D) AMPHETAMINE	35A POSSESS AMPHETAMINE	1	1
961.41(3G)(E) FELONY	35A POSSESS THC 2ND+ OFFENSE	5	5
961.41(3G)(G)	35A POSSESS METHAMPHETAMINE	5	5
961.573(1)	35B POSSESS DRUG PARAPHERNALIA	6	6
9-2-15	90A WORTHLESS CHECKS	1	1
9-1-4 W/INJ	90C DISORDERLY CONDUCT WITH INJURY	1	1
947.01(1) 90C	90C DISORDERLY CONDUCT - GENERAL	1	1
948.40(3)	90C CONTRIBUTE TO DELINQUENCY - ACTS/OMISSIONS	1	1
346.63(1)(A) CIR	90D OPERATING A MOTOR VEHICLE WHILE UNDER THE INFLUENCE	2	2
346.63(1)(A) ORD	90D OPERATING A MOTOR VEHICLE WHILE UNDER THE INFLUENCE	1	1
948.21(2)(G)	90F CHILD NEGLECT - EXPOSE TO DRUG ABUSE - NO HARM	1	1
968.075(1)(a)	90F DOMESTIC ABUSE	4	4
346.04(3)	90Z OPERATOR FLEE/ELUDE OFFICER	1	1
9-6-3/OCCUPANTS	90Z RESPONSIBILITY OF OCCUPANTS FOR MAINTENANCE/CONTROL INSECTS/RODENTS AND OTHER PESTS	1	1
9-6-4/OWNERS	90Z RESPONSIBILITY OF OWNERS FOR MAINTENANCE/CONTROL INSECTS/RODENTS AND OTHER PESTS	1	1
946.41(1) OBSTRUCT	90Z OBSTRUCTING AN OFFICER	1	1
946.41(1) RESIST	90Z RESISTING AN OFFICER	1	1
946.49(1)(B)	90Z BAIL JUMPING-FELONY	9	7
968.09(1)	90Z WARRANT ON FAILURE TO APPEAR	4	4
973.10	90Z PROBATION HOLD	4	4
Totals:		76	74

FEBRUARY
2024



PUBLIC WORKS MONTHLY REPORT



**TWO
RIVERS**
WISCONSIN

Engineering Cont'd

2024 Scattered Lead Service Lateral Replacements

The City will be administering a lead water service contract to begin in late spring 2024. At this time, we are looking at the feasibility of funding assistance for private water service replacements.

Sandy Bay Highlands

We received a jurisdictional concurrence letter from the US Army Corp of Engineers (USACE) pertaining to the wetlands in the area of this project. The letter stated that they were not connected to federal waters and that USACE would have no jurisdiction over them. This allows the WDNR to revisit these wetlands and allows the city's request to fill the small wetlands within the proposed cul-de-sac.

2024 Sidewalk Replacement

Since the weather has been cooperating, PW field staff will be doing some sidewalk repairs/replacements adjacent to city-owned properties in the near future and assisting engineering with sidewalk inspections in the northerly quadrant of the city.

PUBLIC WORKS

Snow Update

Public Works brined once during February as well as salted salt routes two times and plowed the entire city once.



Street Work

Public Works repaired some sod damage and made a list for spring. All city streets were checked for potholes and filled as necessary.

PW staff has been addressing tree grates along Washington Street that were raised or settled. In some cases, the tree protection grates have been removed and will not be replaced. Remaining work is to be completed primarily south of 16th Street.

Sewer Work

Public Works cleaned biweekly and monthly sewers as well as three sections of annual sewers.



WASTEWATER

Screw Press

It's running! The contractor started up the screw press last week, installed the smaller of the two motor control centers (MCC) this week and will install the larger MCC next week to continue the transition from the old equipment to the new equipment. After that, it is some tweaking of the system chemical additives to get the dryest sludge possible. They will address punch list items throughout this month and then work on the project closing out in April.

Riverside Foods

Plans have been submitted with engineering review comments being submitted back to the consultant in February. It is on the plan commission agenda for March 11, 2024, primarily to review a right-of-way privilege agreement. A draft of the agreement had been forwarded to Riverside along with the plan review comments. Staff did have a conversation with the consultant regarding plan review comments.

2024 Public Works/WWTP Tracking			2024		2024	
			February	Year-to-Date	February	Year-to-Date
ENGINEERING 2024						
		Landfill Leachate Pumpage (gallons)	1,098,048	1,571,480	717,722	1,460,560
scott		Precipitation	0.41	2.92	3.82	5
sue		Number of Encumbrance property checks	24	43	22	41
scott/bill		Digger's Hotline Locates	40	71	18	36
STREET DIVISION 2024 (Manhours)			February	Year-to-Date	February	Year-to-Date
53200		Shop/Vehicle Maintenance	640.50	1,512	595.00	1,127
53300		Street Maintenance	123.00	139	49.00	79
53310		Street Cleaning	74.00	79		23
53320		Street Signs/Painting	133.00	156	39.50	145
53330		Snow & Ice	115.50	1,398	1037.00	1,662
53337		PT Snowplowers			53.00	53
53380		Bridge - maintenance		22		
53381		17th Street Bridge opening	1.50	2	23.25	51
53620		Refuse/Garbage			0.50	1
53625		Recycling/Leaf Collection		19		9
53640		Weed Cutting				
53650		Work for Others	37.00	84	25.25	326
53700		Landfill Maintenance			1.00	1
53710		Landfill Sampling				
*****		PBS Sewers	5	8	4	8
*****		Salted Streets	3	5	8	17
*****		Plowed all city streets	1	9	4	5
*****		Open 17th Street Bridge	8	50	27	69
WASTEWATER UTILITY 2024			February	Year-to-Date	February	Year-to-Date
		Wastewater Treated, Gallons	56,821,000	114,993,000	51,365,000	111,016,000
		MONTHLY AVERAGE: Daily Flow, Gallons	1,959,000	1,918,000	1,834,000	3,758,000
		MONTHLY AVERAGE: Daily BOD, Lbs.	4,555	4,373	4,088	8,263
Plant Discharges (MONTHLY AVERAGE)						
		Biological Oxygen Demand (BOD), mg/l	10.3	10.55	32.9	41
		Suspended Solids, mg/l	7.6	8.55	17.4	25
		Ammonia, mg/l	0.33	0.33	3.22	3
		Phosphorus, mg/l	0.32	0.32	0.72	1
		Fecal Coliform, per 100ml	61	42	317	327
		pH, Min (6.0)	6.9	6.9	6.5	13
		pH, Max (9.0)	7.1	7.1	6.8	14
Chemicals						
		Polymer, Gallons	88	176	88	176
		Ferric Chloride, Gallons	2,236	4,832	2,113	4,480
P&Fonly		Chemical Purchases for the month	-	\$ -	11,498.07	11,498
		Mishicot Payment to City	\$ 7,294.59	\$ 13,960.39	\$ 5,673.27	12,347
		Emergency call-ins	2	4	2	4



**Two Rivers
Feburary 2024**

Prepared By: Patrick Murphy – MEUW Regional Safety Coordinator

SAFETY REPORT

ACCOMPLISHMENTS

1. Training

- BBP/Access to medical records

2. Audits/Inspections

No Inspections in February

3. Compliance/Risk Management

Continuing 2024 annual safety program reviews with SC input

Mutual Aid guidance document (in progress)

GOALS AND OBJECTIVES

1. Training

- Fall protection and Harness Inspections
- Tabletop Exercise Development ongoing.

2. Audits/Inspections

- DPW inspection to occur in March

3. Compliance/Risk Management

- Promote EOC familiarization, meetings/citywide tabletop (future)
- Continue to promote good investigation and root cause analysis for all incidents.
- Promote incident and near miss reporting
- Stop the Bleed kits to be added to city vehicles with a need (ongoing)
- Start planning for city wide FA/CPR/AED re-certification in April 2024

Feb-24

CITY OF TWO RIVERS

Section 10, Item C.

ULTRAFILTRATION FACILITY MONTHLY OPERATING REPORT

ULTRAFILTRATION MEMBRANE FACILITY PRODUCTION

TOTAL PRODUCTION	25,820,650	GAL/MONTH
LESS BACKWASH WATER	2,724,660	GAL/MONTH
WATER TO CITY	23,095,990	GAL/MONTH
MAX. DAILY WATER PRODUCTION	961,660	GAL/DAY
MIN. DAILY WATER PRODUCTION	844,000	GAL/DAY
AVERAGE DAILY WATER PRODUCTION	890,370	GAL/DAY
TOTAL PRODUCTION	25820650	GAL/MONTH
WATER TO CITY	23095990	GAL/MONTH

PUMP OPERATION

LOWLIFT PUMPS

1	2	3	
240	240	216	HR/MO
8.28	8.28	7.45	HR/DAY

HIGHLIFT PUMPS

1	2	3	4	
0	0	696	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
1980.5	0.09	0.00
2076.0	0.08	0.00
37.6	0.00	0.00
793.0	0.00	0.00
1335.2	0.00	
571.4	0.02	0.00
0 gals	----	----

RESERVOIR OPERATIONS

HOURS OF OPERATION

PUMP HOURS PER MONTH

HR/MONTH			
PUMP 7	PUMP 8	PUMP 9	TOTAL
480	0	216	696

TOTAL GALLONS PUMPED PER MONTH

MAXIMUM GALLONS PER DAY

MINIMUM GALLONS PER DAY

AVERAGE GALLONS PER DAY

6,345,000	GAL/MONTH
237,000	GAL/DAY
211,000	GAL/DAY
218,793	GAL/DAY

REPORT PREPARED BY

Garret Wachowski *AS*

DATE

3/4/2024

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
02/15/2024	136200	Green Acres Lawn & Garden Center	Sod-Rec	100-54910-3900	37403	32.00-
Total 136200:						32.00-
02/23/2024	136589	Phillips, Felicia Ann	Witness Fee - Municipal Court Case #Q	100-21125	01/19/2024	5.40-
Total 136589:						5.40-
02/01/2024	136609	4 K's Pest Control LLC	General Pest Control - Library	280-55110-2410	1/26/2024	50.00
Total 136609:						50.00
02/01/2024	136610	ACE Building Service Inc	CSM - Ec Dev	417-56700-2900	21881	2,000.00
Total 136610:						2,000.00
02/01/2024	136611	Aflac	January 2024 Premiums	100-21590	629760	2,552.82
Total 136611:						2,552.82
02/01/2024	136612	Airgas USA LLC	Gas - Argon DPW	100-53200-3900	9145832831	275.46
Total 136612:						275.46
02/01/2024	136613	Amazon Business - Debit Memo	Supplies - CH	100-51510-3900	1QK6-LWJX-NW16	504.87
Total 136613:						504.87
02/01/2024	136614	Aurora Health Care North Inc.	Novemer 2023 Pharmacy Transfer - FD	100-52300-3900	154-CI0000051	143.10
Total 136614:						143.10
02/01/2024	136615	Board of Comm. of Pub Lands	Trust Fund Loan	640-29237	0000020956	335,452.44
Total 136615:						335,452.44
02/01/2024	136616	Bushman, Thomas	Energy Star Rebate - Refrigerator	660-29253	1/30/2024	25.00
Total 136616:						25.00
02/01/2024	136617	Center Point Large Print	Alp-Lib	280-55111-3430	2074435	183.22

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 136617:						183.22
02/01/2024	136618	Circle Wisconsin	2024 Membership/Meetings & MMP Regi	258-56700-2910	8089	1,940.00
Total 136618:						1,940.00
02/01/2024	136619	Electrical Testing Laboratory LLC	Gloves-Elec	660-59588-2900	41043	1,792.33
Total 136619:						1,792.33
02/01/2024	136620	First In Training LLC	2024 Train the Trainer Course - FD	100-52200-2920	1110	800.00
Total 136620:						800.00
02/01/2024	136621	Frank's Radio Service Inc.	Equip Repairs - PD	100-52100-2450	124709	38.86
Total 136621:						38.86
02/01/2024	136622	GFL Environmental	Grit Dump - WWTP	690-59820-2900	U30000131245	295.84
Total 136622:						295.84
02/01/2024	136623	Greenwood, Troy	Refund of 2023 RE Tax Overpayment	100-16000	1/29/2024	1,763.14
Total 136623:						1,763.14
02/01/2024	136624	Hawkins Inc	Azone-15 & Buffer Solution	650-59641-3910	6674284	1,564.28
Total 136624:						1,564.28
02/01/2024	136625	James Leasing LLC	Contract JL-171-01 Coverage 1/24/24-2/	100-53200-5310	15572	2,499.28
Total 136625:						2,499.28
02/01/2024	136626	Kayser Automotive Group	Sold Vehicle 2023 Ford Explorer - PD	100-52100-8160	PC7470	41,700.00
Total 136626:						41,700.00
02/01/2024	136627	Khue, Phillip & Selena	Refund of 2023 RE Tax Overpayment	100-16000	1/26/2024	1,098.96

