

**CITY OF TWO RIVERS
COUNCIL PROCEEDINGS
REGULAR MEETING
Monday, March 16, 2020 – 6:00 PM
Council Chambers – City Hall
MINUTES**

1. **CALL TO ORDER** by President Curt Andrews at 6:00 PM.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL BY CITY CLERK**

| Attendee Name | Title | Status | Arrived |
|-------------------|----------------|---------|---------|
| Jay Remiker | Councilmember | Present | |
| Bill LeClair | Councilmember | Present | |
| Bonnie Shimulunas | Councilmember | Present | |
| Curt Andrews | President | Present | |
| David England | Councilmember | Present | |
| Erin Gonnerman | Councilmember | Present | |
| Jack Powalisz | Vice-President | Present | |
| Mark Bittner | Councilmember | Present | |
| John Casavant | Councilmember | Present | |

Also present were Jeff Dawson, Lester Library Director; Al Schaeffer, Interim Parks and Recreation Director; Jim McDonald, Public Works Director; Steve Denzien, Fire Chief; Brian Kohlmeier, Police Chief; Ross Blaha, Water Director; Dave Buss, Finance Director; Elizabeth Runge, Economic Development Director/City Planner; ick Powell, EDP Supervisor; Jack Bruce, City Attorney and Greg Buckley, City Manager.

4. **WELCOME TO COUNCILMEMBER JOHN CASAVANT--APPOINTED ON MARCH 2, 2020 TO FILL THE BALANCE OF THE LATE PATRICK GAGNON'S TERM ON CITY COUNCIL**

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

None.

6. **PUBLIC HEARING**

None.

7. **INPUT FROM THE PUBLIC**

None.

8. COUNCIL COMMUNICATIONS

Letters and other communications from citizens

None.

9. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

Councilmember Shimulunas stated that the Lester Public Library is taking donations for its remodeling project.

10. CITY MANAGER'S REPORT

A. Invited Guests

1. Justin Fischer, Robert W. Baird, Regarding Financing of 2020 Capital Projects and Possible Refinancing of City Debt for Interest Savings

Recommended Action:

Consideration of Resolutions--Agenda Items 11A and 11B

Mr. Buckley introduced Justin Fischer with Robert W. Baird who participated remotely by telephone.

B. Status/Update Reports

1. City Response Planning for COVID 19-Coronavirus Public Health Emergency

Mr. Buckley reported on actions taken by the City in follow-up to the Governor's March 12 Executive Order declaring a statewide Health Emergency, due to the COVID-19 pandemic.

He reported that to minimize exposure to City staff and the community, the Lester Public Library, J.E. Hamilton Community House and Senior Center are closed to the public until further notice. Public access to City Hall will be limited to the public areas of the first floor and service functions will be limited to the Police Department business and service window and to in-person absentee voting at the Customer Service counter. Payments will not be accepted at the Customer Service counter. Access to other areas of the City Hall building is by appointment only. The Police and Fire essential services remain as usual. He stated to watch the City's website and Face book page for further updates.

Mr. Buckley reported at this time, the April 7, 2020 Spring Election and Presidential Preference Primary is still on and the City still plans to open all polling places. He encouraged residents to go to www.myvote.wi.gov to apply on-line for an absentee ballot to be mailed to them.

Mr. Buckley reported an update from area health care providers. Advocate/Aurora Health Care at 866-443-2584 and Holy Family Memorial at 920-323-3333 have call centers open at this time. These numbers should be called prior to 911 or going to the ER if you have a cold, the flu or COVID-19 symptoms.

Mr. Buckley reported Two Rivers Public Schools District Administrator Lisa Quistorf met with City Manager, Police Chief and Fire Chief to discuss school closure as mandated by Governor Evers' emergency order. Two Rivers Schools are on Spring Break this week, but must stay closed until at least April 6, per the Governor's order. Arrangement are being made for at-home and on-line schoolwork. Plans are also

being made to provide meals for students, with curbside pickup at designated locations. An on-line survey to all parents of the Two Rivers Public School students were distributed that requires a response by 9:00 AM on Tuesday, March 17.

Mr. Buckley stated to remember that until there are breakthroughs on effective treatments for COVID-19 and an effective vaccine, most measures being taken involve social distancing to slow the spread of the virus and flatten the curve, in order to not exceed the capacity of our health care systems.

