



MINUTES

1. CALL TO ORDER

The meeting was called to order by Council President Wachowski at 6:01 PM.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL BY CITY CLERK

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

ALSO PRESENT: Scott Ahl, Civil Engineer; Jeff Dawson, Library Director; Brian Dellemann, Electric Utility Director; Steve Denzien, Fire Chief; Travis Gunderson, Firefighter/Paramedic; Matt Heckenlaible, Public Works Director; Brian Kohlmeier, Police Chief; Mike Mathis, Parks & Recreation Director; Ben Meinnert, Assistant Police Chief; Rick Powell, IT Supervisor; Elizabeth Runge, Community Development Director/City Planner; Andrew Sukowaty, Water Utility Director; Jack Bruce, City Attorney; 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

None.

7. COUNCIL COMMUNICATIONS

Letters and other communications from citizens

Councilmember Petri reported he was asked if the City is planning to keep Mariners Trail cleared of snow and ice this winter. Mr. Buckley reported that the City is required to keep the parking lot at the Spirit of the River wayside and the smaller waysides to the north cleared of snow and has only been plowing the trail from only from Taylor Street to the Spirit of the River wayside. The City is not currently planning to maintain the remainder portion of Mariners Trail owned by the City.

Councilmember Dahlke reported on the following:

- He received a comment that the audio for last week's City Council Work Session meeting was fantastic for those viewing the meeting from home.
- He received a couple reports of golf carts driving too aggressively and asked that there be a future agenda item about golf cart regulations. City Manager Buckley suggested this topic could be added to the October Work Session meeting agenda.
- Several more utility customers contacted him about their high utility bills.
- He received four calls regarding the book the library promoted for this month being inappropriate. Council President Wachowski also indicated that he received a call regarding the book choice.

- Referring to a communication from a citizen to the Council, he indicated that he didn't feel that he or Council President Wachowski were being argumentative or combative during the ATV/UTV discussion at a previous meeting and noted that he will continue to support and fight for what the people that are in contact with him want.

8. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

Councilmember D. LeClair reported that the Environmental Advisory Board is working on a winter environmental program series at the Lester Public Library. Topics have been selected for all seven sessions. Additional information will follow as the details are finalized.

She also reported that Two Rivers Main Street's Executive Director, Jason Ring, is providing a weekly update to its members. The Fall Beer and Wine Walk is coming up on Friday, October 28. Saturday, October 29 from 11:00 AM - 2:00 PM there is downtown trick or treat at area businesses.

Councilmember Dahlke reported that the Personnel & Finance Committee began their budget discussions last week. The next meeting is Thursday, October 6 at 6:00 PM.

9. CITY MANAGER'S REPORT

A. Invited Guests

1. Matt Heckenlaible, Public Works Director/City Engineer

City Manager Buckley introduced the City's new Public Works Director/City Engineer Matt Heckenlaible. Matt has 30 years of engineering experience, most recently having been employed as Utilities Manager for the City of Green Bay. He began September 26 in a part-time capacity and will start full-time on October 25. Matt was congratulated and welcomed by the City Council.

B. Status Update/Reports

1. Staff Updates

Mr. Buckley reported that recruitment is underway for a Utility Administrative Assistant position that is vacant due to the internal promotion of Gina Sampe to Zoning Administrator/Inspections Assistant. The application deadline is October 5. Effective October 7, there will be a vacancy in the full-time Cemetery and Park Maintenance Worker position due to a resignation. Dan Glaser, Certified Meter Technician is retiring in December 2022. Recent new hires include Matt Heckenlaible as Public Works Director/City Engineer, Steven Gretz as Electric Meter Technician, and Bo Skornicka as Certified Water Operator. Steven and Bo both begin their employment with the City on October 10.

2. Leaf Pick-Up begins October 17

Mr. Buckley reported that leaf collection and disposal will begin on Monday, October 17 continuing until Thanksgiving and longer if the need warrants and weather permits. The schedule will be the east side on Mondays, the north side on Tuesdays, Wednesdays, and Thursdays, and the south side on Fridays.

3. 17th Street Reconstruction Project

Mr. Buckley reported that the contractor completed the underground utilities on September 28 at the 17th Street reconstruction project from Zlatnik to East Street. Street grading and graveling was completed on September 30 and mainline paving operations are expected to begin October 4, lasting 3-4 weeks. The 17th Street bridge is expected to close this week for a short time during the paving operations. The closure will be communicated via Facebook and the City's website.

