



# CITY COUNCIL MEETING

Monday, June 19, 2023 at 6:00 PM

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

## MINUTES

### 1. CALL TO ORDER

The meeting was called to order by Council President Wachowski at 6:00 PM.

### 2. PLEDGE OF ALLEGIANCE

### 3. ROLL CALL BY CITY CLERK

Councilmembers: Jeff Dahlke, Bill LeClair, Darla LeClair, Tracey Koach, Tim Petri, Bonnie Shimulunas, Scott Stechmesser, Adam Wachowski. There is one vacancy on the Council at this time.

**ALSO PRESENT:** Jeff Dawson, Library Director; Ben Meinnert, Police Chief; Mike Mathis, Parks & Recreation Director; Dave Buss, Finance Director; Andrew Sukowaty, Water Director; Elizabeth Runge, Community Development Director/City Planner; Dave Murack, Fire Chief; Dave Casebeer, Wastewater Superintendent; Scott Ahl, Civil Engineer; Dave Dassey, IT Assistant; Greg Buckley, City Manager.

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

### 5. INPUT FROM THE PUBLIC

None.

### 6. COUNCIL COMMUNICATIONS

Letters and other communications from citizens

Councilmember Shimulunas reported that she received the following questions and comments from residents:

- She received a concern regarding the lack of room for guests attending concerts in Central Park West. City Manager Buckley stated that the green space south of the stage is slightly bigger than the green space that was on the south side of the old stage.
- She received a question regarding the amount of vehicles a resident could own. There is a property that has a large number of vehicles that cause parking issues for other residents on that block. City Manager Buckley stated all vehicles must be registered and road worthy. Police Chief Meinnert stated officers have responded to that property and the Police Department is working with the property owner to resolve the vehicle issue.

Councilmember Dahlke reported that he received the following questions and comments from residents:

- He received a question regarding the status of streaming City Council meetings on Spectrum. City Manager Buckley stated Spectrum is experiencing issues.

- He received a concern about parking on the side streets north of 22<sup>nd</sup> Street. The streets are crowded and the citizen was asking about one sided parking. Councilmember Stechmesser stated he will bring it to a future Public Works Committee meeting.
- He received a question regarding the status concrete replacement related to utility work. Civil Engineer Scott Ahl stated crews are completing them as time permits. Public Works is completing the Central Park West project and is also short staffed at this time.
- He received a question regarding completing operator licenses online. The City Clerk stated that the on-line application can be filled out and sent in with payment and a copy of the applicant's Photo ID and serving certificate.
- He received a question about the kayaks used during the visit from the Governor. Parks & Recreation Director Mike Mathis stated they were rented from Klein Hardware. The Coastal Management Grant will be used to purchase 14 kayaks for use of programs through the Parks & Recreation Department. These kayaks will not be rentable.
- He received a question regarding which property owner is responsible for paying for concrete replacement if the tree is on a neighboring property and not on the terrace. City Manager Buckley stated that it is a civil matter that would be between both parties. If a tree is on the terrace that is causing issues, please notify the Engineering Department.
- He received a question regarding the timeframe for operation of the sprinklers on Memorial Drive. City Manager Buckley stated the contractor recently laid sod on the medians and as soon as the sod is established, the sprinklers will not run as frequently.

Council President Wachowski stated he received the following questions and comments from citizens:

- He received a question regarding the process of having trees placed on the terrace by a property. He stated to contact the Parks & Recreation Department and there are grant programs available.
- He received a question regarding the schedule for street sweeping throughout the city. City Engineer Scott Ahl stated the Public Works Department has a schedule for street sweeping. Each street is swept roughly every four weeks, but crews have fallen behind in recent weeks due to short-staffing.
- He stated there was a large amount of vandalism in many city parks the past weekend. These activities need to stop in order to keep the restrooms, boat docks and equipment open to the public. People enjoy parks, please do not use them as a place to vandalize them. If you see someone vandalizing the park please notify the police department.

## 7. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

Councilmember D. LeClair reported on the following Boards:

-- Environmental Advisory Board: The board meets every other month, the next meeting is scheduled in July. The front yard garden program has had one application so far but has had a lot of interest. The 2024 season is predicted to have a better turn out as people will have time to prepare their raised garden beds.

