



CITY COUNCIL MEETING

Monday, June 20, 2022 at 6:00 PM

Council Chambers - City Hall, 3rd Floor
1717 E. Park Street, Two Rivers, WI 54241

MINUTES

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE LEAD BY OWEN SCHARPING

The Pledge of Allegiance was led by local elementary school student Owen Scharping.

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 Lisa Kuehn in the City Manager's office at 920-793-5532 or lkuehn@two-rivers.org.

3. ROLL CALL BY CITY CLERK

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

ALSO PRESENT: Dave Buss, Finance Director; Jeff Dawson, Library Director; Steve Denzien, Fire Chief; Bradley Dimmick, Patrol Sergeant; Megan Klumpyan, Detective; Brian Kohlmeier, Police Chief; Ben Meinnert, Assistant Police Chief; Rick Powell, IS Supervisor; Elizabeth Runge, Community Development Director/City Planner; Andrew Sukowaty, Water Utility 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

None.

6. INPUT FROM THE PUBLIC

Joe Baeten, 10200 Francis Creek Road, Two Rivers - Mr. Baeten reported that he is a local Two Rivers business owner and he and his wife are looking into starting a rental business which would include the rental of golf carts. He indicated that due to the high liability insurance coverage requirements listed in the City's ordinance regulating the rental of golf carts, they are having an extremely difficult time obtaining the coverage required. He asked if the City would take a look at the ordinance and consider a revision to the ordinance to allow for more reasonable insurance requirements.

Mr. Buckley indicated that the Council can discuss the insurance requirements at the City Council Work Session meeting on Monday, June 27th.

7. COUNCIL COMMUNICATIONS

Letters and other communications from citizens

Councilmember Dahlke reported the following communications from citizens:

- One resident questioned how much water would be used at Central Park West once the new park is complete and who will be paying for the water usage. Mr. Buckley indicated that like any other City park, the water use would be paid for by the operations budget.
- Correspondence from several people that were in favor of front yard gardens and one that was against it.
- Thank you for the Police Department's efforts regarding the nuisance on 19th Street that was reported at the last Council meeting.
- Question on whether an ordinance regarding the upkeep of long-term rentals can be created to keep the rental property owners accountable for property maintenance. Mr. Buckley indicated that this is something the Plan Commission is looking into.
- Residents who work second or third shift and are unable to attend meetings would like to be able to have their comments made on Facebook be considered as input on City projects. Mr. Buckley indicated that there are methods for which communications can be submitted to the City Clerk ahead of the meeting, but also indicated that the Council can have more discussion at the Work Session meeting on June 27th.

Councilmember B. Leclair reported that he received a question about when the 17th Street reconstruction project will begin. Mr. Buckley indicated that the reconstruction project will likely begin in mid-July and he should be able to report more information at the July 5 Council meeting.

8. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

Councilmember D. LeClair reported that Two Rivers Main Street is working on recruitment for the Executive Director position. The Environmental Advisory Board has a meeting this week.

9. CITY MANAGER'S REPORT

A. Invited Guests

1. Two Rivers Rotary Donation for Central Park West Skating Ribbon
Steve Denzien and Jean Andrews, representing Two Rivers Rotary, presented a check for \$58,600 towards Rotary's \$65,000 donation, supported by an anonymous Rotary member's contribution of \$40,000, towards the skating ribbon for the Central Park West 365 project. The remainder of the donation from the Two Rivers Rotary will be presented in 2023.
2. Introduction and Swearing in of Detective Megan Klumpyan
Police Chief Kohlmeier introduced Detective Megan Klumpyan. Megan has been with the Two Rivers Police Department since June 2016 and most recently served as a School Resource Officer. Detective Klumpyan was sworn in by City Clerk Jamie Jackson and congratulated by the Council.
3. Introduction and Swearing in of Patrol Sergeant Bradley Dimmick
Police Chief Kohlmeier introduced Patrol Sergeant Bradley Dimmick who was recently promoted from Patrol Officer. Bradley has been with the Two Rivers Police Department since October 2017. Patrol Sergeant Dimmick was sworn in by City Clerk Jamie Jackson and congratulated by the Council.

B. Follow-Up Regarding Liquor Licensing and Inspection Issues at Fireside Pub, 1415 16th Street

Mr. Buckley reported on communications with Dustin Johnson of Fireside Pub regarding his request at the last Council meeting regarding a waiver to the building code in order for his liquor license to be re-issued upon its expiration on June 30, 2022. Mr. Buckley indicated that the City Manager and Council do not have the authority to make exceptions to building codes. He reported that he met with Mr. Johnson on June 17, and he is aware that the

license cannot be issued until a satisfactory inspection is obtained at the premises, which does not presently have a functional heating system that meets code.

