

**CITY OF TWO RIVERS  
COUNCIL PROCEEDINGS  
REGULAR MEETING  
SEPTEMBER 7, 2021 – 6:00 PM  
Council Chambers – City Hall  
MINUTES**

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- 1) **CALL TO ORDER** by Council President Andrews at 6:08 p.m.
- 2) **PLEDGE OF ALLEGIANCE**
- 3) **ROLL CALL BY CITY CLERK**

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>
Adam Wachowski	Vice-President	Present
Bill LeClair	Councilmember	Excused
Bonnie Shimulunas	Councilmember	Present
Curt Andrews	President	Present
Darla LeClair	Councilmember	Excused
Jeff Dahlke	Councilmember	Excused
Jay Remiker	Councilmember	Absent
Tracey Koach	Councilmember	Present
Mark Bittner	Councilmember	Present

Also present were: Ross Blaha, Water Utility Director; Dave Dassey, IT Assistant; Jeff Dawson, Library Director; Brian Dellemann, Electric Utility Director; Steve Denzien, Fire Chief; Brian Kohlmeier, Police Chief; Jim McDonald, Public Works Director; Elizabeth Runge, Community Development Director/City Planner; Terri Vosters, Parks & Recreation Director; Greg Buckley, City Manager; and Jack Bruce, City Attorney.

- 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**

None.

- 7) **COUNCIL COMMUNICATIONS**

**Letters and other communications from citizens**

Councilmember Bittner reported that there have been accusations of bribery on social media following the donation from Councilmembers Bill and Darla LeClair for the Central Park West 365 Project and asked the City Attorney to provide his opinion. City Attorney

Bruce indicated that their donation would not constitute bribery under Wisconsin State Statutes. City Manager Buckley further clarified that the donation was promptly deposited into the City's Capital Projects Fund for Parks & Recreation to the Donations revenue line item for the Central Park West 365 Project.

## **8) COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES**

Councilmember Bittner reported that the next meeting of the Personnel & Finance Committee will be on Thursday, September 9<sup>th</sup>, 6:00 PM at City Hall. The public is welcome.

### **A. Report on Logo Wear Sales Program-Curt Andrews, Chair, Branding & Marketing Committee**

Curt Andrews distributed financial data, inventory reports, and a document detailing the logo wear sales process. He gave a report reviewing the documents and requested that the documents be shared with the Councilmembers that were unable to be in attendance at the meeting.

### **B. Other**

Council President Andrews read a letter addressed to the City Manager and City Clerk, announcing his decision to resign from his position on City Council effective 9/10/2021.

Mr. Buckley indicated that current Council Vice-President Adam Wachowski would assume the role of Council President and a new Vice-President would be elected at the next meeting of the Council. The options for filling the Council vacancy will also be reviewed at the September 20, 2021 Council meeting.

## **9) CITY MANAGER'S REPORT**

### **A. INVITED GUESTS**

None.

### **B. STATUS UPDATE/REPORTS**

#### **1. 24<sup>th</sup> Street Reconstruction Project**

Mr. Buckley reported that the contractor completed the final paving and restoration on 24<sup>th</sup> Street from Forest Avenue to Jefferson Street last week.

#### **2. 25<sup>th</sup> and Madison Street Reconstruction Project**

Mr. Buckley reported that the contractor completed pouring driveway approaches on 25<sup>th</sup> Street last week. The restoration is scheduled for this week.

The contractor is scheduled to complete underground utility work on Madison Street this week and begin grading and graveling operations the week of September 13<sup>th</sup>.

#### **3. Vehicle Leasing Program**

Mr. Buckley reported that due to auto industry production cutbacks attributed to a microchip shortage, only 9 of the 21 vehicles scheduled for replacement in year one of the fleet leasing program with Enterprise have been received.

A 2009 GMC 2500 regular cab pickup truck with a plow estimated at \$9,000 for resale at the beginning of lease discussions sold for \$18,000 at Enterprise auction. The City purchased this vehicle new for around \$24,500, owned it for 12 years, and drove it nearly 60,000 miles. Sale proceeds will pay for over two years of lease payments and maintenance costs on the replacement vehicle.

