



# CITY COUNCIL MEETING

Monday, October 07, 2024 at 6:00 PM

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

## MINUTES

**1. CALL TO ORDER**

President Stechmesser called the meeting to order at 6:00 PM

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL BY CITY CLERK**

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

**ALSO PRESENT:** Kassie Paider, Finance Director; Mike Mathis, Parks and Recreation Director; Matt Heckenlaible, Public Works Director; Dave Murack, Fire Chief; Joe Metzen, Tourism Director; Rick Powell, IT Supervisor; Jeff Dawson, Library Director; Brian Dellemann, Electric Utility Director; Andrew Sukowaty, Water Utility Director; and Ben Meinnert, Police Chief / Acting City Manager

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

None.

**5. PUBLIC HEARING**

A. Amendment to Conditional Use Permit for Sauve's Auto Service, 1421 Washington Street

Recommended Action:

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

The first call of the public hearing was opened by Council President Stechmesser. No one addressed the Council.

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

The third and final call of the public hearing was opened by Council President Stechmesser. No one addressed the Council.

Motion carried with a roll call vote.

Motion made by Bittner, seconded by B. LeClair.

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

B. Amendment to Section 10-1-15G(4)(b)[4] of the Zoning Ordinance, Pertaining to Driveways in Front and Street Side Yards

Recommended Action:

Motion to waive reading and approve the Zoning Ordinance amendment, as recommended by the Plan Commission

The first call of the public hearing was opened by Council President Stechmesser, No one addressed the Council.

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

The third and final call of the public hearing was opened by Council President Stechmesser. No one addressed the Council.

Motion carried with a roll call vote.

Motion made by Brandt, seconded by Derby.

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

## **6. INPUT FROM THE PUBLIC**

Betty Grams 1908 Garfield Street – Spoke against the Neshotah Park Master Plan in regards to the sidewalk through the park from Garfield Street to the concession stand. She expressed the sidewalk would split the park, and the new sidewalk would funnel traffic through the park to the busiest part of the beach and the sidewalk would get minimal usage. She also expressed concerns about year-round maintenance of the path and plans for snow removal. She requested the bathrooms near the concession stand be updated prior to the bathrooms near the horseshoe pits.

Ramesh Ganatra – 1918 Garfield Street – Expressed his concerns with the proposed sidewalk from Garfield Street to the concession stand at Neshotah Park. He requested the City look into getting a dog park within the City.

Julie Schroeder – 1912 Garfield Street: Spoke against the Neshotah Park Master Plan in regards to the sidewalk through the park from Garfield Street to the concession stand. She expressed that area of the park is underutilized and if the City is interested in having that area used, more grills, benches and trees would help bring people to that area.

## **7. COUNCIL COMMUNICATIONS**

Letters and other communications from citizens

Council President Stechmesser reported he received a complaint from a citizen regarding Neshotah park similar to Public Input and forwarded it to the Parks and Recreation Department.

## **8. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES**

Councilmember Bittner reported on the Committee on Aging stating two TRUST cars will be operational on election day to help shuttle citizens to the polls.

Councilmember D. LeClair reported on the following boards:

-- Mainstreet: Applefest is October 12<sup>th</sup>, downtown trick or treat is October 26<sup>th</sup> from 11 AM – 2 PM, currently planning for the Cool City Christmas Parade, the fall wine and beer walk is October 25<sup>th</sup>, Badger Night is November 2<sup>nd</sup>.

-- Environmental Advisory Board: Council will be discussing next steps for front yard gardens. The Board is putting together suggestions for the utility bill insert.

