



# CITY COUNCIL MEETING

Monday, May 20, 2024 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

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, Shannon Derby, Bill LeClair, Darla LeClair, Tim Petri, Bonnie Shimulunas, Scott Stechmesser, Adam Wachowski. Absent: Doug Brandt.

**ALSO PRESENT:** Andrew Sukowaty, Water Director; Mike Mathis, Parks and Recreation Director; Jeff Dawson, Library Director; Ben Meinnert, Police Chief; Elizabeth Runge, Community Development Director/City Planner; Matthew Heckenlaible, Public Works Director; Dave Buss, Finance Director; Joe Metzen, Tourism Director; Dave Murach, Fire Chief; Rick Powell, IT.

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

None.

### 5. PUBLIC HEARING

- A. Public Hearing on Ordinance to Amend the District Map Section 10-1-3(a)(1) of the Municipal Code for Re-Zoning 2004-2006 14th Street from I-2 Industrial District to B-1 Business District

Recommended Action:

Motion to waive reading and adopt the ordinance, as recommended by the Plan Commission

The first and second call of the public hearing for public input was opened by Council President Stechmesser.

The third and final call of the public hearing for public input was opened by Council President Stechmesser. No one addressed the Council. Council President Stechmesser closed the public hearing.

Motion carried with a roll call vote.

Motion made by Shimulunas, seconded by Derby.

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

### 6. INPUT FROM THE PUBLIC

Michael Pitsch, 111 Starlight Drive, Francis Creek, voiced a concern over the service being provided by Charter Communications/Spectrum Mid-America in that he believes he is not getting the internet speeds that are being advertised by them. Mr. Pitsch is bringing this to our attention because Charter/Spectrum is based out of Two Rivers for this area. Mr. Pitsch has a background in computer engineering and has performed various tests to try and substantiate his claims. He is inquiring as to if there are other providers in the Two Rivers area and what is the basis for just Charter/Spectrum servicing this area.

William Otto, 1800 Jefferson Street, expressed concern for an indoor sports complex to be used for baseball and softball due to games being canceled because of the weather.

**7. COUNCIL COMMUNICATIONS** Letters and other communications from citizens

Councilmember Bittner received a call regarding issues with Airbnb's. He requested to discuss the topic of Airbnb's at a future work session meeting.

Councilmember Petri received a call requesting better signage when traffic is turning left on 22<sup>nd</sup> Street heading West-near Kwik Trip area.

Councilmember B. LeClair received a complaint regarding watercrafts going too fast on the East Twin River near the 22<sup>nd</sup> and 17<sup>th</sup> street bridges. Request two additional slow no wake buoys be placed in the area.

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

Councilmember Wachowski reported that the Community Pool Ad Hoc Committee has completed their research and will present the findings to the City Council in the near future.

Councilmember D. LeClair reported on the following Boards:

-- Main Street: the mural is started on the Seeds N Beans building and the Design Committee will continue to do one public art project per year.

-- Environmental Advisory Board will meet Tuesday, May 20 to discuss front yard gardens. The Board continues to work on pages for the website.

**9. CITY MANAGER'S REPORT**

A. Invited Guests

1. Heather Ihlenfeldt, Senior Center, Aging and Disability Resource Center Update  
Mike Mathis, Parks & Recreation Director introduced Heather to the City Councilmember. On Tuesday May 14th, Heather Ihlenfeldt, Senior Center Supervisor attended Aging Advocacy Days with staff from the ADRC on the Lakeshore to speak with state representatives about allocating additional funds to programs such as Home Delivered Meals, Senior Transportation, fall prevention, and caregiver support.

2. Introduction of Ashley Hagerty, Recreation Clerk  
Mike Mathis, Parks & Recreation Director introduced Ashley to the City Councilmember and the Councilmember welcomed Ashley.

B. Status Update/Reports

1. Staffing Updates

- a. Upcoming Vacancy in Position of City Planner/Community Development Director
- b. Recruitment for Full-Time Firefighter/Paramedic Vacancy, Due to Upcoming Retirement

Mr. Meinnert reported on the upcoming vacancies.

2. City Hall Summer Hours Started Monday, May 20, 2024: 7:30 AM to 5:00 PM Monday  
Through Thursday; 7:30 AM to 11:30 PM Friday

Mr. Meinnert reviewed the summer hours.