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 136627:						1,098.96
02/01/2024	136628	Kwik Trip / Kwik Star	Car Wash Fundraiser Cards - PD	806-52100-2901	10381136	1,000.00
Total 136628:						1,000.00
02/01/2024	136629	Lakeshore Business Interiors Inc.	Chairs - Finance	690-59840-3900	16945	3,713.00
Total 136629:						3,713.00
02/01/2024	136630	Madden Media	Ec Dev	258-56700-2910	2023-020445	2,382.50
Total 136630:						2,382.50
02/01/2024	136631	Manitowoc Co Treasurer	Salt Brine - DPW	100-53330-3900	27373	1,227.93
Total 136631:						1,227.93
02/01/2024	136632	Midwest Meter Inc	Meters & Meter Parts - Wtr	650-59663-3900	0163553-IN	15,177.60
Total 136632:						15,177.60
02/01/2024	136633	Northern Lake Service Inc	TOC Sampling - Wtr	650-59642-2900	2401237	50.00
Total 136633:						50.00
02/01/2024	136634	Penworthy Company LLC, The	Jnf-Lib	280-55112-3400	0596408-IN	1,027.01
Total 136634:						1,027.01
02/01/2024	136635	Premium Waters Inc	Lab Water - WTP	690-59820-2900	391155015	361.44
Total 136635:						361.44
02/01/2024	136636	Preston, Preston	Youth Basketball Thursday nights - Rec	100-55300-2900	JANUARY 24, 2024	250.00
Total 136636:						250.00
02/01/2024	136637	RESCO	Supplies-Elec	660-19154	3019762	662.01
02/01/2024	136637	RESCO	Supplies-Elec	660-19368	3019856	27,723.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 136637:						28,385.01
02/01/2024	136638	Schroeder Bros Co	Water Sample UPS Fee - WWTP	690-59820-2900	94807	19.92
Total 136638:						19.92
02/01/2024	136639	Two Rivers Automotive Inc.	Premix - FD	100-52210-2900	5172-302791	71.92
Total 136639:						71.92
02/01/2024	136640	Two Rivers Historical Society	Feb 2024 Monthly Support Pymt	258-56700-2910	FEB2024	250.00
Total 136640:						250.00
02/01/2024	136641	USA Blue Book	Sampler Supplies - WWTP	690-59820-3900	INV00261333	740.90
Total 136641:						740.90
02/01/2024	136642	Vision Architecture LLC	TID 12 High Lift Bldg Design Services	241-56700-8130	1083	2,100.00
Total 136642:						2,100.00
02/01/2024	136643	Wavrunek, Avalon	Refund of 2023 RE Tax Overpayment	100-16000	01/23/2023	2,105.00
Total 136643:						2,105.00
02/01/2024	136644	Wells Fargo Vendor Financial Services L	Bobcat Toolcat	457-53300-8160	5028335970	1,268.82
Total 136644:						1,268.82
02/01/2024	136645	Wisconsin Public Service	CITY HALL	100-51600-2220	0401271669-24;1/24	1,192.05
02/01/2024	136645	Wisconsin Public Service	GENERATOR	660-59588-2220	0401271669-38;1/19/24	17.33
02/01/2024	136645	Wisconsin Public Service	LIBRARY	280-55110-2220	0401271669-23;1/24	1,410.36
02/01/2024	136645	Wisconsin Public Service	FIRE DEPT	100-52200-2220	0401271669-3;1/24	1,062.03
02/01/2024	136645	Wisconsin Public Service	1401 Lake Street	660-49390	0401271669-35;1/24	5,125.17
Total 136645:						8,806.94
02/07/2024	136646	Accurate Appraisal LLC	Feb 2024 Services	100-51530-2130	4583	5,350.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 136646:						5,350.00
02/07/2024	136647	ADRC of the Lakeshore	Congregate meal donations - January 20	250-23150	1/31/2024	401.05
Total 136647:						401.05
02/07/2024	136648	Amazon Business - Debit Memo	CREDIT - FD	100-52200-3850	1FKV-J39R-341K	74.95-
02/07/2024	136648	Amazon Business - Debit Memo	Supplies - FD	100-52200-3100	1HTT-9Y7D-LL77	96.41
02/07/2024	136648	Amazon Business - Debit Memo	Supplies - FD	100-52200-3100	1VT1-6KNK-PXHW	381.67
02/07/2024	136648	Amazon Business - Debit Memo	Supplies - Wtr	650-59921-3100	1QQP-DJYF-LWDC	407.40
02/07/2024	136648	Amazon Business - Debit Memo	Supplies - WWTP	690-59833-3900	1NHX-M6VL-NJHJ	617.24
02/07/2024	136648	Amazon Business - Debit Memo	Supplies - Senior Center	100-54150-3100	1FHF-H4V7-NJLV	83.92
02/07/2024	136648	Amazon Business - Debit Memo	Supplies - DPW	100-53200-3500	1M4K-33L7-MKKM	59.41
02/07/2024	136648	Amazon Business - Debit Memo	Supplies - Cus Serv	690-59840-3900	1RJN-LMHD-MT1W	9.99
02/07/2024	136648	Amazon Business - Debit Memo	Supplies - P&R	100-54910-3900	1XM3-K9NM-NKCH	717.46
02/07/2024	136648	Amazon Business - Debit Memo	Supplies - Tourism	258-56700-2911	1MCW-R93V-3YPY	289.99
02/07/2024	136648	Amazon Business - Debit Memo	Supplies - P&R	100-55300-3900	1KPG-THW7-43DY	438.59
02/07/2024	136648	Amazon Business - Debit Memo	Supplies - ELEC	660-59921-3900	19XC-3HF4-4C3X	267.59
Total 136648:						3,294.72
02/07/2024	136649	AnSer Services	After hours answering service - Elec & W	650-59665-2900	6502-020124	687.67
Total 136649:						687.67
02/07/2024	136650	Aring Equipment Exchange	Fender Flairs & Light Brackets - DPW	100-16120	900129	1,999.01
Total 136650:						1,999.01
02/07/2024	136651	Batavia Services Inc	2024 Ladder Inspects (Elec/Wtr/DPW)	100-53200-2900	88658	2,462.45
Total 136651:						2,462.45
02/07/2024	136652	Christiansen, Elliot	2023 Real Estate Tax Overpayment - Par	100-16000	2/6/2024	.00
Total 136652:						.00
02/07/2024	136653	Cool City Cleaners Inc	Towel/Mop Cleaning - WTP	690-59820-2900	1093	56.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 136653:						56.00
02/07/2024	136654	Country Visions Cooperative	Diesel - DPW	100-16120	STATEMENT 1/31/24	10,301.01
Total 136654:						10,301.01
02/07/2024	136655	Delta Dental of Wisconsin	Delta Premiums - February 2024	100-21532	FEBRUARY 2024	5,463.68
Total 136655:						5,463.68
02/07/2024	136656	Eggers Division LLC	Installment Payment #19 / TID #9	238-56700-2900	FEBRUARY 5, 2024	166,307.18
Total 136656:						166,307.18
02/07/2024	136657	Elster Solutions LLC	Electric Meters	660-19370	5265875122	1,200.00
Total 136657:						1,200.00
02/07/2024	136658	Environmental Consulting & Testing	Toxicity Testing - WWTP	690-59833-3900	6896	2,000.00
Total 136658:						2,000.00
02/07/2024	136659	Envirotech Equipment Co	Root cutter Tail - DPW	690-59831-3900	24-0022848	392.88
Total 136659:						392.88
02/07/2024	136660	Fire Dept Petty Cash	Petty cash reimbursement	100-52300-3900	02/06/2024	113.72
Total 136660:						113.72
02/07/2024	136661	Frank's Radio Service Inc.	Antenna Connector & Cables - DPW	100-53200-3900	124707	69.58
02/07/2024	136661	Frank's Radio Service Inc.	Radio Service Agreement / February 202	100-52210-2410	124721	105.00
Total 136661:						174.58
02/07/2024	136662	Graybar	Services - Elec	660-19107	9335762730	124.58
Total 136662:						124.58
02/07/2024	136663	Green Ignite	LED Lamps - Elec	660-59596-3900	007314	2,029.32

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 136663:						2,029.32
02/07/2024	136664	Hach Company	Lab Supplies - Wtr	650-59642-3900	13885548	394.29
Total 136664:						394.29
02/07/2024	136665	HydroCorp	Cross Connection Control Prog - Jan 20	650-59664-2900	0076318-IN	3,280.00
Total 136665:						3,280.00
02/07/2024	136666	InfoSend Inc.	Utility Bill Mailing - November 2023	690-59840-3110	252087	3,072.90
Total 136666:						3,072.90
02/07/2024	136667	JB Tools	Filter Crusher - DPW	100-53200-3900	132053-1	4,455.00
Total 136667:						4,455.00
02/07/2024	136668	Kaat's Water Conditioning Inc	Bottled water, 6303 Riverview Dr - 02/01/	419-53600-2900	01/31/2024	50.74
Total 136668:						50.74
02/07/2024	136669	Klein, Patricia Ann	Simply Seniors Exercise Class - 1/1/202	100-55300-2900	2/5/2024	48.60
Total 136669:						48.60
02/07/2024	136670	Klein's Hardware Hank	Supplies- Wtr	650-59643-3900	30469	8.94
Total 136670:						8.94
02/07/2024	136671	Mammoth Construction LLC	SVC Leak Repair at 2303 Jefferson	650-59675-2900	1707	3,710.00
Total 136671:						3,710.00
02/07/2024	136672	Manitowoc Disposal Inc	Recycling & Refuse Collect 1/21/2024-2/	640-53620-2900	1/21/24-2/3/24	16,805.35
Total 136672:						16,805.35
02/07/2024	136673	Manitowoc Public Utilities	5000 Memorial Drive	650-59602-2900	1/31/2024	836.00
02/07/2024	136673	Manitowoc Public Utilities	2124 Woodland Dr-WTP	690-59820-2210	01/30/2024	31.87

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 136673:						867.87
02/07/2024	136674	Midwest Meter Inc	Supplies - Wtr	650-59643-3900	0132656-IN	622.86
02/07/2024	136674	Midwest Meter Inc	Credit - Wtr	650-59643-3900	0132873-CM	622.86-
02/07/2024	136674	Midwest Meter Inc	Rubber Gaskets - Wtr	650-59663-3900	0163876-IN	198.57
Total 136674:						198.57
02/07/2024	136675	Miller Implement Co Inc	Boom - DPW	100-16120	239826	2,945.94
Total 136675:						2,945.94
02/07/2024	136676	MSA Professional Services Inc	Washington Bridge Modification Plan	241-56700-8130	001427	5,686.00
Total 136676:						5,686.00
02/07/2024	136677	Municipal Elec Utilities of WI	Regional Safety Management Program A	690-59852-2900	020124-34	29,125.00
02/07/2024	136677	Municipal Elec Utilities of WI	2023 Annual Access Fee for MSDS Onlin	690-59852-2900	013024-25	900.00
Total 136677:						30,025.00
02/07/2024	136678	Nile Expedite Solutions of Wisc LLC	Water Sampling Delivery Charges - WW	690-59820-2900	1448	1,155.00
Total 136678:						1,155.00
02/07/2024	136679	Northeast Wisc Tech College	Apprenticeship - S. Gretz	660-59930-2920	SFT0000126497	216.00
Total 136679:						216.00
02/07/2024	136680	ODP Business Solutions LLC	Supplies - Customer Service	690-59840-3900	351889643001	82.40
Total 136680:						82.40
02/07/2024	136681	OpenPoint LLC	OpenPoint Subscription - February 2024	660-59923-2403	1489	1,960.00
Total 136681:						1,960.00
02/07/2024	136682	Payment Service Network	Services 1/1/2024-1/31/2024	690-59840-3900	289252	7.95

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 136682:						7.95
02/07/2024	136683	Quadient Finance USA Inc.	Postage - Closing Date 1/24/24	100-16210	CLOSING DATE 1/24/24	2,000.00
Total 136683:						2,000.00
02/07/2024	136684	R&J Fricke Inc	9 Bag Concrete - 12th & Roosevelt	100-16120	15541	616.00
Total 136684:						616.00
02/07/2024	136685	RESCO	Stock - Elec	660-59593-3900	3020724	676.13
Total 136685:						676.13
02/26/2024	136686	Robert Brooke And Associates	Supplies-Rec	100-55140-3500	312682	.00
Total 136686:						.00
02/07/2024	136687	Shawn Williams Creative-Social Media	Social Media Audit, Strategy, Photo & Vid	258-56700-2100	923	1,150.00
Total 136687:						1,150.00
02/07/2024	136688	Signs Plus	UDF Flushing Signs - Wtr	650-19107	4945	350.00
Total 136688:						350.00
02/07/2024	136689	Spaulding, Dillon J.	Restitution / Citation #7480T80Q7W / Co	100-21125	1/30/2024	413.00
Total 136689:						413.00
02/07/2024	136690	Suettinger's Keys LLC	Entrance Locksets / Service Call - Wtr	650-59651-2900	124432	1,150.45
Total 136690:						1,150.45
02/07/2024	136691	TAPCO	Parkfolio Hosting Fee - Jul 2023	218-53540-2900	I760497	108.00
02/07/2024	136691	TAPCO	Signal Replacement - Memorial Dr. & Tay	100-16120	I770940	1,380.60
02/07/2024	136691	TAPCO	Collar Assembly for Light Standards	100-16120	I771628	943.91
Total 136691:						2,432.51

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
02/07/2024	136692	Two Rivers Automotive Inc.	Supplies - FD	100-52210-2900	5172-304037	26.94
Total 136692:						26.94
02/07/2024	136693	USA Blue Book	Lab Supplies - Wtr	650-59641-3900	INV00264147	264.27
02/07/2024	136693	USA Blue Book	Inverted marking Paint	100-53100-2900	INV00262573	191.65
02/07/2024	136693	USA Blue Book	Blue-White Roller Assembly - WWTP	690-59833-3900	INV00264464	586.20
Total 136693:						1,042.12
02/07/2024	136694	Wisc Dept of Transportation	Wis DOT Project - Oversee	452-53300-9983	395-0000339590	2,030.27
Total 136694:						2,030.27
02/07/2024	136695	Wisc State Laboratory/Hygiene	Flouride Samples	650-59642-2900	766600	29.00
Total 136695:						29.00
02/07/2024	136696	Wisconsin Public Service	1520 17TH ST - Rec	100-54150-2220	0401271669-04;1/24	1,926.45
02/07/2024	136696	Wisconsin Public Service	RESEVOIR	650-59661-2220	0401271669-02;1/24	96.94
02/07/2024	136696	Wisconsin Public Service	CEMETERY	100-54910-2220	0401271669-05;01/24	98.54
02/07/2024	136696	Wisconsin Public Service	PARK SHELTER	100-55200-2220	0401271669-14;1/24	16.38
02/07/2024	136696	Wisconsin Public Service	1300 35th Street - Rec	100-55400-2220	0401271669-07;1/24	109.98
02/07/2024	136696	Wisconsin Public Service	WARM BLDG	100-55200-2220	0401271669-12;1/24	47.98
02/07/2024	136696	Wisconsin Public Service	1916 COLUMBUS ST - Elec	660-59588-2220	0401271669-10;1/24	290.91
02/07/2024	136696	Wisconsin Public Service	SOUTH TWR	650-59661-2220	0401271669-25;1/24	61.89
02/07/2024	136696	Wisconsin Public Service	EAST TWR	650-59661-2220	0401271669-26;1/24	59.05
02/07/2024	136696	Wisconsin Public Service	HIGH LIFT	650-59626-2220	0401271669-32;1/24	253.78
02/07/2024	136696	Wisconsin Public Service	FILTER PLANT	650-59643-2220	0401271669-33;1/24	2,344.96
02/07/2024	136696	Wisconsin Public Service	Bridge Bldg - Engineering	100-53341-2220	0401271669-30;1/24	109.81
Total 136696:						5,416.67
02/07/2024	136697	Woodland Dunes Nature Center	Contribution - WI Ornithology Convention	258-56700-2130	2/7/2024	1,000.00
Total 136697:						1,000.00
02/12/2024	136698	Lakeshore Technical College	Tax Settlement - February 2024	800-24601	02/09/2024	109,826.79
Total 136698:						109,826.79