2. Riverside Foods Expansion Project
3. Downtown Hotel Development
4. Culver's Restaurant Project
5. Proposed Redevelopment Project at Former Eggers West Property
6. Former Gas Station/Convenience Store at 2023 Washington Street
7. Status of Former Schwarz's Pub Property at 1509 Washington Street
8. Other
9. Upcoming Events

C. Legislative/Intergovernmental Update

11. **CONSENT AGENDA**

A. Presentation of Minutes

1. **2020-055** Regular City Council Minutes-February 3, 2020

Recommended Action:

Motion to waive reading and adopt the minutes

B. Applications and Petitions

1. Application for Operator's License - Recommended for Approval
 - a. Micah J. Geimer, 1031 28th Street Apt A, Two Rivers

Recommended Action:

Motion to approve the application and authorized the City Clerk to issue the license

2. Applications for Temporary Class B License

- a. Two Rivers Historical Society, Ink & Drink Mini Workshop, Friday, March 27, 2020, 1816 10th Street Hamilton Wood Type & Print Museum, 5:30 - 8:30 PM
- b. Two Rivers Historical Society, Ink & Drink Mini Workshop, Friday, April 10, 2020, 1816 10th Street Hamilton Wood Type & Print Museum, 5:30 - 8:30 PM
- c. Woodland Dunes, Woodland Dunes Open House, Wednesday, April 22, 2020, 3000 Hawthorne Avenue, 3:00 - 7:00 PM

- d. Two Rivers Historical Society, Ink & Drink Mini Workshop, Friday, May 15, 2020, 1816 10th Street Hamilton Wood Type & Print Museum, 5:30 - 8:30 PM

Recommended Action:

Motion to approve the applications and authorize the City Clerk to issue the licenses

3. Change of Agent Schedule of Appointment

- a. Ariel Schaub, Agent; Fireside Pub LLC, 1415 16th Street

Recommended Action:

Motion to authorize City Clerk to change license with successor of agent

C. Reports

1. **2020-056** Minutes of Meetings

- a. Advisory Recreation Board, January 14, 2020
- b. Committee on Aging, February 3, 2020
- c. Lester Public Library, February 11, 2020
- d. Public Works, March 2, 2020
- e. Public Utilities, March 3, 2020

Recommended Action:

Motion to receive and place on file

2. **2020-057** Department Reports for February 2020

- a. Electric
- b. Inspections
- d. Lester Public Library
- e. Parks and Recreation
- f. Public Works/Wastewater
- g. Safety Program
- h. Water
- i. Park and Recreation, January
- j. Lester Public Library Annual Report
- j. Fire, January

Recommended Action:

Motion to receive and file

3. **2020-058** Summary of Verified Bills for the Month of February 2020 for \$4,618,518.41

Recommended Action:

Motion to receive and place on file

RECOMMENDED ACTION FOR CONSENT AGENDA

Motion to approve the Consent Agenda with the various actions recommended

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]
MOVER: Jay Remiker, Councilmember
SECONDER: Erin Gonnerman, Councilmember
AYES: Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Casavant

12. CITY COUNCIL - FORMAL ITEMS

- A. **2020-059** Resolution Providing for the Sale of Approximately \$6,520,000 General Obligation Promissory Notes

Recommended Action:

Motion to waive reading and adopt the Resolution

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]
MOVER: Mark Bittner, Councilmember
SECONDER: Bill LeClair, Councilmember
AYES: Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Casavant

- B. **2020-060** Resolution Providing for the Sale of Approximately \$2,085,000 Taxable General Obligation Refunding Bonds

Recommended Action:

Motion to waive reading and adopt the Resolution

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]
MOVER: David England, Councilmember
SECONDER: Jay Remiker, Councilmember
AYES: Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Casavant

- C. **2020-061** Recommendations from City Manager and Personnel and Finance Committee Regarding Additional 2020 Borrowings from State Trust Fund Loan Program