3. Roosevelt Avenue Construction Update

Matt Heckenlaible, Public Works Director reported the 12th Street travel lanes are paved; and, as of May 10, is open to vehicular traffic on concrete pavement. The contractor completed installation of a water main to south of 9th Street. Currently performing testing prior to service and lateral installation. Contractor currently installing sanitary sewer main; progressing from 12th Street to

south of 9th Street. Upon installation of sanitary sewer, contractor will install sewer and water services, and storm sewer between 12th Street and 9th Street in the upcoming weeks

4. Neshotah Park Trail Project

Matt Heckenlaible, Public Works Director reported the sidewalks are complete.

5. Governor Evers Declared May 22nd as Wastewater Professional Appreciation Day

Matt Heckenlaible, Public Works Director reported on Governor Evers Proclamation.

6. E-Bikes Police Department

Mr. Meinnert reported on the E-Bike upgrades allow the police to patrol events and festivals as well as the long stretches of bike trails when staffing and weather allow. In particular the public has been asking for more patrol on our bike trails, which an E Bike certainly makes much easier and more practical. He thanked Lou Ann Smith and WPS for their donations. The department has three fully equipped E-Bikes and has eight officers trained.

7. Parks and Recreation Summer Event Update

Mr. Meinnert reviewed the updated brochure.

8. Opportunity Grants Funded by Explore Two Rivers

Mr. Meinnert reported that the Explore Two Rivers Board recently approved five Opportunity Grants in support of new or existing community events. The grants ranged from \$500 to \$1,000. The events receiving support in this grant cycle are Snowfest, Lakeshore Shipwreck Sipfest, Two Rivers-A Celebration of the Arts, Two Rivers Kiwanis Fish Derby, Harmony Lives on the Schmitt Brothers Stage.

9. Emergency Medical Services Week, May 19-25

Mr. Meinnert reported May 19-25 is Emergency Medical Services Week.

10. Upcoming Events:

- a. Lakeshore Shipwreck Sipfest, Saturday, May 25, Noon to 3:00 PM, Point Beach State Forest, by Friends of Point Beach State Forest
- b. Washington House Grand Reopening, Sunday, May 26, Noon to 8:00 PM
- c. Memorial Day Parade & Ceremony, Monday, May 27
- d. Concerts in the Park, Jazz in the Park, Tuesday, May 28, 6:00 to 8:00 PM, Central Park West

11. Other

Mr. Meinnert reported on the 2<sup>nd</sup> Annual Back to School Carnival is accepting donations of new school supplies at the Senior Center from June 1 -August 2<sup>nd</sup>.

Mr. Meinnert reported that the Front Yard Garden program is now available.

Mr. Meinnert reported on Two Rivers Night at the ballpark on Saturday, July 13 with the Wisconsin Timber Rattlers. For every ticket purchased, \$3 will be donated back to youth sports fund.

## 10. CONSENT AGENDA

A. Presentation of Minutes

1. City Council Work Session, April 29, 2024
2. City Council Regular, May 6, 2024

Recommended Action:

Motion to waive reading and adopt the minutes

B. Minutes of Meetings

1. Lester Public Library, April 9, 2024
2. Public Utilities Committee, May 6, 2024
3. Public Works Committee, May 1, 2024

4. Plan Commission, May 13, 2024
5. Advisory Recreation Board, April 10, 2024

Recommended Action:

Motion to receive and file

C. Department Reports, April 2024

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 and 2023 Water Quality Report

Recommended Action:

Motion to receive and file

D. Summary of Verified Bills for the Month of April 2024 for \$4,118,844.14

Recommended Action:

Motion to receive and file

E. Applications and Petitions

1. New "Class B" / Class "B" Combination License, RTM Bar LLC dba RTM Bar, 1200 Madison Street, Becky Kriescher, Agent; license expires 6/30/2024.
2. Temporary "Class B" / Class "B" License, Casa Guadalupe Education Center, Latino American Beach Festival, July 12 & 13, 2024 at Neshotah Park, 2111 Pierce Street
3. Temporary Class "B" License, Two Rivers Fish Derby, Inc, Two Rivers Fish Derby and Festival, July 20 & 21, 2024 at Walsh Field

Recommended Action:

Motion to approve the applications and authorize issuance of the licenses

F. Recommendations from Plan Commission Meeting of May 13, 2024

1. Set Public Hearing on Ordinance to Rezone 1706 16TH Street, Parcel 053-000-063-102.05, from Industrial (I-2) to Business (B-1) Submitted by Quasius Construction, Inc Applicant and Jalapa Marketing LLC, Owner