## **9. CITY MANAGER'S REPORT**

- A. Invited Guests
1. Terry Ehle, Youth Services Coordinator at Lester Public Library, Recently Named Wisconsin Librarian of the Year  
Library Director Jeff Dawson introduced Terry Ehle who recently was named Wisconsin Librarian of the Year by the Wisconsin Library Association
- B. Status Update/Reports
1. Staffing Updates  
Mr. Meinnert reported on the ongoing recruitments: Police Officer – accepting applications; Fire Department – recent hires and promotions, announcements pending; City Planner/Community Development Director – accepting applications; City Manager’s Admin. Assistant / Deputy City Clerk – recently hired Val Vanderlinden
  2. Roosevelt Avenue Reconstruction Project  
Mr. Meinnert reported the mainline and intersection concrete work has been completed. Sidewalk, carriage walks, curb ramps and driveway approaches are being worked on as well as topsoiling and sodding. Public Works is preparing installation of street and traffic control signs and doing some pavement markings this fall with the remainder next spring. This project is predicted to be completed by the middle of October.
  3. In-Person Absentee Voting Begins October 22 for the November 5 General Election  
Mr. Meinnert reported in-person absentee voting begins on October 22 at City Hall for the November 5 General Election
  4. Lead Laterals Replacement--Scattered Sites  
Mr. Meinnert reported the contractor began working the last week of September around 34<sup>th</sup> Street and Prairie Street. Work consists of replacing lead water services with PEX tubing and defective sanitary sewer laterals.
  5. New Street Sweeper in Service  
Mr. Meinnert reported the new street sweeper arrived on September 17. The DPW staff has been trained on it and it has been in service the past several weeks. Staff has been enjoying it. Some upgrades over the old sweeper include: larger debris hopper; can switch the gutter broom to either side of the sweeper; four wheel steering capability; quicker transit speeds; larger operator cab
  6. Washington Street Bridge Sidewalk  
Mr. Meinnert reported the sidewalk widening project is wrapping up. Staff opened up a portion of the eastside sidewalk on September 27. They are waiting for the last of the concrete poured October 1 to cure and then a sealant must be applied.
  7. Sandy Bay Highlands Phase 3  
Mr. Meinnert reported the final plat was submitted to the State for review middle of September. A preconstruction meeting with Advance Construction is scheduled. Construction will be starting soon- with first portion to be completed by Thanksgiving and final completion being the middle of June, 2025. A showcase of homes display in the Jim Reif Builder’s home at Lake Breeze and Orchard; a lot of interest in Phase 3 was generated
  8. Financing Agreements for Roosevelt Sanitary Sewer, Scattered Site Lead Lateral Replacement will be on the October 21 Agenda
  9. 2024 Leaf Pick Up: October 14 - December 1, Weather Permitting  
Mr. Meinnert reported leaf pick-up will start the week of October 14.

10. New K-9 Apparel Available for Purchase

Mr. Meinnert reported new K-9 Apparel is available at the Police Department and donations raised with contribute to ongoing K9 training, equipment and funds to sustain the program.

11. Upcoming Events:

a. Rotary Club of Two Rivers 40th Annual Applefest, Saturday, October 12, Central Park West

b. Big Wood Type Letterpress Workshop, Saturday, October 12, Hamilton Wood Type & Printing Museum

c. Senior Center Health & Information Fair, Thursday, October 17, Rocheleau Gym, J.E. Hamilton Community House

12. Other

**10. CONSENT AGENDA**

A. Presentation of Minutes

1. City Council Regular Meeting - September 16, 2024

2. City Council Work Session - September 23, 2024

Recommended Action:

Motion to waive reading and adopt the minutes

B. Minutes of Meetings

1. Plan Commission, September 9 and September 23, 2024

2. Business and Industrial Development Committee - Community Development Authority, September 24, 2024

Recommended Action:

Motion to receive and file

C. Applications and Petitions

1. Application for Temporary Class "B" License for Neshotah Charitable, Foundation Inc., for Badger Night, November 2, 2024, 5:00 PM to 9:00 PM, JE Hamilton Community House

Recommended Action:

Motion to approve the application and authorize issuance of the license

**RECOMMENDED ACTION FOR CONSENT AGENDA**

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

Motion carried with a voice vote.

