

**CITY OF TWO RIVERS
COUNCIL PROCEEDINGS
REGULAR MEETING
JANUARY 17, 2022 – 6:00 PM
Council Chambers – City Hall
MINUTES**

- 1) **CALL TO ORDER** by Council President Wachowski at 6:00 PM.
- 2) **PLEDGE OF ALLEGIANCE**
- 3) **ROLL CALL BY CITY CLERK**

Attendee Name	Title	Status
Adam Wachowski	President	Present
Bill LeClair	Councilmember	Present
Bonnie Shimulunas	Councilmember	Present
Darla LeClair	Vice-President	Present
Jeff Dahlke	Councilmember	Present
Jay Remiker	Councilmember	Present
Tracey Koach	Councilmember	Present
Mark Bittner	Councilmember	Present
Larry Thomas	Councilmember	Present

Also present were: Dave Buss, Finance Director; Jeff Dawson, Library Director; Brian Dellemann, Electric Utility Director; Steve Denzien, Fire Chief; Brian Kohlmeier, Police Chief; Rick Powell, IT Supervisor; Elizabeth Runge, Community Development Director/City Planner; Terri Vosters, Parks & Recreation Director; 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**

- A. Conditional Use Permit for a Recreational Vehicle Service Business at 1900 School Street, in the B-2 Business District

Council President Wachowski opened the public hearing and made three calls for public input. There were no members of the public present and wishing to comment during the public hearing. The public hearing was closed.

Recommended Action:

Motion to approve the Conditional Use Permit

RESULT: APPROVED BY ROLL CALL VOTE [UNANIMOUS]
MOVER: Mark Bittner
SECONDER: Larry Thomas
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Darla LeClair, Jeff Dahlke, Tracey Koach, Mark Bittner, Larry Thomas, Jay Remiker

- B. Conditional Use Permit for the Rental, Storage, and Repair of Utility Trucks and Trailers at 1900 School Street, in the B-2 Business District

Council President Wachowski opened the public hearing and made three calls for public input. There were no members of the public present and wishing to comment during the public hearing. The public hearing was closed.

Recommended Action:

Motion to approve the Conditional Use Permit

RESULT: APPROVED BY ROLL CALL VOTE [UNANIMOUS]
MOVER: Bill LeClair
SECONDER: Tracey Koach
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Darla LeClair, Jeff Dahlke, Tracey Koach, Mark Bittner, Larry Thomas, Jay Remiker

6) INPUT FROM THE PUBLIC

None.

7) COUNCIL COMMUNICATIONS

Letters and other communications from citizens

Councilmember Shimulunas reported that she received concerns from citizens about the reduction in the number of polling places. City Clerk Jackson indicated that wait times are not expected to increase due to the addition of the Badger Books being implemented as an electronic poll book solution.

8) COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

Councilmember Bittner reported that the Personnel and Finance Committee has a meeting on Thursday, January 20 at 6:00 PM at City Hall.

9) CITY MANAGER'S REPORT

A. INVITED GUESTS

None.

B. ANNUAL STATE OF THE CITY REPORT

Mr. Buckley presented the annual State of the City Report reviewing City accomplishments in 2021. Highlights included accomplishments relative to the City's 2021-2022 Goals and Objectives adopted by the City Council on June 21, 2021. A complete copy of the presentation can be found on the City's website at www.two-rivers.org.

C. STATUS UPDATE/REPORTS

1. **Tourism Strategy: Recent Actions by the Room Tax Commission**
Mr. Buckley reported that the Room Tax Commission met on January 11 and approved a contract for interim services and to review promotion strategies for the Spring/Summer/Fall seasons. An update and discussion will be included on the City Council's January 31 work session agenda.
2. **Agreement for Sale of 606 Parkway Blvd Property (Former Paragon Property)**
Mr. Buckley reported that the buyer's 90-day due diligence period has passed the halfway mark for the purchase of 606 Parkway Boulevard making the \$25,000 deposit non-refundable. The due diligence activity is proceeding well, with numerous consultants and contractors inspecting the building the past two weeks. The Community Development office is working on an application for an WEDC Idle Sites grant to possibly assist the project.
3. **Proposals for Purchase and Redevelopment of 2023 Washington Street (Former Uni-Mart)**
Mr. Buckley reported that the City received two proposals for the purchase and redevelopment of 2023 Washington Street to be reviewed in closed session of this meeting. The property was acquired by the City from Manitowoc County in April 2020, to facilitate redevelopment of this long-vacant, tax delinquent, blighted property.
4. **City-Owned Former Eggers East Property – Stormwater Pond Project – Development Site**
Mr. Buckley reported that the contractor plans to begin work within the next two weeks on the stormwater pond project at the former Eggers East property. Excavation and pond construction is expected to be complete by the end of March with pavement restoration expected by the end of June. The total project cost is estimated at \$846,588 including a 25% allowance for engineering and contingency.
5. **Groundbreaking for New Facility for All Energy Management**
Mr. Buckley reported that the groundbreaking for the new facility for All Energy Management was held on January 7.
6. **Pinetree Lift Station Project**
Mr. Buckley reported that the contractor plans to start work in early February for the Pinetree Lift Station Project. The major work is expected to take approximately three weeks with pavement restoration expected in May. The total project cost is estimated at \$381,358 including a 25% allowance for engineering and contingency.
7. **Candidates for City Council in April 2022 Election**

