

**CITY OF TWO RIVERS
COUNCIL PROCEEDINGS
REGULAR MEETING
Monday, May 18, 2020 – 6:00 PM
– Zoom Meeting
MINUTES**

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

NOTE: Per Governor's Executive Order and Local Emergency Proclamation, related to the COVID-19 pandemic, this meeting was held remotely, via Zoom video/audio conference.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL BY CITY CLERK

Attendee Name	Title	Status	Arrived
Adam Wachowski	Councilmember	Present	
Bill LeClair	Councilmember	Present	
Bonnie Shimulunas	Councilmember	Present	
Curt Andrews	President	Present	
Darla LeClair	Councilmember	Present	
Jack Powalisz	Vice-President	Present	
Jay Remiker	Councilmember	Present	
John Casavant	Councilmember	Present	
Mark Bittner	Councilmember	Present	

Also present were Jeff Dawson, Lester Library 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; Dave Dassey, City Information Technology; Jack Bruce, City Attorney and Greg Buckley, City Manager.

4. ANNOUNCEMENT OF METHODS FOR PUBLIC PARTICIPATION IN THIS REMOTE MEETING

None.

5. PUBLIC HEARING

None.

6. INPUT FROM THE PUBLIC

None.

7. COUNCIL COMMUNICATIONS

Letters and other communications from citizens

None.

8. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

Councilmember Bittner Council representative on Manitowoc Area Visitor Convention Bureau Board, stated that the Board would be voting on a funding request from the Badger.

9. CITY MANAGER'S REPORT

A. Invited Guests

B. Status/Update Reports

1. COVID-19 Update

Mr. Buckley reported that City Hall, Community House, Senior Center and the Lester Library remain closed to walk-in customers.

2. Domazlice, Czech Republic, Liberation Day, May 5, 2020: 75th Anniversary of the End of World War II in Two Rivers' Sister City--Letter from Mayor Novak

Mr. Buckley reported that May 5, 2020 marked the 75th anniversary of Liberation at the end of WWII, with limited observance due to the COVID-19 pandemic. A letter was received on May 13 from Mayor Novak expressing thanks for the City Council Resolution.

3. Downtown Hotel Project

Mr. Buckley reported the interior work continues, with opening planned for late July. The City has processed Draw Requests 2 and 3 under TID No. 12 Grant Agreement with the \$750,000 grant now fully expended. The project expenditures to date exceed \$3.6 million.

4. Riverside Foods Expansion Project

Mr. Buckley stated the building expansion is well underway with new machinery and equipment to follow. This is a \$8 million project with 30 new jobs projected. The City assisting with a \$400,000 TIF Grant and \$300,000 loan.

5. Former Paragon Property

Mr. Buckley reported the Community Development Director and City Manager are in current discussions with two prospective purchasers and are still evaluating grant funding options to assist private redevelopment or as City-owned, multi-tenant facility.

6. 2023 Washington Street, Former Uni-Mart

Mr. Buckley stated the City owns the property, as of April 2 and received a copy of the order from the Court on May 7. A preliminary inspection with a structural engineer on May 12 indicates that building may have potential for re-use, versus demolition.

7. Memorial Day 2020-May 25

Mr. Buckley stated plans are in place for a virtual Memorial Day observance, to be shared with the community via Face book. A luminaria display "Tribute to Our Military" will be in Central Park over the Memorial Day weekend.

8. Other

Mr. Buckley reported a banner funded by the School District and the City will be placed on the Water Plant. Fundraising for photo banners honoring 2020 seniors now totals over \$4,200 and the banners will be installed on downtown light poles.

Mr. Buckley encouraged residents to keep supporting local businesses.

Mr. Buckley reported the Culver's Project at 22nd and Washington Street is a \$3 million project, to be assisted with a City grant from TID No. 13. The project timeline is extended, pending the COVID-19 situation.

C. Legislative/Intergovernmental Update

1. Economic Stimulus Funding Related to COVID-19

Mr. Buckley reported Governor Evers announced "We're All In" a small business grant initiative, funded with \$74 million from the Federal CARES Act, to assist WI businesses with less than 20 full time employees with \$2,500 grants.

2. Proposed Agreement with County, Related to Waiver of Late Penalties on Certain 2019 Property Tax Payments

Mr. Buckley reported on the Proposed Agreement with County Regarding Waiver of Late Penalties on Certain 2019 Property Tax Payments. 2019 WI Act 185, WI's COVID relief legislation, was passed by Legislature and signed by Governor in April and includes a provision whereby any 2019 property tax installment payment due and payable after April 1, 2020 can be paid as late as October 1, 2020, without penalty. It requires passage of resolution by County and City, implementing this penalty waiver. Manitowoc County has also proposed a Memorandum of Understanding with its cities, related to collection of 2020 taxes still unpaid after July 31 (typical due date for final installment). A resolution and Memorandum of Understanding will be presented for Council action on June 1,