4. Water Department Uni-Directional Main Flushing Program  
Mr. Buckley reported that city-wide flushing began on September 1 and will continue through most of September. Unidirectional flushing is a standard industry maintenance practice used to scour, clean, and improve the carrying capacity of the City's water distribution system.
5. Central Park West 365 Project  
Mr. Buckley reported that the next meeting of the citizen planning committee for the Central Park West 365 Project is scheduled for Wednesday, September 15<sup>th</sup> at 6:00 PM. The City Council authorized design work to proceed to the 30 percent level and the committee will be continuing to refine both the design and project cost estimates, including addressing the size and configuration of the audience area in front of the bandstand, revisiting the proposed elimination of West Park Street in front of the Community House and its impact on traffic and parking, options for phasing of the project, and options for reducing project costs while maintaining quality.
6. Ribbon-Cutting at Point Beach Solar Energy Center  
Mr. Buckley reported that a ribbon-cutting event for the Point Beach Solar Project will be held on Thursday, September 23<sup>rd</sup>. Point Beach Solar's 100-megawatt facility is being constructed by NextEra Energy based on a long-term purchase power contract with the City's wholesale energy supplier, WPPI Energy.
7. Staffing Update  
Mr. Buckley reported that the City is recruiting for Crossing Guards and a Meal Site Coordinator at the Senior Center.

The Police Department is performing background checks on Police Officer finalist candidates to fill one current vacant position and an anticipated vacancy due to an upcoming retirement.

8. Recent Events  
Mr. Buckley reported on recent events in the City, including Celebrate Two Rivers on August 28<sup>th</sup> and the 16<sup>th</sup> annual Kites Over Lake Michigan on September 4<sup>th</sup> and 5<sup>th</sup>.
9. Upcoming Events  
Mr. Buckley reported on upcoming events including the following:
  - Bands on the Beach: Listening Party, Sunday, September 12, 2:00-6:00 PM at Neshotah Beach
  - Ethnic Fest, Saturday, 9/18 from 9:30 AM-5:00 PM in Central Park West
  - Two Rivers Water & Light Fall Recycling Event, Tuesday, September 21, 7:30 AM-5:00 PM at 1415 Lake St.

10. New Signs on City Hall and in Council Chambers

Mr. Buckley reported on new signs featuring the updated City logo on the outside of City Hall and in the Council Chambers. The signs were manufactured by Metal Art of Wisconsin.

11. Room Tax Update

Mr. Buckley reported that room tax revenues remain at the highest level they've ever been. Revenues through July 2021 totaled \$123,400.35 which is more than double revenues for the same period in 2018, 2019, or 2020 and 87% of the 2020 total revenues.

12. ExploreTwoRivers.com

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](http://www.exploretworivers.com).

**C. LEGISLATIVE/INTERGOVERNMENTAL**

1. Tourism Services Agreement with City of Manitowoc and Manitowoc Area Visitor Convention Bureau

Mr. Buckley reported that the City of Two Rivers received a draft of a Joint Services Agreement drafted by the Manitowoc City Attorney's office in mid-August. The Two Rivers Room Tax Commission made edits and returned it to the City of Manitowoc, whose Room Tax Commission will be reviewing the changes on September 8<sup>th</sup>.

