



CITY COUNCIL MEETING

Monday, November 03, 2025 at 6:00 PM

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

MINUTES

1. CALL TO ORDER

Council President Stechmesser called the meeting to order 6:00 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 Shimulunas, Scott Stechmesser, Adam Wachowski

ALSO PRESENT: Mike Mathis, Parks and Recreation Director; Kassie Paider, Finance Director; Jeff Sachse, Community Economic Development Director; Dave Dassey, IT Technician; Brian Dellemann, Electric Utility Director; Matt Heckenlaible, Public Works Director; Ben Meinnert, Police Chief; Sean Griffin, City Attorney; Kyle Kordell, City Manager

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

Motion carried with a roll call vote.

Motion made by Petri, seconded by D. LeClair to approve Councilmember Derby to participate in this meeting from a remote location.

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

5. INTRODUCTION OF INVITED GUESTS

None.

6. PUBLIC HEARING

A. 25-211 Public Hearing on Request for a Conditional Use Permit for Lakeshore Humane Society located at Columbus Street, Parcel No. 053-211-102-001.09, in the Industrial District (I-2), submitted by ACE Building Service Inc (applicant) and Lakeshore Human Society (owner).

Recommended Action:

Motion to approve the request for a conditional use permi, as recommended by the Plan Commission

Council President Stechmesser opened the first call for public input on the public hearing. No one spoke. Council President Stechmesser closed the first call and opened the second call for public input on the public hearing.

Joe Reed (2814 Memorial Drive) – Spoke against the Conditional Use Permit due to past experience with the current location and the dogs barking. He expressed his concerns with the noise and excessive barking.

Council President Stechmesser closed the seconded call and opened the third and final call for public input on the public hearing. No one spoke. Council President closed the third and final call.

Motion carried with a roll call vote.

Motion made by D. LeClair, seconded by Wachowski.

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

7. INPUT FROM THE PUBLIC

Susan Robitaille (2313 Jefferson Street) – Spoke against the 24 hour public notice change and questioned where the request for the change came from.

8. COUNCIL COMMUNICATIONS

Letters and other communications from residents

Councilmember Shimulunas received a letter regarding the safety of the intersection by McDonalds (Washington Street and Lake Street)

Councilmember Wachowski received a letter from a group of residents regarding concerns about Facebook pages in Two Rivers that are shining a negative light on the community and intimidating residents.

9. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

None.

10. CONSENT AGENDA

A. 25-212 Presentation of Minutes

1. City Council Regular Meeting, October 6 and 20, 2025
2. City Council Special Meeting, October 13, 2025

Recommended Action:

Motion to waive reading and adopt the minutes

B. 25-213 Minutes of Meetings

1. Environmental Advisory Board, September 16, 2025
2. Public Works Committee, October 1, 2025
3. Public Utilities Committee, October 6, 2025
4. Committee on Aging, October 6, 2025
5. Room Tax Commission, October 7, 2025
6. Explore Two Rivers Board of Directors, October 14, 2025
7. Personnel and Finance, October 16 and 23, 2025
8. Police and Fire Commission, September 9 and October 22, 2025

Recommended Action:

Motion to receive and file

C. 25-214 Finance Reports, August and September 2025

1. Debt Service
2. General Fund

- 3. Lester Library
- 4. Utilities Report

Recommended Action:
Motion to receive and file

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

CITY COUNCIL - DISCUSSION ITEMS

A. Discussion on 2026 Funding Priorities and 2026 Property Tax Levy

City Manager Kordell explained the proposed levy increase.

Councilmember Wachowski stated he'd like to see the levy impact reduced and noted he has been working with staff on capital needs and will continue to look into it.

Councilmember Petri stated the City did not fall behind on reassessment; inflation made it necessary.

Councilmember Shimulunas Bonnie stated she'd like more open discussion among all nine council members before forming any conclusions.

Councilmember D. LeClair stated the City's portion of the tax bill stayed steady, and that most of the increases residents saw came from other taxing bodies. She added it was a difficult year with multiple factors at play and noted that rising costs affect more than just streets and parks.

Councilmember Bittner stated that no one wants taxes to go up, but the City needs to stay competitive and maintain safety if it wants to reach its goals and support future revenue growth.

11. CITY COUNCIL - FORMAL ITEMS

A. 25-215 Ordinance to Amend Chapters 9-2 of the Municipal Code Regulating the Volume and Intensity of Noise

Summary: This ordinance updates Two Rivers' noise regulations to allow the City Manager to grant temporary, public-interest noise exemptions for up to three days.

Recommended Action:

Motion to waive reading and adopt an Ordinance to Amend Chapters 9-2 of the Municipal Code Regulating the Volume and Intensity of Noise

Motion failed with a roll call vote.

Motion made by Wachowski, seconded by Petri to not amend chapters 9-2 of the Municipal Code Regulating the Volume and Intensity of Noise.

Voting Yea: Petri, Shimulunas, Wachowski

Voting Nay: Bittner, Brandt, Derby, B. LeClair, D. LeClair, Stechmesser

B. 25-216 Ordinance to Amend Chapters 2-2-2, 2-5-14, and 10-1-41 of the Municipal Code Regulating the Scheduling of Public Hearings

Summary: This ordinance streamlines the scheduling of public hearings in Two Rivers by allowing the City Clerk to set public hearing dates for the Council and its advisory boards, removing the bureaucratic step of having the Council call for a public hearing on a separate agenda.