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
02/12/2024	136699	Manitowoc Co Treasurer	Tax Settlement - February 2024	800-24310	02/09/2024	731,549.13
Total 136699:						731,549.13
02/12/2024	136700	Manitowoc School District	Tax Settlement - February 2024	800-24602	02/09/2024	42,676.17
Total 136700:						42,676.17
02/12/2024	136701	Two Rivers Main Street Inc.	Tax Settlement - February 2024	815-56700-2000	02/09/2024	32,503.80
Total 136701:						32,503.80
02/12/2024	136702	Two Rivers School District	Tax Settlement - February 2024	800-24600	02/09/2024	1,256,635.98
Total 136702:						1,256,635.98
02/15/2024	136703	4 K's Pest Control LLC	General Pest Control - Sr. Center	100-54150-2900	1/26/24	50.00
Total 136703:						50.00
02/15/2024	136704	Airgas USA LLC	Cylinder Rent - DPW	690-59833-2900	5505118974	390.09
Total 136704:						390.09
02/15/2024	136705	Amazon Business - Debit Memo	Supplies - Adam(Insp)	100-52400-3100	1KT3-9XDN-1QYN	75.66
02/15/2024	136705	Amazon Business - Debit Memo	Credit-DPW Vacuum lost	100-53200-3900	1QRX-TP33-DXJ1	128.99
02/15/2024	136705	Amazon Business - Debit Memo	Supplies - DPW	100-53200-3500	17PJ-43YT-P9KH	162.67
02/15/2024	136705	Amazon Business - Debit Memo	Supplies - WWTP	690-59820-3900	1JG1-JHPW-PV73	18.99
Total 136705:						128.33
02/15/2024	136706	Aurora Health Care	Drug Screen	100-53200-2900	1590435	320.50
Total 136706:						320.50
02/15/2024	136707	City Of Manitowoc	Monthly Bus Pass - December 2023	250-23103	0467661	30.00
Total 136707:						30.00
02/15/2024	136708	Complete Office of Wisconsin	Can Liners - CH	100-51600-3500	644918	91.06
02/15/2024	136708	Complete Office of Wisconsin	Garbage bag liners - wtr	650-59643-3900	644080	79.70

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 136708:						170.76
02/15/2024	136709	Daniels Sharpsmart, Inc.	Materials - FD	100-52300-3900	900793	71.23
Total 136709:						71.23
02/15/2024	136710	Eis Implement Inc	Service - FD	100-52200-3500	50438	199.22
02/15/2024	136710	Eis Implement Inc	2023 Wacker - Rec	454-55400-8150	29120793	31,500.00
Total 136710:						31,699.22
02/15/2024	136711	Fricke Printing Services Inc	Envelopes - Customer Service	690-59840-3900	253944	113.85
02/15/2024	136711	Fricke Printing Services Inc	Business Cards - Heckenliable	100-53100-3100	253945	29.95
Total 136711:						143.80
02/15/2024	136712	Galbraith, Roberta	Energy Star Rebate - Dishwasher	660-29253	2/13/2024	25.00
Total 136712:						25.00
02/15/2024	136713	Garage Door Specialty LLC	Service - FD	100-52200-3500	5182	150.00
Total 136713:						150.00
02/15/2024	136714	Gates, Gary	Energy Star Rebate - Freezer	660-29253	02/13/2024	25.00
Total 136714:						25.00
02/15/2024	136715	Hach Company	Lab Supplies - Wtr	650-59642-3900	13908326	599.00
Total 136715:						599.00
02/15/2024	136716	James Leasing LLC	Lease Agreement JL-502 1/6/24-2/5/24	100-54150-2900	15736	112.66
Total 136716:						112.66
02/15/2024	136717	Klein's Hardware Hank	Return	690-59833-3900	24314(CR)	2.49-
02/15/2024	136717	Klein's Hardware Hank	Double Payment - Credit	690-59833-3900	19906(CR)	25.47-
02/15/2024	136717	Klein's Hardware Hank	Flouorescent Bulb - WWTP	690-59833-3900	22676	13.99
02/15/2024	136717	Klein's Hardware Hank	Fitting - WWTP	690-59833-3900	23710	8.99

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
02/15/2024	136717	Klein's Hardware Hank	Aerator Universal Fitting - WWTP	690-59834-3900	30818	9.99
02/15/2024	136717	Klein's Hardware Hank	Aerator Universal Fitting - WWTP	690-59834-2900	30892	9.99
Total 136717:						15.00
02/15/2024	136718	LeClair Bros Heat/AC Inc	Furnace Repair - DPW	100-53200-2900	C9611	105.00
Total 136718:						105.00
02/15/2024	136719	Manitowoc Engraving Inc	Garbage Stickers - Cust Serv	640-53620-3900	32025	1,185.00
Total 136719:						1,185.00
02/15/2024	136720	Marco	WOMT Printing - Lib	456-51600-8170	35839103	291.22
Total 136720:						291.22
02/15/2024	136721	McGough, Nancy & James	Refund of 2023 Real Estate Tax Overpay	100-16000	2/13/24	847.71
Total 136721:						847.71
02/15/2024	136722	Moraine Properties Inc	Overpayment refund on final bill-2819 Fo	660-21130	2/12/2024	129.39
Total 136722:						129.39
02/15/2024	136723	Motorola	Coaxial Cable - PD	461-52100-8150	8281814851	100.44
Total 136723:						100.44
02/15/2024	136724	Municipal Elec Utilities of WI	Foreman's Roundtable Training - Elec	660-59930-2920	4362	125.00
Total 136724:						125.00
02/15/2024	136725	Northern Lake Service Inc	TOC Sampling - Wtr	650-59642-2900	2402140	65.66
02/15/2024	136725	Northern Lake Service Inc	Samples - WWTP	690-59820-2900	2402254	726.63
Total 136725:						792.29
02/15/2024	136726	NovoPrint USA Inc	MTWC Chamber Print Ad	258-56700-2910	I-519482	995.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 136726:						995.00
02/15/2024	136727	Old Dominion Brush	Suction Hose - PW	100-16120	8871358	1,686.97
Total 136727:						1,686.97
02/15/2024	136728	Quadient Leasing USA Inc	Folder/sorter lease 10-Mar-24 To 09-Jun-	650-59903-3900	Q1191117	996.03
Total 136728:						996.03
02/15/2024	136729	Renegade Pest Management	Pest Control - City Hall	100-51600-3500	12450	70.00
Total 136729:						70.00
02/15/2024	136730	RESCO	MM Stock# 14130	660-59594-3900	3021641	1,242.50
Total 136730:						1,242.50
02/15/2024	136731	Schaus Mechanical	BAS upgrades & control valve replaceme	459-51600-8170	9835	58,355.00
Total 136731:						58,355.00
02/15/2024	136732	SEERA	Focus Program - 01/31/2024	660-29253	2/13/2024	3,983.61
Total 136732:						3,983.61
02/15/2024	136733	Storm the Lawn Pro LLC	Water Dept treatment Spring/Fall - Prepa	650-59642-2900	2/13/2024	112.29
Total 136733:						112.29
02/15/2024	136734	Thuermer Law Office	Municipal Prosecuting - January 2024	100-51340-2121	JANUARY 31, 2024	1,655.00
Total 136734:						1,655.00
02/15/2024	136735	Transcendent Technologies	Annual Software Maintenance	100-52400-2900	M7296	22,721.00
Total 136735:						22,721.00
02/15/2024	136736	Unique Management Services Inc	Jan 2024 Placements-Lib	280-55110-2130	6122651	58.25

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 136736:						58.25
02/15/2024	136737	Vine & Branch Management LLC	2221 Lincoln Ave	660-21130	2/12/2024	805.83
Total 136737:						805.83
02/15/2024	136738	Water Quality Investigations LLC	TWO-003 Two Rivers CCT Implementati	650-59923-2900	1223_36	3,634.14
Total 136738:						3,634.14
02/15/2024	136739	WCA/Group Health Trust	February 2024 Health Premiums	100-16300	0015504895	188,341.29
Total 136739:						188,341.29
02/15/2024	136740	Wisc Dept Of Justice	Registration - R. Wandrie	100-52115-2920	40	700.00
Total 136740:						700.00
02/15/2024	136741	WOMT	Weekly 2-Minute Feature	258-56700-2910	415-00002-0006	418.00
02/15/2024	136741	WOMT	Weekly 2-Minute Feature	258-56700-2910	415-00003K-0006	342.00
Total 136741:						760.00
02/15/2024	136742	WTSOA	Conference Registration - Lt. R. Wandrie	100-52115-2920	12/31/2023	250.00
Total 136742:						250.00
02/15/2024	136743	WTSOA	Conference Registration - SRO M. Lutze	100-52115-2920	1/29/2024	250.00
Total 136743:						250.00
02/22/2024	136744	AECOM Technical Services Inc	Seep Investigation	419-53600-2900	2000855690	3,337.50
Total 136744:						3,337.50
02/22/2024	136745	Amazon Business - Debit Memo	Supplies - Fire	100-52210-2410	13LL-DK6L-6QHN	12.42
02/22/2024	136745	Amazon Business - Debit Memo	Supplies - Fire	100-52200-3850	1HFG-NMRD-N9HK	797.31
02/22/2024	136745	Amazon Business - Debit Memo	Supplies - ENG	100-53100-3900	1QMX-7QHN-4RWY	124.49
02/22/2024	136745	Amazon Business - Debit Memo	Supplies - SC	250-55150-3900	1XQK-PCVJ-36GG	94.63
02/22/2024	136745	Amazon Business - Debit Memo	Supplies - City Hall	100-51440-3100	11TN-LPQ7-N41Y	421.76

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 136745:						1,450.61
02/22/2024	136746	American Med Supply	LifePak-500 Replacement Battery LP500	100-55140-2900	AMS-14657	170.65
Total 136746:						170.65
02/22/2024	136747	Associated Bank-Debit Memo	BF Ref #a074Zc3a64	300-58100-6210	02/15/2024	2,558,114.30
Total 136747:						2,558,114.30
02/22/2024	136748	Badeau, Katelyn	Refund - Swimming lessons canceled - R	100-46720	FEBRUARY 21, 2024	40.00
Total 136748:						40.00
02/22/2024	136749	Brandt, James	Energy Star Rebate - Dishwasher & Clot	660-29253	2/20/2024	50.00
Total 136749:						50.00
02/22/2024	136750	CDW Government Inc	Other Services	100-16300	CB00532583	6,019.20
Total 136750:						6,019.20
02/22/2024	136751	Center Point Large Print	Alp-Lib	280-55111-3430	2076223	23.97
02/22/2024	136751	Center Point Large Print	Alp-Lib	280-55111-3430	2075402	167.79
02/22/2024	136751	Center Point Large Print	Alp-Lib	280-55111-3430	2072077	44.94
Total 136751:						236.70
02/22/2024	136752	CliftonLarsonAllen LLP	Audit Services for 2023	290-56700-2100	L241069309	23,782.50
Total 136752:						23,782.50
02/22/2024	136753	Electric Power Systems International Inc	Columbus Parts Procurement - Elec	660-19107	INV_00143954	14,478.00
02/22/2024	136753	Electric Power Systems International Inc	Substation Maintenance - ELec	660-59592-2900	INV_00144073	2,384.50
Total 136753:						16,862.50
02/22/2024	136754	ENTERPRISE FM TRUST	Monthly Lease Payments - Feb 2024	690-59828-2410	FBN4955909	21,028.44
02/22/2024	136754	ENTERPRISE FM TRUST	Monthly Lease Payments - January 2024	690-59828-2410	FBN4922542	21,542.94

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 136754:						42,571.38
02/22/2024	136755	ERC Wiping Products	Weight Room Wipes - Rec	100-55140-3500	931763	435.00
Total 136755:						435.00
02/22/2024	136756	ESRI Inc.	GIS Yearly Subscription	100-53100-2410	94655306	1,375.00
Total 136756:						1,375.00
02/22/2024	136757	Gannett Wisconsin LocaliQ	Elections	100-53330-2910	0006159136	668.58
Total 136757:						668.58
02/22/2024	136758	Geimer, Jmilouise	Energy Star Rebate - Clothes Washer	660-29253	2/20/2024	40.00
Total 136758:						40.00
02/22/2024	136759	Graybar	Electrical Supplies - Elec	100-53200-3900	9335969581	262.02
Total 136759:						262.02
02/22/2024	136760	Green Acres Landscaping Inc.	Sod - Cemetery (correction from 2023)	100-54910-3900	37403(CORRECTION)	32.00
Total 136760:						32.00
02/22/2024	136761	Hall Signs	Street Marker Brackets - PW	100-16120	84119	327.61
Total 136761:						327.61
02/22/2024	136762	Hawkins Inc	Azone-15/Ortho/Sodium Hydroxide - Wtr	650-59641-3910	6688624	5,015.88
Total 136762:						5,015.88
02/22/2024	136763	Herb Fitzgerald Co Inc	Service - FD	100-52200-3500	0201513-IN	211.22
Total 136763:						211.22
02/22/2024	136764	InfoSend Inc.	Utility Bill Mailing	690-59840-3110	255603	2,392.91
02/22/2024	136764	InfoSend Inc.	Utility Bill Mailing	690-59840-3110	256322	2,011.16

