



# CITY COUNCIL MEETING

Monday, May 20, 2024 at 6:00 PM

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

---

## AGENDA

**NOTICE: Arrangements for Addressing the City Council by Telephone, During Public Hearings or Input from the Public can be made by Contacting the City Manager's Office at 920-793-5532 or City Clerk's Office at 920-793-5526 by 4:00 p.m. on the day of the meeting**

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL BY CITY CLERK**

Councilmembers: Mark Bittner, Doug Brandt, Shannon Derby, Bill LeClair, Darla LeClair, Tim Petri, Bonnie Shimulunas, Scott Stechmesser, Adam Wachowski

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

**5. PUBLIC HEARING**

- A.** Public Hearing on Ordinance to Amend the District Map Section 10-1-3(a)(1) of the Municipal Code for Re-Zoning 2004-2006 14th Street from I-2 Industrial District to B-1 Business District  
Recommended Action:  
Motion to waive reading and adopt the ordinance, as recommended by the Plan Commission

**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. Heather Inhlenfeldt, Senior Center, Aging and Disability Resource Center Update
2. Introduction of Ashley Hagerty, Recreation Clerk

**B.** Status Update/Reports

1. Staffing Updates
  - a. Upcoming Vacancy in Position of City Planner/Community Development Director
  - b. Recruitment for Full-Time Firefighter/Paramedic Vacancy, Due to Upcoming Retirement
  - c. Other
2. City Hall Summer Hours Started Monday, May 20, 2024: 7:30 AM to 5:00 PM Monday Through Thursday; 7:30 AM to 11:30 PM Friday
3. Roosevelt Avenue Construction Update
4. Neshotah Park Trail Project
5. Governor Everts Declared May 22nd as Wastewater Professional Appreciation Day

6. E-Bikes Police Department
7. Parks and Recreation Summer Event Update
8. Opportunity Grants funded by Explore Two Rivers
9. Emergency Medical Services Week, May 19-25
10. Upcoming Events:
  - a. Lakeshore Shipwreck Sipfest, Saturday, May 25, Noon to 3:00 PM, Point Beach State Forest, by Friends of Point Beach State Forest
  - b. Washington House Grand Reopening, Sunday, May 26, Noon to 8:00 PM
  - c. Memorial Day Parade & Ceremony, Monday, May 27
  - d. Concerts in the Park, Jazz in the Park, Tuesday, May 28, 6:00 to 8:00 PM, Central Park West
11. Other

## 10. CONSENT AGENDA

### A. Presentation of Minutes

1. City Council Work Session, April 29, 2024
2. City Council Regular, May 6, 2024

#### Recommended Action:

Motion to waive reading and adopt the minutes

### B. Minutes of Meetings

1. Lester Public Library, April 9, 2024
2. Public Utilities Committee, May 6, 2024
3. Public Works Committee, May 1, 2024
4. Plan Commission, May 13, 2024
5. Advisory Recreation Board, April 10, 2024

#### Recommended Action:

Motion to receive and file

### C. Department Reports, April 2024

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

#### Recommended Action:

Motion to receive and file

### D. Summary of Verified Bills for the Month of April 2024 for \$4,118,844.14

#### Recommended Action:

Motion to receive and file

### E. Applications and Petitions

1. New "Class B" / Class "B" Combination License, RTM Bar LLC dba RTM Bar, 1200 Madison Street, Becky Kriescher, Agent; license expires 6/30/2024.
2. Temporary "Class B" / Class "B" License, Casa Guadalupe Education Center, Latino American Beach Festival, July 12 & 13, 2024 at Neshotah Park, 2111 Pierce Street
3. Temporary Class "B" License, Two Rivers Fish Derby, Inc, Two Rivers Fish Derby and

Festival, July 20 & 21, 2024 at Walsh Field

Recommended Action:

Motion to approve the applications and authorize issuance of the licenses

**F. Recommendations from Plan Commission Meeting of May 13, 2024**

1. Set Public Hearing on Ordinance to Rezone 1706 16TH Street, Parcel 053-000-063-102.05, from Industrial (I-2) to Business (B-1) Submitted by Quasius Construction, Inc Applicant and Jalapa Marketing LLC, Owner

Recommended Action:

Motion to set public hearing on June 3, 2024 at 6:00 PM

2. Set Public Hearing on Conditional Use Permit for a Drive-Thru Operation at Fast Taco, 3337 Mishicot Road, in the B-1 Business District, Submitted by Armando Cruz (Tenant)

Recommended Action:

Motion to set public hearing on June 3, 2024 at 6:00 PM

3. Set Public Hearing on Proposed Zoning Code to Create a New Downtown and Waterfront Overlay District

Recommended Action:

Motion to set public hearing on June 17, 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.** National Public Works Week Proclamation, May 19 - 25, 2024, Connecting the World Through Public Works

Recommended Action:

Motion to read and adopt the proclamation

**B.** Proclamation Declaring May 19 - 25, 2024 as Emergency Medical Services Week

Recommended Action:

Motion to read and adopt the proclamation

**C.** Resolution Expressing Appreciation for Members of Committees, Commissions and Boards Who Retired as of April 2023 or Have Ended Their Service During the Past Year

Recommended Action:

Motion to read and adopt the resolution

**D.** Sidewalk Installation Along the Columbus Street Frontage of 2848 Memorial Drive (former Shoreline Credit Union) to Connect to Planned Pedestrian Crossing at Memorial Drive (about 175 feet)

Recommended Action:

Receive and file a special assessment hearing waiver from the property owner, with direction to City staff to continue construction of new sidewalk

**E.** Ordinance Amendment Pertaining to Kennel/Dog Breeder

Recommended Action:

Motion to waive reading and adopt the ordinance

**F.** Wastewater Treatment Plant Compliance Maintenance Resolution

Recommended Action:

Motion to waive reading and adopt the resolution

**G.** Award of Bids for Scattered Site Lead Water Service Lateral Replacement

Recommended Action:

Motion to award the bid to Mammoth Construction, based on the company's low qualified bid of \$3,578,250.00 and the supplementary bid of \$391,160.00 for a total contract value of \$3,969,410.00

**H.** Resolution Adopting Amendment No. 2 to TID 12 (Cobblestone Hotel TID) Boundaries and Project Plan to Support Redevelopment

Recommended Action:

Motion to waive reading and adopt the resolution

**I.** Authorization for Facade Grant Agreement to Provide \$10,000 Grant to Meridian Wellness, LLC, 2221 Lincoln Avenue, to Assist With Their Redevelopment of that Property (former Union State/Nicolet Bank property)--to be Funded from TID No. 8 (total project: \$25,926)

Recommended Action:

Motion to authorize the grant, as recommended by the Community Development Director and the Main Street Design Committee, consistent with program guidelines previously adopted by the City Council (agreement to be drafted by Community Development office, signed by City Manager and City Clerk)

**12. FOR INFORMATION ONLY**

- A. City Hall will be Closed on Monday, May, 27, 2024 in Observance of Memorial Day
- B. City Council Work Session Meeting, Tuesday, May 28, 2024, 6:00 PM
- C. City Council Regular Meeting, Monday, June 3, 2024, 6:00 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](mailto: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.*

**ORDINANCE**

**AN ORDINANCE** to amend the District Map of the City of Two Rivers, Wisconsin, made part of Section 10-1-3(a)(1) of the Municipal Code:

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

**SECTION 1.** That the District Map of the City of Two Rivers, Wisconsin, made a part of Section 10-1-3(a)(1) of the Municipal Code be and the same is hereby amended in the following respects:

T R MFG CO ADD N 42` OF LOT 12 & ALL OF LOT 11 BLK

is hereby zoned Business District 2 (B-1).

The above-described property contains approximately 0.223 acres of land.

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

Dated this 20th day of May 2024.

\_\_\_\_\_  
Scott Stechmesser  
President, City Council

\_\_\_\_\_  
Ben Meinnert  
Acting City Manager

Attest:

\_\_\_\_\_  
Amanda Baryenbruch  
City Clerk

Approved as to form and legality:

\_\_\_\_\_  
John M. Bruce  
City Attorney



OFFICE of the GOVERNOR

Proclamation

WHEREAS; water is the most valuable and vital natural resource, and the state of Wisconsin is committed to guaranteeing access to clean water and ensuring the health and safety of all those living in and visiting the state; and

WHEREAS; the Wisconsin Wastewater Monitoring Program provides critical public health information and is a pillar of the state's public health program; and

WHEREAS; the success of this program relies on the dedicated wastewater professionals across Wisconsin to collect and submit wastewater samples for disease monitoring that enables rapid and cost-efficient tracking of public health threats; and

WHEREAS; many Wisconsinites are unaware of the critical role that wastewater professionals play in our public health response, and the sacrifices they have made on behalf of our shared mission of promoting and protecting the health of the people of Wisconsin; and

WHEREAS; on this occasion, the state of Wisconsin joins the Wisconsin Department of Health Services, alongside dedicated advocates, organizations, and professionals, in celebrating wastewater professionals for their dedicated service to protecting and promoting the health, safety, and overall well-being of all Wisconsinites;

NOW, THEREFORE, I, Tony Evers, Governor of the State of Wisconsin, do hereby proclaim May 22, 2024, as

WASTEWATER PROFESSIONALS APPRECIATION DAY

throughout the State of Wisconsin, and I commend this observance to all our state's residents.



IN TESTIMONY WHEREOF, I have hereunto set my hand and caused the Great Seal of the State of Wisconsin to be affixed. Done at the Capitol in the City of Madison this 19th day of April 2024.

Tony Evers
TONY EVERS
GOVERNOR

By the Governor:

Sarah Godlewski
SARAH GODLEWSKI
Secretary of State



# CITY COUNCIL WORK SESSION

Monday, April 29, 2024 at 6:00 PM

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

## MINUTES

### 1. CALL TO ORDER

This meeting was called to order by President Stechmesser at 6:03 PM.

### 2. PLEDGE OF ALLEGIANCE

### 3. ROLL CALL BY CITY CLERK

Councilmembers: Mark Bittner, Doug Brandt, Shannon Derby, Bill LeClair, Darla LeClair, Tim Petri, Bonnie Shimulunus, Scott Stechmesser, Adam Wachowski

**ALSO PRESENT:** Ben Meinnert, Police Chief; Dave Dassey, IT Assistant; Dave Buss, Finance Director; Brian Dellemann, Electric Utility Director; Matt Heckenlaible, Public Works Director; Andrew Sukowaty, Water Utility Director; and Greg Buckley, City Manager

### 4. ACTION ITEMS

A. Election of City Council Representatives to Various City Boards and Commissions and on Boards of Affiliated Organization

Recommended Action:  
Council discretion

No formal action.

The Council agreed by consensus that Councilmembers will serve on citizen committees for the coming year as follows:

- **Advisory Recreation Board:** Adam Wachowski and Scott Stechmesser
- **Board of Review:** Scott Stechmesser, Bill LeClair, and Bonnie Shimulunus
- **Business and Industrial Development Committee / Community Development Authority:** Scott Stechmesser and Shannon Derby
- **Commission for Equal Opportunities in Housing:** Tim Petri and Bonnie Shimulunus
- **Committee on Aging:** Mark Bittner
- **Community Development Block Grant Housing Committee:** Bonnie Shimulunus and Bill LeClair
- **Environmental Advisory Board:** Darla LeClair and Doug Brandt
- **Library Board:** Shannon Derby
- **Plan Commission:** Adam Wachowski
- **Main Street Representative:** Darla LeClair

State Statute requires that the local room tax commission serving a single municipality consist of 4 to 6 members, at least one whom shall be a representative of Wisconsin's hotel and motel industry. The Two Rivers Ordinance sets membership at five members, to include the City Council President or his designee, the City Manager, two members who shall be

Councilmembers or members of the public, and a representative of the local hotel and industry. Council President Stechmesser chose to appoint former Councilmember Curt Andrews to serve in his place. Councilmember Bill LeClair was appointed as the Council representative. Councilmember Mark Bittner was appointed as a Council representative to replace Peter Crabbe.

B. Consideration of Proposed Services Agreement With Blue Heron Condominium Association  
Recommended Action:

Motion to authorize the City Manager and City Clerk to sign the Agreement on Behalf of the City

Motion carried with a roll call vote.

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

C. Consideration of Amendments to City Personnel Policy Manual  
Recommended Action:

Motion to approve the amendments, as recommended by the Personnel and Finance Committee

City Clerk Amanda Baryenbruch provided a summary of the proposed amendments to the Personnel Policy Manual explaining the need for the amendments to follow requirements set by the Wisconsin Retirement System.

Council Vice-President Wachowski expressed his concerns regarding the City's current comp-time policy and would like to discuss the policy in the future.

Motion carried with a roll call vote.

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

D. Consider Terms for Amendment to Purchase Agreement with Wine Not, LLC for the Property at 2023 Washington Street  
Recommended Action:

Motion to authorize drafting of the amendment, consistent with earlier direction from the City Council

No formal action.

City staff will draft a new amendment with Wine Not, LLC and bring to Council for approval at a future meeting.

**5. DISCUSSION ITEMS**

A. City Attorney Upcoming Retirement

Mr. Buckley spoke regarding the upcoming retirement of City Attorney John Bruce of West & Dunn. The City will continue to work with West & Dunn to contract a City Attorney,

B. Upcoming Leave for City Manager



Mr. Buckley spoke regarding his upcoming extended leave of absence due to a medical condition. Police Chief Ben Meinnert will be Acting City Manager during the absence.

C. Upcoming City Council Agenda Items

Mr. Buckley reviewed the upcoming items for City Council during the period of time he will be absent.

**6. CLOSED EXECUTIVE SESSION**

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

--Discuss possible amendment to TID 16 Development Agreement With The Confluence, LLC for proposed development on City-Owned Former Eggers East Plant Site ("The Confluence" Development)

Motion carried with a roll call vote to convene in closed session at 8:34 PM

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

**7. RECONVENE IN OPEN SESSION**

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

Motion carried with a voice vote to reconvene in open session at 8:58 PM

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

Motion carried with a roll call vote to approve preparation of an amendment to the TID 16 Development Agreement with The Confluence, LLC for proposed development on City-Owned Former Eggers East Plant Site and stay consistent with staff recommendations as outlined in the staff memo, including the non-refundable \$30,000 amendment fee.

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

**8. ADJOURNMENT**

Motion to dispense with the reading of the minutes of this meeting and adjourn this meeting at 9:02 PM.

Motion carried with a voice vote.

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

Respectfully submitted,

Amanda Baryenbruch  
City Clerk

Section 10, Item A.



## MINUTES

### 1. CALL TO ORDER

### 2. PLEDGE OF ALLEGIANCE

### 3. ROLL CALL BY CITY CLERK

Councilmembers: Mark Bittner, Doug Brandt, Shannon Derby, Bill LeClair, Darla LeClair, Tim Petri, Bonnie Shimulunas, Scott Stechmesser, Adam Wachowski

Absent: Adam Wachowski (\*\*Clerk Note: Adam Wachowski arrived at 6:14 PM)

**ALSO PRESENT:** Andrew Sukowaty, Water Utility Director; Matt Heckenlaible, Public Works Director; Joe Metzen, Tourism Director; Dave Murack, Fire Chief; Rick Powell, IT Supervisor; Dave Buss, Finance Director; Brian Dellemann, Electric Utility Director; Mike Mathis, Parks and Recreation Director; Ben Meinnert, Police Chief

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

None.

### 5. INPUT FROM THE PUBLIC

None.

### 6. COUNCIL COMMUNICATIONS

Letters and other communications from citizens

Councilmember Shimulunas received a letter regarding issues with an Airbnb that has had law enforcement action. She requested to discuss the topic of Airbnb's at a future work session meeting.

### 7. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

Councilmember B. LeClair reported on the Public Works Committee stating that the committee discussed various upcoming projects. The Committee also agreed to update the FASTER fleet software that is currently used by the department. This item is on the agenda for tonight.

Councilmember Bitter reported on the Committee on Aging stating the Senior Center is preparing for the Back to School Carnival. If anyone is interested in donating new school supplies, they can drop off the supplies at the Senior Center from June 1 – August 2.

Councilmember D. LeClair reported on the following Boards:

-- Main Street: the mural on Washington Street started and will take a few weeks to finish. There

was a delayed start date due to the weather. Two businesses are moving to new location better suit the businesses. A new business is coming to Two Rivers called Cool City Cycles located on 1810 Washington Street. Another new business is coming to Two Rivers called Wildflower Outdoors located at 1705 East Street. Main Street is looking for volunteers for the car show and participants for the yarn bomb, contact Main Street if interested.

-- Environmental Advisory Board: the Board is finishing up the 2024 Winter Educational Series and is working on speakers for the 2025 Winter Educational Series. A new logo has been designed for the Board that can be used for pages, on websites and for advertising.

\*\* Clerk Note: Council Vice-President Adam Wachowski arrived at 6:14 PM

**8. CITY MANAGER'S REPORT**

**A. Invited Guests**

1. American Legion 165 member Pamela Stephens, to Announce 2024 Poppy availability and Locations (with Poppies available for Council Members wishing to donate) Pamela Stephens stated the Memorial Day Parade and Ceremony will take place on May 27<sup>th</sup> with the bell ceremony starting at 8:30 AM and the parade starting at 9:00 AM.

2. Recently Hired Electric Meter Technician, Jeff Kozaczuk  
Electric Utility Director Brian Dellemann introduced Jeff Kozaczuk to the City Councilmembers.

**B. Status Update/Reports**

**1. Staffing Update**

a. New Finance Director: Kasandra Paider

Mr. Meinnert reported that Kasandra Paider will replace Dave Buss due to his upcoming retirement. Ms. Paider will start on May 28.

b. New Recreation Clerk: Ashley Hagerty

Mr. Meinnert reported that Ashley Hagerty has been hired for the Recreation Clerk vacancy. Ms. Hagerty will attend an upcoming meeting to meet Councilmembers.

c. Newly-Promoted Water Distribution Foreman: Dalton Schmidt

Mr. Meinnert reported that Dalton Schmidt was promoted to Water Distribution Foreman. This was an internal promotion.

d. Upcoming Firefighter/Paramedic Vacancy Due to Retirement--Applications Due by May 30

e. Parks and Recreation Seeking Seasonal Hires for Aquatics Coordinator and Kids Camp Director

f. Other

**2. Roosevelt Avenue Construction Update**

Matt Heckenlaible, Public Works Director reported the contractor continues installation of water main and is currently working south of 10<sup>th</sup> Street progressing to south of 9 Street. The water main installation is expected to be completed to this point sometime during the week of 5/7/2024. The contractor then expects to jump back to sanitary sewer installation. Contractor plans to install storm sewer in the Roosevelt and 12<sup>th</sup> Street intersection starting Monday, May 6. Upon completion of the intersection work, Public Works staff will place concrete pavement in this intersection to facilitate vehicular traffic.

**3. Delay in Projected Delivery for Two 5-Yard Replacement Dump Trucks with Plows, Ordered in 2022, Budgeted in 2022-23 for late 2023 Delivery**

Matt Heckenlaible reported due to a delay in the ordering window, the 5 yard dump trucks

were not ordered until September 2023 therefore pushing back the delivery date of t about 6 months.

4. Update on Award of Bids for Scattered Site Lead Water Service Lateral Replacement  
Matt Heckenlaible reported the City is in the process of evaluating funding sources before awarding the contract for site lead water service lateral replacement. The recommendation to award is planned for the May 20 City Council meeting.

5. New Downtown Mural a Work in Progress by Two Rivers Main Street, Funded with Grant Monies

Mr. Meinnert reported the new downtown mural located along Washington Street was completely funded by grant monies.

6. Neshotah Park Pathway Project

Mr. Meinnert reported City crews are preparing to pour a new concrete walkaway through Neshotah Park, from Pierce Street near 21<sup>st</sup> Street to the beach. This is a replacement and widening of the existing walkway, including a widened path around the Beach House shelter. New lighting along this popular route to and from the beach was installed in 2023. These improvements are consistent with the Neshotah Park Master Plan, developed and adopted in 2023.

7. Peace Officer Memorial Day Ceremony, Wednesday, May 15 at Noon--Assemble at Rogers Street Fishing Village, Proceed to Center of 22nd Street Bridge

Mr. Meinnert reported the Two Rivers Police Department invites all active and retired officers and their families, along with the public, to attend the wreath-laying ceremony at the 22<sup>nd</sup> Street Law Enforcement Memorial Bridge.

8. Recent Awards Recognizing Two Rivers Electric Utility

Brian Dellemann, Electric Utility Director reported The Two Rivers Utilities was recently recognized by the American Public Power Association for its continual efforts to provide reliable and affordable energy to customers in the community. The utility received a Reliable Public Power Provider designation, a Safety Award of excellence, and recognition as a Smart Energy Provider.

9. Wisconsin Main Street Program 2023 Awards Presented at May 19 State Conference in Green Bay

a. Top public-private partnership for downtown revitalization: Two Rivers Central Park West Project

b. Best Interior Renovation Project, Over \$50,000: Cool City Brewing Company

c. Cool City Brewing Company

Mr. Meinnert reported Central Park West 365 was recognized as the top public-private partnership for downtown revitalization. Accepting the award were Nathan Kronforst of the Main Street Board and Central Park West planning committee, City Councilmember and TR Main Street Board member Darla LeClair, TR City Manager Greg Buckley and City Councilmember Bill LeClair. Cool City Brewing Company was recognized in the category of Best Interior Renovation Over \$50,000. Accepting the award for CCBC were Gina Krahn and Curt Andrews. Also representing Two Rivers at the program were Two Rivers Main Street Program Executive Director Jason Ring and Therese Kronforst of Schroeder's Department Store. Two Rivers has been a Wisconsin Main Street Community since 1996.

10. Two Rivers Sister City Delegation in Domazlice, Czech Republic for the Past Week, Returning May 6

11. Upcoming Events:

- a. Environmental Advisory Board Presents: County Recycling Center and Program  
Tuesday, May 7, 6:00 PM, Lester Public Library
- b. SnowFest Wine & Beer Walk, Friday, May 10, 5:00 - 8:30 PM, Downtown Two Rivers
- c. Wisconsin Society for Ornithology Convention, May 16 to May 19
- d. Woodland Dunes' 50th Anniversary Open House, Friday, May 17, 9:00 AM to 4:00 PM,  
Woodland Dunes Nature Center & Preserve
- e. Two Rivers Optimist Spring Electronics Collection & Shred, Saturday, May 18, 9:00 AM to Noon

12. Other

Mr. Meinnert reported on Wednesday, May 22 at 9:30 AM, City staff will be installing utility pole banners in Central Park East, each bearing the name of the fallen Two Rivers residents that served the country. All community members and veterans are invited to show their support and gratitude for the fallen heroes and their families.

C. Legislative/Intergovernmental Update

- 1. New State of Wisconsin Requirements for Organizations Applying for Special Class B Licenses--Update From City Clerk Amanda Baryenbruch

City Clerk Amanda Baryenbruch reported that the State of Wisconsin Department of Revenue Alcohol Division recently updated the application forms for alcohol beverage licenses. A temporary license holder must now have an agent that completes the Alcohol Server Seller course. Contact the City Clerk's Office for more information on the licensing requirements.

2. Other

9. CONSENT AGENDA

A. Presentation of Minutes

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

Recommended Action:

Motion to waive reading and adopt the minutes

B. Final Financial Statement for Wisconsin Economic Development Corporation Contract No. ISR FY22-53245--Idle Sites Grant to Assist with Renovation of Former Paragon Property

Recommended Action:

Motion to receive and file

C. Applications and Petitions

- 1. Temporary Class "B" Retailer's License for Friends of Two Rivers Snowfest, Snowfest Wine & Beer Walk, Friday, May 10, 2024, 5:00 to 8:30 PM, Downtown Two Rivers

Recommended Action:

Motion to approve the application and authorize issuance of the license

D. Recommendation from the Plan Commission Meeting of April 8, 2024

Set Public Hearing Regarding a Proposed Change in Zoning from (I-2) Business District to (B-1) Business District for 2004-2006 14th Street

Recommended Action:

Motion to set the public hearing on May 20, 2024 at 6:00 PM

**RECOMMENDED ACTION FOR CONSENT AGENDA**

**Motion to approve the Consent Agenda with the various actions recommended**

Motion carried with a voice vote.

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

**10. CITY COUNCIL - FORMAL ITEMS**

- A. Proclamation of National Drinking Water Week May 5 - 11, 2024

Recommended Action:  
Motion to read and adopt the proclamation

Motion carried with a voice vote.

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

- B. Proclamation Naming the Week of May 12 -18, 2024 as Police Week and May 15, 2024 as Peace Officers Memorial Day

Recommended Action:  
Motion to read and adopt the proclamation

Motion carried with a voice vote.

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

- C. Resolution Naming May 11, 2024, as International Migratory Bird Day

Recommended Action:  
Motion to read and adopt the resolution

Motion carried with a roll call vote.

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

- D. Ordinance to Amend Section 6-5-7 of the Municipal Code, Entitled "Restrictions on Keeping Dogs, Cats, and Other Animals" to Address Certain Restricted Species

Recommended Action:  
Motion to waive reading and adopt the ordinance, as requested by the Police Department

Motion carried with a roll call vote.

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

- E. Ordinance Amendment to Municipal Code 7-1-12 "Rules" Enabling the Parks and Recreation Director to Establish Park Rules That May be Enforced as Violations of the Parks Ordinance

Recommended Action:  
Motion to waive reading and adopt the ordinance

Motion carried with a roll call vote.

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

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

Motion carried with a roll call vote.

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

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

Motion carried with a voice vote.

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

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

Motion carried with a roll call vote.

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

**11. FOR INFORMATION ONLY**

- A. City Council Regular Meeting, Monday, May 20, 2024, 6:00 PM
- B. City Council Work Session, Tuesday, May 28, 2024, 6:00 PM

**12. ADJOURNMENT**

Motion to dispense with the reading of the minutes of this meeting and adjourn this meeting at 7:28 PM.

Motion carried with a voice vote.

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



Respectfully submitted,

Amanda Baryenbruch  
City Clerk



# LIBRARY BOARD MEETING

Tuesday, April 09, 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, Kathryn Gadd, and Mary Glaser. Members absent and excused Katie Stone. 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 March 12, 2024, meeting, made by Wiess, second made by Pennefeather. Voice vote carried unanimously.
5. **RECEIVE AND FILE EXPENDITURE AND FINANCIAL REPORTS**  
Motion to receive and file the expenditure and financial reports from March, 2024, made by Pennefeather, second made by Sleger. Voice vote carried unanimously.
6. **BOARD MEMBER COMMENT**  
Board members discussed the successful World on the Move exhibit in terms of programming and interacting as volunteers with visitors to the exhibit.
7. **DIRECTOR'S REPORT**  
Dawson fielded questions concerning the March monthly report.
8. **COMMUNICATIONS**
  - A. Library Newsletter – March 2024
  - B. Raider Reporter Article – Issue #9, March 2024
  - C. Herald Times Reporter – Front Page Article, March 18, 2024
9. **REPORT FROM CITY COUNCIL REPRESENTATIVE**  
Roosevelt Ave. is under construction. Planning for 2025 Washington Street bridge improvements and re-decking. President Palmer thanked Koach for serving as City Council Representative, this will be her last meeting in that capacity.
10. **REPORT FROM SCHOOL DISTRICT REPRESENTATIVE**  
Several retirements across the District. The new School Board Representatives were sworn in.
11. **REPORT FROM COUNTY REPRESENTATIVE**  
5 rezoning ordinances were passed. Borrowing \$4.2 million for highway projects approved. Human Services added 4 fulltime positions. There are 4 newly elected Supervisors.

**12. UNFINISHED BUSINESS - None**

**13. NEW BUSINESS**

- A. Motion to approve the slate of officers as presented – Pennefeather, President and Sleger, Vice President, made by Glaser, second made by Guyette. Voice vote carried unanimously.
- B. Policy Review – Unattended Children, suggested policy changes were discussed, will bring the policy to the May meeting for possible approval.

**14. BOARD EDUCATION – None**

**15. CLOSED EXECUTIVE SESSION – None**

**16. ADJOURNMENT**

- Motion to adjourn made by Gadd, second made by Glaser. Voice vote carried unanimously. Meeting adjourned at 7:13 PM.

Respectfully submitted by Jeff Dawson



**TWO RIVERS**  
WISCONSIN

# PUBLIC UTILITIES COMMITTEE MEETING

Monday, May 06, 2024 at 5:00 PM

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

## MINUTES

1. **CALL TO ORDER:** 5:01 pm

2. **ROLL CALL**

**Committee Members:** Tim Petri, Darla LeClair

**Excused:** Shannon Derby

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

3. **REVIEW AND APPROVAL OF MINUTES**

Minutes from the April 1, 2024, Public Utilities Meeting

Darla LeClair made a motion to approve the minutes from the April 1, 2024, Public Utilities Meeting, seconded by Tim Petri. Motion carried.

4. **PUBLIC INPUT** – N/A

5. **CONSTRUCTION PROJECTS**

A. Roosevelt Avenue reconstructions

Completed a portion of sanitary sewer. Approximately 1/2 water main installation complete. Plan to complete storm sewer in 12<sup>th</sup> Street intersection and PW staff will pave driving lanes on 12th Street to accommodate vehicular traffic.

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

A. CMAR Report

Scores comparable to last year; influent failed again and BOD also failed. Influent was likely due to discharge from Riverside Foods. Expecting installation of improvements at Riverside in next couple months.

BOD had problems with filamentous bacteria in February.

Meeting with DNR May 16<sup>th</sup> and new permit should be finalized soon after that.

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

A. 2024 Utility digger truck update

Received the new truck on April 22, 2024. Put in service with on-site training April 24<sup>th</sup>. Will auction the 1992 unit later this summer after Roosevelt Avenue utility work has been completed. New unit purchase cost \$318,000.

**B. Columbus substation**

1. Unit #1 – repaired

Same configuration as Unit #2. New wiring was installed to replace the old butt spliced, corroded wiring.

2. Unit #2 - control wire upgrade

Repaired as of April 17, 2024. The unit has been off since July 2023.

**C. Frontier pole contact agreement**

The 1967 rental agreement with Frontier has never been updated. The City of Two Rivers attorney presented Frontier with a new agreement. The new agreement includes language requiring them to go underground if City electric goes underground. There has been no response for three weeks.

Trying to minimize the number of orphan poles. Frontier’s contractor was drilling into city poles. Electric utility is requesting a list of impacted poles.

**D. Upcoming projects**

- 1. Will look at updating 2002 contract with Charter.
- 2. Continue work on Roosevelt Avenue. Replacing approximately 12 poles and need to transfer power to the new poles.

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

**A. Promotion**

1. Dalton Schmidt to Water Distribution Foreman/CWO (certified water operator)

Promotion from within for outside work lead. Will continue being part of the 5-week rotation in the plant.

**B. Water tower inspection/punch list items**

Performed punch list items last week. Also performed south tower inspection. Checked for roof to wall connection issues. Documentation coming soon.

**C. EPA LCR (Lead Copper Rule) upcoming changes**

A record based city-wide inventory of service material is required to be completed this year.. Okay to have unknowns. Once the inventory is completed, water utility has 30 days to notify owners of lead/galvanized service. Customer service provides new owner/renter information for letter that needs to be supplied to the new person. Also need a map available for review upon request; but do not need it to be a public map.

**D. Rack 5 membrane replacement update**

Postponed three times since beginning of year. Was hoping to have it installed prior to summer in case of high flows.

**E. Water Week resolution – Resolution this week.**

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

**A. Compost site agreement**

City utilizes Woodland Compost Site for leaf collection and citizen use. The county has an agreement with the City of Manitowoc and would like to enter into a similar agreement with the City of Two Rivers. Once we enter into the agreement we will have to budget additional costs. Will bring the agreement to the committee for review.

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

**A. North landfill update**

Received approval for extension of leachate collection. Will bring forward for committee review.

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

**A. 2024 LSL contract update**

Bid results show Mammoth Construction as the low bidder with a bid of \$3,969,410. Memo details funding assuming 300 water service lateral replacements of which 200 are expected to be private replacements.

Existing funding is short by approximately 71 services. Potential property owner cost is \$2,956 for water less \$2,500 for a total of \$456 to be privately fund or placed on our loan program. Sanitary lateral cost is estimated at +/- \$3,431.

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

Proposed for Monday, June 3, 2024, at 5 pm prior to Council meeting

**13. ADJOURNMENT: 5:53 pm**

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

Respectfully submitted by: Matthew R. Heckenlaible

Public Works Director/City Engineer



Wednesday, May 01, 2024 at 5:15 PM

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

---

**MINUTES**

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

2. **ROLL CALL**

**Committee Members:** Bill LeClair, Scott Stechmesser, Doug Brandt

**Staff and Others:** Matthew Heckenlaible, Scott Ahl

3. **REVIEW AND APPROVAL OF MINUTES**

Minutes from the April 3, 2024, Public Works Committee Meeting

Scott Stechmesser made a motion to approve the April 3, 2024, Public Works Committee Meeting minutes, seconded by Doug Brandt. Motion carried.

4. **PUBLIC INPUT** – N/A

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

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

Received notice to fill wetlands. Staff talked with our consultant on Monday regarding plans for permitting by May 10, 2024 (+/-). Permit for entire parcel to allow for flexibility. Will make final determination based on costs and demand for lots. Will utilize biofilters for pretreatment prior to discharging runoff into wetlands.

B. **2024 Projects**

1. **Roosevelt Avenue reconstruction**

- a. Completed portion of sanitary sewer.
- b. Now working on water main.
- c. Plan to complete storm sewer in 12<sup>th</sup> Street intersection.
- d. Frontier telephone lines are still scheduled to be relocated from south side to north side.

e. **12th Street intersection**

- 1. PW staff will pave driving lanes on 12th Street to accommodate vehicular traffic in the next few weeks.

2. **Sidewalk Replacement**

a. **Neshotah Beach path/sidewalk**

PW staff continues concrete sidewalk work in Neshotah Park. They are planning to work along Pierce Street (21<sup>st</sup> Street – 22<sup>nd</sup> Street) and 21<sup>st</sup> Street from Pierce Street to the parking lot this week. There is a slight realignment to the path to avoid conflict with a fiber optic pedestal that serves the concession stand and area to the north. This current work is coming in below budget.

b. **Replacement of sidewalks around Community House**

PW staff replaced sidewalk around the Community House. They did note there colored sidewalk in Central Park by the flagpole near Washington Street and will also be constructing new sidewalk on the west side by the concession stand.

c. Downtown sidewalk work (repair/mudjacking)

Noted sunken walk in downtown on Washington Street. A review of costs will determine if there are available funds to repair.

d. Columbus Street sidewalk at Memorial Drive

The WDOT will install crosswalk at Columbus Street as part of the STH 42 resurfacing project if the sidewalk is extended along Columbus Street to STH 42.

3. 19th Street - East River Street to Jefferson Street (LRIP) - no update

On hold until more information on the confluence project.

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

On hold until more information on the confluence project.

5. Washington Street Bridge - pedestrian accommodations

Plans include extending the sidewalk three (3) feet instead of two (2) feet with a parapet barrier wall. Staff is inquiring with the WDOT if PW staff can perform the work. Prior minutes note that WDOT sight distance requirements reduced allowable parapet wall.

6. **PROPERTY OWNER REQUESTS – N/A**

7. **DISCUSSIONS OR ISSUES ON HOLD, PENDING FURTHER INVESTIGATION**

A. Tree grates (Washington Street)

There may be several tree grates south of 15<sup>th</sup> Street which require some work.

B. WDOT small bridge/culvert inventory

WDOT requires inventorying of 6-20' culverts. The city plans to do the work but is awaiting required information from WDOT.

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

A. Dip in pavement - 19th Street between Madison Street and School Street - staff will investigate and report back

Closed circuit television from 2023 shows no evident issues in the sanitary main. This is part of the 2024-25 LSL area. As we are updating LSLs in this area, we may discover issues that will be taken care of at that time.

B. FYI – CTH VV – County is resurfacing from Shoto to city limits

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

A. Parking duration along the north side of 17th Street between West Park Street and Adams Street (Senior Center) - No update.

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

C. Speed limit signs on Woodland Drive between Memorial Drive and STH 310 – No update.



**D. Lincoln Street - speed complaints**

Received three (3) complaints on speeding last week. Requested Police Department to place portable speed sign to hopefully address this issue.

**10. OTHER ITEMS THAT MAY COME BEFORE THE COMMITTEE: CONSIDERATION AND ACTION, IF NEEDED****A. 2025 Potential projects – 2025 Potential Projects and Future Projects were discussed as one.**

Staff is trying to look long term.

Proposed 2025 Major Projects:

- \* Harbor Street – Pilon Street to 16<sup>th</sup> Street
- \* 16<sup>th</sup> Street – Jackson Street to Emmet Street
- \* Emmet Street – 16<sup>th</sup> Street to 17<sup>th</sup> Street

Project will tie in the 12 inch water river crossing to 17<sup>th</sup> Street.

**B. Future projects**

Overall plan to reconstruct ¼ mile per year and resurface ½ mile per year with costs of approximately \$3.5 million per year.

1. Neshotah Road – portions in town road and city cost.
2. Emmet Street – 17<sup>th</sup> Street to 22<sup>nd</sup> Street; long term, ¼ mile reconstruction
3. 19<sup>th</sup> Street/East River Street – determine what street and utility improvements are needed
4. Madison Street bridge parapet wall crack – noted tire rubs on wall are likely from plowing. Expect Manitowoc County to perform repair work in 2024.
5. Salt shed – inspection noted some dry rot. Will likely paint/stain to protect.
6. Raising sanitary manholes two (2) feet above flow line in ditch sections
7. Replace some open pick hole manhole covers
8. RRFBs at Madison and 12<sup>th</sup> Street/Lake Street intersections (2026)
9. Inspect sewers for relining
10. Resurface wayside parking lots particularly north of the Chamber of Commerce; other may be okay for chip seal. Look at grant, room tax funds, etc.
11. Traffic counter – currently outdated. New counters approximately 4 @ \$5,000 each.
12. Traffic signals on Washington Street should be upgraded.
13. Back up equipment needed for ToolCat which is used in winter for sidewalk clearing. New machine would need to be less than sidewalk width.
14. Sewer camera needed (CCTV Unit - \$75,000 to \$100,000)
15. Wastewater Treatment Plant repair of main roof was approximately \$100,000 in 2023. Need another \$80,000 to repair three (3) smaller roofs.
16. DPW shop – relocate broken concrete spoils piles to 18<sup>th</sup> Street cell tower site. Need to get conditional use and look at covenants. May need fencing along 18<sup>th</sup> Street for screening.
17. Shop repairs:
  - a. Total roof repair needed on majority of roof, including rotting of metal decking. Costs approximately \$400,000-\$500,000.
  - b. Truck overhead doors do not have sensors
  - c. Four of eight main entry doors do not open or are inoperable
  - d. Need to rekey for accountability
  - e. Cameras (4) for site security when staff not present (dumpster usage)
  - f. Structural column in building is deteriorated at the base

- g. Replace furnace and air scrubber
- h. Look at facility needs study – approximately \$50,000-\$100,000 +/-

**C. National Public Works Week - May 19-25, 2024** – informational only

**D. Faster software upgrade**

Asset management program needs to be updated to a web-based program. Current version will no longer be supported at the end of 2024. Noted current version has three (3) licenses; new web-based program would be based on number of assets (assuming 150 assets) with unlimited users.

Annual support is \$15,750 per year. There is a one-time license fee of \$18,900 and set up, data migration and training fees of \$28,296. Total cost with discounts of \$23,814 would be \$63,000 for the first year.

Scott Stechmesser made a motion to move forward with the upgrade of FASTER software to web-based utilities. Doug Brandt seconded the motion. Bill LeClair dissented. Motion passed.

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

Proposed as Tuesday, June 4, 2024, at 5:15 pm

**12. ADJOURNMENT:** 7:33 pm

Scott Stechmesser 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**

Ben Meinert called the meeting to order at 5:30 PM.

**2. ROLL CALL**

Present: Ben Meinert, Rick Inman, Kay Koach, Kristin Lee, Matt Heckenlaible, and Eric Pangburn.

Excused: Greg Buckley and Adam Wachowski.

Also Present: Community Development Director Elizabeth Runge, Council Member Bonnie Shimulunas, Lucas Kaland, Armando Cruz, Kelly Pasek, Marty Pasek, Sue Kemp, and Recording Secretary Adam Talor.

**3. PUBLIC HEARING**

**A. Public Hearing for Project Plan and Boundary Amendment No. 2 to TID 12.**

A summary of Amendment No. 2 to TID 12 was provided.

The public hearing was opened. No one addressed the Commission during the first, second, or third call. The public hearing was closed.

**4. ACTION ITEMS**

**B. Adopt Resolution for Project Plan and Boundary Amendment No. 2 to TID 12.**

Motion to adopt the Resolution for Amendment No. 2 to TID 12 was made.  
Motion made by Koach, seconded by Heckenlaible.

Roll Call Vote:

Voting Yea: Inman, Koach, Lee, Heckenlaible, Pangburn, Meinert

Motion Carried

**C. Request to rezone 1706 16<sup>th</sup> Street, Parcel 053-000-063-102.05, from Industrial (I-2) to Business (B-1) submitted by Quasius Construction, Inc, applicant and Jalapa Marketing LLC, owner.**

A proposal to add a small addition to the west side of the gas station for a small restaurant is the reason behind this rezoning request. The discussion did include some concerns about parking and access, however, those will be addressed in greater detail during the site and architectural review process if the rezoning is approved.

A motion was made to recommend the rezoning request to the City Council.  
Motion made by Heckenlaible, seconded by Pangburn.

Roll Call Vote:

Voting Yea: Inman, Koach, Lee, Heckenlaible, Pangburn, Meinert

Motion Carried

**D. 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 Marty and Kelly Pasek.**

The plan commission discussed the staff recommendations and the conditions listed on the CUP. This includes screening/landscaping to be placed on the property as well as a hard surface for the trucks to be stored on. The owner expressed that they would need to get estimates for a hard surface, which will decide if they continue or not.

A motion was made to deny to CUP request as submitted.  
Motion made by Lee, seconded by Heckenlaible.

Roll Call Vote:  
Voting Yea: Inman, Koach, Lee, Heckenlaible, Meinert  
Voting Nay: Pangburn  
Motion Carried

**E. Request for a Conditional Use Permit for a drive-thru operation at Fast Taco, 3337 Mishicot Road, in the B-1 Business District, submitted by Armando Cruz (Tenant).**

The drive-thru is pre-existing and will have operational hours of 10:00 am to 8:00 pm, 7 days a week.

A motion was made to recommend the CUP for City Council approval.  
Motion made by Pangburn, seconded by Koach.

