



CITY COUNCIL MEETING

Monday, May 05, 2025 at 6:00 PM

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

MINUTES

1. CALL TO ORDER

Council President Stechmesser called the meeting to order at 6:13 PM.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL BY CITY CLERK

Councilmembers: Mark Bittner, Doug Brandt, Shannon Derby, Bill LeClair, Darla LeClair, Tim Petri, Bonnie Shimulunas, Scott Stechmesser, Adam Wachowski

ALSO PRESENT: Kassie Paider, Finance Director; Mike Mathis, Parks & Recreation Director; Jeff Dawson, Library Director; Matt Heckenlaible, Public Works Director; Joe Metzen, Tourism Director; Dave Murack, Fire Chief; Rick Powell, IT Supervisor; Brian Delleman, Electric Utility Director; Andrew Sukowaty, Water Utility Director; Andrew Adams, City Attorney (via phone); and Benjamin Meinnert, Police Chief / Acting City Manager

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

Motion carried with a roll call vote.

Motion made by Bittner seconded by Wachowski to allow Councilmember D. LeClair to participate in this meeting from a remote location.

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

5. PUBLIC HEARING

None.

6. INPUT FROM THE PUBLIC

None.

7. COUNCIL COMMUNICATIONS

Councilmember Petri stated that he received a concern regarding an individual building a hunting blind near the river.

Councilmember Wachowski reported the Council received a concern regarding the debris on the beach as well as the sand dunes.

Council President Stechmesser reported that he received a complaint regarding the audio for this meeting.

8. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

Councilmember Bitter reported on the City Manager Selection Committee stating the next meeting will be on Thursday, May 8th at 3:00 in Council Chambers where they will be reviewing applications. He also reported on the Committee on Aging where they were introduced to a new therapy dog.

Councilmember Derby reported on the Utilities Committee stating the Electronics Recycling Event is on June 10th; WPPI will be sending out surveys to the customers; and for the first time ever there has been satellite detection for the waterways in Two Rivers.

9. CITY MANAGER'S REPORT

A. Invited Guests

1. Two Rivers Fire Department Youth Apprentice, Christopher Parker
2. **25-080** Representatives of American Legion Auxiliary Unit 165; Proclamation Designating May as Poppy Month and May 23, 2025 as Poppy Day in the City of Two Rivers

Recommended Action:

Motion to read and adopt the proclamation

Motion carried with a roll call vote.

Motion made by Derby, seconded by B. LeClair

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

B. Status Update/Reports

1. Staffing Updates

Chief Meinnert reported on the ongoing recruitment and selection processes: City Planner / Community Development Director – accepting applications; Police Administrative Professional – Evidence Custodian: accepting applications; Accounting Clerk – reviewing applications; City Manager Recruitment – position profile and video have been posted. Application deadline was April 28, 2025. Next meeting Thursday, May 8 at 3:00 PM; Recruitment for Seasonal Positions – Now hiring for many Parks and Recreation seasonal positions; Other – many summer seasonal openings

2. Czech Flags Flying in Honor of Liberation Day, May 5, 2025 in Two Rivers'

Sister City of Domazlice, Czech Republic

Chief Meinnert reported on May 5 in Two Rivers, the United States and Czech flags fly side by side; it's Liberation Day in Domazlice. Eighty years ago, an advance unit from Gen. Patton's Third Army rolled into the town, the German occupiers fled or were taken as prisoner. Lt. Col. Matt Konop of Two Rivers led that advance party and liberated his ancestral hometown from Nazi occupation. The townspeople proclaimed, "We are liberated by one of our own!"

3. Two Rivers Contingent Visiting Domazlice, CZ to Participate in 80th Liberation Day

Ceremonies, Make Special Presentation on May 5.

Chief Meinnert reported Our Two Rivers Sister Cities representatives were honored to ride on Sunday in the Convoy of Liberty in Pilsen, a procession that includes over 400 vintage, WWII era vehicles, plus hundreds of men and women in uniform and in period civilian dress. The parade started at the outskirts of this major city of the western portion of the Czech Republic, and ended in the heart of the historic downtown, where Two Rivers' own Lt. Col. Matt Konop had announced over loudspeakers in May 1945 that War was over, the Nazis were defeated.

4. Law Enforcement Memorial Week with Local, County, State Ceremonies, May 15, 2025

5. National Travel and Tourism Week, Sunday, May 4 through Saturday, May 10, 2025 - Joe Metzen

Tourism Director Joe Metzen reported National Travel & Tourism Week (NTTW) is an annual celebration of the essential importance of the travel industry organized by U.S. Travel Association. NTTW is happening May 4-10, 2025. The Wisconsin Department of Tourism is recognizing the economic and societal benefits of tourism throughout the week. Tourism in Two Rivers enriches the lives and benefits our local economy.

