

**CITY OF TWO RIVERS
COUNCIL PROCEEDINGS
Monday, October 3, 2016 - 6:00PM
Council Chambers, City Hall
Regular Meeting**

The meeting was called to order by Council President Patrick Gagnon at 6:00 PM.

President Gagnon led the Council and those present in the Pledge of Allegiance.

Roll Call – Present: Mark Bittner, John Casavant, Patrick Gagnon, Darla LeClair, Kay Koach, Jack Powalisz, Bonnie Shimulunas, Jim Taddy. Absent and excused: Brad Yaggie.

Also present were Jeff Dawson, Library Director; Joe Collins, Police Chief; Scott Schneider, Fire Chief; Ross Blaha, Water Utility Director; Dave Buss, Finance Director; Judy Goodchild, Parks and Recreation Director; Jack Bruce, City Attorney and, Greg Buckley, City Manager.

Consideration of any Councilmember request to participate in this meeting from a remote location. None.

The City Clerk reported that notice of the meeting was given to the official newspaper and posted on the bulletin board in City Hall on Thursday, September 29, 2016.

President Gagnon presented a Public Hearing for a Conditional Use Permit to establish “Aubrey’s Cheesecake Express”, a food preparation business as a Home Occupation, in the R-2 Single and Double Family Residence District at 2106 43rd Street, submitted by Aubrey Wood (owner).

After three calls, there were no public comments. Mr. Buckley acknowledged that Aubrey Wood, who was making the request, was present in the audience.

Councilmember Shimulunas asked about traffic to the home where the business would be located.

Ms. Wood stated that there should be minimal added traffic, as orders will be shipped/delivered to customers and ingredients will be delivered from an on-line source that delivers via UPS.

A motion was made by Councilmember Koach, seconded by Councilmember LeClair, to approve and adopt the Conditional Use Permit as recommended by the Plan Commission. Upon Roll Call vote; Ayes (8), Mark Bittner, John Casavant, Patrick Gagnon, Darla LeClair, Kay Koach, Jack Powalisz, Bonnie Shimulunas, Jim Taddy; Noes (0), None. Motion carried.

Input from the Public.

Nick Novachek, 1436 Terrace Court, asked about the Resolution Determining Necessity for Acquisition of Property at 1326 East River Street – he asked whether this meant that the City would be condemning the property. City Manager Buckley and Attorney Bruce addressed his questions, noting that the City's first step will be to obtain an appraisal of the property, which will be provided to Mr. Novachek as executor of the estate of the property's former owner.

Council Communications.

Letter from Charter Communications regarding closure of Two Rivers Customer Service office.

Letter from Robert DesJarlais regarding proposal to change names of East and West Twin Rivers. Mr. Buckley noted that, in light of Mr. DesJarlais' stated concerns, he had also provided Council members with a copy of the letter to the Wisconsin Geographic Names Council from the local committee requesting the name change.

Councilmember LeClair asked who will cover the costs for signs and mapping. Mr. Buckley stated that he was not aware of any expenses that would be driven by the name change, except perhaps for signs on the state highway bridges, which would be the responsibility of WisDOT.

A motion was made by Councilmember LeClair, seconded by Councilmember Powalisz, to suspend the rules for discussion to allow for public input. Upon Voice vote, motion carried.

Jim Sustman, 227 North Park Lane, Mishicot, stated that river names would be changed on signs along State Highways 42 and 310 at a cost paid by the WisDOT. He also stated that he has attended meetings in six different townships and historical societies. He further stated that Jeff Dawson and Kerry Trask are members of the name change committee.

President Gagnon asked the Council if there were any reports from Boards, Commissions or Committees. None.

City Manager's Status/Update Reports:

Invited Guests.

Betty Bittner, Rotary Club of Two Rivers, presented Police Chief Joe Collins with a \$3,000 grant for the Two Rivers Police Department to purchase NARCAN treatment of opioid overdoses, and for community drug education. A \$1,500 check was issued during the meeting with another \$1,500 check to be awarded once the program ends. Mrs. Bittner invited the community to be a part of a "Drugs in Our Community" seminar on Thursday, October 13, 2016 at Noon at the Lester Library. The focus of the event is to discuss the drug problem in our community and county. The Police and Fire Departments, along with the County Coroner, will also participate.

Tom Karman, Schenck Associates, presented the City's 2015 Financial Report, Audit and Management Letter. He stated that the General Fund balance increased over the past year. Cash advances from the City's General Fund to cover deficits in other City funds remain a constraint on the City's liquidity. The most significant deficit is in the City's Water Fund, a situation that was made worse by the severe winter of 2013-14. Mr. Karman reported that he is assisting the City with a PSCW rate filing to increase water rates to address the situation. He added that the Sewer Utility, after several

years of deficit balances, is much improved. He further stated the City has a plan in place to repay the unfunded pension liability; where there are issues of financial concern, the City is pursuing to address the concerns.