-- Main Street: The Classic Car Cruise and Show has many sponsors, and this event could not happen without them. They are still looking for volunteers for the car show, contact Mainstreet if interested in volunteering.

Councilmember Koach reported on the Library Board. The Summer Reading Program kicked off last week. There is also currently a treasure quest that has participants explore different parts of the city. The Youth area of the library recently changed themes to Food Trucks. Visit the Lester Public Library for more information and events.

## 8. CITY MANAGER'S REPORT

### A. Invited Guests

### B. Status Update/Reports

#### 1. Staffing Updates

Mr. Buckley reported on the ongoing recruitments for: Public Works Maintenance Worker – Offer Accepted, Announcement Pending; Certified Water Operator – Interviews Completed; Police Officer – Accepting applications.

2. June 12 Visit by Governor Evers/Announcement of Coastal Management Grant Award  
Mr. Buckley reported on June 12<sup>th</sup> Governor Evers visited the City of Two Rivers and awarded the City a \$30,000 Coastal Management Grant that will assist the City in developing adaptive kayaking programs, installing an adaptive kayak launch, and purchasing a fleet of 14 kayaks. In partnership with Woodland Dunes Nature Center and Preserve and NOAA's Wisconsin Shipwreck Coast National marine Sanctuary, the Recreation Department will develop educational programs that can accommodate almost anyone on a kayak.

#### 3. Central Park West Update

##### --Fund-Raising

Mr. Buckley reported the City currently has fundraised \$829,902 for Central Park West. Paver donations total \$118,600 of the funds raised. There are currently 91 4x8 pavers left to sell.

##### --Construction

Mr. Buckley reported park improvements are in the home stretch and the park dedication weekend is scheduled for July 15 & 16, 2023.

#### 4. Summer Reading Program at Lester Public Library

Mr. Buckley reported the Summer Reading Program has started at the Lester Public Library. There are prizes for participants. Visit the Library for more information.

#### 5. Concession Stands at Neshotah Beach and Vietnam Veterans Park Are Open

Mr. Buckley reported the Neshotah Beach concessions are open. They have food, cold treats, drinks and City logo wear for sale. The concession stand will be open everyday from 11AM – 6PM (weather dependent) with occasional extended hours due to special events. The season begins June 14, 2023 through August.

#### 6. Donation of Native Plants for Zander Park Storywalk Project

Mr. Buckley reported a collaborative project in Two Rivers benefitting birds and pollinators and encouraging families to read together will receive a \$500 donation of native plants from White Pelican Farm Native Plant Nursery in Wyocena as part of the SOS Save Our Songbirds action campaign. The donation will help jumpstart native plantings in a project under way to create a Story Walk Trail in Zander Park. Sign holders along the trail will display pages from featured books for families to enjoy as they walk or rest on benches, and the project will also feature a small wetland restoration with native plants.

#### 7. Neshotah Park Playground Project

Mr. Buckley reported the playground installation is planned for late August into September. Donations for benches and trees around the playground are being accepted.

#### 8. First Meeting of the Board for Explore Two Rivers, Inc.

Mr. Buckley reported the first meeting of the Board of Directors for Explore Two Rivers, Inc. was held on June 7, 2023. The board consist of 9 voting members and two non-voting, ex officio members.

#### 9. Room Tax Update

Mr. Buckley reported Room Tax collections through April are comparable to 2022. Based on feedback from local lodging owners, this should be a very busy summer for tourism in Two Rivers.

**10. Recent Electric Utility E-Cycle Event**

Mr. Buckley reported on June 13, 2023, the Electric Utility Department held their annual E-Cycle Event. There was a large turnout for the event.

**11. Recent Water Production Volumes**

Mr. Buckley reported due to recent dry conditions, there has been a spike in demand for water. Normal usage for this time of year is 1.0 to 1.1 million gallons per day.

**12. Electric Utility Purchase Power Adjustment**

Mr. Buckley reported the Two Rivers Utilities has benefited from both lower market energy prices as well as lower system purchase costs. Two Rivers has experienced a PCAC Credit in four of the first six months of 2023. Year to date we are holding an overall credit of .0026 per kWh.