1. \$250,000, 20-year General Obligation Borrowing for TID 13 Developer Grant (Interest Rate 3.25 percent; to be paid from TID 13(Revenues)
2. \$550,000, 3-Year General Obligation Borrowing for Water and Sewer Short-Term Advances Associated with Private Sewer and Water Lateral Replacements (Interest Rate 2.5 Percent; to be Paid from Special Charges to Property Owners)
3. \$1,073,000, 15-Year Storm Water Utility Borrowing for Utility Replacement in Conjunction with 2020-2021 Street Projects, 2020-2021 Shoreline Erosion Control and Repair Work (Interest Rate to be Determined)

Recommended Action:

Motion to concur with the recommendations of the City Manager and the Personnel and Finance Committee, and direct the City Manager to bring loan applications to City Council for action

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]
MOVER: Mark Bittner, Councilmember
SECONDER: Jack Powalisz, Vice-President
AYES: Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Casavant

- D. **2020-062** Development Agreement with TR Holdings, LLC, Regarding TID No. 13 Grant to Assist Culver's Development

Recommended Action:

Motion to Authorize the City Manager and City Clerk to execute the agreement on behalf of the City with the outstanding issues

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]
MOVER: Mark Bittner, Councilmember
SECONDER: Bill LeClair, Councilmember
AYES: Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Casavant

- E. Set Public Hearing on Special Assessments for 2020 Street and Utility Projects

--25th Street from Forest Avenue to West River Street
--Madison Street from 19th Street to 27th Street

Recommended Action:

Motion to set Public Hearing for Monday, April 27 at 6:00 PM

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]
MOVER: Mark Bittner, Councilmember
SECONDER: Bill LeClair, Councilmember
AYES: Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Casavant

- F. **2020-063** Resolution to Lease New Bobcat Toolcat 5600 (2020 Budgeted Item)

Recommended Action:

Motion to waive reading and adopt the Resolution, authorize trade-in of one existing Toolcat

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]
MOVER: Erin Gonnerman, Councilmember
SECONDER: John Casavant, Councilmember
AYES: Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Casavant

- G. **2020-064** Resolution to Lease New Bobcat Compact Track Loader T595 (2020 Budgeted Item)

Recommended Action:

Motion to waive reading and adopt the Resolution, authorize sale of one existing Toolcat now owned by the City

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]
MOVER: Erin Gonnerman, Councilmember
SECONDER: Jay Remiker, Councilmember
AYES: Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Casavant

- H. **2020-065** Submittal of 2019 MS4 Annual Report for Municipal Separate Storm Sewer System

Recommended Action:

Motion to approve and submit to the DNR

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]
MOVER: Jack Powalisz, Vice-President
SECONDER: Bill LeClair, Councilmember
AYES: Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Casavant

- I. **2020-066** Resolution for Urban Non-Point Source & Stormwater Cost-Sharing Grant Program

Recommended Action:

Motion to waive reading and adopt the Resolution

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]
MOVER: Jay Remiker, Councilmember
SECONDER: David England, Councilmember
AYES: Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Casavant

- J. **2020-067** Resolution to Support Submittal of an Urban Non-Point Source & Stormwater Grant Application for Eggers Pond Project

Recommended Action:

Motion to waive reading and adopt the Resolution

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]
MOVER: Jack Powalisz, Vice-President
SECONDER: Jay Remiker, Councilmember
AYES: Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Casavant

- K. Council Direction Regarding Possible Ordinance Amendment to Allow Issuance of Beverage Operator Licenses by City Clerk, as Allowed in Recent Changes in State Law

Recommended Action:

Motion to direct staff to prepare an ordinance amendment for City Council consideration to include monthly report

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]
MOVER: Bonnie Shimulunas, Councilmember
SECONDER: Jay Remiker, Councilmember
AYES: Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Casavant

- L. **2020-068** Noise Ordinance Waiver Request for Relay for Life, Friday, July 24, 2020 until 11:00 PM Central Park

Recommended Action:

Motion to approve the request as submitted

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]
MOVER: Jack Powalisz, Vice-President
SECONDER: Jay Remiker, Councilmember
AYES: Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Casavant

- M. Actions to Fill Committee Seats Formerly Held by Patrick Gagnon, who passed away on February 15

1. Council President Andrews has Appointed John Casavant to the Public Works Committee
2. Council Appointments to Other Committee Seats That Were Held by Patrick Gagnon
 - Community Development Authority/Business and Industrial Development Committee
 - Community Development Block Grant Housing Committee

Councilmember Remiker was appointed to the Community Development Authority/Business and Industrial Development Committee.

