



# CITY COUNCIL MEETING

Tuesday, September 03, 2024 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

### 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:** Kassie Paider, Finance Director; Jeff Dawson, Library Director; Matthew Heckenlaible, Public Works Director; Mike Mathis, Parks and Recreation Director; Dave Murack, Fire Chief; Joe Metzen, Tourism Director; Rick Powell, IT Supervisor; 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

None.

### 5. PUBLIC HEARING

- A. Amendment to Conditional Use Permit for Operation of a Commercial Kennel: Expansion of Lucky Paws Pet Boutique, 3310 45th Street

Recommended Action:

Motion to approve the amendment, as recommended by the Plan Commission

Mr. Buckley provided information about the conditional use permit and the need of the expansion. He noted that the owners were present to answer any questions that Council members might have.

The first call of the public hearing was opened by Council President Stechmesser. No one addressed the Council.

The second call of the public hearing was opened by Council President Stechmesser. No one addressed the Council.

The third and final call of the public hearing was opened by Council President Stechmesser. No one addressed the Council.

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

## **6. INPUT FROM THE PUBLIC**

None.

## **7. COUNCIL COMMUNICATIONS**

Letters and other communications from citizens

Council member Wachowski reported that he received questions about food trucks at the beach; he suggested that fees for this business use of the beach be addressed by the Advisory Recreation Board and City Council before next Summer. He also relayed a question from a Roosevelt Avenue resident regarding garbage pickup in the construction zone. Public Works Director Heckenlaible reported that the contractor was supposed to inform all residents in the area that garbage pickup would be at intersecting streets during paving work, but that communication apparently did not go out.

Council member Shimulunas reported that she has received questions from citizens about the status of the former Uni-Mart property on Washington Street. Mr. Buckley replied that this property was last discussed at the March work session, and he needs to get it on the next work session agenda for further review.

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

Council member D. LeClair reported on aa–Main Street ribbon cutting celebrating 90 years at Carron Net, to be held on Tuesday September 24 at 12:15 PM; contact Main Street for more information. She also reported on Ethic Fest sponsorships, Main Street's Fall Wine Walk, and a good response from the public on downtown yarn bombing. She also reported on the Environmental Advisory Board's videos on the City's website.

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

### **A. Invited Guests**

1. Swearing In and Badge Pinning for Promotion of Officer Logan Tlachac to Lieutenant Chief Meinnert introduced Lieutenant Tlachac to the Council and the City Clerk administered the Oath of Office.

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

#### **1. Staffing Updates**

Mr. Buckley reported on the ongoing recruitments: Police Officer - completing interviews; Fire Department - completing interviews; City Planner/Community Development Director – readvertised and accepting applications; Asst City Manager / Deputy Clerk - accepting applications.

#### **2. Roosevelt Street Construction Project**

Mr. Buckley reported underground utilities, grading and gravel operations and a portion of mainline pavement have been completed. The remaining pavement is planned to be placed the week of September 9, sidewalk and driveway replacement is scheduled after completion of street pavement.

Residents may take their garbage/recycling to the nearest intersection during this concrete paving process. Vehicular access will not be available along Roosevelt Ave during paving and curing operations. This will likely be throughout the month of September.

#### **3. Industrial Park Land Sale to Rush Logistics**

Mr. Buckley reported the Community Development Authority at its meeting on August 13 approved the sale of a 2.5-acre parcel with frontage on Brown's Drive to Rush Logistics, which

plans to construct a 6,000 SF facility in 2025. The company is currently located in leased space on South 26th Street in Manitowoc, a building it shares with ACE Building Services. Per a company representative, Rush Logistics currently employs 15 full-time employees and more than 20 part-time staff.

4. Revaluation Project: Open Book and Upcoming Board of Review

Mr. Buckley reported A total of 68 property owners appeared at Open Book on August 19-21 to discuss their assessments with representatives of Accurate Assessors. Board of Review is scheduled to meet a minimum of 2 hours, starting at 4:00 PM on Wednesday, September 25 in the 3rd floor Council Chambers at City Hall.

