



CITY COUNCIL MEETING

Monday, December 18, 2023 at 6:00 PM

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

MINUTES

1. CALL TO ORDER

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: Jeff Dawson, Library Director; Mike Mathis, Parks and Recreation Director; Andrew Sukowaty, Water Director; Elizabeth Runge, Community Development Director/City Planner; Brian Dellemann, Electric Utility Director; Matt Heckenlaible, Public Works Director; Dave Murack, Fire Chief; Ben Meinnert, Police Chief; 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 Re-Zoning the Property at 2521 Jackson Street from B-1 Business to B-2 Business, Submitted by Applicants and Owners Marty and Kelly Pasek (All Seasons Outdoor Power and Marine)

Recommended Action:

Motion to approve the zoning change request, as recommended by the Plan Commission

City Manager Greg Buckley provided background on the ordinance amendment.

The public hearing was opened by Council President Wachowski and three calls for public input were made.

Susan Kemp, 3618 Monroe Street – spoke against the ordinance amendment stating it will create an eyesore, the neighborhood has seen an increase in businesses and another one should not be added to the area.

Motion carried upon a roll call vote.

Motion made by B. LeClair, Seconded by Stechmesser

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

- B. Ordinance Amending Zoning Ordinance Section 10-1-15(G)(4)(b)(6) to Extend Front Yard Garden Pilot Program Through 2024

Recommended Action:

Motion to waive reading and adopt the ordinance

City Manager Greg Buckley 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.

Councilmember D. LeClair stated that she has received multiple emails and text messages from citizens that are in favor of allowing another year of the Front Yard Vegetable Garden Program.

Motion carried with a roll call vote.

Motion made by Stechmesser, Seconded by Petri.

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

6. INPUT FROM THE PUBLIC

William Otto (1800 Jefferson Street) – Requested to have Maritime Metro Transit extend their service line to Two Rivers High School. City Manager Buckley will contact Maritime Metro Transit; he noted that the route needs to be completed within a 60-minute timeframe, in order to make connections at the transfer point in Manitowoc.

7. COUNCIL COMMUNICATIONS

Letters and other communications from citizens

Councilmember Koach stated that she received compliments on the Cool City Christmas event and a thank you letter for supporting the increased Library funding.

Councilmember Stechmesser stated that he also received several communications from people that appreciated all the events of Cool City Christmas.

Councilmember Dahlke had the following communications:

- He received a question if the City looked into LLC for the Confluence any further that was requested at a previous meeting. City Manager Buckley stated the development agreement shows Mr. Golden is the sole member of the LLC and there is a disclosure clause in the agreement requiring Mr. Golden to inform the City of any changes to the LLC before the disbursement of any City funds.
- He was notified that Spectrum is working and the City Council Meeting is being broadcast live
- He received a question why a vehicle cannot be parked in a yard for more than 24 hours if it isn't registered to the landowner. City Manager Buckley stated that the vehicle doesn't have to be registered to the landowner but must be registered and roadworthy.
- He received a question if the Lakeview Motel is inspected by the Police Department. Police Chief Ben Meinnert stated the Police Department does not do inspections unless it is a chronic nuisance property. The Manitowoc County Health Department conducts the inspections. The Fire Department also inspects for fire code violations.
- He received a question if the City has anyone in charge of social media content. City Manager Buckley stated the Tourism Director would be posting event content. That person plus the City Manager's Office and the Lester Library have rights to post on the City's Facebook page. He added that the City does not have an individual that monitors all pages in Two Rivers to respond to City-related posts.. If a citizen needs to reach out to ask a question they can call, email or privately Facebook message the City.
- He received a complaint that it is difficult to bring a new business to the City; this came from someone who has businesses in Manitowoc City Manager Buckley stated that he would like more information on this complaint, so the City might address these concerns.

- He received a question about a rumor of a riverboat casino coming to the City, City Manager Buckley stated that he knows nothing about a riverboat casino coming to the area.

Councilmember Stechmesser verified that the televising on Spectrum is working properly.

Councilmember Shimulunas stated that she received a message with concerns about the proposed 15th Street Storage Units. Mr. Buckley noted that this item is on tonight's agenda to approve setting a public hearing for January and that any concerns about the proposed conditional use could be addressed at that time.

