



CITY COUNCIL MEETING

Monday, August 04, 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 at 6:00PM

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: Valerie Vanderlinden, Assistant to City Manager/Deputy City Clerk; Kassie Paider, Finance Director; Jeff Dawson, Library Director; Mike Mathis, Parks and Recreation Director; Matt Heckenlaible, Public Works Director; Joe Metzen, Tourism Director; Dave Murack, Fire Chief; Rick Powell, IT Supervisor; Andrew Sukowaty, Water Utility Director; Brian Dellemann, Electric Utility Director; Ben Meinnert, Police Chief; Andrew Adams, City Attorney; Sean Griffin, City Attorney; Kyle Kordell, Incoming City Manager; Greg Buckley, Outgoing City Manager.

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

5. PUBLIC HEARING

- A. 25-149** Public Hearing to Amend a Conditional Use Permit for Ross Auto & Transmission Service Located at 2005 Hawthorne Avenue, in the Business District (B-2), submitted by TR Storage LLC (applicant and owner)

Recommended Action:

Motion to approve the amended conditional use permit 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. No one spoke. Council President Stechmesser closed the second call and opened the third and final call for public input. No one spoke. Council President Stechmesser closed the third and final call for public input.

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

After Council took action item 5-B, they amended this motion.

Motion carried with a roll call vote.

Motion made by Washowski, seconded by Bittner to approve with amending the permit to include hours of operation for retail sales from 7 AM – 7 PM daily and addressing 2-way traffic on the east side as recommended by the Plan Commission
Voting Yea: Bittner, Brandt, Derby, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser, Wachowski

- B. 25-150** Public Hearing to Amend a Conditional Use Permit for Green Acres Landscaping Located at 2005 Hawthorne Avenue, in the Business District (B-2), submitted by TR Storage LLC (applicant and owner)

Recommended Action:

Motion to approve the amended conditional use permit 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. No one spoke. Council President Stechmesser closed the second call and opened the third and final call for public input. No one spoke. Council President Stechmesser closed the third and final call for public input.

Motion carried with a roll call vote.

Motion made by B. LeClair, seconded by Shimulunas to approve with amending the permit to include hours of operation for retail sales from 7 AM – 7 PM daily and addressing 2-way traffic on the east side and no compost allowed on the property as recommended by the Plan Commission.

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

6. INPUT FROM THE PUBLIC

Paul Tittl – Representing the 25th Assembly District, noted key community accomplishments including Sandy Bay Highlands, the Cobblestone Hotel, and Central Park 365.

Jeff Dawson – 4314 Tannery Road – On behalf of the library trustees and board, congratulated Greg on his retirement and thanked him for his support.

Kim Graves – 2702 Adams Street – Congratulated Greg on his final council meeting and reflected on working together for 23 years. She highlighted his 30 years of overall service, leadership, vision, and unwavering commitment. She praised his respectfulness, mentorship, and belief in department heads as key to the department's success.

Tracey Koach – Representing the American Legion family and auxiliary, presented a certificate of appreciation for Greg's steadfast support of veterans' groups and other civic organizations.

Andre Jacque – Commended Greg for embodying the spirit of the City of Two Rivers and noted that Greg exceeded the expectations of his role as city manager, praising their strong working relationship.

Councilmember Bittner – Acknowledged the demanding nature of the position and expressed gratitude for the support Greg received from his wife and daughter.

Council President Stechmesser – Thanked Greg for his dedication and availability, recognizing the long hours and his continued commitment to the community.

Councilmember Derby – Highlighted Greg’s approachability and problem-solving abilities from her first council meetings.

Councilmember D. LeClair – Expressed appreciation for their long-standing professional relationship, noting the family-like atmosphere of municipal government and Greg’s open-door policy.

Fire Chief Dave Murack – Acknowledged Greg’s responsible management in supporting equipment and training within the department.

7. COUNCIL COMMUNICATIONS

Letters and other communications from citizens

Councilmember Wachowski received a concern regarding a 13 year-old riding a bicycle over the 22nd Street bridge stating the lack of a bike lane causes safety concerns.

Councilmember Bittner received several complaints about the ongoing street work on Monroe St, stating the gutters and curbs have not been completed.

Councilmember Shimulunas received feedback regarding Neshotah Park and the pathway through the empty area, noting that the results were not what was originally presented but they preferred the way it turned out. Also, there needs to be increased enforcement of parking regulations at Neshotah Park.

8. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

Councilmember D. LeClair reported on the Main Street Design Committee, reporting on the progress of a mural project near Taco Bell, and currently planning for a second mural. The committee is in the process of preparing grant proposals to help with funding. Also, any interested artists for murals should contact Main Street.

