

**CITY OF TWO RIVERS
COUNCIL PROCEEDINGS
REGULAR MEETING
Monday, May 3, 2021 – 6:00 PM
Council Chambers – City Hall
MINUTES**

1. **CALL TO ORDER** by President Curt Andrews at 6:01 PM.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL BY CITY CLERK**

Attendee Name	Title	Status	Arrived
Adam Wachowski	Vice-President	Late	6:22 PM
Bill LeClair	Councilmember	Present	
Bonnie Shimulunas	Councilmember	Present	
Curt Andrews	President	Present	
Darla LeClair	Councilmember	Present	
Jeff Dahlke	Councilmember	Present	
Jay Remiker	Councilmember	Present	
Tracey Koach	Councilmember	Present	
Mark Bittner	Councilmember	Present	

Also present were Ross Blaha, Water Utility Director; Dave Buss, Finance Director; Jeff Dawson, Library Director; Brian Dellemann, Electric Utility Director; Steve Denzien, Fire Chief; Brian Kohlmeier, Police Chief; Jim McDonald, Public Works Director; Ben Meinnert, Asst. Police Chief; Rick Powell, EDP Supervisor; Elizabeth Runge, Community Development Director/City Planner; Terri Vosters, Parks & Recreation Director; Jack Bruce, City Attorney; and Greg Buckley, City Manager.

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

None.

5. **PUBLIC HEARING**

None.

6. **INPUT FROM THE PUBLIC**

A request for public input by those in attendance in person was made.

Dorothy Tinkham Delo - 2100 Garfield St. - Asked the City for noise and crowd control at the upcoming Beach Bash. The signs at the park indicate that the park closes at 11:00 p.m. She reiterated that she is not asking that it be cancelled, just asking that the noise be controlled and be projected over the beach instead of toward the residential area.

A request for public input via telephone was made and there were no callers.

7. COUNCIL COMMUNICATIONS

Letters and other communications from citizens

Councilmember Bittner reported that he received a call from a citizen concerned about large over-sized trucks with trailers parked on City streets. Police Chief Kohlmeier indicated that the City does have some restrictions depending on vehicle types and trailers regarding which districts they are allowed or how long the vehicle can be parked. Any trailers or campers must be attached to a vehicle to be parked on City streets overnight between 1:00 a.m. and 6:00 a.m.

Council President Andrews reported that he received an inquiry on the East River Street reconstruction to slow down traffic. City Engineer Jim McDonald indicated that the bridge will be re-decked in the future and the City is on the Wisconsin of Department of Transportation's schedule for completion.

8. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

Council President Andrews reported that the 2nd annual Celebrate Two Rivers is happening on August 28, 2021. More events in Two Rivers can be found by visiting www.exploretworivers.org.

Councilmember Bittner asked for volunteers that are interested in serving on Boards, Commissions, and Committees to get in touch with the City Manager's office.

9. CITY MANAGER'S REPORT

A. Invited Guests

1. Roger Russove, Two Rivers Main Street Program Director, Regarding Facade and Sign Grant Program Jointly Funded by Main Street and City, Plus Other Main Street Initiatives and Upcoming Events

City Manager, Greg Buckley, presented information provided by Mr. Russove, who was unable to attend the meeting, Two Rivers Main Street. He noted that Main Street's Facade and Sign Grant Program has \$30,000 in grant money available for award in 2021 and \$10,000 available for 2022 awards. \$20,000 of that amount has been provided by the City. Projects approved by the Main Street Board so far include \$10,000 for 1601 Washington Street to transform the building owned by Weichert Cornerstone Realtors into the Cornerstone Center (\$70,000 project), \$7,000 for Schroeder's for tuck pointing (minimum \$14,000 project), \$1,000 for Schroeder's for 17th Street signage, and \$757 for signage at Linda Loves Cheesecake.

Mr. Buckley also reported that hanging petunia planters are coming to light poles in the downtown this summer and Main Street's 2021 Spring Wine and Beer Walk will take place on Friday, May 14th. Tickets are available for purchase now for \$25.00. There will be food to sample, door prizes to win, and new businesses to visit.

