



## MINUTES

### 1. CALL TO ORDER

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

### 2. PLEDGE OF ALLEGIANCE LED BY OWEN MATHIS

### 3. ROLL CALL BY CITY CLERK

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

Absent and Excused: Scott Stechmesser

**ALSO PRESENT:** Matthew Heckenlaible, Director of Public Works; Jeff Dawson, Library Director; Mike Mathis, Parks and Recreation Director; Elizabeth Runge, Community Development Director/City Planner; Dave Buss, Finance Director; Ben Meinnert, Police Chief; Patrick Krajnik, Fire Captain; Rick Powell, IT Supervisor; 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

- A. Ordinance to Amend Municipal Code Section 10-1-20 Section I.(6) Dwelling to Expand the Listing of Roofing Materials Permitted

Recommended Action:

Motion to waive reading and adopt the ordinance

Community Development Director/City Planner Elizabeth Runge provided background on the ordinance amendment.

The public hearing was opened by Council President Wachowski and three calls for public input were made. There was no one present and wishing to comment on the ordinance.

Motion carried upon a roll call vote.

Motion made by Dahlke, Seconded by Darla LeClair to approve the ordinance with deletion of the language prohibiting visible roof fasteners.

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

### 6. INPUT FROM THE PUBLIC

William Otto (1800 Jefferson Street) – Reported a concern of bicycles on the sidewalks throughout downtown. Council President Wachowski stated only individuals 12 years of age and younger and

ride their bicycles on the sidewalk and all individuals are permitted to ride their bicycles on the sidewalk when crossing the bridge.

## 7. COUNCIL COMMUNICATIONS

Letters and other communications from citizens

Councilmember Koach stated that she received a question from a citizen about canceling the contract with Spectrum. Council President Wachowski stated there is an update to the status of Spectrum in the City Manager's Report.

Councilmember Dahlke had the following communications:

- He received a complaint about the audio during Council Meetings and reminded Councilmembers to speak closer to the microphone.
- He received phone calls from citizens asking the City to keep the contract with Spectrum and continue to find a solution. The citizens also were not opposed to streaming the meetings on the radio but were against having a city newspaper service.

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

Councilmember D. LeClair reported on the following boards:

-- Environmental Advisory Board: The monthly winter series meeting will be held on Tuesday, November 21<sup>st</sup> at the Lester Public Library. Parks and Recreation Director Mike Mathis will be presenting about current park projects and the future of Washington Park and Paddlers Park. Fire Chief Murack offered the Fire Department Vegetable Garden to use as a community garden, the board is discussing how to use the garden. The board is waiting on the TMDL report from the DNR. There is currently no update of AB-457 the Vegetable Garden Act. The Board is working with Woodland Dunes to promote green infrastructure.

-- Main Street: The Design Committee met and Jason Priggie started renderings for murals on downtown buildings. The Hometown Holiday Parade of Lights is Saturday, November 25<sup>th</sup>. The board is discussing the Art and Artisan Goods Festival which will be a collaboration between the City and Main Street. It will be made up of art from the Manitowoc Symphony and local artists.

Councilmember Dahlke reported for the Finance Committee, stating they finalized the budget for 2024. The Public Hearing is scheduled for Monday, November 27<sup>th</sup> at the City Council Work Session.

## 9. CITY MANAGER'S REPORT

A. Invited Guests

B. Status Update/Reports

1. Staffing Updates

Mr. Buckley reported on the ongoing recruitments: Tourism Director – accepting applications; Apprentice Line Worker – accepting applications. Recent Hires: Building Inspector – Craig Froelich; Police Officer – Justin Jackson, recently graduated 18-week Police Academy at NWTC, where he was honored by his peers with the Back-Up Officer Award.

2. 2024 Proposed Budget; Public Hearing November 27

Mr. Buckley reported the Personnel and Finance Committee Completed the budget review on November 19<sup>th</sup>. The Public Hearing is set for Monday, November 27<sup>th</sup>. Final Council action will take place on Monday, December 4<sup>th</sup>.

### 3. Tourism/Room Tax Updates

Mr. Buckley reported the 2023 Room Tax revenues continue to increase and are currently at \$251,000 in revenue for the months of January through September. The total 2023 Room Tax revenues are projected at \$330,000 which would be a 10% increase from 2022.