Roll Call Vote:  
Voting Yea: Inman, Koach, Lee, Heckenlaible, Pangburn, Meinert  
Motion Carried.

**F. Review and action on the creation of a Downtown and Waterfront Overlay District.**

The plan commission discussed interest in the proposed overlay district.

A motion was made recommending the creation of a downtown and waterfront overlay district to the City Council.  
Motion made by Lee, seconded by Koach.

Roll Call Vote:  
Voting Yea: Inman, Koach, Lee, Heckenlaible, Pangburn, Meinert  
Motion Carried.

**4. ADJOURNMENT**

Motion to adjourn at 6:30 PM.  
Motion made by Koach, seconded by Pangburn.  
Respectfully submitted, Adam Taylor, Recording Secretary



**TWO RIVERS**  
WISCONSIN

# ADVISORY RECREATION BOARD MEETING

Wednesday, April 10, 2024 at 6:00 PM

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

## MINUTES

### 1. ROLL CALL

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

#### PRESENT

Robert Reed  
Erin Lamal  
Travis Kadow  
Daniel Cortte  
Dorothy Tinkham Delo

#### ABSENT

Brian Gallagher  
Council Rep Adam Wachowski  
Council Rep Jeff Dahlke  
Jason Scharping

### 2. APPROVAL OF MINUTES

Motion made by Travis Kadow, Seconded by Dan Cortte.

### 3. CORRESPONDENCE - None

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

### 5. NEW BUSINESS

#### A. Riverside Park Planning Process

15 pages of comments were made on the survey, and what was taken out of it is that we need to re-organize the space, people want a skatepark and/or love the nostalgia, seniors like walking and river frontage and would like to incorporate the aging community, and bathrooms are needed for a successful and safe park.

**a. Invited guest Blake Thiesen**

Blake provided us with some ideas on how to utilize the park showing an overhead view of the park how it is now set up and how it can be reconfigured to better utilize the river frontage. Many ideas on different types of buildings/bathrooms, seating options, court sports, paddle craft launch, walking paths, and wheels park ideas.

**6. OLD BUSINESS**

**A. Parks and Open Space Planning**

Reviewed 7 guiding principles for Park & Open Space Plan.

Reviewed each Two Rivers Parks current amenities, pros, cons, and areas for improvement. Detail on each park can be viewed in the Parks & Open Space Plan.

**7. OTHER BUSINESS**

**Walsh Field** - High School has Varsity Baseball field ready at TRHS. TR Parks & Rec will hold Pony League and Softball at Walsh field. There is no longer a mound at Walsh field.

**8. DIRECTOR'S REPORTS**

**A. Seasonal Hiring** - Looking for many seasonal positions including Seasonal Program Assistant, Year-round part-time Rec/Special Events Coordinator, Seasonal Aquatic Coordinator, Kids Camp Coordinator, Seasonal Maintenance Team, Concessions.

**B. Program & Event Updates** - Great enrollment for summer programs, 32 kids in track, 80 in flag football, 230 people attended Bunny Breakfast, \$6400 raised in sponsorships, Sprang's tree farm is donating Xmas trees to decorate for Cool City Christmas.

**C. Community Pool Committee Update** - Two meetings done so far and making progress with information gathering. Research is finding most community pools are subsidized by the city.

**9. ITEMS FOR FUTURE ADVISORY RECREATION BOARD MEETINGS**

**10. NEXT MEETING**

May 8, 2024 at 6pm

**11. ADJOURNMENT**

Motion made by Dan Cortte, Seconded by Travis Kadow.

Respectfully Submitted,



Laura Hooper



**MEMO**

**DATE:** May 17, 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 Firefighter / Paramedic – Applications Due May 30
  - o Paid-On-Premise Paramedic – Accepting Applications
  - o Customer Service Clerk Library – Accepting Applications
- Recent Hires:
  - o Finance and Administrative Services Director – Kasandra Paider
  - o Recreation Clerk – Ashley Hagerty
  - o Water Distribution Foreman (Internal Promotion) – Dalton Schmidt

**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
Rose Zimmer	1109 N 9th Street	2 Year
Patricia Jean Finlan	1616 24th Street	2 Year
Portia Kolecheck	1204 N 8th street	2 Year
Ashley Hultgren	1715 27th Street	1 Year

**LICENSES:**

Renewals for the July 1, 2024 – June 30, 2025, licensing year have been sent out. This includes alcohol, operator, landscaping/tree removal, cigarette, and beer garden licenses.





**From:** Elizabeth Runge, Community Development Director

**Date:** May 20, 2024

**Re:** Staff Report

**Key Activities:**

- Prepared Plan Commission Packets for May meeting.
- Completed Amendment No.2 to Project Plan and Boundary to TID 12
- Held organizational Joint Review Board Meeting, and Public Hearing for TID 12 Amendment No.2
- Submitted materials for two grant applications in progress.





# Electric Department May 2024 Report

## Electric Consumption in kWh: April Data

2019	2020	2021	2022	2023	2024
6,297,794	6,074,565	6,263,418	6,550,259	6,270,923	6,196,727

% Change from 2019-2024:

-1.60%

% Change from 2023-2024:

-1.18%

## Year-to-Date

2019	2020	2021	2022	2023	2024
27,338,364	26,814,148	27,604,452	28,475,836	27,267,049	23,665,869

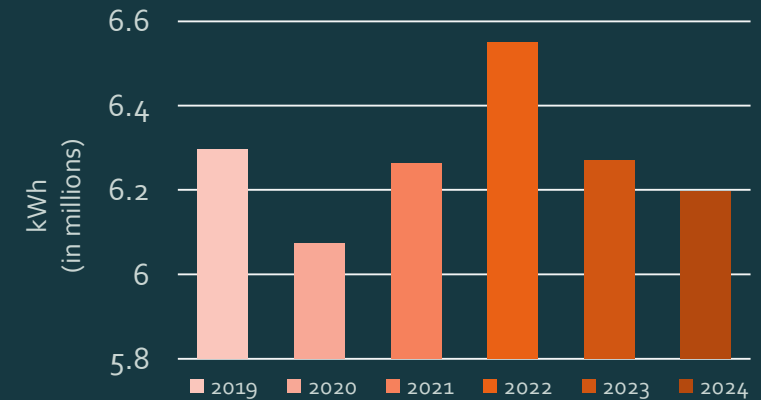
% Change from 2019-2024:

-13.43%

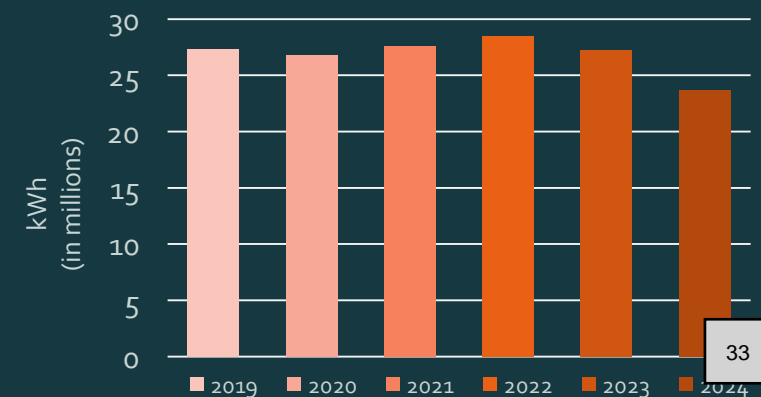
% Change from 2023-2024:

-13.21%

Electric Consumption April Data



Electric Consumption Year-to-Date





# Electric Department May 2024 Report

## Cost of Electricity Purchased in Dollars: April Data

2019	2020	2021	2022	2023	2024
\$ 480,825.00	\$ 415,462.67	\$ 434,306.01	\$ 478,228.14	\$ 437,749.21	\$ 431,935.56

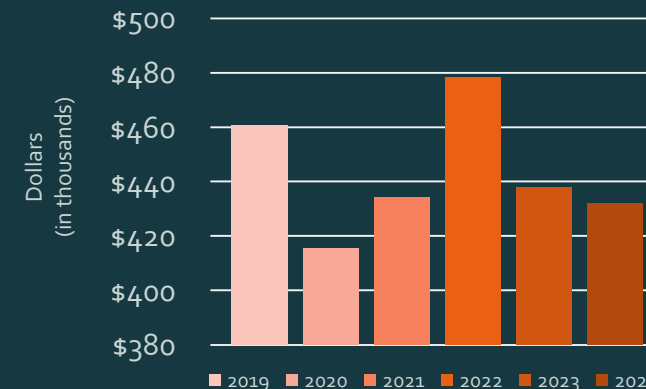
## Cost of Electricity per kWh:

2019	2020	2021	2022	2023	2024
\$ 0.0732	\$ 0.0684	\$ 0.0693	\$ 0.0730	\$ 0.0698	\$ 0.0697

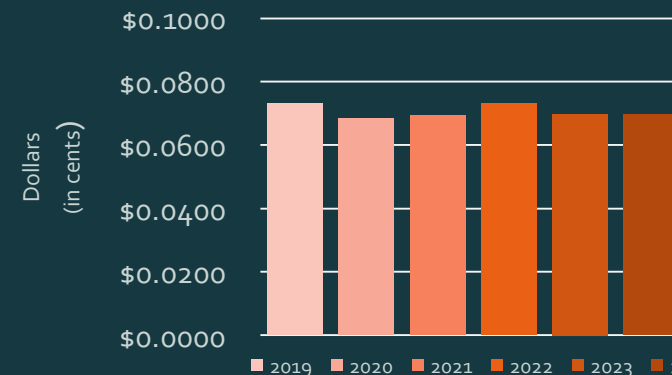
% Change from 2019-2024: **-4.74%**

% Change from 2023-2024: **-0.15%**

Cost of Electricity Purchased April



Cost of Electricity per kWh April





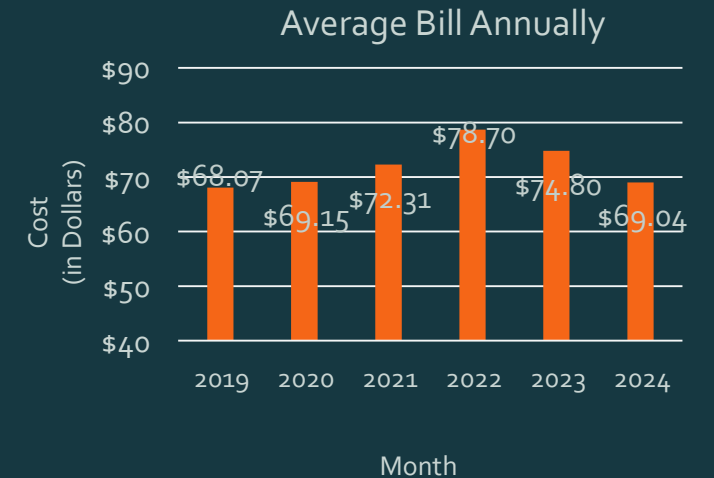
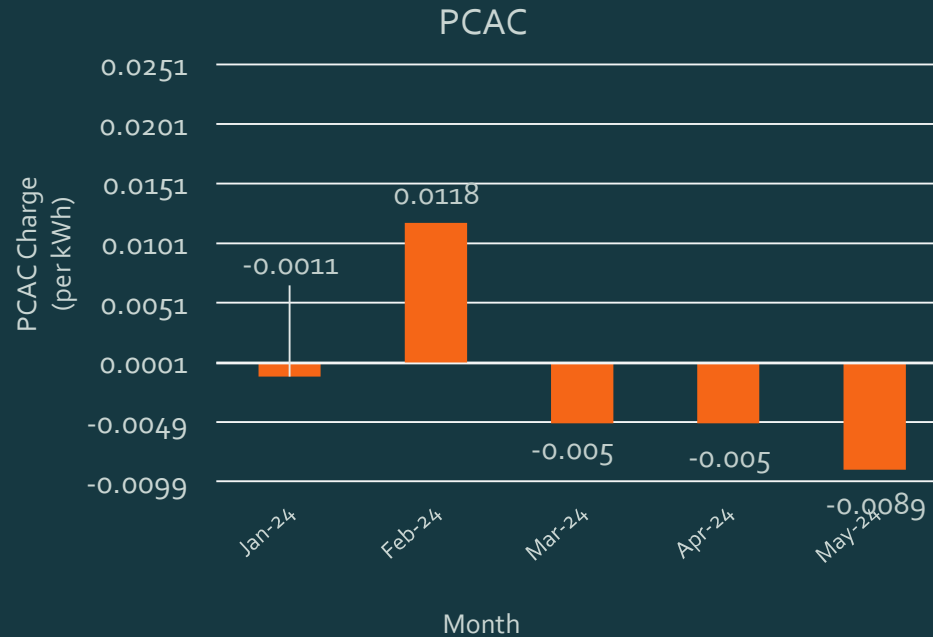
# Electric Department May 2024 Report

## PCAC

Month	PCAC/FAC Charge (per kWh)	Average Monthly Bill
January	-0.0011	\$72.20
February	-0.0118	\$65.78
March	-0.0050	\$69.86
April	-0.0050	\$69.86
May	-0.0089	\$67.52
<b>Average</b>	<b>-0.0057</b>	<b>\$69.04</b>

## Average Bill Annually

2019	2020	2021	2022	2023	2024
\$68.07	\$69.15	\$72.31	\$78.70	\$74.80	\$69.04





# Electric Department May 2024 Report

- April - Large Work Orders in progress:
  - City Wide – Non-Payment Disconnections
  - Northside – Pole and Wire Replacements
  - Southside – Roosevelt Ave Project
  - Eastside – Pole and Wire Replacements; URD Service Installations
  - Others – Routine Electric Meter Replacements

Outage/Callouts	Location	Duration	Cause if known
04/02/2024	2705 Neshotah Road	1-hr	Tree on powerline from storm
04/06/2024	2715 32 <sup>nd</sup> Street	N/A	Branch hanging on tree, not near power lines
04/09/2024	Jesse Street	N/A	Lines down; Frontier new const.
04/17/2024	4124 Memorial Drive	N/A	Frontier pole cracked and leaning
04/17/2024	3404 Memorial Drive	4-hr	Storm damage
04/19/2024	1814 12 <sup>th</sup> Street	N/A	Reconnect
04/26/2024	1215 Buchholz / 3302 Riverview	N/A	Reconnect

Work Completed by Electrical Inspector & Electric Meter Technician	
Number of Service Upgrades/Changes	5
Number of Electric Meters Installed	73
Total Number of Electric Meters Tested	43
Service Disconnects & Reconnects (Normal Hours)	56



Roosevelt Avenue Road Construction Project

### Fire Department Monthly Report March 2024

		Monthly			Year to Date 2024			Year to Year 2023				
<b>Total Incident Responses</b>			<b>200</b>				<b>524</b>			<b>501</b>		
<b>EMS Response</b>	<b>Total EMS Incidents</b>		<b>174</b>				<b>498</b>			<b>413</b>		
	Treated and Transported		128				344			296		
	No Transport		46				90			112		
	Interfacility Transports		33				109			127		
	Intercepts		3				5			9		
	Public Assist		1				2			11		
<b>EMS Revenue</b>	<b>Date of Service Report</b>		Monthly				Year to Date 2024			Year to Year 2023		
<b>EMS Operations Billing Information</b>	SDC and TRIP Revenue		\$11,440.04				\$31,082.00			\$10,762.58		
	Charges		\$189,575.67				\$436,584.73			\$557,261.22		
	Payments		\$40,575.49				\$142,813.49			\$214,795.50		
	Adjustments		\$42,188.41				\$213,508.82			\$320,167.07		
	Change + or - in Accounts Receivable		\$147,387.26				\$205,075.91			\$151,647.19		
	Monthly Collection Percentage		<b>21.40%</b>				<b>32.71%</b>			<b>38.54%</b>		
<b>Fire Incidents</b>	<b>Total Fire Incidents</b>		<b>26</b>				<b>52</b>			<b>24</b>		
	Structural		1				2			3		
	Fire Other		3				9			5		
	Unauthorized		3				4			0		
	Hazardous Condition		2				6			7		
	False / Cancelled		7				19			5		
	Service Calls		10				14			8		
<b>Overlapping calls</b>			<b>41</b>				<b>102</b>			<b>71</b>		
<b>Occup/ Inspect</b>	<b>Total Inspections</b>		<b>45</b>				<b>106</b>			<b>98</b>		
	General		45				106			98		
	Special/Other/Consults		0				0			0		
	Violations		21				48			45		
	Corrections		15				31			18		
<b>Training</b>	<b>Total Hours</b>		<b>390</b>				<b>1356</b>			<b>1153</b>		
	Fire Training		330				1176			1034		
	EMS Training		60				180			540		
	Community Based Outreach		20				60			180		
See attached training summary												
<b>Public Education</b>			Monthly				Year to Date 2024			Year to Date 2023		
<b>Totals / Events</b>	<b>Staff Hours</b>	<b>Participants</b>	<b>3</b>	<b>9</b>	<b>9</b>	<b>14</b>	<b>42</b>	<b>406</b>	<b>19</b>	<b>70</b>	<b>19</b>	
CPR Classes	Staff Hours	Participants	2	6	9	11	32	421	23	42	49	
Station Tours	Staff Hours	Participants	0	0	0	1	1	6	3	8	48	
Presentations	Staff Hours	Participants	0	0	0	0	0	0	2	4	8	
<b>Maintenance</b>			Monthly				Year to Date 2024			Year to Year 2023		
	<b>Total Hours</b>		<b>300</b>				<b>1195</b>			<b>823.7</b>		
	Building Care, Cleaning, Maintenance		65				185			207		
	Grounds Care		40				120			117		
	Vehicle Checks		145				445			453		
	Vehicle Cleaning		10				30			57		
	Vehicle Maintenance		40				120			48.2		
<b>Current Events</b>												
Fire Task Books												
FF/CCP Reiser Announced his Upcoming Retirement in June												
Probationary FF/P Training (Tome/Staudinger)												
2% Dues Complete												
Ambulance Billing Company Program Switch Over to New System												

**INSPECTIONS DEPARTMENT**

**MONTHLY SUMMARY  
APRIL 2024**

	Permits Issued		Permit Revenue		Project Value		Type	Inspections	
	Month	YTD	Month	YTD	Month	YTD		Month	YTD
Building (residential)	19	55	3,583	10,266	493,669	1,277,797	Bldg	44	84
Building (commercial)	1	4	50	400	1,000	39,500	Elec	30	53
Electrical	21	52	1,975	5,925	161,220	662,113	Heating	32	61
Heating	8	40	750	4,022	75,804	2,001,836	Plumbing	32	51
Home Occupation	-	-	-	-	-	-	Misc	6	30
Moving	-	-	-	-	-	-	Sign	-	-
Plumbing	11	52	1,840	7,869	459,181	1,646,935			
Sign	-	5	-	250	-	9,940			
Tank	-	-	-	-	-	-			
Wrecking/Salvage	-	1	-	298	-	38,000			
<b>Totals</b>	<b>60</b>	<b>209</b>	<b>8,198</b>	<b>29,030</b>	<b>1,190,874</b>	<b>5,676,121</b>		<b>144</b>	<b>279</b>

YTD Comparison	Permits Issued		Permit Revenue		Project Value	
	2024	2023	2024	2023	2024	2023
Building	59	61	10,666	12,643	1,317,297	1,972,556
Electrical	52	54	5,925	4,820	662,113	198,776
Heating	40	58	4,022	4,199	2,001,836	478,253
Home Occupation	-	-	-	-	-	-
Moving	-	-	-	-	-	-
Plumbing	52	52	7,869	7,315	1,646,935	330,928
Sign	5	4	250	200	9,940	6,280
Tank	-	-	-	-	-	-
Wrecking/Salvage	1	5	298	347	38,000	8,400
<b>Totals</b>	<b>209</b>	<b>234</b>	<b>29,030</b>	<b>29,524</b>	<b>5,676,121</b>	<b>2,995,193</b>

Other Activities

- Prepared agenda packet and minutes for Plan Commission meeting
- Prepared agenda packet and minutes for Sandy Bay Highlands Architectural Control Committee meeting
- Prepared notices, ordinances & related documents for public hearings
- Received and responded to requests for information from the general public and staff
- Completed annual tavern inspections with Fire Department

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

**News**

- The World on the Move: 250,000 Years of Human Migration exhibit was a success. Comparing door counts from March 18, 2024 through April 23, 2024 with those from the same period in 2023 there was a 23% increase (1,922 people). Further breakout of World on the Move statistics is reflected on the statistic sheets from March and April. A copy of our full report to the American Library Association will be included in the June Library Board Packet.
- Thank you to the entire Lester Public Library staff, docents, speakers, volunteers, and thank you to everyone who visited the World on the Move: 250,000 Years of Human Migration exhibit. A special thank you to those who volunteered to unpack and re-pack the crates: Terry and Nathan Ehle, Chris and Tim Hamburg, Ned Guyette, Bob Fay, Lisa Krall, Mari and Jeff Dawson. The crates are packed and ready for the next stop, Kansas City, Kansas Public Library.
- We are accepting applications for a customer service clerk through Friday, May 10, filling an open position.
- Our new City Council Representative will be Shannon Derby, beginning with our May Board Meeting.

**Library Foundation**

The Lester Public Library Foundation held their annual meeting April 16, 2024.

- Elected Board Officers: Collette Tegen, President; Teri Wagner, Vice President; Bob Fay, Treasurer; and Stephanie Carpenter Secretary.
- Approved the 2024 annual allocation to the Lester Public Library in the amount of \$54,088. This is an increase of \$3,378 or 6.7% over the 2023 allocation.
- Since 2000 the Foundation has pledged \$649,072 to the Library.

**Library Legislation** – No Report

**Activities**

04/01/24 – Two Rivers City Council Meeting

04/02/24 – Lester Public Library Management Team Meeting

04/03/24 – Introduced Bob Fay's World on the Move presentation

04/04/24 – Met with Stanley Palmer, President, Lester Public Library Board of Trustees

04/05/24 – Interviewed for 2 live segments on WLUK Fox 11 TV's Good Day Wisconsin morning program

04/09/24 – Explore Two Rivers Board Meeting

04/09/24 – Lester Public Library Board of Trustees Meeting

04/12/24 – Toured St. Mary's, St. Michael's Catholic Church School, Cato, WI through World on the Move with Terry Ehle and Toni Pierce

- 04/12/24 – Toured Rachel Wiegert and Tom Aschenbrenner of the Lakeshore Community Foundation through World on the Move
- 04/12/24 – Toured LB Clarke 6<sup>th</sup> graders through World on the Move with Terry Ehle and Toni Pierce
- 04/15/24 – Met with Ellie Hanson, a Mishicot High School student, who was doing a library job shadow
- 04/15/24 – Introduced Dr. Sara McKinnon’s World on the Move presentation
- 04/16/24 – Toured Valders 6<sup>th</sup> graders through World on the Move with Terry Ehle
- 04/16/24 – Lester Public Library Foundation Annual Meeting
- 04/17/24 – Toured Mosinee 6<sup>th</sup> graders (Wausau area) through World on the Move with Terry Ehle and Toni Pierce
- 04/17/24 – Introduced Kerry Trask’s World on the Move presentation
- 04/18/24 – City of Two Rivers Department Heads Meeting
- 04/19/24 – Toured Koenig 4<sup>th</sup> graders through World on the Move with Terry Ehle
- 04/19/24 – Toured Magee 3<sup>th</sup> graders through World on the Move with Terry Ehle
- 04/22/24 – Introduced Alan Wambold’s World on the Move presentation
- 04/23/24 – Brought the World on the Move crates to the library from the Hamilton Wood Type & Printing Museum storage with volunteer Steve Massey
- 04/23/24 – Lester Public Library Management Team Meeting
- 04/23/24 – Repacked the World on the Move crates with Ned Guyette, Bob Fay, Lisa Krall, Terry and Nathan Ehle, Chris and Tim Hamburg, and Mari and Jeff Dawson
- 04/27/24 – Attended Arbor Day at the Arboretum, held at the Van der Brohe Arboretum in Two Rivers
- 04/29/24 – Two Rivers City Council Work Session
- 04/30/24 – City of Two Rivers Marketing Discussion across City Departments with Terry Ehle and Sally Taylor

Jeff Dawson, Director, Lester Public Library 5/1/2024



# Two Rivers Police Department Monthly Report January 2024

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 January 2024



### K9 Xanti Accident

On January 14th, 2024, K9 Xanti was struck by a car while he was off duty. The accident was immediately reported to the Manitowoc County Sheriff's Office. Thankfully the driver of the vehicle was not injured. K9 Xanti was taken to the emergency veterinarian service, BluePearl, in Appleton for care following the incident. Fortunately, he only suffered some minor injuries. During a brief recovery time he was off duty, but has since been able to return to work with no restrictions. Welcome back K9 Xanti!

### Crossing Guard Appreciation Week

Whether it is hot and sunny, windy and rainy or cold and icy our crossing guards are out braving the elements. We would like to take a minute to thank them for all the work they do to keep our children safe. Thank you!



Amy Buth



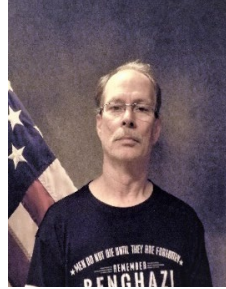
Sharon Baetz



Wendy Brandt



Leon Laurin



Steve Walker

Not Pictured- Mary Strong and Ronald Strong



**Sergeant Promotion**

Sergeant Andy Lade took part in a Sergeant selection process in 2023 and based on that process was selected to fill a vacancy as our newest Sergeant. Sgt. Lade has been employed at TRPD for 7 years. Congratulations Sgt. Lade on taking a step into a leadership role!



**New K9 Officer**

Sergeant Jacob Schweigl took part in a selection process and was selected to be the next K9 handler for K9 Xanti. Sgt. Schweigl will go through a bonding process with Xanti after which he will attend a month long K9 school to learn how to be a handler before starting patrol with his new partner. Congratulations Sgt. Schweigl on your new assignment!

**Formal Swearing In**

Congratulations again to Officer Santos Torres. He had been sworn in informally in August 2023 at the start of his recruit academy. Now with the completion of his recruit academy last month in December 2023, he is well into his field training, set to be completed in April 2024. He had a formal swearing in before the City Council in January. Welcome again to the team!



**WLEEEA Conference Recognition**

Wisconsin Law Enforcement Education Advocates Association (WLEEEA) recognized Capt. Andrew Ratz who stepped down after 9 years of service to the WLEEEA state board and 14 years of involvement in youth Law Enforcement Exploring/ Cadet programs.



**Coffee with a Cop**

Coffee with a Cop continued in January taking place at several locations giving the community more opportunities to interact with our department. Thank you to those that came out to participate and enjoyed some coffee with us.



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.

**January Training**

We rented a training simulator again this year from Northeast Wisconsin Technical College (NWTC). This simulator puts officers into scenarios where they can interact with a video on a screen and run through scenarios where they must utilize skills such as verbalization, de-escalation, problem solving, use of force and other skill sets. While the simulator has some limitations for interaction it does provide numerous scenarios and environments that allow the officer to train in situations that may not be possible to replicate in more hands-on based training. The use of this simulator has become an annual rental we acquire from NWTC for training purposes and we are typically able to run all of our officers through numerous scenarios.



Officers Tobison and Tremel attended a Field Training Officer course through Fox Valley Tech in Clintonville. Their attendance has allowed them to join the ranks of our FTO's that train new officers.

All officers have been completing Case Law updates on a monthly basis and will continue to do so throughout the coming year. The Case Law updates are a valuable tool in staying on top of legal expectations by the courts.

Lieutenants Spurney and Wandrie regularly attend monthly SWAT training with the Manitowoc County SOS Team. This training occurs throughout the year and ensures we have a well-trained response team.

### Anniversaries



Officer Jason Zipperer  
January 10<sup>th</sup>, 2000  
24 Years



Officer Brad Dimmick  
January 2<sup>nd</sup>, 2018  
6 Years

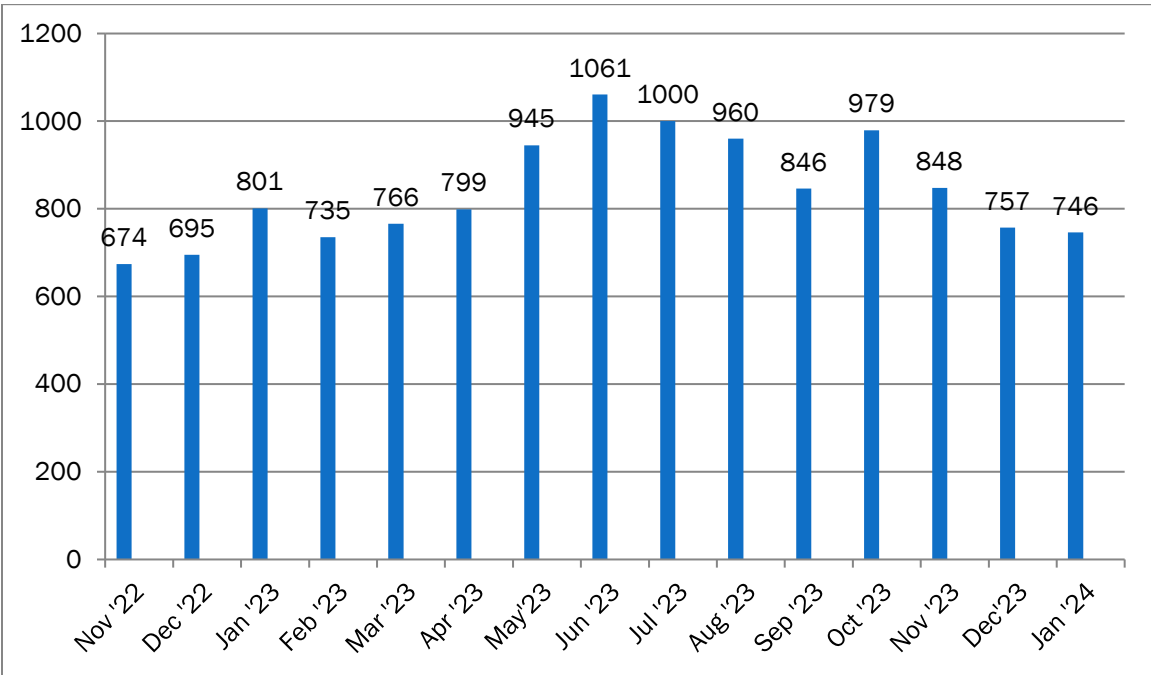


Officer Amanda Verhelst  
January 26<sup>th</sup>, 2020  
4 Years

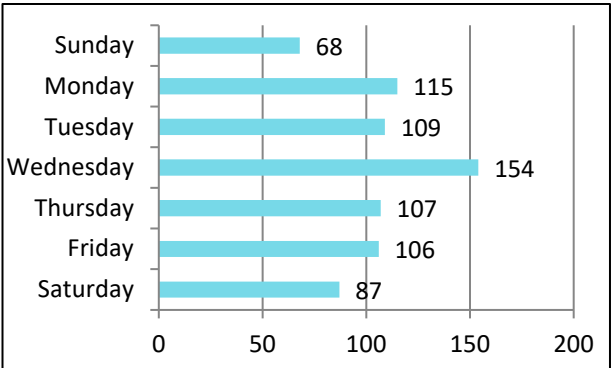
# CALLS FOR POLICE SERVICE

January 2024: 746	2024 YTD TOTAL: 746 TOTAL LAST YEAR: 10,497
-------------------------	--

**Monthly Calls Comparison Chart:**



**Calls for Service by Day of Week:**

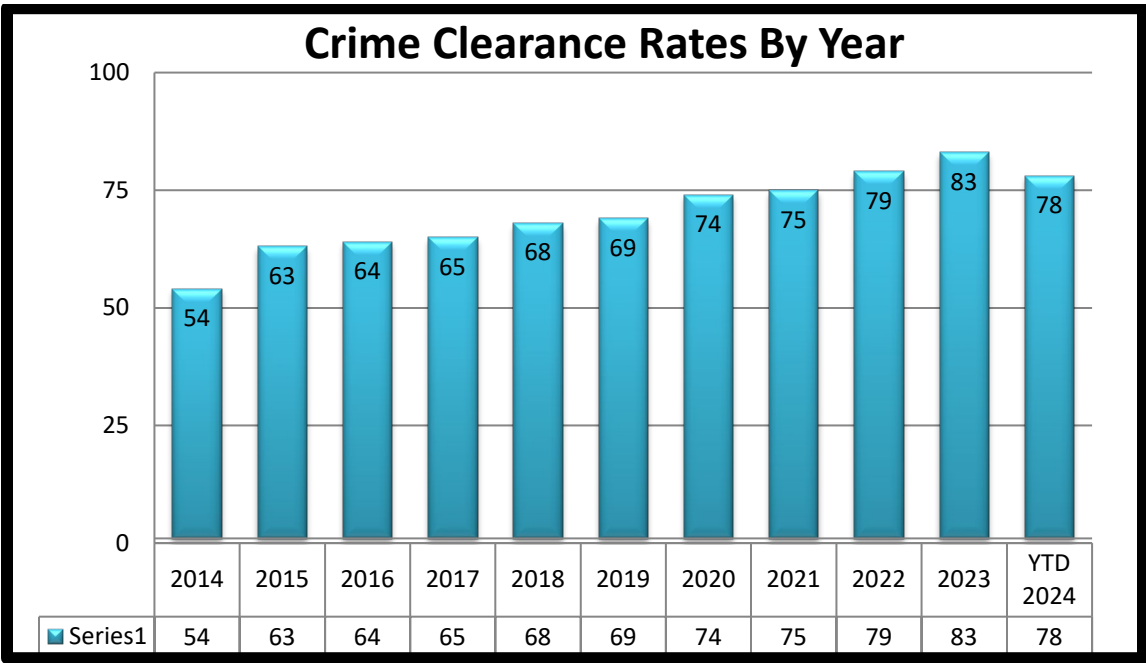


### CRIME CLEARANCE RATE:

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.

	January
Reported Part 1 Cases	7
Cases Cleared	9
Crime Clearance Rate	<b>78</b>

**Crime Clearance Rate YTD: 78%**





**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.

<b>2024</b>	
Adult Arrests	<b>60</b>
Juvenile Arrests	<b>24</b>
<b>Total</b>	<b>84</b>

**January 2024 Parking Summary:**

Overtime	0
Restricted	7
Winter	354
YTD Total	361

# Field Warnings 2024

FIELD WARNING	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Totals
346.072(1M)(A) FAIL/CHANGE LANE PASSING STOPPED EMERGENCY VEHICLE MULTIPLE LANES	1	0	0	0	0	0	0	0	0	0	0	0	1
346.57(4)(e) 001 SPEEDING ON CITY HIGHWAY (1-10 MPH)	5	0	0	0	0	0	0	0	0	0	0	0	5
346.57(4)(e) 006 SPEEDING ON CITY HIGHWAY (11-15MPH)	22	0	0	0	0	0	0	0	0	0	0	0	22
341.04 NON- REGISTRATION OF VEHICLE	8	0	0	0	0	0	0	0	0	0	0	0	8
346.57(2) UNREASONABLE AND IMPRUDENT SPEED	1	0	0	0	0	0	0	0	0	0	0	0	1
346.62(2) RECKLESS DRIVING- ENDANGER SAFETY	1	0	0	0	0	0	0	0	0	0	0	0	1
346.57(2) 008 FAILURE TO KEEP VEHICLE UNDER CONTROL (2ND+)	1	0	0	0	0	0	0	0	0	0	0	0	1
346.57(2) 007 FAILURE TO KEEP VEHICLE UNDER CONTROL	1	0	0	0	0	0	0	0	0	0	0	0	1
346.46 FAIL TO STOP/IMPROPER STOP AT STOP SIGN	8	0	0	0	0	0	0	0	0	0	0	0	8
344.62(2) OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE	10	0	0	0	0	0	0	0	0	0	0	0	10
344.62(1) 001 OPERATING MOTOR VEHICLE W/O INSURANCE	2	0	0	0	0	0	0	0	0	0	0	0	2
341.15(3)(B) IMPROPER DISPLAY/PLATES (HARD TO SEE)	3	0	0	0	0	0	0	0	0	0	0	0	3
6-5-7(C)-2-10 RESTRICTIONS ON KEEPING DOGS (DOG AT LARGE)	2	0	0	0	0	0	0	0	0	0	0	0	2
9-2-7/PARK DISORDERLY CONDUCT WITH MOTOR VEHICLE (IN PARK)	1	0	0	0	0	0	0	0	0	0	0	0	1
6-5-6 PENALTY FOR FAILURE TO OBTAIN RABIES SHOT	1	0	0	0	0	0	0	0	0	0	0	0	1
6-5-1 DOG LICENSE	4	0	0	0	0	0	0	0	0	0	0	0	4
TR305.32(5)(B)1 WINDOW-REAR	2	0	0	0	0	0	0	0	0	0	0	0	2

WINDOW-TINTING MANUFACTURER													
TR305.32(4)(B)2 WINDOW-VENT/FRONT SIDE TINTING 50%	1	0	0	0	0	0	0	0	0	0	0	0	1
TR305.32(4)(B)1 WINDOWS-VENT/FRONT SIDE-TINTING BY MANUFACTURER	1	0	0	0	0	0	0	0	0	0	0	0	1
TR305.20(1) EXHAUST WORKING CONDITION	1	0	0	0	0	0	0	0	0	0	0	0	1
TR305.16(2) TAIL LAMPS-PROPER WORKING CONDITION	1	0	0	0	0	0	0	0	0	0	0	0	1
347.48(2m)(b) SEATBELT - OPERATOR USE REQUIRED	1	0	0	0	0	0	0	0	0	0	0	0	1
347.14(1) OPERATE VEHICLE W/O STOPPING LIGHTS	1	0	0	0	0	0	0	0	0	0	0	0	1
347.13(3) OPERATE VEHICLE W/O REGISTRATION LAMPS	2	0	0	0	0	0	0	0	0	0	0	0	2
347.13(1) NO TAIL LAMP/DEFECTIVE TAIL LAMP-NIGHT	2	0	0	0	0	0	0	0	0	0	0	0	2
346.595(5) MC/MOPEDS RIDING MOTORCYCLE W/O HEADLAMPS	2	0	0	0	0	0	0	0	0	0	0	0	2
346.59(1) IMPEDING TRAFFIC BY SLOW SPEED	1	0	0	0	0	0	0	0	0	0	0	0	1
346.57(3) DRIVING TOO FAST FOR CONDITIONS	2	0	0	0	0	0	0	0	0	0	0	0	2
346.29(2) STAND OR LOITER ON ROADWAY	1	0	0	0	0	0	0	0	0	0	0	0	1
346.14(1m) AUTOMOBILE FOLLOWING TOO CLOSELY	1	0	0	0	0	0	0	0	0	0	0	0	1
343.18(1) OPERATE W/O CARRYING LICENSE	2	0	0	0	0	0	0	0	0	0	0	0	2
343.05(3)(a) OPERATE W/O VALID LICENSE	1	0	0	0	0	0	0	0	0	0	0	0	1
341.15(3)(A) IMPROPER DISPLAY/PLATES (NO PLATES)	1	0	0	0	0	0	0	0	0	0	0	0	1
341.15(1) FAIL/DISPLAY VEHICLE LICENSE PLATES	1	0	0	0	0	0	0	0	0	0	0	0	1
347.09(1)(A) HEADLAMPS-VEHICLES EQUIPED W/2 HEADLAMPS	4	0	0	0	0	0	0	0	0	0	0	0	4
347.06(3) UNCLEAR/DEFECTIVE	9	0	0	0	0	0	0	0	0	0	0	0	9

LIGHTS OR REFLECTORS													
347.06(1) OPER W/O REQUIRED LAMP LIGHTED	4	0	0	0	0	0	0	0	0	0	0	0	4
<b>FIELD WARNING Totals</b>	<b>112</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>112</b>
<b>Totals</b>	<b>112</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>112</b>

### Traffic Citations 2024

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

TRAFFIC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Totals
346.57(4)(e) 007 SPEEDING ON CITY HIGHWAY (16-19 MPH)	1	0	0	0	0	0	0	0	0	0	0	0	1
346.63(1)(B) 021 OPERATING W/PAC (4TH)	1	0	0	0	0	0	0	0	0	0	0	0	1
346.57(3) 001 DRIVING TOO FAST FOR CONDITIONS	1	0	0	0	0	0	0	0	0	0	0	0	1
346.70(1) 006 FAILURE OF OPERATOR TO NOTIFY POLICE OF ACCIDENT	2	0	0	0	0	0	0	0	0	0	0	0	2
341.04 NON-REGISTRATION OF VEHICLE	7	0	0	0	0	0	0	0	0	0	0	0	7
346.57(2) UNREASONABLE AND IMPRUDENT SPEED	1	0	0	0	0	0	0	0	0	0	0	0	1
346.62(2) RECKLESS DRIVING-ENDANGER SAFETY	1	0	0	0	0	0	0	0	0	0	0	0	1
346.37(1)(C)1 001 VIOLATE RED TRAFFIC SIGNAL	1	0	0	0	0	0	0	0	0	0	0	0	1
346.46 FAIL TO STOP/IMPROPER STOP AT STOP SIGN	1	0	0	0	0	0	0	0	0	0	0	0	1
344.62(1) 001 OPERATING MOTOR VEHICLE W/O INSURANCE	7	0	0	0	0	0	0	0	0	0	0	0	7
343.44(1)(a) 002 OPERATING AFTER SUSPENSION (2ND)	1	0	0	0	0	0	0	0	0	0	0	0	1
347.48(2M)(C) OPERATOR FAIL/HAVE PASSENGER/SEATBELTED	2	0	0	0	0	0	0	0	0	0	0	0	2