9. CITY MANAGER’S REPORT

A. Invited Guests

- Kyle Kordell, New Two Rivers City Manager
 - Nolan Zarn, New Part-Time Firefighter-Paramedic
- Fire Chief Murack introduced Nolan Zarn to the City Council

B. Status Update/Reports

1. Staffing Updates

Mr. Buckley reported on the ongoing recruitments – City Planner / Community Development Director – accepting applications; Part-Time/Seasonal Cemetery Maintenance Worker – accepting applications

2. City Council Listening Session Scheduled for Saturday, August 16, 9:00AM-11:00AM, at the Community House, Koska Room

Mr. Buckley reported on the upcoming City Council listening Session. Citizens can meet with Councilmembers Scott Stechmesser, Bonnie Shimulunas, and Doug Brandt in an informal setting.

3. Monroe Street Closure to Through Traffic, 16th Street to 22nd Street, July 7 - August 15

Mr. Buckley reported pavement repairs are poured on Monroe Street (16th to 22nd); currently pouring patches on 19th St, 20th St, 21st St, and 22nd St; seeding restoration expected in the next two weeks. The City is hopeful that work should be completed and Monroe Street be

open by the end of the week.

4. Madison Street Bridge Work, August 4-6

Mr. Buckley reported on Monday, August 4 to Wednesday, August 6 the west lane (going southbound) will be closed for repairs. Use detour. The east lane (going northbound) is open. The official detour route will be 16th St to Washington St to Memorial Drive to Columbus St if heading to Hwy 310.

5. Sandy Bay Highlands Subdivision Phase 3

Mr. Buckley reported Sandy Ridge Drive, Rawley court, Orchard Lane – all graded and graveled. Rawley Point Trail on the east side of Orchard Lane is completed; electric and fiber utility installation is ongoing; final restoration ongoing.

6. Lead Service Laterals Replacement - 2024 and 2025 Contracts

Mr. Buckley reported as of Monday, August 4 the following have been replaced: public side water services 289; public side sanitary laterals 179; private side water services 128; private side sanitary laterals 42.

7. Neshotah Park Improvements

Mr. Buckley reported a new park pavilion was installed along with the new paths have been completed.

8. 2025 Street Project: Harbor, Emmet, 16th

Mr. Buckley reported the roadways will be closed to through traffic, tree removals have been performed, roadway removal and utility work is scheduled to begin.

9. Parks and Recreation New Program: Girls Youth Flag Football

Mr. Buckley reported participants can learned football fundamentals in a fun, supportive environment. Build skills, boost confidence, and join the fast-growing sport.

10. City Hall Photo Contest

Mr. Buckley reported City Hall is looking for photos of our community to be displayed in Two Rivers City Hall. Entries will be accepted starting July 28, 2025 and run through August 31, 2025. Entries will be voted on in September 2025

11. Upcoming Events

- a. National Night Out, Tuesday, August 5, 5:00PM-8:00PM at Walsh Field
- b. Art Splash & Brat Fry, Wednesday, August 6, 12:00PM-3:00PM at Lester Public Library
- c. Coffee with a Cop, Wednesday, August 6, 10:00AM-11:00AM, at Two Rivers Senior Center
- d. Back-To-School Carnival, Wednesday, August 6, 4:00PM-7:00PM, at the Community House
- e. Countywide Flag Retirement, Wednesday, August 6, 5:00PM, at Paddler's Park
- f. Concerts in the Park, (Central Park West)
Thursday, August 7, TR Community Band, 6:30PM-8:00PM
Thursday, August 14, Dr. Bombay, 6:00PM-8:00PM
- g. Rogers Street Days, Friday, August 8, 5:00PM-11:00PM &
Saturday, August 9, 12:00PM-10:00PM at Rogers Street Fishing Village
- h. Beekeeping: From Hive to Honey, Thursday, August 14, 6:00PM at Lester Public Library
- i. Downtown Friday Night Live, Friday, August 15, Charlie Bucket Band, 7:00PM-9:00PM in Central Park West
- j. Bands on the Beach, Sunday, August 17, Conscious Pilot, 2:00PM-5:30PM on the Rotary Pavilion

- k. Visit exploretworivers.com for future events
- 12. Other

- C. Supplemental Report by City Manager: A Quick Look Back on 30 Years
City Manager Buckley expressed gratitude for the opportunity to serve the community, highlighting its unique location and strong legacy. He noted pride in recent infrastructure investments and emphasized that the community's greatest asset is its dedicated people. Buckley thanked his family and reflected on the privilege of public service.