B. Status/Update Reports

1. Neshotah Park Playground Upgrades

Mr. Buckley reported on the first phase of improvements at Neshotah Park including all-inclusive play equipment and a zip-line feature. Parks & Recreation Director, Terri Vosters also shared information regarding placement and timing of the installation.

2. Splash Pad/Ice Rink Planning

Mr. Buckley reported that the Splash Pad & Ice Rink Planning Committee has had two meetings and the Council has endorsed the Committee's recommendation of pursuing the project at the Central Park West location. The next meeting of the Planning Committee is Thursday, May 6 at 6:00 p.m. in person in the Council Chambers and via Zoom.

3. 24th Street Reconstruction Project

Mr. Buckley reported that the first phase of the 24th Street Reconstruction Project has focused on Forest Avenue to Adams Street. Sanitary sewer main has been installed in this area and is in use. The water main has been installed in this area and passed testing last week. The focus now is on sewer and water lateral replacements. Preliminary inspections for lead lateral replacements have been completed in all 50 homes in the construction area for lateral replacements.

4. 25th and Madison Street Reconstruction Project

Mr. Buckley reported that the 25th and Madison Streets Reconstruction Project is expected to start the last week of May. A neighborhood information meeting will be held on Tuesday, May 4 at 5:30 p.m. and a pre-construction meeting with the City, contractors, subcontractors, and utilities will be held Thursday, May 6.

5. City Staffing Updates

Mr. Buckley reported that Gina Sampe started last week as the new Utility Administrative Assistant at Two Rivers Water and Light to fill the vacancy created by Kay Nooker's upcoming retirement. Additionally, Susie Griepentrog will be starting as the new Police Secretary on Wednesday, May 5. Applications are being accepted for the Recreation Office Clerk position through Friday, May 7.

6. Proposed New Tax Incremental Districts 14 and 15

Mr. Buckley reported that initial meeting of the Joint Review Board was held April 27 for new TID 14 at Woodland Industrial Park. A public hearing will be held at the Plan Commission meeting on May 10 with recommendation to City Council on May 17.

New TID 15 for Forest Avenue Redevelopment will first be discussed at the Plan Commission meeting on June 14 with an initial meeting by the Joint Review Board prior to the public hearing at Plan Commission on July 12. Recommendation to the City Council is expected at the July 19 meeting.

7. Recent Inspection of North Side Water Reservoir

Water Utility Director, Ross Blaha, reported that the north side water reservoir was inspected on April 29. The inspector from Dixon Engineering reported the structure to be in great condition and requiring no maintenance. After meeting all the water sampling requirements, the station was put back in service Saturday, April 1 at 8:15 a.m.

8. Upcoming Events: Octagon Club Spring Electronics Recycling and Shred Event, Saturday, May 15, 9:00 AM-1:00 PM, JE Hamilton Community House Parking Lot; Cinco de Mayo To-Go, Wednesday, May 5th, 4:00-6:00 PM, Two Rivers Senior Center

Mr. Buckley reported on an upcoming recycling and shred event hosted by the Two Rivers High School Octagon Club being held on Saturday, May 15 at the JE Hamilton Community House Parking Lot and a Cinco de Mayo To-Go fundraiser being held Wednesday, May 5 from 4:00-6:00 p.m. at the Two Rivers Senior Center.

9. Other

Mr. Buckley reported that the City Council approved a purchase agreement with AIM Manitowoc, LLC for the purchase of the Paragon Property with a \$1.2 million purchase price, cash due at closing, and \$25,000 non-refundable earnest money due within 5 days of acceptance of the purchase agreement which has been received by the City. Closing on the property must occur within 90 days of acceptance and the City will make reasonable efforts to obtain an Idle Sites grant through the Wisconsin Economic Development Corporation and possible pay-as-you-go TIF assistance of up to \$250,000 contingent upon projected tax revenues.

C. Legislative/Intergovernmental Update

1. Follow-up with Congressional Staff Regarding Inequities in American Rescue Plan Funding

Mr. Buckley reported on correspondence with congressional staff regarding inequities in American Rescue Plan Funding.