346.67(1) 004 PROPERTY HIT & RUN - ATTENDED VEHICLE PROPERTY DAMAGE	1	0	0	0	0	0	0	0	0	0	0	0	0	1
346.04(2t) RESIST OFFICER/FAIL TO STOP FOR OFFICER	1	0	0	0	0	0	0	0	0	0	0	0	0	1
346.04(3) OPERATOR FLEE/ELUDE OFFICER	1	0	0	0	0	0	0	0	0	0	0	0	0	1
347.48(2m)(b) SEATBELT - OPERATOR USE REQUIRED	2	0	0	0	0	0	0	0	0	0	0	0	0	2
346.69 HIT AND RUN PROPERTY ADJACENT TO HIGHWAY	1	0	0	0	0	0	0	0	0	0	0	0	0	1
346.63(1)(B)ORD OWI - OPERATE W/PAC OVER LEGAL LIMIT	2	0	0	0	0	0	0	0	0	0	0	0	0	2
346.57(5) SPEEDING - EXCEEDING ZONED & POSTED LIMIT/HWY CONST	2	0	0	0	0	0	0	0	0	0	0	0	0	2
346.57(3) DRIVING TOO FAST FOR CONDITIONS	3	0	0	0	0	0	0	0	0	0	0	0	0	3
346.18(5) 001 FAIL/YIELD RT/WAY FROM PARKED POSITION	1	0	0	0	0	0	0	0	0	0	0	0	0	1
346.08 UNSAFE PASSING ON RIGHT	1	0	0	0	0	0	0	0	0	0	0	0	0	1
343.44(1)(b) OPERATING WHILE REVOKED (REV DUE TO ALC/CONT SUST/REFUSAL)	3	0	0	0	0	0	0	0	0	0	0	0	0	3
343.44(1)(a) 001 OPERATING AFTER SUSPENSION	4	0	0	0	0	0	0	0	0	0	0	0	0	4
343.05(3)(a) OPERATE W/O VALID LICENSE	7	0	0	0	0	0	0	0	0	0	0	0	0	7
341.03(1) OPERATE AFTER VEH REV/SUSP OF REGISTRATION	1	0	0	0	0	0	0	0	0	0	0	0	0	1
347.07(2)(A) OPERATE VEHICLE W/NONWHITE HEADLIGHTS	1	0	0	0	0	0	0	0	0	0	0	0	0	1
347.413(1) NO TAMPERING W/IGNITION INTERLOCK DEVICE	1	0	0	0	0	0	0	0	0	0	0	0	0	1
346.63(1)(A) ORD OPERATING A MOTOR VEHICLE WHILE UNDER THE INFLUENCE	2	0	0	0	0	0	0	0	0	0	0	0	0	2
346.63(1)(A) CIR OPERATING A MOTOR VEHICLE WHILE UNDER THE INFLUENCE	1	0	0	0	0	0	0	0	0	0	0	0	0	1
<b>TRAFFIC Totals</b>	<b>61</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>61</b>
<b>Totals</b>	<b>61</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>61</b>

# Municipal Citations 2024

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Totals
<b>ORDINANCE</b>													
8-4-4 ABANDONED VEHICLES	1	0	0	0	0	0	0	0	0	0	0	0	1
9-1-4 W/O INJ DISORDERLY CONDUCT WITHOUT INJURY	1	0	0	0	0	0	0	0	0	0	0	0	1
9-1-2(E)(1) NO PERSON UNDER 18 MAY BUY/ATTEMPT TO BUY ANY ELECTRONIC SMOKING DEVICE	1	0	0	0	0	0	0	0	0	0	0	0	1
9-6-4/OWNERS RESPONSIBILITY OF OWNERS FOR MAINTENANCE/CONTROL INSECTS/RODENTS AND OTHER PESTS	4	0	0	0	0	0	0	0	0	0	0	0	4
9-2-13 POSSESSION OF DRUG PARAPHERNALIA	3	0	0	0	0	0	0	0	0	0	0	0	3
9-2-12 POSSESSION OF TETRAHYDROCANNABINOLS/8 GM OR LESS	3	0	0	0	0	0	0	0	0	0	0	0	3
9-2-7 DISORDERLY CONDUCT WITH MOTOR VEHICLE (NOT IN PARK)	1	0	0	0	0	0	0	0	0	0	0	0	1
11-1-17 HOUSE NUMBERING	1	0	0	0	0	0	0	0	0	0	0	0	1
9-1-1 943.50(<\$10) RETAIL THEFT - UNDER \$10	1	0	0	0	0	0	0	0	0	0	0	0	1
9-1-1 943.01(1) CRIMINAL DAMAGE TO PROPERTY	1	0	0	0	0	0	0	0	0	0	0	0	1
9-2-10(B) HABITUAL TRUANCY	4	0	0	0	0	0	0	0	0	0	0	0	4
8-4-1(B) ABANDONMENT OF VEHICLES PROHIBITED	1	0	0	0	0	0	0	0	0	0	0	0	1
6-5-15 ANIMAL FECES	1	0	0	0	0	0	0	0	0	0	0	0	1
6-5-8(D) FAILURE TO PAY FOR REDEEMED ANIMAL	2	0	0	0	0	0	0	0	0	0	0	0	2
6-5-1 DOG LICENSE	1	0	0	0	0	0	0	0	0	0	0	0	1
4-1-12 DEPOSIT OF SNOW AND ICE ON STREET PROHIBITED	1	0	0	0	0	0	0	0	0	0	0	0	1
<b>ORDINANCE Totals</b>	<b>27</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>27</b>
<b>Totals</b>	<b>27</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>27</b>

### January 2024 Juvenile Arrests

Statute	Crime Code and Description	Counts	# of Arrests using Crime Code
940.19(1)	13B   BATTERY - SIMPLE	1	1
947.01(1) 13B	13B   DISORDERLY CONDUCT - SIMPLE ASSAULT	2	2
947.015	13C   BOMB SCARES	1	1
943.20(1)(A)/BUILDING	23D   THEFT FROM BUILDING	1	1
943.20(1)(B)	270   THEFT BY VIRTUE OF EMPLOYMENT	1	1
9-1-1 943.01(1)	290   CRIMINAL DAMAGE TO PROPERTY	1	1
943.01(1)	290   CRIMINAL DAMAGE TO PROPERTY	1	1
9-2-12	35A   POSSESSION OF TETRAHYDROCANNABINOLS/8 GM OR LESS	1	1
9-2-13	35B   POSSESSION OF DRUG PARAPHERNALIA	1	1
9-2-10(B)	90B   HABITUAL TRUANCY	5	5
9-1-4 W/O INJ	90C   DISORDERLY CONDUCT WITHOUT INJURY	1	1
947.01(1) 90C	90C   DISORDERLY CONDUCT - GENERAL	4	4
9-1-2(E)(1)	90Z   NO PERSON UNDER 18 MAY BUY/ATTEMPT TO BUY ANY ELECTRONIC SMOKING DEVICE	2	2
946.41(1) RESIST	90Z   RESISTING AN OFFICER	1	1
946.49(1)(A)	90Z   BAIL JUMPING-MISDEMEANOR	1	1
<b>Totals:</b>		<b>24</b>	<b>24</b>

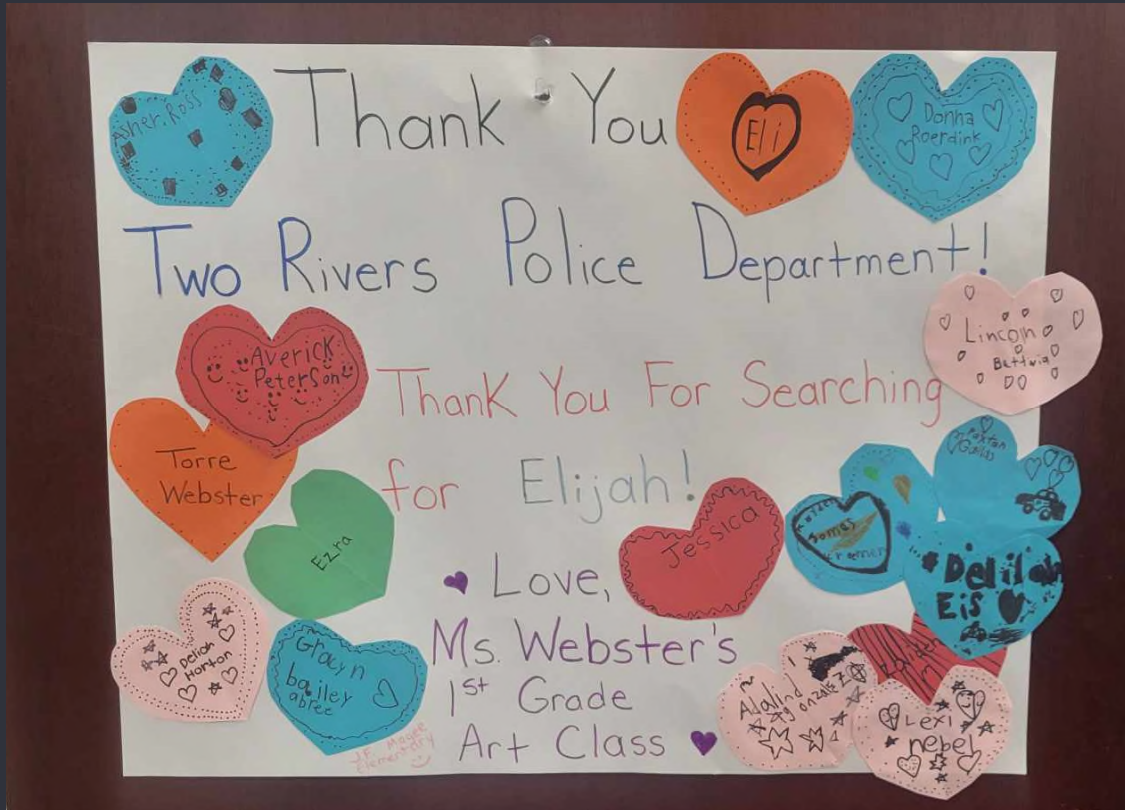
### January 2024 Adult Arrests

Statute	Crime Code and Description	Counts	# of Arrests using Crime Code
940.19(1)	13B   BATTERY - SIMPLE	1	1
947.01(1) 13B	13B   DISORDERLY CONDUCT - SIMPLE ASSAULT	2	2
9-1-1 943.50(<\$10)	23C   RETAIL THEFT - UNDER \$10	1	1
943.50(1M)(D) CONCEAL	23C   RETAIL THEFT - INTENTIONALLY CONCEAL - MISD	1	1
9-1-1 943.01(1)	290   CRIMINAL DAMAGE TO PROPERTY	1	1
961.41(3G)(AM)	35A   POSSESS NARCOTIC SCH I OR II	1	1
961.41(3G)(E) FELONY	35A   POSSESS THC 2ND+ OFFENSE	1	1
961.41(3G)(E) MISD	35A   POSSESS THC	2	2
961.41(3G)(G)	35A   POSSESS METHAMPHETAMINE	3	3
961.573(1)	35B   POSSESS DRUG PARAPHERNALIA	5	5
947.01(1) 90C	90C   DISORDERLY CONDUCT - GENERAL	2	2
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
968.075(1)(a)	90F   DOMESTIC ABUSE	1	1
9-1-1 943.13	90J   CRIMINAL TRESPASS TO LAND	1	1
943.14	90J   CRIMINAL TRESPASS TO DWELLING	1	1
11-1-17	90Z   HOUSE NUMBERING	1	1

346.04(3)	90Z   OPERATOR FLEE/ELUDE OFFICER	1	1
346.62(2)	90Z   RECKLESS DRIVING-ENDANGER SAFETY	1	1
51.15	90Z   EMERGENCY DETENTION/MENTAL HEALTH	2	2
6-5-15	90Z   ANIMAL FECES	1	1
6-5-8(D)	90Z   FAILURE TO PAY FOR REDEEMED ANIMAL	4	4
8-4-4	90Z   ABANDONED VEHICLES	1	1
9-2-7	90Z   DISORDERLY CONDUCT WITH MOTOR VEHICLE (NOT IN PARK)	1	1
9-6-4/OWNERS	90Z   RESPONSIBILITY OF OWNERS FOR MAINTENANCE/CONTROL INSECTS/RODENTS AND OTHER PESTS	4	4
946.41(1) RESIST	90Z   RESISTING AN OFFICER	1	1
946.415(2)(A)	90Z   FAILURE TO COMPLY WITH OFFICERS ATTEMPT TO TAKE PERSON INTO CUSTODY	1	1
946.49(1)(A)	90Z   BAIL JUMPING-MISDEMEANOR	4	3
946.49(1)(B)	90Z   BAIL JUMPING-FELONY	11	3
948.025(1)(a)	90Z   REPEATED SEX ASSAULT OF SAME CHILD	1	1
948.07(1) SEX OFF	90Z   CHILD ENTICEMENT - SEX OFFENSE	1	1
948.10(1)(A) FEL	90Z   EXPOSING GENITALS, PUBIC AREA, OR INTIMATE PARTS-CAUSING CHILD	1	1
961.42(1)	90Z   KEEPER OF A DRUG HOUSE OR CAR	1	1
968.09(1)	90Z   WARRANT ON FAILURE TO APPEAR	1	1
973.10	90Z   PROBATION HOLD	5	5
<b>Totals:</b>		<b>69</b>	<b>60</b>



# Two Rivers Police Department Monthly Report February 2024



*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 February 2024



### Elijah Vue Disappearance

On Tuesday February 20<sup>th</sup>, a 3-year-old boy named Elijah Vue was reported missing from where he was staying with his mother's boyfriend. The search for Elijah began immediately. An Amber Alert was issued and resources from across the state and country were called in and responded. The largest search and investigation in our department's recorded history had begun. We had the help of hundreds of agencies including, but not limited to the FBI, DCI, county and local agencies, volunteer groups, US Coast Guard etc.

Search efforts took place on the ground, in the water and from the air using everything from foot searches to K9's to drones. Special equipment was brought in and experts were consulted. Our department is determined and dedicated to finding Elijah.

For many of our staff there were long days and nights with little sleep. The search and investigation continued around the clock. The kindness and generosity of our community cannot be understated as volunteers brought in dozens of meals over the course of several weeks to feed all those working on the case. It was quite impressive as people from all over the United States wanted to help. Large search groups were organized and the community once again stepped up to provide for the needs of everyone involved.

As of this report the search for Elijah continues and our goal of bringing him home remains our number one priority.



**Wisconsin Woman Police Officer of the Year 2023**

Assistant Chief Melissa Wiesner was selected to receive the Woman Police Officer of the Year Award through the Wisconsin Association of Women Police after being nominated by several co-workers.

Assistant Chief Wiesner was nominated as the highest-ranking female officer in the history of the Two Rivers Police Department as well as being the first female investigator and Detective Lieutenant.

In addition, she also worked with several Wisconsin legislators to create a law to make it easier for first responders to seek help with trauma for their trained peers who have communication protected by privilege.

Congratulations Melissa!



**Crossing Guard Appreciation**

Last month we recognized our crossing guards on social media and this month we were able to bring a few of them in to show our support for all they do to keep the children of our community safe. We had a crossing guard appreciation event at TRPD in conjunction with the Two Rivers School District. We were able to give them a few gifts and express our gratitude for the hard work and the invaluable service they perform. Present were Leon Laurin, Sharon Baetz, and Steven Walker. Not able to be present were Amy Buth, Mary Jo Strong, Ron Strong, and Wendy Brandt. Thank you for the amazing job you all do throughout the year!



**Xanti Update**

Xanti has a clean bill of health and hasn't missed a beat! Special thanks to Steinig Tal Kennel where Xanti and his new handler, Sgt Jacob Schweigl have been training. Thank you also to Memorial Drive Vet Clinic and our community for your continued support of our K9 program.



**Happy Birthday Daisy!**

We celebrated K9 Daisy's 1st birthday. Daisy has brought so much joy & comfort to our agency & community. In her one-year Daisy has responded to three line of duty deaths in WI, numerous critical incidents throughout WI, has supported numerous victims, supports children in the schools, visits retirement homes as well as city & county agencies, provided comfort & support to hundreds of officers, participates in presentations & loves going out on patrol. Daisy is still in training and we look forward to her continued learning & progress. Thank you to the WI Law Enforcement Death Response Team for your partnership with Daisy & to the community for your continued support of our K9 program! Happy Birthday Daisy!





We had visitors from the Two Rivers Cub Scout/ Lion's Den who stopped in at TRPD to say "Thank you" with trail mix they made as part of a service project. Thanks!

**February Training**

Due to the demands of the Elijah Vue case much of our training in February and early March was cancelled.

We rented an Apex virtual reality simulator from Northeast Wisconsin Technical again this year. The Apex virtual reality simulator gives us another tool to expose our officers to scenarios that they can use to work on various skills. Right after we received the system the Elijah Vue case began so we were only able to get a few officers through the training. We hope to revisit it later this year.

Officers Propson, Lutze and Menn attended a free De-Escalation Training in Manitowoc. The training was sponsored by the WI chapter of NAMI (National Alliance on Mental Illness).

**Anniversaries**



Capt. Andrew Raatz  
2/26/06  
18 Years

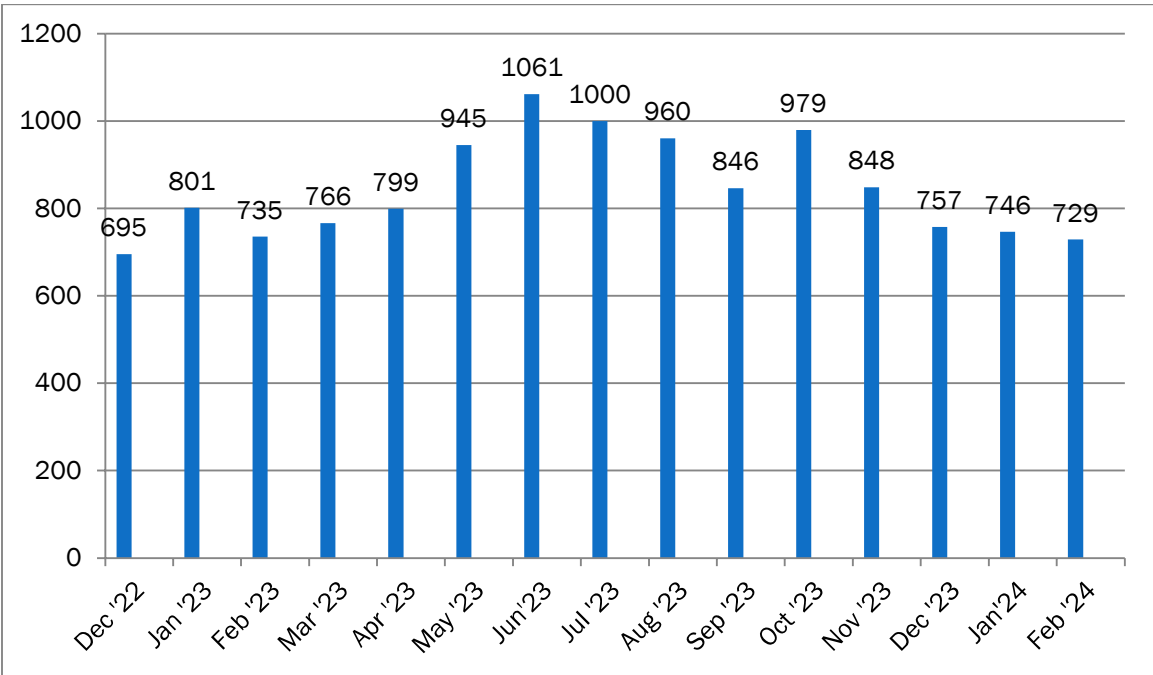


Lt. Aaron Gauthier  
2/16/12  
12 Years

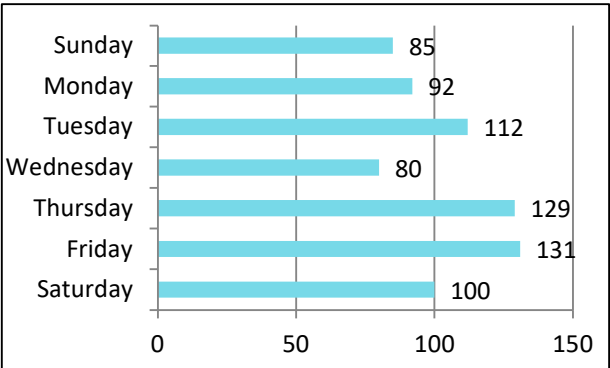
# CALLS FOR POLICE SERVICE

<b>February</b>	<b>2024 YTD TOTAL: 1,475</b>
<b>2024:</b>	<b>TOTAL LAST YEAR: 10,497</b>
<b>729</b>	

**Monthly Calls Comparison Chart:**



**Calls for Service by Day of Week:**



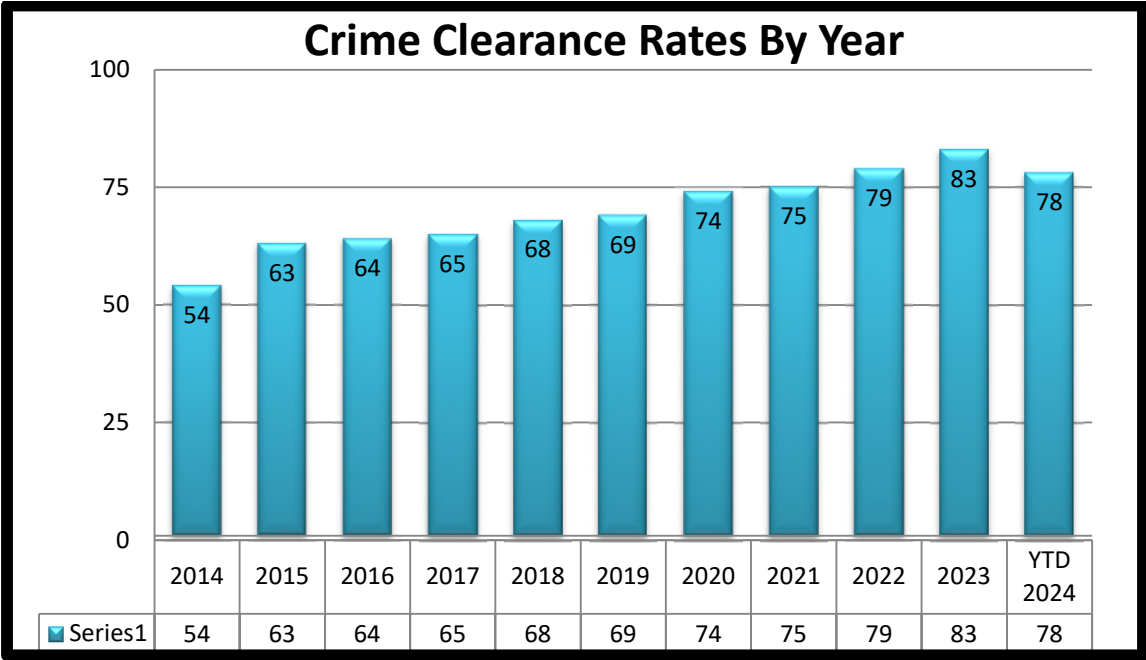


### CRIME CLEARANCE RATE:

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.

	February
Reported Part 1 Cases	13
Cases Cleared	11
Crime Clearance Rate	85

**Crime Clearance Rate YTD: 86%**



**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.

<b>2024</b>	
Adult Arrests	<b>76</b>
Juvenile Arrests	<b>14</b>
<b>Total</b>	<b>90</b>

**February 2024 Parking Summary:**

Overtime	0
Restricted	5
Winter	0
YTD Total	366

# Field Warnings 2024

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

FIELD WARNING	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Totals
346.072(1M)(A) FAIL/CHANGE LANE PASSING STOPPED EMERGENCY VEHICLE MULTIPLE LANES	1	1	0	0	0	0	0	0	0	0	0	0	2
346.57(4)(e) 001 SPEEDING ON CITY HIGHWAY (1-10 MPH)	5	1	0	0	0	0	0	0	0	0	0	0	6
346.57(4)(e) 006 SPEEDING ON CITY HIGHWAY (11-15MPH)	22	17	0	0	0	0	0	0	0	0	0	0	39
341.04 NON- REGISTRATION OF VEHICLE	8	7	0	0	0	0	0	0	0	0	0	0	15
346.18(3) FAIL/YIELD RIGHT/WAY FROM STOP SIGN	0	1	0	0	0	0	0	0	0	0	0	0	1
346.57(2) UNREASONABLE AND IMPRUDENT SPEED	1	2	0	0	0	0	0	0	0	0	0	0	3
346.62(2) RECKLESS DRIVING-ENDANGER SAFETY	1	0	0	0	0	0	0	0	0	0	0	0	1
346.46 001 FAIL TO STOP/IMPROPER STOP AT STOP SIGN	0	7	0	0	0	0	0	0	0	0	0	0	7
346.18(5) 003 FAIL/YIELD RT/WAY FROM PARKED POSITION (2ND+)	0	1	0	0	0	0	0	0	0	0	0	0	1
346.57(2) 008 FAILURE TO KEEP VEHI LCE UNDER CONTROL (2ND+)	1	0	0	0	0	0	0	0	0	0	0	0	1
346.57(2) 007 FAILURE TO KEEP VEHICLE UNDER CONTROL	1	0	0	0	0	0	0	0	0	0	0	0	1
346.46 FAIL TO STOP/IMPROPER STOP AT STOP SIGN	8	6	0	0	0	0	0	0	0	0	0	0	14
344.62(2) OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE	10	6	0	0	0	0	0	0	0	0	0	0	16
344.62(1) 001 OPERATING MOTOR VEHICLE W/O INSURANCE	2	3	0	0	0	0	0	0	0	0	0	0	5
341.15(3)(B) IMPROPER DISPLAY/PLATES (HARD TO SEE)	3	2	0	0	0	0	0	0	0	0	0	0	5
943.13(1M)(A) TRESPASS TO LAND - ENCLOSED, CULTIVATED OR UNDEVELOPED LAND	0	1	0	0	0	0	0	0	0	0	0	0	1
6-5-7(C)-2-10 RESTRICTIONS ON KEEPING DOGS (DOG AT LARGE)	2	0	0	0	0	0	0	0	0	0	0	0	2
347.48(2M)(C) OPERATOR FAIL/HAVE PASSENGER/SEATBELTED	0	1	0	0	0	0	0	0	0	0	0	0	1
6-5-7(A)(2)(A) DOG AT LARGE - ON PREMISE	0	2	0	0	0	0	0	0	0	0	0	0	2
9-2-11 CURFEW VIOLATION	0	1	0	0	0	0	0	0	0	0	0	0	1

9-1-1 167.10(2) SALE OF FIREWORKS	0	1	0	0	0	0	0	0	0	0	0	0	1
9-2-7/PARK DISORDERLY CONDUCT WITH MOTOR VEHICLE (IN PARK)	1	0	0	0	0	0	0	0	0	0	0	0	1
6-5-6 PENALTY FOR FAILURE TO OBTAIN RABIES SHOT	1	2	0	0	0	0	0	0	0	0	0	0	3
6-5-1 DOG LICENSE	4	6	0	0	0	0	0	0	0	0	0	0	10
TR305.32(5)(B)1 WINDOW-REAR WINDOW-TINTING MANUFACTURER	2	0	0	0	0	0	0	0	0	0	0	0	2
TR305.32(4)(B)2 WINDOW-VENT/FRONT SIDE TINTING 50%	1	1	0	0	0	0	0	0	0	0	0	0	2
TR305.32(4)(B)1 WINDOWS-VENT/FRONT SIDE-TINTING BY MANUFACTURER	1	0	0	0	0	0	0	0	0	0	0	0	1
TR305.20(1) EXHAUST WORKING CONDITION	1	1	0	0	0	0	0	0	0	0	0	0	2
TR305.16(2) TAIL LAMPS-PROPER WORKING CONDITION	1	0	0	0	0	0	0	0	0	0	0	0	1
TR305.13(1) REGISTRATION LAMP-PROPER WORKING CONDITION	0	1	0	0	0	0	0	0	0	0	0	0	1
347.48(2m)(b) SEATBELT - OPERATOR USE REQUIRED	1	0	0	0	0	0	0	0	0	0	0	0	1
347.14(1) OPERATE VEHICLE W/O STOPPING LIGHTS	1	0	0	0	0	0	0	0	0	0	0	0	1
347.13(3) OPERATE VEHICLE W/O REGISTRATION LAMPS	2	6	0	0	0	0	0	0	0	0	0	0	8
347.13(1) NO TAIL LAMP/DEFECTIVE TAIL LAMP-NIGHT	2	2	0	0	0	0	0	0	0	0	0	0	4
347.12(1)(A) FAILURE TO DIM HEADLIGHTS-ONCOMING VEHICLES	0	1	0	0	0	0	0	0	0	0	0	0	1
346.595(5) MC/MOPEDS RIDING MOTORCYCLE W/O HEADLAMPS	2	0	0	0	0	0	0	0	0	0	0	0	2
346.59(1) IMPEDING TRAFFIC BY SLOW SPEED	1	0	0	0	0	0	0	0	0	0	0	0	1
346.57(3) DRIVING TOO FAST FOR CONDITIONS	2	0	0	0	0	0	0	0	0	0	0	0	2
346.39(1) FAILURE TO STOP FOR FLASHING RED SIGNAL	0	1	0	0	0	0	0	0	0	0	0	0	1
346.31(3) IMPROPER LEFT TURN	0	1	0	0	0	0	0	0	0	0	0	0	1
346.29(2) STAND OR LOITER ON ROADWAY	1	0	0	0	0	0	0	0	0	0	0	0	1
346.24(1) FAIL YIELD RIGHT OF WAY PED. UNCONTROLLED INTERSECTION	0	1	0	0	0	0	0	0	0	0	0	0	1
346.14(1m) AUTOMOBILE FOLLOWING TOO CLOSELY	1	0	0	0	0	0	0	0	0	0	0	0	1
343.18(1) OPERATE W/O CARRYING LICENSE	2	4	0	0	0	0	0	0	0	0	0	0	6

343.05(3)(a) OPERATE W/O VALID LICENSE	1	0	0	0	0	0	0	0	0	0	0	0	1
341.61(2) DISPLAY UNAUTH. VEH. REGISTRATION PLATE	0	1	0	0	0	0	0	0	0	0	0	0	1
341.15(3)(A) IMPROPER DISPLAY/PLATES (NO PLATES)	1	0	0	0	0	0	0	0	0	0	0	0	1
341.15(1) FAIL/DISPLAY VEHICLE LICENSE PLATES	1	1	0	0	0	0	0	0	0	0	0	0	2
341.03(1) OPERATE AFTER VEH REV/SUSP OF REGISTRATION	0	1	0	0	0	0	0	0	0	0	0	0	1
347.09(1)(A) HEADLAMPS-VEHICLES EQUIPED W/2 HEADLAMPS	4	1	0	0	0	0	0	0	0	0	0	0	5
347.07(2)(B) OPERATE VEHILCE W/NONRED TAILLIGHTS	0	1	0	0	0	0	0	0	0	0	0	0	1
347.06(3) UNCLEAN/DEFECTIVE LIGHTS OR REFLECTORS	9	5	0	0	0	0	0	0	0	0	0	0	14
347.06(1) OPER W/O REQUIRED LAMP LIGHTED	4	2	0	0	0	0	0	0	0	0	0	0	6
<b>FIELD WARNING Totals</b>	<b>112</b>	<b>99</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>211</b>
<b>Totals</b>	<b>112</b>	<b>99</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>211</b>

### Traffic Citations 2024

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

TRAFFIC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Totals
346.072(1M)(A) FAIL/CHANGE LANE PASSING STOPPED EMERGENCY VEHICLE MULTIPLE LANES	0	1	0	0	0	0	0	0	0	0	0	0	1
346.57(4)(e) 007 SPEEDING ON CITY HIGHWAY (16-19 MPH)	1	0	0	0	0	0	0	0	0	0	0	0	1
346.63(1)(B) 021 OPERATING W/PAC (4TH)	1	0	0	0	0	0	0	0	0	0	0	0	1
346.57(3) 001 DRIVING TOO FAST FOR CONDITIONS	1	0	0	0	0	0	0	0	0	0	0	0	1
346.70(1) 006 FAILURE OF OPERATOR TO NOTIFY POLICE OF ACCIDENT	2	0	0	0	0	0	0	0	0	0	0	0	2
346.57(4)(e) 006 SPEEDING ON CITY HIGHWAY (11-15MPH)	0	6	0	0	0	0	0	0	0	0	0	0	6
341.04 NON-REGISTRATION OF VEHICLE	7	2	0	0	0	0	0	0	0	0	0	0	9
346.57(2) UNREASONABLE AND IMPRUDENT SPEED	1	0	0	0	0	0	0	0	0	0	0	0	1
346.62(2) RECKLESS DRIVING-ENDANGER SAFETY	1	0	0	0	0	0	0	0	0	0	0	0	1

346.46 001 FAIL TO STOP/IMPROPER STOP AT STOP SIGN	0	1	0	0	0	0	0	0	0	0	0	0	1
346.37(1)(C)1 001 VIOLATE RED TRAFFIC SIGNAL	1	0	0	0	0	0	0	0	0	0	0	0	1
346.46 FAIL TO STOP/IMPROPER STOP AT STOP SIGN	1	1	0	0	0	0	0	0	0	0	0	0	2
344.62(2) OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE	0	1	0	0	0	0	0	0	0	0	0	0	1
344.62(1) 001 OPERATING MOTOR VEHICLE W/O INSURANCE	7	4	0	0	0	0	0	0	0	0	0	0	11
343.44(1)(a) 002 OPERATING AFTER SUSPENSION (2ND)	1	0	0	0	0	0	0	0	0	0	0	0	1
347.48(2M)(C) OPERATOR FAIL/HAVE PASSENGER/SEATBELTED	2	0	0	0	0	0	0	0	0	0	0	0	2
346.67(1) 004 PROPERTY HIT & RUN - ATTENDED VEHICLE PROPERTY DAMAGE	1	0	0	0	0	0	0	0	0	0	0	0	1
346.04(2t) RESIST OFFICER/FAIL TO STOP FOR OFFICER	1	0	0	0	0	0	0	0	0	0	0	0	1
346.04(3) OPERATOR FLEE/ELUDE OFFICER	1	1	0	0	0	0	0	0	0	0	0	0	2
347.48(2m)(b) SEATBELT - OPERATOR USE REQUIRED	2	0	0	0	0	0	0	0	0	0	0	0	2
346.69 HIT AND RUN PROPERTY ADJACENT TO HIGHWAY	1	0	0	0	0	0	0	0	0	0	0	0	1
346.63(1)(B)ORD OWI - OPERATE W/PAC OVER LEGAL LIMIT	2	2	0	0	0	0	0	0	0	0	0	0	4
346.57(5) SPEEDING - EXCEEDING ZONED & POSTED LIMIT/HWY CONST	2	1	0	0	0	0	0	0	0	0	0	0	3
346.57(3) DRIVING TOO FAST FOR CONDITIONS	3	0	0	0	0	0	0	0	0	0	0	0	3
346.57(2) 001 UNREASONABLE AND IMPRUDENT SPEED	0	1	0	0	0	0	0	0	0	0	0	0	1
346.46(2) IMPROPER STOP CROSSING MARKED STOP LINE	0	1	0	0	0	0	0	0	0	0	0	0	1
346.34(1) FAILURE TO SIGNAL TURN/UNSAFE TURN	0	1	0	0	0	0	0	0	0	0	0	0	1
346.18(5) 001 FAIL/YIELD RT/WAY FROM PARKED POSITION	1	0	0	0	0	0	0	0	0	0	0	0	1
346.13(1) UNSAFE LANE DEVIATION	0	1	0	0	0	0	0	0	0	0	0	0	1
346.08 UNSAFE PASSING ON RIGHT	1	1	0	0	0	0	0	0	0	0	0	0	2
343.44(1)(b) OPERATING WHILE REVOKED (REV DUE TO ALC/CONT SUST/REFUSAL)	3	1	0	0	0	0	0	0	0	0	0	0	4
343.44(1)(a) 001 OPERATING AFTER SUSPENSION	4	7	0	0	0	0	0	0	0	0	0	0	11

343.05(3)(a) OPERATE W/O VALID LICENSE	7	4	0	0	0	0	0	0	0	0	0	0	11
341.03(1) OPERATE AFTER VEH REV/SUSP OF REGISTRATION	1	1	0	0	0	0	0	0	0	0	0	0	2
347.07(2)(A) OPERATE VEHICLE W/NONWHITE HEADLIGHTS	1	0	0	0	0	0	0	0	0	0	0	0	1
347.06(1) OPER W/O REQUIRED LAMP LIGHTED	0	1	0	0	0	0	0	0	0	0	0	0	1
347.413(1) NO TAMPERING W/IGNITION INTERLOCK DEVICE	1	0	0	0	0	0	0	0	0	0	0	0	1
346.63(1)(A) ORD OPERATING A MOTOR VEHICLE WHILE UNDER THE INFLUENCE	2	2	0	0	0	0	0	0	0	0	0	0	4
346.63(1)(A) CIR OPERATING A MOTOR VEHICLE WHILE UNDER THE INFLUENCE	1	1	0	0	0	0	0	0	0	0	0	0	2
<b>TRAFFIC Totals</b>	<b>61</b>	<b>42</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>103</b>
<b>Totals</b>	<b>61</b>	<b>42</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>103</b>

### Municipal Citations 2024

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Totals
<b>ORDINANCE</b>													
8-4-4 ABANDONED VEHICLES	1	0	0	0	0	0	0	0	0	0	0	0	1
9-7-2 CHRONIC NUISANCES PROHIBITED	0	1	0	0	0	0	0	0	0	0	0	0	1
9-1-4 W/INJ DISORDERLY CONDUCT WITH INJURY	0	1	0	0	0	0	0	0	0	0	0	0	1
9-1-4 W/O INJ DISORDERLY CONDUCT WITHOUT INJURY	1	2	0	0	0	0	0	0	0	0	0	0	3
9-1-2(E)(3) POSSESS ANY ELECTRONIC SMOKING DEVICE UNDER 18	0	1	0	0	0	0	0	0	0	0	0	0	1
9-1-2(E)(1) NO PERSON UNDER 18 MAY BUY/ATTEMPT TO BUY ANY ELECTRONIC SMOKING DEVICE	1	0	0	0	0	0	0	0	0	0	0	0	1
9-1-3 (2) 120.12(20) SMOKING ON SCHOOL PROPERTY PROHIBITED	0	3	0	0	0	0	0	0	0	0	0	0	3
6-1-21 SOCIAL HOST	0	1	0	0	0	0	0	0	0	0	0	0	1
9-6-4/OWNERS RESPONSIBILITY OF OWNERS FOR MAINTENANCE/CONTROL INSECTS/RODENTS AND OTHER PESTS	4	1	0	0	0	0	0	0	0	0	0	0	5
9-2-13 POSSESSION OF DRUG PARAPHERNALIA	2	1	0	0	0	0	0	0	0	0	0	0	3

9-2-12 POSSESSION OF TETRAHYDROCANNABINOLS/8 GM OR LESS	3	1	0	0	0	0	0	0	0	0	0	0	0	4
6-1-1 125.07(4)(B) UNDERAGE DRINKING-POSSESS/CONSUMES	0	4	0	0	0	0	0	0	0	0	0	0	0	4
9-2-7 DISORDERLY CONDUCT WITH MOTOR VEHICLE (NOT IN PARK)	1	0	0	0	0	0	0	0	0	0	0	0	0	1
9-1-1 947.013 HARASSMENT	0	1	0	0	0	0	0	0	0	0	0	0	0	1
11-1-17 HOUSE NUMBERING	1	0	0	0	0	0	0	0	0	0	0	0	0	1
10-3-11 MAINTENANCE AND REPAIR OF SIGNS, REMOVAL OF ABANDONED SIGNS	0	1	0	0	0	0	0	0	0	0	0	0	0	1
9-1-1 943.50(<\$10) RETAIL THEFT - UNDER \$10	1	0	0	0	0	0	0	0	0	0	0	0	0	1
9-1-1 943.50(>\$10) RETAIL THEFT - OVER \$10	0	1	0	0	0	0	0	0	0	0	0	0	0	1
9-1-1 943.01(1) CRIMINAL DAMAGE TO PROPERTY	1	0	0	0	0	0	0	0	0	0	0	0	0	1
9-2-10(B) HABITUAL TRUANCY	4	0	0	0	0	0	0	0	0	0	0	0	0	4
9-2-7/PARK DISORDERLY CONDUCT WITH MOTOR VEHICLE (IN PARK)	0	1	0	0	0	0	0	0	0	0	0	0	0	1
8-4-1(B) ABANDONMENT OF VEHICLES PROHIBITED	1	0	0	0	0	0	0	0	0	0	0	0	0	1
6-5-15 ANIMAL FECES	1	0	0	0	0	0	0	0	0	0	0	0	0	1
6-5-8(D) FAILURE TO PAY FOR REDEEMED ANIMAL	3	0	0	0	0	0	0	0	0	0	0	0	0	3
6-5-1 DOG LICENSE	1	1	0	0	0	0	0	0	0	0	0	0	0	2
4-1-12 DEPOSIT OF SNOW AND ICE ON STREET PROHIBITED	1	0	0	0	0	0	0	0	0	0	0	0	0	1
<b>ORDINANCE Totals</b>	<b>27</b>	<b>21</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>48</b>
<b>Totals</b>	<b>27</b>	<b>21</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>48</b>



### February 2024 Juvenile Arrests

Statute	Crime Code and Description	Counts	# of Arrests using Crime Code
940.19(1)	13B   BATTERY - SIMPLE	1	1
947.01(1) 13B	13B   DISORDERLY CONDUCT - SIMPLE ASSAULT	4	4
943.10(1M)(A)	220   BURGLARY TO BUILDING OR DWELLING	1	1
943.20(1)(A)- FELONY	23D   THEFT FROM BUILDING- FELONY	1	1
951.03	23H   DOGNAPPING OR CATNAPPING	1	1
943.01(1)	290   CRIMINAL DAMAGE TO PROPERTY	1	1
943.01(2)(D)	290   CRIMINAL DAMAGE TO PROPERTY (OVER \$2500)	1	1
51.15	90Z   EMERGENCY DETENTION/MENTAL HEALTH	1	1
9-1-2(E)(1)	90Z   NO PERSON UNDER 18 MAY BUY/ATTEMPT TO BUY ANY ELECTRONIC SMOKING DEVICE	1	1
9-1-3 (2) 120.12(20)	90Z   SMOKING ON SCHOOL PROPERTY PROHIBITED	2	2
<b>Totals:</b>		<b>14</b>	<b>14</b>

### February 2024 Adult Arrests

Statute	Crime Code and Description	Counts	# of Arrests using Crime Code
948.02(2) RAPE	11A   RAPE UNDER 16 YEARS OF AGE	1	1
940.235(1) NON-FAMILY	13A   IMPEDE BREATHING BY PRESSURE ON THROAT OR NECK/ NON-FAMILY	1	1
941.30(2)	13A   2ND DEGREE RECKLESSLY ENDANGERING SAFETY - ASSAULT	1	1
948.03(2)(C)	13A   PHYSICAL ABUSE OF CHILD/HIGH PROBABILITY OF GREAT BODILY HARM	1	1
940.19(1)	13B   BATTERY - SIMPLE	1	1
947.01(1) 13B	13B   DISORDERLY CONDUCT - SIMPLE ASSAULT	4	4
940.203(2)	13C   BATT/THREAT TO JUDGE/PROSECUTOR/LE OFFICER	1	1
9-2-12	35A   POSSESSION OF TETRAHYDROCANNABINOLS/8 GM OR LESS	1	1
961.41(3G)(AM)	35A   POSSESS NARCOTIC SCH I OR II	2	2
961.41(3G)(D) AMPHETAMINE	35A   POSSESS AMPHETAMINE	1	1
961.41(3G)(E) MISD	35A   POSSESS THC	1	1
961.41(3G)(G)	35A   POSSESS METHAMPHETAMINE	1	1
9-2-13	35B   POSSESSION OF DRUG PARAPHERNALIA	1	1
961.573(1)	35B   POSSESS DRUG PARAPHERNALIA	4	4
9-1-1 947.013	90C   HARASSMENT	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	2	2
346.63(1)(A) ORD	90D   OPERATING A MOTOR VEHICLE WHILE UNDER THE INFLUENCE	2	2

948.21(1)(A)	90F   CHILD NEGLECT	2	2
948.21(2) FELONY	90F   CHILD NEGLECT - FELONY	2	2
968.075(1)(a)	90F   DOMESTIC ABUSE	3	3
6-1-1 125.07(4)(B)	90G   UNDERAGE DRINKING-POSSESS/CONSUMES	4	4
10-3-11	90Z   MAINTENANCE AND REPAIR OF SIGNS, REMOVAL OF ABANDONED SIGNS	1	1
346.04(3)	90Z   OPERATOR FLEE/ELUDE OFFICER	1	1
51.15	90Z   EMERGENCY DETENTION/MENTAL HEALTH	3	3
6-5-1	90Z   DOG LICENSE	2	2
9-1-3 (2) 120.12(20)	90Z   SMOKING ON SCHOOL PROPERTY PROHIBITED	1	1
9-2-7/PARK	90Z   DISORDERLY CONDUCT WITH MOTOR VEHICLE (IN PARK)	1	1
9-6-4/OWNERS	90Z   RESPONSIBILITY OF OWNERS FOR MAINTENANCE/CONTROL INSECTS/RODENTS AND OTHER PESTS	1	1
9-7-2	90Z   CHRONIC NUISANCES PROHIBITED	1	1
946.41(1) OBSTRUCT	90Z   OBSTRUCTING AN OFFICER	1	1
946.49(1)(A)	90Z   BAIL JUMPING-MISDEMEANOR	10	7
946.49(1)(B)	90Z   BAIL JUMPING-FELONY	10	3
968.09(1)	90Z   WARRANT ON FAILURE TO APPEAR	2	2
973.10	90Z   PROBATION HOLD	2	2
<b>Totals:</b>		<b>76</b>	<b>66</b>

---



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

Date: April 12, 2024  
To: Greg Buckley  
CC: City Council, Recreation Staff, Recreation Board  
From: Mike Mathis  
Subject: March 2024 Recreation Department Report

**Senior Center**

- 350 Trust Car Rides – Volunteer drivers needed!
- 1523 home delivered meals served.
- Tax Services 300+ people attended.
- New WHEP energy assistance programs scheduled.
- New mobile dental hygiene services for Medicaid.

