



**TWO
RIVERS**
WISCONSIN

CITY COUNCIL WORK SESSION

Monday, June 27, 2022 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

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

4. DISCUSSION ITEMS

A. Proposed Sister City Inspired Public Art Project

B. New City Website Going Live on Wednesday, June 29

C. Discussion of How to Incorporate Feedback on City Issues from Facebook and Other Social Media in the City Council's Decision-Making Process

5. ACTION ITEMS

A. Application for Temporary Class "B" License from SCL Softball Club for SCL Softball Tournament, July 8-10, 2022 at 1200 35th Street, Two Rivers

Recommended Action:

Motion to approve the applications and authorize the City Clerk to issue the licenses

B. Resolution Declaring Intent to Reimburse Expenditures from Proceeds of Borrowing for 2023 Water Main, Sewer, and Lateral Replacement Projects

Recommended Action:

Motion to waive reading and adopt the resolution

C. Staff Report on Equipment Investment Required to Resume Live Broadcasts of City Council Meeting on Spectrum Cable

Recommended Action:

Motion to not proceed with the investment required to resume such broadcasts, recognizing that meetings can be viewed live and after-the-fact on the City Hall Facebook page and on YouTube

D. Recommendation from Staff and Finance Committee Regarding Sewer Back Billing to Owners of Multi-Unit Buildings Who Have Been Under-Billed for Sewer Fixed Charges Over the Past Two Years

Recommended Action:

Motion to approve the billing arrangement as recommended by the Utilities Committee

- E.** Discuss Liability Insurance Requirements Contained in City Ordinance Regulating Commercial Uses of Golf Carts, Including Rentals

Recommended Action:

Council Discretion

- 6. CLOSED EXECUTIVE SESSION**The City Council reserves the right to enter into Closed Session, per Wisc. Stats 19.85(1)(g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

--Discuss matters pertaining to City and Room Tax Commission response to recent court filing by City of Manitowoc and the Manitowoc Room Tax Commission

- 7. RECONVENE IN OPEN SESSION**

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

- 8. ADJOURNMENT**

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

Please note, upon reasonable notice, efforts will be made to accommodate the needs to disabled individuals through appropriate aids and services. For additional information or to request this service, please contact the Office of the City Manager by calling 793-5532.

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.

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

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

FEE \$10.00

Application Date: 10-20-22

☐ Town ☐ Village ☒ City of Two Rivers

County of Manitowoc

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

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

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

at the premises described below during a special event beginning Time: 5 P.M. and ending Time: 5 P.M. and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

☒ Bona fide Club

☐ Church

☐ Lodge/Society

☐ Veteran's Organization

☐ Fair Association or Agricultural Society

☐ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name SCL Softball Club

(b) Address 2940 43rd St. Two Rivers, WI 54241
(Street) ☐ Town ☐ Village ☒ City

(c) Date organized JAN. 1. 2018

(d) If corporation, give date of incorporation _____

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

(f) Names and addresses of all officers:

President Josh Tuesburg

Vice President Matt Peronto

Secretary Nick Timm

Treasurer Steve Bauman

(g) Name and address of manager or person in charge of affair: Josh Tuesburg
phone number (920) 262-9509

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

(a) Street number 1200 35th St. Two Rivers WI 54241

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? No

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

3. Name of Event

(a) List name of the event SCL SoftBALL Tournament

(b) Dates of event July 8th-10th, 2022

DECLARATION

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

Officer _____
(Signature / Date)

(Name of Organization)

Date Filed with Clerk 10/21/22

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____



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

NOTE:

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

* * * * *

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

SCL SOFTBALL Club
Organization

Josh Tuesburg
By

6-20-22
Date

CITY OF TWO RIVERS**RESOLUTION DECLARING INTENT TO REIMBURSE
EXPENDITURES FROM PROCEEDS OF BORROWING
2023 Water Main, Sewer, and Lateral Replacement Projects**

WHEREAS, the City of Two Rivers, Wisconsin (the “City”) owns and operates water treatment and distribution and wastewater treatment and collection systems as a public utility; and

