



CITY COUNCIL MEETING

Monday, August 05, 2024 at 6:00 PM

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

MINUTES

1. CALL TO ORDER

Council President Stechmesser called the meeting to order at 6:00 PM.

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: Mike Mathis, Parks and Recreation Director; Jeff Dawson, Library Director; Dave Murack, Fire Chief; Kassie Paider, Finance Director; Matt Heckenlaible, Public Works Director; Joe Metzen, Tourism Director; Brian Dellemann, Electric Director; Andrew Sukowaty, Water Director; Rick Powell, IT Supervisor; Melissa Weisner, Assistant Police Chief and Greg Buckley, City Manager.

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

5. INPUT FROM THE PUBLIC

None.

6. COUNCIL COMMUNICATIONS

Councilmember Bittner reported that he received a resident question regarding the Metro Bus Line needing to provide service to the Two Rivers High School.

Councilmember D. LeClair stated that she received a compliment at the Snowfest parade that the City is doing a great job.

Council President Stechmesser reported that he received a letter regarding the community pool with the suggestion to put it to a referendum.

7. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

8. CITY MANAGER'S REPORT

A. Invited Guests

B. Status Update/Reports

1. Staffing Updates

Mr. Buckley reported on the ongoing recruitments: Fire Department – Completing Interviews; Police Officer- Completing Interviews and City Planner/Community Development Director – Applications being accepted through August 5, 2024.

2. Roosevelt Avenue Construction Update

Mr. Buckley reported that the water services and sanitary sewer laterals were completed on July 29. All properties are now on the new water main, and the temporary water service is currently being dismantled. The contractor is currently working on storm sewer main and storm service laterals. Expect to complete storm sewer work in the next two weeks. Grading and graveling operations are expected to start the week of August 12.

3. In-Person Absentee Voting for August 13 Primary Election Now Until August 13, City Hall

Mr. Buckley reported In-Person Absentee Voting will take place during the hours below:

- July 30th to August 1st: 7:30 AM - 5:00 PM
- August 2nd: 7:30 AM - 11:30 AM
- August 5th to August 9th: 7:30 AM - 5:00 PM

4. Polling Locations will be Open for the Primary Election, August 13, 2024, 7:00 AM to 8:00 PM

Mr. Buckley reported that the following contests are on the August 13 Partisan Primary Ballot: United State Senator, Representative in Congress District 6, Representative to the Assembly District 25, District Attorney, County Clerk, County Treasurer, Register of Deeds,

5. Park and Open Space Plan--Opportunities for Public Input

Mr. Buckley reported on the opportunity to provide feedback by completing feedback through the online survey or attend an Open House on Monday, August 12, 6:00 PM to 8:30 PM in the Koska Room at the Two Rivers Senior Center.

6. Parks and Recreation Summer Activities

Mr. Buckley reported Sundae Thursday on June 27 kicked off the Summer special events season: 3,000 attendees, 2,185 sundaes served. Summer School Swim Session 1 had 65 participants and on the Two Rivers night at the WI Timber Rattlers game on July 13.

7. Announcement by Kites Over Lake Michigan--2024 Event Will be the Last KOLM

Mr. Buckley reported that Chow Chong and KOLM Committee have been invited to the August 19 Council meeting to be recognized and thanked for their work.

8. Upcoming Events:

- a. National Night Out, Tuesday, August 6, 6:00 - 8:00 PM, Walsh Field
- b. Senior Center 70th Anniversary, Wednesday, August 7, 3:00 - 6:00 PM, Central Park West
- c. Concerts in the Park: Clipper City Chordsmen, Thursday, August 8, 6:00 PM, Central Park West
- d. Rogers Street Day, August 9-10, Rogers Street Fishing Village
- e. Bands on the Beach: Model Citizens, Sunday, August 11, 2:00 - 5:30 PM, Neshotah Beach

9. Other

C. Legislative/Intergovernmental Update

1. New Discharge Permit for Wastewater Plant

Matt Heckenlaible Engineering Director reported the new WPDES permit was issued effective August 1st, 2024, and expires July 31, 2029. Previous discharge limits remain unchanged. Summer Fecal coliform monitoring has been replaced with yearlong E. coli monitoring. The City will now be required to monitor plant effluent quarterly for nitrogen and nitrite and bi-monthly for PFOS and PFOA. Digested sludge will be required to be monitored annually for PFOA and PFOS.

He also reported that the facility will be required to submit a report by 7/31/2025 on effluent PFOS & PFOA concentrations and a final report of trends the following year. Beginning in

January 2027 to December 2027 monitoring for chloride and total arsenic has been added to this permit most likely to determine future permit requirements. We will also be required to submit a revised CMOM program by 10/31/2024 and a comprehensive sludge management plan by the end of the year. We additionally need to designate a person as the operator-in-charge (OIC) for the sanitary sewage collection system.