**Recreation and Event Activities**

- 80 youth signed up for spring flag football.
- 32 youth signed up for spring youth track.
- 230 people attended Breakfast with the Bunny.
- 216 kids signed up for t-ball, baseball and softball.
- Registration for Kids Camp at Washington Park is open.

**Cemeteries, Forestry, Parks, and Maintenance**

- Docks installed at Veterans Park.
- New HVAC unit installed at the Senior Center.
- On-going tree trimming and removals city-wide.
- The ice rink was removed and stored with help from the Two Rivers Public Schools team.
- Support high school with preparation of their baseball field.
- Bathrooms at Vietnam Park opened for season.



*Figure 1: 230 people attended this year's Bunny Breakfast!*



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

Date: May 16, 2024  
To: Greg Buckley  
CC: City Council, Recreation Staff, Recreation Board  
From: Mike Mathis  
Subject: March 2024 Recreation Department Report

**Senior Center**

- Average daily Senior Center attendance for April was 94.
- 338 TRUST car rides given.
- 1,483 meals delivered.
- 93 Congregate meals served.

**Recreation and Event Activities**

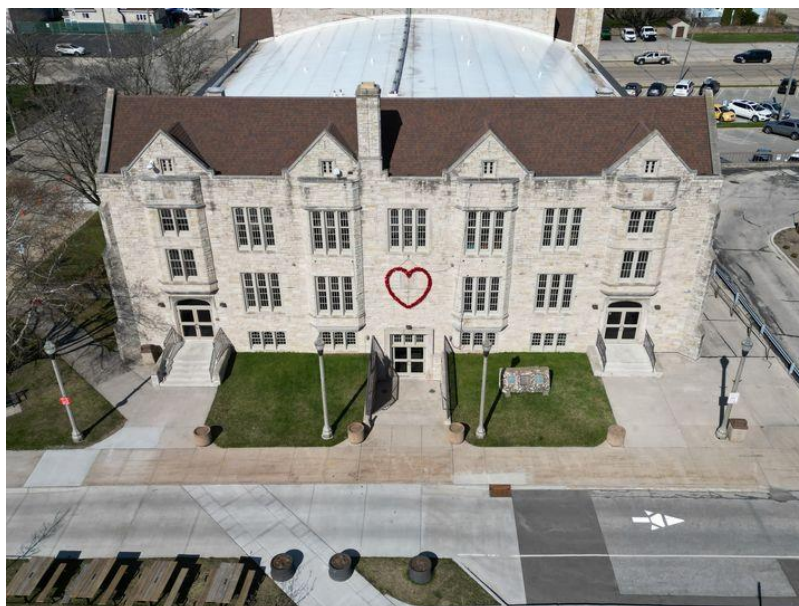
- \$4,800 raised to support the installation of a new golf simulator and multi-sport simulator.
- Hosted Heart-a-Rama.
- 230 individuals attended Pancakes with the Easter Bunny.
- 80 individuals signed up for spring flag football.
- \$23,000 in sponsorships received for concert series.
- Summer program guide launched along with marketing and registration for a wide variety of programs.



*Figure 1: April birthday party celebration at the Senior Center.*

**Cemeteries, Forestry, Parks, and Maintenance**

- Neshotah Park restroom floors painted.
- Ice rink removed from Central Park and park cleaned for spring.
- Neshotah Beach walk-way project began. Completion anticipated in mid-May.
- Removed 2 of the 3 security lights at the Neshotah Park playground because of resident complaints.



APRIL  
2024

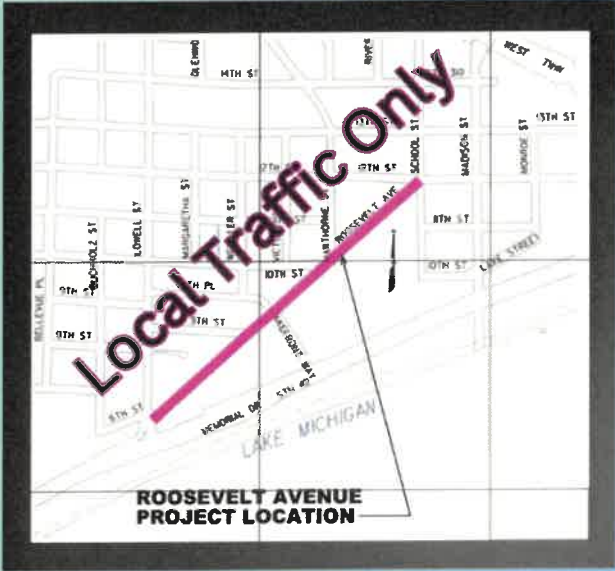
# PUBLIC WORKS MONTHLY REPORT



**TWO  
RIVERS**  
WISCONSIN

# ENGINEERING

## ROOSEVELT AVENUE



Completed a portion of sanitary sewer. Worked on water main. Plan to complete storm sewer in 12th Street intersection and PW staff will pave driving lanes on 12th Street to accommodate vehicular traffic.

## North Landfill

Received approval for extension of leachate collection. Engineering is soliciting quotations to complete the proposed work.

# Engineering Cont'd

## 2024 Scattered Lead Service Lateral Replacements

Bid results show Mammoth Construction as the low bidder with a bid of \$3,969,410. Memo details funding assuming 300 water service lateral replacements of which 200 are expected to be private replacements.

Will need to address funding shortfall for approximately 71 services.

Potential property owner cost is \$2,956 for water less \$2,500 for a total of \$456. Sanitary lateral cost is +/- \$3,431.

Anticipated to be a two-year contract. Formal award anticipated at the May 20, 2024, City Council meeting.

## Sandy Bay Highlands

The WDNR has issued a determination that the small wetland within the proposed cul-de-sac is exempt and that we will be able to fill it in as part of our proposed project.

Hoping to have construction underway in late spring of 2024.



# PUBLIC WORKS

## Sidewalk Replacement

PW staff continues concrete sidewalk work in Neshotah Park. They completed from the beach house concession stand to Pierce Street and along Pierce Street (21st Street – 22nd Street). This work is presently below budget.

PW staff replaced sidewalk around the Community House. They did note there is sunken colored sidewalk in Central Park by the flagpole new sidewalk is to be installed on the west side by the concession stand.

The WDOT will install a crosswalk on Memorial Drive at Columbus Street as part of the STH 42 project if the sidewalk is extended along Columbus Street to STH 42.

## WASHINGTON BRIDGE PEDESTRIAN ACCOMMODATIONS

Plans include extending the sidewalk three (3) feet instead of two (2) feet and a parapet wall. Staff is inquiring with the WDOT if PW staff can perform the work. Prior minutes note that WISDOT sight distance requirements impacted the desired allowable parapet wall distance.

# WASTEWATER



## CMAR REPORT



Staff is working on preparing the annual CMAR report for approval in May.



## RIGHT-OF-WAY PRIVILEGE AGREEMENT



A right-of-way privilege agreement was discussed and approved at the City Council meeting. Riverside Foods is proposing to install and modify their private process sewers under Wilson Street from the west side to a grease trap on the east side of Wilson Street to aid in managing the fat, oil and grease (FOG) being discharged from their facility. This is to aid in minimizing these FOG issues within the public collection system and at the wastewater treatment plant.

2024 Public Works/WWTP Tracking		2024		Section 10, Item C.	
		April	Year-to-Date	April	Year-to-Date
<b>ENGINEERING 2024</b>					
	Landfill Leachate Pumpage (gallons)	542,281	2,678,538	815,985	3,004,605
scott	Precipitation	3.78	8.59	2.19	11
sue	Number of Encumbrance property checks	27	96	22	77
scott/bill	Digger's Hotline Locates	113	310	131	238
<b>STREET DIVISION 2024 (Manhours)</b>		<b>April</b>	<b>Year-to-Date</b>	<b>April</b>	<b>Year-to-Date</b>
53200	Shop/Vehicle Maintenance	599.25	2,984	700.00	2,346
53300	Street Maintenance	2.00	154	14.00	143
53310	Street Cleaning	57.50	329	152.00	175
53320	Street Signs/Painting	133.00	475	162.50	345
53330	Snow & Ice	36.00	1,536	93.00	2,595
53337	PT Snowplowers				71
53380	Bridge - maintenance		22		
53381	17th Street Bridge opening	20.50	23	25.75	86
53620	Refuse/Garbage				1
53625	Recycling/Leaf Collection		19	2.00	11
53640	Weed Cutting				
53650	Work for Others	526.50	1,076	502.50	883
53700	Landfill Maintenance				1
53710	Landfill Sampling				
*****	PBS Sewers	3	16	2	13
*****	Salted Streets	1	8		20
*****	Plowed all city streets		10		6
*****	Open 17th Street Bridge	30	86	45	158
<b>WASTEWATER UTILITY 2024</b>		<b>April</b>	<b>Year-to-Date</b>	<b>April</b>	<b>Year-to-Date</b>
	Wastewater Treated, Gallons	79,539,000	251,514,000	95,383,000	297,009,000
	MONTHLY AVERAGE: Daily Flow, Gallons	2,651,000	2,108,500	3,179,000	9,860,000
	MONTHLY AVERAGE: Daily BOD, Lbs.	3,909	4,550	4,097	16,237
<b>Plant Discharges (MONTHLY AVERAGE)</b>					
	Biological Oxygen Demand (BOD), mg/l	8.7	9.53	16.4	72
	Suspended Solids, mg/l	4.2	6.60	6.2	37
	Ammonia, mg/l	0.69	0.45	1.84	7
	Phosphorus, mg/l	0.16	0.26	0.19	2
	Fecal Coliform, per 100ml	38	37	63	451
	pH, Min (6.0)	6.8	6.8	7.0	27
	pH, Max (9.0)	7.2	7.1	7.2	28
<b>Chemicals</b>					
	Polymer, Gallons	88	352	88	352
	Ferric Chloride, Gallons	2,392	9,642	2,329	9,219
P&Fonly	Chemical Purchases for the month		\$ -		11,498
	Mishicot Payment to City	\$ 9,236.87	\$ 30,164.43	\$ 11,552.90	35,724
	Emergency call-ins	2	8	2	8



**Two Rivers  
April 2024**

Prepared By: Patrick Murphy – MEUW Regional Safety Coordinator

---

## SAFETY REPORT

---

### **ACCOMPLISHMENTS**

**1. Training**

- CPR/AED training completed

**2. Audits/Inspections**

No Inspections in April

**3. Compliance/Risk Management**

Continuing 2024 annual safety program reviews with SC input

Mutual Aid guidance document (in progress)

### **GOALS AND OBJECTIVES**

**1. Training**

- Seasonal Safety for field staff

**2. Audits/Inspections**

None

**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)

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

**ULTRAFILTRATION MEMBRANE FACILITY PRODUCTION**

TOTAL PRODUCTION	26,441,740 GAL/MONTH
LESS BACKWASH WATER	2,842,090 GAL/MONTH
WATER TO CITY	23,599,650 GAL/MONTH
MAX. DAILY WATER PRODUCTION	938,260 GAL/DAY
MIN. DAILY WATER PRODUCTION	812,220 GAL/DAY
AVERAGE DAILY WATER PRODUCTION	881,390 GAL/DAY

TOTAL PRODUCTION	26441740 GAL/MONTH
WATER TO CITY	23599650 GAL/MONTH

**PUMP OPERATION**

**LOWLIFT PUMPS**

1	2	3	
240	238	240	HR/MO
8.00	7.93	8.00	HR/DAY

**HIGHLIFT PUMPS**

1	2	3	4	
0	0	718	0	HR/MO
0.00	0.00	23.93	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
2231.5	0.09	0.00
2575.5	0.10	0.00
176.4	0.01	0.00
1135.0	0.00	0.00
1396.0	0.00	
604.1	0.02	0.00
27 gals	---	---

**RESERVOIR OPERATIONS**

**HOURS OF OPERATION**

PUMP HOURS PER MONTH

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

TOTAL GALLONS PUMPED PER MONTH

MAXIMUM GALLONS PER DAY

MINIMUM GALLONS PER DAY

AVERAGE GALLONS PER DAY

6,444,000	GAL/MONTH
240,000	GAL/DAY
202,000	GAL/DAY
214,800	GAL/DAY

REPORT PREPARED BY

Garret Wachowski AS

DATE

5/2/2024

# City of Two Rivers 2023 Water Quality Report



[www.two-rivers.org](http://www.two-rivers.org) • (920) 793-5523

Este informe contiene información importante acerca de su agua potable. Haga que alguien lo traiga a usted, o hable con alguien que lo entienda.

Dlaim ntawv tshaabzu nuav muaj lug tseemceeb heev nyob rua huv kws has txug cov dlej mej haus. Kuas ib tug paab txhais rua koj, los nrug ib tug kws paub lug thaam.

### Introduction

The employees of Two Rivers Utilities (TRU) Water Department are pleased to provide you with this year's Water Quality Report. The Water Department routinely monitors Two Rivers' drinking water for contaminants to ensure that it meets all health and safety standards. The purpose of this report is to inform our customers of the findings from our ongoing water quality monitoring. We want you to understand the efforts we continuously make to improve water quality and protect our water resources. We are committed to ensuring the quality of your drinking water remains at the highest possible level.

If you would like to know more information contained in this report, please contact Andrew Sukowaty, Water Director at 920-793-5558, or email [customerservice@two-rivers.org](mailto:customerservice@two-rivers.org). There is opportunity for input on decisions affecting your water quality at Two Rivers City Council Meetings located at City Hall, 1717 E. Park Street, Two Rivers, WI 54241 on the first and third Mondays each month at 6:00pm.

## Water System Overview

2 Water Towers

1 Reservoir

72 Miles of Water Main

5,600 Water Services

667 Hydrants

3 Million Gallons of Storage



## About TRU

Two Rivers Water Works was first commissioned in 1902 with two shallow wells along Lake Michigan where today Memorial Drive is located. It was formed along with the first electric utility in the city to be known as Two Rivers Water and Light. With water demands growing the decision was made to filter water from Lake Michigan to meet the demands of the city. In 1932, construction began on a 3-million gallon per day surface water treatment facility. Sand filtration beds were used to filter the water until 2000 when the filtration plant upgraded to ultra membrane filtration. Two Rivers Water and Light continued to serve the community until it recently transformed into what we see today as Two Rivers Utilities.

TRU water comes from Lake Michigan through an intake pipe that extends 6,180-feet into Lake Michigan and is 24-inches in diameter. The water is then filtered in a 3-million gallon per day (mgd) Ultrafiltration Membrane Treatment Facility. Water is then treated with Chlorine and Fluoride as it leaves the treatment facility into the distribution system. The distribution system is comprised of 72 miles of water main that connect all the customers, fire hydrants, and water storage facilities in the city. The storage facilities are comprised of two water towers which hold a combined total of 1-million gallons of water and one reservoir that holds 2-million gallons of water. In 2022, TRU pumped a total of 341,396,000 gallons of water, which equals a daily average of 0.94 mgd or just less than one million gallons a day.



## Hydrant Flush Frequently Asked Q

Section 10, Item C.

- 1. Why does the city perform hydrant flushing?** Hydrant flushing is a controlled procedure that is vital for the general maintenance of the water distribution system. It ensures adequate water flow and water quality.
- 2. What are the effects of hydrant flushing?** Sediment can collect in the water mains. Flushing removes collected sediment from fire hydrants. This can result in discolored water during the flushing process and possibly shortly afterwards.
- 3. Can I use my water during hydrant flushing?** It is recommended if TRU is in your area flushing to wait until flushing has subsided.
- 4. What should I do if my water is discolored?** If you experience discolored water, run your cold water tap for 3-5 minutes or until it runs clear. Faucet aerators may need to be removed and cleaned.
- 5. Is the water safe?** Water is safe to consume during hydrant flushing, but if discoloration does occur refrain from consuming until you have flushed your cold tap.
- 6. I live several blocks away from where flushing is occurring. Why is my water discolored?** Sometimes residents who live further away from where flushing is occurring can experience discolored water. This occurs when flushing a hydrant because the water can flow in opposite directions than normal. Certain techniques are used by TRU to minimize these impacts.
- 7. How often does hydrant flushing occur?** TRU flushes many parts of the distribution system annually. Various hydrants may be flushed more frequently dependent on water quality.





## Information from the EPA

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the Environmental Protection Agency's safe drinking water hotline (800-426-4791).

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune systems disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA/CDC guidelines on appropriate means to lessen the risk of infection by cryptosporidium and other microbial contaminants are available from the Environmental Protection Agency's safe drinking water hotline (800-426-4791).



## Educational Information

The sources of drinking water, both tap water and bottled water, include rivers, lakes, streams, ponds, reservoirs, springs and wells. As water travels over the surface of the land or through the ground, it dissolves naturally occurring minerals and, in some cases, radioactive material, and can pick up substances resulting from the presence of animals or from human activity. The City of Two Rivers' source of water is Surface Water, Lake Michigan.

Contaminants that may be present in source water include:

- Microbial contaminants, such as viruses and bacteria, which may come from sewage treatment plants, septic systems, agricultural livestock operations and wildlife.
- Inorganic contaminants, such as salts and metals, which can be naturally- occurring or result from urban stormwater runoff, industrial or domestic wastewater discharges, oil and gas production, mining or farming.
- Pesticides and herbicides, which may come from a variety of sources such as agriculture, urban stormwater runoff and residential uses.
- Organic chemical contaminants, including synthetic and volatile organic chemicals, which are by-products of industrial processes and petroleum production, and can also come from gas stations, urban stormwater runoff and septic systems.
- Radioactive contaminants, which can be naturally occurring or be the result of oil and gas production and mining activities.

In order to ensure that tap water is safe to drink, EPA prescribes regulations that limit the amount of certain contaminants in water provided by public water systems. FDA regulations establish limits for contaminants in bottled water, which shall provide the same protection for public health.

For additional information on lead visit our website [www.two-rivers.org/trwl/water-utility](http://www.two-rivers.org/trwl/water-utility).

## Water Quality Testing and Results

Section 10, Item C.

Two Rivers Utilities routinely monitors constituents in your drinking water in accordance with state and federal laws and regulations. All sources of drinking water, including bottled water, are subject to potential contamination by constituents that are naturally occurring or man-made. Those constituents can be microbes, organic or inorganic chemicals, or radioactive materials.

The following table shows the results of our monitoring from the period of January 1, 2023 through December 31, 2023 (unless otherwise noted).

Contaminant (units)	MCL	MCLG	Detected Level	Range	Major Sources	Violation
<b>Disinfection Byproducts</b>						
HAA5, D21 (ppb)	60	60	21	15 - 22	By-product of drinking water chlorination	No
TTHM, D21 (ppb)	80	0	49.8	33.3 – 51.1	By-product of drinking water chlorination	No
HAA5, D3A (ppb)	60	60	24	13 – 52	By-product of drinking water chlorination	No
TTHM, D3A (ppb)	80	0	53.2	29.9 – 74.3	By-product of drinking water chlorination	No
HAA5, D41 (ppb)	60	60	22	14 – 21	By-product of drinking water chlorination	No
TTHM, D41 (ppb)	80	0	60.2	32.7 – 59.7	By-product of drinking water chlorination	No
HAA5, D1/D5 (ppb)	60	60	18	13 – 21	By-product of drinking water chlorination	No
TTHM, D1/D5 (ppb)	80	0	49.4	32.8 – 45.0	By-product of drinking water chlorination	No
<b>Inorganics Contaminants</b>						
Barium (ppm)	2	2	0.21	0.21	Discharge of drilling wastes, metal refineries; Erosion of natural deposits	No
Fluoride (ppm)	4	4	0.6	0.6	Erosion of natural deposits; Water additive which promotes strong teeth; Discharge from fertilizer & aluminum factories	No
Nitrate (NO <sub>3</sub> -N) (ppm)	10	10	0.34	0.34	Runoff from fertilizer use; Leaching from septic tanks, sewage; Erosion of natural deposits	No
Sodium (ppm)	n/a	n/a	13	13	n/a	No
Copper (ppm) Sample date 09/17/2019	AL=1.3	1.3	0.18 (90 <sup>th</sup> perc)	0 of 30 results were above action level	Corrosion of household plumbing systems; Erosion of natural deposits; Leaching from wood preservatives	No
Lead (ppb) Sample date 08/28/2019	AL=15	0	15 (90 <sup>th</sup> perc)	1 of 30 results were above action level	Corrosion of household plumbing systems; Erosion of natural deposits	No
<b>Radioactive Contaminants</b>						
Gross Alpha, Excl. R&U (pCi/l) Sample date 04/21/2020	15	0	0.8	0.8	Erosion of natural deposits	No
Combine Uranium (ug/l) Sample date 04/21/2020	30	0	0.3	0.3	Erosion of natural deposits	No
<b>Unregulated</b>						
Metolachlor (dual) (ppb) Sample date 08/25/2020			0.00	0.00-0.01		No
<b>Perfluoroalkyl and Polyfluoroalkyl Substances (PFAS)</b>						
PFBS (ppt)	RPHGS or HAL (PPT)		Detected Level	Range		
	450000		0.37	0.35 – 0.38		
PFHXS (ppt)	40		0.67	0.65 – 0.70		
PFHXA (ppt)	150000		1.33	1.20 – 1.40		
PFOS (ppt)	20		2.27	1.90 – 2.70		
PFOA (ppt)	20		2.10	2.00 – 2.20		
PFOA & PFOS TOTAL (ppt)	20		4.37	3.90 – 4.90		

UCMR5 testing was completed in 2023. No contamination detected. Information available upon request.

## Contaminants with a Public Health Groundwater Standard, Health Advisory Secondary Maximum Contaminant Level

Section 10, Item C.

The following table lists contaminants which were detected in your water and that have either a Public Health Groundwater Standard (PHGS), Health Advisory Level (HAL), or a Secondary Maximum Contaminant Level (SMCL), or both. There are no violations or detections of contaminants that exceed Health Advisory Levels, Public Health Groundwater Standards or Secondary Maximum Contaminant Levels. Secondary Maximum Contaminant levels are levels that do not present health concerns but may pose aesthetic problems such as objectionable taste, odor, or color. Public Health Groundwater Standards and Health Advisory Levels are at which concentrations of the contaminant present a health risk.

Contaminant (units)	SMCL	Detected Level	Range	Major Sources	Violation
Contaminant					
Sulfate (ppm)	250	21	21	Runoff/leaching from natural deposits and industrial wastes	No

### Additional Health Information

Some people who drink water containing **trihalomethanes** in excess of the MCL over many years may experience problems with their liver, kidneys, or central nervous system, and may have an increased risk of getting cancer.

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. Two Rivers Waterworks is responsible for providing high quality drinking water but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap with cold water for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline (800-426-4791) or at [www.epa.gov/safewater/lead](http://www.epa.gov/safewater/lead).

### Other Compliance

#### Uncorrected Significant Deficiencies

Deficiency Description & Progress to Date	Date System Notified	Scheduled Correction Date
SD2 – The overflow of the Northside ground reservoir does not terminate in a downward opening with free air break 12 to 14 inches above a splash pad or rip rap as required in s. NR 811.64, Wis. Adm. Code. In addition, there is concern that the area surrounding the discharge pipe above the outlet elevation of 608.25 and water could back up into the pipe if the storm sewer drain is clogged with debris.	10/09/2020	12/31/2026

### Actions Taken

Per WDNR representatives an extension for corrective action was granted until 2026 when the reservoir will be scheduled for a drained inspection. The site will be monitored for safety until corrective action is taken.

### Turbidity Monitoring

In accordance with s. NR 810.29, Wisconsin Administrative Code, the treated surface water is monitored for turbidity to confirm that the filtered water is less than 0.1 NTU. Turbidity is a measure of the cloudiness of water. We monitor for it because it is a good indicator of the effectiveness of our filtration system. During the year, the highest single point turbidity measurement was 0.080 NTU.

## Definitions

AL – Action Level: The concentration of a contaminant which, if exceeded, triggers treatment or other requirements which a water system must follow.

HAL – Health Advisory Level is a concentration of a contaminant which, if exceeded, poses a health risk and may require a system to post a public notice. Health Advisories are determined by US EPA.

MCL – Maximum Contaminant Level: The highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.

MCLG – Maximum Contaminant Level Goal: The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.

mrem/year – millirems per year (a measure of radiation absorbed by the body).

NTU – Nephelometric Turbidity Units

pCi/l – picocuries per liter (a measure of radioactivity)

ppm – parts per million or milligrams per liter (mg/l)

ppb – parts per billion or micrograms per liter (ug/l)

RPHGS – Recommended Public Health Groundwater Standards: Ground water standards proposed by the Wisconsin Department of Health Services. The concentration of a contaminate which, if exceeded, poses a health risk and may require a system to post a public notice.

SMCL – Secondary Maximum Contaminant Levels: Contaminants that affect taste, odor, or appearance of the drinking water. The SMCLs do not represent health standards.

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
04/15/2024	136484	Moses, Kelly Raleigh	Refund of 2023 Real Estate Tax Overpay	100-16000	1/8/2024	1,941.72-
Total 136484:						1,941.72-
04/03/2024	136687	Shawn Williams Creative-Social Media	Social Media Audit, Strategy, Photo & Vid	258-56700-2100	923	1,150.00-
Total 136687:						1,150.00-
04/09/2024	136906	Marco	Usage 11/25/23-2/24/24 - Lib	456-51600-8170	36048142	680.48-
Total 136906:						680.48-
04/10/2024	137031	Wisc Dept of Transportation	DOT Bridge Design Project	452-53300-9983	CUSTOMER STATEMENT	2,141.48-
Total 137031:						2,141.48-
04/04/2024	137036	Accurate Appraisal LLC	April 2024 Services	100-51530-2130	4659	5,350.00
Total 137036:						5,350.00
04/04/2024	137037	ADRC of the Lakeshore	Congregate meal donations - March 202	250-23150	3/28/2024	468.50
Total 137037:						468.50
04/04/2024	137038	AJ Construction of WI	Joint Bore/Padmount Bases/Pedestal/Gr	660-19107	13169	8,239.00
04/04/2024	137038	AJ Construction of WI	Joint Bore/Pedestal/Ground Rod	660-19107	13170	3,426.00
04/04/2024	137038	AJ Construction of WI	Clover Street - Elec	660-19107	13186	10,939.00
04/04/2024	137038	AJ Construction of WI	Clover Street - Elec	660-19107	13187	3,886.00
Total 137038:						26,490.00
04/04/2024	137039	Amazon Business - Debit Memo	Supplies - Elec	660-59930-3300	1DPW-DGP1-WTWR	223.40
04/04/2024	137039	Amazon Business - Debit Memo	Supplies - P&R	100-55200-3900	1XGR-HRHQ-XGXF	44.88
04/04/2024	137039	Amazon Business - Debit Memo	Supplies - Elec	650-59921-3100	1D77-VJLG-YPPL	615.96
04/04/2024	137039	Amazon Business - Debit Memo	Credit Memo - FD	100-52300-2900	1QJ4-JMX9-66WL	11.99-
04/04/2024	137039	Amazon Business - Debit Memo	Credit Memo - FD	100-52200-3850	1H3C-XQJQ-6GTT	12.99-
04/04/2024	137039	Amazon Business - Debit Memo	Supplies - FD	100-52200-3100	1TPK-GYMJ-4799	345.14
04/04/2024	137039	Amazon Business - Debit Memo	Supplies - FD	100-52300-2920	177F-9NCX-WLFQ	224.51
Total 137039:						1,428.91

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
04/04/2024	137040	AnSer Services	After hours answering service March 202	650-59665-2900	6502-040124	220.00
Total 137040:						220.00
04/04/2024	137041	Aurora Vision Center	Dante Cox / Smongeski Fund Payment	816-54100-2100	ACCOUNT 138931 3/27/20	150.00
Total 137041:						150.00
04/04/2024	137042	B&B Transformer Inc.	UG Transformer Maintenance Repair	660-59595-2900	28808	9,695.00
Total 137042:						9,695.00
04/04/2024	137043	Branch, William R.	Performer - World on the Move	456-51600-8170	4/1/2024	400.00
Total 137043:						400.00
04/04/2024	137044	City of Two Rivers Petty Cash	Petty cash reimbursement	640-46310	04/02/2024	1,947.06
Total 137044:						1,947.06
04/04/2024	137045	Core & Main LP	Parts for hydrant flushing	650-19107	U536634	1,575.00
Total 137045:						1,575.00
04/04/2024	137046	Crafts Inc	PM Inspection - Water Bldg Roof	650-59651-2900	10558	518.94
Total 137046:						518.94
04/04/2024	137047	Dawson, Brian N.	Citation #74808HJN6Q - Dismissed	100-21125	3/28/24	155.50
Total 137047:						155.50
04/04/2024	137048	Education & Outreach Company	Drinking Water Week / Coloring Books -	650-59930-2910	24-325	177.00
Total 137048:						177.00
04/04/2024	137049	Garage Door Specialty LLC	Repair Middle OH Door/Elec Bldg	660-59598-2900	5558	2,649.00
04/04/2024	137049	Garage Door Specialty LLC	Repair garage door @ Warehouse - Elec	660-59598-2900	5612	335.00
Total 137049:						2,984.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
04/04/2024	137050	H.Boisch Solutions LLC	Annual Service contract for under 100 se	100-52100-2402	1254	5,000.00
Total 137050:						5,000.00
04/04/2024	137051	Hallman Lindsay	Goal Line Ready-Mix White - Rec	100-55400-3900	ORDER J0210291	649.50
Total 137051:						649.50
04/04/2024	137052	Hubbart Electric Inc	Labor & Materials for Lib (Maintenance)	280-55110-2410	21074C	2,071.87
Total 137052:						2,071.87
04/04/2024	137053	James Leasing LLC	Contract JL-171-01 Coverage 3/24/24-4/	100-53200-5310	16282	2,499.28
Total 137053:						2,499.28
04/04/2024	137054	JD Farms and Trucking LLC	Pumping - Elijah Vue Case PD	100-52100-3901	2771	4,630.55
Total 137054:						4,630.55
04/24/2024	137055	Kemira Water Solutions Inc	Chemical - WWTP	690-59824-4910	9017828221	.00
Total 137055:						.00
04/04/2024	137056	Klein, Patricia Ann	Simply Seniors Exercise Class - 3/1/202	100-55300-2900	MARCH 28, 2024	74.40
Total 137056:						74.40
04/04/2024	137057	KONE	Maintenance 04/01/2024-06/30/2024	660-59598-2900	871320070	434.07
Total 137057:						434.07
04/04/2024	137058	Kulhanek, Jerry	Energy Star Rebate - Dishwasher	660-29253	4/2/2024	25.00
Total 137058:						25.00
04/04/2024	137059	Manitowoc Co EMS Association	2024 EMS Association Dues	100-52300-3210	24-015	50.00
Total 137059:						50.00
04/04/2024	137060	Manitowoc Disposal Inc	Nov & Dec 23 & Jan-March 24 Fuel Adju	640-53620-2900	APRIL 2, 2024	3,701.25

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 137060:						3,701.25
04/04/2024	137061	Mckinnon, Sara	Speaker Fee - World on the Move	456-51600-8170	4/1/2024	500.00
Total 137061:						500.00
04/04/2024	137062	Midwest Meter Inc	Interconnect for Water Meters	650-59663-3900	0165138-IN	468.65
Total 137062:						468.65
04/04/2024	137063	Northeast Wisc Tech College	Apprenticeship - S. Gretz	660-59930-2920	SFT0000126737	217.25
Total 137063:						217.25
04/04/2024	137064	OpenPoint LLC	Monthly Subscription - Elec	660-59923-2403	1516	1,960.00
Total 137064:						1,960.00
04/04/2024	137065	Payment Service Network	CC fees - Elijah Vue Donation Fund	100-52100-3901	293377	154.33
04/04/2024	137065	Payment Service Network	Services 3/1/2024-3/31/2024	690-59840-3900	292063	22.95
Total 137065:						177.28
04/04/2024	137066	Payment Service Network	CC fees - Elijah Vue Reward Fund	100-52100-3901	293299	18.78
Total 137066:						18.78
04/04/2024	137067	Quadient Finance USA Inc.	Postage - Closing Date 3/24/24	100-16210	CLOSING DATE 3/24/24	2,000.00
Total 137067:						2,000.00
04/04/2024	137068	R&J Fricke Inc	6 Bag Concrete - 28th & West - DPW	100-16120	15647	675.00
04/04/2024	137068	R&J Fricke Inc	9 Bag Concrete - 31st & Monroe	100-16120	15648	1,176.00
Total 137068:						1,851.00
04/04/2024	137069	Refrigeration Sales and Repair LLC	Ice maker - Repair	660-59598-2900	4420	185.00
Total 137069:						185.00



Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
04/04/2024	137070	RESCO	Stock - Elec	660-59593-3900	3026279	6,709.44
04/04/2024	137070	RESCO	MM Stock# 17627	660-59594-3900	3027358	806.67
Total 137070:						7,516.11
04/04/2024	137071	Schindler Elevator Company	Community House - Service	100-55140-2900	8106519481	971.40
Total 137071:						971.40
04/04/2024	137072	Shawn Williams Creative-Social Media	Social Media Audit, Strategy, Photo & Vid	258-56700-2100	923 (2)	1,150.00
Total 137072:						1,150.00
04/04/2024	137073	State of Wisc Dept of Administration	Enviromental Improvement Fund Loan P	650-29221	20380	1,287,490.60
Total 137073:						1,287,490.60
04/04/2024	137074	Superior Chemical LLC	Supplies - CH	100-51600-3500	386668	176.08
04/04/2024	137074	Superior Chemical LLC	Supplies - CH	100-51600-3500	386802	73.12
04/04/2024	137074	Superior Chemical LLC	Supplies - Elec	660-59588-3900	386594	128.42
04/04/2024	137074	Superior Chemical LLC	Supplies - WWTP	690-59834-3900	386630	168.17
Total 137074:						545.79
04/04/2024	137075	Tech Products Inc.	Aluminum Tags - Elec	660-59594-3900	111754	260.79
Total 137075:						260.79
04/04/2024	137076	Thuermer Law Office	Municipal Prosecuting - March 2024	100-51340-2121	MARCH 26, 2024	1,655.00
Total 137076:						1,655.00
04/04/2024	137077	Trask, Kerry	Speaker Fee - World on the Move	456-51600-8170	4/1/2024	500.00
Total 137077:						500.00
04/04/2024	137078	Two Rivers Automotive Inc.	Booster PAC - Fire Dept	100-52200-2900	5172-304335	179.99
Total 137078:						179.99
04/04/2024	137079	Two Rivers Historical Society	Apr 2024 Monthly Support Pymt	258-56700-2910	3/20/2024	250.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 137079:						250.00
04/04/2024	137080	Waukesha Co Technical College	Kumbalek - TEMS FD	100-52300-2920	S0826815	150.70
Total 137080:						150.70
04/04/2024	137081	Wisconsin Economic Development Corp	2024 WI Main Street Awards -Buckley	100-51410-3300	82366704	40.00
Total 137081:						40.00
04/04/2024	137082	Wisconsin Public Service	CITY HALL	100-51600-2220	0401271669-24;3/24	1,044.15
04/04/2024	137082	Wisconsin Public Service	WARM BLDG	100-55200-2220	0401271669-12;3/24	40.53
04/04/2024	137082	Wisconsin Public Service	FIRE DEPT	100-52200-2220	0401271669-3;3/24	780.61
04/04/2024	137082	Wisconsin Public Service	1916 COLUMBUS ST - Elec	660-59588-2220	0401271669-10;3/24	189.30
04/04/2024	137082	Wisconsin Public Service	1300 35TH STREET - Rec	100-55400-2220	0401271669-7;3/24	94.65
04/04/2024	137082	Wisconsin Public Service	GENERATOR	660-59588-2220	0401271669-38;3/24	19.27
04/04/2024	137082	Wisconsin Public Service	1401 Lake Street	660-49390	0401271669-35;3/24	5,125.30
Total 137082:						7,293.81
04/11/2024	137083	Amazon Business - Debit Memo	Drill Chuck Arbor - DPW	457-48210	116D-5F9W-6F43	101.16
04/11/2024	137083	Amazon Business - Debit Memo	Supplies - City Mgr	100-51440-3900	1Q6Y-J647-1J44	13.87
04/11/2024	137083	Amazon Business - Debit Memo	Supplies - P&R	100-55140-3900	1Y1J-6T4M-N4N6	60.96
04/11/2024	137083	Amazon Business - Debit Memo	Supplies - Comm Dev	258-56700-3900	1QF1-73C7-NJCQ	19.69
04/11/2024	137083	Amazon Business - Debit Memo	Supplies - Comm Dev	258-56700-3900	1N4G-YJQF-TV6X	37.97
Total 137083:						233.65
04/11/2024	137084	Ambrosius Concrete Supplies In	TK Sealer - DPW	100-16120	473133	268.00
Total 137084:						268.00
04/11/2024	137085	Appleton Indoor Golf	Indoor Golf - 50% Down Payment	454-55400-8850	TWO RIVERS RECREATI	9,882.50
Total 137085:						9,882.50
04/11/2024	137086	Aurora Health Care	Pre Placement Exam	660-59923-2900	233581	444.00
Total 137086:						444.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
04/11/2024	137087	B&M Waste Service Inc	Portable Restroom Rental - Magee Scho	100-55300-2900	176311	95.00
Total 137087:						95.00
04/11/2024	137088	Ball Auto & Truck Parts Inc	Hitch for Truck #17 - Elec	660-19184	330902	111.99
Total 137088:						111.99
04/11/2024	137089	Belly River Corporation	Hose-WWTP	690-59833-3900	24INV-139	856.52
Total 137089:						856.52
04/11/2024	137090	Benson, Keith R	Restitution - Court Case QC 12885	100-21125	4/09/2024	75.00
Total 137090:						75.00
04/11/2024	137091	Cawley Digital ID	Entrust, Sigma Series YMCKT Color Rib	100-51420-3900	STI00023232	137.50
Total 137091:						137.50
04/11/2024	137092	Center Point Large Print	Alp-Lib	280-55111-3430	2084623	44.94
Total 137092:						44.94
04/11/2024	137093	Cool City Cleaners Inc	Towel Cleaning - March 24 WWTP	690-59820-2900	1552	56.00
Total 137093:						56.00
04/11/2024	137094	Country Visions Cooperative	Diesel Fuel & Oil	100-16120	339706	1,921.30
04/11/2024	137094	Country Visions Cooperative	Diesel Fuel & Oil	100-16120	339745	1,419.25
04/11/2024	137094	Country Visions Cooperative	Diesel Fuel & Oil	100-16120	361250	1,850.44
Total 137094:						5,190.99
04/11/2024	137095	Craven, Virginia	Refund - Overpayment of sales tax	660-21130	4/3/2024	21.18
Total 137095:						21.18
04/11/2024	137096	Cretton Enterprises Inc	Mulch - Library	280-55110-3560	11977	3,544.95
04/11/2024	137096	Cretton Enterprises Inc	Mulch McDonalds Beds - TR	100-55410-2900	11978	292.95