5. Kites Over Lake Michigan 2024

Mr. Buckley reported on Saturday, the event paused at mid-day to known "Kite Boss" Chow Chong, the founder and driving force of Kites Over Lake Michigan, who is retiring from that role after 19 years. He extended best wishes to Chow and his wife Kim in retirement, thanking them for bringing magic in the air to the skies over Two Rivers.

6. Upcoming Events:

- a. Heiknbrew, Friday, September 6, 4:30-8 PM, Woodland Dunes Nature Center
- b. Fall Star Party, Saturday, September 7, 8:30 PM, Woodland Dunes Nature Center
- c. Friday Night Live: Fire on High, Friday, September 13, 7-10 PM, Central Park West
- d. Paddle Palooza, Saturday, September 14, 8:45 AM - 7:30 PM
- e. Ethnic Fest, Saturday, September 21, 9:30 AM - 5 PM, Downtown Two Rivers

7. Other

Mr. Buckley reported WisDOT reminds us that through traffic will be detoured around the section of STH 310 between I-43 and STH 42 from Monday, September 9 through Friday, September 20.

This closure is to allow for repairs to the drainage structures and resurfacing of the road surface at the three roundabouts in this section of STH 310, at its intersections with CTH B, CTH Q and CTH R. During this time, vehicles will be unable to cross through the roundabouts on STH 310 or the intersection county roads. This work is part of a \$4.3 million repair and resurfacing project that extends from CTH P in the Village of Branch to Columbus Street in the City of Two Rivers.

C. Legislative/Intergovernmental Update

**10. CONSENT AGENDA**

A. Presentation of Minutes

1. City Council Meeting, July 15, 2024
2. City Council Work Session, July 29, 2024
3. City Council Meeting, August 5, 2024
4. City Council Meeting, August 19, 2024

Recommended Action:

Motion to waive reading and adopt the minutes

B. Minutes of Meetings

1. Business & Industrial Development Committee and Committee Development Authority, August 27, 2024

Recommended Action:

Motion to receive and file

C. Applications and Petitions

1. Application for Special Event Beer Garden Permit, Cool City Brewing, 1718 West Park

Street, September 21, 2024, 7:00 AM to 11:00 PM

2. Application for Temporary Class "B" License for Rotary Club of Two Rivers, for Paddle Palooza, September 14, 2024 at 1800 School Street 11:00 AM to 6:00 PM, Michael Dittmer, Agent

Recommended Action:

Motion to approve and authorize issuance of the permit and license

**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 Bittner.

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

**11. CITY COUNCIL - FORMAL ITEMS**

- A. Adoption of Updated Parks and Open Space Plan

Recommended Action:

Motion to adopt the plan, as recommended by the Advisory Recreation Board

Parks and Recreation Director, Mike Mathis provided an overview stating before this plan there was another plan. With this new plan staff and the Advisory Recreation Board reviewed the entire plan to ensure a comprehensive vision to help with improvements over the upcoming years. They also conducted a survey to solicit community feedback. He noted that the new plan assists with applying for grants.

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

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

Recommended Action:

Motion to waive reading and adopt the ordinance

Fire Chief Dave Murack addressed the proposed changes.

Motion carried with a roll call vote.

Motion made by Bittner, seconded by D. LeClair.

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

Voting Nay: Wachowski

**12. FOR INFORMATION ONLY**

- A. City Council Regular Meeting, Monday, September 16, 2024, 6:00 PM  
B. City Council Work Session Meeting, Monday, September 30, 2024, 6:00 PM  
C. 2025 Budget Review and Adoption Schedule

**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 property acquisition
- Discuss possible assistance to development project

Motion carried with a roll call vote.

Motion made by Shimulunas, seconded by B. LeClair to enter into closed session at 7:02 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 D. LeClair, seconded by Wachowski to reconvene in open session at 7:12 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 the meeting at 7:12 PM.

Motion carried with a voice vote.

Motion made by B. LeClair, seconded by Derby.  
Voting Yea: Bittner, Brandt, Derby, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser, Wachowski

Respectfully submitted,

Amanda Baryenbruch  
City Clerk