



**TWO  
RIVERS**  
WISCONSIN

# CITY COUNCIL MEETING

Monday, January 15, 2024 at 6:00 PM

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

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## MINUTES

**NOTICE: Arrangements for Addressing the City Council by Telephone, During Public Hearings or Input from the Public can be made by Contacting the City Manager's Office at 920-793-5532 or City Clerk's Office at 920-793-5526 by 4:00 p.m. on the day of the meeting**

**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

**ALSO PRESENT:** Ben Meinnert, Police Chief; Jeff Dawson, Library Director; Elizabeth Runge, Community Development Director/City Planner; Matthew Heckenlaible, Public Works Director; Chad Kakes, Assistant Fire Chief; Dave Buss, Finance Director; Andrew Sukowaty, Water Director; Brian Dellemann, Electric Utility Director; Joe Metzen, Tourism Director; Dave Dassy, IT Assistant; 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 Koach had the following communications:

- She received a citizen concern after the recent Environmental Advisory Board presentation at the Library, regarding the City ordinance allowing only turf grass in the terrace.
- She received concerns from several people regarding the comments from two councilmembers who made Facebook posts on the City Council vote on the purchase of patrol vehicles.

Councilmember D. LeClair stated she also had concerns about the code of conduct of the two councilmembers.

Councilmember Dahlke had the following communications:

- He received good comments after the snowstorm that the plowing was done timely.

- He received a concern regarding the lead in water testing. Andrew Sukowaty Water Director updated the Council on the status of lead testing and ongoing lead service lateral replacements.

Councilmember Stechmesser had the following communications:

- He received compliments on the snowstorm plowing.
- He commented that he emailed Council President Wachowski about the Facebook post or police car purchases

Councilmember Stechmesser had the following communications:

- He received compliments on the great job on the snowstorm plowing and had a few questions on the salting and the brining process.
- He received questions on the winter parking ban, some residents for the ban and some against the ban.

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

Councilmember D. LeClair reported on the Environmental Advisory Board: The January 4<sup>th</sup> Winter Educational Series session regarding invasive species was very well attended. Councilmember Koach stated there was standing room only and the evening was information and fun. On the 1st of February, EAB will be promoting front yard gardens for the 2024 season.

Councilmember Wachowski reported on the Advisory Recreation Board, stating they recently reviewed the Forestry Tree Study and, the Open Space Plan survey; the latter included many comments on the need for a pool. He added thta the Board and staff reviewed the status of skate rentals at Central Park West and the upcoming Summer Programming.

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

### **A. Invited Guests**

1. Joe Metzen, New Executive Director for Explore Two Rivers

Mr. Buckley introduced Joe Metzen the new Tourism Director for the City of Two Rivers' Explore Two Rivers.

2. Kelli Tuttle, Bluestem Forestry Consulting Inc. Regarding Recently-Completed Urban Forestry Plan and Tree Inventory

Mike Mathis, Parks & Recreation Director introduced Kelli Tuttle from Bluestem Forestry and addressed the Council on the project after receiving a funded urban forestry grant.

At this point in the meeting, the City Manager and the Council President requested that the City Council consider Agenda Item 10B out of order, as Tammy Stadler was in the attendance. There being no objections, the Council proceeded to Item 10B. See Clerk's note on this Agenda Item.

### **B. State of the City 2023**

Mr. Buckley reported the State of the City will be rescheduled to the February 5, City Council meeting.

### **C. Status Update/Reports**

#### **1. Staffing Updates**

Mr. Buckley reported the apprentice line worker interviews have been completed. The recreation clerk interviews have been scheduled. Recreation Clerk Laura Hooper has been promoted to Parks & Recreation Office Manager and Joe Metzen is the new Tourism Director

## 2. 2024 Street Projects

Mr. Buckley reported on the Roosevelt Avenue project: complete reconstruction of the street surface, curb and gutter, and sidewalks. A neighborhood information meeting held on January 12, 2024 to review project scope, design and special assessments. The project will include replacement of about 50 lead water service laterals. The preliminary resolution on levying special assessments is on tonight's agenda. Project bids will be solicited in February; staff anticipates presenting bids for contract award at March 4 Council meeting.

Mr. Buckley reported on the replacement or rehabilitation of underground utilities. The replacement of 200 lead water service laterals, in addition to the above street project, is planned. "Public side" and a portion of the "private side" to be paid from City and County ARPA funds. Utilities Committee has recommended City borrowing to allow property owners the option of paying special charges for "private side" lateral replacement in installments, up to 5 years; action on such borrowing will be presented at a February Council meeting; WI's Environmental Loan Program (Safe Drinking Water Loan Fund) has developed a new loan program for this purpose.