**10) CONSENT AGENDA**

**A. Presentation of Minutes**

1. Regular City Council – August 16, 2021
2. Work Session City Council – August 23, 2021

Recommended Action:

Motion to waive reading and adopt the minutes

**B. Reports**

1. Minutes of Meetings:
  - a. Room Tax Commission, June 10, 2021
  - b. Room Tax Commission, August 12, 2021
  - c. Room Tax Commission, August 26, 2021
  - d. Board of Review, August 18, 2021
  - e. Branding & Marketing Committee, August 19, 2021
  - f. Business and Industrial Development Committee and Community Development Committee, August 31, 2021
  - g. Public Works Committee, July 19, 2021
  - h. Personnel & Finance Committee, August 12, 2021
  - i. Joint Review Board, August 31, 2021
2. Applications for Temporary Class "B" License
  - a. Two Rivers Main Street, Metal Ware Anniversary Event, September 18, 2021, 1700 Monroe Street
3. Application for Commercial Garbage Hauler's License
  - a. GFL Midwest, 428 High Street, Chilton, WI

4. Application for Taxi License
  - a. Becky Kriescher, 7054 Tannery Road, Two Rivers
5. Finance Reports
  - a. Debt Service, July 2021
  - b. General Fund, July 2021
  - c. Lester Library, July 2021
  - d. Utilities Report, July 2021
6. Summary of Verified Bills for the Month of August 2021 for \$3,012,950.96

Recommended Action:

Motion to approve the applications and authorize issuance of the licenses and receive the minutes/reports and file

**RECOMMENDED ACTION FOR CONSENT AGENDA**

**Motion to approve the Consent Agenda with the various actions recommended**

<p><b>RESULT:</b>     <b>APPROVED BY VOICE VOTE [UNANIMOUS]</b>  <b>MOVER:</b>       Tracey Koach  <b>SECONDER:</b> Mark Bittner  <b>AYES:</b>       Curt Andrews, Mark Bittner, Tracey Koach, Bonnie Shimulunas, Adam Wachowski</p>
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**11) CITY COUNCIL - FORMAL ITEMS**

- A. Resolution Expressing Gratitude and Appreciation for William Zarn's Contribution to the Safety of Young Citizens of this Community

Recommended Action:

Motion to read and adopt the resolution

Police Chief Kohlmeier read the resolution.

<p><b>RESULT:</b>     <b>APPROVED BY ROLL CALL [UNANIMOUS]</b>  <b>MOVER:</b>       Mark Bittner  <b>SECONDER:</b> Bonnie Shimulunas  <b>AYES:</b>       Curt Andrews, Mark Bittner, Tracey Koach, Bonnie Shimulunas, Adam Wachowski</p>
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**12) FOR INFORMATION ONLY**

- A. Personnel and Finance Committee Meeting, Thursday, September 9, 2021, 6:00 PM
- B. City Council Regular Meeting, Monday, September 20, 2021, 6:00 PM
- C. City Council Work Session Meeting, Monday, September 27, 2021, 6:00 PM

**13) CLOSED SESSION**

Motion to enter into closed session at 7:07 PM 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 reasons require a closed session:

- Discuss Possible City Assistance to Economic Development Projects
- Discuss Possible Property Sale – Former Paragon Electric Property
- Discuss Possible Property Purchase – Former Hamilton Property, CN Railroad Right-of-Way

**RESULT:** APPROVED WITH ROLL CALL [UNANIMOUS]  
**MOVER:** Tracey Koach  
**SECONDER:** Mark Bittner  
**AYES:** Curt Andrews, Mark Bittner, Tracey Koach, Bonnie Shimulunas, Adam Wachowski

#### 14) RECONVENE IN OPEN SESSION

Motion to reconvene in open session at 7:40 PM to consider possible actions in follow-up to closed session discussions.

**RESULT:** APPROVED BY VOICE VOTE [UNANIMOUS]  
**MOVER:** Tracey Koach  
**SECONDER:** Bonnie Shimulunas  
**AYES:** Curt Andrews, Mark Bittner, Tracey Koach, Bonnie Shimulunas, Adam Wachowski

#### 15) ADJOURNMENT

Motion to dispense with the reading of the minutes and adjourn at 7:40 PM.

**RESULT:** APPROVED BY VOICE VOTE [UNANIMOUS]  
**MOVER:** Mark Bittner  
**SECONDER:** Tracey Koach  
**AYES:** Curt Andrews, Mark Bittner, Tracey Koach, Bonnie Shimulunas, Adam Wachowski

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Jamie Jackson  
City Clerk