10. CONSENT AGENDA

A. **25-151** Presentation of Minutes

1. City Council Regular Meeting, July 21, 2025
2. City Council Special Meeting, July 23, 2025
3. City Council, Plan Commission, Environmental Advisory Board, Advisory Recreation Board Joint Meeting, July 23, 2025
4. City Council Work Session, July 28, 2025

Recommended Action:

Motion to waive reading and adopt the minutes

B. **25-152** Minutes of Meetings

1. Board of Review, June, 24 and July 21, 2025
2. Personnel and Finance Committee, July 1, 10, and 25, 2025
3. Public Utilities Committee, July 7, 2025
4. Business and Industrial Development Committee and Community Development Authority, July 22, 2025

Recommended Action:

Motion to receive and file

C. **25-153** Finance Reports, April, May, & June 2025

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

Recommended Action:

Motion to receive and file

D. **25-154** Applications and Petitions

1. Change of Agent – Walgreen Co. dba Walgreens #09166, Eric Smith, 2206 Washington Street ("Class A" License and Tobacco License)
2. Street Closure Request from Andre St. Pierre for Park Road, on June 27, 2026, for wedding

Recommended Action:

Motion to approve the application and authorize issuance of the license and request

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 D. LeClair.

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

11. CITY COUNCIL - FORMAL ITEMS

A. 25-155 Discuss Status of Sewer Utility Rate Adjustment Necessary for Funding Ongoing Capital Improvements

Recommended Action:

No action at this time; discussion only

Public Works Director Matt Heckenlaible spoke regarding the proposed 4% increase in sewer utility revenue. Discussion included the replacement of sanitary laterals located beneath the street, potential Clean Water Fund borrowing for sewer lining projects, and the overall need for additional funding.

No council action at this time.

B. 25-156 Consider Action Relative to Cooperative Agreement with Wine Not LLC Dated October 6, 2022

Recommended Action:

Council discretion

Councilmember Wachowski suggested terminating the agreement and returning the parking lot to Senior Center use after 4:00 p.m. and on weekends, citing increased attendance and a need for more parking spaces. He noted the dumpster could remain and be used as a rental. Councilmember Bittner stated that, as a member of the Senior Center Board, the parking issue had not previously been raised but suggested charging for the dumpster. The City Attorney outlined three options: take no action; terminate the agreement with one year's notice; or terminate immediately citing lack of consideration, noting that immediate termination carries greater legal risk. The Attorney also noted that a contract can be unenforceable but still remain in effect. Councilmember Wachowski reiterated a desire to communicate termination of the agreement.

Motion carried with a roll call vote.

Motion made by D. LeClair, seconded by Wachowski to contact Wine Not LLC within 5 days of closing on the property to offer lease for a spot for their dumpster with a fee consistent to the leased parking on the City and include the same servicing of dumpster provision as outlined in the current agreement.

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

C. 25-157 Consider Amendment to 2025 City Budget Related to Inspection Services

Recommended Action:

Motion to waive reading and adopt the resolution

Motion carried with a roll call vote.

Motion made by Bittner, seconded by D. LeClair to table this item until the City Council meeting scheduled on August 18, 2025.

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

D. 25-158 Resolution Adopting Amendment to Personnel Policy Manual, Regarding Employee Residency Requirements

Recommended Action:

Motion to waive reading and adopt the resolution

Motion carried with a roll call vote.

Motion made by Bittner, seconded by Derby.

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

12. SWEARING-IN OF NEW CITY MANAGER KYLE KORDELL

City Clerk Baryenbruch administered the Oath of Office.

13. FOR INFORMATION ONLY

- City Council Listening Session, Saturday, August 16, 2025, 9:00AM
- City Council Regular Meeting, Monday August 18, 2025, 6:00PM
- City Council Work Session, Monday August 25, 2025, 6:00PM

14. 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 matters pertaining to collective bargaining with police and fire unions

Motion carried with a roll call vote.

Motion made by Bittner, seconded by D. LeClair to convene in closed session at 8:26 PM

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

15. RECONVENE IN OPEN SESSION

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

Motion carried with a voice vote.

Motion made by Bittner, seconded by D. LeClair to reconvene in open session at 9:02 PM

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

16. ADJOURNMENT

Motion to dispense with the reading of the minutes of this meeting and adjourn this meeting at 9:05 PM.

Motion carried with a voice vote.

Motion made by Wachowski, seconded by D. LeClair

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

Respectfully submitted,

Amanda Baryenbruch