



**TWO  
RIVERS**  
WISCONSIN

# CITY COUNCIL MEETING

Monday, July 17, 2023 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

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

### 2. PLEDGE OF ALLEGIANCE

Local elementary or pre-school students can be nominated to lead the Pledge of Allegiance at the second Council meeting of the month by contacting the City Manager's office at 920-793-5532 or lkuehn@two-rivers.org.

### 3. ROLL CALL BY CITY CLERK

Councilmembers: Bill LeClair, Darla LeClair, Tracey Koach, Tim Petri, Bonnie Shimulunas, Scott Stechmesser, Adam Wachowski

Absent: Jeff Dahlke

**ALSO PRESENT:** Dave Buss, Finance Director; Jeff Dawson, Library Director; Brian Dean, Tourism Director; Brian Dellemann, Electric Utility Director; Kaden Kowlowski, Certified Water Operator; Matthew Heckenlaible, Public Works Director; Mike Mathis, Parks & Recreation Director; Ben Meinnert, Police Chief; Dave Murack, Fire Chief; Rick Powell, IT Supervisor; Elizabeth Runge, Community Development Director/City Planner; Andrew Sukowaty, Water Director; Greg Buckley, City Manager

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

Councilmember D. LeClair requested to participate in the meeting from a remote location.

Motion by B. LeClair, Seconded by Stechmesser to allow Councilmember D. LeClair to participate in the meeting.

Motion carried with a roll call vote.

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

Abstain: D. LeClair

### 5. PUBLIC HEARING

- A. Proposed Zoning CodeText Amendment in the R-1, R-2 and R-3 Residential Districts Related to Agricultural Land Uses and the Keeping of Birds of Prey as a Condition Use

Recommended Action:

Motion to waive reading and adopt the Ordinance

Community Development Director Elizabeth Runge provided an overview of the zoning code amendment and the Wisconsin Department of Natural Resources requirements to house a bird of prey. This ordinance amendment will modify the current zoning to allow birds of prey, but a Conditional Use Permit will still be required for anyone wishing to house birds of prey. This ordinance was recommended by the Plan Commission.

The public hearing was opened by Council President Wachowski and three calls for public

input were made. There was no one present and wishing to comment on the ordinance.

Motion carried upon a roll call vote.

Motion made by Koach, Seconded by Stechmesser.

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

- B. Request for a Conditional Use Permit to Establish an EyeLash Extension Service, Operating as a Home Business, at 2833 37th Street, Two Rivers

Recommended Action:

Motion to approve the Conditional Use Permit

Community Development Director Elizabeth Runge provided an overview. This business will be in a small portion of the owner's home and would provide services to one client at a time. gave overview.

The public hearing was opened by Council President Wachowski and three calls for public input were made. There was no one present and wishing to comment on the ordinance.

Motion carried upon a roll call vote.

Motion made by B. LeClair, Seconded by Koach.

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

- C. Proposed Zoning Code Text Amendment to the City of Two Rivers Zoning Ordinance Related to Drive-in and Drive Through Establishments as Conditional Uses on Washington Street, Between the West Twin River and 20th Street in the B-1 District

Recommended Action:

Motion to waive reading and adopt the ordinance

Mr. Buckley provided an overview of this ordinance. This ordinance was recommended from the Plan Commission and is recommended for approval from the Design Committee of Two Rivers Main Street. The intent is to preserve the appearance and safety of the traditional pedestrian friendly downtown area. This would not preclude new establishments from being created that have entry and exit off side streets but would preclude new establishments to create an entry and exit from Washington Street.

Proposed Zoning Code Text Amendment to the City of Two Rivers Zoning Ordinance Related to Drive-in and Drive Through Establishments as Conditional Uses on Washington Street, Between the West Twin River and 20th Street in the B-1 District

Recommended

Action:

Motion to waive reading and adopt the ordinance

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

None.

## **7. COUNCIL COMMUNICATIONS**

Letters and other communications from citizens

Councilmember Petri stated that he received negative feedback regarding the low-income housing apartments. Councilmember Wachowski stated that he has received similar feedback.

Councilmember Shimulunas stated that she received a letter praising a Councilmember for their

dedication to Two Rivers. Councilmember Shimulunas stated that she believes all Councilmembers do what they believe is best for Two Rivers.

