



# CITY COUNCIL MEETING

Monday, February 07, 2022 at 6:00 PM

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

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## MINUTES

### 1. CALL TO ORDER

The meeting was called to order at 6:02 PM by Council President Wachowski.

### 2. PLEDGE OF ALLEGIANCE

### 3. ROLL CALL BY CITY CLERK

Councilmembers: Mark Bittner, Jeff Dahlke, Tracey Koach, Bill LeClair, Darla LeClair, Jay Remiker, Bonnie Shimulunas, Larry Thomas, Adam Wachowski

**PRESENT:** Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Darla LeClair, Jeff Dahlke, Larry Thomas, Mark Bittner, Tracey Koach

**ABSENT:** Jay Remiker

**ALSO PRESENT:** Dave Buss, Finance Director; Jeff Dawson, Library Director; Brian Dellemann, Electric Utility Director; Steve Denzien, Fire Chief; Jim McDonald, Public Works Director; Rick Powell, IT Supervisor; Elizabeth Runge, Community Development Director/City Planner; Terri Vosters, Parks & Recreation Director; Melissa Wiesner, Detective Lieutenant; Greg Buckley, City Manager; and Jack Bruce, City Attorney.

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

None.

### 5. PUBLIC HEARING

None.

### 6. INPUT FROM THE PUBLIC

None.

### 7. COUNCIL COMMUNICATIONS

Letters and other communications from citizens:

Councilmembers Thomas and Dahlke both reported that they received concerns about the harm caused by 5G. Mr. Buckley indicated that while a public hearing was held regarding the zoning change to allow for wireless communication facilities in the right-of-way, an informational update could be provided at a future Council meeting reviewing the requirements of municipalities to allow for this infrastructure.

Council President Wachowski reported that he received a concern regarding the maintenance of the ice rink at the Central Park West 365 Project. The same person also expressed that they would have preferred that the splash pad be placed at Washington Park.

Council President Wachowski also reported that he received a complaint about snowmobile noise late at night on the East Twin River. Since it is difficult to enforce, Wachowski asked the public to be good stewards and considerate of their use of recreational vehicles on the river late at night.

Councilmember Dahlke had a resident inquire about what kind of damage the ice rink at Washington Park might do to the asphalt underneath and why it wasn't placed in the larger area between the trees.

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

Councilmember D. LeClair reported on initiatives by the Environmental Advisory Board including an updated tree book. She also reported that the fundraising for the Central Park West 365 Project is off to a great start and that the Main Street design group met on February 7th to review the applications for round one of the sign and facade grant program.

Councilmember Bittner reported that the Manitowoc Area Visitor and Convention Bureau has a meeting on February 10th to review their budget for use of room tax dollars already collected. The Personnel and Finance Committee has a meeting on February 8th at 5:00 PM at City Hall.

Councilmember B. LeClair reported that WPPI is offering a program to assist with the placement of new trees on private property. Customers could be eligible for a grant for up to \$50 per tree for up to three trees. Information will be distributed to residents in a future utility billing insert.

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

### **A. Invited Guests**

#### **1. TRIAD Member, Kay Koach, Fundraising**

Kay Koach presented on behalf of TRIAD, a service organization affiliated with the Police Department. Their current fundraising effort is selling Kwik Trip car wash cards with a savings of \$14 and all proceeds are donated back into the community. For more information, those interested can contact Lisa in the City Manager's office at 920-793-5532.

### **B. Status Update/Reports**

#### **1. Central Park West 365 Project**

Mr. Buckley reported that the Central Park West 365 Project fundraising efforts are underway and he hopes to be able to give an update on some large donations in the near future.

#### **2. Tourism Promotion and Development**

Mr. Buckley reported that the City's Room Tax Commission has authorized contracting with Amy James of Neenah as a tourism consultant to assist in setting up a local not-for-profit tourism organization and setting the strategic direction for future tourism promotion and development in Two Rivers.

Ms. James' professional experience includes work as the first Tourism Director for the Waupaca County Chamber and as Executive Director of Future Neenah.

