



## MINUTES

### 1. CALL TO ORDER

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

### 2. PLEDGE OF ALLEGIANCE

### 3. ROLL CALL BY CITY CLERK

Councilmembers: Jeff Dahlke, Bill LeClair, Darla LeClair, Tracey Koach, Tim Petri, Bonnie Shimulunas, Scott Stechmesser, Adam Wachowski. There is one vacancy on the Council at this time.

**ALSO PRESENT:** Jeff Dawson, Library Director; Mike Mathis, Parks and Recreation Director; Elizabeth Runge, Community Development Director/City Planner; Brian Dellemann, Electric Utility Director; Dave Buss, Finance Director; Dave Murack, Fire Chief; Ben Meinnert, Police Chief; Andrew Sukowaty, Water Utility Director, 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. INPUT FROM THE PUBLIC

None.

### 6. COUNCIL COMMUNICATIONS

Letters and other communications from citizens

Councilmember Stechmesser stated that other Councilmembers and himself received input about the sidewalk decal pilot program.

Councilmember D. LeClair stated that she received a letter from an anonymous citizen attacking another resident and it was very personal. Council President Wachowski stated he received the same letter months ago.

Councilmember Dahlke reported on the following communications:

- He received an email questioning if the trees will be replaced in the terrace if the City is removing them. Parks and Recreation Director, Mike Mathis stated there is a tree planting budget. In 2024, the entire budgeted amount will go to replanting trees on Lincoln Street. In past years, the Parks and Recreation Department received donations from other sources to plant trees. The priority is to remove dead and dangerous trees. The City must also adhere to all planting policies which varies based on terrace width and overhead utilities. The Wisconsin Department of Natural Resources has a list of recommended trees to be placed based on the surrounding landscape. The

The City Manager noted recent efforts by the Parks and Recreation Department to secure State and Federal grant funds to supplement local funds for tree planting.

- He received several comments about the access to Abundant Life Church for the Spring Election on April 2, 2024. He stated there is signage placed for the route around the closure of Roosevelt Avenue and there is an entrance from southbound Memorial Drive.
- He received several compliments about the fish boil hosted by the Two Rivers Fire Department.

Council President Wachowski stated that he received a complaint about a street light that is placed in an alleyway. He forwarded the complaint to Councilmember D. LeClair, City Manager Greg Buckley and Electric Utility Director Brian Dellemann.

## **7. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES**

Councilmember B. LeClair reported on the Committee on Aging. There are currently 1,048 members at the Senior Center which is an increase from 2019 when there was only 700 members. Last month, the Senior Center provided 350 trust car rides, 1523 meals and 89 meals served at the Senior Center. April 10, 2024, is the Volunteer Banquet at Machut's Supper Club. There will be a mobile dentist hygienist offering services. The Senior Center is looking for volunteers to drive the Trust Car and participate in Bingo on Fridays.

Councilmember Dahlke reported on the Finance Committee stating the committee is finalizing its review of City Goals and Initiatives.

Councilmember D. LeClair reported on the following boards:

-- Main Street: everything is ready to start summer projects, currently waiting on the weather to cooperate.

-- Environmental Advisory Board: April 6, 2024, is the second-to-last program of the Winter Educational Series, on the topic of Curbing Carbon Emissions with guest speaker WPPI Energy President Mark Peters.

Council President Wachowski reported on the Pool Advisory Committee. They are currently working on strategic goals. The next meeting will be on Thursday, April 4 at 6 PM in the Council Chambers at City Hall.

## **8. CITY MANAGER'S REPORT**

A. Invited Guests  
None.

B. Status Update/Reports  
1. Staffing Update

Mr. Buckley reported on the ongoing recruitments: Finance Director – recruitment ongoing, interviews scheduled; Recreation Clerk – applications close April 8; Recreation Coordinator – applications close April 1; Electric Meter Tech – position filled, employee introduction at upcoming meeting

2. Update on Search for Elijah Vue

Police Chief Ben Meinnert provided an update on the search for Elijah Vue

3. Spring Election & Presidential Preference Primary April 2, Polls Open 7:00 AM to 8:00 PM  
Mr. Buckley reported the polls at St. Peter the Fisherman and Abundant Life Church will be open from 7:00 AM to 8:00 PM. Central Count will take place at City Hall. The April 2 ballot includes the election of 3 City Councilmembers; 5 candidates will appear on the ballot, it is a vote for not more than 3 race.

4. April 2024 Marks 100 Years Since Two Rivers Voters Adopted Council-Manager Form of Government

Mr. Buckley reported in 1924, encouraged by the City's auditor, the community newspaper and representatives of a national "good government" group, the National Civic League, over 500 Two Rivers voters petitioned to the City Council to reorganize the community's local government under Chapter 64 of Wisconsin Statutes, "providing for the City Manager Plan." Voters approved the ballot proposal in the April 1924 regular municipal election, 1080-799. A 2001 petition drive sought a ballot issue ("direct legislation") on a charter ordinance to change the form of government. Petition was ruled invalid by the State, but City Council proceeded to ask voters, in an advisory referendum, if they wished to retain the current form of local government. The voters said "yes" 1,419 to 884. Over the past 100 years, Two Rivers has been served by 12 city managers.

5. Explore Two Rivers Opportunity Grant Program

Mr. Buckley reported on the Explore Two Rivers Opportunity Grant. This program acknowledges the pivotal role of Two Rivers' arts, cultural, nature, and heritage venues in driving tourism and fostering a thriving community. Annually, these diverse attractions contribute significantly to the generation of Room Tax revenue, thereby amplifying their economic impact. A portion of these Room Tax funds are allocated to provide Opportunity Grants, which range from \$500 to \$5,000 and are awarded quarterly by Explore Two Rivers.