**13. Upgrade of Downtown and Beach Public WiFi**

Mr. Buckley reported internet provided NSight has quadrupled our speed at no cost. Upgraded equipment was installed by Ntech and the Two Rivers Electric Utility

**14. New Chemical Treatment for Copper Control by Water Utility**

Mr. Buckley reported in response to the Department Action Letter received by the City of Two Rivers Water utility by the WI DNR on September 28, 2021; the water utility is preparing to add 2 ppm Orthophosphate blend to the drinking water for corrosion control (for lead and copper). After several years of testing, and several attempts to have the DNR alter their recommendation; the City is being forced to comply with these requirements from the DNR by September 28, 2023. The department has partnered with CTW to ensure the work is completed by the deadline.

**15. Downtown Yarn Bombing**

Mr. Buckley reported the Yarn Bombing is on display downtown. Special thanks to organizers Crescent Woolen Mills (this year celebrating 100 years in Two Rivers), Intertwined Yarn Shop in the Schroeder's Marketplace and the Two Rivers Main Street Design Committee for organizing this amazing display of locally-produced art! Thank you to the local artists whose 11 unique creations now line Washington Street in the heart of downtown.

**16. Upcoming Events:**

- a. Sundae Thursday, June 22, 5:30 pm - 8:00 pm, Central Park West
- b. Cool City Classic Car Cruise Show, June 23-24, Central Park West & East
- c. Beach Bash, June 23-24, Neshotah Beach
- d. Optimists Club Bike Rodeo, Tuesday, June 27, 6:00 pm - 8:00 pm, Washington Park
- e. Concert in the Central Park West: Tony Rocker, Thursday, June 29, 6:00 pm - 8:00 pm
- f. Two Rivers Community Sponsored Fireworks, July 4, 6:20 pm, Walsh Field

**17. Other**

**C. Legislative/Intergovernmental Update**

**1. Shared Revenues**

Mr. Buckley reported the Governor and Legislative leadership announced they had reached a deal on June 8<sup>th</sup>. Legislation is consistent with that deal passed both houses of the Legislature on June 14<sup>th</sup>. The Bill provides all communities except Milwaukee will receive an increase of at least 20 percent in annual Shared Revenue payments. For Two Rivers, that's about \$750,000.

**2. Other**

## 9. CONSENT AGENDA

### A. Presentation of Minutes

1. City Council Meeting - June 5, 2023

Recommended Action:

Motion to waive reading and adopt the minutes

### B. Minutes of Meetings

1. Lester Public Library, May, 9, 2023
2. Public Utilities Committee, June 5, 2023
3. Public Works Committee, June 7, 2023
4. Plan Commission, June 12, 2023
5. Environmental Advisory Board, May 16, 2023

Recommended Action:

Motion to receive and file

### C. Department Reports, May 2023

1. City Clerk
2. Community Development
3. Electric
4. Fire
5. Inspections
6. Library
7. Police
8. Public Works
9. Safety
10. Water

Recommended Action:

Motion to receive and file

### D. Applications and Petitions

1. Application for Temporary Class "B" Retailer's License from Two Rivers Youth Sports for Beach Bash, June 23 & 24, 2023, at Neshotah Beach
2. Application for Temporary Class "B" Retailer's License from Friends of Two Rivers Snowfest for Snowfest 2023, July 28-30, 2023 at Neshotah Park
3. Application for Temporary Class "B" Retailer's License from Two Rivers Rotary Club for Bands on the Beach, July 1, July 8, August 5, August 20, August 27, 2023 at Neshotah Beach
4. Application for Temporary Class "B" Retailer's License from Two Rivers Rotary Club for Central Park West Dedication, July 16, 2023 at Central Park West

Recommended Action:

Motion to approve the applications and authorize the City Clerk to issue the licenses

### 3. Three Applications for Commercial-Hauler's License - Recommended for Approval

- a. Pozorski Hauling & Recycling LLC, 2515 Viebahn Street, Manitowoc
- b. Waste Management, 1861 Allouez Avenue E, Green Bay
- c. Manitowoc Disposal Inc., 1800 Johnston Drive, Manitowoc

Recommended Action:

Motion to approve the application and authorize the Engineering Department to issue the licenses