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 136764:						4,404.07
02/22/2024	136765	James Imaging Systems Inc.	Contract R113707-01 - Coverage Period	100-55140-3100	1412070	576.35
02/22/2024	136765	James Imaging Systems Inc.	Contract R113705-01 - Coverage Period	100-55140-3100	1412068	165.78
02/22/2024	136765	James Imaging Systems Inc.	Contract R113706-01 - Coverage Period	100-53100-3100	1412069	650.67
Total 136765:						1,392.80
02/22/2024	136766	John Fabick Tractor Company	Generator Warranty - WWTP	690-59834-2900	GB17767	5,900.00
Total 136766:						5,900.00
02/22/2024	136767	Klein's Hardware Hank	Supplies - P&R	100-55140-3500	STATEMENT 2/7/24	93.81
02/22/2024	136767	Klein's Hardware Hank	Various Items - Wtr	650-59643-3900	29976	48.43
Total 136767:						142.24
02/22/2024	136768	Lester Public Library	Garbage Stickers-Lib	640-46310	2/21/2024	111.00
Total 136768:						111.00
02/22/2024	136769	Manitowoc Co Solid Waste	January 2024 Service	640-53620-2900	STATEMENT 27718	9,908.03
Total 136769:						9,908.03
02/22/2024	136770	Manitowoc Co Treasurer	County Jail & Driver Improvement Surch	100-21125	2/12/24	856.25
Total 136770:						856.25
02/22/2024	136771	Manitowoc Disposal Inc	Recycling & Refuse Collect 2/4/2024-2/1	640-53620-2900	2/22/2024	16,805.35
Total 136771:						16,805.35
02/22/2024	136772	Manitowoc Trophy	Signage & Name Badge - Pokorski	100-55300-3100	45466	18.50
Total 136772:						18.50
02/22/2024	136773	Maritime Plumbing	Wall mount faucets - WWTP	690-59834-3900	9878	600.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 136773:						600.00
02/22/2024	136774	Meyers Design Inc	2-page spread -Fox Cities Magazine Tou	258-56700-2910	1774	267.00
Total 136774:						267.00
02/22/2024	136775	Municipal Elec Utilities of WI	2024 Elec Dept Safety & Training Progra	660-59930-2920	021524-66	9,450.00
Total 136775:						9,450.00
02/22/2024	136776	Penworthy Company LLC, The	Jn-Lib	280-55112-3400	0596985-IN	363.53
Total 136776:						363.53
02/22/2024	136777	RESCO	Transformer mounting bracket - Elec	660-59593-3900	3022088	1,173.92
02/22/2024	136777	RESCO	Jumper cable - Elec	660-59593-3900	3022772	474.39
Total 136777:						1,648.31
02/22/2024	136778	Schaus Mechanical	Service - Community House	100-55140-2900	SD10366	323.70
Total 136778:						323.70
02/22/2024	136779	State of Wisconsin	January 2024 penalty surcharges	100-21125	2/12/24	2,436.65
Total 136779:						2,436.65
02/22/2024	136780	Steinig Tal Kennel LLC	4 week handler course - PD	209-52100-2920	1966	3,500.00
02/22/2024	136780	Steinig Tal Kennel LLC	Dog Boarding with pre-training - PD	209-52100-2902	1968	420.00
Total 136780:						3,920.00
02/22/2024	136781	Suettinger's Keys LLC	#3 Master lock Key to 3210 - Parks	100-55200-2900	124433	339.30
Total 136781:						339.30
02/22/2024	136782	Superior Chemical LLC	Towelling & Garbage Bags - PW	100-53200-3900	384536	112.73
Total 136782:						112.73

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
02/22/2024	136783	SwimSmart Technology LLC	Downpayment - Rec	454-55400-8830	SSI-240124-1-22	13,140.00
Total 136783:						13,140.00
02/22/2024	136784	Two Rivers Youth Sports Inc.	Girls Fastpitch Clinic - Jan 16, 23, 30 202	100-55300-2900	02/14/2024	385.00
Total 136784:						385.00
02/22/2024	136785	Village of Mishicot Treasurer	January 2024 Municipal Court Forfeiture	100-21125	02/12/24	894.58
Total 136785:						894.58
02/22/2024	136786	White Cap L.P.	24" Rebar Epoxy - PW	100-53300-3900	50025467285	1,492.80
Total 136786:						1,492.80
02/22/2024	136787	Wisc Dept Of Revenue-DEBITMEMO	January 2024 Sales Tax	640-29410	16-FEB-2024	8,387.07
Total 136787:						8,387.07
02/22/2024	136788	Wisconsin Public Service	Pavillion	100-55200-2220	0401271669-42;2/24	67.59
02/22/2024	136788	Wisconsin Public Service	3801 Mishicot Rd.	100-54910-2220	0401271669-9;2/24	276.24
02/22/2024	136788	Wisconsin Public Service	114 Davis Street	100-55400-2220	0401271669-1;2/24	39.12
02/22/2024	136788	Wisconsin Public Service	LIBRARY	280-55110-2220	0401271669-23;2/24	1,308.86
Total 136788:						1,691.81
02/22/2024	136789	WPPI - Debit Memo	Jan 2024 Purchased Power	660-59902-2900	25-12024	484,660.30
Total 136789:						484,660.30
02/27/2024	136790	U.S. Bank-Debit Memo	Credit Card Usage - January 2024 / Febr	100-16000	STATEMENT 2-6-2024	63,549.39
Total 136790:						63,549.39
02/29/2024	136791	4 K's Pest Control LLC	Pest control - Library	280-55110-2410	2/26/2024	50.00
Total 136791:						50.00
02/29/2024	136792	AECOM Technical Services Inc	Seep Investigation/Remediation - Eng	419-53600-2900	2000843371	8,846.25

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 136792:						8,846.25
02/29/2024	136793	Aflac Business Services	February 2024 Premiums	100-21590	988219	2,581.38
Total 136793:						2,581.38
02/29/2024	136794	Amazon Business - Debit Memo	Supplies - Eng	100-53100-3100	19KY-3WGC-NDJF	16.96
02/29/2024	136794	Amazon Business - Debit Memo	Supplies - DPW	100-53200-3900	1LDD-666J-MY9R	224.29
02/29/2024	136794	Amazon Business - Debit Memo	Supplies - Wtr	650-59643-3900	1Y9N-N9QD-PDX9	248.21
Total 136794:						489.46
02/29/2024	136795	Buelow Vetter Buikema Olson & Vliet LL	General Legal	100-51410-2130	STATEMENT 169	82.50
02/29/2024	136795	Buelow Vetter Buikema Olson & Vliet LL	General Legal	100-51410-2130	171	907.50
02/29/2024	136795	Buelow Vetter Buikema Olson & Vliet LL	General Legal	100-51410-2130	172	1,237.50
02/29/2024	136795	Buelow Vetter Buikema Olson & Vliet LL	General Legal	100-51410-2130	174	4,792.50
02/29/2024	136795	Buelow Vetter Buikema Olson & Vliet LL	General Legal	100-51410-2130	175	2,927.00
Total 136795:						9,947.00
02/29/2024	136796	Charter Communications	Service 02/19/24-03/18/24 - Sr. Cntr	100-54150-2900	171242001021424	87.64
Total 136796:						87.64
02/29/2024	136797	Core & Main LP	Parts - Wtr	650-59677-3900	U360444	175.50
Total 136797:						175.50
02/29/2024	136798	Delta Dental of Wisconsin	Delta Premiums - March 2024	100-21532	2109118	5,753.62
Total 136798:						5,753.62
02/29/2024	136799	Fire-Rescue Supply LLC	Annual Preventative Maintenance - FD	100-52210-2410	10305	890.00
Total 136799:						890.00
02/29/2024	136800	Fitness Store	Servic Call - FD	100-52200-2900	2024-030	195.00
02/29/2024	136800	Fitness Store	Servic Call - P & R	100-55140-2900	2024-029	350.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 136800:						545.00
02/29/2024	136801	Fox Communities Credit Union	Refund of Credit Balance Due to Overch	660-21130	2/26/2024	738.63
Total 136801:						738.63
02/29/2024	136802	Frontier	Telephone - Water	650-59661-2200	5741;2/24	84.01
Total 136802:						84.01
02/29/2024	136803	GFL Environmental	Grit Dump - WWTP	690-59820-2900	U30000134383	294.21
Total 136803:						294.21
02/29/2024	136804	Hayden Water Co. LLC	Distilled Water - Water	650-59642-3900	164821	32.99
Total 136804:						32.99
02/29/2024	136805	Hubbart Electric Inc	Wiring / Water Plant	650-59678-2900	20822C	2,468.76
Total 136805:						2,468.76
02/29/2024	136806	John Fabick Tractor Company	Generator Maintenance - WWTP	690-59833-2900	SIGP0013592	695.76
Total 136806:						695.76
02/29/2024	136807	JSM Secure Inc.	Service - Rec	100-55140-2900	75982	420.00
Total 136807:						420.00
02/29/2024	136808	Mammoth Construction LLC	Replace Water Valve - Madison & 22nd	650-59673-2900	1729	3,030.00
02/29/2024	136808	Mammoth Construction LLC	Install Flush Hydrant @ 4023 Riverview	650-59677-2900	1730	1,600.00
Total 136808:						4,630.00
02/29/2024	136809	Manitowoc Co Highway Department	Salt Brine	100-53330-3900	27451	1,613.74
Total 136809:						1,613.74
02/29/2024	136810	Manitowoc Public Library	Reimburse Missing Item Payment - Lib	280-45300	02/22/2024	32.97

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 136810:						32.97
02/29/2024	136811	Martin Systems Inc	Commercial Download - P & R	100-55140-2900	34931	37.50
Total 136811:						37.50
02/29/2024	136812	Minnesota Life Insurance Co	Life Insurance premium - February & Mar	100-21531	FEBRUARY & MARCH 20	7,767.87
Total 136812:						7,767.87
02/29/2024	136813	North Central Laboratories	Lab Supplies-WTP	690-59820-3900	499724	78.39
02/29/2024	136813	North Central Laboratories	Lab Supplies-WTP	690-59820-3900	499843	2,064.95
Total 136813:						2,143.34
02/29/2024	136814	Northern Lake Service Inc	TOC Sampling - Wtr	650-59642-2900	2402827	65.66
Total 136814:						65.66
02/29/2024	136815	Notary Records Section	Notary-Gauthier	100-52100-3210	BOND NO. 107995969	20.00
Total 136815:						20.00
02/29/2024	136816	N-Tech Consulting	Agreement Managed Firewall - January	670-59930-2900	15551	249.00
Total 136816:						249.00
02/29/2024	136817	Schaus Mechanical	Maint - Lib	280-55110-2410	SD10474	638.86
02/29/2024	136817	Schaus Mechanical	Fall Preventative Maintenance - P&R	100-55140-2900	SD10438	811.50
Total 136817:						1,450.36
02/29/2024	136818	Superior Chemical LLC	Supplies - CH	100-51600-3500	384519	255.86
02/29/2024	136818	Superior Chemical LLC	Supplies - WWTP	690-59834-3900	384509	76.21
Total 136818:						332.07
02/29/2024	136819	Swoboda, Jason	Restitution Received / Court Case CQ-85	100-21125	02/16/2024	1,175.20

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 136819:						1,175.20
02/29/2024	136820	United Systems & Software Inc.	Parts - Wtr	650-19346	104769	39,437.02
Total 136820:						39,437.02
02/29/2024	136821	US Bancorp	Vehicles & Equipment Contract Pymnt 4/	690-29225	522712579	78,398.76
Total 136821:						78,398.76
02/29/2024	136822	Vinton-Two Rivers LLC	Payment No. 6, TID 11 Grant - FINAL PA	240-56700-5950	FEBRUARY 29, 2024	26,908.75
Total 136822:						26,908.75
02/29/2024	136823	WCA/Group Health Trust	March 2024 Health Premiums	100-16300	0015705188	190,539.15
Total 136823:						190,539.15
02/29/2024	136824	Wells Fargo Vendor Financial Services L	Bobcat Toolcat	457-53300-8160	5028714973	1,268.82
Total 136824:						1,268.82
02/29/2024	136825	West & Dunn LLC	Monthly Flat Fee - January 2024	100-51340-2120	9285	6,137.88
Total 136825:						6,137.88
02/29/2024	136826	WHPC-Edgewater Terrace-Two Rivers L	Annual Guaranteed TIF Rev Pymnt (202	239-56700-5950	FEBRUARY 21, 2024	20,000.00
Total 136826:						20,000.00
02/29/2024	136827	Wisconsin Public Service	WARM BLDG	100-55200-2220	0401271669-12;2/24	40.21
02/29/2024	136827	Wisconsin Public Service	CITY HALL	100-51600-2220	0401271669-24; 2/24	1,238.93
02/29/2024	136827	Wisconsin Public Service	1401 Lake Street	660-49390	0401271669-35;2/24	4,606.76
02/29/2024	136827	Wisconsin Public Service	FIRE DEPT	100-52200-2220	0401271669-03;2/24	952.87
Total 136827:						6,838.77
02/29/2024	136828	Wisconsin Retirement System	January 2024 Contributions	100-21520	JANUARY 2024	138,074.55

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 136828:						138,074.55
02/29/2024	136829	Zoro Tools Inc.	Supplies - Wtr	650-59665-2900	INV13734935	111.80
Total 136829:						111.80
Grand Totals:						7,112,093.58



Office of the County Executive

Bob Ziegelbauer, County Executive
Manitowoc County Courthouse • 1010 S. 8th Street • Manitowoc WI 54220
Office: 920.683.5107 • Cell: 920.323.7497
bobziegelbauer@manitowoccountywi.gov

Section 11, Item A.

Accountability • Respect • Customer Service

Manitowoc County ARPA Voluntary Program Deadlines

March 5, 2024

Manitowoc County Cities, Villages, and Town Clerks,

We are in the third year of Manitowoc County's Voluntary ARPA (American Rescue Plan Act) sharing grants with local municipalities. The U.S. Treasury requires all ARPA funds to be appropriated by December 31, 2024. For those who have not used up all their ARPA funds yet, due to the ARPA guidelines we have to follow, **we are asking you to notify us in writing by July 1, 2024 of allowable projects you want to use ARPA funds**, if you want to participate in our voluntary program.

In order to appropriate your funds accordingly your municipality will need the following items:

1. Allowable project identified and approved by Manitowoc County
2. Bid packets
3. Winning bidder selected for project, and notified.

After approval of the project, you have until December 31, 2026 to complete the project. Once a project is selected it cannot be re-appropriated or changed to another project. Manitowoc County ARPA funds will be forfeited back to the county if a project is changed from the initial approved project. If the county does not receive the required information above by July 1, 2024 your remaining available Manitowoc County ARPA funds will revert back and will no longer be available for use.

As a reminder the Manitowoc County ARPA funds will only be matched with your municipalities' ARPA funds. You may not use other funds from any other source to utilize the county's match.

