



MINUTES

1. CALL TO ORDER

Council President Wachowski called the meeting to order at 6:04 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: Andrew Sukowaty, Water Director; Mike Mathis, Parks and Recreation Director; Jeff Dawson, Library Director; Ben Meinnert, Police Chief; Elizabeth Runge, Community Development Director/City Planner; Matthew Heckenlaible, Public Works Director; Dave Buss, Finance Director; Joe Metzen, Tourism Director; Ryan Mengas, Assistant Fire Chief; Dave Dassy, IT Assistant; 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

None.

6. INPUT FROM THE PUBLIC

Mark Gordon (3708 Bellevue Place) spoke regarding the proposed sign ordinance amendment to allow decals on sidewalks in the City right-of-way. He stated that he is in favor of the decals and reported his concerns with some requirements listed in the ordinance.

7. COUNCIL COMMUNICATIONS

Letters and other communications from citizens

Councilmember Dahlke stated that he had the following communications:

- He received several calls regarding the proposed amendment to the sign ordinance. Only one individual was against the amendment.
- He received a questions on the status of the Uni-mart located at 2023 Washington Street. Mr. Buckley stated that this matter will be addressed at the upcoming Council work session.
- He received several questions on the battery storage facility and the water runoff on the site.
- He received concerns about the number of vacation rentals within the City and how to limit the number of new rentals.

Councilmember Stechmesser stated that he received the following communications

- He received a question regarding a staff member digging near a fire hydrant. Water Director Andrew Sukowaty stated testing of the hydrants is required by the DNR
- He received a question regarding City Council Candidates having a political party pay for their campaign signs. City Clerk Amanda Baryenbruch stated it is permitted to have political parties pay for signs in a non-partisan election as long as the candidate reports the cost of the signage on their campaign finance report.

Councilmember Koach stated that she also received questions on limiting vacation rentals.

Council President Wachowski reported that he received the following communications

- He received several calls from individuals in favor of the sign ordinance amendment.
- He received a email regarding the cost of operation of the pool and concerns of the location of the pool

8. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

Councilmember D. LeClair reported on the following boards:

-- Environmental Advisory Board is continuing to look for topics for the Winter Educational Series. The TMDL report is available for the stormwater runoff. The Board is working on green infrastructure initiatives including a possible vertical wall planting at the Senior center.

-- Main Street: the Design Committee is looking for feedback, an email was sent to area businesses. They are continuing to look for artists for the downtown banners. The next Design Committee meeting will be held on Thursday, March 21st and 9 AM.

Councilmember Koach reported on the Library Board. The World on the Move traveling exhibit will soon be arriving. This event will also have five different speakers and tickets are free but needed in order to attend. The Lester Public Library has a schedule of all the events taking place.

Councilmember Dahlke reported on Personnel and Finance Committee. Everything from that committee is on this agenda.

Council President Wachowski reported on Advisory Recreation Board. At the last meeting, there was a presentation about blue zones and how to live a longer and healthier life. Tourism Director Joe Metzen provided information about the collaboration between the Parks and Recreation Department and the Tourism Department. The Board also reviewed capital projects, skate rental revenue and discussed the pool committee.

9. CITY MANAGER'S REPORT

A. Invited Guests

1. Justin Fischer, Baird Public Finance, for a Presentation on the City's 2024 Borrowing for Capital Projects

(Staff recommends, following this presentation, that the Council consider taking up Agenda Item 11.C., Resolution Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$3,020,000 General Obligation Promissory Notes for 2024 Capital Projects)

**Clerk Note: The City Council acted on item 11-C following completion of the presentation.*

B. Status Update/Reports

1. Staffing Updates

Mr. Buckley reported on recruitments; Electric Meter Tech – applications due February 19 and an upcoming recruitment of Finance Director. Taylor Pokorski recently was hired as the new

Recreation Clerk.

2. Congratulations to Assistant Police Chief Melissa Wiesner on Being Named 2023 Woman Police Officer of the Year by the Wisconsin Association of Women Police

3. League of Woman Voters Council Member Candidate Forum, Thursday, March 7, 2024, 7:00 PM, Council Chambers City Hall, Recorded and Livestreamed City's Website and Facebook

Mr. Buckley reported the League of Woman Voters will hold a candidate forum for candidates running for City Council in the April 2 election. The forum is open to the public. Candidates introduce themselves, answer questions from the public, and make closing statements.

4. Two Rivers Business Association Council Member Candidate Forum, Tuesday, March 12, 2024, 7:00 PM, Council Chambers City Hall, Recorded and Livestreamed City's Website and Facebook

Mr. Buckley reported the TRBA will hold a candidate forum for candidates running for City Council in the April 2 election. The forum is open to the public.

5. Spring Election & Presidential Preference Primary, April 2, 2024

Mr. Buckley reported the Spring Election and Presidential Preference will take place on April 2, 2024. The ballot will also have the office of City Councilmember.