3. Other

10. CONSENT AGENDA

A. Presentation of Minutes

1. **2020-109** Regular City Council Minutes-May 4, 2020 and Work Session Minutes-April 27, 2020

Recommended Action:

Motion to waive reading and approve the minutes

B. Applications and Petitions

C. Reports

1. Minutes of Meetings

- a. Lester Public Library, March 10, 2020
- b. Public Utilities, May 5, 2020

Recommended Action:

Motion to receive and place on file

2. Department Reports for April 2020

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

Recommended Action:

Motion to receive and file

3. Summary of Verified Bills for the Month of April 2020 for \$3,591,340.98

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: Bonnie Shimulunas, Councilmember

SECONDER: Mark Bittner, Councilmember

AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jack Powalisz, Jay Remiker, John Casavant, Mark Bittner

11. CITY COUNCIL - FORMAL ITEMS

- A. Resolution Upon Retirement for Officer Tim Culligan, who Retired on May 6, 2020 after completing a 22 Year Career with the Two Rivers Police Department

Recommended Action:

Motion to read and adopt the resolution

Police Chief Brian Kohlmeier read the resolution aloud.

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]

MOVER: Bill LeClair, Councilmember

SECONDER: Jay Remiker, Councilmember

AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jack Powalisz, Jay Remiker, John Casavant, Mark Bittner

- B. Resolution Honoring David England for His Service on City Council, 2017-2020

Recommended Action:

Motion to read and adopt the Resolution

Mr. Buckley read the resolution aloud.

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]
MOVER: Bonnie Shimulunas, Councilmember
SECONDER: Darla LeClair, Councilmember
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jack Powalisz, Jay Remiker, John Casavant, Mark Bittner

C. Resolution Honoring Erin Gonnerman for Her Service on City Council, 2017-2020

Recommended Action:

Motion to read and adopt the Resolution

Mr. Buckley read the resolution aloud.

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]
MOVER: Darla LeClair, Councilmember
SECONDER: Adam Wachowski, Councilmember
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jack Powalisz, Jay Remiker, John Casavant, Mark Bittner

D. Resolution Expressing Appreciation for Members of Committees, Commissions and Boards Who Retired as of April 2020 or Have Ended Their Service During the Past Year

Recommended Action:

Motion to waive reading and adopt the Resolution

Mr. Buckley read the resolution aloud.

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]
MOVER: Bonnie Shimulunas, Councilmember
SECONDER: Darla LeClair, Councilmember
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jack Powalisz, Jay Remiker, John Casavant, Mark Bittner

E. Resolution Declaring May 17- 23, 2020 as Emergency Medical Services Week

Recommended Action:

Motion to read and adopt the Resolution

Chief Denzien read the resolution aloud.

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]
MOVER: Adam Wachowski, Councilmember
SECONDER: Mark Bittner, Councilmember
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jack Powalisz, Jay Remiker, John Casavant, Mark Bittner

F. Staff Report Regarding Possible Changes to City Ordinances to Facilitate Use of Outdoor Serving Areas--Referred from Council Meeting of May 4

Recommended Action:

Motion to direct staff to proceed with preparation of ordinance amendments consistent with the staff report (with any changes as directed by City Council) and to provide summary of proposed changes to Tavern League

Discussion took place with Councilmember Wachowski stating the 50' distance needs to be addressed, as well as the requirement for fencing on private property. Councilmember Bittner asked if the proposed changes would allow businesses to use parking spot in front of their properties for outdoor serving areas. Mr. Buckley responded that staff was not proposing to allow use of public parking spaces for such "parklets." Councilmember B. LeClair stated he could not see parking spaces of Washington Street being used as cafes.

Councilmember Wachowski suggested requiring amplified music to end at 9 PM to be consistent with the noise ordinance.

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]
MOVER: Jay Remiker, Councilmember
SECONDER: Adam Wachowski, Councilmember
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jack Powalisz, Jay Remiker, John Casavant, Mark Bittner

- G. Set a Public Hearing Regarding Proposed Application for Community Development Block Grant CDBG Public Facilities (CDBG-PF) Program Funds

Recommended Action:

Motion to set the public hearing for Monday, June 1, 2020 at 6:00 PM.