Council President Wachowski had the following communications:

- He congratulated the Youth Baseball and Softball Program on selling 1,520 pizzas from Port Sandy Bay for their fundraiser for the Two Rivers Youth Sports Fund. The sale of pizzas raised approximately \$8,074.
- He received a question regarding placing a irrigation system in Central Park West and placing an epoxy floor in the bathrooms. Mr. Buckley stated they are looking into an irrigation system for the park. Parks and Recreation Director Mike Mathis stated he will inquire about upgrading the bathroom floor in 2024.
- He received a question regarding spring cleanup and having the ability to pick up large household items.
- He received a question regarding plowing the path along the beach on Zlatnik Drive and asked the Public Works Director to evaluate the cost.

Councilmember Stechmesser stated he received a concern about the placement of woodchips at the playground at Neshotah Beach. The concern was addressed by the Parks and Recreation Director.

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

Councilmember D. LeClair reported on the following Boards:

-- Main Street: The Brian Lee Memorial Blues Festival is on July 22<sup>nd</sup>. There will be concessions from R&R Concessions and American Legion Auxiliary. Musicians from outside of the area will be performing with the finale at 8 PM. Main Street is looking for sponsorship for Ethnic Fest. Thank you to Green Acres Landscape for the flowers downtown.

-- Environmental Advisory Board: The board is evaluating the Front Yard Garden Pilot Program. There has been communication from citizens wishing to participate in the program in 2024.

Councilmember Koach reported on the following Boards:

-- Library Board: stating the YA section of the library is themed around food trucks this month. There are about 48 teams participating in the treasure hunt. The library continues to be recognized by people outside of the area.

-- Recreation Board: The Zander Park Story Walk is progressing as crews are working on completing the project. The Neshotah Park upgrade is scheduled to start after Snowfest and is estimated to be completed by the end of September or early October. The Parks and Recreation Director is evaluating other parks and the possibility of creating a Senior Citizen themed park with equipment geared towards Senior Citizens.

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

### **A. Invited Guests**

#### **1. Kaden Kowalski, Newly-Hired Certified Water Operator**

Water Director Andrew Sukowaty introduced Certified Water Operator Kaden Kowalski to the Council. Kaden has been working at the Water Plant for the past year through the Youth Apprentice Program.

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

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

Mr. Buckley reported on the ongoing requirements for: Police Officer – conditional offer sent to candidate; Temporary Custodian and Ground Maintenance Worker – accepting applications; Firefighter/Paramedic – finalist candidate pool and selection approved by Police and Fire Commission; Fire Assistant Chief – selection made and approved by Police and Fire Commission, public announcement is pending.

2. Central Park West and Schmitt Brothers Stage Dedication Weekend, July 15-16

Mr. Buckley reported there was a large turnout for the Schmitt Brothers Stage Dedication. The Schmitt Brothers Family gathered on the stage during the dedication. Former Green Bay Mayor Jim Schmitt presented a plaque to Mr. Buckley in appreciation for the City's partnership in the stage project. During the park dedication, Wendy Brandt and Kathy Peterson spoke about the project. Council President Wachowski and City Manager Buckley spoke thanking donors for their contribution to the project. There was a large amount of positive feedback about the park throughout the weekend.

3. Latino-American Beach Festival, July 14-15

Mr. Buckley reported there was a large turnout for the Latino-American Beach Festival. They had food, music, and activities for all ages to enjoy.

4. Lincoln Street Project Update

Mr. Buckley reported the anticipated completion date of the Lincoln Street reconstruction is August 31, 2023. Vinton will start grading and graveling operations throughout July 20-28. They will start concrete paving the week of July 31.

5. Friendship Table Sculpture by Czech Artist Vaclav Fiala

Mr. Buckley reported on August 6 at 1 PM, there will be a concert at the new Schmitt Brothers Stage featuring the Two Rivers Community Band, Don Konop Bavarian Band and the Czech Choraliers. The concert will be the Kick-off concert for the upcoming dedication of the "Friendship Table" sculpture and the Sister City Domazlice Student Exchange. Special Guests: Sculptor Vaclav Fiala and family. The "Friendship Table" sculpture is currently en route to Two Rivers.

