



# CITY COUNCIL MEETING

Monday, March 07, 2022 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 at 6:02 PM by Council President Wachowski.

### 2. PLEDGE OF ALLEGIANCE

### 3. ROLL CALL BY CITY CLERK

**PRESENT:** Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Jeff Dahlke, Larry Thomas, Tracey Koach

**EXCUSED:** Mark Bittner, Darla LeClair

**ABSENT:** Jay Remiker

**ALSO PRESENT:** Ross Blaha, Water Utility Director; Dave Buss, Finance Director; Dave Dassey, IT Assistant; Jeff Dawson, Library Director; Brian Dellemann, Electric Utility Director; Steve Denzien, Fire Chief; Tyler Duessing, Electrician/Electrical Inspector; Rebeccah Hansen, Recreation Supervisor; Brian Kohlmeier, Police Chief; Jim McDonald, Public Works Director; Nick Spurney, Police Lieutenant; Tammy Stadler, Administrative Assistant Parks & Rec; Andrew Sukowaty, Water Utility Director; 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. Public Hearing Regarding Ordinance to Amend Sections 10-1-20 and 10-1-21, Entitled R-1 Single-Family and R-2 Single and Double-Family Residence Districts to include Conservation Subdivision as a Conditional Use (unintentionally deleted during the 2020 code codification process)

Recommended Action:

Motion to waive reading and adopt the ordinance

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.

Motion carried unanimously by roll call vote.

Motion made by Dahlke, Seconded by Koach.

Voting Yea: Wachowski, B. LeClair, Shimulunas, Dahlke, Thomas, Koach

- B. Public Hearing for Conditional Use Permit for a Drive-Thru Service Window at the Two Rivers Senior Center, 1520 17th Street

Recommended Action:

Motion to approve conditional use permit

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.

Motion carried unanimously by roll call vote.

Motion made by Thomas, Seconded by B. LeClair.

Voting Yea: Wachowski, B. LeClair, Shimulunas, Dahlke, Thomas, Koach

(NOTE: Public Hearing on Planned Unit Development Zoning for 3000 Forest Avenue, originally scheduled for this date and time, has been rescheduled to 6:00 PM on March 21, 2022, due to a missed publication by the newspaper)

**6. INPUT FROM THE PUBLIC**

None.

**7. COUNCIL COMMUNICATIONS**

Letters and other communications from citizens

Councilmember Dahlke reported that several residents called him following last week's ice storm wondering why their streets were not getting salted.

Council President Wachowski reported that he received a call from a resident suggesting that the City's ordinance regarding depositing snow in a neighbor's yard might be a little too strict.

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

Council President Wachowski reported that the Personnel & Finance Committee met on March 2nd for a presentation from Robert W. Baird regarding the 2022 capital borrowing and to review updates to the Personnel Policy and pay scales for non-union employees. All were recommended to Council for approval at this meeting.

**9. CITY MANAGER'S REPORT**

A. Invited Guests

- 1. Introduction and Swearing in of Police Lieutenant Nick Spurney

Police Chief Kohlmeier introduced Nick Spurney who was recently promoted from Sergeant to Lieutenant. Lieutenant Spurney was sworn in by City Clerk Jamie Jackson.

- 2. Introduction of New Hires:

Ross Blaha introduced the incoming Water Utility Director, Andrew Sukowaty. Andrew has over ten years' experience working in municipal water utilities having previously been employed at Manitowoc Public Utilities. He also has a Bachelor's Degree in Organizational Leadership with a minor in Public Administration from UW-Green Bay.

Brian Dellemann introduced the City's new Electrician/Electrical Inspector, Tyler Duessing. Tyler is currently a Journeyman Electrician and will be taking his Master Electrician exam in April. His work experience includes 7 years at Faith Technologies including a 4-year

apprenticeship. Tyler was most recently employed by the Two Rivers Public School District as an electrician.

### 3. Central Park West 365 Fundraising Update

Mr. Buckley introduced the Central Park 365 Design and Fundraising Committee members and announced major commitments to the park project to date. As of March 4, 2022, the City is halfway to the project fundraising goal of \$800,000. Generous naming gifts for major park features include:

- Ice Skating Ribbon-\$65,000: Two Rivers Rotary and a private donor
- Water Feature-\$60,000: Formrite Companies
- Pavilion Patio Gathering Space-\$50,000: Bank First
- Bandstand-\$100,000: Schmitt Family

Members of the Schmitt Family were present to announce their commitment of \$100,000 for the Schmitt Brothers Stage, in honor of the famous barbershop quartet from Two Rivers. The Schmitt Brothers Quartet traveled the world, including entertaining U.S. troops in Alaska and appearances on the Ed Sullivan, Arthur Godfrey and Lawrence Welk TV shows. Over 35 years the quartet traveled over 2 million miles for over 3,000 performances.