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 137096:						3,837.90
04/11/2024	137097	DAMARC Quality Inspection Serv LLC	Boiler Inspection - WWTP	690-59834-2900	64452	147.00
04/11/2024	137097	DAMARC Quality Inspection Serv LLC	Boiler Inspection-Wtr	650-59642-2900	64449	189.00
Total 137097:						336.00
04/11/2024	137098	ENTERPRISE FM TRUST	Monthly Lease Payments - April 2024	690-59828-2410	FBN5004898	21,218.84
Total 137098:						21,218.84
04/11/2024	137099	Erickson Sports LLC	Flag Football T-shirts - Rec	100-55300-3900	1705	640.00
Total 137099:						640.00
04/11/2024	137100	Fricke Printing Services Inc	3-part Paper - Inspections	100-52400-3100	255348	162.00
Total 137100:						162.00
04/11/2024	137101	GFL Environmental	Grit Dump - WWTP	690-59820-2900	U30000137523	297.46
Total 137101:						297.46
04/11/2024	137102	Global Equipment Co	Picnic Tables - Rec	454-55400-8980	24571458 PO#ROHRER04	7,986.49
Total 137102:						7,986.49
04/11/2024	137103	Grainger	Parts - WWTP	690-59834-3900	9064201586	163.96
Total 137103:						163.96
04/11/2024	137104	Great Lakes Roofing Corp	Roof - Lib	280-55110-2410	A71149	2,000.00
Total 137104:						2,000.00
04/11/2024	137105	Hawkins Inc	Azone-15	650-59641-3910	6708252	1,027.40
Total 137105:						1,027.40
04/11/2024	137106	Hubbart Electric Inc	Disconnect & reconnect HVAC - Rec	100-55140-2900	21068C	474.17

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 137106:						474.17
04/11/2024	137107	IDEXX Distribution Inc.	Lab Supplies - Wtr	650-59642-3900	3148691849	1,436.92
Total 137107:						1,436.92
04/11/2024	137108	InfoSend Inc.	Utility Bill Mailing - March 2024	690-59840-3110	260082	4,182.63
Total 137108:						4,182.63
04/11/2024	137109	James Imaging Systems Inc.	Contract R14490-MPS-01 3/29/24-4/28/2	660-59921-3900	1427753	334.65
Total 137109:						334.65
04/11/2024	137110	JF Ahern Co	HVAC Inspection - WWTP	690-59833-2900	640176	1,362.00
Total 137110:						1,362.00
04/11/2024	137111	Kaat's Water Conditioning Inc	Bottled water, 6303 Riverview Dr - 04/01/	419-53600-2900	3/29/2024	38.79
Total 137111:						38.79
04/11/2024	137112	Klein's Hardware Hank	Supplies - Cem	100-54910-3410	30965	15.99
04/11/2024	137112	Klein's Hardware Hank	Supplies - Cem	100-54910-3900	31649	11.99
04/11/2024	137112	Klein's Hardware Hank	Supplies - Cem	100-54910-3900	31695	10.00
04/11/2024	137112	Klein's Hardware Hank	Supplies - Cem	100-54910-3900	31989	15.00
04/11/2024	137112	Klein's Hardware Hank	Supplies - Cem	100-54910-3900	32224	15.78
04/11/2024	137112	Klein's Hardware Hank	Supplies - Cem	100-54910-3900	32420	20.00
04/11/2024	137112	Klein's Hardware Hank	Supplies - Cem	100-54910-3900	33193	3.99
04/11/2024	137112	Klein's Hardware Hank	Supplies - Cem	100-54910-3900	33197	7.49
04/11/2024	137112	Klein's Hardware Hank	Supplies - Cem	100-54910-3900	33234	10.00
04/11/2024	137112	Klein's Hardware Hank	Supplies - Cem	100-54910-3900	34076	14.99
04/11/2024	137112	Klein's Hardware Hank	Supplies - Cem	100-54910-3900	34257	25.00
04/11/2024	137112	Klein's Hardware Hank	Supplies- Wtr	650-59677-3900	34946	7.47
Total 137112:						157.70
04/11/2024	137113	Lakeshore Technical College	Tax Settlement - April 2024	800-24601	APRIL 2024	54,599.16

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 137113:						54,599.16
04/11/2024	137114	LeClair Bros Heat/AC Inc	Furnace Repair - DPW	100-53200-3500	C9646	1,567.50
Total 137114:						1,567.50
04/11/2024	137115	Loritz, Tim	Elijah Vue Donation - Refunded	100-21121	4/9/2024	5,000.00
Total 137115:						5,000.00
04/11/2024	137116	Machut's Supper Club	Bunny Breakfast '24 - Rec	262-55320-3900	26601	69.24
Total 137116:						69.24
04/11/2024	137117	Mammoth Construction LLC	Curb Box Repair 915-921 Parkway Ct -	650-59675-2900	1732	3,320.00
Total 137117:						3,320.00
04/11/2024	137118	Manitowoc Co Treasurer	County Jail & Driver Improvement Surch	100-21125	04/05/2024	1,369.73
Total 137118:						1,369.73
04/11/2024	137119	Manitowoc Co Treasurer	Tax Settlement - Apil 2024	800-24310	APRIL 2024	363,681.40
Total 137119:						363,681.40
04/11/2024	137120	Manitowoc Disposal Inc	April 2024 Small Box - Rec	640-53620-2900	77661	170.00
04/11/2024	137120	Manitowoc Disposal Inc	Recycling & Refuse Collect 3/17/2024-3/	640-53620-2900	3/17/2024-3/30/2024	16,805.35
Total 137120:						16,975.35
04/11/2024	137121	Manitowoc Public Utilities	2124 Woodland Dr-WTP	690-59820-2210	106902;3/24	31.40
Total 137121:						31.40
04/11/2024	137122	Manitowoc School District	Tax Settlement - April 2024	800-24602	APRIL 2024	21,215.98
Total 137122:						21,215.98
04/11/2024	137123	Manitowoc Trophy	Name Plaques - Eng	100-51410-3100	45816	40.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 137123:						40.00
04/11/2024	137124	Marco	Usage 11/25/23-2/24/24 - Lib	456-51600-8170	36048142 #2	680.48
04/11/2024	137124	Marco	Agreement 016-1603090-000 - Lib	456-51600-8170	36262600	291.22
Total 137124:						971.70
04/11/2024	137125	Medivan Inc	Hearing screenings	690-59820-2900	25184	1,125.00
Total 137125:						1,125.00
04/11/2024	137126	Meescan Inc	Renewal - Meescan Annual Licence - Tie	280-55110-2930	REN-INV-2401095	1,598.00
Total 137126:						1,598.00
04/11/2024	137127	Mid-American Research Chemical	Rust Eliminator - DPW	100-16120	0813838-IN	427.28
Total 137127:						427.28
04/11/2024	137128	Midwest Meter Inc	Gaskets for Water Meters	650-59663-3900	0165668-IN	216.66
Total 137128:						216.66
04/11/2024	137129	Morella, Frank	Refund - Overpayment of sales tax	660-21130	4/3/2024	53.03
Total 137129:						53.03
04/11/2024	137130	Mr. Steve Productions	2024 Sundae Thursday Entertainment -	262-55320-2900	TRICS62724	150.00
Total 137130:						150.00
04/11/2024	137131	MSA Professional Services Inc	Washington Bridge Modification Plan	241-56700-8130	003355	6,626.00
Total 137131:						6,626.00
04/11/2024	137132	Northern Lake Service Inc	Testing - Wtr	650-59642-2900	2404167	27.53
04/11/2024	137132	Northern Lake Service Inc	TOC - Wtr	650-59642-2900	2404356	40.66
04/11/2024	137132	Northern Lake Service Inc	2024 Lead & Copper Testing	650-59675-2900	2404528	572.50
04/11/2024	137132	Northern Lake Service Inc	2024 Lead & Copper Testing	650-59675-2900	2404529	207.50
04/11/2024	137132	Northern Lake Service Inc	2024 Lead & Copper Testing	650-59675-2900	2404530	390.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
04/11/2024	137132	Northern Lake Service Inc	2024 Lead & Copper Testing	650-59675-2900	2404546	390.00
04/11/2024	137132	Northern Lake Service Inc	2024 Lead & Copper Testing	650-59642-2900	2404643	740.56
04/11/2024	137132	Northern Lake Service Inc	2024 Lead & Copper Testing	650-59675-2900	2404644	207.50
Total 137132:						2,576.25
04/11/2024	137133	Norwest Bank	Refund - Overpayment of sales tax	660-21130	4/3/2024	76.55
Total 137133:						76.55
04/11/2024	137134	Oliver, Carvell	Refund - Overpayment of sales tax	660-21130	4/3/2024	5.27
Total 137134:						5.27
04/11/2024	137135	Ostrom, Juliet	Program Refund - Rec	100-46720	APRIL 4, 2024	80.00
Total 137135:						80.00
04/11/2024	137136	Premium Waters Inc	Lab Water - WTP	690-59820-2900	391185708	115.48
Total 137136:						115.48
04/11/2024	137137	Quadient Leasing USA Inc	Quarterly postage lease 2/2/24-5/1/24	100-51900-5310	Q1273283	489.03
Total 137137:						489.03
04/11/2024	137138	Quality State Oil Co Inc	Refund - Overpayment of sales tax	660-21130	4/3/2024	18.23
Total 137138:						18.23
04/11/2024	137139	R&J Fricke Inc	6 Bag Concrete - Riverview Dr	100-16120	15667	1,890.00
Total 137139:						1,890.00
04/11/2024	137140	Reinders	Seed Mulch/Seed mix	100-16120	3/20/2024	414.70
Total 137140:						414.70
04/11/2024	137141	Rutherford Canvas	Repair Theatre Curtain - Comm House	100-55140-3500	2024-2231	70.00



Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 137141:						70.00
04/11/2024	137142	Salvage Battery & Lead Inc	Refrig - WWTP	100-54150-3500	6146	40.00
Total 137142:						40.00
04/11/2024	137143	Special Markets Insurance Cons	Volunteer Insurance 5/8/24-5/5/25	100-51930-5200	171416	304.00
Total 137143:						304.00
04/11/2024	137144	State of Wisconsin	March 2024 penalty surcharges	100-21125	4/5/2024	4,125.73
Total 137144:						4,125.73
04/11/2024	137145	Suettinger's Keys LLC	Extract Fork Tines from Kitchen Lock - R	100-55140-2900	124436	40.00
Total 137145:						40.00
04/11/2024	137146	TAPCO	Indigo Vinyl Sheeting-DPW	100-16120	I775720	1,130.50
Total 137146:						1,130.50
04/11/2024	137147	Trivers LLC	Refund - Overpayment of sales tax	660-21130	4/3/2024	42.35
Total 137147:						42.35
04/11/2024	137148	Two Rivers Main Street Inc.	Tax Settlement - April 2024	815-56700-2000	APRIL 2024	763.00
Total 137148:						763.00
04/11/2024	137149	Two Rivers School District	Tax Settlement - April 2024	800-24600	APRIL 2024	624,722.40
Total 137149:						624,722.40
04/11/2024	137150	Unique	Placements - March 2024	280-55110-2130	6124838	23.30
Total 137150:						23.30
04/11/2024	137151	US Alliance Fire Protection Inc.	Maint - Lib	280-55110-2410	1046-F125907	250.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 137151:						250.00
04/11/2024	137152	USA Blue Book	Disposable Wipes - WWTP	690-59820-3900	INV00321095	86.24
Total 137152:						86.24
04/11/2024	137153	Village of Mishicot Treasurer	March 2024 Municipal Court Forfeitures	100-21125	04/05/2024	760.00
Total 137153:						760.00
04/11/2024	137154	Vorpahl Fire & Safety	Service Call - FD	100-52200-2900	215379201	47.00
Total 137154:						47.00
04/11/2024	137155	Wisconsin Commercial Ports Assn	2024 Association Dues/E. Runge	291-56700-3210	2024TWRIVERS	250.00
Total 137155:						250.00
04/11/2024	137156	Wisconsin Public Service	Bridge Bldg - Engineering	100-53341-2220	0401271669-30;3/24	74.03
04/11/2024	137156	Wisconsin Public Service	PARK SHELTER	100-55200-2220	0401271669-14;3/24	16.77
04/11/2024	137156	Wisconsin Public Service	1520 17TH ST - Rec	100-54150-2220	0401271669-4;3/24	1,581.85
04/11/2024	137156	Wisconsin Public Service	CEMETERY	100-54910-2220	0401271669-5;3/24	76.39
04/11/2024	137156	Wisconsin Public Service	RESEVOIR	650-59661-2220	0401271669-02;3/24	67.33
04/11/2024	137156	Wisconsin Public Service	SOUTH TWR	650-59661-2220	0401271669-25;3/24	54.17
04/11/2024	137156	Wisconsin Public Service	EAST TWR	650-59661-2220	0401271669-26;3/24	51.25
04/11/2024	137156	Wisconsin Public Service	HIGH LIFT	650-59626-2220	0401271669-32;3/24	216.54
04/11/2024	137156	Wisconsin Public Service	FILTER PLANT	650-59643-2220	0401271669-33;3/24	2,540.55
Total 137156:						4,678.88
04/11/2024	137157	WOMT	Weekly 2-Minute Feature	258-56700-2910	415-00002-0008	418.00
04/11/2024	137157	WOMT	2 Minute Feature	258-56700-2910	415-00003K-0008	342.00
Total 137157:						760.00
04/11/2024	137158	WPPI - Debit Memo	Feb 2024 Purchased Power	660-59902-2900	25-32024	464,699.72
Total 137158:						464,699.72
04/11/2024	137159	Zabel Monument	Engraving/Central Park West Bricks	415-55410-8200	APRIL 3, 2024	145.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 137159:						145.00
04/18/2024	137160	Airgas USA LLC	Cylinder Rental - WWTP	690-59833-2900	5506537935	390.09
Total 137160:						390.09
04/18/2024	137161	Amazon Business - Debit Memo	Supplies - Clerk	100-51420-3100	1MTT-NM7T-3GMF	284.76
Total 137161:						284.76
04/18/2024	137162	Beerntsen's Confectionary	Thank You Bars - P&R	250-55150-3900	6152	195.00
Total 137162:						195.00
04/18/2024	137163	Digicorp Inc	Google Workspace Backup & Security	100-51450-2400	350374	9,985.00
Total 137163:						9,985.00
04/18/2024	137164	DOA/Division of Energy	Refund of Energy Assistance Funds - A.	660-21131	4/12/24 ACCT 5919-32	20.42
04/18/2024	137164	DOA/Division of Energy	Refund of Energy Assistance Funds - A.	650-21130	4/12/2024 ACCT 5533-09	437.83
04/18/2024	137164	DOA/Division of Energy	Refund of Energy Assistance Funds - C	660-21131	4/10/2024 ACCT 4987-02	757.77
Total 137164:						1,216.02
04/18/2024	137165	EAP	EAP - Quarterly Apri-June 2024	500-51510-2900	505-CI0004252	714.24
Total 137165:						714.24
04/18/2024	137166	Flavor Hut	Refund of Deposit - Good Payment Histo	660-21130	4/16/2024	425.96
Total 137166:						425.96
04/18/2024	137167	Frank's Radio Service Inc.	Radio Service Agreement / April 2024 - F	100-52200-2900	125112	100.00
04/18/2024	137167	Frank's Radio Service Inc.	Services - PD	100-52100-2441	125117	194.24
Total 137167:						294.24
04/18/2024	137168	Global Industrial	Picnic Tables	454-55400-8980	121755990	6,277.68

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 137168:						6,277.68
04/18/2024	137169	Grainger	Supplies - Elec	660-59596-3900	9071054788	166.92
04/18/2024	137169	Grainger	Supplies - Elec	660-59588-3900	9073046519	99.00
04/18/2024	137169	Grainger	Supplies - Elec	660-59596-3900	9072939755	270.12
Total 137169:						536.04
04/18/2024	137170	Hardy Diagnostics	Lab Supplies - Wtr	650-59642-3900	271159	57.36
Total 137170:						57.36
04/18/2024	137171	HMF Innovations Inc	Georgetown Bench, Memorial - Rec	100-23158	1313	2,698.00
Total 137171:						2,698.00
04/18/2024	137172	Hydroclean Equipment Inc	Transformer - Cem	100-54910-3900	24911	153.40
Total 137172:						153.40
04/18/2024	137173	HydroCorp	Cross Connection Control Prog - March	650-59664-2900	0077236-IN	3,280.00
Total 137173:						3,280.00
04/18/2024	137174	James Leasing LLC	Lease Agreement JL-502 4/6/2024-5/5/2	100-54150-2900	16505	111.12
Total 137174:						111.12
04/18/2024	137175	JSM Secure Inc.	Annual Monitoring Service	100-51600-3500	76297	1,140.00
04/18/2024	137175	JSM Secure Inc.	Emergency Service Call - PD	100-51600-3500	76341	445.00
Total 137175:						1,585.00
04/18/2024	137176	Lucky Grove Telecom	Overpayment on Invoice 1141006	100-16000	1141006 OVERPAYMENT	1,160.00
Total 137176:						1,160.00
04/18/2024	137177	M.A.S. Industries Inc	Printing and Advertising	258-56700-2910	051942	625.45

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 137177:						625.45
04/18/2024	137178	Manitowoc Calumet Library System	Newspaper Archive,WPLC 24 Member S	280-55110-2930	1109	4,046.49
Total 137178:						4,046.49
04/18/2024	137179	Manitowoc County Fire Association	2024 Association Dues	100-52300-3210	2024 ASSOCIATION DUE	150.00
Total 137179:						150.00
04/18/2024	137180	Manitowoc Disposal Inc	Small Box Rent - Feb 2024	640-53620-2900	76300	170.00
04/18/2024	137180	Manitowoc Disposal Inc	Recycling & Refuse Collect 3/31/24-4/13/	640-53620-2900	3/31/2024-4/13/2024	16,805.35
Total 137180:						16,975.35
04/18/2024	137181	Manitowoc Engraving Inc	OT Slips - FD	100-52210-2900	32132	494.55
Total 137181:						494.55
04/18/2024	137182	Manitowoc Public Utilities	5000 Memorial Drive	650-59602-2900	425427/118598 3/31/2024	836.00
Total 137182:						836.00
04/18/2024	137183	Manitowoc Trophy	Signage - P&R	100-23158	45670	175.00
04/18/2024	137183	Manitowoc Trophy	Glamour Clock & plaques	250-55150-3900	45725	283.00
Total 137183:						458.00
04/18/2024	137184	Midwest Meter Inc	Supplies - WTR	650-59663-3900	0165983-IN	61,662.40
04/18/2024	137184	Midwest Meter Inc	Supplies - Wtr	650-59663-3900	0165949-IN	450.00
Total 137184:						62,112.40
04/18/2024	137185	Nicolet National Bank	Refund - 2024 Real Estate Tax Duplicate	100-16000	4/12/2024	1,941.72
Total 137185:						1,941.72
04/18/2024	137186	Northern Lake Service Inc	2024 Drinking Water Test	650-59642-2900	2405140	240.38

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 137186:						240.38
04/18/2024	137187	NWTC - Green Bay	Equipment Rental 1/15/24-2/22/24	100-52115-2920	CINV_001164	400.00
Total 137187:						400.00
04/18/2024	137188	ODP Business Solutions LLC	Supplies - Customer Service	690-59840-3900	356084594001	46.48
04/18/2024	137188	ODP Business Solutions LLC	Supplies - Customer Service	690-59840-3900	356223308001	10.99
Total 137188:						57.47
04/18/2024	137189	Packer City Intl Trucks Inc.	Veh #28 Maintenance - Elec	660-19184	R101057044:01	1,033.91
Total 137189:						1,033.91
04/18/2024	137190	Red Power Diesel Service Inc.	PM on 2022 Spartan Fire - FD	100-52210-2410	4519	1,369.92
04/18/2024	137190	Red Power Diesel Service Inc.	PM on 1995 Pierce Saber - FD	100-52210-2410	4515	658.80
04/18/2024	137190	Red Power Diesel Service Inc.	PM on 2006 Pierce Enforcer - FD	100-52210-2410	4517	1,889.49
Total 137190:						3,918.21
04/18/2024	137191	Schaus Mechanical	Service - Community House	100-54150-2900	SD10907	502.74
04/18/2024	137191	Schaus Mechanical	Carrier Rooftop Unit - P&R	454-55400-8150	10782	16,346.00
04/18/2024	137191	Schaus Mechanical	Service - FD	100-52200-3500	SD10958	583.95
Total 137191:						17,432.69
04/18/2024	137192	Seagull Marina	Use of marina property for snow dumpin	100-53330-2900	4/12/2024	2,497.08
Total 137192:						2,497.08
04/18/2024	137193	SEERA Focus on Energy	February Overpayment - 02/29/2024	660-29253	4/12/2024	4,117.34
Total 137193:						4,117.34
04/18/2024	137194	Shawn Williams Creative-Social Media	Professional Services	258-56700-2100	925	1,150.00
Total 137194:						1,150.00
04/18/2024	137195	Sirchie Acquisition Company LLC	Drysafe & Particulate Prefilter - PD	461-52100-8150	0638845-IN	10,973.60

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 137195:						10,973.60
04/18/2024	137196	Stanzel, Collin J.	Circuit Court Citation 7481C22XVQ	100-21125	4/11/2024	313.00
Total 137196:						313.00
04/18/2024	137197	Superior Chemical LLC	Supplies - CH	100-51600-3500	388305	149.72
04/18/2024	137197	Superior Chemical LLC	Supplies - CH	100-51600-3500	388744	333.27
Total 137197:						482.99
04/18/2024	137198	Town & Country Engineering Inc.	2023 SDW & CWF Loan Assistance	650-19107	26548	387.50
04/18/2024	137198	Town & Country Engineering Inc.	Screw Press Start Up	690-19107	26549	3,539.90
04/18/2024	137198	Town & Country Engineering Inc.	2024 SDW & CWF Loan Assistance	650-19107	26550	994.26
Total 137198:						4,921.66
04/18/2024	137199	Truck Equipment Inc	Parts-PD	100-52100-8160	1074477-00	10,138.29
Total 137199:						10,138.29
04/18/2024	137200	Vetting Customs	Blast & Powdercoat Light Pole Bases	100-53320-8170	8620	484.00
Total 137200:						484.00
04/18/2024	137201	Vision Architecture LLC	Two Rivers High Lift Project	258-56700-2900	1111	9,800.00
Total 137201:						9,800.00
04/18/2024	137202	Waukesha Co Technical College	Materials & Tuition - A. Gauthier	100-52115-2920	S0826816	175.00
Total 137202:						175.00
04/18/2024	137203	Wisc Dept Of Revenue-DEBITMEMO	March 2024 Sales Tax	640-29410	MARCH 2024	7,240.97
Total 137203:						7,240.97
04/18/2024	137204	Wisc State Laboratory/Hygiene	Flouride test-Wtr	650-59642-2900	771341	29.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 137204:						29.00
04/18/2024	137205	Wisconsin Timber Rattlers	2024 Season Sponsorship	258-56700-2910	2528	6,000.00
Total 137205:						6,000.00
04/18/2024	137206	Zoro Tools Inc.	Supplies - Wtr	650-59665-2900	INV13955127	100.62
04/18/2024	137206	Zoro Tools Inc.	Supplies - Wtr	650-59665-2900	INV13997369	95.03
Total 137206:						195.65
04/25/2024	137207	Aflac Business Services	April 2024 Premiums	100-21590	677455	2,499.62
Total 137207:						2,499.62
04/25/2024	137208	Amazon Business - Debit Memo	CREDIT - Wtr	650-59921-3100	1XD4-7DPN-1KN1	108.00-
04/25/2024	137208	Amazon Business - Debit Memo	Supplies - Elec	660-59921-3900	19KQ-L6HM-13RT	1,408.77
04/25/2024	137208	Amazon Business - Debit Memo	Supplies - DPW	100-16120	1RN4-TR3Q-XMNY	963.02
04/25/2024	137208	Amazon Business - Debit Memo	Supplies - P&R	100-23160	1KJJ-3KFH-Y9PX	308.37
04/25/2024	137208	Amazon Business - Debit Memo	Supplies - PD	461-52100-8150	1LVJ-71JM-3173	49.49
04/25/2024	137208	Amazon Business - Debit Memo	Supplies - Sr. Center	100-54150-3900	1RN4-TR3Q-XV7P	101.11
04/25/2024	137208	Amazon Business - Debit Memo	CREDIT - FD	100-52200-3850	1QL3-Q4PM-F6G4	10.60-
04/25/2024	137208	Amazon Business - Debit Memo	Supplies - FD	100-52300-3900	1RN4-TR3Q-YCTW	477.07
Total 137208:						3,189.23
04/25/2024	137209	Ball Auto & Truck Parts Inc	Anti Freeze; Oil & Filter - WWTP	690-59833-3900	333402	67.95
Total 137209:						67.95
04/25/2024	137210	Blackstone Publishing	A Audio - Lib	280-55111-3470	2146341	71.98
04/25/2024	137210	Blackstone Publishing	A-audio-Lib	280-55111-3470	2148312	101.54
Total 137210:						173.52
04/25/2024	137211	Cengage Learning Inc. / Gale	ALP Books - Library	280-55111-3430	84113519	51.33
04/25/2024	137211	Cengage Learning Inc. / Gale	ALP Books - Library	280-55111-3430	84076008	116.29
Total 137211:						167.62



Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
04/25/2024	137212	Center Point Large Print	Books (ALP) - Lib	280-55111-3430	2087608	23.97
Total 137212:						23.97
04/25/2024	137213	Charter Communications	Service 4/19/24-5/18/24 - Sr. Cntr	100-54150-2900	171242001041524	98.86
Total 137213:						98.86
04/25/2024	137214	Countyline Boarding Kennels LLC	1 dog - Indoor/Outdoor Kennel (\$20.00 a	209-52100-2902	XANTI - TUESDAY APRIL	120.00
Total 137214:						120.00
04/25/2024	137215	Delta Dental of Wisconsin	Delta Premiums - May 2024	100-21532	2141595	5,660.44
Total 137215:						5,660.44
04/25/2024	137216	Diamond Business Graphics	Envelopes - Fin	100-51510-3100	210531	283.67
Total 137216:						283.67
04/25/2024	137217	Eis Implement Inc	Gator - Rec	454-55400-8150	30373989	2,575.00
Total 137217:						2,575.00
04/25/2024	137218	Electric Power Systems International Inc	Columbus Parts Procurement	660-19107	INV_00147240	9,747.00
Total 137218:						9,747.00
04/25/2024	137219	FBI	FBINAA Annual Training 2024 - Wiesner	100-52100-2920	FBINAA - 2024 ANNUAL T	110.00
Total 137219:						110.00
04/25/2024	137220	Fire Dept Petty Cash	Petty cash reimbursement	100-52200-3500	04/23/2024	128.00
Total 137220:						128.00
04/25/2024	137221	Gannett Wisconsin LocaliQ	Elections	100-53330-2910	0006286313	873.51
Total 137221:						873.51
04/25/2024	137222	Grainger	Rolling Ladder	690-59820-3900	9076115873	896.87

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 137222:						896.87
04/25/2024	137223	Green Bay City Treasurer	Air Brake Training - Mechanics	100-53200-2920	184192	300.00
Total 137223:						300.00
04/25/2024	137224	Harbor House Publishers	Ad in SS Badger Crossing Magazine	258-56700-2910	CUS24070	885.00
Total 137224:						885.00
04/25/2024	137225	Hayden Water Co. LLC	Distilled Water - Water	650-59642-3900	165115	20.99
Total 137225:						20.99
04/25/2024	137226	Hoffman, Marilyn	Refund - Overpayment on final bill	690-21130	4/17/2024	190.77
Total 137226:						190.77
04/25/2024	137227	James Imaging Systems Inc.	Contract R113705-01 - Coverage Period	100-55140-3100	1433432	270.18
04/25/2024	137227	James Imaging Systems Inc.	Contract R113706-01 - Coverage Period	100-51510-3100	1433433	491.37
04/25/2024	137227	James Imaging Systems Inc.	Contract R113707-01 - Coverage Period	100-52100-3102	1433531	861.98
Total 137227:						1,623.53
04/25/2024	137228	JSM Secure Inc.	Install 4 Lens Outdoor Camera - Rec	454-55400-8150	76370	4,042.64
Total 137228:						4,042.64
04/25/2024	137229	Kanugh, Allan	Ambulance Bill Reimburseemnt	100-46230	4/19/2024	2,864.47
Total 137229:						2,864.47
04/25/2024	137230	Kemira Water Solutions Inc	Chemical - WWTP	690-59824-4910	9017828221 - #2	11,646.05
Total 137230:						11,646.05
04/25/2024	137231	Klein's Hardware Hank	Supplies- Wtr	650-59643-3900	36479	8.49
Total 137231:						8.49

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
04/25/2024	137232	Krajnik Chevrolet	Quick Lube - 2023 Chev Malibu / PD	100-52115-2411	43432	70.95
Total 137232:						70.95
04/25/2024	137233	Mammoth Construction LLC	1817 12th Street Water Replacement	650-19107	1711	6,460.02
04/25/2024	137233	Mammoth Construction LLC	2807 West St - Water Replacement	650-19107	1712	5,275.86
04/25/2024	137233	Mammoth Construction LLC	2800 Jefferson Water Service Replacem	650-19107	1713	4,113.26
04/25/2024	137233	Mammoth Construction LLC	Private Wtr Replacement 1606 18th St	650-19107	1738	3,650.00
04/25/2024	137233	Mammoth Construction LLC	1610 18th Street Private Wtr Svc Replac	650-19107	1745	3,950.00
04/25/2024	137233	Mammoth Construction LLC	Vac Lot 12th & Monroe Public Wtr Repla	650-19107	1751	3,161.06
04/25/2024	137233	Mammoth Construction LLC	2608 Monroe Wtr Replacement	650-19107	1762	5,826.66
04/25/2024	137233	Mammoth Construction LLC	2609 Monroe Wtr Service Replacement	650-19107	1763	5,081.12
04/25/2024	137233	Mammoth Construction LLC	12th & Monroe Replace Sanitary Lateral	690-59831-2900	1766	2,660.00
Total 137233:						40,177.98
04/25/2024	137234	Manitowoc Co Public Works	Badger Net Circiut - Apr - June 2024	100-52100-2441	455TIME-16260-T	465.00
Total 137234:						465.00
04/25/2024	137235	Manitowoc Co. Youth Sports Inc.	2024 Season - Team Entry Fee	100-23160	04/22/2024	660.00
Total 137235:						660.00
04/25/2024	137236	Menards - Manitowoc 3141	Supplies-FD	100-52210-2900	34516	47.86
Total 137236:						47.86
04/25/2024	137237	Minnesota Life Insurance Co	Life Insurance premium - May 2024	100-21531	MAY 2024	3,893.02
Total 137237:						3,893.02
04/25/2024	137238	Morton Salt	Salt for inventory - DPW	100-16120	5403029207	32,104.59
04/25/2024	137238	Morton Salt	Salt for inventory - DPW	100-16120	5403029963	9,162.36
Total 137238:						41,266.95
04/25/2024	137239	Northern Lake Service Inc	TOC Sampling - Wtr	650-59642-2900	2405508	65.66
Total 137239:						65.66

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
04/25/2024	137240	On Site Investments LLC	Refund - Overpayment on final bill	660-21130	4/17/2024	75.28
Total 137240:						75.28
04/25/2024	137241	Penworthy Company LLC, The	Books JE - Lib	280-55112-3530	0598756-IN	256.67
Total 137241:						256.67
04/25/2024	137242	Pier & Waterfront Solutions LLC	Vets Park - Rec	454-55400-8830	7501	12,311.26
Total 137242:						12,311.26
04/25/2024	137243	R&J Fricke Inc	6 Bag Concrete - 35th & Sayer	100-16120	15686	717.50
04/25/2024	137243	R&J Fricke Inc	6 Bag Concrete - 35th & Sayer	100-16120	15687	607.50
04/25/2024	137243	R&J Fricke Inc	6 Bag Concrete - 17th & Adams	100-16120	15700	1,160.00
Total 137243:						2,485.00
04/25/2024	137244	Schaus Mechanical	BAS upgrades & control valve replaceme	459-51600-8170	10732	25,689.00
Total 137244:						25,689.00
04/25/2024	137245	Schmitz Tool Sales LLC	Tools - DPW	100-53200-3900	04092427166	1,114.01
Total 137245:						1,114.01
04/25/2024	137246	Snap On Tools	Tools (Scaler) - DPW	100-53200-3900	04162427320	.00
Total 137246:						.00
04/25/2024	137247	Superior Chemical LLC	Degreaser - DPW	100-53200-3500	388770	326.42
Total 137247:						326.42
04/25/2024	137248	Uniform Shoppe	Boston Leather Belt - FD	100-52200-3850	343955	22.95
Total 137248:						22.95
04/25/2024	137249	USA Blue Book	Lab Chemicals - WWTP	690-59820-3900	INV00341389	523.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 137249:						523.00
04/25/2024	137250	Utility Sales and Service Inc	New Digger Truck 25	660-19392	0076961-IN	318,367.50
04/25/2024	137250	Utility Sales and Service Inc	Parts - Elec	660-19184	0214424-IN	405.49
Total 137250:						318,772.99
04/25/2024	137251	Vorpahl Fire & Safety	5 Year Stack Insp/Test	100-51600-3500	215379893	559.38
04/25/2024	137251	Vorpahl Fire & Safety	Yearly Inspec/Test	100-51600-3500	215379894	515.13
Total 137251:						1,074.51
04/25/2024	137252	Water Quality Investigations LLC	TWO-003 Two Rivers CCT Implementati	650-59923-2900	0324_14	3,170.40
Total 137252:						3,170.40
04/25/2024	137253	WCA/Group Health Trust	May 2024 Health Premiums	100-16300	0016008487	189,214.08
Total 137253:						189,214.08
04/25/2024	137254	Wisconsin Public Service	114 DAVIS STREET	100-55400-2220	0401271669-1;4/24	37.49
04/25/2024	137254	Wisconsin Public Service	3801 Mishicot Rd.	100-54910-2220	0401271669-9;4/24	204.29
04/25/2024	137254	Wisconsin Public Service	Pavillion	100-55200-2220	0401271669-42;4/24	44.14
Total 137254:						285.92
04/25/2024	137255	Wisconsin Retirement System	March 2024 (update)	100-59200-5990	MARCH 2024	146,174.00
Total 137255:						146,174.00
04/25/2024	137256	Zoro Tools Inc.	Interconnect - Sump Pump - Wtr	650-59672-3900	INV14016189	157.24
04/25/2024	137256	Zoro Tools Inc.	CCC Program - Wtr	650-59665-2900	INV14017878	95.03
04/25/2024	137256	Zoro Tools Inc.	Exam Gloves - Wtr	650-59642-3900	INV14031405	46.21
04/25/2024	137256	Zoro Tools Inc.	Supplies - Wtr	650-59643-3900	14033931	81.87
04/25/2024	137256	Zoro Tools Inc.	Supplies - Wtr	650-59664-2900	14033711	94.60
04/25/2024	137256	Zoro Tools Inc.	Supplies - Wtr	650-59675-3900	14050009	241.54
04/25/2024	137256	Zoro Tools Inc.	Supplies - Wtr	650-59643-3900	14059417	100.59
04/25/2024	137256	Zoro Tools Inc.	Supplies - Wtr	650-59643-3900	14061395	15.46
04/25/2024	137256	Zoro Tools Inc.	Supplies - Wtr	650-59664-2900	14061940	95.03
04/25/2024	137256	Zoro Tools Inc.	Supplies - Wtr	650-59643-3900	14082086	88.73

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
04/25/2024	137256	Zoro Tools Inc.	Supplies - Wtr	650-59664-2900	14081605	100.62
Total 137256:						1,116.92
04/26/2024	137257	U.S. Bank-Debit Memo	Credit Card Usage - March 2024/April 20	100-16000	STATEMENT 4-8-24	51,902.46
Total 137257:						51,902.46
Grand Totals:						4,118,844.14

For Municipal	
Municipality	City of Two Rivers
License Period	5/21/24 - 6/30/24

Form AB-200

# Alcohol Beverage License Application

License(s) Requested: (up to two boxes may be checked)

- Class "A" Beer ..... \$ 50.00
- Class "B" Beer ..... \$ 100.00
- "Class A" Liquor ..... \$ 500.00
- "Class B" Liquor ..... \$ 275.00
- "Class A" Liquor (cider only) \$ 0.00
- Reserve "Class B" Liquor \$ \_\_\_\_\_
- "Class C" Liquor (wine only) \$ 100.00

Fees	
License Fees	\$ 62.50
Background Check Fee	\$ 0.00
Publication Fee	\$ 20.00
<b>Total Fees</b>	<b>\$ 82.50</b>

### Part A: Premises/Business Information

1. Legal Business Name (individual name if sole proprietorship) RTM BAR LLC			
2. Business Trade Name or DBA - RTM BAR			
3. FEIN 82-4204415		4. Wisconsin Seller's Permit Number 456-1029879114-02	
5. Entity Type (check one) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization			
6. State of Organization WI		7. Date of Organization Feb 2018	8. Wisconsin DFI Registration Number
9. Premises Address 1200 Madison St			
10. City Two Rivers		11. State WI	12. Zip Code 54241
13. County Manitowish	14. Governing Municipality: <input checked="" type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village of: Two Rivers		15. Aldermanic District N/A
16. Premises Phone 920-973-2570	17. Premises Email Bec1023.BS@gmail.com		18. Website N/A
19. Premises Description - Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary.  all of main floor and basement			
20. Mailing Address (if different from premises address)			
21. City Two Rivers		22. State WI	23. Zip Code 54241

### Part B: Questions

1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages.  Yes  No

If yes, list the details of violation below. Attach additional sheets if necessary.

Law/Ordinance Violated	Location	Trial Date
Penalty Imposed	Was sentence completed? . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No	
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed	Was sentence completed? . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No	

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol or beverages.  Yes  No  
 If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.

3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or distributor?  Yes  No  
 If yes, provide the name of the restricted investor and describe the nature of the interest.

4. Is the applicant business owned by another business entity?  Yes  No  
 If yes, provide the name(s) and FEIN(s) of the business entity owners below. Attach additional sheets as needed.

4a. Name of Business Entity	4b. Business Entity FEIN
-----------------------------	--------------------------

5. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion.  Yes  No

6. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine?  Yes  No

7. Does the applicant business owe past due municipal property taxes, assessments, or other fees?  Yes  No

**Part C: Individual Information**

List the name, title, and phone number for each person or entity holding the following positions in the applicant business or businesses listed in Part B, Question 4: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all members, managers, and agent of a limited liability company. Attach additional sheets if necessary.

Include Form AB-100 for each person listed below. Corporations and LLCs must appoint an agent by including Form AB-101.

Last Name	First Name	Title	Phone
Kriescher	Becky	manager	920-973-2570

**Part D: Attestation**

One of the following must sign and attest to this application:  
 • sole proprietor      • one general partner of a partnership      • one corporate officer      • one member of an LLC

**READ CAREFULLY BEFORE SIGNING:** Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name	First Name	M.I.
Kriescher	Becky	J
Title	Email	Phone
manager	bec1023.bs@gmail.com	920-973-2570
Signature	Date	
<i>Becky Kriescher</i>	4/25/2024	

**Part E: For Clerk Use Only**

Date Application Was Filed With Clerk	License Number	Date License Granted	Date License Issued
4/25/24			
Signature of Clerk/Deputy Clerk		Date Provisional License Issued (if applicable)	



Form  
**AB-100**

**Alcohol Beverage  
Individual Questionnaire**

Date

All individuals involved in the alcohol beverage business must complete this form, including:

- sole proprietor
- all partners of a partnership
- all officers, directors, and agent of a corporation or nonprofit organization
- members and agent of a limited liability company

Your alcohol beverage application or renewal is not complete until all required Individual Questionnaires are submitted.

**Part A: Business Information**

1. Legal Business Name (individual name if sole proprietor)

RTM BAR LLC

2. Business Trade Name or DBA

RTM BAR

3. Entity Type (check one)

- Sole Proprietor   
  Partnership   
  Limited Liability Company   
  Corporation   
  Nonprofit Organization

**Part B: Individual Information**

1. Last Name

Kriescher

2. First Name

Becky

3. M.I.

J

4. Relationship to Business (Title)

owner

5. Email

bec1023.bs@gmail.com

6. Phone

920 973 2570

7. Home Address

7054 Tannery Rd

8. City

Two Rivers

9. State

WI

10. Zip Code

54241

11. Date of Birth

10/23/1970

12. Drivers License/State ID Number

K626-0707-0883-08

13. Drivers License/State ID State of Issuance

WI

**Part C: Address History**

1. Do you currently reside in Wisconsin? .....  Yes  No

If yes to 1 above, how long have you continuously lived in Wisconsin prior to the date of application? ....

Years	Months
53	6mo

2. List in chronological order all of your addresses within the last 5 years. Attach additional sheets if necessary.

Previous Address	City	State	Zip Code
W/A			

3. List all states and counties you have lived in as an adult. Attach additional sheets if necessary.

State	County	State	County	State	County	State	County

Continued →



**Part D: Criminal History**

1. Have you ever been convicted of any offenses (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or of any county or municipal ordinances? . . . . .  Yes  No  
 If yes to question 1, please list details of each conviction below. Attach additional sheets as needed.

Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? . . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? . . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? . . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No

2. Are charges for any offenses currently pending against you (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or any county or municipal ordinances? . . . . .  Yes  No  
 If yes to question 2, describe nature and status of pending charges using the space below. Attach additional sheets as needed.

**Part E: Attestation**

**READ CAREFULLY BEFORE SIGNING:** Under penalty of law, I have answered each of the above questions completely and truthfully. I certify that I am not prohibited from participating in this business due to any involvement in another tier of the alcohol beverage industry as a restricted investor. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature *Becky Kriescher* Date *4/25/2024*



Form  
AB-101

# Alcohol Beverage Appointment of Agent

Date

**Agent Type** (check one)

- Original (no fee)       Successor (\$10 fee for municipal licensees only)

**Part A: Business Information**

1. Legal Business Name (individual name if sole proprietor)  
RTM BAR LLC

2. Business Trade Name or DBA  
~~RTM BAR~~ RTM BAR

3. Entity Type (check one)  
 Limited Liability Company       Corporation       Nonprofit Organization

4. Alcohol Beverage Business Authorization (check one)  
 Municipal Retail License       State Permit

5. If successor agent, provide State Permit or Municipal Retail License Number

6. Describe the reason for appointing a successor agent, if successor is checked above.

**Part B: Agent Information**

1. Last Name Kriescher	2. First Name Becky	3. M.I. J
4. Email bec1023.bs@gmail.com	5. Phone 920 973-2570	
6. Home Address 7054 Tannery Rd		
7. City Two Rivers	8. State WI	9. Zip Code 54241
10. Age 53	11. Drivers License/State ID Number K626-0707-0883-08	
12. Drivers License/State ID State of Issuance WI		

**Part C: Agent Questions**

1. Have you satisfied the responsible beverage server training requirement? .....  Yes     No  
Submit proof of completion.

2. Have you completed Form AB-100, Alcohol Beverage Individual Questionnaire? .....  Yes     No  
Submit a completed Form AB-100 with this form.