### E. 1. Combination Class "A" Beer/"Class A" Liquor Licenses - Qty 1

2. Combination Class "B" Beer/"Class B" Liquor Licenses - Qty 7

3. Landscaping/Tree Licenses - Qty 2

4. Beer Garden - Qty 2

5. Cigarette / Tobacco - Qty 2

Recommended Action:

Motion to approve the applications and authorize the City Clerk to issue the licenses

- F. Block Party Permit Request for 1701 12th Street Half Way Down Monroe Street for June 24, 2023, from 8:00 AM-5:00 PM, Requested by Elizabeth Bell of the Two Rivers Historical Society

Recommended Action:

Motion to approve the permit and waive the \$35 permit fee for Two Rivers Historical Society non-profit group

- G. Schedule Public Hearing for Conditional Use Permit for a Beauty Shop Use - Eye Lash Extension Service, operating as a home business, at 2833 37th Street, Two Rivers, submitted by Teghen Kropidlowski

Recommended Action:

Motion to set public hearing on Wednesday, July 17, 2023 at 6:00 PM, as recommended by the Plan Commission

**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 Shimulunas, Seconded by D. LeClair.

Voting Yea: Dahlke, Koach, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser

Abstain: Wachowski

**10. CITY COUNCIL - FORMAL ITEMS**

- A. Consideration of Amendment to Agreement for Sale of Real Estate with Wine Not, LLC, Pertaining to the Property at 2023 Washington Street

Recommended Action:

Motion to approve the amendment and authorize signatures by the City Manager and City Clerk

Motion carried with a roll call vote.

Motion made by Stechmesser, Seconded by Koach.

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

Abstain: Dahlke

- B. Consideration of Tax Incremental Financing, Cash Grant and Developer's Performance Agreement With West River Lofts, LLC, Pertaining to 54-Unit Residential Development on a Portion of the Former Eggers Industrial Site on the West Twin River

Recommended Action:

Motion to approve the agreement and authorize signature by the City Manager and City Clerk on behalf of the City

Community Development Director/City Planner Elizabeth Runge presented information about the 54-unit residential development.

Councilmembers raised concerns about the location and the status of low income housing and how it might affect the City.

Motion carried with a roll call vote.

Motion made by Dahlke, Seconded by Stechmesser.  
Voting Yea: Koach, B. LeClair, D. LeClair, Petri, Stechmesser  
Voting Nay: Dahlke, Shimulunas, Wachowski

- C. Authorize Filing of a Simplified Water Rate Case with the Public Service Commission of Wisconsin--Would Result in 8 Percent Rate Increase (5 Years Since Last Rate Increase)  
Recommended Action:

Motion to authorize the filing, as recommended by the Water Utility Director and the City Council Utilities Committee

Motion carried with a roll call vote.

Motion made by Petri, Seconded by B. LeClair.  
Voting Yea: Dahlke, Koach, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser  
Voting Nay: Wachowski

- D. Resolution Regarding Wastewater Treatment Facility Compliance Maintenance Annual Report  
Recommended Action:

Motion to waive reading and adopt the resolution

Wastewater Superintendent Dave Casebeer reviewed the report with the Council.

Motion carried with a roll call vote.

Motion made by Dahlke, Seconded by Stechmesser.  
Voting Yea: Dahlke, Koach, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser, Wachowski

- E. Discussion of Draft Amendment to Section 10-1-24 B (2)(k.) to prohibit new access granted on Washington Street for the purposes of new drive through establishments to properties fronting Washington Street between the West Twin River and 20th Street

The City Council briefly discussed the ordinance and the modifications they requested initially. There was consensus that the proposed amendment is ready to be presented at a public hearing on July 17<sup>th</sup>.

## **11. FOR INFORMATION ONLY**

- A. City Council Work Session Meeting, Monday, June 26, 2023, 6:00 PM
- B. City Hall will be closed on Monday, July 3, 2023
- C. City Council Regular Meeting, Wednesday, July 5, 2023, 6:00 PM

## **12. ADJOURNMENT**

Motion to dispense with the reading of the minutes of this meeting and adjourn the meeting at 8:51 PM.

Motion carried with a voice vote.

Motion made by Dahlke, Seconded by B. LeClair.  
Voting Yea: Dahlke, Koach, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser, Wachowski

Respectfully submitted,

Amanda Baryenbruch  
City Clerk