Mr. Buckley also announced an upcoming fundraising event for the project: Rockin for the Park, a best of Rock N' Roll from the 50's to the 80's musical comedy dinner theatre to be held on Thursday, April 21st at Sepia Chapel. Tickets can be ordered online at [www.daddydproductions.com](http://www.daddydproductions.com).

### 4. Justin Fisher, Robert W. Baird, Presentation on Financing for 2022 Capital Projects

Justin Fisher, Robert W. Baird, presented information regarding the 2022 capital improvement projects borrowing. He also detailed the timeline and structure of the borrowing including the loan term, call feature, estimated interest rate, and maximum parameters for the interest rate. He stated that if the borrowing is approved on this date, and the desired interest rate can be obtained, funds will be available to the City in early May.

#### Recommended Action:

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

Motion carried unanimously by roll call vote.

Motion made by Thomas, Seconded by Koach.

Voting Yea: Wachowski, B. LeClair, Shimulunas, Dahlke, Thomas, Koach

## B. Status Update/Reports

### 1. Winter Parking Ban Update

Mr. Buckley reported the winter parking ban enforcement is still being held in abeyance. The ban has only been enforced 6 of 97 days since December 1. The ban ends on March 15.

### 2. City Council Candidate Forums

Mr. Buckley reported on upcoming City Council Candidate Forums:

- Two Rivers Business Association Council Candidate Forum, Thursday, March 10, 2022, 6:30 PM at the City Hall Council Chambers. The event will be recorded and livestreamed to the City's website and Facebook, and broadcast on Spectrum Channel 993.
- Manitowoc County Constitutional Caucus Candidate Forum, Sunday March 20, 2022, 1:00 PM at Lighthouse Inn.

### 3. Staffing Updates

Mr. Buckley reported on current recruitment activity. Interviews were conducted for the Senior Center Supervisor and Police Officer vacancies and applications are being reviewed for the Parks & Recreation Director and Certified Water Operator position.

### 4. Absentee Ballots for April 5, 2022 Spring Election

Mr. Buckley reported that absentee ballots for the April 5, 2022 Spring Election can be requested online at [myvote.wi.gov](http://myvote.wi.gov), at the City Clerk's office, or by mail with an acceptable photo ID.

### 5. Two Rivers Water & Light Scholarship Program

Mr. Buckley reported that applications for the 2022 energy industry and general education \$500 scholarships are now being accepted by Two Rivers Water & Light. To be eligible, the student, parent, or legal guardian must be a customer of Two Rivers Water & Light.

### 6. 20th Street Stormwater Pond

Mr. Buckley reported that the 20th Street stormwater pond will treat almost 40 acres located between 17th and 22nd Streets on the north and south and from the East Twin River as far west as Adams Street. This pond will eliminate the need for construction of on-site stormwater management facilities as properties in that area are redeveloped.

### 7. Senior Center St. Patrick's Day Fundraiser

Mr. Buckley reported that the Two Rivers Senior Center is hosting a St. "Patties" Day Dinner To-Go fundraiser on March 17th from 4:00-6:00 PM.

### 8. Main Street and TRBA Marketing Workshop

Mr. Buckley reported that Two Rivers Main Street and the Two Rivers Business Association are hosting a DIY Guide to Effective Marketing in 15 Minutes or Less: A Workshop for Busy Business Owners on Tuesday, March 29 at 7:30 AM in the Behringer Room at J.E. Hamilton Community House.

## C. Legislative Update

Mr. Buckley reported that the current legislative session is coming to a close in Madison. The proposed "workforce housing law" that would have mandated certain provisions in local zoning laws, appears dead. The legislation providing for increased Medicaid reimbursement rates for EMS, has passed and is headed to the Governor's Office. There are still concerns about a law on electric vehicle charging stations that has been amended to prohibit local utilities or municipalities from providing such stations for public use.

## 10. CONSENT AGENDA

- A. Presentation of Minutes
    - 1. Regular City Council - February 21, 2022 and Work Session - February 28, 2022

Recommended Action:  
Motion to waive reading and adopt the minutes
  
  - B. Minutes of Meetings
    - 1. Personnel & Finance Committee, February 17, 2022
    - 2. Personnel & Finance Committee, March 2, 2022
    - 3. Room Tax Commission, March 1, 2022

Recommended Action:  
Motion to receive and file
  
  - C. Applications and Petitions
    - 1. New Application for Class "A" Beer/"Class A" Liquor License for ONEGUIDE, INC., 2300 Forest Ave., Two Rivers (dba Tietz's Piggly Wiggly) for the period of April 3, 2022 to June 30, 2022
    - 2. New Application for Cigarette and Tobacco Products Retail License for ONEGUIDE, INC., 2300 Forest Ave., Two Rivers (dba Tietz's Piggly Wiggly) for the period of April 3, 2022 to June 30, 2022

Recommended Action:  
Motion to approve the applications and authorize issuance of the licenses
  
  - D. Summary of Verified Bills for the Month of February 2022 for \$7,090,981.17
- Recommended Action:  
Motion to receive and file

**RECOMMENDED ACTION FOR CONSENT AGENDA**

**Motion to approve the Consent Agenda with the various actions recommended**

Motion carried unanimously by voice vote.