Mr. Buckley reported that there is no need for a Spring Primary Election for filling the City Council vacancies in 2022. Candidates for the 3-year Councilmember term are Tim Peach Petri, Doug Wolf, Bill LeClair, Larry Thomas, Scott Stechmesser, and Travis Van Lanen. Candidates for the 2-year Councilmember term are Jason Ring and Roger Van Voltenberg. Candidate names are listed in ballot order determined by a drawing held publicly. The 3-year term will be a "Vote for 3" race on the ballot and the 2-year term will be a "Vote for 1" race on the ballot.

8. Staffing Updates

Mr. Buckley reported that recruitments are underway for an Electrician/Electrical Inspector, three Police Officer vacancies, and a Water Utility Director to fill the future vacancy due to Ross Blaha's upcoming retirement. Erik Raboine began work with the City on January 13 at a part-time Community Service Officer.

9. Winter Parking Ban Update

Mr. Buckley reported that the winter parking ban is currently in abeyance. Enforcement of the winter parking ban may be resumed, based on weather conditions. Updates will be posted on the Two Rivers City Hall and Two Rivers Police Department Facebook pages.

10. Job Well Done!: Water Utility Emergency Repairs

Mr. Buckley thanked Water Utility employees for recent emergency main repairs undertaken in cold weather.

11. Job Well Done!: Parks and Rec Department Ice Rink at Washington Park

Mr. Buckley thanked Parks and Rec Department employees for their work to create the ice rink and "Zamboni" at Washington Park.

12. The Chamber of Manitowoc County Awards of Distinction, Tuesday, February 8, 2022, Capital Civic Centre

Mr. Buckley reported that the Chamber of Manitowoc County's Awards of Distinction is scheduled for Tuesday, February 8 at Capitol Civic Centre in Manitowoc.

13. Other

Mr. Buckley reported that project fundraising is gearing up for the Central Park West 365 Project.

D. LEGISLATIVE/INTERGOVERNMENTAL

None.

10) CONSENT AGENDA

A. Presentation of Minutes

1. Regular City Council – January 3, 2022

Recommended Action:

Motion to waive reading and adopt the minutes

B. Reports

1. Minutes of Meetings
 - a. Lester Public Library, December 14, 2021
 - b. Public Utilities Committee, January 4, 2022
 - c. Public Works Committee, January 5, 2022
 - d. Plan Commission, January 10, 2022
 - e. Room Tax Commission, January 11, 2022

2. Department Reports, December 2021
 - a. City Clerk
 - b. Community Development
 - c. Electric
 - d. Fire
 - e. Inspections
 - f. Library
 - g. Parks & Recreation
 - h. Police
 - i. Public Works
 - j. Safety
 - k. Water

3. Finance Reports, November 2021
 - a. Debt Service
 - b. General Fund
 - c. Lester Library
 - d. Utilities Report

Recommended Action:

Motion to receive and file

C. Schedule Public Hearing to Vacate Pedestrian Way in Sandy Bay Highlands SubdivisionRecommended Action:

Motion to schedule public hearing on Monday, February 21, 2022 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

RESULT:	APPROVED BY VOICE VOTE [UNANIMOUS]
MOVER:	Darla LeClair
SECONDER:	Jeff Dahlke
AYES:	Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Darla LeClair, Jeff Dahlke, Tracey Koach, Mark Bittner, Larry Thomas, Jay Remiker

11) CITY COUNCIL - FORMAL ITEMS

- A. Resolution Upon Retirement for Lieutenant John Reimer, Completing a Twenty-Seven Year Career with the Two Rivers Police Department

Recommended Action:

Motion to read and adopt the resolution

Police Chief Kohlmeier read the resolution.

