



CITY COUNCIL MEETING

Monday, May 01, 2023 at 6:00 PM

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

MINUTES

1. CALL TO ORDER

The meeting was called to order by Council President Wachowski 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: Ben Meinnert, Police Chief; Jeff Dawson, Library Director; Brian Dellemann, Electric Utility Director; Matt Heckenlaible, Public Works Director; Mike Mathis, Parks & Recreation Director; Dave Murack, Interim Fire Chief; Rick Powell, IT Supervisor; Elizabeth Runge, Community Development Director/City Planner; Jack Bruce, City Attorney; Dave Buss, Finance Director; Andrew Sukowaty, Water Director; 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

William Otto, 1800 Jefferson Street – Requested that the City Council and Parks and Recreation Department keep the softball diamond at Neshotah Park and Requested that the City Council allow operation of ATV's and UTV's on local streets.

6. COUNCIL COMMUNICATIONS

Letters and other communications from citizens

Councilmember D. LeClair reported that all members of Council received a letter questioning the status of paying for parking at Neshotah Beach. Council President Wachowski responded to the email explaining the concerns of the program and how to regulate it. Mr. Buckley stated more needs to be addressed in the proposal to help create a policy for a fee that is fair to the residents and taxpayers of this community.

Councilmember Dahlke reported he received an email requesting the City Council to switch from at-large election of Council members to election by districts to help have representation throughout the city. Mr. Buckley stated that an at-large council comes with City Manager Government per Wisconsin State Statutes, but the City could change the Council to be based on district representation. City Attorney Bruce stated a charter ordinance would be necessary to change the make up of council and he will research the topic and email the City Councilmembers.

Councilmember B. LeClair stated his concern that the community would become divided instead of working together. Council President Wachowski confirmed that anyone can run for City Council that lives anywhere within the city. Councilmember D. LeClair would like to hear from citizens that think the Council should change and what benefits it would bring to the city.

Councilmember Stechmesser received the Leading with Purpose magazine from WPPI Energy and in the Shining Stars section, Paul Fabian Line Crew Forman for the City of Two Rivers Utilities is listed.

7. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

Councilmember D. LeClair reported on the following Boards:

-- Main Street: Two Rivers Main Street achieved its 2022-2023 accreditation by the Main Street America Program. This is completed to ensure Main Street is following best practices and follows the Main Street Model, this is a way for Main Street to provide accountability to the stakeholders. A new business called Meridian Wellness located at 1509 19th Street; the business focuses on healing through Eastern Holistic Medicine. On Saturday April 29th there was a ribbon cutting for Paper Crane Bookstore. On June 15th there will be a ribbon cutting for Meridian Wellness and Rebel Massage located at 1604 Washington Street.

-- Environmental Advisory Board: the board is doing great with their current initiatives

Councilmember B. LeClair reported on the Committee on Aging. There are currently \$35 food vouchers available for people over 60 years old. A new water bottle filling station has been installed at the senior center. Ten students from the swing chorus volunteered at the Senior Center for the Monthly Birthday Party. The Senior Center is planning a celebration bash for reaching over 1,000 members. They are looking into purchasing another T.R.U.S.T. vehicle for the program. A representative from Two Rivers Public School District is looking into opening a Raiders Manufacturing store front on Main Street.

Council President Wachowski reported on the Advisory Recreation Board. The Neshotah Park Master Plan is scheduled for the May 15th Meeting. There has been a large amount of public input that has helped move the plan forward. Work will start soon at Zander Park and the Library for the Story Walk. Tree inventory throughout the city will be starting soon, the city received a grant for this project. Shoutout to the Highschool for Volunteer Day that took place over the weekend. They did a great job throughout the community.

8. CITY MANAGER'S REPORT

A. Status Update/Reports

1. Staffing Updates

Mr. Buckley reported Fire Chief interviews are scheduled for May 11th at the Police and Fire Commission Meeting; Public Works Maintenance Worker interviews have been completed; Firefighter/Paramedic application deadline was 4/28/2023, four applications have been received; Police Officer interviews have been completed and the first conditional offer has been sent contingent on passing a background check and drug screen, with a possible hire date of Friday, May 5, 2023.

2. Central Park West 365 Project

a. Construction Status

Mr. Buckley reported on the progress during the week of April 24th, including pouring the floor and steps on the Schmitt Brothers Stage, installation of water jets and lighting for the Formrite Water Feature, and installation of roof trusses and sheathing on the Park Pavilion. The project is on target to be completed by mid-June. The park dedication is planned for July 15 & 16, 2023.

b. Fund-Raising

Mr. Buckley reported that the original fundraising goal has been achieved with donations totaling \$810,756. It is possible the City may receive a \$50,000 grant from WEDC's Vibrant Spaces Grant

Program, which will be announced in early May. An estimate on the remaining funding needs is \$75,000 and pavers are still available to be purchased.

