

**CITY OF TWO RIVERS
COUNCIL PROCEEDINGS
WORK SESSION
Monday, September 27, 2021 – 6:00 PM
Council Chambers – City Hall
MINUTES**

1. Call to Order by President Adam Wachowski at 6:00 PM.

2. Pledge of Allegiance

3. Roll Call

Attendee Name	Title	Status	Arrived
Adam Wachowski	President	Present	
Bill LeClair	Councilmember	Present	
Bonnie Shimulunas	Councilmember	Present	
Darla LeClair	Councilmember	Present	
Jeff Dahlke	Councilmember	Present	
Jay Remiker	Councilmember	Present	
Tracey Koach	Councilmember	Present	
Mark Bittner	Councilmember	Present	

Also present were Dave Buss, Finance Director; Brian Dellemann, Electric Utility Director; Ethan Jones, Recreation Supervisor; Lisa Kuehn, Deputy City Clerk/Assistant to the City Manager; Jim McDonald, Public Works Director; Elizabeth Runge, Community Development Director/Planner; and Greg Buckley, City Manager.

4. Action Items

- A. Resolution Approving the Project Plan for Tax Incremental District No.16 to Support the Development of the Former Eggers Industries Site on East River Street to Eliminate Blight and Increase the City's Tax Base

Recommended Action:

Motion to waive reading and adopt the resolution

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]

MOVER: Darla LeClair, Councilmember

SECONDER: Bill LeClair, Councilmember

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

NAYS: None

- B. Resolution Creating Tax Incremental District No. 16 to Support Redevelopment of the Former Eggers Industries Site on East River Street

Recommended Action:

Motion to waive reading and adopt the resolution

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]
MOVER: Bonnie Shimulunas, Councilmember
SECONDER: Tracey Koach, Councilmember
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Darla LeClair, Jeff Dahlke, Jay Remiker, Tracey Koach, Mark Bittner
NAYS: None

- C. Application for Class "B" Beer/"Class B" Liquor License for the period of October 1, 2021 to June 30, 2022 for Tannery Club LLC, 4317 Tannery Road, dba Lonz's Tannery Club, Megan Neuman-Agent (currently issued to Steven Lonzo)

Recommend Action:

Motion to approve the applications and authorize issuance of the licenses

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]
MOVER: Jay Remiker, Councilmember
SECONDER: Jeff Dahlke, Councilmember
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jeff Dahlke, Jay Remiker, Tracey Koach, Mark Bittner
NAYS: None

- D. Application for Beer Garden Permit for the period of October 1, 2021 to June 30, 2022 for Tannery Club LLC, 4317 Tannery Road, dba Lonz's Tannery Club (currently issued to Steven Lonzo)

Recommend Action:

Motion to approve the applications and authorize issuance of the licenses

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]
MOVER: Jeff Dahlke, Councilmember
SECONDER: Jay Remiker, Councilmember
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jeff Dahlke, Jay Remiker, Tracey Koach, Mark Bittner
NAYS: None

5. Report from City Clerk and Deputy City Clerk Regarding County Redistricting
- A. *Review Need to Approve Ordinance by October 18, 2021 Meeting, Designating City Polling Locations*
 - B. *Discuss Proposed Changes to Ward Boundaries*
 - C. *Discuss Proposed 2022 Capital Budget Items Related to Elections*

Jamie Jackson, City Clerk, explained to the Council the timeline of the redistricting process and actions that will be needed at upcoming Council meetings. In conjunction with the redistricting process and the resulting ward boundary changes, the Clerk proposed a reduction of the total number of polling places in the City from 4 to 2, implementation of an electronic pollbook system (Badger Books), and an upgrade to the existing ballot tabulating machines. The two proposed polling locations are located at St. Peter the Fisherman Parish Center, 3201 Mishicot Rd., and Abundant Life Church, 1969 Roosevelt Ave., resulting in the elimination of polling locations presently used at City Hall, Grace Church, and the Community House. Following a presentation

detailing the process improvements for voters, poll workers, and Clerk's Office staff as well as the potential for ongoing cost savings, the Council unanimously expressed their interest in moving forward with proposed changes to polling places and election equipment upgrades and requested that the items be added to future Council agendas for formal action.

6. Matters Related to Room Tax Commission

A. Council President's Designation of Another Council member to Serve in His Place on the City's Room Tax Commission (Council Member Mark Bittner or Council Member Bill LeClair)

Council President Wachowski designated Councilmember Bill LeClair to serve in his place on the City's Room Tax Commission.