2. Tourism Service Agreement with City of Manitowoc and Manitowoc Area Visitor and Convention Bureau

Mr. Buckley reported on the upcoming expiration of the Tourism Service Agreement with the City of Manitowoc and Manitowoc Area Visitor and Convention Bureau. The City of Manitowoc and Two Rivers will continue to have discussions regarding the future of the agreement.

3. Other

Mr. Buckley reminded viewers that the most up to date source of information for events in the City of Two Rivers is www.exploretworivers.com.

10. CONSENT AGENDA

Motion to approve the Consent Agenda with the various actions recommended to include a correction to the spelling of Mary Kay Slattery's name in the Joint Review Board minutes.

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]

MOVER: Jeff Dahlke, Councilmember

SECONDER: Adam Wachowski, Vice-President

AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jeff Dahlke, Jay Remiker, Tracey Koach, Mark Bittner

A. Applications and Petitions

1. Applications for Temporary Class B Licenses

- a. Two Rivers Main Street, Inc., Spring Wine & Beer Walk, Friday, May 14, 2021, Downtown Two Rivers, 5:00 - 8:30 PM
- b. Rotary Club of Two Rivers, Bands on the Beach, July 3, 9, August 1, 15, 22, 2021, Neshotah Park, 1:00 - 9:00 PM
- c. Rotary Club of Two Rivers, Celebrate Two Rivers, Saturday, August 28, 2021, 12:00 - 10:00 PM

Recommended Action:

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

2. Application for New Landscape/Tree Removal License -Recommended for Approval

- a. Corsi's Edging and Stump Grinding, 1423 Glenwood Street, Two Rivers

Recommended Action:

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

B. Reports

1. **2021-078** Minutes of Meetings

- a. Joint Review Board, April 27, 2021
- b. Environmental Advisory Board, March 10, 2021

Recommended Action:

Motion to receive and place on file

2. **2021-079** Police Department Annual Report 2020

Recommended Action:

Motion to receive and file

RECOMMENDED ACTION FOR CONSENT AGENDA

Motion to approve the Consent Agenda with the various actions recommended

11. CITY COUNCIL - FORMAL ITEMS

- A. Rescheduling Public Hearing on Zoning Code Text Amendment to add Limited Production and Processing as a Conditional Use in certain Business Districts (Originally Scheduled for May 3)

Recommended Action:

Motion to reschedule a Public Hearing to May 17, 2021 at 6:00 PM, due to Herald Times Reporter missing second notice publication

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]

MOVER: Jay Remiker, Councilmember

SECONDER: Bonnie Shimulunas, Councilmember

AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jeff Dahlke, Jay Remiker, Tracey Koach, Mark Bittner

- B. **2021-080** Proclamation Naming the Week of May 10-16, 2021 as Police Week and May

15, 2021 as Peace Officers Memorial Day

Recommended Action:

Motion to read and adopt the Proclamation

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]
MOVER: Jeff Dahlke, Councilmember
SECONDER: Adam Wachowski, Vice-President
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jeff Dahlke, Jay Remiker, Tracey Koach, Mark Bittner

C. **2021-081** Resolution Proclaiming International Migratory Bird Day, May 8, 2021

Recommended Action

Motion to waive reading and adopt the resolution

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]
MOVER: Jeff Dahlke, Councilmember
SECONDER: Bill LeClair, Councilmember
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jeff Dahlke, Jay Remiker, Tracey Koach, Mark Bittner

D. **2021-082** Proclamation for National Drinking Water Week May 3-9, 2021

Recommended Action:

Motion to adopt the Proclamation

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]
MOVER: Jay Remiker, Councilmember
SECONDER: Tracey Koach, Councilmember
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jeff Dahlke, Jay Remiker, Tracey Koach, Mark Bittner

E. Presentation of Police Department Plan for Making Use of Bequest from Former Councilmember James Taddy (\$73,898.54)

Recommended Action:

Motion to affirm the plan, as presented by the Police Chief

Police Chief Kohlmeier expressed the Police Department's gratitude to Mr. Taddy for his generous donation and presented the Police Department's proposal for use of the bequest. The proposal includes a two-fold strategy. Approximately one-third of the funds, \$23,898, is to be utilized to fund the purchase of capital items in need of replacement or needed to augment existing equipment or capabilities. Such items include Honor Guard uniforms, Lidar/laser radar, a portable speed warning device, a rifle-rated ballistic shield, ballistic helmets with shield, two SWAT rifles, two preliminary breath test units, and a handheld night vision/thermal imager.