If you have any questions on this, contact the County Finance Director, J.J. Gutman, by phone (920-683-2740) or by email jjgutman@manitowoccountywi.gov.

Contact me anytime.

A handwritten signature in black ink that reads "Bob Ziegelbauer". The signature is written in a cursive style with a large, looped "B" and "Z".

Bob Ziegelbauer
Manitowoc County Executive



**TWO
RIVERS**
WISCONSIN

Section 11, Item A.

PUBLIC WORKS

Engineering Division

1717 E. Park Street

P.O. BOX 87

Two Rivers, WI 54241-0087

March 15, 2024

Bob Ziegelbauer, County Executive
1010 S 8th Street
Manitowoc, WI 54220

Re: American Rescue Plan Act Usage

Dear Mr. Ziegelbauer

This is in response to your letter dated March 5, 2024, requesting an update as to how the City of Two Rivers plans to encumber the combined city and county American Rescue Plan Act (ARPA) funds allocated to us.

At the March 4, 2024, City Council meeting, the Council awarded a contract to Mammoth Construction for the reconstruction of Roosevelt Avenue from 12th Street to Lowell Street. This is a complete reconstruction project that includes the replacement of underground utilities and concrete pavement. As part of this project, public and private side water services will be replaced that will encumber an estimated \$248,319 of ARPA funds. This project will begin construction around April 1, 2024, and be completed in October 2024.

The City is in the process of preparing a lead water service replacement contract (public and private side) that will encumber the remaining \$1,401,640 of combined ARPA funds. Depending upon contract bid prices, an estimated 150 to 200 lead water services will be replaced and includes restoration of the excavated areas. This contract is anticipated to be advertised for bid in April 2024 and awarded in May 2024. Construction is anticipated to commence in June 2024 and extend into 2025.

If you should have any questions regarding these contracts or the proposed use of the remaining ARPA funds, please do not hesitate to contact myself, mathec@two-rivers.org.

Sincerely,

Matthew Heckenlaible, P. E.
Director of Public Works/City Engineer
City of Two Rivers

Cc: City Council
Greg Buckley, City Manager
Dave Buss, Finance Director



www.two-rivers.org



920.793.5539



920.793.5537



CITY OF TWO RIVERS AUTHORIZING RESOLUTION FOR INFLATION REDUCTION ACT (IRA) URBAN FORESTRY GRANT

Authorizing Resolution

WHEREAS, the applicant, The City of Two Rivers, is interested in obtaining a grant from Wisconsin Department of Natural Resources for the purpose of funding urban and community forestry projects specified in Ch. NR 47, Wis. Adm. Code;

WHEREAS, the applicant attests to the validity and veracity of the statements and representations contained in the grant application; and

WHEREAS, the applicant requests a grant agreement to carry out the project;

NOW, THEREFORE, BE IT RESOLVED, the applicant, The City of Two Rivers, will comply with all local, state, and federal rules, regulations and ordinances relating to this project and the agreement.

BE IT FURTHER RESOLVED, the applicant will budget a sum sufficient to fully and satisfactorily complete the project and hereby authorizes and empowers The City of Two Rivers Parks and Recreation Director, its official or employee, to act on its behalf to:

- 1. Sign and submit the grant application
- 2. Sign a grant agreement between applicant and the DNR
- 3. Submit interim and/or final reports to the DNR to satisfy the grant agreement
- 4. Submit grant reimbursement request to the DNR
- 5. Sign and submit other required documentation

Adopted this 18th day of March, 2024.

I hereby certify that the foregoing resolution was duly adopted by The City of Two Rivers at a legal meeting on the 18th day of March, 2024.

Councilmember

Gregory E. Buckley
City Manager

RESOLUTION

Section 11, Item C.

**AMENDING 2024 CITY BUDGET
TO PROVIDE INCREASED FUNDING
FOR GENERAL FUND BUDGETED CONTINGENCY
TO HELP OFFSET ANTICIPATED EXTRA-ORDINARY
POLICE DEPARTMENT COSTS**

WHEREAS, the adopted 2024 General Fund Budget for the City of Two Rivers includes a modest Contingency line item of \$310,000 (2.5 percent of budgeted expenditures of \$12.2 million) for any extra-ordinary expenses that may be incurred over the course of the City’s fiscal year; and

WHEREAS, most of that contingency is offset by a revenue line item of \$222,505 for “Reappropriated Surplus,” which indicates a possible draw-down of the General Fund’s fund balance by such amount, should that budget be fully spent, inclusive of the contingency amount; and

WHEREAS, in light of the significant additional costs being incurred, primarily by the Police Department, but also by other City departments in the ongoing search and investigation related to a child reported missing from our community, it is appropriate that the City take action to provide a “fully funded” Contingency line item to help absorb such extra-ordinary costs;

NOW, THEREFORE BE IT RESOLVED that the City Council does hereby adopt the following budget amendment as recommended by the City Manager and endorsed by action of the City Council’s Personnel and Finance Committee, which fully funds from the sources identified a General Fund Contingency line item in the amount of \$336,241 :

<u>100 General Fund</u>	<u>Adopted</u>	<u>Amended</u>	<u>Net Change</u>	<u>Explanation</u>
Revenues				
Reappropriated Surplus	\$ 222,505	\$ -	\$ (222,505)	Eliminate any use of fund balance to fund budgeted Contingency
Transfer from Other Funds (Fund 417)	\$ 320,000	\$ 336,000	\$ 16,000	Increase Transfer-In from Fund 417
Other Revenues	\$ 5,000	\$ 60,000	\$ 55,000	Deposit Focus on Energy Rebate for HVAC system work to General Fund
Change in Budgeted Revenues			\$ (151,505)	
Expenditures				
Public Works	\$ 1,751,501	\$ 1,589,755	\$ (161,746)	Defund new FT Maint position, new GIS position (20% Gen Fund), Cut Snow and Ice budget (savings due to weather), move bridge inspections to Bridge Capital Add back \$15,000 for 2 Summer seasonal positions (\$15 per hour, 12 weeks)
Culture, Recreation & Education	\$1,356,173	\$ 1,340,173	\$ (16,000)	Cut Parks and Rec operating budget by 1 percent
Other Financing Uses--Contingency	\$310,000	\$ 336,241	\$ 26,241	
Change in Budgeted Expenditures			\$ (151,505)	
291 Community Development Fund				
Revenues				
Transfer from Fund 417	\$ 65,000	\$ 49,000	\$ (16,000)	Reduce transfer from Fund 417; Fund 291 ended 2023 with Fund Balance \$16,000 higher than projected during development of 2024 budget

Approved this 18th day of March, 2024.

Council Member

Gregory E. Buckley
City Manager



TWO RIVERS
WISCONSIN

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



Memorandum

Department of Public Works

Date: March 18, 2024

To: City Council
Greg Buckley, City Manager

From: Matthew Heckenlaible, Public Works Director / City Engineer

Re: Private Lead and Galvanized Iron (Lead) Service Line Replacement Funding

Money is available from the Safe Drinking Water Revolving Loan Program to assist with the replacement of private lead and galvanized iron (lead) water service lines. Two Rivers can receive SDWLP funds as a loan.

Two Rivers receiving SDWLP funds as a loan must provide security for the loan. Security may be provided as a general obligation pledge or a revenue pledge. Typically, a revenue pledge is provided from a municipality’s water utility charges. However, Public Service Commission approval under Wis. Stat. ss. 196.372 is needed to provide a revenue pledge based on water utility revenues for a SDWLP loan used to fund private lead service line replacements.

Two Rivers now has another option for providing a revenue pledge to secure a SDWLP loan to fund private lead service line replacement.

Wisconsin Statute ss 66.0627(8)(ag) permits a municipality to establish a loan program for property owners to replace private lead service lines. Going forward, the Wisconsin Department of Natural Resources and the Wisconsin Department of Administration will accept a municipality’s pledge of these loan repayments as security for the SDWLP loan.

A municipality is authorized to collect loan repayments under Wis. Stats. Ss. 66.0627(8)(ag) by placing a special charge on the property owner’s tax bill. Special charges are then collected like taxes.

In order to use this alternative, the City needs to adopt an ordinance establishing a loan program under Wis. Stats. Ss 66.0627(8)(ag). It is important that this loan program be established and administered by the City of Two Rivers and not the Two Rivers Water Utility. Because this is a municipal program and water utility funds will not be used, Public Service Commission approval is not required for use of this alternative.





**TWO
RIVERS**
WISCONSIN

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



The City of Two Rivers may provide a property owner with a grant to cover a portion of the cost to replacing their private lead service line and a loan to cover the remainder of the costs. Any grant funding can originate from awarded SDWLP principal forgiveness (which we did not receive), or from other municipal funds, such as American Rescue Plan Act (ARPA) funds.

A loan agreement between the City and the property owner will be required to be executed that sets forth the amount of the loan, the interest rate, the length of the term and collection of loan repayments as a special charge on the property owner's tax bill.

Two Rivers will use the loan repayments from the property owners to pay off the city's SDWLP loan for private lead service line replacements. Stated another way, the source of repayment pledged to the city's SDWLP loans will be the revenues of the municipality's loan program (that is, the loan repayments received from the property owners).

Sec. 5-1-8. Water service replacement. (3-11-2024)

A. *Intent and purpose.* The city council finds that it is in the public interest to establish a comprehensive program for the removal and replacement of lead or lead-contaminated water services in use within both the city's water system and in private systems and, to that end, declares the purposes of this section to be as follows:

- (1) To ensure that the water quality at every tap of utility customers meets the water quality standards specified under the federal and state law;
- (2) To reduce the lead in the city's drinking water to meet the Environmental Protection Agency (EPA) standards and ideally to a lead contaminant level of zero in city drinking water for the health of city ratepayers;
- (3) To meet the Wisconsin Department of Natural Resources (WDNR) requirements for local compliance with the Lead and Copper Rule (see 56 CFR 6460, 40 CFR Parts 141.80 to 141.90 and §§ NR 809.541 to 809.55, Wis. Adm. Code); and
- (4) To eliminate leaks due to pipe material or joint deterioration.

B. *Definitions.* Definitions of terms used in this section are provided below:

- (1) *City Water System* – means the water supply system owned by and located within the City.
- (2) *Customer Service Line* – means the portion of a water service line that extends from the outlet of the curb stop to the inlet of a customer's water meter.
- (3) *Utility* – means the City's water utility.
- (4) *Utility Service Line* – means the portion of a water service line from the water main to the outlet of the curb stop, including the curb stop, but not the outlet joint of the curb stop.
- (5) *Water Service Line* – means the service line that extends from the water main to a customer's water meter.

C. *Identification of illegal services.*

- (1) The Utility shall create and maintain a record of the location of all identified lead and galvanized iron service lines in the City.
- (2) The Utility Director or duly authorized agent shall have the right, upon the presentation of credentials, to request to enter a property connected to the City water system at any reasonable time and inspect the customer service line. Any person or entity who owns, manages, or otherwise exercise control over a property connected to the City water system shall allow the Utility to inspect the customer service line. If entry is refused, the Utility shall obtain a special inspection warrant under Wis. Stats. ss 66.0119 or will refer to Section E of this ordinance for water service discussion.
- (3) The Utility shall provide written notice to any person or entity who owns, manages, or otherwise exercises control over a property connected to the City water system if that property has been inspected and determined to have a lead service line.

~~B. *Water system maintenance, repair and reconstruction.*~~

D. *Lead or Galvanized Iron service line replacement requirements.*

- (1) ~~*Inspection-Replacement required.* The utility director or duly authorized agent shall inspect private connections to the public water mains at the time that the utility system is to be maintained, repaired or reconstructed, or when deemed appropriate by the utility director.~~

- (a) Any existing private lead or galvanized iron water ~~lateral~~ service shall be considered illegal. ~~Other lateral shall also be considered illegal if contaminated with lead.~~ Illegal services shall be replaced with water service lines constructed of materials approved by the City.
 - (b) Prior to the actual reconstruction of the water main and lateral system, each property owner shall be given written notice of the project. Such notice shall be made not less than 30 days prior to commencement of the actual work.
 - (c) As the reconstruction progresses, the utility director or duly authorized agent shall inspect each private water ~~lateral~~ service connection for the presence of lead. In the event inspection had been made previously, the utility director or duly authorized agent shall determine the condition of the private water connection from inspection records.
 - (d) In the event that the private water ~~lateral~~ service does not contain lead, the city shall reconnect the same to the utility system at an appropriate point near the right-of-way line.
 - (e) In the event that the private water ~~lateral~~ service is found to contain lead, the utility director or duly authorized agent shall immediately notify the owner, in writing, of that fact.
 - (f) Existing lead or galvanized iron service lines that develop a leak or otherwise need repair may not be repaired but must be replaced.
 - (g) Other lead or galvanized iron service lines not part of a reconstruction project shall be replaced in accordance with a schedule developed by the Utility. The schedule shall be developed to eliminate lead services lines in the City.
 - (h) Property owners shall replace their customer service lines that meet the definition of an illegal service line according to the schedule developed by the Utility. The City or Utility or both may issue citations and penalties prescribed by City ordinance on a property owner that fails to replace their customer service line that meet the definition of a lead or galvanized iron service line as required by the schedule or be referred to Section E of this ordinance for service disconnection.
- (2) *Owner to replace service.* The owner shall, at the owner's expense, replace the lead water services ~~laterals~~ or water services ~~laterals~~ contaminated with lead. In all cases, the city shall supply an appropriate connection point as part of its work. The owner may elect to:
- (a) Contract with a licensed contractor to complete the repair. Work needed to accomplish the repair shall be done at the expense of the owner. Within 30 days of the giving of notice of deficiency under subsection B.(1)(e) of this section, proof of arrangements for repair shall be provided to the utility director or duly authorized agent, and, within 90 days of the giving of notice, the repairs shall be completed.
 - (b) Have the city's contractors, if available, complete the repair.
 - [1] The city may, as part of any project, request unit bid prices for the calculation of the cost of making appropriate repair to the private building water services ~~laterals~~.
 - [2] If available, and should the owner select this option, the owner will be charged the entire cost of making the repair, except to the extent a city policy provides an exception to a portion of the costs.
 - (c) The City may establish a program to provide financial assistance to property owners replacing lead service lines.

EE. *Authority to discontinue service.* As an alternative to any other methods provided for obtaining compliance with the requirements of this Code regarding replacement of illegal customer service lines, the utility may, no sooner than 30 days after the giving of written notice, discontinue water service to such property served

by illegal private water lateral after reasonable notice and an opportunity for hearing before the city utilities committee under Wis. Stats. Ch. 68.