Recommended Action:

Motion to set public hearing on June 3, 2024 at 6:00 PM

2. Set Public Hearing on Conditional Use Permit for a Drive-Thru Operation at Fast Taco, 3337 Mishicot Road, in the B-1 Business District, Submitted by Armando Cruz (Tenant)

Recommended Action:

Motion to set public hearing on June 3, 2024 at 6:00 PM

3. Set Public Hearing on Proposed Zoning Code to Create a New Downtown and Waterfront Overlay District

Recommended Action:

Motion to set public hearing on June 17, 2024 at 6:00 PM

**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 B. LeClair, seconded by Petri.

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

## 11. CITY COUNCIL - FORMAL ITEMS

- A. National Public Works Week Proclamation, May 19 - 25, 2024, Connecting the World Through Public Works

Recommended Action:

Motion to read and adopt the proclamation

Motion carried with a roll call vote.

Motion made by D. LeClair, seconded by Shimulunas.

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

- B. Proclamation Declaring May 19 - 25, 2024 as Emergency Medical Services Week

Recommended Action:

Motion to read and adopt the proclamation

Motion carried with a roll call vote.

Motion made by B. LeClair, seconded by Wachowski.

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

- C. Resolution Expressing Appreciation for Members of Committees, Commissions and Boards Who Retired as of April 2023 or Have Ended Their Service During the Past Year

Recommended Action:

Motion to read and adopt the resolution

Motion carried with a roll call vote.

Motion made by Derby, seconded by Shimulunas.

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

- D. Sidewalk Installation Along the Columbus Street Frontage of 2848 Memorial Drive (former Shoreline Credit Union) to Connect to Planned Pedestrian Crossing at Memorial Drive (about 175 feet)

Recommended Action:

Receive and file a special assessment hearing waiver from the property owner, with direction to City staff to continue construction of new sidewalk

Motion carried with a voice vote.

Motion made by Petri, seconded by Bittner.

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

- E. Ordinance Amendment Pertaining to Kennel/Dog Breeder

Recommended Action:

Motion to waive reading and adopt the ordinance

Motion carried with a roll call vote.

Motion made by Shimulunas, seconded by D. LeClair.

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

- F. Wastewater Treatment Plant Compliance Maintenance Resolution

Recommended Action:

Motion to waive reading and adopt the resolution

Motion carried with a roll call vote.

Motion made by B. LeClair, seconded by Petri.

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

G. Award of Bids for Scattered Site Lead Water Service Lateral Replacement

Recommended Action:

Motion to award the bid to Mammoth Construction, based on the company's low qualified bid of \$3,578,250.00 and the supplementary bid of \$391,160.00 for a total contract value of \$3,969,410.00

Motion carried with a roll call vote.

Motion made by Petri, seconded by D. LeClair.

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

H. Resolution Adopting Amendment No. 2 to TID 12 (Cobblestone Hotel TID) Boundaries and Project Plan to Support Redevelopment

Recommended Action:

Motion to waive reading and adopt the resolution

Motion carried with a roll call vote.

Motion made by D. LeClair, seconded by Derby.

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

Absent: Councilmember Bittner was out of the room during roll call.

I. Authorization for Facade Grant Agreement to Provide \$10,000 Grant to Meridian Wellness, LLC, 2221 Lincoln Avenue, to Assist With Their Redevelopment of that Property (former Union State/Nicolet Bank property)--to be Funded from TID No. 8 (total project: \$25,926)

Recommended Action:

Motion to authorize the grant, as recommended by the Community Development Director and the Main Street Design Committee, consistent with program guidelines previously adopted by the City Council (agreement to be drafted by Community Development office, signed by City Manager and City Clerk)

Motion carried with a voice vote.

Motion made by B. LeClair, seconded by Bittner.

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

**12. FOR INFORMATION ONLY**

A. City Hall will be Closed on Monday, May, 27, 2024 in Observance of Memorial Day

B. City Council Work Session Meeting, Tuesday, May 28, 2024, 6:00 PM

C. City Council Regular Meeting, Monday, June 3, 2024, 6:00 PM

**13. ADJOURNMENT**

Motion to dispense with the reading of the minutes of this meeting and adjourn this meeting at 7:35 PM.

Motion made by Petri, seconded by Derby.

Voting Yea: Bittner, Brandt, Derby, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser, Wachowski

Respectfully submitted,

Lisa Kuehn  
Deputy City Clerk