6. Repair/Maintenance Activity on Downtown Washington Street Tree Grates

Mr. Buckley reported Public Works crews have begun work to address uneven surfaces on the tree grates surrounding trees along Washington Street in the downtown business district. In many locations, part of the solution will involve cutting larger openings in the center of each grate, to allow more room for the tree trunk and nearby root structures. This will in turn require removal of the upright "tree cages," which are attached just outside that center opening. Work is proceeding in consultation with Two Rivers Main Street and its Design Committee.

7. Recent Awards Recognizing Central Park West 365 Project

Mr. Buckley reported that Two Rivers' transformational downtown park project was recognized with the 2023 Collaboration Award at The Chamber of Manitowoc County annual Awards of Distinction, held at the Capitol Civic Center. It is a wonderful recognition for a great planning and fundraising effort and the nearly 400 corporate, organizational and individual donors who shared the vision and made this major community project a reality.

8. Upcoming Events:

a. The Price is Right, Saturday, February 24, 6:00 PM, Community House Gym, benefit Two Rivers Youth Sports

b. Tropical Blast Fundraiser, Saturday, February 24, 5:00 PM, Sepia Chapel, benefit Woodland Dunes Nature Center

c. Coffee with a Cop, Wednesday, February 21, 8:30 AM to 9:30 AM at Cool City Brewing Company and Monday, February 26, 8:30 AM to 9:30 AM, High Lift Coffee Shop

d. "Wisconsin's Shipwreck Coast" Presentations by State Maritime Archeologist Caitlin Zant (Topic: NOAA Research) on Thursday, February 29, 6:30 PM at Lester Public Library

e. "Our Land, Our Water, Our Future" Educational Series, Session on Storm Water Management, Thursday, March 7 at 6:00 PM, Lester Public Library with Speaker City Engineer/Public Works Director Matt Heckenlaible

f. Fire Department/IAFF Local 423 Annual Fish Boil, Friday, March 29 at Fire Station

g. Smithsonian/American Library Association Traveling Exhibit "World on the Move: 250,000 Years of Human Migration" at the Lester Public Library March 20 through April 23

9. Other

Mr. Buckley reported that Canine Officer Xanti has a clean bill of health. Special thanks to Steinig Tal Kennel where Xanti and his new handler, Sgt Jacob Schweigl have been training. Thank you also to Memorial Drive Vet Clinic and our community for your continued support of our K9 program.

C. Legislative/Intergovernmental Update

a. Wisconsin DNR on February 14, 2024 approved the Two Rivers Water Utility's request to cease use of sodium hydroxide for corrosion control, following the utility's implementation of orthophosphate feed for corrosion control in September 2023

Mr. Buckley reported the rate of feed for sodium hydroxide varied, depending on the pH of raw water coming in from the lake, use of that chemical resulted in frequent employee call-ins. Savings from taking that system off-line est. at \$60,000: \$48,000 in overtime and \$12,000 in chemicals. Orthophosphate cost is \$9,000 per year in chemicals. Feed rate is simply tied to water volume, and will adjust automatically.

b. Other

Mr. Buckley reported based on preliminary review of the new State Assembly and State Senate district maps as approved by the Legislature and the Governor, it appears that Two Rivers will now be in the same Assembly and Senate districts as Manitowoc. Two Rivers will be at the north end of both the new Assembly district and the new Senate district.

10. CONSENT AGENDA

A. Presentation of Minutes

1. City Council, February 5, 2024

Recommended Action:

Motion to waive reading and adopt the minutes

B. Minutes of Meetings

1. Personnel & Finance Committee, February 15, 2024

2. Public Utilities Committee, February 6, 2024

3. Public Works Committee, February 7, 2024

4. Advisory Recreation Board, January 9, 20224

5. Plan Commission, February 12, 2024

6. Environmental Advisory Board, January 16, 2024

7. Police and Fire Commission, January 24, 2024

Recommended Action:

Motion to receive and file

C. Department Reports, January, 2024

1. City Clerk

2. Community Development

3. Electric

4. Fire

5. Inspections

6. Library

7. Parks & Recreation

8. Police

9. Public Works

10. Safety

11. Water

Recommended Action:

Motion to receive and file

D. Applications and Petitions

1. Temporary Class "B" Retailer's License for Two Rivers Main Street, Bryan Lee Memorial Blues Festival, July 13, 2024, 1:00 PM to 10:00 PM at Central Park West, 1700 Washington Street
2. Temporary Class "B" Retailer's License for Two Rivers Main Street, Cool City Classic Car Show & Cruise, June 29, 2024, 4:00 PM to 10:00 PM and June 30, 2024, 9:00 AM to 2:00 PM at Central Park West, 1700 Washington Street
3. Temporary Class "B" Retailer's License for Two Rivers Main Street, Ethnic Fest, September 21, 2024, 8:00 AM to 5:00 PM, at Central Park West, 1700 Washington Street
4. Temporary Class "B" Retailer's License for Two Rivers Main Street, Great TRivia Contest, March 8, 2024, 5:00 PM to 10:00 PM, at the Community House, 1710 W. Park Street
5. Temporary Class "B" Retailer's License for Friends of Two Rivers Snow Fest, Snow Fest Cornhole Tournament, April 7, 2024, at the Community House, 1710 W. Park Street
6. Temporary Class "B" Retailer's License for Friends of Two Rivers Snow Fest, Two Rivers Snow Fest 2024, July 26-28, 2024, at Neshotah Park, 2111 Pierce Street

