



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; Ben Meinnert, Police Chief, and Greg Buckley, City Manager

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

5. INVITED GUESTS

Introduction and Swearing in of Valerie Vanderlinden, Administrative Assistant City Manager/ Deputy City Clerk
City Clerk Baryenbruch administered the Oath of Office and introduced Valerie to the Council.

B. Badge Pinning of Two Rivers Fire Department Firefighter/Paramedic Alec Staudinger, upon Successful Completion of Probation
Fire Chief Murack introduced Alec Staudinger to the Council and completed the Badge Pinning.

C. Introduction and Swearing in of New Two Rivers Fire Department Firefighter/Paramedic Hunter Decker
This item has been moved to November 4, 2024.

D. Introduction and Swearing in of New Two Rivers Fire Department Firefighter/Paramedic of Nathan Sekora
This item has been moved to November 4, 2024.

6. INPUT FROM THE PUBLIC

None.

7. COUNCIL COMMUNICATIONS

Letters and other communications from citizens

Councilmember Bittner reported that he received the following communications:

- Public comments regarding the beach
- Public input is not a time when Council can answer questions raised by citizens
- Lakeshore CAP no longer owns St. Mark's Catholic School and the current owner is possibly selling the property
- The TRUST car will be available to help citizens get to voting locations.

Councilmember Wachowski stated that he received a question regarding the status of the apartment buildings. City Manager Buckley stated one is currently being worked on while the other is no longer being pursued due to investors.

Councilmember Shimulunas reported that she received a complaint regarding the condition of the Paragon Property parking lot. City Manager Buckley stated the Zoning Office has sent out letters regarding outdoor storage. The city believes the equipment and supplies is for the Frontier fiber installation project throughout the city. She also received a question regarding the Neshotah Park sidewalk asking why it is planned to go through the middle of the park instead of along the street. Councilmember Wachowski responded stating the Neshotah Park Master Plan was to divide the park into zones and allow people to go into different zones of the park.

8. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

Councilmember Bittner reported on the Room Tax Commission, stating they are currently working on promotion plans that are part of the Marketing Plan put together by the Tourism Director.

Councilmember Wachowski reported on the Advisory Recreation Board, stating the board is currently working on a permit process for food trucks at the beach, more signage at the jet ski launch, disc golf course improvements, Paddlers Park improvements, and a new scoreboard at Vietnam Park

Councilmember D. LeClair reported on the following boards: Main Street – Dice Goblins moved to their new location, Starbucks is opening soon, Violet Inn project is on the agenda, Spices Indian restaurant is coming, discussing possible projects. Environmental Advisory Board – Discussing front yard gardens and continuing the program.

Councilmember Shimulunas reported on the Finance and Personnel Committee, stating the Library presented their budget with a minimal increase; the committee is continuing to look at proposals for the City Manager recruitment firm.

Councilmember Derby reported on the Library Board, stating the Library recently presented their budget with a small increase, the Library is currently working on programs for adults and children.

9. CITY MANAGER'S REPORT

A. Status Update/Reports

1. Staffing Updates

Mr. Buckley reported on the ongoing recruitments: Police Officer Full-Time – Accepting Applications; City Planner/Community Development Director – Accepting Applications

2. In-Person Absentee Voting Starts Tuesday, October 22, 2024

Mr. Buckley reported in-person absentee voting starts at City Hall on Tuesday, October 22, 2024 for the November 5, 2024 General Election.

3. Roosevelt Avenue Reconstruction Project

Mr. Buckley reported on the project status: working on terrace restoration with sod – contractor is getting sod to the project site is on a daily basis and installing it as it arrives. Contractor will be doing the initial watering. Contractor is cleaning up the project area which includes the

removal of a lot of the barricades. Even though many barricades have been removed, this is still a work zone. Hoping to wrap up the project by the end of October.

4. Sandy Bay Highlands Subdivision Phase 3

Mr. Buckley reported on the project status: Plat was submitted to the State and County in the middle of September. Manitowoc County has completed their review and approved the plat. The City is awaiting the State's review and approval. Preconstruction meeting with Advance Construction was held October 14. Contractor indicated that construction activities should begin the week of October 21.

5. Leaf Pick-Up Continues through November 29, 2024, weather permitting

Mr. Buckley reported leaf pickup will continue through November 29, 2024, status updated will be posted on the city website.

6. Local Development Activity

Mr. Buckley reported the Sauve's Auto Service Expansion: \$1 million project is now underway; being assisted with TID 12 Developer Grant approved by Council October 7, 2024. Violet Inn Project at Former Elks Club Building; nearly \$2 million project; being assisted with TID 12 Developer Grant (on Council agenda October 28 and City Loan). New Starbucks on Washington Street – slated to open in mid-November

7. Upcoming Events:

- a. Main Street Fall Wine and Beer Walk, Friday, October 25, 2024, 5:00 - 8:30 PM, Downtown
- b. Main Street Downtown Trick or Treat, Saturday, October 26, 11:00 AM - 2:00 PM, Downtown
- c. Halloween Trick or Treat, Thursday, October 31, 2024, 4:30 - 7:00 PM, Two Rivers Neighborhoods
- d. Two Rivers Utilities Annual Food Drive, November 4-15, 2024, City Hall and Electric Department