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]
MOVER: Darla LeClair, Councilmember
SECONDER: Adam Wachowski, Councilmember
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jack Powalisz, Jay Remiker, John Casavant, Mark Bittner

- H. **2020-118** Resolution to Adopt a Citizen Participation Plan--Related to CDBG-PF Application

Recommended Action:

Motion to waive reading and adopt the Resolution

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]
MOVER: Bonnie Shimulunas, Councilmember
SECONDER: Bill LeClair, Councilmember
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jack Powalisz, Jay Remiker, John Casavant, Mark Bittner

- I. **2020-119** Resolution to Adopt a Fair Housing Ordinance--Related to CDBG-PF Application

Recommended Action:

Motion to waive reading and adopt the Resolution

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]
MOVER: Jack Powalisz, Vice-President
SECONDER: Bonnie Shimulunas, Councilmember
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jack Powalisz, Jay Remiker, John Casavant, Mark Bittner

- J. Recommendation from City Manager and Library Board Regarding a Memorial To Former City Council President Patrick Gagnon

Recommended Action:

Motion to concur with the recommendation to dedicate the bike and walking trail through Lakeshore Park and the grounds of the Lester Public Library to the memory of Patrick Gagnon, to include placement of signage and a bench; to authorize inviting donations for those improvements; and to direct staff to prepare a formal resolution for action at a future City Council meeting

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]
MOVER: Mark Bittner, Councilmember
SECONDER: Bill LeClair, Councilmember
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jack Powalisz, Jay Remiker, John Casavant, Mark Bittner

- K. **2020-120** Resolution Adopting Updated Policy on Councilmember Participation in Meetings from Remote Locations

Recommended Action:

Motion to waive reading and adopt the Resolution

RESULT: APPROVED WITH ROLL CALL [7 TO 2]
MOVER: Mark Bittner, Councilmember
SECONDER: Jack Powalisz, Vice-President
AYES: Adam Wachowski, Bill LeClair, Curt Andrews, Darla LeClair, Jack Powalisz, Jay Remiker, Mark Bittner
NAYS: Bonnie Shimulunas, John Casavant

Councilmember Powalisz left the meeting at 7:30 PM.

RECOMMENDATIONS FROM PERSONNEL AND FINANCE COMMITTEE MEETING OF MAY 13, 2020

- L. **2020-121** Resolution Amending 2020 City Budget, in Anticipation of Impacts of the COVID-19 Pandemic and Related Impacts on the Economy and State and Local Government Revenues

Recommended Action:

Motion to waive reading and adopt the Resolution, as recommended by the Personnel and Finance Committee

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]
MOVER: Bonnie Shimulunas, Councilmember
SECONDER: Mark Bittner, Councilmember
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jay Remiker, John Casavant, Mark Bittner
ABSENT: Jack Powalisz

- M. Request to Commit \$100,000 in City funding for a Proposed Small Business Grant Program in Conjunction with the City of Manitowoc, Chamber of Manitowoc County and Area Banks

Recommended Action:

Motion to authorize the funding, subject to final Council approval of grant program guidelines

Discussion took place with Councilmember Bittner asked if non-Chamber members would be eligible, and asked if the guidelines be tweaked for Two Rivers businesses. Councilmember Shimulunas stated to not follow Manitowoc rules and wants to create our own rules. Councilmember LeClair stated if a business previously received assistance from the City, any new grant should be reduced by the amount of prior assistance provided. Mr. Buckley stated if a business is current on utilities and taxes it will not be a detriment for applying. He applauded the Chamber's leadership on the endeavor.

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]
MOVER: Adam Wachowski, Councilmember
SECONDER: Bonnie Shimulunas, Councilmember
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jay Remiker, John Casavant, Mark Bittner
ABSENT: Jack Powalisz

12. FOR INFORMATION ONLY

- A. Board of Review Meeting, Wednesday, May 27, 2020 at 4:00 PM, Council Chambers
- B. City Council Work Session Meeting, Monday, June 29, 2020, 6:00 PM
- C. Zoning Board of Appeals, Tuesday, May 19, 2020, 5:30 PM, Council Chambers
- D. City Council Meeting, Monday, July 6, 2020, 6:00 PM

13. CLOSED SESSION

At 8:00 PM, a motion 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 possible city assistance to economic development projects: Culver's, Others. Discuss status of negotiations regarding former Hamilton property. Discuss status of negotiations regarding sale or lease of former Paragon property.

RESULT: **APPROVED ROLL CALL [UNANIMOUS]**
MOVER: Mark Bittner, Councilmember
SECONDER: Bill LeClair, Councilmember
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla
 LeClair, Jay Remiker, John Casavant, Mark Bittner
ABSENT: Jack Powalisz

14. **RECONVENE IN OPEN SESSION**

At 8:55 PM, a motion to reconvene in open session and consider possible actions in follow-up to closed session discussions.

RESULT: **APPROVED VOICE VOTE [UNANIMOUS]**
MOVER: Bill LeClair, Councilmember
SECONDER: Darla LeClair, Councilmember
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla
 LeClair, Jay Remiker, John Casavant, Mark Bittner
ABSENT: Jack Powalisz

15. **ADJOURNMENT**

At 8:55 PM, a motion to dispense with the reading of the minutes of the meeting and adjourn.

RESULT: **APPROVED VOICE VOTE [UNANIMOUS]**
MOVER: John Casavant, Councilmember
SECONDER: Bill LeClair, Councilmember
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla
 LeClair, Jay Remiker, John Casavant, Mark Bittner
ABSENT: Jack Powalisz

Kim M. Graves
City Clerk