Status/Update Reports.

Mr. Buckley stated that the Harbor Park Ribbon-Cutting event was a success, with Lt. Gov. Rebecca Kleefisch, legislators and State agency representatives in attendance. He noted that work continues on the park shelter/restroom building that is part of Harbor Park Phase 2.

Harbor Dredging. Mr. Buckley reported that Roen Salvage has completed this project. Mr. Casavant noted that Roen's barges had departed the harbor earlier in the day.

Mr. Buckley also reported that construction fences are up at Holy Family Memorial Lakeside Clinic, and site work is underway. The City is planning to get the new public street – Lake side Way – graded and graveled street this Fall and completed in the Spring of 2017.

Mr. Buckley reported that Vinton Construction started work on Garfield Street today.

Mr. Buckley gave the following Legislative/Intergovernmental Update: Councilmembers Koach and Shimulunas, City Clerk Kim Graves and he attended the Transportation meeting “Just Fix It” at the Manitowoc County Expo Grounds on Thursday, September 29, 2016. The focus of the event was to discuss better ways to fund transportation at the state and local levels. MR Buckley reported that State Representative Paul Tittl of Manitowoc was in attendance. More discussion is to come with cities, villages and towns seeking to speak with a unified voice on transportation funding.

Legislative/Intergovernmental Update. Wednesday, November 16, 2016, League of Wisconsin Municipalities staff to discuss legislative priorities, at a 6:00 PM meeting at the Lester Public Library. Officials from Manitowoc County, cities and villages will be invited to attend.

The following Consent Agenda items were considered: Minutes from the September 19, 2016 regular City Council meeting; Application for Operator's Licenses – Recommended for Approval from Chitluri, Prasad Gupta, 1180 Links Court, Apt 1, Brookfield, WI, Skornicka, Jr., Michael J., 1916 32nd, Two Rivers, Walesh, Russel E.J., 4522 Laurie Lane, Two Rivers; Application for Beer Garden Permit – Recommended for Approval from Tavern at Waverly, LLC, 1402 16th Street, Two Rivers for the period of October 1, 2016 to June 30, 2017; Minutes of Meetings from Committee on Aging, July 11, 2016, Advisory Recreation Board, September 13, 2016, Personnel and Finance, September 19, 2016; Financial Reports for September 2016 from General Fund, Debt Service, Lester Public Library.

A motion was made by Councilmember LeClair, seconded by Councilmember Taddy, to approve the Consent Agenda with the various actions recommended. Upon Voice vote, motion carried.

Council Formal Items.

President Gagnon presented the 2016 Crime Prevention Week Resolution.

A motion was made by Councilmember Shimulunas, seconded by Councilmember Casavant, to read and adopt the resolution. Upon Roll Call vote; Ayes (8), John Casavant, Patrick Gagnon, Darla LeClair, Kay Koach, Jack Powalisz, Bonnie Shimulunas, Jim Taddy, Mark Bittner; Noes (0), None. Motion carried. Police Chief Joe Collins came forward and read the resolution aloud.

President Gagnon presented the 2016 Fire Prevention Week Resolution.

A motion was made by Councilmember Powalisz, seconded by Councilmember Taddy, to read and adopt the resolution. Upon Roll Call vote; Ayes (8), Patrick Gagnon, Darla LeClair, Kay Koach, Jack Powalisz, Bonnie Shimulunas, Jim Taddy, Mark Bittner, John Casavant; Noes

(0), None. Motion carried. Fire Chief Scott Schneider came forward and read the resolution aloud.

President Gagnon presented a recommendation from the Personnel and Finance Committee meeting of September 19, 2016; a resolution amending 2016 Capital Budget to transfer Funds from Public Works Equipment Fund to Police Capital (\$22,445 to fund microwave connection to Manitowoc County) and Parks and Recreation Capital Fund (\$20,000 for Vietnam Veteran's Park Lighting Work).

A motion was made by Councilmember Koach, seconded by Councilmember Shimulunas, to waive reading and adopt the resolution as recommended by the Personnel and Finance Committee. Upon Roll Call vote; Ayes (8), Darla LeClair, Kay Koach, Jack Powalysz, Bonnie Shimulunas, Jim Taddy, Mark Bittner, John Casavant, Patrick Gagnon; Noes (0), None. Motion carried.

President Gagnon presented a resolution Determining Necessity for Acquisition of Property at 1326 East River Street.

A motion was made by Councilmember Koach, seconded by Councilmember Casavant, to waive reading and adopt the resolution. Upon Roll Call vote; Ayes (8), Kay Koach, Jack Powalysz, Bonnie Shimulunas, Jim Taddy, Mark Bittner, John Casavant, Patrick Gagnon, Darla LeClair; Noes (0), None. Motion carried.