C. Status Update/Reports

1. Staffing Updates

Mr. Buckley reported that the City's new Parks & Recreation Director, Mike Mathis, will start on June 27. Ross Blaha, Water Utility Director, retired on June 16 after 8 years of service and City Engineer/Public Works Director, Jim McDonald has announced his plans to retire effective September 2.

The City is currently recruiting for a City Engineer/Public Works Director, a full-time Community Service Officer, and two seasonal Public Works Maintenance Workers with the ability to work full-time hours from May through November.

2. New Utility Bill Format

Mr. Buckley reported that the new utility bill format is now in effect and residents will start seeing it in their utility bill mailings. Questions can be directed to Customer Service at 920-793-5523.

3. Public Hearing on ATV's/UTV's

Mr. Buckley reported that the public hearing on whether the City should allow the use of ATV's and UTV's on City streets is being publicized in utility billing inserts and on the City's website. The hearing will take place on Monday, August 15 during the regular City Council meeting at 6:00 PM. Any written comments received in advance of the hearing are being forwarded to the City Council weekly by the City Clerk.

4. TID 17

Mr. Buckley reported that staff has begun work to create Tax Incremental District 17 for review by the Plan Commission, Joint Review Board, and City Council. This redevelopment tax incremental district is intended to help address the need for "gap financing" for the proposed 55-unit West River Lofts project. The Plan Commission public hearing will take place on August 8.

5. Summer Reading Program at Lester Public Library

Mr. Buckley reported that the Summer Reading Program at Lester Public Library is underway. There are programs for all age groups with opportunities to earn prizes along the way.

6. Enforcement of Ordinance Requirements on Solid Waste Storage and Collection

Mr. Buckley reported that the Community Service Officers will be strengthening their enforcement efforts relating to the storage of refuse and recyclables this summer. Also a reminder that trash and recycling should be placed at the curb no earlier than noon the day before pickup and be brought in by noon the day after pickup.

7. New Two Rivers Logo Items for Sale

Mr. Buckley reported that the City has new Two Rivers logo items available for sale including beach items, t-shirts, and teddy bears. Many of the new products are available for purchase at City Hall, the Neshotah Beach concession stand, the Two Rivers Main Street office, and various other retailers throughout Two Rivers.

8. Central Park West 365 Project

Mr. Buckley reported on recent donations received in the last two weeks for the Central Park West 365 Project including the following:

- Kiwanis Club of Two Rivers: \$1,000
- Grey Owl Construction: \$2,000

- Sauve's Auto Service: \$1,000
- Shoto Corporation: \$1,000
- Jim Reif Builders: \$1,000
- Nsight/Cellcom: \$750

There is \$232,795 remaining to meet the fundraising goal of \$800,000.

9. Concession Stands at Neshotah Beach and Vietnam Veterans Park
Mr. Buckley reported that the concession stands at Neshotah Beach and Vietnam Veterans Park are now open. The beach location is open seven days a week from 10:00 AM to 6:00 PM, and later during special events. The Vietnam Veterans Park concession stand is open on Monday and Wednesday evenings.
10. New Kayak Launches at Vets Park and Paddlers Park
Mr. Buckley reported that the new kayak launch has been installed at Vets Park and is ready for use. Another launch is scheduled to be installed at Paddlers Park this week.
11. Upcoming Events:
Mr. Buckley reported on the following upcoming events:
 - i. Sundae Thursday, June 23, 5:30 PM-8:00 PM, Central Park West
 - ii. Cool City Classic Car Cruise and Car Show, June 24 5:30 PM - 8:00 PM and June 25 10:00 AM-4:00 PM, Central Park West & East and Washington Street
 - iii. Beach Bash, June 24, 5:00 PM-11:30 PM and June 25, Noon-11:30 PM, Neshotah Beach
 - iv. Shoreland Baseball League 50th Anniversary Celebration, June 25, 11:00 AM-5:00PM, Walsh Field
 - v. Two Rivers Optimists Club Bike Rodeo, June 28, 6:00 PM-8:00 PM, Washington Park
 - vi. Concert in the Central Park West: The Sugar Bush Boys, June 30, 6:00 PM-8:00 PM
 - vii. Independence Day at Walsh Field, events start at 7:20 PM including flag-raising, Community Band, sponsor appreciation, patriotic sing-along with the Clipper City Chordsmen, and fireworks at 9:30 PM.
12. Other
Mr. Buckley reported that the awards for projects in cities and villages with populations under 50,000 were announced on June 7 under the FY 2022 funding for local street and road projects through the Federal Bipartisan Infrastructure Bill. WisDOT was able to fund 40 of 306 project applications, totaling \$35 million. None of the projects proposed by Two Rivers were funded, as well as no awards at all in Manitowoc, Sheboygan, or Kewaunee counties to any local units. The City has also applied for funding in FY's 2023-2026 and review of those applications is pending by WisDOT.