WHEREAS, the City plans in 2023 to replace and/or rehabilitate water main, sewer, laterals, and appurtenances on Roosevelt Avenue, from 6th Street to 12th Street; and Lincoln Street from 17th Street to 22nd Street and further plans to replace water and sewer laterals within the right-of-way as well as private lead service laterals at various locations (the “Projects”); and,

WHEREAS, the City expects to receive loan financing (the “Loans”) for the Project from the State of Wisconsin Safe Drinking Water Fund and Clean Water Fund, and expects to issue tax-exempt bonds to the Safe Drinking Water Loan Program (SDWLP) and the Clean Water Fund Program (CWFP) (the “Bonds”) in evidence of the Loans, such bonds to be repaid by the City’s Water and Sewer Utilities; and

WHEREAS, because the Bonds have not yet been issued, the City must provide interim financing from internal funds to cover any project costs incurred prior to closing on said SDWLP and CWFP loans; and

WHEREAS, it is necessary, desirable, and in the best interests of the City to advance moneys from its funds on hand on an interim basis to pay the costs of the Projects until SDWLP and CWFP is finalized;

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

Section 1. Expenditure of Funds. The City shall make expenditures as needed from its funds on hand to pay proceeds of the Projects until SDWLP and CWFP loan fund (Bonds proceeds) become available.

Section 2. Declaration of Official Intent. The City hereby officially declares its intent under Treas. Reg. Section 1.150-2 to reimburse said expenditures with proceeds to the Bonds, the principal amount of which is not expected to exceed \$4,100,000.

Section 3. Unavailability of Long Term Funds. No funds for payment of the Projects from sources other than the Bonds are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside by the City pursuant to its budget or financial policies.

Section 4. Public Availability of Official Intent Resolution. This Resolution shall be made available for public inspection at the City Clerk’s office within 30 days after its approval in

compliance with applicable State law governing the availability of records of official acts including Subchapter II of Chapter 19, and shall remain available for public inspection until the Bonds are issued.

Section 5, Item B.

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

Adopted and recorded this ____ day of June 2022.

Council Member

Gregory E. Buckley
City Manager

Attest:

Kim M. Graves
City Clerk

Jack M. Bruce
City Attorney

City of Two Rivers
Proposed 2023 Street and Utility Improvements
Summary of project costs by category/utility

Category/Utility	2023 Lincoln St 17th-22nd	2023 Roosevelt Ave 6th to 12th	2023 Scattered Laterals	2023 Totals
Roadway	\$ 268,785.00	\$ 393,525.00	\$ -	\$ 662,310.00
Water (SDWLP)	\$ 726,715.00	\$ 1,063,975.00	\$ 247,500.00	\$ 2,038,190.00
Sanitary (CWF)	\$ 537,570.00	\$ 787,050.00	\$ 148,500.00	\$ 1,473,120.00
Storm	\$ 288,695.00	\$ 422,675.00	\$ -	\$ 711,370.00
Private Water	\$ 169,235.00	\$ 247,775.00	\$ 165,000.00	\$ 582,010.00
Private Sewer	\$ 238,920.00	\$ 349,800.00	\$ 165,000.00	\$ 753,720.00
Totals	\$ 2,229,920.00	\$ 3,264,800.00	\$ 726,000.00	\$ 6,220,720.00
Length (Ft)	1810	2650		4460
# Services	44	55	30	129

Costs based on 2022 costs, +20% Engineering/Contingency

From: McWain, Daniel D <Daniel.McWain@charter.com>

Date: Fri, Jun 17, 2022 at 11:25 AM

Subject: PEG channel upgrade to HD

To: rpowell@two-rivers.org <rpowell@two-rivers.org>

Hi Rick,

Just wanted to follow up after our conversation yesterday. Below are the terms and options to upgrade your PEG channel to HD.

Both options are based on a 36 month agreement:

- 1) One time charge of \$28,000 and \$0 monthly recurring charges.
- 2) Monthly recurring charge of \$795 and one time charge of \$5,435

After the 36 month agreement is up will default to the current monthly recurring charge of \$795 or most likely lower based on rates at that time. You can choose to renew or cancel at that time.

Let me know Rick what you decide.