Recommended Action:

Motion to waive reading and adopt an Ordinance to Amend Chapters 2-2-2, 2-5-14, and 10-1-41 of the Municipal Code Regulating the Scheduling of Public Hearings

Motion carried with a roll call vote.

Motion made by D. LeClair, seconded by Brandt to waive reading and adopt an Ordinance to Amend Chapters 2-2-2, 2-5-14, and 10-1-41 of the Municipal Code Regulating the Scheduling of Public Hearings and to put future public hearings notices in the Information Only section of the Agenda.

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

C. 25-217 Ordinance to Amend Chapters 1-2 and 7-5 of the Municipal Code Regulating the Use of Municipal Cemeteries

Summary: This ordinance updates Two Rivers' cemetery regulations to allow the burial of cremated domestic pet remains in designated areas of City cemeteries. It also establishes specific plot locations, burial requirements, and fees for pet interments.

Recommended Action:

Motion to waive reading and adopt an Ordinance to Amend Chapters 1-2 and 7-5 of the Municipal Code Regulating the Use of Municipal Cemeteries

Motion carried with a roll call vote.

Motion made by Wachowski, seconded by B. LeClair

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

D. 25-218 Rescinding the City Council's Previous Approval to Participate in the Wisconsin Public Employers Group Health Insurance Program, thereby withdrawing the City's authorization to opt into said program

Summary: This action formally withdraws the City's election to participate in the program following a review of its financial and administrative impacts.

Recommended Action:

Motion to rescind Resolution No. 25-188, previously adopted on September 29, 2025, which authorized the City of Two Rivers to participate in the Wisconsin Public Employers Group Health Insurance Program effective January 1, 2026; and to formally withdraw the City's election to participate in said program

Motion carried with a roll call vote.

Motion made by Bittner, seconded by Petri.

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

Abstain: Derby

E. 25-219 Proposal to Extend Deadline for Completion of Work at The Hook Lanes and Games to Satisfy Facade Grant

Summary: City staff have worked with Timothy Klein to ensure completion of all exterior work to satisfy the October 31 deadline previously extended by Council. Mr. Klein has requested an extension to November 14 to facilitate fascia and other siding work following a re-roofing.

Recommended Action:

Motion to approve final extension to November 14, 2025

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

F. 25-220 Resolution Reaffirming the City's Commitment to Financial Sustainability and Responsible Debt Management

Summary: The proposed Resolution reaffirms Two Rivers' commitment to sound fiscal management by maintaining low debt levels and aligning long-term borrowing with responsible, sustainable investment in community infrastructure. It emphasizes the City's self-imposed policy to keep total general obligation debt at or below 60% of the State's statutory limit, ensuring continued financial strength and stability.

Recommended Action:

Motion to waive reading and adopt a Resolution Reaffirming the City's Commitment to Financial Sustainability and Responsible Debt Management

Motion carried with a roll call vote.

Motion made by D. LeClair, seconded by B. LeClair

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

Voting Nay: Shimulunas

G. 25-221 Ordinance to Create Chapters 2-7-16 of the Municipal Code Establishing a Policy for Responsible Capital Borrowing

Summary: This ordinance establishes a formal Capital Borrowing Policy that links the City's annual borrowing level to changes in equalized property value, ensuring investments grow in line with community capacity. It sets prudent debt limits, defines financial safeguards, and requires transparent annual reporting to maintain long-term fiscal health.

Recommended Action:

Motion to waive reading and adopt an Ordinance to Create Chapters 2-7-16 of the Municipal Code Establishing a Policy for Responsible Capital Borrowing

Motion carried with a roll call vote.

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

Clerk Note: Councilmember Wachowski left the meeting after voting on this item

H. 25-222 Commercial Lease Agreement between the City of Two Rivers and Two Rivers Youth Sports for the Blue Diamond at Vietnam Veterans Memorial Park

Summary: This agreement establishes a 15-year commercial lease between the City of Two Rivers and local non-profit Two Rivers Youth Sports for use of the Blue Diamond at Vietnam Veterans Memorial Park. It outlines terms for facility maintenance, scheduling, and community access to support youth baseball and softball programs.

Recommended Action:

Motion to adopt a Commercial Lease Agreement between the City of Two Rivers and Two Rivers Youth Sports for the Blue Diamond at Vietnam Veterans Memorial Park

Motion carried with a roll call vote.

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

12. CITY MANAGER'S REPORT

13. FOR INFORMATION ONLY

- City Council Listening Session, Thursday, November 13, 2025, 6:00 PM, Community House, Koska Room
- City Council Regular Meeting, Monday, November 17, 2025, 6:00 PM
- City Council Work Session, Monday, November 24, 2025, 6:00 PM

14. ADJOURNMENT

Motion to dispense with the reading of the minutes of this meeting and adjourn this meeting at 8:07 PM.

Motion carried with a voice vote.

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

Respectfully Submitted,

Amanda Baryenbruch
City Clerk