3. Have you been a Wisconsin resident for at least 90 continuous days? .....  Yes     No  
See instructions for exceptions.

Continued →



**Part D: Business Attestation**

READ CAREFULLY BEFORE SIGNING: I, the **Undersigned**, authorize the above-named individual to act for the above-named corporation, nonprofit organization, or limited liability company with full authority and control of the premises and of all alcohol beverage activities on such premises. I certify that I am authorized by the above-named entity to authorize this individual to act on behalf of the entity. If I am appointing a successor agent, I rescind all previous agent appointments for this premises. Further, I understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name	First Name	M.I.
Kriescher	Becky	J
Title	Email	Phone
owner	bec1023.65@gmail.com	920-973-2570
Signature	Date	
Becky Kriescher	4/25/2024	

**Part E: Agent Attestation**

READ CAREFULLY BEFORE SIGNING: I, the **Agent**, hereby accept this appointment as agent for the above-named corporation, nonprofit organization, or limited liability company and assume full responsibility for the conduct of all alcohol beverage activities on the premises for the above-named business. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name	First Name	M.I.
Kriescher	Becky	J
Signature	Date	
Becky Kriescher	4/25/2024	





# Serving Alcohol

is proud to present this certificate to

**BECKY KRIESCHER**

for successful completion of the online course



## Wisconsin Alcohol Seller/Server Course

PERSONS COMPLETING THIS COURSE HAVE AGREED TO EXECUTE THE FOLLOWING POLICIES TO THE BEST OF THEIR ABILITIES.

- \* CARD ANY PERSON 35 YEARS OF AGE OR YOUNGER
- \* OBSERVE AND REPORT ANY CUSTOMER SHOWING SIGNS OF POSSIBLE IMPAIRED BEHAVIOR TO MANAGEMENT
- \* RESPOND IMMEDIATELY TO ANY POSSIBLE PROBLEM SITUATION
- \* DETERMINE THE PEOPLE ENTERING THE PREMISES TO CONSUME ALCOHOL ARE OF LEGAL ALCOHOL DRINKING AGE AND RECORD THEM IF THERE IS ANY QUESTION ABOUT THEIR AGE
- \* ENSURE A PERSON MATCHES THEIR VALID LEGAL IDENTIFICATION

This is a Wisconsin Department of Revenue approved Responsible Beverage Server Training Course in compliance with Sec. 125.17 (6), 134.66 (2m), and 125.04 (5) (a) 5. Wis. Stats.

Verify online at [servingalcohol.com](http://servingalcohol.com)

**Verification Code**  
H9ALd5eA4e

**Date Issued**  
Apr 25th, 2024

**VALID FOR 2 YEARS**

This is not a Wisconsin operators/bartenders license.

This certificate will be requested to obtain a Wisconsin operators/bartenders license from the Wisconsin city clerk's office in the municipality where you are working.

Find your city clerk's office here: <https://elections.wi.gov/clerks/directory>

**Wisconsin Alcohol Seller/Server Course**

**Name: BECKY KRIESCHER**

**Certification Date: Apr 25th, 2024**

**Certificate Code: H9ALd5eA4e**

**Verify Online: [servingalcohol.com](http://servingalcohol.com)**

125.17(6), 134.66 (2m), 125.04(5)(a)5 Wis. Stats.

**SERVING ALCOHOL INC**

**VALID FOR 2 YEARS**

Learn more about this wallet card at <http://servingalcohol.com/wallet-card>



Form  
**AB-220**

**Temporary Alcohol Beverage License**

License(s) Requested	Fees	
<input checked="" type="checkbox"/> Temporary "Class B" Wine <input checked="" type="checkbox"/> Temporary Class "B" Beer	License Fees	\$ 10.00
	Background Check	\$
	<b>Total Fees</b>	<b>\$</b>

**Part A: Organization Information**

1. Organization Name  
*Casa Guadalupe Education Center*

2. Organization Permanent Address  
*419 Roosevelt Dr.*

3. City *West Bend*      4. State *WI*      5. Zip Code *53090*

6. Mailing Address (if different from permanent address)  
*Same as above*

7. FEIN *20-4483105*      8. Date of Organization/Incorporation *2006*      9. State of Organization/Incorporation *Wisconsin*

10. Phone *262-306-2900*      11. Email *td@casaguadalupeonline.org*

12. Organization type (check one)

Bona Fide Club       Church       Fair Association/Agricultural Society       Veteran's Organization  
 Lodge/Society       Chamber of Commerce or similar Civic or Trade Organization under ch. 181, Wis. Stats.

13. Is this organization required to hold a Wisconsin Seller's permit? .....  Yes  No

14. Wisconsin Seller's Permit Number (if applicable)

**Part B: Individual Information**

List the name, title, and phone number for all officers, directors, and agent of the organization. Include an Individual Questionnaire (Form AB-100) for each person listed below. Attach additional sheets if necessary.

Corporations must also include Alcohol Beverage Appointment of Agent (Form AB-101).

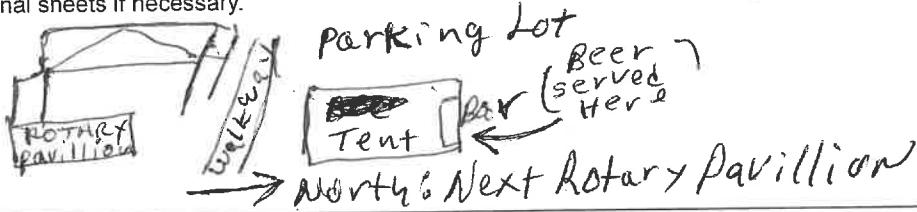
Last Name	First Name	Title	Phone
<i>Rodriguez</i>	<i>Kevin</i>	<i>President</i>	<i>414-828-2508</i>
<i>Batterman</i>	<i>Jessica</i>	<i>Vice President</i>	<i>262-339-1569</i>
<i>Waala</i>	<i>Shelly</i>	<i>Secretary</i>	<i>262-309-3289</i>
<i>Griesen</i>	<i>Samuel</i>	<i>Treasurer</i>	<i>262-707-9422</i>

Continued →

**Part C: Event Information**

1. Name of Event (if applicable) <i>Latino American Beach Festival</i>			3. Hours of Operation <i>12:00 Noon - 11:00 P.M.</i>		
2. Dates of Operation <i>Friday July 12 and Saturday July 13, 2024</i>					
4. Premises Address <i>2111 Pierce St.</i>					
5. City <i>Two Rivers</i>			6. State <i>Wis.</i>		7. Zip Code <i>54241</i>
8. County <i>Monitowoc</i>		9. Governing Municipality <input checked="" type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village			10. Aldermanic District
11. Organizer of Event (if not the named applicant) <i>Same Above</i>			12. Email and/or Phone Number for Organizer of Event <i>Phone: 920 933-0681</i> <i>riograndevalley5@gmail.com</i>		
13. Organizer Website			14. Event Website <i>Facebook: Latino-American Beach Festival</i>		

15. Premises Description - Describe the building or buildings and any outside areas where alcohol beverages and records are sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary.



**Part D: Attestation**

Who must sign this application?  
 • one officer or director of the nonprofit organization

**READ CAREFULLY BEFORE SIGNING:** Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant organization and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate according to the law, including but not limited to, purchasing alcohol beverages from Wisconsin-permitted wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name <i>Gutierrez Gurrola</i>		First Name <i>Maria</i>		M.I. <i>J</i>
Title <i>Executive Director</i>		Email <i>ed@casguadalupeonline.org</i>		Phone <i>262 306 2900</i>
Signature <i>Maria</i>			Date	

**Part E: For Clerk Use Only**

Date Application Was Filed With Clerk	License Number
Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk	



**TWO  
RIVERS**  
WISCONSIN

Section 10, Item E.

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

**NOTE:**

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

\* \* \* \* \*

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

Casa Guadalupe Education Center  
Organization

Carlos S. Muñoz  
Signature

Carlos S. Muñoz  
Printed Name

05/16/24  
Date

Form AB-101

Alcohol Beverage Appointment of Agent

Date 05/16/24

**Agent Type** (check one)

Original (no fee)       Successor (\$10 fee for municipal licensees only)

**Part A: Business Information**

1. Legal Business Name (individual name if sole proprietor)  
Casa Guadalupe Education Center

2. Business Trade Name or DBA

3. Entity Type (check one)  
 Limited Liability Company       Corporation       Nonprofit Organization

4. Alcohol Beverage Business Authorization (check one)  
 Municipal Retail License       State Permit

5. If successor agent, provide State Permit or Municipal Retail License Number

6. Describe the reason for appointing a successor agent, if successor is checked above.

**Part B: Agent Information**

1. Last Name: Munoz      2. First Name: Carlos      3. M.I.: S

4. Email: riograndevalley5@gmail.com      5. Phone: 920-933-0681

6. Home Address: 1206 Ohio St.

7. City: Oshkosh      8. State: WI      9. Zip Code: 54902      10. Age: 72

11. Drivers License/State ID Number: M520-1175-1128-04      12. Drivers License/State ID State of Issuance: Wisconsin

**Part C: Agent Questions**

1. Have you satisfied the responsible beverage server training requirement? .....  Yes     No  
Submit proof of completion.

2. Have you completed Form AB-100, Alcohol Beverage Individual Questionnaire? .....  Yes     No  
Submit a completed Form AB-100 with this form.

3. Have you been a Wisconsin resident for at least 90 continuous days? .....  Yes     No  
See instructions for exceptions.

Continued →

**Part D: Business Attestation**

READ CAREFULLY BEFORE SIGNING: I, the **Undersigned**, authorize the above-named individual to act for the above-named corporation, nonprofit organization, or limited liability company with full authority and control of the premises and of all alcohol beverage activities on such premises. I certify that I am authorized by the above-named entity to authorize this individual to act on behalf of the entity. If I am appointing a successor agent, I rescind all previous agent appointments for this premises. Further, I understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name <i>Manoz</i>		First Name <i>Carlos</i>		M.I. <i>S</i>
Title <i>Agent</i>	Email <i>riograndeValley5@gmail.com</i>		Phone <i>920-933-0611</i>	
Signature <i>Carlos S. Manoz</i>			Date	

**Part E: Agent Attestation**

READ CAREFULLY BEFORE SIGNING: I, the **Agent**, hereby accept this appointment as agent for the above-named corporation, nonprofit organization, or limited liability company and assume full responsibility for the conduct of all alcohol beverage activities on the premises for the above-named business. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name <i>Manoz</i>		First Name <i>Carlos</i>		M.I. <i>S</i>
Signature <i>Carlos S. Manoz</i>			Date	

Form  
AB-100

# Alcohol Beverage Individual Questionnaire

Date  
5/13/24

All individuals involved in the alcohol beverage business must complete this form, including:

- sole proprietor
- all partners of a partnership
- all officers, directors, and agent of a corporation or nonprofit organization
- members and agent of a limited liability company

Your alcohol beverage application or renewal is not complete until all required Individual Questionnaires are submitted.

Part A: Business Information	
1. Legal Business Name (individual name if sole proprietor) <i>Casa Guadalupe Education Center</i>	
2. Business Trade Name or DBA	
3. Entity Type (check one)	
<input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input checked="" type="checkbox"/> Nonprofit Organization	

Part B: Individual Information			
1. Last Name <i>Batterman</i>		2. First Name <i>Jessica</i>	
		3. M.I. <i>L</i>	
4. Relationship to Business (Title) <i>Board Vice President</i>		5. Email <i>jbatterman21@gmail.com</i>	
		6. Phone <i>262-339-1569</i>	
7. Home Address <i>107 Laurel Dr. S</i>			
8. City <i>West Bend</i>		9. State <i>WI</i>	10. Zip Code <i>53095</i>
		11. Date of Birth <i>12/11/1991</i>	
12. Drivers License/State ID Number <i>B365-4329-1951-08</i>		13. Drivers License/State ID State of Issuance <i>Wisconsin</i>	

Part C: Address History					
1. Do you currently reside in Wisconsin? ..... <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No					
If yes to 1 above, how long have you continuously lived in Wisconsin prior to the date of application? ....			<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Years <i>32</i></td> <td style="width: 50%;">Months <i>0</i></td> </tr> </table>	Years <i>32</i>	Months <i>0</i>
Years <i>32</i>	Months <i>0</i>				
2. List in chronological order all of your addresses within the last 5 years. Attach additional sheets if necessary.					
Previous Address 1 <i>3000 Hidden Lake Dr. #205</i>		City <i>Brookfield</i>	State <i>WI</i>		
		Zip Code <i>53005</i>			
Previous Address 2		City	State		
		Zip Code			
Previous Address 3		City	State		
		Zip Code			
Previous Address 4		City	State		
		Zip Code			
Previous Address 5		City	State		
		Zip Code			
3. List all states and counties you have lived in as an adult. Attach additional sheets if necessary.					
State <i>WI</i>	County <i>Milwaukee</i>	State <i>WI</i>	County <i>Waukesha</i>		
State <i>WI</i>	County <i>Washington</i>	State <i>WI</i>	County <i>Washington</i>		
State	County	State	County		

Continued →



**Part D: Criminal History**

1. Have you ever been convicted of any offenses (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or of any county or municipal ordinances? . . . . .  Yes  No

If yes to question 1, please list details of each conviction below. Attach additional sheets as needed.


Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? . . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? . . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? . . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No

2. Are charges for any offenses currently pending against you (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or any county or municipal ordinances? . . . . .  Yes  No

If yes to question 2, describe nature and status of pending charges using the space below. Attach additional sheets as needed.

**Part E: Attestation**

**READ CAREFULLY BEFORE SIGNING:** Under penalty of law, I have answered each of the above questions completely and truthfully. I certify that I am not prohibited from participating in this business due to any involvement in another tier of the alcohol beverage industry as a restricted investor. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature  Date 5/13/24

Date 5-13-24

Form AB-100

# Alcohol Beverage Individual Questionnaire

All individuals involved in the alcohol beverage business must complete this form, including:

- sole proprietor
- all partners of a partnership
- all officers, directors, and agent of a corporation or nonprofit organization
- members and agent of a limited liability company

Your alcohol beverage application or renewal is not complete until all required Individual Questionnaires are submitted.

Part A: Business Information	
1. Legal Business Name (individual name if sole proprietor)	Casa Guadalupe Education Center
2. Business Trade Name or DBA	
3. Entity Type (check one)	
<input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input checked="" type="checkbox"/> Nonprofit Organization	

Part B: Individual Information			
1. Last Name	Waala	2. First Name	Shelly
			3. M.I. A
4. Relationship to Business (Title)	5. Email	6. Phone	
	Shelly.waala@yahoo.com	262-309-3189	
7. Home Address			
833 Crestview Dr			
8. City	9. State	10. Zip Code	11. Date of Birth
West Bend	Wi	53095	12-28-67
12. Drivers License/State ID Number		13. Drivers License/State ID State of Issuance	
W40078167968-07		Wi	

Part C: Address History			
1. Do you currently reside in Wisconsin? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
If yes to 1 above, how long have you continuously lived in Wisconsin prior to the date of application? . . . .			Years Months
			12 0
2. List in chronological order all of your addresses within the last 5 years. Attach additional sheets if necessary.			
Previous Address 1	City	State	Zip Code
Previous Address 2	City	State	Zip Code
Previous Address 3	City	State	Zip Code
Previous Address 4	City	State	Zip Code
Previous Address 5	City	State	Zip Code
3. List all states and counties you have lived in as an adult. Attach additional sheets if necessary.			
State	County	State	County
State	County	State	County

Continued →

**Part D: Criminal History**

1. Have you ever been convicted of any offenses (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or of any county or municipal ordinances? . . . . .  Yes  No  
If yes to question 1, please list details of each conviction below. Attach additional sheets as needed.

Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed	Was sentence completed? . . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No	
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed	Was sentence completed? . . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No	
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed	Was sentence completed? . . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No	

2. Are charges for any offenses currently pending against you (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or any county or municipal ordinances? . . . . .  Yes  No  
If yes to question 2, describe nature and status of pending charges using the space below. Attach additional sheets as needed.

**Part E: Attestation**

**READ CAREFULLY BEFORE SIGNING:** Under penalty of law, I have answered each of the above questions completely and truthfully. I certify that I am not prohibited from participating in this business due to any involvement in another tier of the alcohol beverage industry as a restricted investor. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature *Shelby Wood* Date 5/13/24

Form  
AB-100

# Alcohol Beverage Individual Questionnaire

Date

All individuals involved in the alcohol beverage business must complete this form, including:

- sole proprietor
- all officers, directors, and agent of a corporation or nonprofit organization
- all partners of a partnership
- members and agent of a limited liability company

Your alcohol beverage application or renewal is not complete until all required Individual Questionnaires are submitted.

**Part A: Business Information**

1. Legal Business Name (individual name if sole proprietor) <i>Casa Guadalupe Education Center</i>	
2. Business Trade Name or DBA	
3. Entity Type (check one)	
<input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input checked="" type="checkbox"/> Nonprofit Organization	

**Part B: Individual Information**

1. Last Name <i>Giessen</i>		2. First Name <i>Samuel</i>		3. M.I. <i>J</i>	
4. Relationship to Business (Title) <i>Treasurer</i>		5. Email <i>Samuelgiessen@gmail.com</i>		6. Phone <i>262-707-9422</i>	
7. Home Address <i>623 S 7th Ave</i>					
8. City <i>West Bend</i>		9. State <i>WI</i>	10. Zip Code <i>53095</i>		11. Date of Birth <i>5/22/91</i>
12. Drivers License/State ID Number <i>6250-7909-1182-07</i>			13. Drivers License/State ID State of Issuance <i>WI</i>		

**Part C: Address History**

1. Do you currently reside in Wisconsin? .....  Yes  No

If yes to 1 above, how long have you continuously lived in Wisconsin prior to the date of application? . . . .

Years	Months
<i>33</i>	<i>-</i>

2. List in chronological order all of your addresses within the last 5 years. Attach additional sheets if necessary.

Previous Address	City	State	Zip Code

3. List all states and counties you have lived in as an adult. Attach additional sheets if necessary.

State	County	State	County	State	County	State	County
<i>WI</i>	<i>Milwaukee</i>	<i>WI</i>	<i>Washington</i>				

Continued →

**Part D: Criminal History**

1. Have you ever been convicted of any offenses (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or of any county or municipal ordinances? . . . . .  Yes  No  
 If yes to question 1, please list details of each conviction below. Attach additional sheets as needed.

Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed	Was sentence completed? . . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No	
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed	Was sentence completed? . . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No	
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed	Was sentence completed? . . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No	

2. Are charges for any offenses currently pending against you (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or any county or municipal ordinances? . . . . .  Yes  No  
 If yes to question 2, describe nature and status of pending charges using the space below. Attach additional sheets as needed.

**Part E: Attestation**

**READ CAREFULLY BEFORE SIGNING:** Under penalty of law, I have answered each of the above questions completely and truthfully. I certify that I am not prohibited from participating in this business due to any involvement in another tier of the alcohol beverage industry as a restricted investor. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature Samuel J. Diessen Date 5/13/24

Form  
**AB-100**

# Alcohol Beverage Individual Questionnaire

Date

All individuals involved in the alcohol beverage business must complete this form, including:

- sole proprietor
- all partners of a partnership
- all officers, directors, and agent of a corporation or nonprofit organization
- members and agent of a limited liability company

Your alcohol beverage application or renewal is not complete until all required Individual Questionnaires are submitted.

Part A: Business Information	
1. Legal Business Name (individual name if sole proprietor)	Casa Guadalupe Education Center
2. Business Trade Name or DBA	
3. Entity Type (check one)	
<input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input checked="" type="checkbox"/> Nonprofit Organization	

Part B: Individual Information			
1. Last Name Rodriguez	2. First Name Kevin	3. M.I. G	
4. Relationship to Business (Title) Board President	5. Email bod@ <del>morrise</del> casaguadalupeonline.org	6. Phone (414) 828-2508	
7. Home Address 1719 Taft Ave Apt E3			
8. City Oshkosh	9. State WI	10. Zip Code 54902	11. Date of Birth 9/14/1984
12. Drivers License/State ID Number R362-5078-4334-08		13. Drivers License/State ID State of Issuance WI	

Part C: Address History					
1. Do you currently reside in Wisconsin? ..... <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No					
If yes to 1 above, how long have you continuously lived in Wisconsin prior to the date of application? . . . .			<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">Years 14</td> <td style="width: 50%; text-align: center;">Months</td> </tr> </table>	Years 14	Months
Years 14	Months				
2. List in chronological order all of your addresses within the last 5 years. Attach additional sheets if necessary.					
Previous Address 1 82 Mockingbird Ln	City North Fond du Lac	State WI	Zip Code 54937		
Previous Address 2 129 Elm St Apt 4	City Kewaskum	State WI	Zip Code 53040		
Previous Address 3	City	State	Zip Code		
Previous Address 4	City	State	Zip Code		
Previous Address 5	City	State	Zip Code		
3. List all states and counties you have lived in as an adult. Attach additional sheets if necessary.					
State TX	County Fort Worth	State	County		
State	County	State	County		
State	County	State	County		

Continued →

**Part D: Criminal History**

1. Have you ever been convicted of any offenses (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or of any county or municipal ordinances?.....  Yes  No  
 If yes to question 1, please list details of each conviction below. Attach additional sheets as needed.

Law/Ordinance Violated <i>OWI</i>	Location <i>Milwaukee</i>	Conviction Date <i>2010</i>
Penalty Imposed <i>Guilty</i>		Was sentence completed?..... <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed?..... <input type="checkbox"/> Yes <input type="checkbox"/> No
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed?..... <input type="checkbox"/> Yes <input type="checkbox"/> No

2. Are charges for any offenses currently pending against you (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or any county or municipal ordinances?.....  Yes  No  
 If yes to question 2, describe nature and status of pending charges using the space below. Attach additional sheets as needed.

**Part E: Attestation**

**READ CAREFULLY BEFORE SIGNING:** Under penalty of law, I have answered each of the above questions completely and truthfully. I certify that I am not prohibited from participating in this business due to any involvement in another tier of the alcohol beverage industry as a restricted investor. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature  Date *5/13/2024*

Municipality  
CITY OF TWO RIVERS

Form  
AB-220

Temporary Alcohol Beverage License

License(s) Requested	Fees	
	<input type="checkbox"/> Temporary "Class B" Wine	<input checked="" type="checkbox"/> Temporary Class "B" Beer
		License Fees \$ 10.00
		Background Check \$
		<b>Total Fees \$ 10.00</b>

**Part A: Organization Information**

1. Organization Name  
*TWO RIVERS FISH DERBY, INC (FOUNDATION OF KIWANIS CLUB OF TWO RIVERS)*

2. Organization Permanent Address  
*P.O. Box 34*

3. City  
*TWO RIVERS*

4. State  
*WI*

5. Zip Code  
*54241*

6. Mailing Address (if different from permanent address)

7. FEIN  
*27-2071955*

8. Date of Organization/Incorporation  
*7/7/1966*

9. State of Organization/Incorporation  
*WI*

10. Phone  
*920-323-3050*  
*920-793-2638*

11. Email  
*nrichter4968@gmail.com*

12. Organization type (check one)  
 Bona Fide Club   
 Church   
 Fair Association/Agricultural Society   
 Veteran's Organization  
 Lodge/Society   
 Chamber of Commerce or similar Civic or Trade Organization under ch. 181, Wis. Stats.

13. Is this organization required to hold a Wisconsin Seller's permit?  Yes  No

14. Wisconsin Seller's Permit Number (if applicable)

**Part B: Individual Information**

List the name, title, and phone number for all officers, directors, and agent of the organization. Include an Individual Questionnaire (Form AB-100) for each person listed below. Attach additional sheets if necessary.

Corporations must also include Alcohol Beverage Appointment of Agent (Form AB-101).

Last Name	First Name	Title	Phone
<i>MACMILLIN</i>	<i>AMY</i>	<i>PRESIDENT</i>	<i>920-973-0761</i>
<i>MOORE</i>	<i>MARVIN</i>	<i>VICE PRESIDENT</i>	<i>608-438-3093</i> <del><i>920-553-7570</i></del>
<i>HEAP</i>	<i>SHERI</i>	<i>SECRETARY</i>	<i>920-973-0767</i>
<i>RICHTER</i>	<i>NANCY</i>	<i>TREASURER</i>	<i>920-323-3050</i>
<i>ANDERSON</i>	<i>MONTANA</i>	<i>AGENT</i>	<i>920-681-1388</i>

Continued →



**Part C: Event Information**

1. Name of Event (if applicable) <b>TWO RIVERS FISH DERBY + FESTIVAL</b>			
2. Dates of Operation <b>July 20-21, 2024</b>		3. Hours of Operation <b>SAT - 9 AM to 10:30 PM</b> <b>SUN - 9 AM to 5:30 PM</b>	
4. Premises Address <b>corner of Polk St + 22nd St, (Walsh Field)</b>			
5. City <b>TWO RIVERS</b>		6. State <b>WI</b>	7. Zip Code <b>54241</b>
8. County <b>MANITOWOC</b>	9. Governing Municipality <input checked="" type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village of: <b>TWO RIVERS</b>		10. Aldermanic District
11. Organizer of Event (if not the named applicant) <b>NANCY L. RICHTER</b>		12. Email and/or Phone Number for Organizer of Event <b>920-323-3050</b>	
13. Organizer Website <b>---</b>		14. Event Website <b>www.trkiwanis.org</b>	
15. Premises Description - Describe the building or buildings and any outside areas where alcohol beverages and records are sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. <b>Will be selling beer out of 40' x 100' tent southwest of ball diamond. Selling premises is inside of chain link fence around field. Will be wrist banding adults of legal drinking age.</b>			

**Part D: Attestation**

Who must sign this application?  
 • one officer or director of the nonprofit organization

**READ CAREFULLY BEFORE SIGNING:** Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant organization and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate according to the law, including but not limited to, purchasing alcohol beverages from Wisconsin-permitted wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name <b>RICHTER</b>		First Name <b>NANCY</b>		M.I. <b>L</b>
Title <b>TREASURER</b>	Email <b>nrichter4968@gmail.com</b>		Phone <b>920-323-3050</b>	
Signature <b>Nancy L. Richter</b>			Date <b>5-8-24</b>	

**Part E: For Clerk Use Only**

Date Application Was Filed With Clerk	License Number
Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk	



**TWO RIVERS**  
WISCONSIN

Section 10, Item E.

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

**NOTE:**

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

\* \* \* \* \*

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

Two Rivers Fish Derby, Inc  
Organization (FOUNDATION OF KIWANIS CLUB OF TWO RIVERS)

Nancy L. Richter, TREASURER  
Signature

NANCY L. RICHTER  
Printed Name

5-8-24  
Date

Form  
AB-101

# Alcohol Beverage Appointment of Agent

Date

**Agent Type** (check one)

Original (no fee)       Successor (\$10 fee for municipal licensees only)

**Part A: Business Information**

1. Legal Business Name (individual name if sole proprietor)  
*TWO RIVERS FISH DERBY, INC.*

2. Business Trade Name or DBA

3. Entity Type (check one)       Limited Liability Company       Corporation       Nonprofit Organization

4. Alcohol Beverage Business Authorization (check one)      5. If successor agent, provide State Permit or Municipal Retail License Number  
 Municipal Retail License       State Permit

6. Describe the reason for appointing a successor agent, if successor is checked above.

**Part B: Agent Information**

1. Last Name *Anderson*      2. First Name *Montana*      3. M.I. *R*

4. Email *montanarae93@gmail.com*      5. Phone *920-681-1388*

6. Home Address *1620-29th Street*

7. City *Two Rivers*      8. State *WI*      9. Zip Code *54241*      10. Age *30*

11. Drivers License/State ID Number *A536-5569-3890-00*      12. Drivers License/State ID State of Issuance *WI*

**Part C: Agent Questions**

1. Have you satisfied the responsible beverage server training requirement? .....  Yes     No  
Submit proof of completion.


2. Have you completed Form AB-100, Alcohol Beverage Individual Questionnaire? .....  Yes     No  
Submit a completed Form AB-100 with this form.

3. Have you been a Wisconsin resident for at least 90 continuous days? .....  Yes     No  
See instructions for exceptions.

Continued →


**Part D: Business Attestation**

READ CAREFULLY BEFORE SIGNING: I, the **Undersigned**, authorize the above-named individual to act for the above-named corporation, nonprofit organization, or limited liability company with full authority and control of the premises and of all alcohol beverage activities on such premises. I certify that I am authorized by the above-named entity to authorize this individual to act on behalf of the entity. If I am appointing a successor agent, I rescind all previous agent appointments for this premises. Further, I understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name	MacMillin	First Name	Amy	M.I.	J
Title	President	Email	homes4uamye@gmail.com	Phone	820-973-0761
Signature				Date	5/01/2024

**Part E: Agent Attestation**

READ CAREFULLY BEFORE SIGNING: I, the **Agent**, hereby accept this appointment as agent for the above-named corporation, nonprofit organization, or limited liability company and assume full responsibility for the conduct of all alcohol beverage activities on the premises for the above-named business. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name	Anderson	First Name	Montana	M.I.	R
Signature				Date	5/01/2024

Form  
AB-100

Alcohol Beverage  
Individual Questionnaire

Date

All individuals involved in the alcohol beverage business must complete this form, including:

- sole proprietor
- all partners of a partnership
- all officers, directors, and agent of a corporation or nonprofit organization
- members and agent of a limited liability company

Your alcohol beverage application or renewal is not complete until all required Individual Questionnaires are submitted.

**Part A: Business Information**

1. Legal Business Name (individual name if sole proprietor)  
*TWO RIVERS FISH DERBY, INC.*

2. Business Trade Name or DBA

3. Entity Type (check one)  
 Sole Proprietor   
 Partnership   
 Limited Liability Company   
 Corporation   
 Nonprofit Organization

**Part B: Individual Information**

1. Last Name *MacMillin*      2. First Name *Am Y*      3. M.I. *J*

4. Relationship to Business (Title) *President*      5. Email *homesteamya@gmail.com*      6. Phone *920-973-0261*

7. Home Address *2830 - 34th St.*

8. City *Two Rivers,*      9. State *WI*      10. Zip Code *54241*      11. Date of Birth *7/10/1964*

12. Drivers License/State ID Number *M254-0006-4750-03*      13. Drivers License/State ID State of Issuance *Wisconsin*

**Part C: Address History**

1. Do you currently reside in Wisconsin? .....  Yes     No

If yes to 1 above, how long have you continuously lived in Wisconsin prior to the date of application? . . . .

Years	Months
<i>32</i>	<i>3</i>

2. List in chronological order all of your addresses within the last 5 years. Attach additional sheets if necessary.

Previous Address	City	State	Zip Code
<i>SAME AS ABOVE</i>			

3. List all states and counties you have lived in as an adult. Attach additional sheets if necessary.

State	County	State	County	State	County	State	County
<i>IL</i>	<i>COOK</i>	<i>WI</i>	<i>Calumet</i>				
<i>WI</i>	<i>Grant</i>	<i>WI</i>	<i>Manitowoc</i>				

Continued →

**Part D: Criminal History**

1. Have you ever been convicted of any offenses (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or of any county or municipal ordinances? . . . . .  Yes  No

If yes to question 1, please list details of each conviction below. Attach additional sheets as needed.

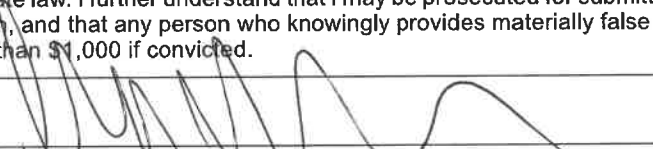
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? . . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? . . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? . . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No

2. Are charges for any offenses currently pending against you (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or any county or municipal ordinances? . . . . .  Yes  No

If yes to question 2, describe nature and status of pending charges using the space below. Attach additional sheets as needed.

**Part E: Attestation**

**READ CAREFULLY BEFORE SIGNING:** Under penalty of law, I have answered each of the above questions completely and truthfully. I certify that I am not prohibited from participating in this business due to any involvement in another tier of the alcohol beverage industry as a restricted investor. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature  Date 04/29/2024

Form  
AB-100

# Alcohol Beverage Individual Questionnaire

Date

All individuals involved in the alcohol beverage business must complete this form, including:

- sole proprietor
- all officers, directors, and agent of a corporation or nonprofit organization
- all partners of a partnership
- members and agent of a limited liability company

Your alcohol beverage application or renewal is not complete until all required Individual Questionnaires are submitted.

<b>Part A: Business Information</b>				
1. Legal Business Name (individual name if sole proprietor) <i>TWO RIVERS FISH DERBY, INC.</i>				
2. Business Trade Name or DBA				
3. Entity Type (check one)				
<input type="checkbox"/> Sole Proprietor	<input type="checkbox"/> Partnership	<input type="checkbox"/> Limited Liability Company	<input type="checkbox"/> Corporation	<input checked="" type="checkbox"/> Nonprofit Organization

<b>Part B: Individual Information</b>				
1. Last Name <i>MOORE</i>		2. First Name <i>MARVIN</i>		3. M.I. <i>R</i>
4. Relationship to Business (Title) <i>OFFICER (VICE PRES.)</i>		5. Email <i>marvmoore4@hotmail.com</i>		6. Phone <i>608 438-3093</i>
7. Home Address <i>10925 MEADOW DRIVE</i>				
8. City <i>TWO RIVERS</i>		9. State <i>WI</i>	10. Zip Code <i>54241</i>	11. Date of Birth <i>5-11-78</i>
12. Drivers License/State ID Number <i>M600-5967-8171-02</i>			13. Drivers License/State ID State of Issuance <i>WI</i>	

<b>Part C: Address History</b>					
1. Do you currently reside in Wisconsin? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No					
If yes to 1 above, how long have you continuously lived in Wisconsin prior to the date of application? . . . .				Years <i>19</i>	Months
2. List in chronological order all of your addresses within the last 5 years. Attach additional sheets if necessary.					
Previous Address 1 <i>SAME AS ABOVE</i>		City	State	Zip Code	
Previous Address 2		City	State	Zip Code	
Previous Address 3		City	State	Zip Code	
Previous Address 4		City	State	Zip Code	
Previous Address 5		City	State	Zip Code	
3. List all states and counties you have lived in as an adult. Attach additional sheets if necessary.					
State <i>WI</i>	County <i>MANITOWOC</i>	State	County	State	County
State	County	State	County	State	County

Continued →

**Part D: Criminal History**

1. Have you ever been convicted of any offenses (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or of any county or municipal ordinances? . . . . .  Yes  No

If yes to question 1, please list details of each conviction below. Attach additional sheets as needed.

Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed	Was sentence completed? . . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No	
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed	Was sentence completed? . . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No	
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed	Was sentence completed? . . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No	

2. Are charges for any offenses currently pending against you (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or any county or municipal ordinances? . . . . .  Yes  No

If yes to question 2, describe nature and status of pending charges using the space below. Attach additional sheets as needed.

**Part E: Attestation**

**READ CAREFULLY BEFORE SIGNING:** Under penalty of law, I have answered each of the above questions completely and truthfully. I certify that I am not prohibited from participating in this business due to any involvement in another tier of the alcohol beverage industry as a restricted investor. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature 	Date 4-29-24
---	--------------



Form  
AB-100

# Alcohol Beverage Individual Questionnaire

Date

All individuals involved in the alcohol beverage business must complete this form, including:

- sole proprietor
- all partners of a partnership
- all officers, directors, and agent of a corporation or nonprofit organization
- members and agent of a limited liability company

Your alcohol beverage application or renewal is not complete until all required Individual Questionnaires are submitted.

<b>Part A: Business Information</b>	
1. Legal Business Name (individual name if sole proprietor) <i>TWO RIVERS FISH DERBY, INC.</i>	
2. Business Trade Name or DBA	
3. Entity Type (check one) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input checked="" type="checkbox"/> Nonprofit Organization	

<b>Part B: Individual Information</b>			
1. Last Name <i>Heap</i>	2. First Name <i>Sheri</i>	3. M.I. <i>L</i>	
4. Relationship to Business (Title) <i>Secretary</i>	5. Email <i>paysiniv@ gmail. com</i>	6. Phone <i>920.973.0767</i>	
7. Home Address <i>2007 30<sup>th</sup> St.</i>			
8. City <i>Two Rivers</i>	9. State <i>WI</i>	10. Zip Code <i>54241</i>	11. Date of Birth <i>11.7.1971</i>
12. Drivers License/State ID Number <i>H100-7927-1907-09</i>		13. Drivers License/State ID State of Issuance <i>WI</i>	

<b>Part C: Address History</b>					
1. Do you currently reside in Wisconsin? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No					
If yes to 1 above, how long have you continuously lived in Wisconsin prior to the date of application? . . . .			<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Years <i>7</i></td> <td style="width: 50%;">Months <i>1</i></td> </tr> </table>	Years <i>7</i>	Months <i>1</i>
Years <i>7</i>	Months <i>1</i>				
2. List in chronological order all of your addresses within the last 5 years. Attach additional sheets if necessary.					
Previous Address 1 <i>1817 22<sup>nd</sup> St.</i>	City <i>Two Rivers</i>	State <i>WI</i>	Zip Code <i>54241</i>		
Previous Address 2	City	State	Zip Code		
Previous Address 3	City	State	Zip Code		
Previous Address 4	City	State	Zip Code		
Previous Address 5	City	State	Zip Code		
3. List all states and counties you have lived in as an adult. Attach additional sheets if necessary.					
State <i>WI</i>	County <i>Manitowoc</i>	State <i>IL</i>	County <i>Grundy</i>		
State	County	State	County		

Continued →

**Part D: Criminal History**

1. Have you ever been convicted of any offenses (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or of any county or municipal ordinances? . . . . .  Yes  No  
If yes to question 1, please list details of each conviction below. Attach additional sheets as needed.

Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? . . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? . . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? . . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No

2. Are charges for any offenses currently pending against you (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or any county or municipal ordinances? . . . . .  Yes  No  
If yes to question 2, describe nature and status of pending charges using the space below. Attach additional sheets as needed.

**Part E: Attestation**

**READ CAREFULLY BEFORE SIGNING:** Under penalty of law, I have answered each of the above questions completely and truthfully. I certify that I am not prohibited from participating in this business due to any involvement in another tier of the alcohol beverage industry as a restricted investor. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature *Shari L. Heap* Date 4.29.2024

Form  
**AB-100**

**Alcohol Beverage  
Individual Questionnaire**

Date

All individuals involved in the alcohol beverage business must complete this form, including:

- sole proprietor
- all officers, directors, and agent of a corporation or nonprofit organization
- all partners of a partnership
- members and agent of a limited liability company

Your alcohol beverage application or renewal is not complete until all required Individual Questionnaires are submitted.

<b>Part A: Business Information</b>	
1. Legal Business Name (individual name if sole proprietor) <b>TWO RIVERS FISH DERBY, INC</b>	
2. Business Trade Name or DBA	
3. Entity Type (check one)	
<input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input checked="" type="checkbox"/> Nonprofit Organization	

<b>Part B: Individual Information</b>			
1. Last Name <b>RICHTER</b>	2. First Name <b>NANCY</b>	3. M.I. <b>L</b>	
4. Relationship to Business (Title) <b>TREASURER</b>	5. Email <b>nrichter4968@gmail.com</b>	6. Phone <b>920-793-2638</b> or <b>920-323-3050</b>	
7. Home Address <b>605-22ND ST.</b>			
8. City <b>TWO RIVERS</b>	9. State <b>WI</b>	10. Zip Code <b>54241</b>	11. Date of Birth <b>12/14/49</b>
12. Drivers License/State ID Number <b>R236-6324-9954-00</b>		13. Drivers License/State ID State of Issuance <b>WI</b>	

<b>Part C: Address History</b>							
1. Do you currently reside in Wisconsin? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No							
If yes to 1 above, how long have you continuously lived in Wisconsin prior to the date of application? . . . .			<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Years</td> <td style="width: 50%;">Months</td> </tr> <tr> <td><b>74 +</b></td> <td></td> </tr> </table>	Years	Months	<b>74 +</b>	
Years	Months						
<b>74 +</b>							
2. List in chronological order all of your addresses within the last 5 years. Attach additional sheets if necessary.							
Previous Address 1	City	State	Zip Code				
<b>SAME AS ABOVE</b>							
Previous Address 2	City	State	Zip Code				
Previous Address 3	City	State	Zip Code				
Previous Address 4	City	State	Zip Code				
Previous Address 5	City	State	Zip Code				
3. List all states and counties you have lived in as an adult. Attach additional sheets if necessary.							
State	County	State	County				
<b>WI</b>	<b>MANITOWOC</b>						
State	County	State	County				

Continued →

**Part D: Criminal History**

1. Have you ever been convicted of any offenses (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or of any county or municipal ordinances? . . . . .  Yes  No

If yes to question 1, please list details of each conviction below. Attach additional sheets as needed.

Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? . . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? . . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? . . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No

2. Are charges for any offenses currently pending against you (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or any county or municipal ordinances? . . . . .  Yes  No

If yes to question 2, describe nature and status of pending charges using the space below. Attach additional sheets as needed.

**Part E: Attestation**

**READ CAREFULLY BEFORE SIGNING:** Under penalty of law, I have answered each of the above questions completely and truthfully. I certify that I am not prohibited from participating in this business due to any involvement in another tier of the alcohol beverage industry as a restricted investor. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature <i>Nancy L. Richter</i>	Date 4.29.24
--------------------------------------	-----------------

Form  
AB-100

**Alcohol Beverage  
Individual Questionnaire**

Date

All individuals involved in the alcohol beverage business must complete this form, including:

- sole proprietor
- all officers, directors, and agent of a corporation or nonprofit organization
- all partners of a partnership
- members and agent of a limited liability company

Your alcohol beverage application or renewal is not complete until all required Individual Questionnaires are submitted.