Councilmember England was appointed to the Community Development Block Grant Housing Committee.

RECOMMENDATION FROM THE PLAN COMMISSION MEETING OF MARCH 9, 2020

- N. Right-of-Way Privilege Agreement to Allow a Ten-Foot Encroachment for Nine Parking Stalls in the Northwest Corner of the Property at 2511 Wilson Street, Submitted by Riverside Seafood Inc. (Property Owner)

Recommended Action:

Motion to approve Right-of-Way Privilege Agreement, as recommended by the Plan Commission

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]
MOVER: Jack Powalisz, Vice-President
SECONDER: David England, Councilmember
AYES: Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Casavant

- O. Schedule Public Hearing to Change Zoning from R-1 Single Family Residence District to C-2 Conservancy District for a 65.04 Acre Parcel in the 3800 Block of Lincoln Avenue for the Establishment of the Van der Brohe Arboretum and Bird Sanctuary, Submitted by John Durbrow (Agent)

Recommended Action:

Motion to schedule Public Hearing on Monday, April 6, 2020 at 6:00 PM

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]
MOVER: Erin Gonnerman, Councilmember
SECONDER: David England, Councilmember
AYES: Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Casavant

- P. Schedule a Public Hearing on Ordinance to add "Event Facility/Assembly Hall" as a Conditional Use in the C-2 Conservancy District

Recommended Action:

Motion to schedule a Public Hearing on Monday, April 6, 2020 at 6:00 PM

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]
MOVER: Mark Bittner, Councilmember
SECONDER: Erin Gonnerman, Councilmember
AYES: Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Casavant

- Q. Schedule a Public Hearing to Change Zoning from R-3 Single and Double Family Residence District to B-1 Business District for 2121 Adams Street, Submitted by Riley Haupt (owner) and David O'Brien, Bay Lakes Builder as Agent for Aaron Abt (developer)

Recommended Action:

Motion to schedule Public Hearing on Monday, April 6, 2020 at 6:00 PM

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]
MOVER: Bill LeClair, Councilmember
SECONDER: Jay Remiker, Councilmember
AYES: Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Casavant

- R. Schedule Public Hearing for a Conditional Use Permit to Establish the Tidy Store of Two Rivers, a Gas Station Including a Convenience Store, at the Northeast Corner of 16th and Monroe Streets in the B-2 Business District, Submitted by Virginia Craven (Property Owner) and Basu Dev Adhikari (Buyer)

Recommended Action:

Motion to schedule a Public Hearing on Monday, April 6, 2020 at 6:00 PM

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]
MOVER: John Casavant, Councilmember
SECONDER: Erin Gonnerman, Councilmember
AYES: Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Casavant

13. FOR INFORMATION ONLY

- A. Absentee Ballots for April 7, 2020 Spring Election and Presidential Preference Primary can be requested on-line or by mail through April 2, 2020
- B. In Person Absentee Voting for the April 7, 2020 Spring Election and Presidential Preference Primary, March 17 through April 3 at City Hall between the hours of 8:00 AM and 4:30 PM; Friday, April 3, 8:00 AM - 5:00 PM
- C. League of Women Voter's City Council Candidate Forum, Thursday, March 19, 2020, 7:00 PM, Council Chambers-CANCELED
- D. City Council Work Session Meeting, Monday, April 27, 2020, 6:00 PM—Remote Meeting
- E. Scholar for Life: Global Inequality, Lester Public Library, Tuesday, March 31, 6:00 PM-CANCELED
- F. Two Rivers Water & Light Department Sponsors Two \$500 Scholarships, Deadline for Application is April 1, 2020
- G. City Council Meeting, Monday, May 4, 2020, 6:00 PM—Remote Meeting

14. CLOSED SESSION

No closed session.

15. ADJOURNMENT

At 8:10 PM, a motion to dispense with the reading of the minutes of the meeting and adjourn.

RESULT: APPROVED VOICE VOTE [UNANIMOUS]
MOVER: Erin Gonnerman, Councilmember
SECONDER: Bill LeClair, Councilmember
AYES: Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Casavant

Kim M. Graves
City Clerk