(Amended 1-15-2018)

ORDINANCE

AN ORDINANCE to amend Municipal Code Section 5-1-8, entitled "Water Service Replacement" to repeal and recreate.

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

SECTION 1. That Section 5-1-8 of the Municipal Code shall hereby hereby be replaced as follows:

- A. Intent and purpose. The city council finds that it is in the public interest to establish a comprehensive program for the removal and replacement of lead or lead-contaminated water services in use within both the city's water system and in private systems and, to that end, declares the purposes of this section to be as follows:
 - (1) To ensure that the water quality at every tap of utility customers meets the water quality standards specified under the federal and state law;
 - (2) To reduce the lead in the city's drinking water to meet the Environmental Protection Agency (EPA) standards and ideally to a lead contaminant level of zero in city drinking water for the health of city ratepayers;
 - (3) To meet the Wisconsin Department of Natural Resources (WDNR) requirements for local compliance with the Lead and Copper Rule (see 56 CFR 6460, 40 CFR Parts 141.80 to 141.90 and §§ NR 809.541 to 809.55, Wis. Adm. Code); and
 - (4) To eliminate leaks due to pipe material or joint deterioration.

- B. Definitions. Definitions of terms used in this section are provided below:
 - (1) City Water System – means the water supply system owned by and located within the City.
 - (2) Customer Service Line – means the portion of a water service line that extends from the outlet of the curb stop to the inlet of a customer's water meter.
 - (3) Utility – means the City's water utility.
 - (4) Utility Service Line – means the portion of a water service line from the water main to the outlet of the curb stop, including the curb stop, but not the outlet joint of the curb stop.
 - (5) Water Service Line – means the service line that extends from the water main to a customer's water meter.

- C. Identification of illegal services.
 - (1) The Utility shall create and maintain a record of the location of all identified lead and galvanized iron service lines in the City.

- (2) The Utility Director or duly authorized agent shall have the right, upon the presentation of credentials, to request to enter a property connected to the City water system at any reasonable time and inspect the customer service line. Any person or entity who owns, manages, or otherwise exercise control over a property connected to the City water system shall allow the Utility to inspect the customer service line. If entry is refused, the Utility shall obtain a special inspection warrant under Wis. Stats. ss 66.0119 or will refer to Section E of this ordinance for water service discussion.
- (3) The Utility shall provide written notice to any person or entity who owns, manages, or otherwise exercises control over a property connected to the City water system if that property has been inspected and determined to have a lead service line.

D. Lead or Galvanized Iron service line replacement requirements.

- (1) Replacement required.
 - (a) Any existing private lead or galvanized iron water service shall be considered illegal. Illegal services shall be replaced with water service lines constructed of materials approved by the City.
 - (b) Prior to the actual reconstruction of the water main and lateral system, each property owner shall be given written notice of the project. Such notice shall be made not less than 30 days prior to commencement of the actual work.
 - (c) As the reconstruction progresses, the utility director or duly authorized agent shall inspect each private water service connection for the presence of lead. In the event inspection had been made previously, the utility director or duly authorized agent shall determine the condition of the private water connection from inspection records.
 - (d) In the event that the private water service does not contain lead, the city shall reconnect the same to the utility system at an appropriate point near the right-of-way line.
 - (e) In the event that the private water service is found to contain lead, the utility director or duly authorized agent shall immediately notify the owner, in writing, of that fact.
 - (f) Existing lead or galvanized iron service lines that develop a leak or otherwise need repair may not be repaired but must be replaced.
 - (g) Other lead or galvanized iron service lines not part of a reconstruction project shall be replaced in accordance with a schedule developed by the Utility. The schedule

shall be developed to eliminate lead services lines in the City.

- (h) Property owners shall replace their customer service lines that meet the definition of an illegal service line according to the schedule developed by the Utility. The City or Utility or both may issue citations and penalties prescribed by City ordinance on a property owner that fails to replace their customer service line that meet the definition of a lead or galvanized iron service line as required by the schedule or be referred to Section E of this ordinance for service disconnection.

- (2) *Owner to replace service.* The owner shall, at the owner's expense, replace the lead water services or water services contaminated with lead. In all cases, the city shall supply an appropriate connection point as part of its work. The owner may elect to:
 - (a) Contract with a licensed contractor to complete the repair. Work needed to accomplish the repair shall be done at the expense of the owner. Within 30 days of the giving of notice of deficiency under subsection B.(1)(e) of this section, proof of arrangements for repair shall be provided to the utility director or duly authorized agent, and, within 90 days of the giving of notice, the repairs shall be completed.
 - (b) Have the city's contractors, if available, complete the repair.
 - [1] The city may, as part of any project, request unit bid prices for the calculation of the cost of making appropriate repair to the private building water services.
 - [2] If available, and should the owner select this option, the owner will be charged the entire cost of making the repair, except to the extent a city policy provides an exception to a portion of the costs.
 - (c) The City may establish a program to provide financial assistance to property owners replacing lead service lines.

E. Authority to discontinue service. As an alternative to any other methods provided for obtaining compliance with the requirements of this Code regarding replacement of illegal customer service lines, the utility may, no sooner than 30 days after the giving of written notice, discontinue water service to such property served by illegal private water lateral after reasonable notice and an opportunity for hearing before the city utilities committee under Wis. Stats. Ch. 68.

And to renumber subsequent sections as appropriate.

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

Dated this 18th day of March, 2024

Adam Wachowski
President, City Council

Gregory E. Buckley
City Manager

Attest:

Amanda Baryenbruch
City Clerk

Approved as to form and legality:

John M. Bruce
City Attorney

Submittal of Annual Reports and Other Compliance Documents for Municipalities Separate Storm Sewer System (MS4) Permits

Section 11, Item E.

NOTE: Missing or incomplete fields are highlighted at the bottom of each page. You may save, close and return to your draft permit as often as necessary to complete your application. After 120 days your draft is **deleted**.

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Form 3400-224(R8/2021)

Reporting Information :

Will you be completing the Annual Report or other submittal type? Annual Report Other

Project Name:	2023 Annual Report
County:	<u>Manitowoc</u>
Municipality:	<u>Two Rivers, City</u>
Permit Number:	S050075
Facility Number:	31434
Reporting Year:	<u>2023</u>

Is this submittal also satisfying an Urban Nonpoint Source Grant funded deliverable? Yes No

Please submit grant funded deliverables separately from the annual report.

Please include grant number below. It is available on all grant documents or by contacting your regional NPS coordinator: <https://dnr.wisconsin.gov/topic/Nonpoint/NPScontacts.html>

Grant Number:

Required Attachments and Supplemental Information

Please complete the contents of each tab to submit your MS4 permit compliance document. The information included in this checklist is necessary for a complete submittal. A complete and detailed submittal will help us review about your MS4 permit document. To help us make a decision in the shortest amount of time possible, the following information must be submitted:

Annual Report

- Review related web site and instructions for [Municipal storm water permit eReporting](#) [Exit Form]
- Complete all required fields on the annual report form and upload required attachments
- Attach the following other supporting documents as appropriate using the attachments tab above
 - Public Education and Outreach Annual Report Summary
 - Public Involvement and Participation Annual Report Summary
 - Illicit Discharge Detection and Elimination Annual Report Summary
 - Construction Site Pollution Control Annual Report Summary
 - Post-Construction Storm Water Management Annual Report Summary

- Pollution Prevention Annual Report Summary
 - Leaf and Yard Waste Management
 - Municipal Facility (BMP) Inspection Report
 - Municipal Property SWPPP
 - Municipally Property Inspection Report
 - Winter Road Maintenance
 - Storm Sewer Map Annual Report Attachment
 - Storm Water Quality Management Annual Report Attachment
 - TMDL Attachment
 - Storm Water Consortium/Group Report
 - Municipal Cooperation Attachment
 - Other Annual Report Attachment
- Attach the following permit compliance documents as appropriate using the attachments tab above
- Storm Water Management Program
 - Public Education and Outreach Program
 - Public Involvement and Participation Program
 - Illicit Discharge Detection and Elimination Program
 - Construction Site Pollutant Control Program
 - Post-Construction Storm Water Management Program
 - Pollution Prevention Program
 - Municipal Storm Water Management Facility (BMP) Inventory
 - Municipal Storm Water Management Facility (BMP) Inspection and Maintenance Plan
 - Total Maximum Daily Load documents *(*If applicable, see permit for due dates.)*
 - TMDL Mapping*
 - TMDL Modeling*
 - TMDL Implementation Plan*
 - Fecal Coliform Screening Parameter *
 - Fecal Coliform Inventory and Map *(S050075-03 general permittees Appendix B B.5.2 – document due to the department by March 31, 2022)*
 - Fecal Coliform Source Elimination Plan *(S050075-03 general permittees Appendix B - document due to the department by October 31, 2023)*
- Sign and Submit form

Municipal Contact Information- Complete

Notice: Pursuant to s. NR 216.07(8), Wis. Adm. Code, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources (Department) by March 31 of each year to report on activities for the previous calendar year ("reporting year"). This form is being provided by the Department for the user's convenience for reporting on activities undertaken in each reporting year of the permit term. Personal information collected will be used for administrative purposes and may be provided to the extent required by Wisconsin's Open Records Law [ss. 19.31-19.39, Wis. Stats.].

Note: Compliance items must be submitted using the Attachments tab.

Municipality Information

Name of Municipality: Two Rivers, City

Facility ID # or (FIN): 31434

Updated Information: Check to update mailing address information

Mailing Address: PO Box 87

Mailing Address 2:

City: Two Rivers, City

State: WI

Zip Code: 54241 xxxxx or xxxxx-xxxx

Primary Municipal Contact Person (Authorized Representative for MS4 Permit)

The "Authorized Representative" or "Authorized Municipal Contact" includes the municipal official that was charged with compliance and oversight of the permit conditions, and has signature authority for submitting permit documents to the Department (i.e., Mayor, Municipal Administrator, Director of Public Works, City Engineer).

Select to **create new** primary contact

First Name: Matthew

Last Name: Heckenlaible

Select to **update** current contact information

Title: DPW/City Engineer

Mailing Address: 1717 East Park St

Mailing Address 2:

City: Two Rivers

State: WI

Zip Code: 54241-0087 xxxxx or xxxxx-xxxx

Phone Number: 920-793-5540 Ext: xxx-xxx-xxxx

Email: mathec@two-rivers.org

Additional Contacts Information (Optional)

I&E Program

Individual with responsibility for:
(Check all that apply)

- IDDE Program
- IDDE Response Procedure Manual
- Municipal-wide Water Quality Plan
- Ordinances
- Pollution Prevention Program
- Post-Construction Program
- Winter roadway maintenance

First Name:

Last Name:

Title:

Mailing Address:

Mailing Address 2:

City:

State:

Zip Code: xxxxx or xxxxx-xxxx

Phone Number: Ext: xxx-xxx-xxxx

Email:

Municipal Billing Contact Person (Authorized Representative for MS4 Permit)

Select to **create new** Billing contact

First Name:

Last Name:

Select to **update** current contact information

Title:

Mailing Address:

Mailing Address 2:

City:

State:

Zip Code: xxxxx or xxxxx-xxxx

Phone Number: Ext: xxx-xxx-xxxx

Email:

1. Does the municipality rely on another entity to satisfy some of the permit requirements?

Yes No

Public Education and Outreach MRF (Manitowoc Recycling Facility, Manitowoc County Cooperative, NEWSC

Public Involvement and Participation MRF (Manitowoc Recycling Facility, Manitowoc County Cooperative, NEWSC

Illicit Discharge Detection and Elimination

Construction Site Pollutant Control _____

Section 11, Item E.

Post-Construction Storm Water Management _____

Pollution Prevention

Storm Water Management Facility Inspections: McMahon Associates _____

Public Works Yards and Other Municipally Owned Properties: _____

Street Sweeping/Cleaning Program: _____

Catch Basin Sump Cleaning Program: _____

Leaf Collection Program: _____

Winter Road Management: _____

Internal Staff Education & Communication: _____

Storm Sewer System Map: _____

2. Has there been any changes to the municipality's participation in group efforts towards permit compliances (i.e., the municipality has added or dropped consortium membership)?

Yes No

Missing Information

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7.

Form 3400-224 (R8/2021)

Minimum Control Measures- Section 1 : Complete

1. Public Education and Outreach

- a. Does MS4 conduct any educational efforts or events independently (not with a group) Yes No
- b. How many total educational events were held during the reporting year:
- c. Were any of the public education and outreach delivery mechanisms conducted during the reporting year active or interactive? Yes No
- d. Please select all storm water topics, target audiences, and delivery mechanisms used in the reporting year

Public Education and Outreach Delivery Mechanisms (Active and Passive)	
Active/Interactive Mechanisms	Passive Mechanisms
<input checked="" type="checkbox"/> Education activities (school presentations, summer camps) <input type="checkbox"/> Information booth at event <input checked="" type="checkbox"/> Targeted group training (contractors, consultants, etc.) <input checked="" type="checkbox"/> Government event (public hearing, council meeting) <input type="checkbox"/> Workshops <input type="checkbox"/> Tours <input type="checkbox"/> Other: <input type="text"/>	<input checked="" type="checkbox"/> Passive print media (brochures at front desk, posters, etc.) <input checked="" type="checkbox"/> Distribution of print media (mailings, newsletters, etc.) via mail or email. <input type="checkbox"/> Media offerings (radio and TV ads, press release, etc.) <input checked="" type="checkbox"/> Social media posts <input type="checkbox"/> Signage <input checked="" type="checkbox"/> Website <input type="checkbox"/> Other: <input type="text"/>

Topics Covered	Target Audience
<input checked="" type="checkbox"/> Illicit discharge detection and elimination <input checked="" type="checkbox"/> Household hazardous waste disposal/pet waste management/vehicle washing <input checked="" type="checkbox"/> Yard waste management/pesticide and fertilizer application <input checked="" type="checkbox"/> Stream and shoreline management <input type="checkbox"/> Residential infiltration <input checked="" type="checkbox"/> Construction sites and post-construction storm water management <input type="checkbox"/> Pollution prevention <input type="checkbox"/> Green infrastructure/low impact development <input type="checkbox"/> Other: <input type="text"/>	<input checked="" type="checkbox"/> General Public <input type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Public Officials <input type="checkbox"/> Other: <input type="text"/>

e. Will additional information/summary of these education events be attached to the annual report?
 Yes No

If no, please provide additional comment in the brief explanation box below. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 2 : Complete

2. Public Involvement and Participation

a. Permit Activities. Select all of the following topics the Permittee did to engage public participation and involvement.

Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
<input checked="" type="checkbox"/> MS4 Annual Report <input checked="" type="checkbox"/> Storm Water Management Program <input type="checkbox"/> Storm Water related ordinance <input type="checkbox"/> Other: <input type="text"/>	<input checked="" type="checkbox"/> General Public <input checked="" type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input checked="" type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input checked="" type="checkbox"/> Public Officials <input type="checkbox"/> Other	11-50	<input type="radio"/> Yes <input checked="" type="radio"/> No

b. Volunteer Activities. Select all of the following audiences targeted for volunteer involvement and participation related to storm water.

NA (Individual Permittee)

Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
Volunteer Opportunity	<input checked="" type="checkbox"/> General Public <input checked="" type="checkbox"/> Public Employees <input type="checkbox"/> Residents <input type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Public Officials <input checked="" type="checkbox"/> Other	11-50	<input type="radio"/> Yes <input checked="" type="radio"/> No

c. Brief explanation on Public Involvement and Participation reporting. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

See Attached

Missing Information

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 3 : Complete

3. Illicit Discharge Detection and Elimination

- a. How many total outfalls does the municipality have?
- b. How many outfalls did the municipality evaluate as part of their routine ongoing field screening program?
- c. From the municipality's routine screening, how many were confirmed illicit discharges?
- d. How many illicit discharge complaints did the municipality receive?
- e. From the complaints received, how many were confirmed illicit discharges?
- f. How many of the identified illicit discharges did the municipality eliminate in the reporting year (from both routine screening and complaints)?

(If the sum of 3.c. and 3.e. does not equal 3.f., please explain below.)

g. What types of regulatory mechanisms does the municipality have available to compel compliance with this program? Check all that are available and how many times each were used in the reporting year.

- Verbal Warning
- Written Warning (including email)
- Notice of Violation
- Civil Penalty/ Citation

Additional Information:

h. Brief explanation on Illicit Discharge Detection and Elimination reporting. If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.

See attached

Missing Information

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 4 : Complete

4. Construction Site Pollutant Control

a.

How many total construction sites with one acre or more of land disturbing construction activity were active at any point in the reporting year?

2

b. How many construction sites with one acre or more of land disturbing construction activity did the municipality issue permits for in the reporting year?

1

c. How many erosion control inspections did the municipality complete in the reporting year (at sites with one acre or more of land disturbing construction activity)?

1

d. What types of regulatory mechanisms does the municipality have available to compel compliance with this program? Check all that are available and how many times each were used in the reporting year.

Verbal Warning

0

Written Warning (including email)

0

Notice of Violation

0

Civil Penalty/ Citation

Stop Work Order

0

Forfeiture of Deposit

Other - Describe below

e. Brief explanation on Construction Site Pollutant Control reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

See attached

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 5 : Complete

5. Post-Construction Storm Water Management

a. How many new structural storm water management Best Management Practice (BMP) have received local approval ?

0

*Engineered and constructed systems that are designed to provide storm water quality control such as wet detention ponds, constructed wetlands, infiltration basins, grassed swales, permeable pavement,

b. Does the MS4 have procedures for inspecting and maintaining private storm water facilities?

Yes No

c. If Yes, how many privately owned storm water management facilities were inspected in the reporting year ? Inspections completed by private landowners should be

0

included in the reported number.

d. Does the municipality utilize privately owned storm water management BMP in its pollutant reduction analysis? Yes No

e. Does MS4 have maintenance authority on these privately owned BMPs?
2

f. How many municipally operated (private) storm water management BMPs were inspected in the reporting year? 2

g. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year.

- Verbal Warning 0
- Written Warning (including email) 0
- Notice of Violation 0
- Civil Penalty/ Citation
- Forfeiture of Deposit
- Complete Maintenance
- Bill Responsible Party 0
- Other - Describe below

e. Brief explanation on Post-Construction Storm Water Management reporting . *If marked 'Unsure' on any questions above, justify your reasoning. Limit your response to 250 characters and/or attach supplemental information on the attachments page.*

See attached

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 6 : Complete

6. Pollution Prevention

Storm Water Management Best Management Practice Inspections Not Applicable

a. Enter the total number of municipally owned or operated (i.e., privately owned BMPs) structural storm water management best management practices. 10

b. How many new municipally owned storm water management best 0

management practices were installed in the reporting year ?

c. How many municipally owned (public) storm water management best management practices were inspected in the reporting year? 10

d. What elements are looked at during inspections (250 character limit)?
Vegetation, embankment condition, inlet/outlet structures, scour

e. How many of these facilities required maintenance? 0

f. Brief explanation on Storm Water Management Best Management Practice inspection reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*
See attached

Public Works Yards & Other Municipally Owned Properties that require a stormwater pollution prevention plan (SWPPP)* Not Applicable

g. How many municipal properties require a SWPPP? 5

h. How many inspections of municipal properties have been conducted in the reporting year? 5

i. Have amendments to the SWPPPs been made?
 Yes No

j. If yes, describe what changes have been made. Limit response to 250 characters and/or attach supplemental information on the attachment page:
[Empty text box]

k. Brief explanation on Storm Water Pollution Prevention Plan reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*
See attached

* Any municipally owned property that has the potential to generate stormwater pollution should have a SWPPP. For example, if a municipal property stores compost piles, material storage, yard wastes, etc., outside and can contaminate stormwater runoff—a SWPPP is required.

Collection Services - Street Sweeping Program Not Applicable

l. Did the municipality conduct street sweeping during the reporting year?
 Yes No

m. If known, how many tons of material was removed? 140

n. Does the municipality have a [low hazard exemption](#) for this material? Yes No

o. If street sweeping is identified as a storm water best management practice in the pollutant loading analysis, was street cleaning completed at the assumed frequency?
 Yes - Explain frequency Sweeping is done as weather and conditions allow
 No - Explain _____
 Not Applicable

Collection Services - *Catch Basin Sump Cleaning Program* Not Applicable

Section 11, Item E.

- p. Did the municipality conduct catch basin sump cleaning during the reporting year? Yes No
- q. How many catch basin sumps were cleaned in the reporting year?
- r. If known, how many tons of material was collected?
- s. Does the municipality have a low hazard exemption for this material? Yes No
- t. If catch basin sump cleaning is identified as a storm water best management practice in the pollutant loading analysis, was cleaning completed at the assumed frequency?
 - Yes- Explain frequency Bi-monthly and monthly as conditions allow
 - No - Explain _____
 - Not Applicable

Collection Services - *Leaf Collection Program* Not Applicable

- u. Does the municipality conduct curbside leaf collection? Yes No
- v. Does the municipality notify homeowners about pickup? Yes No
- w. Where are the residents directed to store the leaves for collection?
 - Pile on terrace Pile in street Bags on terrace
 - Other - Describe _____
- x. What is the frequency of collection?
 - Weekly rotation as conditions allow
- y. Is collection followed by street sweeping? Yes No
- z. Brief explanation on Collection Services reporting. *Limit response to 250 characters and/or attach supplemental information on the attachments page*

Perform daily leaf collection throughout the city on a weekly basis from October-December. See attached

Winter Road Management Not Applicable

*Note: We are requesting information that goes beyond the reporting year, answer the best you can.

- aa. How many lane-miles of roadway is the municipality responsible for doing snow and ice control? *(One mile of a two-way road equals two lane miles.)*
- ab. Provide amount of de-icing products used by month last winter season?
Solids (tons) (ex. sand, or salt-sand)

Product	Oct	Nov	Dec	Jan	Feb	Mar
<u>Salt</u>	0	17	24	119	162	36
<u>Sand</u>	0	14	15	0	0	0

Liquids (gallons) (ex. brine)

	Oct	Nov	Dec	Jan	Feb	Mar

- ac. Was salt applying machinery calibrated in the reporting year? Yes No
- ad. Have municipal personnel attended salt reduction strategy training in the reporting year? Yes No

Training Date	Training Name	# Attendance
11/14/2023	Wisconsin Salt Wise	1

- ae. Brief explanation on Winter Road Management reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page*

See attached

Internal (Staff) Education & Communication

- af. Has the municipality provided an opportunity for internal training or education to staff implementing the municipality's procedures for each of the pollution prevention program element? Yes No

If yes, describe what training was provided (250 character limit):

- ag. Describe how the municipality has kept the following local officials and municipal staff aware of the municipal storm water discharge permit programs, procedures and pollution prevention program requirements.

Elected Officials

City Council and Committee/Board meetings

Municipal Officials

City Council and Committee/Board meetings

Appropriate Staff (such as operators, Department heads, and those that interact with public)

Staff meetings, webinars, NEWSC meetings, conferences and City Manager reports

- ah. Brief explanation on Internal Education reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

See attached

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 7 : Complete

7. Storm Sewer System Map

Did the municipality update their storm sewer map this year?

Yes No

Section 11, Item E.

If yes, check the areas the map items that got updated or changed:

Storm water treatment facilities

Storm pipes

Vegetated swales

Outfalls

Other - Describe below

- b. Brief explanation on Storm Sewer System Map reporting. *If you marked Unsure for an question for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

See attached

Do not close your work until you SAVE.

Form 3400-224 (R8/2021)

Final Evaluation - Complete

Fiscal Analysis

Complete the fiscal analysis table provided below. For municipalities that do not break out funding into permit program elements, please enter the monetary amount to your best estimate of what funding may be going towards these programs.

Annual Expenditure Reporting Year	Budget Reporting Year	Budget Upcoming Year	Source of Funds
-----------------------------------	-----------------------	----------------------	-----------------

Element: Public Education and Outreach

4090	4000	4000	<u>Storm water utility</u>
------	------	------	----------------------------

Element: Public Involvement and Participation

5010	2500	2500	<u>Storm water utility</u>
------	------	------	----------------------------

Element: Illicit Discharge Detection and Elimination

6470	8000	8000	<u>Storm water utility</u>
------	------	------	----------------------------

Element: Construction Site Pollutant Control

7520	5000	5000	<u>Storm water utility</u>
------	------	------	----------------------------

Element: Post-Construction Storm Water Management

7540	6000	6000	<u>Storm water utility</u>
------	------	------	----------------------------

Element: Pollution Prevention

5300	6000	6000	<u>Storm water utility</u>
------	------	------	----------------------------

Other (describe)

Stormwater Quality Management			
31210	50000	50000	<u>Storm water utility</u>

Other (describe)

Leaf Collection			
134944	95000	95000	<u>Storm water utility</u>

Other (describe)

NEWSC Dues

1770 10000 10000 Storm water utility

Other (describe)

Street Sweeping

68851 34000 34000 Storm water utility

Other (describe)

Storm Sewer System Mapping (CADD & GIS_

4700 6000 6000 Storm water utility

Please provide a justification for a "0" entered in the Fiscal Analysis. *Limit response to 250 characters.*

Water Quality

a: Were there any known water quality improvements in the receiving waters to which the municipality's storm sewer system directly discharges to?

Yes No Unsure If Yes, explain below:

b: Were there any known water quality degradation in the receiving waters to which the municipality's storm sewer system directly discharges to?

Yes No Unsure If Yes, explain below:

c: Have any of the receiving waters that the municipality discharges to been added to the impaired waters list during the reporting year?

Yes No Unsure

d: Has the municipality evaluated their storm water practices to reduce the pollutants of concern?

Yes No Unsure

Storm Water Quality Management

a. Has the municipality completed or updated modeling in the reporting year (relating to developed urban area performance standards of s. NR 151.13(2)(b)1., Wis. Adm. Code)? Yes No

b. If yes, enter percent reduction in the annual average mass discharging from the entire MS4 to surface waters of the state as compared to implementing no storm water management controls:

Total suspended solids (TSS)

Total phosphorus (TP)

Section 11, Item E.

Additional Information

Based on the municipality's storm water program evaluation, describe any proposed changes to the municipality's storm water program. *If your response exceeds the 250 character limit, attach supplemental information on the attachments page.*

See attached

Do not close your work until you SAVE.

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Form 3400-224 (R8/2021)

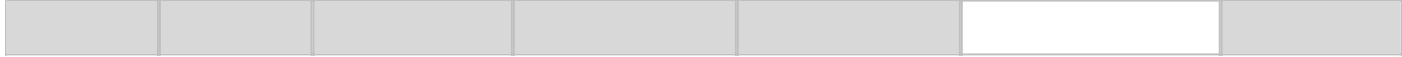
Requests for Assistance on Understanding Permit Programs

Would the municipality like the Department to contact them about providing more information on understanding any of the Municipal Separate Storm Sewer Permit programs?

Please select all that apply:

- Public Education and Outreach
- Public Involvement and Participation
- Illicit Discharge Detection and Elimination
- Construction Site Pollutant Control
- Post-Construction Storm Water Management
- Pollution Prevention
- Storm Water Quality Management
- Storm Sewer System Map
- Water Quality Concerns
- Compliance Schedule Items Due
- MS4 Program Evaluation

Do not close your work until you SAVE.



Form 3400-224(R8/2021)

Required Attachments and Supplemental Information

Any other MS4 program information for inclusion in the Annual Report may be attached on here. Use the Add Additional Attachments to add multiple documents.

Upload Required Attachments (15 MB per file limit) - [Help reduce file size and trouble shoot file uploads](#)

*Required Item

Note: To replace an existing file, use the 'Click here to attach file ' link or press the to delete an item.