Recommended Action:

Motion to approve the applications and authorize issuance of the licenses

E. Audit Reports for Tax Incremental districts and WEDC CDI Grant

1. Audits of Tax Incremental Districts 6, 8, 9, 10, 11 and 12, Each From Date of Creation through December 31, 2022

Recommended Action:

Motion to receive and file

2. Audit of WEDC CDI Grant, Per CDI Contract FY22-53218 (\$250,000 Grant That Assisted with Development of Cool City Brewing Company, for the Period April 12, 2022 through December 31, 2023) -- Second Financial Report for this Grant, Now Fully Expended, Along with Required Developer Match

Recommended Action:

Motion to receive and file

F. Recommendation from the Plan Commission Meeting of February 12, 2024

Set Public Hearing on Conditional Use Permit Application by Hawk Battery Energy Storage System Project Proposed for a Parcel located in the I-2 Zoning District at the Woodland Industrial Park (Parcel 053-233-404-010.01, Located on the West Side of Woodland Drive Approximately 1,000 Feet North of STH 310)

Recommended Action:

Motion to set the public hearing for Monday, March 4, 2024 at 6:00 PM

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 Dahlke, Seconded by D. LeClair.

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

11. CITY COUNCIL - FORMAL ITEMS

- A. Consider Amendment to Tax Incremental Financing Property Sale, Cash Grant and Developer's Performance Agreement For The Confluence, to Modify Timetable for Certain

Required Actions and Approvals—Project Update from Kip Golden of CR Structures and the YBR Properties, LLC

Recommended Action:

Motion to approve the amendment as presented

Motion carried with a voice vote.

Motion made by Stechmesser, Seconded by Koach

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

Voting Nay: Dahlke

B. Recommendation from Plan Commission Meeting of February 12, 2024:

Recommended Provisions to be Included in a Possible Amendment to the City's Sign Ordinance, Title 10 Chapter 4 of the Municipal Code, Pertaining to Placement of Signs Advertising Private Businesses on Public Sidewalks in Business Districts (Matter Referred back to the Plan Commission by City Council at its December 18, 2023 meeting, Following Plan Commission's Recommendation That Such an Amendment Not be Adopted)

Recommended Action:

Following Council review of the proposed provisions, either:

1. Refer back to the Plan Commission, with any modifications directed by the Council, to be reviewed, put in final ordinance form and returned to the City Council for final action; or
2. Direct staff to prepare an ordinance amendment, reflecting any modifications directed by the City Council, to be brought back for Council action at the next regular meeting;
3. Provide initial feedback, then table pending a survey of downtown area businesses by the Two Rivers Main Street Office (directed by Main Street Board at its February 14, 2024 meeting)

Discussion took place regarding the three proposed provisions based on the Plan Commission recommendations pertaining to the placement of signs advertising private businesses on public sidewalks.

Motion carried with a roll call vote.

Motion made by Stechmesser, Seconded by Dahlke to direct the City Attorney to draft an ordinance amendment by the next regular council meeting, with terms consistent with the Plan Commission's recommendations except to allow the signs to be placed on the sidewalk year around.

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

C. Resolution Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$3,020,000 General Obligation Promissory Notes for 2024 Capital Projects

Recommended Action:

Motion to waive reading and adopt the resolution, as recommended by the Personnel and Finance Committee

Motion carried with a roll call vote.

Motion made by Shimulunas, Seconded by B. LeClair.

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

- D. Professional Services Agreement with McMahon Associates, for Services Related to Updating the City’s Storm Water Management Plan and Related Programs and Ordinances—Cost Not to Exceed \$90,044, Funded Half from a WI DNR Urban Non-Point Stormwater Management Planning Grant and Half from the Storm Water Utility (2024 Budgeted Project)

Recommended Action:

Motion to authorize the City Manager to execute the contract on behalf of the City, as recommended by the Public Works Director/City Engineer and the City Council Utilities Committee

Motion carried with a roll call vote.

Motion made by B. LeClair, Seconded by Shimulunas

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

- E. Consider Rescheduling February Work Session (City Manager Unable to Attend on Monday, February 26)

Recommended Action:

Motion to reschedule February Work Session to Thursday, February 29 at 6:00 PM

Motion carried with a voice vote.

Motion made by Shimulunas, Seconded by Dahlke.

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

12. FOR INFORMATION ONLY

- A. City Council Regular Meeting, Monday, March 4, 2024, 6:00 PM -- Agenda will include public hearing on Roosevelt Avenue special assessments; public hearing on proposed conditional use permit for Tenaska Battery Electric Storage System at Woodland Industrial Park; award of bid for Roosevelt Avenue Reconstruction, among other items

13. ADJOURNMENT

Motion to dispense with the reading of the minutes of this meeting and adjourn this meeting at 8:04 PM.

Motion carried with a voice vote.

Motion made by Dahlke, Seconded by D. LeClair.

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