4. Paul Fabian, Electric Line Crew Foreman, WPPI Energy Shining Star Award
Mr. Buckley reported that Electric Line Crew Foreman, Paul Fabian, was awarded a WPPI Energy Shining Star Award. The award recognizes employees who are showing growth and leadership with proven dedication to strategic initiatives within a utility.
5. Brian Dellemann, Electric Utility Director, Completion of Joint Action Leadership Certification Program
Mr. Buckley reported that Electric Utility Director, Brian Dellemann, completed the Joint Action Leadership Certification Program. The multi-year curriculum helps utility leaders deepen their knowledge of the joint action model, enhances unity among WPPI Energy members, and promotes member management.

Two Rivers Utilities also received a celebratory plaque at the WPPI annual meeting in recognition of the utility reaching 120 years of service to the community. Founded in 1902, the utility is one of 51 member-owners of WPPI Energy.

6. Upcoming Events:
Mr. Buckley reported on the following upcoming events:
 - a. 38th Annual Applefest, Saturday, October 8, 9 AM - 3 PM, Central Park
 - b. Dick Rohrer Memorial Badger Night featuring Jared Abbrederis, Saturday, October 8, 5:30 PM Hamilton Wood Type & Printing Museum
 - c. Community Conversations: Elections, Voting and the New Badger Books, Wednesday, October 12, 6:00 PM, Lester Public Library
7. Other
Mr. Buckley reported that donations and pledges to date total just over \$700,000 for the Central Park West 365 Project, 87.5% of the fundraising goal of \$800,000. Project plans and specs are being advertised for bid opening on October 26. The Rockin' for the Park Dinner and Comedy Show fundraiser will be held on October 27 at Sepia Chapel. A benefit night is also being held at Port Sandy Bay on Wednesday, October 19 with 15% of sales being donated to the project.

Two Rivers Utilities launched MyAccount on September 20. MyAccount is an online management tool that will allow customers to view their utility bills and track their electric and water usage. Signing up is easy. Customers will need to enter their name and account number exactly as it appears on their monthly utility bill when they visit myaccount.two-rivers.org to set up an account.

The City received a wire transfer of 100,000 Czech Crowns (\$3,910.00 US) on September 22, and the funds will be forwarded to the Sister Cities Committee to be applied to the \$28,000 Friendship Table Project. The balance of the funds needed for the project are being raised privately.

Two Rivers room tax revenues year-to-date through August 2022 total \$176,775.85, ahead of the same period in 2021 by more than \$20,000. 2022 revenues are projected to net approximately \$220,000.

Work began October 3 to refurbish and reconfigure the three Washington Park tennis courts to serve as six pickle ball courts and one tennis court. Pavement removal and resurfacing will happen this Fall with project completion in Spring 2023.

Mr. Buckley provided an update on the following matters raised at September 19 regular Council meeting:

1. Utility Bill Concern from Citizen Kathy Dahlke: Utility staff has reviewed consumption history for the property in question and has offered to meet on-site with the property owner to discuss factors that may be contributing to metered usage levels.
2. Citizen Concern About Police Response Time to an Accident, Raised by Councilmember Jeff Dahlke: Assistant Police Chief Meinnert has reviewed the communication system records pertaining to this matter, and determined that the response time to the accident in question was 4 minutes, not 20 minutes as was reported by a citizen to Mr. Dahlke.

The City has some property along Mariners Trail north of the Chamber building that will be planted with pollinator gardens using grant money from Woodland Dunes. The area will be staked out soon and signage will be added to explain what is occurring at that site.

- C. Legislative/Intergovernmental Update
None.

10. CONSENT AGENDA

A. Presentation of Minutes

1. City Council, September 19, 2022

Recommended Action:

Motion to waive reading and adopt the minutes

B. Minutes of Meetings

1. Public Utilities Committee, September 22, 2022
2. Police and Fire Commission, September 28, 2022
3. Personnel and Finance Committee, September 28, 2022

Recommended Action:

Motion to receive and file

C. Applications and Petitions

1. Applications for Temporary Class "B"/"Class B" Retailer's License:
 - a. Rotary Club of Two Rivers, Rotary Road Rally, October 15, 2022, Woodland Dunes, 3000 Hawthorne Avenue, Two Rivers
2. Applications for Cigarette and Tobacco Products Retail License:
 - a. Sweet Fire Tobacco #64, 1803 Washington Street, Two Rivers for the period of October 3, 2022 to June 30, 2023 (Cigarettes and Tobacco will be sold Over-the-Counter)

Recommended Action:

Motion to approve the application and authorize issuance of the license

RECOMMENDED ACTION FOR CONSENT AGENDA

Motion to approve the Consent Agenda with the various actions recommended

Motion carried upon a voice vote.