<b>Part A: Business Information</b>				
1. Legal Business Name (individual name if sole proprietor) <i>TWO RIVERS FISH DERBY, INC</i>				
2. Business Trade Name or DBA <i>NR</i>				
3. Entity Type (check one)				
<input type="checkbox"/> Sole Proprietor	<input type="checkbox"/> Partnership	<input type="checkbox"/> Limited Liability Company	<input type="checkbox"/> Corporation	<input checked="" type="checkbox"/> Nonprofit Organization

<b>Part B: Individual Information</b>				
1. Last Name <i>Anderson</i>		2. First Name <i>Montana</i>		3. M.I. <i>R</i>
4. Relationship to Business (Title) <i>Agent</i>		5. Email <i>montanarae93@gmail.com</i>		6. Phone <i>9206611300</i>
7. Home Address <i>1620 29th St</i>				
8. City <i>TWO RIVERS</i>		9. State <i>WI</i>	10. Zip Code <i>54241</i>	11. Date of Birth <i>10/30/93</i>
12. Drivers License/State ID Number <i>A5365569309000</i>			13. Drivers License/State ID State of Issuance <i>WI</i>	

<b>Part C: Address History</b>					
1. Do you currently reside in Wisconsin? .....				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If yes to 1 above, how long have you continuously lived in Wisconsin prior to the date of application? ....				Years <i>5</i>	Months
2. List in chronological order all of your addresses within the last 5 years. Attach additional sheets if necessary.					
Previous Address 1 <i>6175 Rawley Rd</i>		City <i>TWO RIVERS</i>		State <i>WI</i>	Zip Code <i>54241</i>
Previous Address 2		City		State	Zip Code
Previous Address 3		City		State	Zip Code
Previous Address 4		City		State	Zip Code
Previous Address 5		City		State	Zip Code
3. List all states and counties you have lived in as an adult. Attach additional sheets if necessary.					
State <i>WI</i>	County <i>manitowoc</i>	State	County	State	County
State <i>IA</i>	County <i>Dubuque</i>	State	County	State	County

Continued →

**Part D: Criminal History**

1. Have you ever been convicted of any offenses (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or of any county or municipal ordinances? . . . . .  Yes  No  
If yes to question 1, please list details of each conviction below. Attach additional sheets as needed.

Law/Ordinance Violated <i>OW</i>	Location <i>Dubuque IA</i>	Conviction Date <i>2023</i>
Penalty Imposed		Was sentence completed? . . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? . . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? . . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No

2. Are charges for any offenses currently pending against you (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or any county or municipal ordinances? . . . . .  Yes  No  
If yes to question 2, describe nature and status of pending charges using the space below. Attach additional sheets as needed.

**Part E: Attestation**

**READ CAREFULLY BEFORE SIGNING:** Under penalty of law, I have answered each of the above questions completely and truthfully. I certify that I am not prohibited from participating in this business due to any involvement in another tier of the alcohol beverage industry as a restricted investor. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature *Walter Orr* Date *05/07/24*



National Public Works Week Proclamation

May 19–25, 2024

“Advancing Quality of Life For All”

**WHEREAS**, public works professionals focus on infrastructure, facilities, and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life, and well-being of the people of City of Two Rivers; and,

**WHEREAS**, these infrastructure, facilities, and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving, and protecting our nation’s transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

**WHEREAS**, it is in the public interest for the citizens, civic leaders, and children in City of Two Rivers to gain knowledge of and maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities; and,

**WHEREAS**, the year 2024 marks the 64<sup>th</sup> annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Works Association be it now,

**PROCLAIMED**, the City Council of the City of Two Rivers, do hereby declare the week of May 19–25, 2024, as

**National Public Works Week**

And urge all citizens to join with representatives of the American Public Works Association and government agencies in activities, events, and ceremonies designed to pay tribute to our public works professionals, engineers, managers, and employees and to recognize the substantial contributions they make to protecting our national health, safety, and advancing quality of life for all.

Dated this 20<sup>th</sup> day of May 2024.

\_\_\_\_\_  
Scott Stechmesser, City Council President

\_\_\_\_\_  
Ben Meinnert, Acting City Manager



### *EMS Week Proclamation*

*Designating the Week of May 19<sup>th</sup> thru May 25<sup>th</sup>, 2024, as Emergency Medical Service Week.*

**WHEREAS**, emergency medical services are a vital public service to all residents of our community; and

**WHEREAS**, the members of emergency medical service teams are ready to provide lifesaving care to those in need twenty-four hours a day, seven days a week; and

**WHEREAS**, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

**WHEREAS**, the emergency medical service system consists of emergency physicians, nurses, skilled dispatchers, emergency medical technicians, paramedics, firefighters, first responders, educators, administrators and others; and

**WHEREAS**, the members of emergency medical service teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

**WHEREAS**, it is appropriate to recognize the value and the accomplishments of emergency medical service providers by designating Emergency Medical Services Week;

**NOW THEREFORE**, the City Council of the City of Two Rivers in recognition of this event, do hereby proclaim the week of May 19th through 25th, 2024 as

### **EMERGENCY MEDICAL SERVICES WEEK**

With this year’s theme, “**EMS: Where Emergency Care Begins**”. We encourage the community to observe this week and throughout the year with participation in the appropriate programs, ceremonies, and activities.

Dated this 20<sup>th</sup> day of May 2024

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_





**RESOLUTION  
EXPRESSING APPRECIATION FOR MEMBERS OF COMMITTEES,  
COMMISSIONS AND BOARDS WHO RETIRED AS OF APRIL 2024 OR  
HAVE ENDED THEIR SERVICE DURING THE PAST YEAR**

**WHEREAS**, many hours are volunteered by the citizens members of committees, commissions, and boards; and

**WHEREAS**, the following citizens have volunteered for the betterment of the community, and have recently completed their terms on the committees, commissions and boards identified:

- Dick Klinkner, Business and Industrial Development Committee
- Dick Klinkner, Community Development Authority
- Virgina Coffman, Committee on Aging
- Doug Brandt, Environmental Advisory Board
- Eric Pangburn, Plan Commission

**WHEREAS**, it is appropriate that the City of Two Rivers and its citizens express their appreciation for the services these volunteer citizens provide; and

**WHEREAS**, their efforts to promote public interest and to improve the welfare of the residents of the community should not go unnoticed;

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Two Rivers expresses its official commendation for their services; and

**BE IT FURTHER RESOLVED**, that the City Manager send a copy of this resolution to the retiring committee, commission and board members as a token of official thanks and appreciation of the City Council; and

Approved this 20th day of May, 2024.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**CITY OF TWO RIVERS, WISCONSIN  
DEPARTMENT OF PUBLIC WORKS**

**WAIVER OF PUBLIC HEARING PRIOR TO SPECIAL ASSESSMENT FOR  
CONCRETE CURB & GUTTER and NEW SIDEWALK**

I, Roy Lampsa, owner of the property at 2848 Memorial Drive in the City of Two Rivers, Wisconsin, hereby waive our right to a public hearing pursuant to Section 66.0703(7) (a) of the Wisconsin State Statutes and hereby admit that new concrete curb & gutter for ADA ramp compliance and new concrete sidewalk along the eastside of Columbus Street, serving the property at 2848 Memorial Drive, Two Rivers, Wisconsin, will benefit my property, and consent to the levying of special assessments for the cost of the improvements against the adjacent property. Proposed work includes removal and replacement of a portion of existing concrete curb & gutter for an ADA ramp opening and the installation of approximately 175 lineal feet of new concrete sidewalk along the frontage of the property from the south curb line of the existing Columbus Street driveway to the proximity of the Memorial Drive (STH 42) intersection.

In accordance with Section 66.0703(7)(b) of the Wisconsin State Statutes, I hereby waive all special assessment notices and hearings required by Section 66.0703 of the Wisconsin State Statutes.

Per City Municipal Code, special assessments, in excess of \$200, may be paid in cash or in five (5) annual installments to the City Clerk, deferred payments to bear interest at the rate of six percent (6%) per annum on the unpaid balance from and after January 1, 2025. The first installment shall be entered on the 2024 tax roll. Assessments not paid when due shall bear additional interest on the amount due at the rate of one percent (1%) per month.

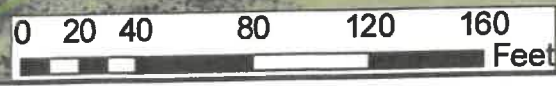
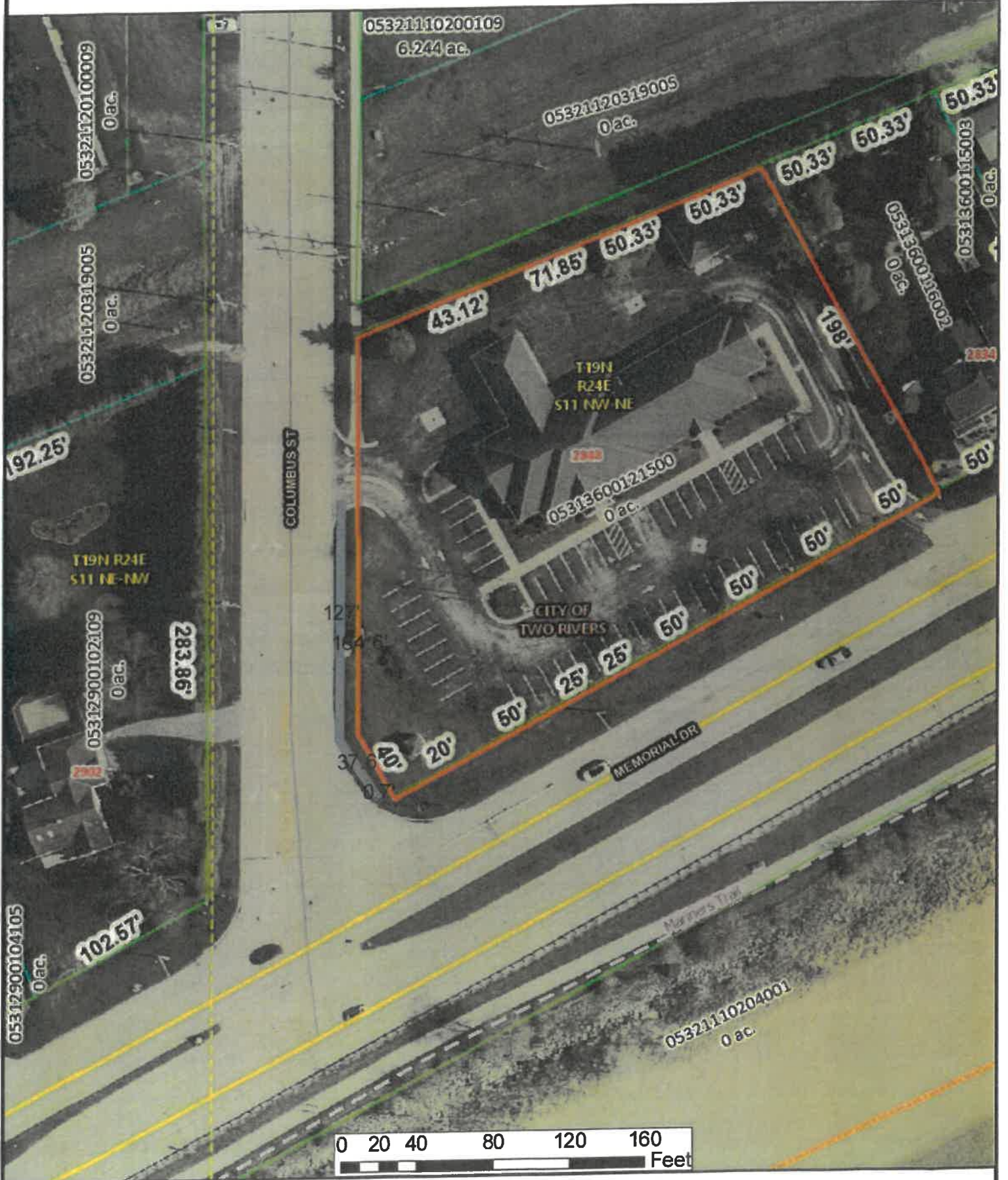
Date: 5-10-24

Signature: 

Printed Name: Roy LAMPASA

# 2848 Memorial Drive, Two Rivers, Wi - Sidewalk

Section 11, Item D.



Author: Public  
Date Printed: 4/19/2024



The burden for determining fitness for use rests entirely upon the user of this website. Manitowoc County and its co-producers will not be liable in any way for accuracy data and they assume no responsibility for direct, indirect, consequential, or other data.

## ORDINANCE

An Ordinance to amend section 6-5-21(c), entitled "Exception by permit" in the Municipal Code to provide requirements and standards for licensing animals in the City. This amendment is intended to delete the reference to "Kennel License" and replace it with "Dog Breeder License".

**SECTION 1.** That Section 6-5-21(c), entitled "Exception by Permit" of the Municipal Code shall hereby be amended as follows.

- (c) *Exception by permit.* Any person or persons who do not possess a valid State of Wisconsin ~~Kennel~~ **Dog Breeder** License and, following the effective date of this section, own, harbor, maintain or keep any adult dogs and/or cats on a premises in the City of Two Rivers in excess of three may retain those animals if the following conditions are met:
1. Such person or persons shall complete an application for permit granting temporary waiver of the requirements of this chapter related to maximum number of dogs and/or cats, and shall deliver that application along with the appropriate waiver permit fee (as established in title 1 of this Code) to the city clerk's office. Such permits may be granted to responsible pet owners who have completed an application for permit granting waiver of the requirements of this chapter related to maximum number of dogs and/or cats, who have adult dogs and/or cats on their premises in numbers that exceed the limits established herein, to obtain and retain a waiver subject to the terms of this section.
  2. The applicant(s) must demonstrate that all animals are properly cared for, sheltered, and do not pose a health problem within the property or a nuisance within the neighborhood. An initial inspection of the property by the Community Service Officer or designee authorized by the Chief of Police shall be required and shall be the city's basis for determining whether these requirements are met. Any applicants seeking such permit shall further agree, in writing, to make their property available for such inspections by the Community Service Officer or designee authorized by the Chief of Police on an annual basis as a condition of maintaining their temporary exception from the requirements of this section.
    - a. No person or persons may exceed five dogs and/or cats at any point unless such person or persons possess a valid State of Wisconsin ~~Kennel~~ **Dog Breeder** License.
  3. The person or persons granted such permit shall pay an annual inspection fee as indicated in title 1 of this Code.
  4. All dogs must be properly licensed.
  5. The holder of a valid waiver permit shall further agree to make the property available for inspection(s) by the Community Service Officer or designee authorized by the Chief of Police upon evidence or complaint that the requirements of this section are not being met.

- 6. A waiver permit may be revoked by the Community Service Officer or designee authorized by the Chief of Police upon sufficient evidence that the requirements of this section are not being met or that the permittee has been convicted of or pleaded guilty or no contest to three or more violations within any 12-month period of ordinances relating to restrictions on keeping dogs and cats. Any person whose waiver permit has been revoked must reapply for such a permit.
- 7. Each applicant or holder of a waiver permit having been denied a permit, or after having their permit revoked, may request, in writing, to the city manager to set a meeting with the city council, committee of the whole, to discuss the matter. The city manager shall thereupon schedule a meeting at a time mutually convenient to the council and the person making the request.
- 8. Such permits may be transferred from one property to another within the city, provided that the new location is first inspected and approved by the Community Service Officer or designee authorized by the Chief of Police and is not otherwise in violation of this Code. An additional waiver permit fee must be paid in advance of such inspection.

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

Dated this 20<sup>th</sup> day of May, 2024

---

Scott Stechmesser  
President, City Council

---

Ben Meinnert  
Acting City Manager

Attest:

---

Amanda Baryenbruch  
City Clerk

Approved as to form and legality:

---

John M. Bruce  
City Attorney

**CITY OF TWO RIVERS**

**COMPLIANCE MAINTENANCE RESOLUTION  
FOR WASTEWATER TREATMENT PLANT**

**WHEREAS**, the Wisconsin Department of Natural Resources requires each owner of a wastewater treatment facility in Wisconsin to submit a Compliance Maintenance Annual Report; and

**WHEREAS**, the City of Two Rivers' Compliance Maintenance Annual Report for 2023 has been provided to and reviewed by the City Council at its meeting on this date;

**NOW, THEREFORE, BE IT RESOLVED**, that the City of Two Rivers informs the Department of Natural Resources that the following actions have been taken by the City Council:

1. Reviewed the Compliance Maintenance Annual Report, which is attached to this resolution.
2. By previous action, included the necessary funds in the City's budget and has taken the necessary actions for maintaining compliance with the City's Wisconsin Pollutant Discharge Elimination System permit.
3. Passed this resolution by a vote of the City Council of the City of Two Rivers on the 20th day of May 2024.

**AND BE IT FURTHER RESOLVED**, that the Director of Public Works is hereby instructed to provide a copy of this resolution to the Department of Natural Resources along with the Compliance Maintenance Annual Report.

Adopted this 20<sup>th</sup> day of May 2024.

\_\_\_\_\_  
Councilmember

\_\_\_\_\_  
Ben Meinnert  
City Manager

# Compliance Maintenance Annual Report

Section 11, Item F.

Two Rivers Wastewater Treatment Facility

Last Updated: Reporting For:  
5/16/2024 2023

## Grading Summary

WPDES No: 0026590

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	F	0	3	0
BOD/CBOD	B	3	10	30
TSS	A	4	5	20
Ammonia	A	4	5	20
Phosphorus	A	4	3	12
Biosolids	A	4	5	20
Staffing/PM	A	4	1	4
OpCert	A	4	1	4
Financial	A	4	1	4
Collection	A	4	3	12
<b>TOTALS</b>			<b>37</b>	<b>126</b>
<b>GRADE POINT AVERAGE (GPA) = 3.41</b>				

### Notes:

- A = Voluntary Range (Response Optional)
- B = Voluntary Range (Response Optional)
- C = Recommendation Range (Response Required)
- D = Action Range (Response Required)
- F = Action Range (Response Required)

# Compliance Maintenance Annual Report

Section 11, Item F.

Two Rivers Wastewater Treatment Facility

Last Updated: Reporting For:  
5/16/2024 2023

## Resolution or Owner's Statement

Name of Governing Body or Owner:

City of Two Rivers

Date of Resolution or Action Taken:

2024-05-27

Resolution Number:

Date of Submittal:

### ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):

Influent Flow and Loadings: Grade = F

Riverside Foods Has plans approved to start construction of a 6000 gallon grease interceptor. Construction to start in May of 2024. We will continue to monitor the company and have set quarterly meetings to address progress of the project. We will also be requiring BOD and TSS monitoring from the discharge to determine system efficiency. The City will be collecting samples upstream of the facility and directly downstream of the facility to determine if additional pretreatment is needed.

Effluent Quality: BOD: Grade = B

During 1st Quarter of 2023, the Treatment Facility experienced a septic condition in the Primary Treatment process that resulted in a filamentous bacteria outbreak in the Secondary System. After chlorination of RAS, treatment returned to normal.

Effluent Quality: TSS: Grade = A

Effluent Quality: Ammonia: Grade = A

Effluent Quality: Phosphorus: Grade = A

Biosolids Quality and Management: Grade = A

Staffing: Grade = A

Operator Certification: Grade = A

Financial Management: Grade = A

Collection Systems: Grade = A

(Regardless of grade, response required for Collection Systems if SSOs were reported)

### ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS



# Compliance Maintenance Annual Report

Section 11, Item F.

**Two Rivers Wastewater Treatment Facility**

Last Updated: Reporting For:  
5/16/2024 **2023**

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

**G.P.A. = 3.41**



**TWO RIVERS**  
WISCONSIN

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



**Memorandum**

*Department of Public Works*

Date: May 6, 2024

To: City Council  
Public Utilities Committee

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

Re: Contract 2-2024 Lateral Replacement Recommendation

After review of the bid tabulation and Town & Country, Engineering, Inc. review letter, I concur with their recommendation to award the contract to Mammoth Construction for the base bid amount of \$3,578,250.00 and the supplementary bid amount of \$391,160.00 for a total contract value of \$3,969,410.00.

Funding for the project will utilize Safe Drinking Water Funds (SDWF), Clean Water Funds (CWF), American Rescue Plan Act (ARPA) Funds and funds owed by the individual property owners (Private Funds).

Task	Funding Source	Per Task	Per Each +/-	Full Water Service
Public Water Services (300)	½+/- ARPA / (2025 SDWF)	\$1,590,250.00	\$5,300.83	\$5,300.83
San. Lat. in roadway (200)	CWF	\$615,250.00	\$3,076.25	
Pavement Restoration (300)	½+/- CWF (2025 SDWF or G.O.)	\$827,010.00	\$2,756.70	\$1,378.35
Private Water Service (200)	SDWF (Reimbursed with ARPA & 'Private Funds')	\$593,750.00	\$2,968.75	\$2,968.75
Private San. Lat. outside roadway	Private Funds	\$343,150.00	\$3,431.50	
<b>Total</b>		<b>\$3,969,410.00</b>		<b>\$9,647.93</b>
<b>Potential Property Owner Cost (\$3,431.50 + \$2,968.75 - \$2,500.00) = \$3,900.25</b>				

May 2, 2024

City of Two Rivers  
1717 East Park Street  
P.O. Box 87  
Two Rivers, WI 54241

Attention: Mr. Gregory E. Buckley, City Manager

Subject: Analysis of Bids and Recommendation for Award of Contract  
2 – 2024 Lateral Replacement

Bid Deadline: May 2, 2024 at 10:00 a.m. local time

Ladies and Gentlemen:

The purpose of this letter is to analyze the bids received for the 2024 Lateral Replacement project and to recommend the award of a contract. This project involves work within the public right-of-way and on private property in approximately 300 locations throughout the City to replace lead water service laterals to homes and businesses. The bid also includes a number of supplementary bid items for the replacement of sanitary laterals, when necessary, into the basements of these buildings.

The pre-bid estimate for the base bid was \$3,613,000.00, and the Supplementary Bid Items were estimated to add \$492,500.00. Sixteen general contractors, sub-contractors, and material suppliers requested sets of the plans, specifications, and bidding documents. Five contractors submitted bids for this project.

A summary of the bids is as follows:

Contractor	Base Bid	Supplementary Bid Items	Total
Mammoth Construction LLC	\$3,578,250.00	\$391,160.00	\$3,969,410.00
Van Rite Plumbing Inc.	\$3,593,600.00	\$436,750.00	\$4,030,350.00
MRJ Inc DBA Joski Sewer	\$3,809,630.00	\$363,250.00	\$4,172,880.00
De Groot, Inc.	\$3,874,368.80	\$479,602.75	\$4,353,971.55
Alfson Excavating LLC	\$3,944,500.00	\$444,500.00	\$4,389,000.00

All of the bids were properly submitted.

The low bidder, using the base bid only, or the base bid and supplementary bid is Mammoth Construction LLC of Manitowoc, Wisconsin, an experienced utility contractor that has completed a similar project for City of Two Rivers in the past. We recommend that Mammoth Construction be awarded a contract for the base bid, plus the supplementary bid, for a total of \$3,969,410.00.

This will be a unit price contract. That is, the contractor will be paid for the work performed on the basis of the unit prices bid. This means that the final costs could be either greater than or less than the bid totals. Also, unexpected conditions are sometimes encountered which result in increased project costs. Therefore, it would be wise to continue to carry the recommended 10% contingency.

If you have any questions with respect to our thoughts on this matter, I am available at your convenience to discuss them with you.

Respectfully,  
TOWN & COUNTRY ENGINEERING, INC.



Greg Droessler, P.E.  
Vice-President

GJD:sai  
J:\JOB#S\Two Rivers\TR-40-M9 2024 SDW and CWF Loan\10. Construction\A. Bidding\2 - 2024 Lateral Replacement\Recommendation Ltr.docx

BID TABULATION

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

ITEM NO.	DESCRIPTION OF WORK	QUANT.	UNITS	PRE-BID ESTIMATE		Mammoth Construction		Van Rite Plumbing Inc.	
				UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
<b>BASE BID - PART 1 PUBLIC IMPROVEMENTS</b>									
1.	1" Tap and Corporation Stop	300	each	\$ 1,500.00	\$ 450,000.00	\$ 4,400.00	\$ 1,320,000.00	\$ 4,150.00	\$ 1,245,000.00
2.	1" HDPE Water Service - Long	150	each	\$ 4,000.00	\$ 600,000.00	\$ 600.00	\$ 90,000.00	\$ 40.00	\$ 6,000.00
3.	1" HDPE Water Service - Short	150	each	\$ 2,000.00	\$ 300,000.00	\$ 500.00	\$ 75,000.00	\$ 40.00	\$ 6,000.00
4.	1" Valve and Box	300	each	\$ 350.00	\$ 105,000.00	\$ 350.00	\$ 105,000.00	\$ 300.00	\$ 90,000.00
5.	Televising for Existing Sanitary Lateral Inspection	200	each	\$ 125.00	\$ 25,000.00	\$ 85.00	\$ 17,000.00	\$ 150.00	\$ 30,000.00
6.	6" PVC Sanitary Lateral	3,000	lin. ft.	\$ 70.00	\$ 210,000.00	\$ 50.00	\$ 150,000.00	\$ 50.00	\$ 150,000.00
7.	4" PVC Sanitary Lateral	3,000	lin. ft.	\$ 70.00	\$ 210,000.00	\$ 48.00	\$ 144,000.00	\$ 46.00	\$ 138,000.00
8.	8" Sanitary Sewer Wye - Cut in	80	each	\$ 2,000.00	\$ 160,000.00	\$ 1,800.00	\$ 144,000.00	\$ 2,250.00	\$ 180,000.00
9.	10" Sanitary Sewer Wye - Cut in	40	each	\$ 2,200.00	\$ 88,000.00	\$ 1,800.00	\$ 72,000.00	\$ 2,300.00	\$ 92,000.00
10.	Sanitary Lateral Saddle Tee	80	each	\$ 1,000.00	\$ 80,000.00	\$ 1,000.00	\$ 80,000.00	\$ 1,750.00	\$ 140,000.00
11.	Sanitary Lateral Tracer Wire System	200	each	\$ 150.00	\$ 30,000.00	\$ 40.00	\$ 8,000.00	\$ 38.00	\$ 7,600.00
12.	6" Thick Concrete Pavement	6,000	sq. yard	\$ 75.00	\$ 450,000.00	\$ 98.00	\$ 588,000.00	\$ 86.50	\$ 519,000.00
13.	8" Thick Concrete Pavement	1,000	sq. yard	\$ 85.00	\$ 85,000.00	\$ 104.00	\$ 104,000.00	\$ 95.25	\$ 95,250.00
14.	4" Thick Concrete Sidewalk Replacement	15,000	sq. ft.	\$ 6.00	\$ 90,000.00	\$ 9.75	\$ 146,250.00	\$ 9.25	\$ 138,750.00
15.	30" Concrete Curb and Gutter Replacement	3,000	lin. ft.	\$ 15.00	\$ 45,000.00	\$ 30.00	\$ 90,000.00	\$ 25.00	\$ 75,000.00
<b>TOTAL BASE BID PART 1</b>					\$ 2,928,000.00		\$ 3,133,250.00		\$ 2,912,600.00
<b>PUBLIC IMPROVEMENTS</b>									
<b>BASE BID - PART 2 PRIVATE SERVICE LATERALS</b>									
16.	1" HDPE Water Service	200	each	\$ 2,000.00	\$ 400,000.00	\$ 1,510.00	\$ 302,000.00	\$ 2,550.00	\$ 510,000.00
17.	Pre-Construction Meeting with Property Owner, Contractor, & City Staff	200	each	\$ 125.00	\$ 25,000.00	\$ 85.00	\$ 17,000.00	\$ 100.00	\$ 20,000.00
18.	Wall Core (1" Diameter Pipe)	200	each	\$ 100.00	\$ 20,000.00	\$ 5.00	\$ 1,000.00	\$ 5.00	\$ 1,000.00
19.	Reconnect Water Service Inside Building	200	each	\$ 1,200.00	\$ 240,000.00	\$ 625.00	\$ 125,000.00	\$ 750.00	\$ 150,000.00
<b>TOTAL BASE BID PART 2</b>					\$ 685,000.00		\$ 445,000.00		\$ 681,000.00
<b>PRIVATE SERVICE LATERALS</b>									
<b>TOTAL BASE BID PARTS 1 AND 2</b>					\$ 3,613,000.00		\$ 3,578,250.00		\$ 3,593,600.00

BID TABULATION

Project: 2 – 2024 Lateral Replacement; City of Two Rivers

Engineer's Project Number: TR 40 (2) Bid Deadline: May 2, 2024 at 10:00 a.m. local time

ITEM NO.	DESCRIPTION OF WORK	BID QUANT.	UNITS	PRE-BID ESTIMATE		Mammoth Construction		Van Rite Plumbing Inc.	
				UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
<b>SUPPLEMENTARY BID ITEMS - PRIVATE SERVICE LATERALS</b>									
S1.	6" PVC Sanitary Lateral	1,300	lin. ft.	\$ 65.00	\$ 84,500.00	\$ 50.00	\$ 65,000.00	\$ 30.00	\$ 39,000.00
S2.	4" PVC Sanitary Lateral	1,300	lin. ft.	\$ 65.00	\$ 84,500.00	\$ 48.00	\$ 62,400.00	\$ 20.00	\$ 26,000.00
S3.	Wall Core (6" Dia. Pipe or Less)	100	each	\$ 125.00	\$ 12,500.00	\$ 10.00	\$ 1,000.00	\$ 30.00	\$ 3,000.00
S4.	Televising for Sanitary Lateral Acceptance	100	each	\$ 125.00	\$ 12,500.00	\$ 85.00	\$ 8,500.00	\$ 175.00	\$ 17,500.00
S5.	Reconnect Sanitary Lateral Inside Building (Above Basement Floor)	25	each	\$ 800.00	\$ 20,000.00	\$ 750.00	\$ 18,750.00	\$ 1,200.00	\$ 30,000.00
S6.	Reconnect Sanitary Lateral Inside Building (Below Basement Floor)	75	each	\$ 2,500.00	\$ 187,500.00	\$ 2,500.00	\$ 187,500.00	\$ 3,150.00	\$ 236,250.00
S7.	Removal and Replacement of Unsuitable Backfill	100	cu. yds.	\$ 25.00	\$ 2,500.00	\$ 0.10	\$ 10.00	\$ 25.00	\$ 2,500.00
S8.	Topsoil Restoration, Seeding, Fertilizer, and Erosion Mat	3,000	sq. yard	\$ 12.00	\$ 36,000.00	\$ 15.00	\$ 45,000.00	\$ 10.00	\$ 30,000.00
S9.	Relocate Water Meter	5	each	\$ 2,500.00	\$ 12,500.00	\$ 500.00	\$ 2,500.00	\$ 500.00	\$ 2,500.00
S10.	Exploratory Excavation	100	each	\$ 400.00	\$ 40,000.00	\$ 5.00	\$ 500.00	\$ 500.00	\$ 50,000.00
<b>TOTAL SUPPLEMENTARY BID ITEMS</b>					\$ 492,500.00		\$ 391,160.00		\$ 436,750.00

BID TABULATION

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

ITEM NO.	DESCRIPTION OF WORK	QUANT.	UNITS	MRJ Inc DBA Joski Sewer		De Groot, Inc.		Alfson Excavating LLC	
				UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
<b>BASE BID - PART 1 PUBLIC IMPROVEMENTS</b>									
1.	1" Tap and Corporation Stop	300	each	\$ 3,700.00	\$ 1,110,000.00	\$ 1,549.42	\$ 464,826.00	\$ 400.00	\$ 120,000.00
2.	1" HDPE Water Service - Long	150	each	\$ 675.00	\$ 101,250.00	\$ 1,484.59	\$ 222,688.50	\$ 4,000.00	\$ 600,000.00
3.	1" HDPE Water Service - Short	150	each	\$ 675.00	\$ 101,250.00	\$ 963.47	\$ 144,520.50	\$ 3,500.00	\$ 525,000.00
4.	1" Valve and Box	300	each	\$ 390.00	\$ 117,000.00	\$ 430.59	\$ 129,177.00	\$ 300.00	\$ 90,000.00
5.	Televising for Existing Sanitary Lateral Inspection	200	each	\$ 150.00	\$ 30,000.00	\$ 198.19	\$ 39,238.00	\$ 150.00	\$ 30,000.00
6.	6" PVC Sanitary Lateral	3,000	lin. ft.	\$ 57.00	\$ 171,000.00	\$ 53.29	\$ 159,870.00	\$ 125.00	\$ 375,000.00
7.	4" PVC Sanitary Lateral	3,000	lin. ft.	\$ 53.00	\$ 159,000.00	\$ 46.45	\$ 139,350.00	\$ 120.00	\$ 360,000.00
8.	8" Sanitary Sewer Wye - Cut in	80	each	\$ 2,500.00	\$ 200,000.00	\$ 2,631.09	\$ 210,487.20	\$ 1,500.00	\$ 120,000.00
9.	10" Sanitary Sewer Wye - Cut in	40	each	\$ 2,500.00	\$ 100,000.00	\$ 2,968.94	\$ 118,757.60	\$ 1,750.00	\$ 70,000.00
10.	Sanitary Lateral Saddle Tee	80	each	\$ 1,900.00	\$ 152,000.00	\$ 3,263.55	\$ 261,084.00	\$ 750.00	\$ 60,000.00
11.	Sanitary Lateral Tracer Wire System	200	each	\$ 150.00	\$ 30,000.00	\$ 145.44	\$ 29,088.00	\$ 150.00	\$ 30,000.00
12.	6" Thick Concrete Pavement	6,000	sq. yard	\$ 88.24	\$ 529,440.00	\$ 110.72	\$ 664,320.00	\$ 100.00	\$ 600,000.00
13.	8" Thick Concrete Pavement	1,000	sq. yard	\$ 96.24	\$ 96,240.00	\$ 118.17	\$ 118,170.00	\$ 108.00	\$ 108,000.00
14.	4" Thick Concrete Sidewalk Replacement	15,000	sq. ft.	\$ 9.25	\$ 138,750.00	\$ 9.63	\$ 144,450.00	\$ 12.00	\$ 180,000.00
15.	30" Concrete Curb and Gutter Replacement	3,000	lin. ft.	\$ 29.50	\$ 88,500.00	\$ 30.69	\$ 92,070.00	\$ 37.50	\$ 112,500.00
<b>TOTAL BASE BID PART 1</b>					\$ 3,124,430.00		\$ 2,938,096.80		\$ 3,380,500.00
<b>PUBLIC IMPROVEMENTS</b>									
<b>BASE BID - PART 2 PRIVATE SERVICE LATERALS</b>									
16.	1" HDPE Water Service	200	each	\$ 800.00	\$ 160,000.00	\$ 3,120.90	\$ 624,180.00	\$ 1,500.00	\$ 300,000.00
17.	Pre-Construction Meeting with Property Owner, Contractor, & City Staff	200	each	\$ 125.00	\$ 25,000.00	\$ 260.08	\$ 52,016.00	\$ 150.00	\$ 30,000.00
18.	Wall Core (1" Diameter Pipe)	200	each	\$ 1.00	\$ 200.00	\$ 260.08	\$ 52,016.00	\$ 70.00	\$ 14,000.00
19.	Reconnect Water Service Inside Building	200	each	\$ 2,500.00	\$ 500,000.00	\$ 1,040.30	\$ 208,060.00	\$ 1,100.00	\$ 220,000.00
<b>TOTAL BASE BID PART 2</b>					\$ 685,200.00		\$ 936,272.00		\$ 564,000.00
<b>PRIVATE SERVICE LATERALS</b>									
<b>TOTAL BASE BID PARTS 1 AND 2</b>					\$ 3,809,630.00		\$ 3,874,368.80		\$ 3,944,500.00

**BID TABULATION**

Project: 2 – 2024 Lateral Replacement; City of Two Rivers

Engineer's Project Number: TR 40 (2) Bid Deadline: May 2, 2024 at 10:00 a.m. local time

ITEM NO.	DESCRIPTION OF WORK	BID QUANT.	UNITS	MRJ Inc DBA Joski Sewer		De Groot, Inc.		Alfson Excavating LLC		
				UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	
<b>SUPPLEMENTARY BID ITEMS - PRIVATE SERVICE LATERALS</b>										
S1.	6" PVC Sanitary Lateral		1,300	lin. ft.	\$ 57.00	\$ 74,100.00	\$ 10.40	\$ 13,520.00	\$ 15.00	\$ 19,500.00
S2.	4" PVC Sanitary Lateral		1,300	lin. ft.	\$ 53.00	\$ 68,900.00	\$ 5.20	\$ 6,760.00	\$ 10.00	\$ 13,000.00
S3.	Wall Core (6" Dia. Pipe or Less)		100	each	\$ 5.00	\$ 500.00	\$ 520.15	\$ 52,015.00	\$ 300.00	\$ 30,000.00
S4.	Televising for Sanitary Lateral Acceptance		100	each	\$ 125.00	\$ 12,500.00	\$ 202.00	\$ 20,200.00	\$ 150.00	\$ 15,000.00
S5.	Reconnect Sanitary Lateral Inside Building (Above Basement Floor)		25	each	\$ 800.00	\$ 20,000.00	\$ 2,080.60	\$ 52,015.00	\$ 2,000.00	\$ 50,000.00
S6.	Reconnect Sanitary Lateral Inside Building (Below Basement Floor)		75	each	\$ 1,200.00	\$ 90,000.00	\$ 2,600.75	\$ 195,056.25	\$ 2,500.00	\$ 187,500.00
S7.	Removal and Replacement of Unsuitable Backfill		100	cu. yds.	\$ 15.00	\$ 1,500.00	\$ 25.25	\$ 2,525.00	\$ 30.00	\$ 3,000.00
S8.	Topsoil Restoration, Seeding, Fertilizer, and Erosion Mat		3,000	sq. yard	\$ 25.00	\$ 75,000.00	\$ 12.12	\$ 36,360.00	\$ 8.00	\$ 24,000.00
S9.	Relocate Water Meter		5	each	\$ 150.00	\$ 750.00	\$ 1,040.30	\$ 5,201.50	\$ 500.00	\$ 2,500.00
S10.	Exploratory Excavation		100	each	\$ 200.00	\$ 20,000.00	\$ 959.50	\$ 95,950.00	\$ 1,000.00	\$ 100,000.00
<b>TOTAL SUPPLEMENTARY BID ITEMS</b>						\$ 363,250.00		\$ 479,602.75		\$ 444,500.00



**CITY COUNCIL RESOLUTION**

**Adopting Amendment No. 2 to the Project Plan and Boundaries of  
Tax Increment District No. 12, City of Two Rivers, Wisconsin**

**WHEREAS**, on February 8, 2021, the City Council adopted Amendment No. 1 to the Project Plan and Boundaries to Tax Incremental District (TID) No. 12, adding 16.71 acres, to the district ; and

**WHEREAS**, the City has recently been requested by the business owners at 1421 Washington Street and 1415 16<sup>th</sup> Street, to provide TIF cash grant assistance for investments at these business locations; and

**WHEREAS**, the project location at 1415 16<sup>th</sup> Street is not within the TID Boundary and the Project Plan for TID No. 12 does not contain specific project costs for these two projects; and

**WHEREAS**, additional territory of 1415 16<sup>th</sup> Street and 1513 and 1509 Washington Street, combined is an increase of 0.988 (adjacent) acres to the existing TID 12 boundary; and

**WHEREAS**, these changes require this Amendment No.2 to the Project Plan and Boundaries of TID No. 12 for TIF grant assistance for a project at 1421 Washington Street, in the amount of \$150,000 and TIF grant assistance in the amount of \$130,000, for a project at 1415 16<sup>th</sup> Street; and

**WHEREAS**, the Project Plan also includes public project expenditures for improvements to the intersection of 15<sup>th</sup>, Jefferson and East River Street; possible pedestrian, bicycling, roadway modifications to Washington, Lake, and 12<sup>th</sup> Streets; additional funds for the City owned Pump House; possible acquisition of blighted properties; assistance to businesses, and interest and other costs of borrowing associated with the financing of the above activities; and

**WHEREAS**, project costs may also be made outside of, but within one-half mile radius of the District, and as identified in the Project Plan Amendment; and

**WHEREAS**, on May 13, 2024 the Plan Commission held a public hearing at which all interested parties were afforded a reasonable opportunity to express their views on proposed Amendment No. 2 to the Project Plan and Boundaries of TID No. 12; and

**NOW THEREFORE, BE IT RESOLVED** that the City Council makes the following findings regarding Amendment No. 1 to the Project Plan and Boundaries of TID No. 12:

1. The Amended Project Plan is financially feasible;
2. The Amended Project Plan is in conformity with the City's adopted Comprehensive Plan;

3. The aggregate value of taxable property in TID No. 12, as amended, plus the value increment of all existing tax incremental districts in the City does not exceed 12% of the total equalized value of property within the City;
4. More than 50% by area, of the real property within TID No. 12, as amended, is blighted;
5. The Amended Project Plan and Boundaries will promote the orderly development of the City because it will provide funding to redevelop blighted property into an active, functioning business and the project costs relate directly to eliminating blight in the City;
6. The improvement in TID No. 12 is likely to significantly enhance the value of all other real property in TID No. 12;
7. After Amendment No. 2 to TID No. 12, the percent of territory in TID No. 12 devoted to retail business will be 31%;
8. That, but for this Amendment No. 2 to TID No. 12, the proposed expansions of an auto service provider and a boutique inn in TID No. 12 and related development in TID No. 12 would not occur because the City has no current or future funds budgeted to provide to the investors of these proposed projects.

**BE IT FURTHER RESOLVED** that Amendment No. 2 to the Project Plan and Boundaries of Tax Incremental District No. 12 is hereby approved and adopted by the City Council subject to any revisions required by legal counsel and the City Council hereby amends TID No. 12 effective as of May 20, 2024.

Passed and adopted this 20th day of May, 2024.

\_\_\_\_\_  
Councilmember

\_\_\_\_\_  
Acting City Manager, Ben Meinnert



**Amendment No. 2 to the Project Plan and Boundary  
Tax Incremental District No. 12**

Public Hearing Held at Plan Commission  
Adopted by Plan Commission  
Adopted by City Council  
Approved by Joint Review Board

May 13, 2024  
May 13, 2024

CITY COUNCIL

Mark Bittner	Tim Petri
Doug Brandt	Bonnie Shimulunas
Shannon Derby	Scott Steckmesser
Bill LeClair	Adam Wachowski
Darla LeClair	

PLAN COMMISSION

Gregory Buckley	Rick Inman
Kay Koach	Matt Heckenlaible
Eric Pangburn	Adam Wachowski

JOINT REVIEW BOARD

Dave Buss, City Representative/ Public Member  
 J.J. Gutman, Manitowoc County Representative  
 John Lukas, Lakeshore Technical College Representative  
 May Kay Slattery, Two Rivers Public Schools Representative

COMMUNITY DEVELOPMENT AUTHORITY(CDA)

AND

BUSINESS AND INDUSTRIAL DEVELOPMENT COMMITTEE (BIDC)

Elizabeth Bittner	Gregory Coenen
Tracey Koach	Scott Steckmesser
Keith Lyons	Dick Klinkner
Tom Christensen	Daniel Wettstein

CITY OFFICIALS

Gregory Buckley, City Manager  
 Matt Heckenlaible, Public Works Director/City Engineer  
 Elizabeth Runge, Community Development Director/City Planner

FINANCIAL CONSULTANT

Robert W. Baird & Co., Inc.