Motion made by B. LeClair, seconded by Bittner.

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

**11. CITY COUNCIL - FORMAL ITEMS**

A. Proclamation Declaring the Week of October 6th - 12th, 2024 as Public Power Week

Recommended Action:

Motion to read and adopt the proclamation

Motion carried with a roll call vote.

Motion made by Derby, seconded by Petri.

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

- B. City Council Consideration of Matters Pertaining to Front Yard Produce Gardens
1. Report from Councilmember D. LeClair, Chair of the Environmental Advisory Board, Regarding 2023-2024 Pilot Program  
Recommended Action:  
None, information only
  2. Consider Requesting Plan Commission Recommendation on Amending the Zoning Code to Allow Front Yard Produce Gardens as a Permitted Obstruction in Front Yards on an Ongoing Basis, Under the Same Parameters as the Current (2023-2024) Pilot Program  
Recommended Action:  
Motion to refer this request to the Plan Commission for consideration at its October 14, 2024 regular meeting, as recommended by the Environmental Advisory Board
- Motion carried with a voice vote.
- Motion made by Brandt, seconded by B. LeClair.  
Voting Yea: Bittner, Brandt, Derby, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser, Wachowski
- C. Amendment to Section 9-2-5 of City Ordinances, Entitled "Loud and Unnecessary Noises," to Modify Provisions Pertaining to Noise From Construction or Repair of Buildings and Operation of Equipment for Property Maintenance  
Recommended Action:  
Motion to waive reading and adopt the ordinance
- Motion carried with a roll call vote.
- Motion made by D. LeClair, seconded by Derby.  
Voting Yea: Bittner, Brandt, Derby, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser, Wachowski
- D. City Manager's Recommended Appointment to Boards and Committees: Environmental Advisory Board - Heather Gross for a Term Expiring May 1, 2026  
Recommended Action:  
Motion to approve the appointment, as recommended by the City Manager
- Motion carried with a voice vote.
- Motion made by D. LeClair, seconded by Bittner,  
Voting Yea: Bittner, Brandt, Derby, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser, Wachowski
- E. Blue Heron Condo Agreement for Provision of Certain City and Utility Services and Waiver and Release of Claims (Includes Minor Modifications to Agreement Previously Approved by City Council on April 29, 2024)  
Recommended Action:  
Motion to authorize City Manager and City Clerk to sign agreement
- \*\* This item was not discussed and removed from this agenda \*\**
- F. Agreement to Provide Developer Grant from TID No. 12 to Assist Expansion Project at 1419 Washington Street by Lakeshore Commercial, LLC (Landlord of Sauve's LLC, DBA Sauve's Auto Service)  
Recommended Action:  
Motion to authorize City Manager and City Clerk to sign the agreement

Motion carried with a roll call vote.

Motion made by Petri, seconded by Shimulunas.

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

**12. FOR INFORMATION ONLY**

A. Personnel & Finance Committee, Thursday, October 10, 2024, 6:00 PM

B. City Council Regular Meeting, Monday, October 21, 2024, 6:00 PM

C. City Council Work Session Meeting, Monday, October 28, 2024, 6:00 PM

**13. CLOSED SESSION**

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

--Discuss possible property purchase

Motion carried with a roll call vote.

Motion made by Petri, seconded by Derby to convene in closed session at 6:56 PM.

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

**14. RECONVENE IN OPEN SESSION**

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

Motion carried with a voice vote.

Motion made by B. LeClair, seconded by Wachowski to reconvene in open session at 7:06 PM.

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

**15. ADJOURNMENT**

Motion to dispense with the reading of the minutes of this meeting and adjourn this meeting at 7:07 PM.

Motion carried with a voice vote.

Motion made by Wachowski, seconded by Petri.

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

Respectfully submitted,  
Amanda Baryenbruch  
City Clerk