3. Lincoln Street Reconstruction

Mr. Buckley reported Mammoth Construction has installed over two (2) blocks of watermain from 17th Street north to about 100 feet north of 19th Street. Construction will be continuing north with watermain construction over the next week as weather permits, with potentially starting the installation of private services next week and will be scheduling inspection meetings beginning this week. The project should be completed by late August.

Mr. Buckley reported notices have been mailed to property owners on 17th Street from East Park Street to Zlatnik Drive and Madison Street from 19th Street to 22nd Street, regarding the planting of trees from pass street projects.

4. Public Work Projects Directory

Mr. Buckley reported the Public Works Department has created a project directory as a resource to be used by constituents to keep up current City projects. The directory also shows the state and county highway projects in or near the City of Two Rivers that may impact drivers.

5. 2023 Wastewater Screw Press Project

Mr. Buckley reported the Wastewater Department is in the process of replacing the 25+ year old belt press with a more efficient, cost saving sludge drying screw press. The new press extracts the water from sludge before it is transported for land application. The weight and volume of the "dry" sludge will both be reduced with the new press, making it less costly to haul than the sludge from the old belt press. Also, with the new press there is less maintenance because of fewer moving parts.

6. Upcoming Events:

- a. Heart-a-Rama, May 4-6, 6:30 PM, J.E. Hamilton Community House
- b. Cinco de Mayo Dinner to Go Fundraiser, Friday, May 5, Pre-order at Senior Center
- c. Bird Walk, Saturday, May 6, Woodland Dunes Nature Center & Preserve
- d. Law Enforcement Officers Memorial Ceremony, Monday, May 15, 12:00 Noon on 22nd Street Bridge

7. Other

Mr. Buckley reported that Riverside Foods is using the Made in Two Rivers Wisconsin logo on their products

B. Legislative/Intergovernmental Update

1. Assembly Republicans' Proposal for State Shared Revenues

Mr. Buckley reported that on April 27, Speaker Robin Vos, on behalf of Assembly Republicans announced his Caucus' Plan for Shared Revenues. Highlights include a Full Penny of sales tax for a new local government fund to be utilized for a wide array of critical local services including law enforcement, fire protection, emergency medical services, emergency response communication, public works, and transportation; all communities will see at least a 10% increase. An additional, one-time proposed investment will be an Innovation Fund; a \$300 million, three-year pilot program to encourage creativity in local services in many areas including public safety, fire, EMS, courts, jails, training, communications, IT, administration, public works, economic development, tourism, public health, housing, planning, zoning, parks, and recreation.

In addition, Assembly Republicans propose that the current EMS funding assistance program will increase from \$2.28 million to \$15 million to help local governments with emergency medical services, and Law Enforcement Training reimbursement will increase from \$160 per officer to \$320 per officer.

2. Other

9. CONSENT AGENDA

A. Presentation of Minutes

1. City Council Work Session Meeting, March 27, 2023
2. City Council Meeting, April 17, 2023
3. City Council Re-Organization Meeting, April 18, 2023
4. City Council Work Session Meeting, April 24, 2023

Recommended Action:

Motion to waive reading and adopt the minutes

B. Minutes of Meetings

1. Public Works, April 5, 2023
2. Public Utilities, April 3, 2023
3. Personnel and Finance, April 12, 2023

Recommended Action:

Motion to receive and file

C. Summary of Verified Bills for the Month of April 2023 for \$2,985,588.77

Recommended Action:

Motion to receive and file

D. Applications and Petitions

1. Application for Temporary Class "B" License from Casa Guadalupe Education Center for the Latino American Beach Festival, July 14-15, 12:00 PM - 11:00 PM at Neshotah Beach
2. Application for Landscaping/Tree Removal License from Troy Juntunen dba Troy Juntunen Tree Work, for license period ending June 30, 2023

Recommended Action:

Motion to approve the applications and authorize issuance of the licenses.

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 Koach, Seconded by B. LeClair.