D. Legislative/Intergovernmental Update

None.

10. CONSENT AGENDA

A. Presentation of Minutes

1. City Council Meeting - June 6, 2022
Recommended Action:
Motion to waive reading and adopt the minutes

B. Minutes of Meetings

1. Lester Public Library, May 10, 2022
2. Public Utilities Committee, June 7, 2022
3. Public Works Committee, June 1, 2022
4. Plan Commission, June 13, 2022

Recommended Action:
Motion to receive and file

C. Department Reports, May 2022

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. Summary of Verified Bills for the Month of May for \$1,358,405.48

Recommended Action:
Motion to receive and file

E. Applications and Petitions

1. Applications for Temporary Class "B" Licenses:
 - i. Two Rivers Main Street, Inc. for Brew Dash at East Central Park on August 6, 2022
 - ii. Two Rivers Main Street, Inc. for Bryan Lee Memorial Blues Fest at West Central Park on July 9, 2022
 - iii. Rogers Street Fishing Village for Rogers Street Days at 2100 Block of Jackson Street on August 12-13, 2022
2. New Application for Landscaping/Tree Removal License for the period of June 20, 2022 to June 30, 2022:
 - i. Clarence Davids & Company, 22901 S. Ridgeland Ave., Matteson, IL 60443
3. Renewal Applications for Landscaping/Tree Removal License for the period of July 1, 2022 to June 30, 2023:
 - i. Chris Lewis Tree Surgery, PO Box 1564, Manitowoc, WI 54221
 - ii. Clarence Davids & Company, 22901 S. Ridgeland Ave., Matteson, IL 60443

Recommended Action:

Motion to approve the applications and authorize the City Clerk to issue the licenses

4. Three Applications for Commercial-Hauler's License - Recommended for Approval
 - i. Pozorski Hauling & Recycling LLC, 2515 Viebahn Street, Manitowoc
 - ii. Waste Management, 1861 Allouez Avenue E, Green Bay

iii. Manitowoc Disposal Inc., 1800 Johnston Drive, Manitowoc

Recommended Action:

Motion to approve the applications and authorize the Engineering Department to issue the licenses

- F. Noise Ordinance Waiver Request From Two Rivers Kiwanis Club for Two Rivers Fish Derby on July 15-16 Until 11:00 PM--Waiving the Provisions of Sections 9-2-5B(2)(b) Regarding Noise Audible Within an Enclosed Structure Used for Residential Purposes and Section 9-2-5D, Pertaining to Vibration

Recommended Action:

Motion to approve the request as submitted

- G. Noise Ordinance Waiver Request From Rogers Street Days on August 12-13 Until 11:30 PM--Waiving the Provisions of Sections 9-2-5B(2)(b) Regarding Noise Audible Within an Enclosed Structure Used for Residential Purposes and Section 9-2-5D, Pertaining to Vibration

Recommended Action:

Motion to approve the request as submitted

- H. Schedule Public Hearing for a Conditional Use Permit for a Drive-Thru Restaurant at 1210 Washington, Submitted by NIVLOC I, LLC and MACH IV Engineering & Surveying, LLC.

Recommended Action:

Motion to schedule public hearing on Tuesday, July 5, 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

Motion carried unanimously upon a voice vote.

Motion made by Dahlke, Seconded by Stechmesser.

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

11. CITY COUNCIL - FORMAL ITEMS

- A. City Manager's Appointment and Re-Appointment to Boards, Committees and Commissions

--Larry Thomas, Environmental Advisory Board, term to expire 2024

--Appointments to Business Improvement District Board, terms to expire 2024

Recommended Action:

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

Mr. Buckley reported that Theresa Kronforst has expressed interest in appointment to the Business Improvement District Board and recommended her for approval in addition to Larry Thomas to the Environmental Advisory Board.

Motion carried unanimously upon a voice vote.