### 4. Winter Parking Ban Begins December 1

Mr. Buckley reported that the Winter Parking Ban begins on December 1<sup>st</sup> and continues through March 15<sup>th</sup>. As in recent years, the Police Department, Public Works Department and City Manager's Office will coordinate efforts to waive or suspend the Parking Ban whenever conditions permit. Property owners are also reminded of ordinance provisions about clearing snow from sidewalks and not depositing snow and ice in the streets.

### 5. Last Week of Leaf Collection November 27-December 1

Mr. Buckley reported next week is the final week of leaf collection. Crews will collect from the east side on Monday, between the rivers Tuesday – Thursday and the southside on Friday.

### 6. Central Park Ice Rink Installation and Opening

Mr. Buckley reported the Central Park West Ice Rink was installed and is now open. Thank you to the Two Rivers Rotary for making the \$65,000 naming donation. On Saturday there were 31 skate rentals and rentals will be available every Saturday starting on December 2<sup>nd</sup>.

### 7. Reminder: Park and Open Space Survey

Mr. Buckley reported the Parks and Recreation Department is looking for the feedback from citizens to help plan for the future of our parks and open spaces.

### 8. Upcoming Events:

- a. Shop Local Hometown Saturday, November 25, 2023
- b. Main Street Hometown Christmas Parade of Lights, Saturday, November 25, 2023, 5:30 PM, Downtown
- c. Cool City Christmas, Saturday, December 16, Noon to 6:00 PM

### 9. Other

Mr. Buckley reported the Spectrum Cable recently informed the City that the public access channel should again be operational by December 12<sup>th</sup>. This means Council meetings will again be broadcast on local cable channel 993 starting with the December 18 meeting.

Mr. Buckley reported on the PFAS Litigation. Staff will present another update on the class action litigation involving 3M Corporation and DuPont at the November 27 work session, where the Council will be asked to act on participating in or "opting out" of the proposed class action settlements.

## C. Legislative/Intergovernmental Update

## 10. CONSENT AGENDA

### A. Presentation of Minutes

1. City Council Meeting-November 6, 2023

#### Recommended Action:

Motion to waive reading and adopt the minutes

### B. Minutes of Meetings

1. Lester Public Library, October 10, 2023
2. Advisory Recreation Board, October 11, 2023
3. Public Utilities Committee, November 7, 2023
4. Public Works Committee, November 6, 2023

5. Plan Commission, October 9, and November 13, 2023

6. Environmental Advisory Board, October 17, 2023

7. Room Tax Commission, November 1 and 14, 2023

Recommended Action:

Motion to receive and file

C. Department Reports, Month Year

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. Finance Reports, September 2023

1. Debt Service

2. General Fund

3. Lester Library

4. Utilities Report

Recommended Action:

Motion to receive and file

E. Noise Ordinance Waiver for Snowfest 2024, Friday, July 26 until 11:30 PM and July 27 until 12:00 AM at Neshotah Park-Waive 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 noise ordinance waiver

**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 Dahlke.

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

**11. CITY COUNCIL - FORMAL ITEMS**

A. Authorization for Acquisition of Approximately 0.49 Acre Parcel With Frontage on 13th Street and the West Twin River, as Provided for in Development Agreement with West River Lofts, LLC., Approved by City Council on November 6, 2023

Recommended Action:

Motion to authorize the City Manager to proceed with this property acquisition, as recommended by the Plan Commission

Motion carried with a roll call vote.

Motion made by D. LeClair, seconded by B. LeClair.

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

**12. FOR INFORMATION ONLY**

- A. City Council Work Session Meeting, Monday, November 27, 2023, 6:00 PM--Includes Public Hearing on 2024 Budget, Discussion with Family Swin Cener, Update on The Confluence Project
- B. City Council Regular Meeting, Monday, December 4, 2023, 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 matters pertaining to changes for water and sewer connections for the Van der Brohe Arboretum, 3800 Lincoln Avenue

Motion carried with a roll call vote.

Motion made by Koach, Seconded by Petri to convene in Closed Session at 6:56 PM.

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

**14. RECONVENE IN OPEN SESSION**

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

Motion carried with a voice vote.

Motion made by Dahlke, Seconded by Koach to convene in Open Session at 7:15 PM.

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

**15. ADJOURNMENT**

Motion to dispense with the reading of the minutes of this meeting and adjourn this meeting at 7:15 PM.

Motion carried with a voice vote.

Motion made by Dahlke, Seconded by B. LeClair.

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

Respectfully Submitted,

Amanda Baryenbruch  
City Clerk