Motion made by B. LeClair, Seconded by Koach.

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

11. CITY COUNCIL - FORMAL ITEMS

- A. Proclamation Naming October 2-8 as Mental Illness Awareness Week

Recommended Action:

Motion to read and adopt the proclamation

The proclamation was read by City Manager Buckley.

Motion carried upon a voice vote.

Motion made by Koach, Seconded by Ring.

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

- B. Proclamation Naming October 2-8, 2022 as Public Power Week

Recommended Action:

Motion to read and adopt the proclamation

The proclamation was read by Electric Utility Director, Brian Dellemann.

Motion carried by a roll call vote.

Motion made by Stechmesser, Seconded by Petri.

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

- C. Designation of Official Trick or Treating Hours

Recommended Action:

Motion to designate trick or treating hours as 4:30 PM to 7:00 PM on Monday, October 31, 2022

Motion carried upon a voice vote.

Motion made by Petri, Seconded by Koach.

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

- D. Resolution Upon Retirement for James McDonald, Completing Fourteen Years as the Public Works Director/City Engineer

Recommended Action:

Motion to waive reading and adopt the resolution

City Manager Buckley reviewed the resolution and commented on some highlights of Mr. McDonald's career as Public Works Director/City Engineer.

Motion carried upon a roll call vote.

Motion made by Dahlke, Seconded by Shimulunas.

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

- E. Review and Discuss Status of Central Park West 365 Project

1. Project Fund-Raising Status

2. Project Bidding Timeline
3. Possible New Grant Opportunity
4. Other

Mr. Buckley welcomed questions by the Council in regards to fundraising, bidding, and a potential new grant opportunity. Bids will be opened on October 26th and are good for 60 days.

12. FOR INFORMATION ONLY

- A. Personnel and Finance Budget Review Meeting, Thursday, October 6, 2022, 6:00 PM
- B. Personnel and Finance Budget Review Meeting, Wednesday, October 12, 2022, 6:00 PM
- C. City Council Regular Meeting, Monday, October 17, 2022, 6:00 PM
- D. City Council Work Session Meeting, Monday, October 24, 2022, 6:00 PM

13. CLOSED SESSION

Motion to enter into Closed Session at 6:58PM, 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: Consideration of proposed collective bargaining agreement with Two Rivers Police Local 13 and Consideration of proposed collective bargaining agreement with Two Rivers Fire Fighters Local 423.

Motion carried by roll call vote.

Motion made by B. LeClair, Seconded by Dahlke.

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

14. RECONVENE IN OPEN SESSION

Motion to reconvene into open session at 9:30PM to consider possible actions in follow-up to closed session discussions.

Motion carried upon a voice vote.

Motion made by Shimulunas, Seconded by Dahlke.

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

- A. Resolution Adopting Proposed Settlement Agreement Between Two Rivers Police Local 13 and the City of Two Rivers--New, 3-Year Collective Bargaining Agreement

Recommended Action:

Motion to waive reading and adopt the resolution

Motion carried upon a roll call vote.

Motion made by Shimulunas, Seconded by B. LeClair.

Voting Yea: B. LeClair, Koach, Ring, Shimulunas, Stechmesser

Voting Nay: Dahlke, D. LeClair, Petri, Wachowski

- B. Resolution Adopting Proposed Settlement Agreement Between Two Rivers Fire Fighters IAFF Local 423, AFL-CIO and the City of Two Rivers--New, 3-Year Collective Bargaining Agreement

Recommended Action:

Motion to waive reading and adopt the resolution

Motion carried upon a roll call vote.

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

15. ADJOURNMENT

Motion to dispense with the reading of the minutes of this meeting and adjourn the meeting at 9:40PM.

Motion carried upon a voice vote.

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

Respectfully Submitted,

Jamie Jackson
City Clerk