2. Discussions with County Regarding Use of ARPA Funds for Lead Laterals

Mr. Buckley reported that City representatives met with the County's Corporation Counsel and Finance Director on July 30 to discuss City use of County-shared ARPA funds for lead lateral replacement.

9. CONSENT AGENDA

A. Minutes of Meetings

1. Architectural Control Committee for Sandy Bay Subdivision, July 17, 2024
2. Community Development Authority and Business and Industrial Development Committee, July 23, 2024

Recommended Action:

Motion to receive and file

B. Applications and Petitions

1. Landscape / Tree Removal License Renewal - Qty 1
2. Temporary "Class B" / Class "B" for Heiknbrew on September 6, 2024, located at Woodland Dunes, 3000 Hawthorne Ave.

Recommended Action:

Motion to approve the application and authorize issuance of the license.

C. Finance Reports, June 2024

1. Debt Service
2. General Fund
3. Lester Library
4. Utilities Report

Recommended Action:

Motion to receive and file

D. Summary of Verified Bills for the Month of June 2024 for \$2,075,656.05

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 with a voice vote.

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

10. CITY COUNCIL - FORMAL ITEMS

A. Resolution Honoring Two Rivers Senior Center on Its 70th Anniversary

Recommended Action:

Motion to read and adopt the resolution

Motion carried with a roll call vote.

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

- B. City Manager's Recommended Appointments to Boards and Committees: Environmental Advisory Board - John Tillotson for a Term Expiring May 1, 2026 (finishing Kate Gadd term) and Tracey Koach for a Term Expiring May 1, 2025 (finishing Doug Brandt term); Business and Industrial Development Committee - Greg Coenen to a Term Expiring May 1, 2027.

Recommended Action:

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

Motion carried with a voice vote.

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

- C. New "Class B" License for Spices of Two Rivers LLC located at 1210 Washington Street, Basudev Adhikari, Agent; for period ending June 30, 2025

Recommended Action:

Authorize City Clerk to issue license pending the approval of inspections and background checks

Motion carried with a voice vote.

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

- D. Consideration of Developer Grant Agreements to Provide Funding from Tax Incremental District No. 8 to Assist Local Businesses with Capital Investment Projects

A. \$10,000 Grant from TID No. 8 to Assist with Facade Work at 2015 Jackson Street (Former Krajnik Body Shop) by The Wave TR, LLC

Recommended Action:

Motion to approve the grant agreement as presented

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.

B. \$10,000 Grant from Tax Incremental District No. 8 to Assist with Renovations, Equipment and Furnishing for Redevelopment of the Property at 1033 22nd Street (Former Luigi's Restaurant) by Pop Start Restaurant Group, LLC

Recommended Action:

Motion to Approve the grant agreement as presented.

Motion carried with a roll call vote.

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

- E. Consideration of Bids for Sandy Bay Highlands Subdivision Phase 3 Infrastructure (2024 Capital Budget Item; Budgeted at \$1,000,000)

A. Discussion of Options for Project Scope and Financing

Mr. Buckley recommended award to the low bidder, Advance Construction, of a contract for

the “base bid plus add alternate for the following reasons: 1. Development activity at the subdivision is proceeding at a rapid clip; at the current pace, 11 more lots would be about a 2-year supply. 2. All permitting is in place, and the design work is done. The regulatory environment two or three years from now might require additional permitting and design-more time. 3. Including more lots under this contract results in an average cost per lot that is about \$8,500 lower than the base bid alone. He also addressed the proposed funding sources for the project, including use of \$220,000 from the Storm Water Utility to pay for stormwater treatment features; he proposes that funding is not required to be reimbursed from lot sale revenues.

B. Award of Contract

Recommended Action:

Award base bid and alternate to Advance Construction, Inc. of Green Bay in its low bid amount of \$945,730.

Motion carried with a roll call vote.

Motion made by Bittner, seconded by D. Le Clair. Voting Yea: Bittner, Brandt, Derby, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser. Voting No: Wachowski. Mr. Wachowski stated that he supports the project, but objects to the use of Storm Water Utility funds as proposed.

C. Resolution of Intent for Anticipated 2025 Borrowing for Completion of Roadway and Utility Infrastructure (paving, gas and electric, totaling approximately \$500,000)

Recommended Action:

Motion to waive reading and adopt the resolution

Motion carried with a roll call vote.

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

11. FOR INFORMATION ONLY

- A. Personnel and Finance Committee, Tuesday, August 6, 2025, 6:00 PM
- B. City Council Regular Meeting, Monday, August 19, 2024, 6:00 PM
- C. City Council Work Session Meeting, Monday, August 26, 2024, 6:00 PM

12. ADJOURNMENT

Motion to dispense with the reading of the minutes of this meeting and adjourn this meeting at 7:37 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.

Respectfully submitted,

Lisa Kuehn, Deputy City Clerk