## 3. Candidates for City Council April 2024 Election

Mr. Buckley reported five candidates filed nomination papers for Councilmember for the April 2, 2024, Spring Election. The candidates are Mark Bittner, Doug Brandt, Jeff Dahlke (incumbent), Shannon Derby and Andrew Quackenbush.

## 4. Recent Storm Response by City Departments

Mr. Buckley reported on the Storm response on Friday, January 12. DPW had plows and salt trucks out until 8:00 PM the night of the storm. Saturday's city-wide plowing commenced at 5:00 AM and continued until about 5:00 PM and involved 10 full-time DPW employees and 4 part-time seasonals. 6 plow trucks and the grader were used for street plowing, as well as other pieces of equipment that included front end loaders, pickup trucks with plows and the toolcat. One full-time operator and the four PT seasonals started pickup of windrows within the downtown area.

Mr. Buckley reported on the Power Outage on Tuesday, January 9, just after 6:00 PM impacted 1,105 customers on the City's south side. The cause of the outage, which occurred during a storm event with rain, some snow and high winds, was a tree branch that came down across all three phases of the electric lines near 12th and Hawthorne. The area was initially secured by staff of the Police Department and Fire Department. The Electric Utility responded with 5 line workers, who were able to splice all three wires and restore service within 3 hours.

## 5. Winter Parking Ban Update

Mr. Buckley reported that even though there is no snow in the forecast, enforcement of the winter parking ban will continue until further notice, to facilitate further clearing ("widening") of the streets, corner cleaning and catch basin clearing. With next week's weather forecast calling for temperatures to return to the mid to upper 30's, with possible rain, it is important that this cleanup work continues.

## 6. City Hall HVAC Control System

Mr. Buckley reported that this major project is approximately 75 percent completed. As of today, the third-floor systems are being controlled by the new, electronic control system; work is progressing on the rest of the building.

## 7. The Chamber of Manitowoc County Awards of Distinction, Thursday, February 8, 2024, Capital Civic Center

Mr. Buckley reported if any Council Member would like to attend to please contact the City Manager's Office.

8. Upcoming Events:

- a. TR Teen Night, Ice Skating Olympics, January 19, 6:00 - 7:30 PM, Central Park West
- b. Candlelight Hike, Saturday, January 20, 5:00 - 8:00 PM, Point Beach State Forest
- c. Snowflake String Art, Saturday, January 27, 10:30 AM, Lester Public Library
- d. Ice Skate Rentals, Central Park West

9. Other

Mr. Buckley reported on the press release from the Police Department regarding on off-duty accident on Sunday, January 14 involving canine officer Xanti.

D. Legislative/Intergovernmental Update

**9. CONSENT AGENDA**

A. Presentation of Minutes

1. Regular City Council, January 3, 2024

Recommended Action:

Motion to waive reading and adopt the minutes

B. Minutes of Meetings

1. Lester Public Library, December 12, 2023
2. Public Utilities Committee, January 2, 2024
3. Public Works Committee, January 3, 2024
4. Plan Commission, January 8, 2024
5. Police and Fire Commission, January 3, 2024

Recommended Action:

Motion to receive and file

C. Department Reports, December 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 December 2023 for \$1,663,553.28

Recommended Action:

Motion to receive and file

E. Applications and Petitions

1. Application for Temporary Class "B" Beer for Knights of Columbus Co. 1957, KC Annual Cornhole Tournament, February 3, 2024, Two Rivers Community House

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 Dahlke, seconded by B. LeClair.

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

**10. CITY COUNCIL - FORMAL ITEMS**

- A. Preliminary Resolution to Levy Special Assessments Upon the Properties Fronting on Roosevelt Street, from Lowell Street to 12th Street

Recommended Action:

Motion to waive reading and adopt the resolution

Motion carried with a roll call vote.

Motion made by Stechmesser, seconded by Koach.

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

- B. Resolution Upon Retirement for Tammy Stadler, Recently Retired After Thirty Years of Dedicated Employment

Recommended Action:

Motion to read and adopt the resolution

Mr. Buckley noted that Mrs. Stadler was in attendance.

Motion carried with a roll call vote.

Motion made by Dahlke, seconded by D. LeClair.

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

Council members personally thanked Mrs. Stadler for her service to the City.

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

**11. FOR INFORMATION ONLY**

1. City Council Work Session, Monday, January 29, 2024, 6:00 PM
2. City Council Regular Meeting, Monday, February 5, 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 requires 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 Koach, seconded by B. LeClair to go into closed session at 7:06 PM..

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

**13. RECONVENE IN OPEN SESSION**

Motion at 7:39 PM to consider possible actions in follow-up to closed session discussions.

Motion carried with a voice vote.

Motion made by Stechmesser, seconded by Dahlke.

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

**14. ADJOURNMENT**

Motion to dispense with the reading of the minutes of this meeting and adjourn this meeting at 7:39 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