Storm Sewer System Map

File Attachment

[TR Storm 20231231 .pdf](#)

Attach - Other Supporting Documents

AR EO

File Attachment

[1 - \(MPU\) - Protecting the Safety of Your Home Drinking Water.pdf](#)

AR EO

File Attachment

[1 - Arboretum - Tree Sale.pdf](#)

AR EO

File Attachment

[1 - City of Two Rivers - Plant Trees.pdf](#)

AR EO

File Attachment

[1 - City of Two Rivers - Turf Grass on Terraces.pdf](#)

AR EO

File Attachment

[1 - EAB - Plant for Pollinators.pdf](#)

AR EO

File Attachment

[1 - EAB - Green Infrastructure Design & Implementation.pdf](#)

AR EO

File Attachment

[1 - E-Cycle Wisconsin - What Happens When I e-cycle.pdf](#)

AR EO

 File Attachment

[1 - Green Infrastructure.pdf](#)

AR EO

 File Attachment

[1 - Keep Our Waters Clean - your choices matter.pdf](#)

AR EO

 File Attachment

[1 - Keep Stormwater Clean - Stormwater Runoff.pdf](#)

AR EO

 File Attachment

[1 - Manitowoc Recycling - Winter 2023.pdf](#)

AR EO

 File Attachment

[1 - Municipal Staff PSa - Mowing.pdf](#)

AR EO

 File Attachment

[1 - New Water Wisconsin - Pesticides.pdf](#)

AR EO

 File Attachment

[1 - New Water Wisconsin - Tips for a Healthy Lawn.pdf](#)

AR EO

 File Attachment

[1 - Recycling Center - Compost Awareness Week.pdf](#)

AR EO

 File Attachment

[1 - Renew Our Waters - Fireworks.pdf](#)

AR EO

 File Attachment

[1 - Renew Our Waters - Oily runoff.jpg](#)

AR EO

 File Attachment

[1 - Renew Our Waters - Rain-Barrels.pdf](#)

AR EO

 File Attachment

[1 - Renew Our Waters - Storm Drains.pdf](#)

AR EO

 File Attachment

[1 - Renew Our Waters - The Perfect Landscape.pdf](#)

AR EO

 File Attachment

[1 - Renew Our Waters - Time to drain your Pool.pdf](#)

AR EO

 File Attachment

[1 - Renew Our Waters - Vehicle Maintenance.pdf](#)

AR EO

 File Attachment

[1 - What can you do at home.pdf](#)

AR IP

 File Attachment

[2 - Beach Clean Up.pdf](#)

AR IP

 File Attachment

[2 - Manitowoc County 2023 Hazardous Waste Clean Sweep.pdf](#)

AR IP

 File Attachment

[2 - E-Waste Recycling Event.pdf](#)

AR IP

 File Attachment

[2 - Two Rivers Octagon Clubs Electronics Drive.pdf](#)

AR CSPC

 File Attachment

[3 - Pollution Prevention - Fleet Maintenance.pdf](#)

AR CSPC

 File Attachment

[3 - Pollution Prevention - Land Disturbances.pdf](#)

AR CSPC

 File Attachment

[3 - Pollution Prevention - Materials Storage and Spill Cleanup.pdf](#)

AR CSPC

 File Attachment

[3 - Pollution Prevention - Parks and Ground Maintenance.pdf](#)

AR_CSPC

 File Attachment

[3 - Pollution Prevention - Solid Waste Operations.pdf](#)

AR_CSPC

 File Attachment

[3 - Pollution Prevention - Streets and Drainage Maintenance.pdf](#)

AR_CSPC

 File Attachment

[3 - Renew Our Waters - Concrete Washout.pdf](#)

AR_CSPC

 File Attachment

[3 - Renew Our Waters - Responsible Construction Sediment & Erosion Control.pdf](#)

AR_CSPC

 File Attachment

[3 - Renew Our Waters - Responsible Construction.pdf](#)

AR_PCSSW

 File Attachment

[4 - Safety Training - Plants, Bugs & Heat - Our Responsibilities to Contractors.pdf](#)

AR_PP

 File Attachment

[6 - Northeast Lakeshore TMDL.pdf](#)

AR_WintRdMain

 File Attachment

[7 - Renew Our Waters - Ice & Snow Control.pdf](#)

AR_WintRdMain

 File Attachment

[7 - Renew Our Waters - Ice and snow removal photo.jpg](#)

AR_LeafYardMgmt

 File Attachment

[8 - City of Two Rivers - 2023 Leaf Pickup.pdf](#)

AR_LeafYardMgmt

 File Attachment

[8 - City of Two Rivers - Leaf Collection Procedure.pdf](#)


AR_LeafYardMgmt

 File Attachment

[8 - New Water Wisconsin - Leaf Collection & Disposal.pdf](#)


AR LeafYardMgmt

Section 11, ItemE.

 File Attachment


[8 - Renew Our Waters - leaf collection.jpg](#)

AR EO

 File Attachment


[November 2023 EAB Minutes 11-21-23.docx](#)

AR LeafYardMgmt

 File Attachment


[City Manager's Report 09-18-23.pdf](#)

AR LeafYardMgmt

 File Attachment


[City Manager's Report 10-16-23.pdf](#)

AR LeafYardMgmt

 File Attachment


[City Manager's Report 11-6-23.pdf](#)

AR LeafYardMgmt

 File Attachment


[City Manager's Report 11-20-23.pdf](#)

AR EO

 File Attachment


[City Manager's Report 05.15.23.pdf](#)

AR EO

 File Attachment

[City Manager's Report 06.05.23.pdf](#)

AR EO

 File Attachment

[City Manager's Report 6-19-23-1111.pdf](#)

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

Attach - Permit Compliance Documents

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

Missing Information

Draft and Share PDF Report with the permittee's governing body or delegated representatives.

Section 11, Item E.

Press the button below to create a PDF. The PDF will be sent to the email address associated with the WAMS ID that is signed in. After the annual report has been reviewed by the governing body or delegated representative, return to the MS4 eReporting System to submit the final report to the DNR.

[Draft and Share PDF Report](#)

Do not close your work until you SAVE.

Form 3400-224(R8/2021)

Sign and Submit Your Application

Steps to Complete the signature process

- 1. Read and Accept the Terms and Conditions
- 2. Press the Submit and Send to the DNR button

NOTE: For security purposes all email correspondence will be sent to the address you used when registering your WAMS ID. This may be a different email than that provided in the application. For information on your WAMS account click [HERE](#).

Terms and Conditions

Certification: I hereby certify that I am an authorized representative of the municipality covered under Two Rivers, City MS4 Permit for which this annual report or other compliance document is being submitted, and that the information contained in this submittal and all attachments were gathered and prepared under my direction or supervision. Based on my inquiry of the person or persons under my direction or supervision involved in the preparation of this document, to the best of my knowledge, the information is true, accurate, and complete. I further certify that the municipality’s governing body or delegated representatives have reviewed or been apprised of the contents of this annual report. I understand that Wisconsin law provides severe penalties for submitting false information.

Signee (must check current role prior to accepting terms and conditions)

- Authorized municipal contact using WAMS ID.
- Delegation of Signature Authority (Form 3400-220) for agent signing on the behalf of the authorized municipal contact.
- Agent seeking to share this item with authorized municipal contact (authorized municipal contact must get WAMS id and complete signature).

Name:

Title:

Authorized Signature.

I accept the above terms and conditions.

After providing the final authorized signature, the system will send an email to the authorized party and any agents. This email will include a copy to the final read only version of this application.

SECOND VERSION

**DRAFT ORDINANCE REGARDING SIDEWALK DECALS: WORKING COPY ONLY,
SUBJECT TO REVISION**

Recitals

The City Council places a high value on business and its resultant tax base and jobs. It believes that steps should be taken to enhance the City's businesses, and finds that the placement of Sidewalk Decals by private individuals and businesses on City sidewalks in B-1 and B-2 Districts, if carefully regulated, may provide a benefit to the successful operation of retail, restaurant and other businesses in those Districts, and thereby contribute to the general welfare of the City and its residents and property owners.

To that end, the City Council by adoption of this Ordinance allows allow for the placement of Sidewalk Decals as set forth in this Ordinance on a Trial or Temporary basis, extending from the day after the adoption and publication of this Ordinance as required by law to and including _____.

Section 1. Definition.

In this Ordinance, "Sidewalk Decals" refers to temporary, removable signs made from a PVC-free aluminum foil base affixed to the surface of a public sidewalk, the sole or chief purpose of which is to advertise, direct attention to or promote the distribution, sale or rental of goods and/or services in and from a business adjacent to the sidewalk to which the signs are affixed.

Section 2. General Requirements for Sidewalk Decals:

- A. Sidewalk Decals shall be removed completely by the time of expiration of the trial period or the term of the permit for which they have been issued, in a manner that leaves no visible evidence or residue on the surface of the sidewalk;
- B. Sidewalk Decals shall not damage the sidewalk while in place or during installation and removal;
- C. Sidewalk Decals shall be made of a textured non-slip material;
- D. Sidewalk Decals shall be removed immediately if loosened or damaged during the time time of permitted use;
- E. Sidewalk Decals shall be kept in good repair at all times so that the entire sign is clearly legible and free of damage, deterioration and/or defacement;
- F. Sidewalk Decals shall not impede pedestrian traffic;

SECOND VERSION

**DRAFT ORDINANCE REGARDING SIDEWALK DECALS: WORKING COPY ONLY,
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G. Sidewalk Decals shall not be installed or maintained if such Sidewalk Decals or their placement or location are in violation of any applicable Federal, State or Local law or regulation, including but not limited to the Americans with Disabilities Act.

Section 3. Size.

No Sidewalk Decal may exceed 24 inches x 24 inches in area, if square, or have a diameter in excess of 24 inches if of any other shape.

Section 4. Location.

Sidewalk Decals may be installed only in the B-1 and B-2 Zoning Districts. Each Sidewalk Decal shall be installed within a single sidewalk panel adjacent to the building in which the business it is intended to advertise or direct attention to is located.

Section 5. No Resemblance to Official Signage.

Sidewalk decals may not resemble any official signage or markers or any signage that, by reason of content, location, position, shape or color, may be reasonably confused with or construed as traffic control devices.

Section 6. Indemnification.

Applicants for a Sidewalk Decal permit shall, before the permit is granted, agree in writing to indemnify and hold the City harmless from any claims made against the City by any person arising out of the installation of the Sidewalk Decal that exceeds the amount of the cash bond or surety. As a Sidewalk Decal is installed on City property, the Applicant in addition provide public liability insurance in an amount of not less that \$_____, approved by the City, to ensure

SECOND VERSION

**DRAFT ORDINANCE REGARDING SIDEWALK DECALS: WORKING COPY ONLY,
SUBJECT TO REVISION**

protection of the City against claims of any nature and kind arising by reason of the erection or maintenance of the overhanging sign by its owner. Proof of the continuing liability insurance under such policy shall be presented and filed with the City Clerk annually at least ten days prior to the day on which the previous insurance policy lapses. The City shall be named as an additional insured on such policy.

Section 7. Acknowledgement of Responsibility. Applicants for a Sidewalk Decal permit shall acknowledge in writing that they are solely responsible for any damage or injury arising from the installation of the Sidewalk Decal.

Section 8. Number.
For purposes of this Section, "Business premise" means a leased area, or area used by an owner of a building, used for a separate commercial activity in a building outside of which Sidewalk Decals are allowed. Each business premise located in a building adjacent to a City sidewalk may have one Sidewalk Decal. If the business premise is located on a corner of a street, it may install one Sidewalk Decal on each street on which it fronts. If more than one entity or person uses a business premise in pursuit of the same business or profession as other entities or persons, no more than one Sidewalk Decal may be installed pursuant to this Ordinance referring to that business premise. Those using the same business premise shall determine what Sidewalk Decal shall be installed in that case, if any.

Section 9. Sidewalk Repair and Construction.

The City may require that the sidewalks on which Sidewalk Decals have been installed be repaired or replaced to maintain public safety, or destroyed and reconstructed as may be required to provide services to buildings adjacent to them. In such cases, the City shall have no liability for damages to nor any obligation to repair or replace Sidewalk Decals which must be removed or are destroyed as a result.

Section 10. Conflict with Other Ordinances.

**SECOND VERSION
DRAFT ORDINANCE REGARDING SIDEWALK DECALS: WORKING COPY ONLY,
SUBJECT TO REVISION**

If any Section of this Ordinance conflicts with other Sections of Chapter 10-4, then the Section of this Ordinance shall apply. In all other respects, the Sections of Chapter 10-4 shall be controlling.

Section 11. No Regulation of Content. This Ordinance shall not be construed to regulate the message or content of any Sidewalk Decal, and is intended to set forth requirements related

only to the location, size, number, installation, removal and other characteristics of a Sidewalk Decal.

Section 12. Permit. An Application for a Sidewalk Decal Permit must be submitted, and a Permit issued, before a Sidewalk Decal may be installed. The initial fee for such Permit shall be \$10.00 and shall be for the term of one year. Permits may be renewed for additional one year periods upon payment of \$10.00 prior to the expiration of the initial term or any succeeding one year period.

Section 13. Removal of Defective Sidewalk Decals or those Without Permit.

A. An authorized representative of the City is authorized to remove any Sidewalk Decal in violation of this Ordinance of for which a Permit has not been obtained. Except as otherwise provided in this Section, before taking action to require removal of any such Sidewalk Decal an authorized representative of the City shall give a written compliance notice to the holders of the permit for the Sidewalk Decal, or if no permit has been issued, to the owner(s) or lessee(s) of the business premises to which the Sidewalk Decal pertains. The notice shall state the grounds for removal, specifying the deficiencies or defects in such sign with reasonable definiteness, and the violations charged, if any. Such notice shall specify what repairs, if any, will make the sign conform to the requirements of this chapter and specify that the sign must be removed or made to conform with the provisions of this chapter within a specified time period, not less than _____. If the Sidewalk Decal is not removed within that period, the Sidewalk Decal may be removed by the City’s representative and destroyed summarily and without notice, at the expense of the owner of the Sidewalk Decal or of the business premises to which it pertains.

Service of notice shall be made as follows:

1. By mailing via regular mail a copy of the notice to such parties; or
2. By personally delivering copies of the notice to such parties; or
3. By leaving a copy of the notice with any person in charge of the business premises; or
4. In the event that no such person can be found on the premises, by affixing a copy of the notice in a conspicuous position at an entrance to the business premises.

**SECOND VERSION
DRAFT ORDINANCE REGARDING SIDEWALK DECALS: WORKING COPY ONLY,
SUBJECT TO REVISION**

B. An authorized representative of the City may cause any signs which are of immediate peril to persons or property to be removed and destroyed summarily and without notice, and also at the expense of the owner of the sign or premises upon which the sign is located.

C. The cost associated with any removal performed on behalf of the City city may be assessed as a charge against the property pursuant to the provisions of Section 66.0627, Wisconsin Statutes, if the owner of the building to which the Sidewalk Decal pertains was responsible for installation of the Sidewalk Decal.