#### **3. 20th Street Stormwater Pond**

Mr. Buckley reported that work has commenced on the 20th Street (aka Eggers) pond located on the East Twin River between 19th and 20th Streets. The contractor, Superior Sewer and Water, is currently excavating down to the surface of previously documented contaminated soils, which will be excavated, transported to a disposal site on Mirro Drive, and placed in a manner prescribed in a WDNR permit for managing those soils.

Excess soils are being removed from the site in order to maximize the area available for private redevelopment on the balance of the 3.5 acre site. The pond will treat a drainage area of almost 40 acres located between 17th and 22nd Streets on the north and south and from the East Twin River as far west as Adams Street. This will eliminate the need for construction of on-site stormwater management facilities as properties in that area are developed.

4. New (Used) Fire Department Ambulance in Service

Mr. Buckley reported that the Two Rivers Fire Department recently placed their new, but used 2011 F-450 ambulance into service. The purchase of a brand new ambulance had been budgeted for 2021, but with delays and price increases due to COVID and the chip shortage, purchasing this recently retired ambulance from the Fitch-Rona EMS District in Dane County quickly became an attractive option. The all-aluminum box will be able to be refurbished, painted, and remounted in 2 years on a new Ford F-450 chassis.

Mr. Buckley thanked Chief Denzien, Asst. Chief Murack, and Firefighter/Paramedic Gunderson for the hard and thoughtful work on this project.

5. Staffing Updates

Mr. Buckley reported that Sergeant Nick Spurney was recently promoted to Patrol Lieutenant with the Two Rivers Police Department. The City is also recruiting for a variety of positions including Police Officers (4 current vacancies), Water Utility Director, Water Operator, and Senior Center Supervisor. Details on each position and recruitment information can be found on the City's website at [www.two-rivers.org](http://www.two-rivers.org).

6. Job Well Done: Resident Feedback on Outstanding Customer Service by Tom Clark, Water Department and Chris Vanderveren, Cemetery

Mr. Buckley recognized two City employees for a Job Well Done on outstanding customer service extended to Two Rivers resident Susan Landers.

Water Distribution Foreman, Tom Clark, assisted with a leaky basement toilet. Ms. Landers indicated "Tom spent a lot of time and did a great job in figuring things out over the phone and even texted me the next day to see how things were going."

Cemetery Maintenance Worker, Chris Vanderveren, responded to a voicemail message about a cemetery wreath blown over by a winter storm. Ms. Landers indicated "When I returned from running an errand, there was a kind message on my answering machine from a man at the Cemetery Office who let me know they would secure the wreath for me. Later that day, I was happy to see the wreath was back in place, and it has remained so since then."

7. Police Cadets in State Competition

Mr. Buckley reported that the Two Rivers Police Department's Police Cadets (formerly known as Police Explorers) - Rosslee Reed, Caesyn Ahl, and Jordan Freund - along with their department mentors Officer Propson and Lieutenant Ratz, had the opportunity to participate in the 2022 Wisconsin Law Enforcement Education Advocates Association State Conference (WLEEEA) in Wisconsin Dells. The Cadets took 4th place in the Dispatch Operations event.

8. Winter Parking Ban

Mr. Buckley reported that the winter parking ban remains on hold due to the limited snow fall.

9. Full Summer of Events Planned for 2022

Mr. Buckley provided a list of events planned for Summer 2022 in Two Rivers.

10. All Energy Management Project at Woodland Industrial Park  
Mr. Buckley reported that construction is well underway on the new home of All Energy Management at the Woodland Industrial Park. The \$1.3 million project is being assisted with a grant from TID 14 and a City loan.
11. Concerns About Wind-blown Sand Along South Lakeshore and Memorial Drive  
Mr. Buckley reported that there continue to be concerns about wind-blown sand along south Lakeshore and Memorial Drive. The near-record high water levels just two years ago killed off stabilizing vegetation and washed away protective sand ridges between the highway and the lake. With water levels now rapidly receding, large areas of sand beach have been exposed, and sand is blowing and drifting onto Memorial Drive, Mariners Trail, and the adjoining landscaped areas.

The problem is particularly bad from the Roosevelt Avenue intersection to the Lighthouse Inn. City staff has reached out to the Wisconsin DOT for near-term measures such as snow fence and is exploring grant funding options for longer-term fixes, such as a large-scale dune grass planting.