President Gagnon presented a resolution Appointing Authorized Representative to File Application for Financial Assistance From the Wisconsin Environmental Improvement Fund (Clean Water Fund) for 2017 Sanitary Sewer Replacement and Rehabilitation Projects.

Mr. Buckley described the sanitary sewer replacement and rehabilitation projects proposed for financing through the Clean Water Fund, as identified in the resolution.

A motion was made by Councilmember Powalisz, seconded by Councilmember Taddy, to waive reading and adopt the resolution, designating the City Manager as the City's authorized representative. Upon Roll Call vote; Ayes (8), Jack Powalisz, Bonnie Shimulunas, Jim Taddy, Mark Bittner, John Casavant, Patrick Gagnon, Darla LeClair, Kay Koach; Noes (0), None. Motion carried.

President Gagnon presented a resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing, 2017 Sanitary Sewer Replacement and Rehabilitation Projects. Mr. Buckley addressed the need for this resolution, related to the proposed Clean Water Fund borrowing.

A motion was made by Councilmember Koach, seconded by Councilmember Shimulunas, to waive reading and adopt the resolution. Upon Roll Call vote; Ayes (8), Bonnie Shimulunas, Jim Taddy, Mark Bittner, John Casavant, Patrick Gagnon, Darla LeClair, Kay Koach, Jack Powalisz,; Noes (0), None. Motion carried.

City Council Unfinished Business. None.

For Information Only: The City Manager addressed the following:

- - Public Power Week, October 2 – 8, 2016. Visit trwaterandlight.com and Two Rivers Water & Light Facebook page for more information.
- - Applefest, Saturday, October 8, 2016, 9:00 AM – 4:00 PM
- - Fall Leaf Pickup begins Monday, October 10, 2016. East Side on Mondays; North Side (between rivers) on Tuesdays, Wednesdays & Thursdays; South Side on Fridays
- - School District Community Meetings regarding November 8, 2016 Referendum Question: Monday, October 3 at Magee School; Wednesday, October 12 at LB Clarke; Tuesday, October 18 at Koenig School and Thursday, October 27 at TRHS. All meetings start at 6:30 PM.

In addition, District Administrator Lisa Quisdorf will be a guest at the October 17, 2016 City Council meeting, for a short presentation on the proposed bond issue.

- - Drugs in Our Community, a Rotary Seminar in Partnership with Two Rivers Police and Fire Departments and County Coroner Curt Green, Thursday, October 13, 2016, Lester Library, Noon – 1 PM. Public Welcome, RSVP to Colleen Inman, 794.1351
- - Pumpkinfest, Mishicot, Saturday, October 15, 2016, 9:00 AM – 4:00 PM
- - SS Badger sailing season ends, Sunday, October 16, 2016
- - Personnel & Finance Committee Meetings, City Hall Committee Room, Monday, October 17 & 24, 2016, 4:00 PM
- - Senior Center Health & Information Fair, Thursday, October 20, 2016, 8:00 AM – 11:45 AM
- - Manitowoc County Crime Prevention Day, Saturday, October 22, 2016, 10:00 AM – 3:00 PM, Expo Grounds - Merchants Building
- - Halloween Holler, 10:00 – Noon, Saturday, October 22, 2016, Community House Fireplace Lobby
- - Main Street Downtown Trick or Treat, Saturday, October 29, 2016, 11:00 AM – 2:00 PM
- - Trick or Treat, Monday, October 31, 2016, 5:00 PM – 7:00 PM and Spooky Spectacular, 7:00 PM – 8:00 PM, Neshotah Diamond
- - Neighborhood Information Meeting on proposed affordable housing development on the site of the former St. Mark's church and school project: Tuesday, October 4, 2016, 6:30 PM at Koenig School.

Closed Executive Session.

At 7:25 PM a motion was made by Councilmember Taddy, seconded by Councilmember Koach to enter into Closed Sessions, per Wisc. Stats. 19.85(1)(e) to discuss possible City

assistance to economic development projects, property acquisition and matters pertaining to City utility easement and the City's rights under said easement. Upon Roll Call vote; Ayes (8), Jim Taddy, Mark Bittner, John Casavant, Patrick Gagnon, Darla LeClair, Kay Koach, Jack Powalisz, Bonnie Shimulunas; Noes (0), None. Motion carried.

President Gagnon stated that he anticipated no action by the City Council upon reconvening in open session, other than to adjourn the meeting.

At 7:50 PM a motion was made by Councilmember Taddy, seconded by Councilmember Shimulunas, to reconvene in open session. Upon Voice vote, motion carried.

At 7:50 PM, a motion was made by Councilmember Taddy, seconded by Councilmember Powalisz, to dispense with the reading of the minutes of the meeting and adjourn. Upon Voice vote, motion carried.

Kim M. Graves
City Clerk