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

10. CITY COUNCIL - FORMAL ITEMS

A. Announcement of Council President's Appointments to the Standing Committees of City Council

Recommended Action:

Information only; not action required

Council members were provided with a listing of members and chairs for the three committees, as follows:

- **Personnel & Finance Committee:** Jeff Dahlke (Chairperson), Bonnie Shimulunas, Adam Wachowski
- **Public Works Committee:** Scott Stechmesser (Chairperson), Bill LeClair, Tracey Koach

- **Public Utilities Committee:** Darla LeClair (Chairperson), Tim Petri, Jeff Dahlke

B. City Manager's Appointments to Citizen Boards, Committees and Commissions

Recommended Action:

Motion to approve the appointments and re-appointments, as recommended by the City Manager

Motion carried upon a voice vote.

Motion made by Koach, Seconded by Petri.

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

C. Official Newspaper Declaration and Bid

Recommended Action:

Motion to accept bid as submitted and declare the Herald Times Reporter as the official newspaper of the City of Two Rivers

The City Manager and City Attorney noted that this is a statutory requirement, to designate the newspaper where City legal notices, meeting minutes and other required publications must be placed.

Motion carried upon a roll call vote.

Motion made by Shimulunas, Seconded by B. LeClair.

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

D. City Manager's Designation of Acting City Manager--City Manager has Designated Police Chief Ben Meinnert to Serve as Acting City Manager in his Absence for the Coming Year

Recommended Action:

None; information only

No formal action.

E. Ordinance to Amend Section 6-5-22, Entitled "Licensing and Keeping of Chickens and Ducks " in the Municipal Code to Provide Requirements and Standards for Chickens and Ducks in the City

Recommended Action:

Motion to waive reading and adopt the ordinance

Motion carried upon a roll call vote.

Motion made by Stechmesser, Seconded by Dahlke.

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

Voting Nay: Petri

F. Resolution Naming May 13, 2023, as International Migratory Bird Day

Recommended Action:

Motion to waive reading and adopt the resolution

Motion carried upon a roll call vote.

Motion made by Koach, Seconded by Dahlke

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

G. Resolution Designating Pavilion Building in Central Park West as the James Taddy Memorial Pavilion

Recommended Action:

Motion to read and adopt the resolution

Motion carried upon a roll call vote.

Motion made by Stechmesser, Seconded by D. LeClair.

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

H. Proclamation of National Drinking Water Week of May 7-13, 2023

Recommended Action:

Motion to read and adopt the proclamation

Motion carried upon a voice vote.

Motion made by Dahlke, Seconded by Koach.

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

I. Proclamation of Professional Municipal Clerks Week, April 30 - May 6, 2023

Recommended Action:

Motion to read and adopt the proclamation

Motion carried upon a voice vote.

Motion made by Dahlke, Seconded by B. LeClair.

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

J. Authorization to Contract for City Hall HVAC Control System Improvements

Recommended Action:

Motion to authorize the City Manager to contract for the project with Schaus Mechanical of Manitowoc, based on its proposal at a cost of \$306,839

Motion carried upon a roll call vote.

Motion by D. LeClair, Seconded by Koach.

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

Voting Nay: Dahlke

K. Election of Council Members to Citizen Boards and Committees

Recommended Action:

Council discretion

No formal action.

The Council agreed by consensus that Council members will serve on citizen committees for the coming year as follows:

- **Advisory Recreation Board:** Jeff Dahlke and Adam Wachowski

- **Board of Review:** Bill LeClair, Bonnie Shimulunas, and Scott Stechmesser
- **Business and Industrial Development Committee/Community Development Authority:** Tracey Koach and Scott Stechmesser
- **Commission for Equal Opportunities in Housing:** Tim Petri and Bonnie Shimulunas
- **Committee on Aging:** Bill LeClair
- **Community Development Block Grant Housing Committee:** Bill LeClair and Bonnie Shimulunas
- **Environmental Advisory Board:** Darla LeClair and Tracey Koach
- **Library Board:** Tracey Koach
- **Plan Commission:** Adam Wachowski
- **Main Street Representative:** Darla LeClair

State Statute requires that the local room tax commission serving a single municipality consist of 4 to 6 members, at least one of whom shall be a representative of Wisconsin's hotel and motel industry. The Two Rivers Ordinance sets membership at five members, to include the City Council President or his designee, the City Manager, two members who shall be Council members or members of the public, and a representative of the local hotel and motel industry. Council President Wachowski chose to appoint former Councilmember Curt Andrews to serve in his place. Councilmember Bill LeClair was appointed as the Council representative.

11. FOR INFORMATION ONLY

- A. City Council Regular Meeting, Monday, May 15, 2023
- B. City Council Work Session, Monday, May 22, 2023

12. ADJOURNMENT

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

Motion carried upon a voice vote.

Motion made by Dahlke, Seconded by B. LeClair.

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

Respectfully submitted,

Amanda Baryenbruch
City Clerk