6. Annual Utility Shut Off Moratorium Ends on April 15

Mr. Buckley reported help is available for those behind on their utility bills as Wisconsin's utility shutoff moratorium nears its annual April 15 end. The annual moratorium, which runs from November 1 to April 15, prohibits utility providers from disconnecting residential heating services for nonpayment. As of April 1, delinquent electric accounts total about \$420,000.

7. Reminder: Pilot Program for Front Yard Produce Gardens

Mr. Buckley reported registration for the 2024 Pilot Program is now open. Call 920-793-5539 for more information.

8. Lake Michigan Bird Observatory (LMBO) Grant Project

Mr. Buckley reported the Lake Michigan Bird Observatory (LMBO) is looking for feedback on what barriers people have supporting pollinators and birds through their lawn care practices. There is a survey available for individuals to complete. If you elect to take the free gift of 3 oak saplings that are offered to those completing the survey, the Parks and Recreation Department would be happy to accept a donation of these saplings, to be planted in City parks and natural areas. The Parks and Recreation Department is partnering with the LMBO as part of their grant project, "Utilizing Biochar and Tree Planting to Benefit Coastal Communities". The project, funded by the Day Break Fund, will provide \$10,000 to Two Rivers for street tree planting on the cities southside. Two Rivers will be one of five partner communities that will receive funding for 2025. Parks and Recreation staff will also receive training in the use and creation of biochar as a soil enhancement used when planting the trees. Biochar will be provided free of charge for the 2025 project.

9. Upcoming Events:

- a. World on the Move Exhibit, March 20 to April 23, Lester Public Library
- b. Van der Brohe Arboretum & Bird Sanctuary Tree/Shrub/Plant Sale, Order by April 26
- c. "Curbing Carbon Emissions", Thursday, April 4, 6:00 PM, Behringer Room Community House-- Environmental Advisory Board Educational Series
- d. Main Street Fool Around Downtown, Monday, April 1-Sunday, April 7
- e. Solar Eclipse Viewing, Monday, April 8, 12:30 PM-3:30 PM, Woodland Dunes

10. Other

Mr. Buckley reported on the following items: the City closed today on \$3.02 million in 10-year financing for 2024 capital projects. The interest rate for this financing is 3.59%. Congratulations to Washington House on a new sign. The synthetic ice has been removed for the season at Central Park West. With the upcoming snowstorm in the forecast, please keep cars off the street, if at all possible.

C. Legislative/Intergovernmental Update

**9. CONSENT AGENDA**

A. Presentation of Minutes

1. City Council Regular, March 18, 2024

Recommended Action:

Motion to waive reading and adopt the minutes

B. Minutes of Meetings

1. Environmental Advisory Board, March 19, 2024
2. Community Pool Ad Hoc Committee, March 20, 2024

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 Dahlke, Seconded by Shimulunas.

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

**10. CITY COUNCIL - FORMAL ITEMS**

- A. Right-of-Way Privilege Agreement Between the City of Two Rivers and Riverside Seafood Inc., to Allow for Placement of Private Process Sewer Facilities Beneath the Wilson Street Right-of-Way

Recommended Action:

Motion to have City Manager and City Clerk sign the agreement

Motion carried with a roll call vote.

Motion made by Koach, Seconded by B. LeClair.

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

- B. Council Direction Regarding 2024 Budget Funding for Business Facade and Sign Grants

Recommended Action:

Motion to authorize use of funds as specified in City Manager's Staff Report

Motion carried with a roll call vote.

Motion made by Stechmesser, Seconded by Koach.

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

- C. Consideration of Draft 4 of Proposed Amendment to City Sign Code, to Allow Sidewalk Decal Signs for a Trial Period--Review and Consider Setting Public Hearing  
Recommended Action:  
Motion to set a public hearing on this proposed amendment to the City's Zoning Code for 6:00 PM on Monday, April 22, 2024

Motion carried with a voice vote.

Motion made by Dahlke, Seconded by B. LeClair, to set a public hearing on this proposed amendment to the City's Zoning Code for 6:00 PM on Monday, April 22, 2024 and to include an indemnification requirement for all signs that project in the City Right-of-Way.  
Voting Yea: Dahlke, Koach, B. LeClair, D. LeClair, Petri, Stechmesser, Shimulunas, Wachowski

**11. FOR INFORMATION ONLY**

- A. Personnel and Finance Committee Meeting, Thursday, April 4, 2024, 8:00 AM
- B. City Council Regular Meeting, Monday, April 15, 2024, 6:00 PM
- C. City Council Work Session, Monday, April 22, 2024, 6:00 PM

**12. 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 potential redevelopment projects in the downtown area and possible City financial assistance to such projects; discuss possible property acquisition by the City

Motion carried by a roll call vote.

Motion made by Petri, Seconded by Stechmesser to convene in Closed Session at 6:57 PM.  
Voting Yea: Dahlke, Koach, B. LeClair, D. LeClair, Petri, Stechmesser, Shimulunas, Wachowski

**13. RECONVENE IN OPEN SESSION**

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

Motion carried with a voice vote.

Motion made by B. LeClair, Seconded by Stechmesser to reconvene in Open Session at 7:26 PM.  
Voting Yea: Dahlke, Koach, B. LeClair, D. LeClair, Petri, Stechmesser, Shimulunas, Wachowski

- A. Resolution Directing Staff to Proceed with Amending the Project Plan and Boundary of TID 12  
Recommended Action:  
Motion to waive reading and adopt the resolution

Motion carried with a roll call vote

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

**14. ADJOURNMENT**

Motion to dispense with the reading of the minutes of this meeting and adjourn this meeting at 7:27 PM

Motion made by Dahlke, Seconded by D. LeClair.

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

Respectfully Submitted,

Amanda Baryenbruch  
City Clerk