Councilmember Wachowski stated that he received the following communications:

- He received complaints on the rise in taxes. He stated the majority of the rise is from the increase of 17% of the Two Rivers School District reflecting the referendum that was on the Spring Ballot.
- He received a complaint of the increase in garbage sticker fees and suggested adding it to the City tax bills.
- He received a message about the 15th Street Storage Units.

8. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

Councilmember D. LeClair reported on the following boards:

-- Main Street: The 2024 Sweet Street Event is currently being planned, if you are a business interested in participating contact Mainstreet. This event took the place of the Spring Wine Walk. Banner Art will be back in Summer and currently they are looking for artists to participate. The Great Trivia Contest is scheduled for March 8th, doors open at 6 PM.

-- Environmental Advisory Board: The Board is trying different types of bee-friendly lawn mixes. These mixes are an alternative to turf grass that would require less watering, and minimal mowing which will decrease the carbon footprint. The Winter Educational Series next event is in January.

Councilmember Shimulunas had a question about the minutes from the Utility Committee on the replacement of lead laterals. Water Director Andrew Sukowaty stated the EPA is considering requiring replacement of all lead laterals within 10 years, which will cause the City to replace them at a quicker rate than it is currently replacing the laterals.

Council President Wachowski stated the Advisory Recreation Board is still collecting feedback on the Open Space Survey. The tree inventory report is completed and if interested in a copy contact Park and Recreation.

At this point in the meeting, the City Manager and the Council President requested that the City Council consider Agenda Item 11A out of order, as representatives of Braun Building Center were in attendance. There being no objections, the Council proceeded to Item 11A. See Clerk's note on this Agenda Item.

9. CITY MANAGER'S REPORT

A. Invited Guests

B. Status Update/Reports

1. Staffing Updates

Mr. Buckley reported on ongoing recruitments: Tourism Director – Completed first round of interviews; Apprentice Line Worker – Applications due December 29, 2023; Parks and Recreation Office Manager – Applications due December 15, 2023. Recent Hires: Craig Froelich – Building Inspector.

2. Nomination Papers for City Council Candidates for the April 2024 election are available. Must be filed on or before Tuesday, January 2, 2024 at 5:00 PM in the City Clerk's Office; Notification of Non-Candidacy by current Council Members must be filed by Friday, December 22, 2023 at 5:00 PM

Mr. Buckley reported completed nomination papers have been filed currently filed by Mark Bittner, Doug Brandt, and Jeff Dahlke. Notification of Non-Candidacy was filed by Tracey Koach.

3. Cool City Christmas December 16 Event Update

Mr. Buckley reported that Cool City Christmas was well attended by the Community. Several compliments were received and the event was a success.

4. Two Rivers Police Department Shop with a Cop

Mr. Buckley reported that 2023 Shop with a Cop took place on December 14. This event has been happening annually for the past 20+ years.

5. Skate Rentals at Central Park West Through the Holidays

Mr. Buckley reported that the Recreation Department is offering expanded skate rentals. Skates can be rented in 1.5 hour increments, and any skates rented within an hour and half of closure must be returned by the closing time. For more information of dates and times of skate rentals, visit the Two Rivers Parks and Recreation website.

6. Screw Press Project at Wastewater Plant

Mr. Buckley reported the electrical equipment needed to finalize the scree press project has been delivered. Installation will commence after the first of the year with power being switched over to the new cabinets in January. The control panel will be set and the system ready to operate near the end of January will full conversion occurring in February 2024. This is a \$1.1 million project, to replace equipment used to extract water from sewage sludge at the end of the treatment process, reducing the volume of waste to be stored and land-applied. The current belt press is over 50 years old.

7. Room Tax Update

Mr. Buckley reported currently the revenue from 2023 is ahead of last year as of the end of October. Staff is projecting for the current year that room tax collections will exceed \$320,000.