The remaining two-thirds of the funds, approximately \$50,000, would be utilized to implement a new program or service to the community that otherwise may not be possible. A Police K-9 Program is the proposed program. Chief Kohlmeier shared a

presentation detailing what K-9's are used for and what the benefits to the community would be.

RESULT: **APPROVED WITH VOICE VOTE [UNANIMOUS]**
MOVER: Jay Remiker, Councilmember
SECONDER: Bill LeClair, Councilmember
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jeff Dahlke, Jay Remiker, Tracey Koach, Mark Bittner

- F. Presentation of Fire Department Plan for Making Use of Bequest from Former Councilmember James Taddy (\$73,898.54)

Recommended Action:

Motion to affirm the plan, as presented by the Fire Chief

Fire Chief Denzien expressed the Fire Department's gratitude to the Mr. Taddy for his generous donation and presented the Fire Department's proposal for use of the bequest. The Fire Department is requesting to use the funds to purchase various capital items that may not otherwise be possible without this generous donation. These items include an AutoPulse to be placed on the first-out ambulance to provide compressions for cardiac arrest patients, Knox drug lock boxes for the station and each ambulance to keep narcotics safely locked with individual member unlock codes, a Stryker Power Load cot to prevent lifting injuries allowing for safer loading and transport of patients, a magnetic locking system for the Fire station, and a John Deere tractor with mower and snow blower to replace the current 20-year-old model.

RESULT: **APPROVED WITH VOICE VOTE [UNANIMOUS]**
MOVER: Jay Remiker, Councilmember
SECONDER: Mark Bittner, Councilmember
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jeff Dahlke, Jay Remiker, Tracey Koach, Mark Bittner

- G. **2021-083** Ordinance Amendments To Title 6, Chapters 1 and 2 of the Municipal Code, Pertaining to Temporary Class B Licenses and Temporary Operator Licenses

Recommended Action:

Motion to waive reading and adopt the ordinance

RESULT: **APPROVED WITH ROLL CALL [UNANIMOUS]**
MOVER: Adam Wachowski, Vice-President
SECONDER: Bill LeClair, Councilmember
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jeff Dahlke, Jay Remiker, Tracey Koach, Mark Bittner

- H. **2021-084** Ordinance to Create Section 6-11-9 of the Two Rivers Municipal Code, establishing a Room Tax Commission (These provisions were adopted on August 1, 2016, but were unintentionally omitted during the 2020 code codification process.)

Recommended Action:

Motion to waive reading and adopt the ordinance

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]
MOVER: Tracey Koach, Councilmember
SECONDER: Bill LeClair, Councilmember
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jeff Dahlke, Jay Remiker, Tracey Koach, Mark Bittner

- I. **2021-085** City Manager's Appointments and Re-Appointment to Boards, Committees and Boards

Recommend Action:

Motion to approve the appointments as recommended by the City Manager

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]
MOVER: Jeff Dahlke, Councilmember
SECONDER: Bonnie Shimulunas, Councilmember
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jeff Dahlke, Jay Remiker, Tracey Koach, Mark Bittner

- J. **2021-086** Resolution to Extend the Effective Date for the City's Current Park Open and Space Plan, Adopted November 17, 2014, to December 31, 2021

Recommended Action:

Motion to waive reading and adopt the resolution

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]
MOVER: Adam Wachowski, Vice-President
SECONDER: Bonnie Shimulunas, Councilmember
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jeff Dahlke, Jay Remiker, Tracey Koach, Mark Bittner