#### C. Legislative Update

1. Wisconsin's Roll Out of Federal Infrastructure Bill Fund for Local Street and Bridge Projects  
Mr. Buckley reported that the City received preliminary notice in mid January that the Wisconsin DOT should have approximately \$1.3 billion in funding over the next 4-5 years for local street and bridge projects. Initial solicitation is due in April with the 2nd round due in June. City staff are viewing webinars and reporting back to the Public Works Committee and City Council for opportunities to leverage these monies.
2. Pending Legislation: AB849, Great Lakes and Commercial Rivers Historic Fill  
Mr. Buckley distributed Assembly Bill 849 that would address historic fill in the Great Lakes and commercial tributaries to the Great Lakes.
3. Other  
Mr. Buckley reported that the Legislative Update distributed on February 7th by the League of Wisconsin Municipalities discussed pending legislation that would increase the Medicaid reimbursement rate for ambulance runs intended to provide some funding assistance to local EMS providers.

## 10. CONSENT AGENDA

- A. Presentation of Minutes
  1. Regular City Council - January 17, 2022 and Work Session - January 31, 2022  
Recommended Action:  
Motion to waive reading and adopt the minutes
- B. Minutes of Meetings
  1. Library Board, December 14, 2021
  2. Plan Commission, January 10, 2022
  3. Environmental Advisory Board, January 18, 2022
  4. Personnel and Finance Committee, January 20, 2022  
Recommended Action:  
Motion to receive and file
- C. Applications and Petitions
  1. Roncalli Athletic Association, TRCCS Volleyball Tournament, JE Hamilton Community

House Gym and Lobby, March 5-6, 2022, 7:30 AM to 11:30 PM

2. Two Rivers Main Street, The Great Trivia Contest, JE Hamilton Community House Gym, Friday, March 11, 2022, 6:00 PM to 10:00 PM

3. Two Rivers Youth Sports, Price is Right Game Show, JE Hamilton Community House Gym and Lobby, February 26, 2022, 5:00 PM to 11:00 PM

Recommended Action:

Motion to approve the applications and authorize issuance of the licenses

**RECOMMENDED ACTION FOR CONSENT AGENDA**

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

Motion carried by unanimous voice vote.

Motion made by Dahlke, Seconded by Bittner.

Voting Yea: Wachowski, B. LeClair, Shimulunas, D. LeClair, Dahlke, Thomas, Bittner, Koach

**11. CITY COUNCIL - FORMAL ITEMS**

- A. Resolution Terminating Tax Incremental District No. 4, Lakeshore Park Redevelopment TID

Recommended Action:

Motion to waive reading and adopt the resolution

Motion carried by unanimous roll call vote.

Motion made by Thomas, Seconded by B. LeClair.

Voting Yea: Wachowski, B. LeClair, Shimulunas, D. LeClair, Dahlke, Thomas, Bittner, Koach

- B. Resolution Directing Staff to Proceed With Activities Necessary for Amending the Project Plan for Tax Incremental Financing District No. 7 to Allow Expenditure of Funds for Planned Street and Utility Infrastructure Improvements on 17th Street and Zlatnik Drive, Within One-Half Mile for the District Boundaries

Recommended Action:

Motion to waive reading and adopt the resolution

Motion carried by unanimous roll call vote.

Motion made by Dahlke, Seconded by Koach.

Voting Yea: Wachowski, B. LeClair, Shimulunas, D. LeClair, Dahlke, Thomas, Bittner, Koach

- C. Resolution Authorizing the City Clerk to Determine the Number of Election Inspectors Needed for Elections Held in the City of Two Rivers

Recommended Action:

Motion to waive reading and adopt the resolution

Motion carried by unanimous roll call vote.

Motion made by Thomas, Seconded by B. LeClair.

Voting Yea: Wachowski, B. LeClair, Shimulunas, D. LeClair, Dahlke, Thomas, Bittner, Koach

- D. Resolution Authorizing the Issuance and Sale of up to \$601,130 Storm Water System Revenue Bonds, Series 2022, and Providing for Other Details and Covenants with Respect Thereto, and Approval of Related \$858,758 Financial Assistance Agreement with State of Wisconsin Department of Natural Resources and Department of Administration

Recommended Action:

Motion to waive reading and adopt the resolution

Motion carried by unanimous roll call vote.