8. Upcoming Events:

- a. Family Fun Open House, Wednesday, December 27, 10:00 AM to 2:00 PM, Woodland Dunes Nature Center & Preserve
- b. Environmental Advisory Board Winter Educational Series, Invasive Species: The Fight to Save Land & Water, Thursday, January 4, 6:00 PM, Lester Public Library

9. Other

Mr. Buckley reported that the total tax bill is the result of tax rates set by the four taxing entities that appear on the bill, plus State-funded credits that appear at the bottom of the bill. He shared a sample 2023 property tax bill, showing that total property taxes went up by 6.6%. The City portion of the tax bill went up by only 2.0%. Among the other entities, County taxes went up 1.9%, LTC 2.9%, and Two Rivers Schools 17.7%. Increases in the "First Dollar" and "Lottery Credits" increased this year bringing the "net" increase down to 5.5%

C. Legislative/Intergovernmental Update

10. CONSENT AGENDA

A. Presentation of Minutes

1. City Council Work Session, November 27, 2023

2. City Council Regular, December 4, 2023

Recommended Action:

Motion to waive reading and adopt the minutes

B. Minutes of Meetings

1. Lester Public Library, November 14, 2023

2. Public Utilities Committee, December 4, 2023

3. Public Works Committee, December 7, 2023

4. Explore Two Rivers Board, November 14, 2023

5. Environmental Advisory Board, November 21, 2023

6. Plan Commission, December 11, 2023

Recommended Action:

Motion to receive and file

C. Department Reports, November 2023

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. Summary of Verified Bills for the Month of November, 2023 for \$1,585,309.79

Recommended Action:

Motion to receive and place on file

E. Applications and Petitions

1. Application for New Combination Class "B" Beer / "Class B" Liquor License Application for the period of December 19, 2023 to June 30, 2024 for Roundem Up LLC, 1110 30th Street - Josephine Krause, Agent (dba The Spruce Lodge)

Recommended Action:

Motion to receive and place on file

2. Application for Commercial-Hauler's License - Recommended for Approval

Pozorski Hauling & Recycling LLC, 2515 Viebahn Street, Manitowoc

Recommended Action:

Motion to approve the application and authorize the Engineering Department to issue the license

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 Koach.

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

11. CITY COUNCIL - FORMAL ITEMS

- A. Consideration of Development Agreement With Athens Development, LLC (Formerly the Truss Division of Braun Building Center), Providing for Cash Grant to Assist that Company With Development of a new, 28,000 SF Facility at the City's Woodland Industrial Park; Pay-As-You-Go Grant from Tax Incremental District 15, in a Total Amount up to \$450,000

Recommended Action:

Motion to authorize the City Manager and City Clerk to sign the agreement on behalf of the City

Mr. Paul Braun, President of Braun Building Center, addressed the Council. He introduced other family members in attendance and addressed the scope of the building project. He expressed appreciation for the level of customer service provided to his business by the Economic Development Office and the City Manager's Office.

Motion carried with a roll call vote.

Motion made by Koach, Seconded by Dahlke.

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

**Clerk Note: This item was acted upon following agenda Item Number 8.*

- B. Recommendations from the Plan Commission Regular Meeting of December 11, 2023

(1) Conditional Use Permit for Self-Storage Units on the Property Located Between the End of 15th Street, Just West of Washington Street, and the West Twin River (Parcel 053-000-076-015.03), Submitted by Alliance Construction and Design on Behalf of Eric Burrows, Owner (Note: Plan Commission recommends denial)

Recommended Action:

Motion to set a public hearing for January 16, 2024 at 6:00 PM

Motion carried with a voice vote.

Motion made by Petri, Seconded by D. LeClair.

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

(2) Possible Sign Ordinance Amendment to Allow Decal-Style Private Signs to be Applied to the Surface of Public Sidewalks, Within the Public Right-of-Way Adjacent to Business Properties

Recommendation Action:

Motion to leave the ordinance unchanged, as recommended by the Plan Commission

Motion carried with a voice vote.

Motion made by Stechmesser, Seconded by Dahlke to send back to Plan Commission and Public Works Committee to develop and ordinance amendment that would allow such signs, with appropriate regulations.

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

- C. Amendment to Contract Between City of Two Rivers and Manitowoc Disposal, Inc. Extending Contract End Date From March 31, 2025 to March 31, 2030 and Modifying Charges to City for Services

Recommended Action:

Motion to approve the amendment, as recommended by the Public Utilities Committee

Motion carried with a roll call vote.