- K. **2021-087** Resolution Authorizing Application to the Wisconsin DNR Trails Grant Program for Rehabilitation Work on Mariners Trail

Recommended Action:

Motion to waive reading and adopt the resolution

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, Jeff Dahlke, Jay Remiker, Tracey Koach, Mark Bittner

- L. **2021-088** License Agreement with Klein Concessions, LLC for Neshotah Beach Rentals, Merchandise Sales

Recommended Action:

Following further direction from Council, motion to authorize the Parks & Recreation Director, City Manager and City Clerk to sign the agreement on behalf of the City

Motion to authorize the Parks & Recreation Director, City Manager and City Clerk to sign the agreement on behalf of the City as presented with the two additional

locations based on the enclosed maps, 5% of gross sales due to the City monthly or within 30 days of the end of the contract with the provision that any merchandise sales be as described in his communication with the City Manager and that an additional provision be added any apparel sold must be the official City of Two Rivers logo apparel which is available at wholesale through the City.

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]
MOVER: Bonnie Shimulunas, Councilmember
SECONDER: Adam Wachowski, Vice-President
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jeff Dahlke, Jay Remiker, Tracey Koach, Mark Bittner

Motion to move Item N ahead of Item M and take a 5 minute recess.

RESULT: APPROVED VOICE VOTE [UNANIMOUS]
MOVER: Jay Remiker, Councilmember
SECONDER: Tracey Koach, Councilmember
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jeff Dahlke, Jay Remiker, Tracey Koach, Mark Bittner

N. Proposal from Bird Electric, Scooters for Operation in the City of Two Rivers

Recommended Action:

Council discretion regarding possible approach to this initiative

Michael Covato, Bird Electric Scooters, presented via Zoom regarding an electric scooter program they would like to offer in the City of Two Rivers. Council directed staff to reach out to other communities currently offering the program to inquire about challenges the program presents.

No action was taken.

M. Follow-up to Possible Limited Use of ATV's and UTV's on City Streets

Recommended Action:

Council discretion

Motion to table the discussion to the May Work Session meeting on Monday, May 24 to allow new Councilmembers Dahlke and Koach to get up to speed with past discussions.

RESULT: TABLED [UNANIMOUS]
MOVER: Tracey Koach, Councilmember
SECONDER: Mark Bittner, Councilmember
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jeff Dahlke, Jay Remiker, Tracey Koach, Mark Bittner

12. FOR INFORMATION ONLY

- A. City Council Regular Meeting, Monday, June 7, 2021, 6:00 PM
- B. City Council Work Session, Monday, May 24, 2021, 6:00 PM, due to Memorial Day on

May 31

13. CLOSED SESSION

Motion to enter into Closed Session at 10:34 p.m., 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 and discuss matters pertaining to services agreement with Progress Lakeshore.

RESULT: APPROVED ROLL CALL [8 TO 1]
MOVER: Bill LeClair, Councilmember
SECONDER: Tracey Koach, Councilmember
AYES: Adam Wachowski, Bill LeClair, Curt Andrews, Darla LeClair, Jeff Dahlke, Jay Remiker, Tracey Koach, Mark Bittner
NAYS: Bonnie Shimulunas

14. RECONVENE IN OPEN SESSION

Motion to reconvene in open session at 10:44 p.m. and consider possible actions in follow-up to closed session discussions.

RESULT: APPROVED VOICE VOTE [UNANIMOUS]
MOVER: Mark Bittner, Councilmember
SECONDER: Jeff Dahlke, Councilmember
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jeff Dahlke, Jay Remiker, Tracey Koach, Mark Bittner

15. ADJOURNMENT

Motion to dispense with the reading of the minutes of the meeting and adjourn at 10:44 p.m.

RESULT: APPROVED VOICE VOTE [UNANIMOUS]
MOVER: Jay Remiker, Councilmember
SECONDER: Bill LeClair, Councilmember
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jeff Dahlke, Jay Remiker, Tracey Koach, Mark Bittner

Jamie Jackson
City Clerk