Motion made by B. LeClair, Seconded by Shimulunas.

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

- B. Ordinance to Repeal and Recreate Municipal Code Section 2-7-10 Relating to Destruction and Preservation of Public Records to Adopt Wisconsin Public Records Board's General Records Schedule
Recommended Action:
Motion to waive reading, adopt the ordinance, and direct the City Clerk to notify the Public Records Board and Wisconsin Historical Society of the General Records Schedule adoption
- Motion carried unanimously upon a roll call vote.
- Motion made by Koach, Seconded by Ring.
Voting Yea: Dahlke, B. LeClair, D. LeClair, Koach, Petri, Ring, Shimulunas, Wachowski
- C. Zoning Code Provisions Related to Produce Gardens in Front and Street Side Yards
Recommended Action:
Motion to affirm no change to the existing ordinance, as recommended by the Plan Commission at the June 13 meeting
- Mr. Buckley reported on the Plan Commission's decision to recommend no change to the City's ordinances to allow for produce gardens in front and street side yards. Council discussed ways in which the City could regulate produce gardens in front and street side yards in order to allow them and Councilmember D. LeClair asked that this topic get referred to the Environmental Advisory Board to work on creating a program that could be adopted to allow produce gardens in front and street side yards.
- Motion to refer the topic of produce gardens in front and street side yards to the Environmental Advisory Board for additional discussion and development of a program for referral back to the Plan Commission for its review and comment before coming back to City Council.
- Motion carried unanimously upon a roll call vote.
- Motion made by Dahlke, Seconded by Petri.
Voting Yea: Dahlke, B. LeClair, D. LeClair, Koach, Petri, Ring, Shimulunas, Stechmesser, Wachowski
- D. Idle Sites Grant Agreement with Wisconsin Economic Development Corporation--\$250,000 to Assist with Renovation of Former Paragon Electric Facility, 606 Parkway Boulevard
Recommended Action:
Motion to authorize the City Manager to sign the agreement on behalf of the City
- Motion carried unanimously upon a voice vote.
- Motion made by Stechmesser, Seconded by B. LeClair.
Voting Yea: Dahlke, B. LeClair, D. LeClair, Koach, Petri, Ring, Shimulunas, Stechmesser, Wachowski
- E. Public Works Committee Recommendations Regarding Parking and Traffic Control Measures in the Area of West Park Street
1. Handicapped Spaces
Recommended Action:
Designate the Southernmost and Northernmost Diagonal Spaces on West Park Street as Handicapped Spaces
- Motion carried upon a roll call vote.

Motion made by B. LeClair, Seconded by Stechmesser.
Voting Yea: B. LeClair, D. LeClair, Koach, Petri, Ring, Stechmesser
Voting Nay: Dahlke, Shimulunas, Wachowski

2. On-street parking

Recommended by Committee: Remove Current Two-Hour Restriction from West Park and from South Side of 18th, North Side of 17th Between Adams and Washington

Recommended by City Manager: Retain Existing Two-Hour Restrictions

Motion to remove current two-hour restriction from West Park and from south side of 18th Street and north side of 17th Street between Adams and Washington as recommended by the Public Works Committee.

Motion failed unanimously upon a roll call vote.

Motion made by Dahlke, Seconded by Stechmesser.
Voting Nay: Dahlke, B. LeClair, D. LeClair, Koach, Petri, Ring, Shimulunas, Stechmesser, Wachowski

Motion to send the topic of traffic control measures in the area of West Park Street relating to a time restriction on parking back to the Public Works Committee for further review.

Motion carried unanimously upon a voice vote.

Motion made by Dahlke, Seconded by D. LeClair.
Voting Yea: Dahlke, B. LeClair, D. LeClair, Koach, Petri, Ring, Shimulunas, Stechmesser, Wachowski

12. FOR INFORMATION ONLY

- A. City Council Work Session Meeting, Monday, June 27, 2022, 6:00 PM
- B. City Council Regular Meeting, Tuesday, July 5, 2022, 6:00 PM

13. CLOSED SESSION--NONE

14. ADJOURNMENT

Motion to dispense with the reading of the minutes of this meeting and adjourn the meeting at 7:56 PM.

Motion carried unanimously upon a voice vote.

Motion made by Dahlke, Seconded by D. LeClair.
Voting Yea: Dahlke, B. LeClair, D. LeClair, Koach, Petri, Ring, Shimulunas, Stechmesser, Wachowski

Respectfully submitted,

Jamie Jackson
City Clerk