RESULT: APPROVED BY ROLL CALL VOTE [UNANIMOUS]
MOVER: Jeff Dahlke
SECONDER: Jay Remiker
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Darla LeClair, Jeff Dahlke, Tracey Koach, Mark Bittner, Larry Thomas, Jay Remiker

- B. Resolution to Petition the Wisconsin Elections Commission to Use Paper Ballots in February 15, 2022 Spring Primary Election (Involving Manitowoc Board of Education Only)

City Clerk Jamie Jackson noted that there are four registered voters in the City of Two Rivers who reside in the Manitowoc School District. There is no need for a February primary in Two Rivers, but there will be a primary race for Board of Education in Manitowoc.

Recommended Action:

Motion to waive reading and adopt the resolution

RESULT: APPROVED BY ROLL CALL VOTE [UNANIMOUS]
MOVER: Darla LeClair
SECONDER: Jay Remiker
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Darla LeClair, Jeff Dahlke, Tracey Koach, Mark Bittner, Larry Thomas, Jay Remiker

- C. Resolution Authorizing the City of Two Rivers to Submit an Idle Sites Redevelopment Grant Application

Community Development Director Elizabeth Runge reported that the proposed application is for up to \$500,000 to assist TRIVERS, LLC with its planned renovation of 606 Parkway Boulevard, a project estimated at more than \$7 million.

Recommended Action:

Motion to waive reading and adopt the resolution

RESULT: APPROVED BY ROLL CALL VOTE [UNANIMOUS]
MOVER: Larry Thomas
SECONDER: Mark Bittner
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Darla LeClair, Jeff Dahlke, Tracey Koach, Mark Bittner, Larry Thomas, Jay Remiker

- D. Resolution Declaring Official Intent to Reimburse Expenditures from the Proceeds of Borrowing – 2022 Budgeted Capital Projects

Recommended Action:
 Motion to waive reading and adopt the resolution

RESULT: APPROVED BY ROLL CALL VOTE [UNANIMOUS]
MOVER: Mark Bittner
SECONDER: Larry Thomas
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Darla LeClair, Jeff Dahlke, Tracey Koach, Mark Bittner, Larry Thomas, Jay Remiker

- E. Ordinance to Amend Section 1-2-1 Fees of the Municipal Code, Establishing Fees for Emergency Medical Services and Fire Response Services

Chief Steve Denzien reported that these fees were last changed two years ago; the recommended increases are based on a survey of Wisconsin ambulance services by the City’s EMS billing consultant.

Recommended Action:
 Motion to waive reading and adopt the ordinance

RESULT: APPROVED BY ROLL CALL VOTE [UNANIMOUS]
MOVER: Jay Remiker
SECONDER: Tracey Koach
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Darla LeClair, Jeff Dahlke, Tracey Koach, Mark Bittner, Larry Thomas, Jay Remiker

12) FOR INFORMATION ONLY

- A. City Council Work Meeting, Monday, January 31, 2022
- B. City Council Regular Meeting, Monday, February 7, 2022

13) CLOSED SESSION

Motion to enter into closed session at 7:09 PM 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 Proposed Purchase Agreement with Manitowoc County for City Purchase of Vacant Tax-Acquired Property on 20th Street
- Consider Proposals Received for the Purchase and Redevelopment of the City-Owned Redevelopment Property at 2023 Washington Street
- Consider Possible City Assistance to Development Projects

RESULT: APPROVED BY ROLL CALL VOTE [UNANIMOUS]
MOVER: Jeff Dahlke
SECONDER: Larry Thomas
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Darla LeClair, Jeff Dahlke, Tracey Koach, Mark Bittner, Larry Thomas, Jay Remiker

14) RECONVENE IN OPEN SESSION

Motion to reconvene in open session at 8:23 PM to consider possible actions in follow-up to closed session discussions.

RESULT: APPROVED BY VOICE CALL VOTE [UNANIMOUS]
MOVER: Bill LeClair
SECONDER: Larry Thomas
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Darla LeClair, Jeff Dahlke, Tracey Koach, Mark Bittner, Larry Thomas, Jay Remiker

Motion to proceed with the proposal from Wine Not LLC for the purchase and redevelopment of 2023 Washington Street with the understanding that the minimum investment must be complete within 18 months and to direct staff to bring back a sale and development agreement to Council for final approval

RESULT: APPROVED BY ROLL CALL VOTE [8 TO 1]
MOVER: Larry Thomas
SECONDER: Bill LeClair
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Darla LeClair, Tracey Koach, Mark Bittner, Larry Thomast, Jay Remiker
ABSTAIN: Jeff Dahlke

15) ADJOURNMENT

Motion to dispense with the reading of the minutes and adjourn at 8:27 PM.

RESULT: APPROVED BY VOICE VOTE [UNANIMOUS]
MOVER: Jay Remiker
SECONDER: Jeff Dahlke
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Darla LeClair, Jeff Dahlke, Tracey Koach, Mark Bittner, Larry Thomas, Jay Remiker

Jamie Jackson
City Clerk