Thank you,

Dan



Wednesday, June 22, 2022 at 4:45 PM

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

MINUTES

1. CALL TO ORDER

2. ROLL CALL

Committee Members: Darla LeClair, Tim Petri, Jason Ring

Staff & Others: Greg Buckley (City Manager), Jim Mc Donald (Public Works Director), Scott Ahl (Civil Engineer II), Dave Casebeer (Wastewater Utility)

3. REVIEW AND APPROVAL OF MINUTES – not reviewed at this meeting

4. PUBLIC INPUT – None Offered

5. WASTEWATER UTILITY:

Adjustment of billing for back-charges on multi-unit buildings

- reviewed list, summarizing back billing for 24+ months (since approximately Jan, 2020)

- previous consensus to spread payments over 12 months

- noted Wastewater Utility is NOT regulated by PSC; PSC would limit back charge period to 24 months, if it was a regulated utility.

- recommendation to back bill properties for 24 months of short billing; Offer option to pay in full or spread over 12 months; if customer requests an extension, provide the option to spread back bill amount over 24 months with 5% interest applied, approval would be made by Finance Director or City Manager.

Motion made by Tim Petri, seconded by Jason Ring, to recommend to Council to back bill affected customers for amount of 24 months when billing was short. Provide option to pay in full or spread over 12 months; if customer requests an extension, provide the option to spread back bill amount over 24 months with 5% interest applied, approval would be made by Finance Director or City Manager.

Motion passed with unanimous voice vote.

Reviewed chemical cost for ferric chloride and polymer that are used at the wastewater plant; noted expectation of year end chemical costs to increase 40%, as compared to 2021 costs.

Rate increase considered to increase the monthly sanitary sewer fixed fee from \$15 to \$17 and additional units fixed fee increase from \$9 to \$10.20. The usage charge would remain unchanged.

Motion made by Tim Petri, seconded by Darla LeClair, to affirm previous rate increase.

Motion passed with unanimous voice vote.

Review CMAR Report from calendar year 2021; noted all categories provided 'A' grade, with the exception of Influent Flow and Loadings, which was rated as an 'F' grade. Staff indicated BOD loadings at the wastewater plant are higher than design, which leads to the grade. The plant is able to remove the loading, most of which appears to be grease and other floatable material, which are removed in the primary clarifiers. Staff is working with a local industry which is the suspected source of the increased loadings to reduce the levels.

Motion made by Jason Ring, seconded by Tim Petri, to recommend the approval of the 2021 CMAR Report to Council. Motion passed with unanimous vote.

6. **STORM WATER UTILITY: UPDATES AND ACTION AS NEEDED**
7. **ANY OTHER ITEMS OR ISSUES TO COME BEFORE THE COMMITTEE, WITH DISCUSSION AND ACTION**
8. **SET DATE, TIME, LOCATION, AND AGENDA ITEMS FOR NEXT COMMITTEE MEETING**
Tuesday, July 12, 2022, at 5:15pm
9. **ADJOURNMENT** Motion was made by Tim Petri, seconded by Jason Ring, to adjourn at 5:35pm

Chapter 8-9

Golf Carts

§ 8-9-6 Operation.

Golf carts shall not be operated on the public streets of the City, except in full compliance with the provisions of this section.

G. Commercial purposes.

- (1) Golf carts may not be used as a taxicab or bus. The commercial carrying of passengers is permitted to the extent that a business or organization may use a golf cart as a shuttle in direct connection with said business or organization and then only to the extent that the passenger capacity is not exceeded as noted above.
- (2) The hauling of freight is permitted to the extent that a business or organization may transport products or materials in direct connection to said business. The transportation of hazardous or flammable materials is prohibited. Freight in combination with the operator and any passengers may not exceed the cart manufacturer's gross vehicle weight rating (GVWR).
- (3) The rental or the use of any golf cart for consideration shall be considered a commercial use.
- (4) Golf carts used under this subsection shall be insured for liability for property damage and personal injury by a reputable insurer satisfactory to the City. A certificate of insurance verifying insurance coverage shall be filed with the City with each application for registration or renewal. Such insurance shall provide for policy limits of at least \$1,000,000 for one person and \$3,000,000 for any number of persons injured or killed in one accident and \$100,00 property damage per incident. Additionally, it shall be agreed that the City is released from liability for any accidents involving the registered golf cart and to indemnify and hold the City harmless from any claims arising from any such use.