6. Travel and Tourism Event - Joe Metzen

Mr. Metzen reported there is a by-invitation event on Thursday. A report will be shared with Council at the meeting held on May 19.

7. New Two Rivers Logo Wear Available

Mr. Metzen reported new logowear is available for purchase at City Hall and Schroeder's Department Store. Thank you to Erickson Sports & Apparel for creating the logowear.

8. Arbor Day Celebration - Mike Mathis

Parks and Recreation Director Mike Mathis reported the Parks and Recreation Department celebrated Arbor Day on April 26 at the Lester Public Library with a tree-felling demonstration and planting new trees. Attendees also learned about the emerald ash borer and other insects. Thank you to the Lester Public Library for the partnership on this project and pictures.

9. Parks and Recreation, Street Tree Planting Project- Mike Mathis

Mr. Mathis reported Parks & Recreation will plant 28 trees across the city at no additional cost to homeowners, funded by taxpayer-supported environmental fees. These trees will replace those removed and fill empty terraces – adding shade, reducing runoff, and enhancing neighborhood beauty. An additional 60 street trees will be planted on the south side along Roosevelt and nearby streets, supported by a fund for Lake Michigan grant secured by the Lake Michigan Bird Observatory.

10. Parks and Recreation, Adaptive Paddling Workshop- Mike Mathis

Mr. Mathis reported the adaptive paddling workshop, scheduled for May 29 – June 1, 2025, is a four-day training focused on adaptive paddling equipment and instructional techniques for individuals with physical disabilities. To date, 7 instructor candidates, 3 students, and 2 lead instructors are registered. The workshop has also generated 9 hotel stays.

11. LNRP received a \$5,000 WI DNR Surface Water Education Grant - Mike Mathis

Mr. Mathis reported LNRP received a \$5,000 Surface Water Education grant from the WI DNR to revitalize the LNRP partner group Friends of the Twin Rivers (FOTR). The group has been working with the City of Two Rivers to increase the recreational use and watershed ecosystem understanding of these rivers. Provided funds from the grant will support FOTR's mission and programmatic initiatives through the collaboration of a second annual Paddle Palooza event, improving Paddlers Park, and recruiting new membership.

12. State Highway 42/Memorial Drive Project - Matt Heckenlaible

Public Works Director Matt Heckenlaible reported the road is still closed to through traffic but accessible for local traffic. Vinton is continuing with concrete base patch removal and replacement along the entire stretch. Lunda completed the concrete overlay portion of the Washington Street bridge last week. Manholes need to be raised in the Washington Street & 12th Street intersection this week in preparation of the asphalt overlay. Once the bridge is reopened, the pedestrian detour will be removed. Northeast Asphalt is planning on starting a thin skim layer the week of May 12th and planning that all lanes would have that thin layer by the Memorial Day weekend. The remaining asphalt work will be completed post Memorial Day.

13. Lead Service Laterals Replacement - Andrew Sukowaty

Mr. Heckenlaible reported as of April 30, the following services have been replaced: public

side water services – 146; public side sanitary laterals – 104; private side water services – 44; private side sanitary laterals – 18.

14. Rush Logistics Ribbon Cutting Ceremony

Chief Meinnert reported Rush Logistics groundbreaking ceremony in the Woodland drive Industrial Park will take place on Tuesday, May 6, 2025, at 2:00 PM.

15. Upcoming Events

- a. Washington Park Clean-Up, Tuesday, May 6, 2025, 9:00AM-10:00AM, at Washington Park
- b. Coffee with a Cop, Wednesday, May 7, 2025, 10:00AM-11:00AM, at the Senior Center & Wednesday, May 14, 2025, 10:00AM-11:00AM, at Starbucks
- c. Two Rivers School District Art Show, Now-May 19, 2025 at Lester Public Library
- d. Heart-a-Rama, May 8, 9, 10, 2025, 6:00PM in the Community House gym
- e. Secure Shred & Electronics Drive, Saturday, May 17, 2025, 9:00AM-1:00PM, at the Community House
- f. SnowFest Wine & Beer Walk, Saturday, May 17, 2025, 5:00PM-8:30PM, Downtown, Two Rivers
- g. E-Waste Recycling Event, Tuesday, June 10, 2025, 7:30PM-5:00PM, at 1415 Lake Street

16. Other

C. Legislative/Intergovernmental Update

1. State Representative Paul Tittl and State Senator Devin LeMahieu Listening Session

10. CONSENT AGENDA

A. 25-081 Minutes of Meetings

1. Explore Two Rivers Board, April 8, 2025
1. Environmental Advisory Board, April 16, 2025
2. Zoning Board of Appeals, April 17, 2025
3. Business and Industrial Development Committee and Community Development Authority, April 22, 2025
4. Architectural Control Committee, April 25, 2025

Recommended Action:

Motion to receive and file

B. 25-082 Applications and Petitions

1. Temporary Class "B" License, Two Rivers Fish Derby, Inc (Foundation of Kiwanis Club of Two Rivers); Two Rivers Fish Derby & Festival; July 19-20, 2025, Walsh Field; Montana Anderson, Agent

Recommended Action:

Motion to approve the application and authorize issuance of 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 Shimulunas seconded by B. LeClair

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

11. CITY COUNCIL - FORMAL ITEMS

A. 25-083 Award of Bid for 2025 Lateral Replacement Program, Scattered Locations on the City's East Side

Recommended Action:

Motion to award the bid to low qualified bidder, Essential Sewer and Water Services, LLC of Sheboygan, WI, in its bid amount of \$1,867,580.00

Public Works Director Matt Heckenlaible reported that Essential Sewer and Water Services LLC has experienced issues with other municipalities in the past, as brought to his attention by a council member. He noted that the Sheboygan Water Utility currently does not work with the company. While he has spoken with other municipalities that have used their services and reported little to no issues, he has not yet contacted the Sheboygan Water Utility for further clarification.

Motion carried with a roll call vote.

Motion made by Wachowski, seconded by D. LeClair to table this item to 5/19/2025 to receive additional clarification on past issues.

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

Voting Nay: Shimulunas

B. 25-084 Award of Bid for 2025 Sanitary Sewer Lining Project

Recommended Action:

Motion to award the bid to low qualified bidder, Visu-Sewer LLC, of Pewaukee, WI, in its bid amount of \$774,726.00

Motion carried with a roll call vote.

Motion made by Petri, seconded by B. LeClair

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

C. 25-085 Ordinance Amending Chapter 6-13 of the Municipal Code, Entitled "Licensing of Short-Term Rentals"

Recommended Action:

Motion to waive reading and adopt the ordinance

Motion carried with a roll call vote.

Motion made by Bittner, seconded by Derby to adopt the ordinance with the amendment to add "cut-off" lighting with a definition and amend the lighting restriction times to be Sunday – Thursday 10 PM – 6 AM and Friday & Saturday 11 PM – 6 AM.

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

Voting Nay: Shimulunas,

D. 25-086 Ordinance Amending Chapter 7-4 of the Municipal Code, Entitled "Trees and Shrubs"

Recommended Action:

Motion to waive reading and adopt the ordinance

Motion carried with a roll call vote.

Motion made by Derby, seconded by Petri

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

E. 25-087 Ordinance Amending Sections 9-3-4 and 9-6-8 of the Municipal Code, Pertaining to Abatement of Noxious Weeds, Tall Grass and Other Public Nuisances

Recommended Action:

Motion to waive reading and adopt the ordinance

Motion carried with a roll call vote.

Motion made by B. LeClair, seconded by Derby

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

F. 25-088 Finalize Council Member Appointments to Boards, Commissions, and Committees

Recommended Action:

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

- **Advisory Recreation Board:** Adam Wachowski and Scott Stechmesser
- **Board of Review:** Bill LeClair, Doug Brandt and Scott Stechmesser
- **Business & Industrial Development Committee Community Development Authority:** Doug Brandt and Darla LeClair
- **Commission for Equal Opportunities in House:** Tim Petri and Bonnie Shimulunas
- **Committee on Aging:** Mark Bittner
- **Environmental Advisory Board:** Shannon Derby and Doug Brandt
- **Library Board:** Shannon Derby
- **Plan Commission:** Adam Wachowski
- **Room Tax Commission:** Mark Bittner
- **Two Rivers Main Street, Inc:** Bonnie Shimulunas

G. 25-089 Proclamation Naming the Week of May 11-17, 2025 as Police Week and May 15, 2025 as Peace Officer's Memorial Day

Recommended Action:

Motion to read and adopt the proclamation

Motion carried with a voice vote

Motion made by Wachowski, seconded by Shimulunas

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

H. 25-090 Proclamation Naming the Week of May 4-10, 2025 As National Travel And Tourism Week

Recommended Action:

Motion to read and adopt the proclamation

Motion carried with a voice vote

Motion made by Shimulunas, seconded by Bittner

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

I. 25-091 Proclamation Naming the Week of May 4-10, 2025 as Drinking Water Week

Recommended Action:

Motion to read and adopt the proclamation

Motion carried with a voice vote

Motion made by Shimulunas, seconded by Petri

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

12. FOR INFORMATION ONLY

1. City Council Regular Meeting, Monday May 19, 2025 at 6:00PM
2. City Council Work Session, Tuesday, May 27, 2025 at 6:00PM
3. Anticipate special meetings on May 29 and 30, 2025 regarding activities relating to City Manager search

14. ADJOURNMENT

Motion to dispense with the reading of the minutes of this meeting and adjourn this meeting at 7:46 PM.

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

Respectfully submitted,

Amanda Baryenbruch
City Clerk