B. Appointment of a Citizen Member to the Room Tax Commission—City Manager Recommends Appointment of Former Council Member and Room Tax Commission Member Curt Andrews

Recommended Action:

Motion to approve the appointment of Curt Andrews to the Room Tax Commission, to a Term Ending May 1, 2022

RESULT:	APPROVED WITH VOICE VOTE [UNANIMOUS]
MOVER:	Tracey Koach, Councilmember
SECONDER:	Darla LeClair, Councilmember
AYES:	Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jeff Dahlke, Jay Remiker, Tracey Koach, Mark Bittner
NAYS:	None

7. Consider Proposed Donation by Private Party to Assist with Design Work for Reconstruction of Washington Park Tennis Courts to Create Pickleball Courts and a Tennis Court

Recommended Action:

Council Discretion

City Manager Buckley provided an overview of a memo provided by Parks & Recreation Director Terri Vosters regarding a donation by Gary Underwood of \$4,500 to fund consultation services in 2021 by Fred Kolkman Tennis & Sport Surfaces, LLC for a tennis and pickleball court renovation at Washington Park in 2022.

Recreation Supervisor, Ethan Jones, was present to discuss the increasing popularity of pickleball and the need for separate courts for both pickleball and tennis.

Council expressed interest in including the acceptance of this donation on the October 4th Council agenda with clarification of potential design questions and the feasibility of creating dual purpose courts.

8. Consider Process for Reviewing and Evaluating Applicants to Fill City Council Vacancy (Applications Due October 15)

Recommended Action:

Council Discretion

Council directed staff to create a matrix for use in comparing and evaluating applicants for the Council vacancy and present further information at the October 4th Council meeting. Selection process to begin on October 18th to review the matrix of applicants and select top candidates to be invited for a 3-minute presentation to the Council at the October 25th Work Session meeting with selection of the new Councilmember to follow.

9. Consider Establishing Criteria for Attendance at City Council and Committee Meetings by City Council Members and Citizen Members (Agenda Item Requested by Council members Darla LeClair and Tracey Koach

*Recommended Action:**Council Discretion*

Councilmembers Darla LeClair and Tracey Koach shared their concerns regarding the availability of some Council and Committee members and their lack of attendance at scheduled meetings. Discussion was held regarding a potential policy on attendance, but ultimately decided that if a Council or Committee member is unable to attend a scheduled meeting, they provide advance notice to the Council President, Committee Chairperson, and relevant City staff.

10. Reminder of Joint Meeting With Central Park West 365 Design Committee: Thursday, September 30, 6:00 PM

Mr. Buckley reminded Council of the joint meeting with the Central Park West 365 Planning Committee on Thursday, September 30th at 6:00 p.m. in the Council Chambers at City Hall.

Council President Wachowski and Councilmember Shimulunas indicated they would be unable to attend the meeting but would forward their comments on the project to the City Manager's office.

11. Closed Executive Session

Motion to enter into closed session at 7:48 pm, per Wisc. Stats.19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reason require a closed session.

- Discuss Possible Assistance to Downtown Redevelopment Project
- Discuss Matters Pertaining to Sale/Redevelopment of the City-Owned Former Paragon Property, 606 Parkway Boulevard
- Discuss Possible Property Acquisition

RESULT: APPROVED WITH ROLL CALL[UNANIMOUS]

MOVER: Tracey Koach, Councilmember

SECONDER: Bonnie Shimulunas, Councilmember

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

NAYS: None

12. Reconvene in Open Session To consider possible actions in follow-up to closed session discussions

Motion to reconvene in open session at 9:20 pm to consider possible actions in follow-up to closed session discussions.

RESULT: **APPROVED WITH VOICE VOTE [UNANIMOUS]**
MOVER: Jeff Dahlke, Councilmember
SECONDER: Tracey Koach, Councilmember
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jeff Dahlke, Jay Remiker, Tracey Koach, Mark Bittner
NAYS: None

13. Adjournment

Motion to dispense with the reading of the minutes of the meeting and adjourn at 9:20 pm.

RESULT: **APPROVED WITH VOICE VOTE [UNANIMOUS]**
MOVER: Jay Remiker, Councilmember
SECONDER: Darla LeClair, Councilmember
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jeff Dahlke, Jay Remiker, Tracey Koach, Mark Bittner
NAYS: None

Jamie Jackson
City Clerk