Motion made by Dahlke, Seconded by B. LeClair.

Voting Yea: Wachowski, B. LeClair, Shimulunas, Dahlke, Thomas, Koach

**11. CITY COUNCIL - FORMAL ITEMS**

- A. Consideration of Pre-Annexation and Power of Attorney Agreement with Brady DeNoyer, Relative to Property Located at 2916 STH 310 in the Town of Two Rivers
- Recommended Action:  
Motion to authorize the City Manager to sign agreement on behalf of the City

Mr. Buckley reviewed the terms of this agreement, which will allow this property in the Town of Two Rivers to connect to City water and sewer mains that run in front of the property, but will also required that the property be annexed into the City, should it become contiguous to the city limits in the future.

Motion to authorize the City Manager to sign agreement on behalf of the City with the addition of Mr. DeNoyer's spouses name in the introductory paragraph.

Motion carried unanimously by roll call vote.

Motion made by Thomas, Seconded by Dahlke.

Voting Yea: Wachowski, B. LeClair, Shimulunas, Dahlke, Thomas, Koach

B. Award of Bids for 17th Street Reconstruction (Street and All Underground Utilities)

Recommended Action:

Motion to award the contract to Jossart Brothers, Inc. of DePere, in its low bid amount of \$1,412,134 for base bid and supplemental items

Motion carried unanimously by roll call vote.

Motion made by Dahlke, Seconded by B. LeClair.

Voting Yea: Wachowski, B. LeClair, Shimulunas, Dahlke, Thomas, Koach

C. Award of Bids for Water and Sewer Lateral Replacement, 50 Scattered Locations

Recommended Action:

Motion to award the contract to Essential Sewer and Water of Manitowoc, based on its low bid amounts of \$456,225.00 for the Base Bid and \$250,075.00 for Supplemental Bid

Motion carried unanimously by roll call vote.

Motion made by Dahlke, Seconded by Thomas.

Voting Yea: Wachowski, B. LeClair, Shimulunas, Dahlke, Thomas, Koach

D. Resolution Adjusting the Water Utility Property Tax Equivalent Payment

Recommended Action:

Motion to waive and adopt the resolution

Mr. Buckley noted that this resolution is consistent with the adopted 2022 City Budget, which provided for an increase in the payment, which has been “frozen” since 2003. He added that this increase – to an amount still substantially below what is allowed by law – is possible as a result of the utility’s improving financial condition.

Motion carried unanimously by roll call vote.

Motion made by Koach, Seconded by B. LeClair.

Voting Yea: Wachowski, B. LeClair, Shimulunas, Dahlke, Thomas, Koach

E. Consideration of Adoption of Updated Personnel Policy

Recommended Action:

Motion to approve the updated Personnel Policy and direct the City Clerk to distribute to employees, as recommended by the Personnel and Finance Committee

Motion carried unanimously by roll call vote.

Mr. Buckley thanked City Clerk and Human Resources Director Jamie Jackson for all of her work on this major project.

Motion made by Koach, Seconded by Thomas.

Voting Yea: Wachowski, B. LeClair, Shimulunas, Dahlke, Thomas, Koach

F. Consideration of Adoption of New Non-Union Full-Time and Part-Time Pay Scales

Recommended Action:

Motion to approve the new non-union full-time and part-time pay scales as presented and implement effective with the next pay period, as recommended by the Personnel and Finance Committee

Motion carried unanimously by roll call vote.

Motion made by B. LeClair, Seconded by Dahlke.

Voting Yea: Wachowski, B. LeClair, Shimulunas, Dahlke, Thomas, Koach

**12. FOR INFORMATION ONLY**

A. City Council Regular Meeting, Monday, March 21, 2022, 6:00 PM

B. City Council work Session Meeting, Monday, March 28, 2022, 6:00 PM

**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 Assistance to Development Projects: Review Proposed Development Agreement with 3000 Forest Avenue, LLC; Preliminary Discussion of Possible Development Agreement for City-Owned Former Eggers East Property

There was no need to enter into closed session.

**14. RECONVENE IN OPEN SESSION**

To consider possible actions in follow-up to closed session discussions

**15. ADJOURNMENT**

Motion to dispense with the reading of the minutes of this meeting and adjourn

Motion carried unanimously by voice vote.

Motion made by Dahlke, Seconded by B. LeClair.

Voting Yea: Wachowski, B. LeClair, Shimulunas, Dahlke, Thomas, Koach

Respectfully submitted,

Jamie Jackson  
City Clerk