LEGAL REVIEW PROVIDED BY

Quarles & Brady



Members of the City Council, Plan Commission, Joint Review Board, Community Development Authority/Business and Industrial Development Committee and Interested Citizens

Re: Amendment No. 2 TID No. 12

The City has made significant public investments in the downtown and harbor area which is the area within Tax Incremental District No. 12 (TID No. 12) and the Amended Area in Amendment No. 1. The City has been approached by two investors. One investment is proposed within TID 12 at 1421 Washington Street. The business owner is proposing to expand their existing auto service operation with an investment estimated at \$650,000.

A second investment is being made by the new owner of 1415 16<sup>th</sup> Street. The project is a proposed a six-room boutique inn. The inn will also include spa services, and a lounge available to the public and guests. The investment is estimated at \$1,000,000 for the building. This property is adjacent to TID therefore a boundary amendment is necessary. Redevelopment of blighted properties is the intention of this TID, so amending the TID is a logical extension.

The City wishes to provide financial support to make possible redevelopment activities. TIF grant assistance is proposed in the form of the form of pay-as-you-go to assist with each development. The terms and conditions will be addressed in a development agreement between the City and each project's owner(s) and subject to approval by the City Council.

The TID 12 Amendment also includes these proposed public infrastructure improvements:

- Improvements to the intersection of 15<sup>th</sup>, Jefferson and East River Street;
- Possible pedestrian, bicycling, roadway modifications to Washington, Lake, and 12<sup>th</sup> Street;
- Additional funds for the City owned Pump House to move the visitor center project forward;
- Possible acquisition of blighted properties;
- Interest and other costs of borrowing associated with the financing of the above activities;
- Modifications to the intersection of 15<sup>th</sup> Street, E. River Street and Jefferson Street.

The proposed projects within Amendment No. 2 to TID No. 12 offer redevelopment projects that provide many benefits to the community and are in support of the goals identified in planning documents completed for the City.

I would like to thank members of the Council, Plan Commission, Joint Review Board and Community Development Authority/BIDC who have supported this effort.

Respectfully submitted,

Gregory E. Buckley  
City Manager

**TABLE OF CONTENTS**

BACKGROUND ON TAX INCREMENT FINANCING ..... 6

PROJECT PLAN AMENDMENT PROCEDURES ..... 6

GENERAL DESCRIPTION OF DISTRICT ..... 7

AMENDMENT NO. 1: PURPOSE & SUMMARY ..... 7

STATEMENT OF FINDINGS RELATIVE TO LEGAL REQUIREMENTS OF WISCONSIN STATUTES..... 8

STATEMENT OF THE KINDS OF PROJECTS AND PROPOSED PROJECT COSTS ..... 9

LOCATION OF PROPOSED IMPROVEMENTS ..... 10

DESCRIPTION OF FINANCING METHOD ..... 10

ECONOMIC FEASIBILITY ANALYSIS..... 11

DEBT SERVICE PLANNING..... 11

PROJECTED LIFE OF TID NO. 12..... 11

EXISTING LAND USES..... 13

FUTURE LAND USES ..... 13

COMPREHENSIVE PLAN, OFFICIAL MAP, BUILDING CODE,  
ZONING CODE AND OTHER CITY ORDINANCES ..... 13

STATEMENT OF NO RELOCATION REQUIRED ..... 13

NON-PROJECT COSTS ..... 13

ADDITIONAL PROJECT COSTS..... 13

FINDINGS, CONCLUSIONS AND RECOMMENDATIONS..... 14

**TABLES**

<u>Table</u>	<u>Page</u>
1 Blight Area Percentage	8
2 Value Increments & Percent of City Equalized Valuation	8
	Follows
	<u>Page</u>
3 Cash Flow Proforma Analysis	11

**MAPS**

<u>Map</u>	Follows
	<u>Page</u>
1 TID Boundary and Proposed Amended Area	17
2 Project Plan Expenditures	18
3 Existing Land Uses	19
4 Boundaries and Half-Mile Radius	20

**APPENDIX**

Appendix

- A Boundary Description of Amendment No.2 to TID No. 12
- B List of Parcels included in Amendment No.2 to TID No. 12 TID No. 12 and Map of Tax Key Numbers
- C Notice of Public Hearing, List of Governmental Entities Levying Taxes within Amendment No. 2 to TID No. 12 and Membership of the Joint Review Board
- D Official Minutes of Joint Review Board
- E Attorney's Opinion
- F Resolutions approving the Project Plan and Creation of Amendment No. 2 to TID No. 12

**Introduction**



The City plans to use Tax Incremental Financing (“TIF”) as a successful economic development tool by providing public improvements to encourage and promote industrial, commercial, and residential development. The goal is to increase the tax base, to provide for and preserve employment opportunities within the City, and to create and enhance tourism opportunities with the area and the region. The City works with developers and property owners to provide infrastructure improvements and incentives for development. Public infrastructure and property development will be financed by a combination of TIF increments and debt financing.

BACKGROUND of PROJECT PLAN AMENDMENT PROCEDURES

The original Project Plan for TID No. 12 was adopted on September 4, 2018 as a “Blight District”. Amendment No. 1 was adopted February 15, 2021, to amend the boundary and project plan for additional development.

AMENDMENT NO. 2: PURPOSE AND SUMMARY

The purpose of a second amendment is to continue with blight elimination and redevelopment. The City has been approached by two investors. One business owner is located at 1421 Washington Street, which is within the TID, and is proposing the expansion of their existing auto service business. The investment is estimated to be \$650,000. The estimated assessed valuation of the property following this investment is \$676,500. The business owner is requesting a cash grant TIF.

The second project investor is the new owner of 1415 16<sup>th</sup> Street. The owner(s) purchased this vacant building from a bank. The proposed project is a six-room boutique inn. The inn will also offer spa services, and a lounge for the public. The redevelopment costs are estimated to be \$1,000,000. The building estimated assessed valuation of the property following expansion and renovation would be \$730,960. This property is adjacent to but outside the existing TID boundary. An extension of the boundary of the TID to the west is necessary to capture this proposed property. The project investor is requesting cash grant TIF assistance.

The City wishes to provide financial support to make these redevelopment activities possible. TIF grant assistance is proposed in the form of pay-as-you-go for each of the identified redevelopments. The terms and conditions for these cash grants will be addressed in development agreements approved to be by the City Council.

The extension of the boundary for this amendment to TID No. 12 is to include 1415 16<sup>th</sup> Street in order to provide TIF assistance to the above described development. The boundary is also proposed to extend 1513 and 1509 Washington Street. These parcels are also adjacent to the

existing boundary. A new project is proposed for 1509 Washington. Demolition of the existing building has occurred and construction of a franchise coffee shop will begin in June 2024.

Map 1 identifies the updated boundaries reflecting the added parcels of 1415 16<sup>th</sup> Street, 1513 and 1509 Washington Street. The total acres of TID No. 12 has increased from 19.27 acres to 20.26 acres in size. This amendment 2 will increase the territory by 0.988 acres.

Appendix B includes a listing of the parcels identified for Amendment No. 2 to TID No. 12 with tax key numbers. The information also includes parcels that are identified as blighted and public.

**STATEMENT OF FINDINGS RELATIVE TO LEGAL REQUIREMENTS OF WISCONSIN STATUTES**

Table 1 shows the area added with this amendment and the necessary requirements to demonstrate blight.

**Table 1. Blight Area Percentage**

Total Area of TID 12	Minimum 50% of TID	Blighted Area of TID 12 No.2
<b>20.26 acres</b>	50% x 20.26 acres <b>10.13 acres</b>	11.41 acres <b>56% Blight Area</b>

**Statutory requirement: Minimum 50% of TID area is blighted**

Table 1 shows that including the additional acres added as a part of Amendment No. 2 to TID No. 12, there is now a 55% share of blighted acres within the TID thereby meeting the statutory minimum requirement of a 50% blighted area.

**Table 2. 2023 Value Increments and Percent of City Equalized Valuation**

2023 Total of Existing TIDs	2023 TID No. 12	2023 All TIDs Current Value +	2023 Total City of Two Rivers	2023 Existing TID Value Increments +
Current Value	Value Increment	Value Increment	Equalized Valuation	TID 12% Text
<b>\$62,103,300</b>	<b>\$9,029,200</b>	<b>\$68,400,400</b>	<b>\$805,603,600</b>	<b>5.30%</b>

**Statutory Requirement:**

**Valuation of TID No. 12 plus the value increment of all existing TIDs may not exceed 12% of the total City equalized valuation.**

Appendix C: Contains proof of publication required for TID amendments. Also included in the Appendix is a list of all local government entities having the power to levy taxes including the school districts which tax property located within the TID. These entities were notified prior to the publication of the public notice.

Appendix D: Minutes of the Joint Review Board meetings are included in.

Appendix E: Attorney's Opinion letter upon review of Amendment No. 2 to TID No. 12

Appendix F: Resolutions approving the Project Plan and Boundaries and amending the District.

STATEMENT OF THE KINDS OF PROJECTS AND PROPOSED PROJECT COSTS

The City of Two Rivers proposes to provide funding for the following projects. The estimates of the project costs are based on the best available information. Any assistance will be made depending on the approval of the City Council and financial feasibility.

1. 1421 Washington Street Estimated Total Cost: \$150,000

The business owner is proposing to expand their existing auto service operation with an investment estimated at \$650,000. This property is within the existing boundary of TID 12. The service building will be expanding 2,460 feet. It will be steel framed and wood stud framing. The expansion and renovation will expand a service bay, add two restrooms, an employee break room, office space, storage and mechanical room, and more display space for merchandise.

The City proposes a \$150,000 cash grant to assist with the expansion and addition to this business. For this assistance, a development agreement would be entered into with detailed terms, conditions and obligations to be met before any cash grant payments would be paid. The agreement would require approval by the City Council.

2. 1415 16<sup>th</sup> Street Estimated Total Cost: \$130,000

The business owner is proposing the redevelopment of a blighted property into a six-room boutique inn. The inn will also include spa services, and a lounge also available to the public. The building redevelopment is anticipated to cost \$1,000,000. This property is adjacent to, but outside the TID boundary and therefore a TID Boundary amendment is necessary for this project.

The City proposes a \$130,000 cash grant to assist with the redevelopment of this blighted

property. For this assistance, a development agreement would be entered into with detailed terms, conditions and obligations to be met before any cash grant payments would be paid. The agreement would require approval by the City Council.

**Public Project Expenditures**

The projects below are offered as additional public and project expenditures. The costs are estimates only.

**3. High Lift Building** Estimated Cost: \$200,000

Located at the southeast corner of Lake, 12th, and Washington Street intersection, this building is identified as a future visitor and welcome center. Therefore, further support for rehabilitating this building is warranted.

**4. Intersection of 15<sup>th</sup>, Jefferson, and East River Streets** Estimated Cost: \$500,000

A review of this intersection and design solutions to address the safety issues that are due to the blocked views of traffic when turning from 15<sup>th</sup> Street. Construction, landscaping, and other costs associated with changes made to this intersection adjacent areas resulting from these changes fall within this expenditure.

**5. Intersection of Lake, Washington and 12<sup>th</sup> Streets** Estimated Cost: \$100,000

Pedestrian and bicycling access and crossing concerns exist at this intersection therefore additional funds are estimated to address these safety issues.

**6. Acquisition of Property(s)** Estimated Cost: \$250,000

Updates within this TID for infrastructure improvements or execution of projects could necessitate the acquisition of vacant, blighted properties within the TID.

**7. Assistance to Businesses** Estimated Cost:\$50,000

Future grants for improvements to the building, or infrastructure serving the building/business.

**8. Administrative, Legal and Financial Costs** Estimated Total Cost: \$10,000

Administrative, legal and financial costs include the costs of those activities to support this proposed Amendment No. 2 to TID 12 such as City staff labor, legal services, financing costs, and audit services and costs involved in preparing the Project Plan.

**Table 4. Summary of TID Amendment No.2 TID 12**

Proposed Projects	Estimated Expenditures
<b>1421 Washington Street</b>	\$150,000
<b>1415 16<sup>th</sup> Street</b>	\$130,000
<b>High Lift Building (located at corner of Lake &amp; Washington Street</b>	\$200,000
<b>Intersection of 15<sup>th</sup>, Jefferson, and East River Streets</b>	\$500,000
<b>Intersection of Lake, Washington, and 12<sup>th</sup> Streets</b>	\$100,000
<b>Acquisition of Property(s)</b>	\$250,000
<b>Assistance to Businesses</b>	\$50,000
<b>Administrative, Legal and Financial Costs</b>	\$10,000
<b>Total</b>	<b>\$1,390,000</b>

LOCATION OF PROPOSED IMPROVEMENTS

The general location of the proposed projects as described above are shown on Map 2.

This plan is not meant to be a budget nor an appropriation of funds for specific projects, but a framework within which to manage projects. All costs included in this plan are estimates based on the best information available. The City retains the right to delete or pursue future projects listed in this amendment as they are authorized by the City Council without amending the Plan.

The Plan authorizes the expenditure of funds for project costs within a one-half mile radius of the TID boundary.

DESCRIPTION OF FINANCING METHOD

To accomplish the expenditures identified in this Amendment Number 2 Project Plan, the City will need capital totaling at least \$180,000. The source for this capital will be borrowing, likely through a loan from the State Trust Fund Program administered by the Board of Commissioners of Public Lands.

For the additional expenditures for the various projects identified the City reserves the right to issue tax incremental bonds, notes or general obligation bonds or during the life of Amendment No. 2 to TID No. 12 to pay project costs. The additional project costs/expenditures proposed in this amendment described herein may be considered if financially feasible.

ECONOMIC FEASIBILITY ANALYSIS

The economic feasibility of financing project costs depends on the ability of the City to pay such costs from tax revenues generated from the new development anticipated in Amendment No. 2 to TID No. 12. Such financing appears economically feasible based on the tax increment projections set forth in pro forma within this document.

Additional tax base growth within the District is not assumed for purposes of this analysis.

DEBT SERVICE PLANNING

The cash flow proforma analysis proposes funding for the two projects to the investor projects described on page 9, based on funds available from TID No. 12. Any advances to the City or a developer for such expenses are assumed to be reimbursed over the life of the TID.

PROJECTED LIFE OF TID NO. 12

Assuming no change in tax rates, and no inflationary adjustments in the value of properties within the District, for the life of the District, the cash flow proforma shows Amendment No. 2 to TID No. 12 producing sufficient revenues to meet all of the District's obligations by 2039 and 2042, respectively, for the projects receiving Pay Go assistance within the timeline of the creation of the District. Current statutes would allow TID No. 12 to continue for up to 27 years from its creation, which would terminate the District in the year 2045. However, the District can be terminated when all project costs have been paid by revenue from the tax increments.



**Suaves Auto - 0.00%**

# City of Two Rivers Tax Increment District No. 12 Hypothetical Cash Flow Proforma Analysis - Suaves Auto

Assumptions	
Annual Inflation During Life of TID.....	0.00%
2023 Gross Tax Rate (per \$1000 EV).....	<b>\$18.43</b>
Annual Adjustment to tax rate.....	0.00%
Investment rate.....	0.00%
<i>Data above dashed line are actual</i>	

Example Developer Grant	
\$150,000	
Developer Outlay / Repayment	
Beginning October 1, 2025	
Developer Outlay.....	\$150,000
Total Int. Due to Developer.....	\$0
Total Payments to Developer..	\$150,000
Shortfall to Developer.....	\$0

Year	Background Data				Revenues			Expenditures					TID Status			Year
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)	(o)	
	TIF District Valuation <i>(January 1)</i>	Construction Increment <i>(1)</i>	TIF Increment Over Base	Tax Rate	Tax Revenue	Investment Proceeds	Total Revenues	Developer Outlay	Interest Due to Developer	Annual (Shortfall)/ Surplus	Balance Due to Developer	Payment to Developer	Annual Balance	Year End Cumulative Balance	Cost Recovery	
	<b>Base Value \$148,500</b>								<b>EST. RATE = 0.00%</b>					<i>(December 31)</i>		
2024	\$148,500		\$0	\$18.43	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$0	\$0		
2025	\$148,500	\$528,000	\$528,000	\$18.43	\$0	\$0	\$0	\$150,000	\$0	(\$150,000)	(\$150,000)	\$0	\$0	\$0		
2026	\$676,500		\$528,000	\$18.43	\$0	\$0	\$0		\$0	\$0	(\$150,000)	\$0	\$0	\$0		
2027	\$676,500		\$528,000	\$18.43	\$9,729	\$0	\$9,729		\$0	\$9,729	(\$140,271)	\$9,729	\$0	\$0		
2028	\$676,500		\$528,000	\$18.43	\$9,729	\$0	\$9,729		\$0	\$9,729	(\$130,541)	\$9,729	\$0	\$0		
2029	\$676,500		\$528,000	\$18.43	\$9,729	\$0	\$9,729		\$0	\$9,729	(\$120,812)	\$9,729	\$0	\$0		
2030	\$676,500		\$528,000	\$18.43	\$9,729	\$0	\$9,729		\$0	\$9,729	(\$111,083)	\$9,729	\$0	\$0		
2031	\$676,500		\$528,000	\$18.43	\$9,729	\$0	\$9,729		\$0	\$9,729	(\$101,353)	\$9,729	\$0	\$0		
2032	\$676,500		\$528,000	\$18.43	\$9,729	\$0	\$9,729		\$0	\$9,729	(\$91,624)	\$9,729	\$0	\$0		
2033	\$676,500		\$528,000	\$18.43	\$9,729	\$0	\$9,729		\$0	\$9,729	(\$81,895)	\$9,729	\$0	\$0		
2034	\$676,500		\$528,000	\$18.43	\$9,729	\$0	\$9,729		\$0	\$9,729	(\$72,165)	\$9,729	\$0	\$0		
2035	\$676,500		\$528,000	\$18.43	\$9,729	\$0	\$9,729		\$0	\$9,729	(\$62,436)	\$9,729	\$0	\$0		
2036	\$676,500		\$528,000	\$18.43	\$9,729	\$0	\$9,729		\$0	\$9,729	(\$52,707)	\$9,729	\$0	\$0		
2037	\$676,500		\$528,000	\$18.43	\$9,729	\$0	\$9,729		\$0	\$9,729	(\$42,978)	\$9,729	\$0	\$0		
2038	\$676,500		\$528,000	\$18.43	\$9,729	\$0	\$9,729		\$0	\$9,729	(\$33,248)	\$9,729	\$0	\$0		
2039	\$676,500		\$528,000	\$18.43	\$9,729	\$0	\$9,729		\$0	\$9,729	(\$23,519)	\$9,729	\$0	\$0		
2040	\$676,500		\$528,000	\$18.43	\$9,729	\$0	\$9,729		\$0	\$9,729	(\$13,790)	\$9,729	\$0	\$0		
2041	\$676,500		\$528,000	\$18.43	\$9,729	\$0	\$9,729		\$0	\$9,729	(\$4,060)	\$9,729	\$0	\$0		
2042	\$676,500		\$528,000	\$18.43	\$9,729	\$0	\$9,729		\$0	\$4,060	\$0	\$4,060	\$5,669	\$5,669	Expenditures Recovered	
2043	\$676,500		\$528,000	\$18.43	\$9,729	\$0	\$9,729					\$0	\$9,729	\$15,398	Expenditures Recovered	
2044	\$676,500		\$528,000	\$18.43	\$9,729	\$0	\$9,729					\$0	\$9,729	\$25,128	Expenditures Recovered	
2045				\$18.43	\$9,729	\$0	\$9,729					\$0	\$9,729	\$34,857	Expenditures Recovered	
2046				\$18.43	\$9,729	\$0	\$9,729					\$0	\$9,729	\$44,586	Expenditures Recovered	
		\$528,000					\$194,586		\$194,586			\$150,000		\$150,000		

Type of TID: Blight Elimination  
 2018 TID Inception (9/4/2018)  
 2040 Final Year to Incur TIF Related Costs  
 2045 Maximum Legal Life of TID (27 Years)  
 2046 Final Tax Collection Year

**(1) Increment per City Estimates.**



Boutique Inn - 0.00%

# City of Two Rivers Tax Increment District No. 12 Hypothetical Cash Flow Proforma Analysis - Boutique Inn

Assumptions	
Annual Inflation During Life of TID.....	0.00%
2023 Gross Tax Rate (per \$1000 EV).....	18.43
Annual Adjustment to tax rate.....	0.00%
Investment rate.....	0.00%

Data above dashed line are actual

Example Developer Grant \$130,000 Developer Outlay / Repayment Beginning October 1, 2025	
Developer Outlay.....	\$130,000
Total Int. Due to Developer.....	\$0
Total Payments to Developer..	\$130,000
Shortfall to Developer.....	\$0

Year	Background Data				Revenues			Expenditures				TID Status			Year	
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)		(o)
	TIF District Valuation	Construction Increment	TIF Increment Over Base	Tax Rate	Tax Revenue	Investment Proceeds	Total Revenues	Developer Outlay	Interest Due to Developer	Annual (Shortfall)/ Surplus	Balance Due to Developer	Payment to Developer	Annual Balance	Year End Cumulative Balance		Cost Recovery
	(1)							EST. RATE=				(December 31)				
	<b>Base Value</b> \$177,500								0.00%							
2024	\$177,500		\$0	18.43	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$0	\$0	2024	
2025	\$177,500	\$553,460	\$553,460	18.43	\$0	\$0	\$0	\$130,000	\$0	(\$130,000)	(\$130,000)	\$0	\$0	\$0	2025	
2026	\$730,960		\$553,460	18.43	\$0	\$0	\$0		\$0	\$0	(\$130,000)	\$0	\$0	\$0	2026	
2027	\$730,960		\$553,460	18.43	\$10,198	\$0	\$10,198		\$0	\$10,198	(\$119,802)	\$10,198	\$0	\$0	2027	
2028	\$730,960		\$553,460	18.43	\$10,198	\$0	\$10,198		\$0	\$10,198	(\$109,603)	\$10,198	\$0	\$0	2028	
2029	\$730,960		\$553,460	18.43	\$10,198	\$0	\$10,198		\$0	\$10,198	(\$99,405)	\$10,198	\$0	\$0	2029	
2030	\$730,960		\$553,460	18.43	\$10,198	\$0	\$10,198		\$0	\$10,198	(\$89,206)	\$10,198	\$0	\$0	2030	
2031	\$730,960		\$553,460	18.43	\$10,198	\$0	\$10,198		\$0	\$10,198	(\$79,008)	\$10,198	\$0	\$0	2031	
2032	\$730,960		\$553,460	18.43	\$10,198	\$0	\$10,198		\$0	\$10,198	(\$68,809)	\$10,198	\$0	\$0	2032	
2033	\$730,960		\$553,460	18.43	\$10,198	\$0	\$10,198		\$0	\$10,198	(\$58,611)	\$10,198	\$0	\$0	2033	
2034	\$730,960		\$553,460	18.43	\$10,198	\$0	\$10,198		\$0	\$10,198	(\$48,412)	\$10,198	\$0	\$0	2034	
2035	\$730,960		\$553,460	18.43	\$10,198	\$0	\$10,198		\$0	\$10,198	(\$38,214)	\$10,198	\$0	\$0	2035	
2036	\$730,960		\$553,460	18.43	\$10,198	\$0	\$10,198		\$0	\$10,198	(\$28,015)	\$10,198	\$0	\$0	2036	
2037	\$730,960		\$553,460	18.43	\$10,198	\$0	\$10,198		\$0	\$10,198	(\$17,817)	\$10,198	\$0	\$0	2037	
2038	\$730,960		\$553,460	18.43	\$10,198	\$0	\$10,198		\$0	\$10,198	(\$7,618)	\$10,198	\$0	\$0	2038	
2039	\$730,960		\$553,460	18.43	\$10,198	\$0	\$10,198		\$0	\$7,618	\$0	\$7,618	\$2,580	\$2,580	Expenditures Recovered 2039	
2040	\$730,960		\$553,460	18.43	\$10,198	\$0	\$10,198		\$0			\$0	\$10,198	\$12,778	Expenditures Recovered 2040	
2041	\$730,960		\$553,460	18.43	\$10,198	\$0	\$10,198		\$0			\$0	\$10,198	\$22,977	Expenditures Recovered 2041	
2042	\$730,960		\$553,460	18.43	\$10,198	\$0	\$10,198		\$0			\$0	\$10,198	\$33,175	Expenditures Recovered 2042	
2043	\$730,960		\$553,460	18.43	\$10,198	\$0	\$10,198		\$0			\$0	\$10,198	\$43,374	Expenditures Recovered 2043	
2044	\$730,960		\$553,460	18.43	\$10,198	\$0	\$10,198		\$0			\$0	\$10,198	\$53,572	Expenditures Recovered 2044	
2045				18.43	\$10,198	\$0	\$10,198		\$0			\$0	\$10,198	\$63,771	Expenditures Recovered 2045	
2046				18.43	\$10,198	\$0	\$10,198		\$0			\$0	\$10,198	\$73,969	Expenditures Recovered 2046	
		<u>\$553,460</u>			<u>\$203,969</u>	<u>\$0</u>	<u>\$203,969</u>	<u>\$130,000</u>	<u>\$0</u>	<u>\$0</u>		<u>\$130,000</u>				

- Type of TID: Blight Elimination
- 2018 TID Inception (9/4/2018)
- 2040 Final Year to Incur TIF Related Costs
- 2045 Maximum Legal Life of TID (27 Years)
- 2046 Final Tax Collection Year

(1) Increment per City Estimates.



EXISTING LAND USES

Map 3 identifies existing land uses in Amendment No. 2 to TID No. 12

FUTURE LAND USES

Map 4 shows future land uses in Amendment No. 2 to TID No. 12. As recommended in the Land Use Plan Element of the City currently adopted Comprehensive Plan.

COMPREHENSIVE PLAN, OFFICIAL MAP, BUILDING CODE, ZONING CODE AND OTHER CITY ORDINANCES

At this time there are no proposed changes to the comprehensive plan, the official map, zoning code or ordinances; however, the City reserves the right to make any necessary changes or amendments to the above-listed regulations as circumstances may require. Any Comprehensive Plan or zoning map amendments would follow all necessary procedures required within those regulations.

STATEMENT OF NO RELOCATION REQUIRED

The City does not anticipate the need to relocate persons or businesses in conjunction with this Amendment Number 2. In the event of relocation or the acquisition of property by eminent domain becomes necessary during the implementation period, the City will follow applicable state statutes in Chapter 32.

NON-PROJECT COSTS

Amendment No. 2 to TID No. 12 does not include any non-project costs.

ADDITIONAL PROJECT COSTS

The City of Two Rivers reserves the right to further amend this Project Plan to include additional projects and project costs which are not anticipated at this time, and/or to add or delete territory in accord with State Statutes.

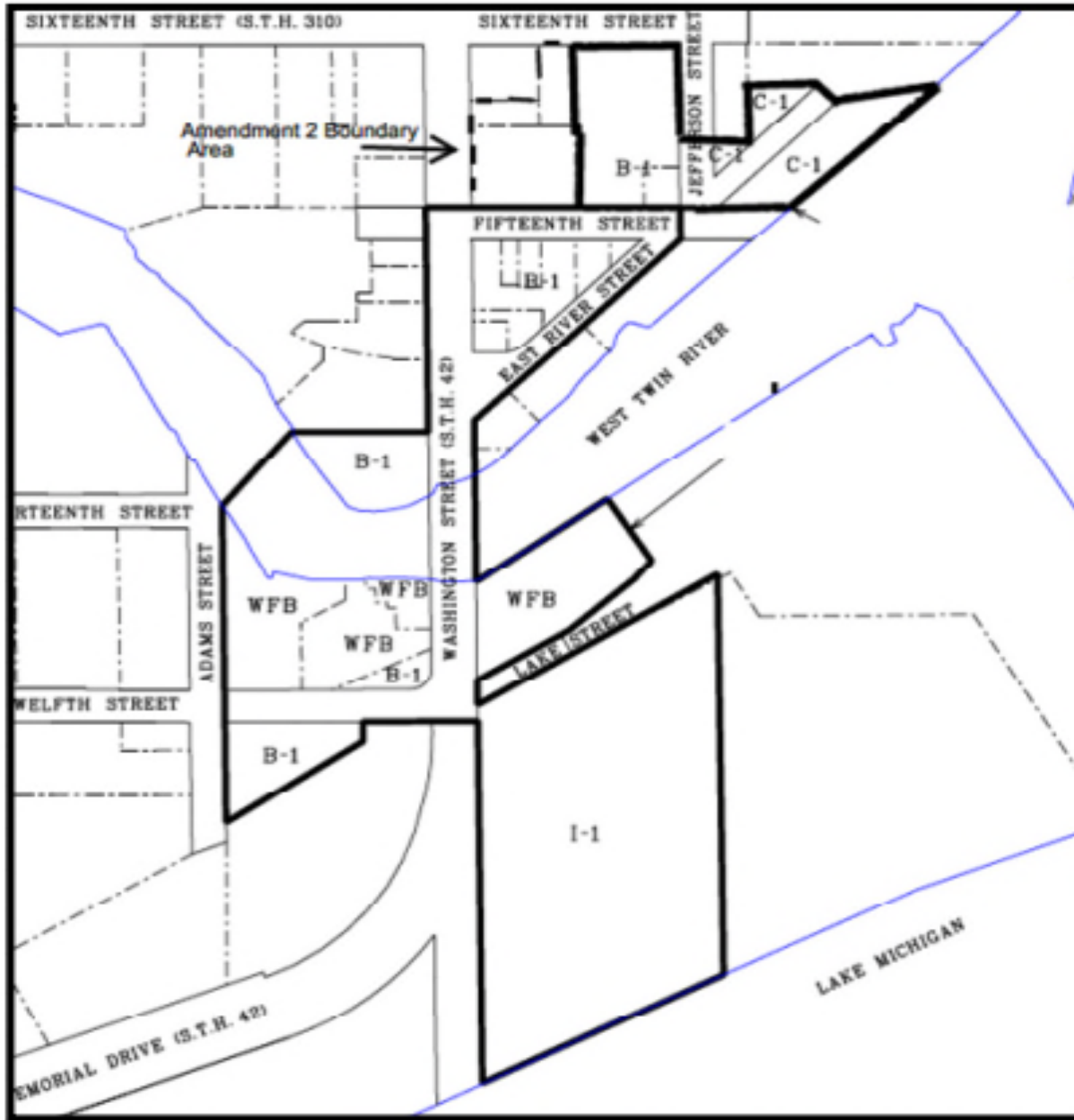
Any eligible projects may be included to the extent that their costs would be reimbursed through future TID revenues over the maximum life of TID No. 12 if such project costs are made by the City during the expenditure period of TID No. 12.

## FINDINGS, CONCLUSIONS AND RECOMMENDATIONS

Based upon the evaluation and facts included in Amendment No. 2 to TID No. 12, the following findings, conclusions and recommendations are made:

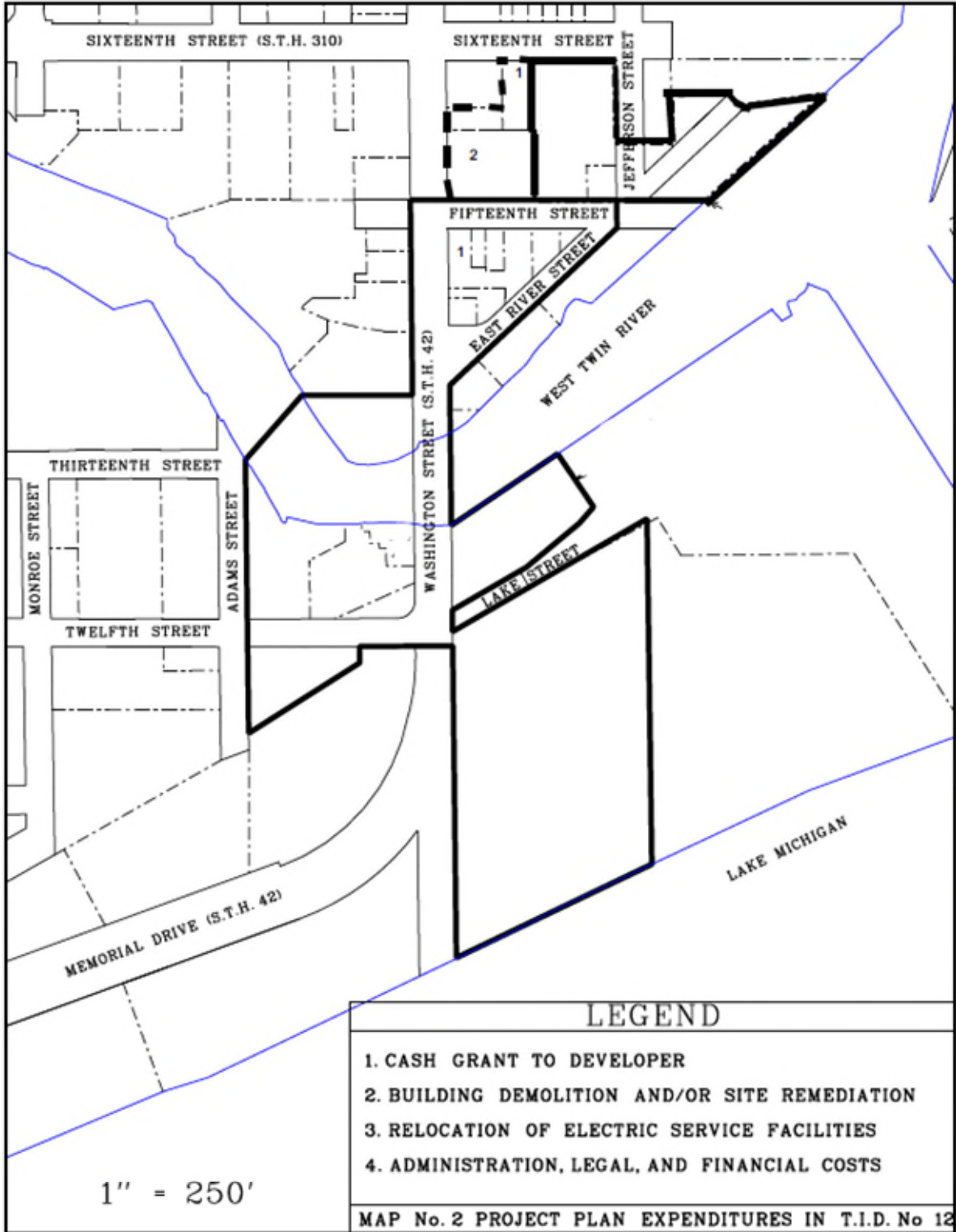
- Eliminating blight and the additional parcels identified in the added territory proposed in Amendment No. 2 to TID No. 12 is appropriate for tax incremental financing and will promote the orderly development of the City.
- Redevelopment of the project locations and projects included within the area proposed in Amendment No. 2 to TID No. 12 implements the City's Comprehensive Plan and Waterfront Access Concept Plan and promotes orderly development.
- Improvement of the area in the amended TID No. 12 is likely to significantly enhance the value of all the other properties in TID No. 12.
- The project costs provided from this Amendment No. 2 to TID No. 12 relates directly to eliminating blight.
- Providing a cash grant in accord with a properly reviewed and approved Development Agreement is an eligible project cost.
- Amendment No. 2 to TID No. 12 will encourage private investment at the 1421 Washington Street and 1415 16<sup>th</sup> Street properties and will provide additional tax revenue to the city.
- Based upon the current status of the project, 1415 16<sup>th</sup> Street property in TID No. 12 as shown in Appendix B, Amendment No. 2 to TID No. 12 is declared to be a "Blight Elimination and Redevelopment District". This declaration is based upon the fact that there is a predominance of blighted properties within the District.
- Based upon the above findings and conclusions, it is recommended that this Project Plan and Boundaries for Amendment No. 2 to TID No. 12 be adopted in accordance with the applicable statutes by formal resolutions of the City of Two Rivers Plan Commission and City Council.
- It is also recommended that this Project Plan and Boundaries for Amendment No. 2 to TID No. 12 be adopted in accordance with the applicable statutes by action of the Joint Review Board overseeing Amendment No. 2 to TID No. 12.

Map 1. TID Boundary and Proposed Amended Area Identified



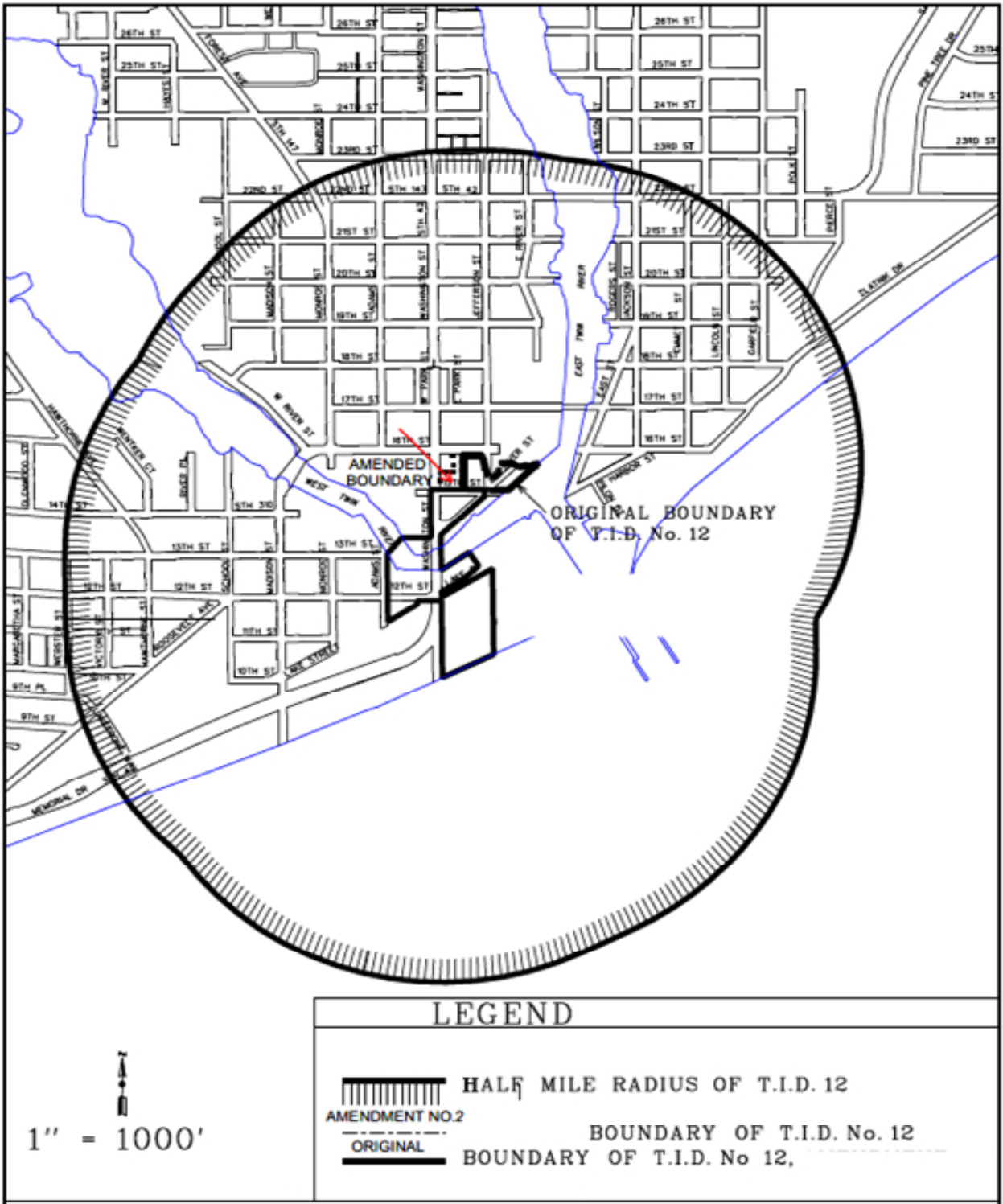
LEGEND	
B-1	• BUSINESS DISTRICT
C-1	• COMMERCIAL DISTRICT
I-1	• INDUSTRIAL DISTRICT
WFB	• WATERFRONT BUSINESS DISTRICT
—	BOUNDARY OF T.I.D. No 12, .....
MAP No. 1 BOUNDARIES AND ZONING IN T.I.D. No 12	

Map 2: Location of Proposed Expenditures





Map 4 Boundaries and Half-Mile Radius



MERIDIAN WELLNESS, LLC PROJECT

February 2024



PRESENTED BY: TAMMIE TRIPPLER

MERIDIAN WELLNESS, LLC  
2221 LINCOLN AVENUE, TWO RIVERS, WI 54241  
920-540-6693





**Sign & Façade Improvement & Restoration Grant Program Application**

Applicant Name: **Tammie Tripler**

Business Name: **Meridian Wellness, LLC**

Business Address: 2221 Lincoln Avenue, Two Rivers, WI 54241

Phone: 920-540-6693

E-Mail: tammie@meridianwi.com

Property Owner (if different than above): Phone: Names of all owners on title of property: (all owners must sign application) N/A

Proposed project start date: April 1, 2024

Proposed project completion date: July 1, 2024

Description of project:

Add a business sign on the existing concrete slab, refresh landscaping around the building, and enclose the drive-through for outdoor yoga, sound healing, and workshops. See the following pages for more details. Also, the brick on the building where the teller service drawer, the ATM, and the 24-hour drop box will need to be repaired.

**Project Budget.** List individual project elements (Awning, painting of trim, etc.)

<b>Business Sign</b>	
Item: Business Sign - Bought on Marketplace	Cost: 500.00
Item: Painting Sign	Cost: 3696.00
Item: Masonry	Cost: 3500.00
Item: Electrical	Cost: 1500.00 estimate
<b>Landscaping</b>	
Item: Landscaping	Cost: 4310.25
<b>Drive-Through</b>	
Item: Y & S Solutions	Cost: 4794.99
Item: Excavating	Cost: 2825.00
Item: Outdoor Turf	Cost: 4,000.00 estimate
Item: Rock/Sand	Cost: 800.00 estimate
<b>Repair Masonry</b>	
Item: Repair Masonry	Cost: 1500.00

**Total Cost: 25,926.24**



The undersigned applicant affirms that information provided within this application form is true and complete to the best of the applicant's knowledge. The applicant further affirms an understanding of the sign & facade grant program and agrees to abide by its terms and conditions as outlined in the application packet.

Signature: Janine Jupples Date: \_\_\_\_\_  
4/8/24 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

This application form must be fully completed *with the requested attachments*. Incomplete application forms will not be considered. All other forms and documents for this grant may be signed by the applicant and will not require additional owners' signature(s).