Motion made by Dahlke, Seconded by Petri.

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

- D. Resolution Increasing Sticker Fee for Garbage Collection from \$2.50 to \$3.00, With Use of the New Stickers to be Required as of March 4, 2024--Projected to Result in a Four Percent Increase in Annual Revenues

Recommended Action:

Motion to waive reading and adopt the resolution

Motion carried with a roll call vote.

Motion made by Koach, Seconded by D. LeClair.

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

- E. Ordinance to Repeal and Recreate Title 5, Chapter 2, Section 5, Entitled Amount of Sewer Service Charges of the Municipal Code, Increasing the Fixed Charge Portions of the Rate by Amounts--\$1.85 for the Fixed Monthly Charge and \$1.85 for the Unit Charge--Projected to Result in a Four Percent Increase in Annual Revenues

Recommended Action:

Motion to waive reading and adopt the ordinance

Motion carried with a roll call vote.

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

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

Voting Nay: Dahlke, Wachowski

- F. Resolution Authorizing Adjustments to Non-Union Employee Wage Scales, Consistent With the Adopted 2024 Budget

Recommended Action:

Motion to waive reading and approve the resolution

Motion carried with a roll call vote.

Motion made by Koach, Seconded by Stechmesser.

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

Voting Nay: Dahlke

- G. Resolution Appointing Chief Inspectors, Election Inspectors and Special Voting Deputies for the 2024-2025 Election Cycle

Recommended Action:

Motion to adopt the resolution and accept appointments, as recommended by the City Clerk

Motion carried with a roll call vote.

Motion made by Stechmesser, Seconded by Petri

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

Abstain: Dahlke

- H. City Manager's Appointment to Boards, Committees and Commissions
--Betty Bittner to Committee on Aging, term to expire May 2024 (filling vacancy by Virginia Coffman resignation)

Recommended Action:

Motion to approve the appointment, as recommended by the City Manager

Motion carried with a voice vote.

Motion made by Koach, Seconded by D. LeClair.

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

- I. Ordinance to Amend Various Sections of Chapter 6-5, entitled "Licensing of Dogs and Regulation of Animals" and Amend Chapter 1-2, entitled "Fees" in the Municipal Code to Provide Requirements and Standards for Licensing Animals in the City

Recommended Action:

Motion to waive reading and adopt the ordinance

Motion carried with a roll call vote.

Motion made by Dahlke, Seconded by Koach.

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

- J. Approval of Preliminary Subdivision Plat for Sandy Bay Highlands, Phases 3 and 4

Recommended Action:

Motion to approve the preliminary plat, based on the review and recommendation of the City Engineer and Plan Commission

Public Works Director/City Engineer Matt Heckenlaible reviewed the plat with the Council.

Motion carried with a voice vote.

Motion made by B. LeClair, Seconded by Petri

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

12. FOR INFORMATION ONLY

- A. City Hall Closed for the Holidays on Monday, December 25 and Tuesday December 26, 2023 and Monday, January 1, 2024
- B. Lester Library Closed for the Holidays on December 22, 23, 25, 30 and Monday, January 1, 2024
- C. Senior Center Closed for the Holidays on December 25, 26 and January 1, 2024
- D. Community House Closed for the Holidays on December 24, 25, 31 and January 1, 2, 2024
- E. No December City Council Work Session Meeting
- F. City Council Regular Meeting, Wednesday, January 3, 2024

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 charges for water and sewer connections for the Van der Brohe Arboretum, 3800 Lincoln Avenue

Motion carried with a roll call vote.

Motion made by Petri, Seconded by Stechmesser.

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

**Clerk Note: B. LeClair stepped out of the Council Chambers before voting on going into closed session; he then returned and was present throughout closed session.*

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 Koach, Seconded by Petri

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

15. ADJOURNMENT

Motion to dispense with the reading of the minutes of this meeting and adjourn this meeting at 8:49 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, Stechmesser, Wachowski

Respectfully submitted,

Amanda Baryenbruch
City Clerk