6. Story Trails at Zander Park and Lester Public Library

Mr. Buckley reported the Lester Public Library Foundation is the recipient of the West Foundation's \$50,000 Directors' Choice Imagining Grant as "a non-profit agency that designs a program or service focused on the arts, culture, or environment in Manitowoc County." The project will promote early literacy and environmental awareness in partnership with the City of Two Rivers Parks & Recreation Department and the Woodland Dunes Nature Center & Preserve. StoryWalks® will be erected along the library path and in Zander Park. Grant funds will be used to erect the StoryWalk® structures, and to restore a large portion of Zander Park to the wetland it once was, with a raised boardwalk and natural play features added.

7. Upcoming Events:

- a. Concert in Central Park, July 20, 6:30-8:00 pm, Manitowoc Marine Band
- b. Really Big Prints, July 19-22, Hamilton Wood Type & Printing Museum
- c. 44th Annual Two Rivers Fish Derby & Festival, July 22-23, Walsh Field
- d. Bryan Lee Memorial Blues Festival, Saturday, July 22, 1:00 - 8:30 PM, Central Park West
- e. Concert in Central Park, Sunday, July 23, 1:30 - 3:00 PM, Central Park West
- f. Optimist Club Great Bike Give-Away, Wednesday, July 26, 6:00 PM, Walsh Field
- g. Two Rivers Snowfest, July 28-30, Neshotah Park
- h. National Night Out, August 1, 6:00-8:00 PM, Walsh Field

8. Other

Mr. Buckley reported an announcement was posted by Two Rivers Family Swim Center

regarding plans to close the current facility at the end of this season. They are planning to approach the City for help in achieving a new facility.

C. Legislative/Intergovernmental Update

1. Shared Revenues/State Budget

Mr. Buckley reported staff is pursuing more information on matters regarding implementations: "maintenance of effort" on public safety spending, sunseting of personal property tax, etc.

2. State Prison Facilities Status (Question from Council Member Dahlke at July 5 Meeting)

Mr. Buckley reported that State Prison Facilities were not addressed in the new State Budget. There is no clear direction on the State's path forward to address outdated and overcrowded facilities in Waupun and Green Bay

3. Other

## 10. CONSENT AGENDA

A. Minutes of Meetings

1. Lester Public Library, June 13, 2023
2. Police and Fire Commission, June 29, 2023
3. Public Utilities Committee, July 5, 2023
4. Architectural Control Committee, July 5, 2023
5. Public Works Committee, July 12, 2023
6. Plan Commission, July 10, 2023

Recommended Action:

Motion to receive and file

B. Department Reports, June 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

C. Summary of Verified Bills for the Month of June 2023 for \$1,832,858.78

Recommended Action:

Motion to receive and file

D. Applications and Petitions

1. Temporary Class "B"/"Class B" Retailer's License from Knights of Columbus Co. 1957 for Van der Broh Arboretum Wine Walk, August 26, 2023, at Van der Broh Arboretum, 3800 Lincoln Ave, Two Rivers
2. Temporary Class "B"/"Class B" Retailer's License from Two Rivers Historical Society for "Accidental Hero" Performance, August 5, 2023, at Two Rivers Historical Society, 1622 Jefferson Street
3. 2023-2024 Landscaping / Tree Renewal Licenses - Qty 2
4. 2023-2024 Combination Class "B" / "Class B" Renewal License - Qty 1

Recommended Action:

Motion to approve the applications and authorize issuance of the licenses

**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 Stechmesser, Seconded by Koach.

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

**11. CITY COUNCIL - FORMAL ITEMS**

- A. City Manager's Appointment of Corrine Weis to Environmental Advisory Board for a term to expire May 1, 2026

Recommended Action:

Motion to approve the appointment, as recommended by the City Manager

Motion carried with a voice vote.

Motion made by B. LeClair, Seconded by Koach.

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

- B. Resolution Upon Retirement for James Gospodarek, Completing a 26-Year Distinguished Career with the Water Utility

Recommended Action:

Motion to read and adopt the resolution

Motion carried with a roll call vote.

Motion made by Stechmesser, Seconded by Shimulunas.

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

**12. FOR INFORMATION ONLY**

- A. City Council Work Session Meeting, Monday, July 31, 2023, 6:00 PM  
B. City Council Regular Meeting, Monday, August 7, 2023, 6:00 PM

**13. ADJOURNMENT**

Motion to dispense with the reading of the minutes of this meeting and adjourn the meeting at 7:20 PM.

Motion carried with a voice vote.

Motion made by Petri, Seconded by B. LeClair.

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

Respectfully submitted,

Amanda Baryenbruch  
City Clerk