Motion made by Koach, Seconded by D. LeClair.

Voting Yea: Wachowski, B. LeClair, Shimulunas, D. LeClair, Dahlke, Thomas, Bittner, Koach

- E. Purchase and Redevelopment Agreement for 2023 Washington Street (former Uni-Mart) Community Development Director Elizabeth Runge presented the details of the proposal by Wine Not, LLC for the purchase of 2023 Washington Street. The property will be purchased for \$10,000 with non-refundable earnest money of the full \$10,000. The estimated investment in the property is \$240,000-\$320,000. The goal of Wine Not, LLC for the transformation of 2023 Washington Street is to turn a blighted, eye sore vacant property into an attractive vibrant retail set of shoppes and leverage the natural beauty of the area to create a vibrant destination for people to visit and explore. They will provide unique services and offerings, while enhancing the City. The property will be divided into three separate business segments: Explore Two Rivers Rentals, Briars and Brambles gifts and more, and Buckets Gelato Bar.

Councilmember Dahlke indicated that he would be abstaining from the vote on this project to avoid any potential conflict of interest as he is neighbors with the partners in Wine Not, LLC.

Recommended Action:

Motion to authorize the City Manager to sign the agreement on behalf of the City Motion carried by roll call vote [7 to 1].

Motion made by Thomas, Seconded by D. LeClair.

Voting Yea: Wachowski, B. LeClair, Shimulunas, D. LeClair, Thomas, Bittner, Koach

Voting Abstain: Dahlke

- F. Sex Offender Residency Appeal

Detective Lieutenant Melissa Wiesner provided background on a sex offender residency appeal by Everett J. Wilkes, a registered sex offender, who recently moved in with his daughter, Lisa Lavigne, at 1617 20th Street. Upon receipt of the residency appeal, the Two Rivers Police Department further investigated the matter. The investigation included an examination of the case information and charges from the State of Michigan, criminal history of Mr. Wilkes, prior residency, and physical health and care considerations disclosed in the appeal letters. As part of the investigation, contact was also made with the complainant of the original sexual assault case resulting in the Michigan conviction which substantiated the information provided by Mr. Wilkes and Ms. Lavigne.

Based on the results of the investigation by the Two Rivers Police Department, Police Chief Brian Kohlmeier recommended that a residency waiver be provided in this case and Mr. Wilkes be allowed to reside in the City without penalty as specifically and narrowly related to City Ordinance 9-9-3. This recommendation was made based upon the fact that both the complainant and victim in the assault resulting in conviction have supported the request and recommendation. Additionally, Mr. Wilkes' health is such that his daughter's care is believed to be regularly needed and/or necessary. While the danger to the public is always of the utmost concern to the Police Department, a waiver under the circumstances that exist does not appear to be unreasonable and an increased risk to the public also does not appear to be present in this case.

Recommended Action:

Motion to approve the requested waiver, based on recommendation by the Police Chief

Motion carried by unanimous roll call vote.

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

Voting Yea: Wachowski, B. LeClair, Shimulunas, D. LeClair, Dahlke, Thomas, Bittner, Koach

G. City Manager's Appointment to Committee on Aging, Jacqueline Ackerman

Recommended Action:

Motion to approve the appointment to a term expiring May 1, 2024

Motion carried by unanimous voice vote.

Motion made by B. LeClair, Seconded by Thomas.

Voting Yea: Wachowski, B. LeClair, Shimulunas, D. LeClair, Dahlke, Thomas, Bittner, Koach

**12. FOR INFORMATION ONLY**

A. City Council Regular Meeting, Monday, February 21, 2022, 6:00 PM

B. City Council Work Session, Monday, February 28, 2022, 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 reason require a closed session.

--Discuss Possible City Assistance to Development Projects

There was no need for a closed session.

**14. RECONVENE IN OPEN SESSION**

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

None.

**15. ADJOURNMENT**

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

Motion carried by unanimous voice vote.

Motion made by Dahlke, Seconded by Koach.

Voting Yea: Wachowski, B. LeClair, Shimulunas, D. LeClair, Dahlke, Thomas, Bittner, Koach

Jamie Jackson  
City Clerk