8. Other

B. Legislative/Intergovernmental Update

1. Improved Copper and Lead Rule, Requiring Elimination of all Lead Laterals in Public Water Systems within 10 Years, Finalized by EPA

Mr. Buckley reported on October 8, the U.S. Environmental Protection Agency (EPA) announced the long-anticipated "Improved Lead and Copper Rule," aimed at reducing and eliminating the public's exposure to lead in drinking water. In addition to prescribing improved methods of sampling and requiring local utilities with repeated exceedances of lead guidelines to provide customers with water filters, the new rule sets a deadline for eliminating all lead service lines within 10 years. This mandate will require an enormous investment by water utilities across the nation—well in excess of the \$15 billion provided in the 2021 Bipartisan Infrastructure Law. Approximately 1,850 lead water services(out of 5,100 total services) remained in Two Rivers at the beginning of this year. A total of 1,225 such services were removed in recent years or are under contract to be removed by the end of 2025.

2. Other

10. CONSENT AGENDA

A. Presentation of Minutes

1. City Council Regular Meeting - October 7, 2024

Recommended Action:

Motion to waive reading and adopt the minutes

B. Minutes of Meetings

1. Lester Public Library, September 10, 2024
2. Public Utilities Committee, October 7, 2024
3. Public Works Committee, October 2, 2024
4. Plan Commission, October 14, 2024
5. Advisory Recreation Board, October 9, 2024
6. Board of Review, September 18, 2024
7. Police & Fire Commission, September 18 and October 2, 2024
8. Room Tax Commission, October 9, 2024
9. Environmental Advisory Board, September 17 and October 15

Recommended Action:

Motion to receive and file

C. Department Reports, September 2024

1. City Clerk
2. Electric
3. Fire
4. Inspections
5. Library
6. Parks & Recreation
7. Police
8. Public Works
9. Safety
10. Tourism
11. Water

Recommended Action:

Motion to receive and file

D. Applications and Petitions

1. Application for Temporary "Class B" Wine License for Friends of the Two Rivers Senior Center for Cork and Canvas event, October 24, 2024, 6:00 PM to 8:00 PM, Two Rivers Senior Center
2. Application for Temporary Class "B" License for Two Rivers Main Street for the Fall Wine and Beer Walk, October 25, 2024, 5:00 PM to 9:00 PM, Downtown Two Rivers

Recommended Action:

Motion to approve the applications and authorize issuance of the licenses

E. Finance Reports, July 2024

1. Debt Service
2. General Fund
3. Lester Library
4. Utilities Report

Recommended Action:

Motion to receive and file

F. Summary of Verified Bills for the Month of September 2024 for \$2,389,226.67

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 D. LeClair, seconded by Brandt.

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

11. CITY COUNCIL - FORMAL ITEMS

- A. Resolution Authorizing the Issuance and Sale of up to \$1,932,727 Sewerage System Revenue Bonds, Series 2024, and Providing for Other Details and Covenants with Respect thereto

Recommended Action:

Motion to waive reading and adopt the resolution

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

- B. Resolution Authorizing the Issuance and Sale of up to \$1,304,058 Taxable General Obligation Water System Promissory Notes, Series 2024, and Providing for Other Details and Covenants with Respect thereto

Recommended Action:

Motion to waive reading and adopt the resolution

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

- C. TID 12 Development Agreement, Violet Inn Lounge and Spa, 1415 16th Street

Recommended Action:

Motion to authorize City Manager and City Clerk to sign agreement

Motion carried with a roll call vote.

Motion made by Bittner seconded by B. LeClair to table this item to the October 28, 2024 Work Session Meeting.

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

- D. Resolution for WI DNR Recreational Boating Grant Application

Recommended Action:

Motion to waive reading and adopt the resolution

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

- E. Recommendation from Plan Commission Meeting of October 14, 2024: Zoning Code Amendment to Allow Front Yard Produce Gardens Under Same Parameters that have Applied to 2023-2024 Pilot Program

Recommended Action:

Plan Commission did not recommend approval of such an amendment (motion failed on a 3-3 vote); Council discretion on whether to set a public hearing for Monday, November 4, 2024 at

6:00 PM

Motion carried with a roll call vote.

Motion made by D. LeClair seconded by Derby to set a public hearing at the City Council Meeting on Monday, November 4, 2024.

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

- F. Request for Re-Zoning of the Property at 1509 19th Street from B-1 Business to R-3 One and Two Family Residential

Recommended Action:

Plan Commission recommends denial; set a public hearing for Monday, November 4, 2024 at 6:00 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, Stechmesser, Wachowski
Nay: Shimulunas

12. FOR INFORMATION ONLY

- A. Personnel & Finance- Review of Budget, October 17, 2024, 6:00 PM
- B. City Council Work Session Meeting, Monday, October 28, 2024, 6:00 PM
- C. City Council Regular Meeting, Monday, November 4, 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 property acquisition matters

Motion carried with a roll call vote.

Motion made by B. LeClair seconded by Derby to enter into closed session at 7:32 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 Wachowski, seconded by Bittner to reconvene in open session at 8:15 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 8:15 PM.

Motion carried with a voice vote.

Motion made by Wachowski, seconded by Bittner.

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

Respectfully submitted,

Amanda Baryenbruch
City Clerk