

**CITY OF TWO RIVERS  
COUNCIL PROCEEDINGS  
REGULAR MEETING  
NOVEMBER 15, 2021 – 6:00 PM  
Council Chambers – City Hall  
MINUTES**

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- 1) CALL TO ORDER** by Council President Wachowski at 6:01 p.m.
- 2) PLEDGE OF ALLEGIANCE**
- 3) ROLL CALL BY CITY CLERK**

Attendee Name	Title	Status
Adam Wachowski	President	Present
Bill LeClair	Councilmember	Present
Bonnie Shimulunas	Councilmember	Present
Darla LeClair	Vice-President	Present
Jeff Dahlke	Councilmember	Present
Jay Remiker	Councilmember	Excused
Tracey Koach	Councilmember	Present
Mark Bittner	Councilmember	Present
Larry Thomas	Councilmember	Present

Also present were: Ross Blaha, Water Utility Director; Dave Buss, Finance Director; Steve Denzien, Fire Chief; Brian Kohlmeier, Police Chief; Jim McDonald, Public Works Director; Rick Powell, IT Supervisor; 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**

Dean LaRose, 1629 Hawthorne Avenue, asked why the City is moving all voting in the City to churches and questioned whether or not the City has to pay for the use of the churches when using City facilities could be done at no additional cost.

Council President Wachowski explained the City Clerk and City Council's reasons for consolidating from four to two polling locations, and noted that the locations at St. Peter the Fisherman Church and Abundant Life Church offer convenient parking, good handicapped accessibility, and adequate interior space for serving as polling places. He

added that, due to security concerns, local schools were no longer appropriate for use as polling locations. The City Manager pointed out that two of the four polling places previously used by the City were in church buildings.

## **7) COUNCIL COMMUNICATIONS**

### **Letters and other communications from citizens**

Councilmembers Dahlke and Wachowski reported that they received inquiries about why the City is only conducting voting in churches.

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

Councilmember Bittner reported that the Personnel and Finance Committee will be holding a budget review session on Wednesday, November 17<sup>th</sup> at 6:30 p.m. He also reported that the Room Tax Commission will be meeting on Thursday, November 18<sup>th</sup> at 10:00 a.m.

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

### **A. INVITED GUESTS**

None.

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

1. Sale of Land at Woodland Industrial Park to Sleger Holdings, LLC for New Facility  
Mr. Buckley reported that the sale of land at the Woodland Industrial Park to Sleger Holdings, LLC for a new facility closed on Friday, November 12<sup>th</sup> for a purchase price of \$50,270. The site will be the new home for All Energy Management, LLC. The project has an early start permit for footings and foundations for the 12,000 square foot facility plus two small wind energy turbines to help meet its energy needs. The estimated \$1.3 million project is being assisted with a \$250,000 TIF grant.
2. Sale of Personal Property at Former Schwarz Pub & Grill to Investors Community Bank  
Mr. Buckley reported that the personal property at the former Schwarz Pub & Grill at 1509 Washington Street, on which the City had a first lien, has sold to Investors Community Bank for \$30,000. The funds have been deposited back into the City's Economic Development Revolving Loan Fund. Investors Community Bank, which acquired the property through foreclosure, has the real estate and contents up for sale through Creative Business Systems.
3. Room Tax Update  
Mr. Buckley reported that room tax revenue continues at a record pace in 2022, with collections through September totaling \$198,434. Total revenues for the year are likely to top \$225,000, an increase of more than 50% over 2021, which was the City's best year ever for room tax revenues.
4. Sandy Bay Highlands Subdivision Lot Sales

Mr. Buckley reported that three lots have been sold so far in 2021 in the Sandy Bay Highlands Subdivision and four more are under contract for closing in November. Revenue to the City from lot sales in 2021 is projected at \$197,000, after payment of realtor commission and closing costs. The averaged assessed valuation for developed lots in the subdivision is about \$235,000, more than twice the average assessed valuation for single-family homes in the City.

5. West River Lofts Project

Mr. Buckley reported that site and architectural plans for the West River Lofts project, a 54-unit apartment development located on vacant land adjacent to the former Eggers West plant, were approved by the Plan Commission on November 8<sup>th</sup>. Developers hope to begin construction in early 2022.

6. Fall Leaf Pickup Continues Through November

Mr. Buckley reported that leaf collection continues through November. The leaf pickup schedule remains the same with east side on Mondays, the north side between the rivers on Tuesdays, Wednesdays, and Thursdays, and the south side on Fridays. Due to the unseasonably warm fall temperatures and leaves still on many trees, the pickup may extend into early December if weather permits.

7. Winter Parking Ban Begins December 1

Mr. Buckley reported that winter parking restrictions are in effect December 1<sup>st</sup> to March 15<sup>th</sup>. During this period parking is prohibited on any public street or in any municipal parking lot between 1:00 AM and 6:00 AM. In business areas, parking is limited to one hour between 1:30 AM and 6:00 AM. Parking is allowed on Christmas Day and New Year's Day unless a snow emergency is declared.

Enforcement of the parking ban may be suspended at various times during the winter, depending on current conditions, the extended weather forecast, and the status of snow or ice cleanup activities following storm events. Residents can follow the Two Rivers Police Department and Two Rivers City Hall Facebook pages for updates.

8. Recent Events: Main Street The Great TRivia Contest, Friday, November 12, 2021

Mr. Buckley reported that the Two Rivers Main Street held the Great TRivia Contest on Friday, November 12<sup>th</sup> and congratulated the winners. The next Great TRivia Contest will be held on March 11<sup>th</sup>, at the Community House gym.

9. Upcoming Events: Main Street Hometown Christmas Parade, Saturday, November 27, 2021, 5:30 PM, Downtown

Mr. Buckley reported that the Shop Early/Shop Local Promotion is going on from November 15<sup>th</sup> to 27<sup>th</sup> and the Main Street Hometown Christmas Parade is Saturday, November 27<sup>th</sup> at 5:30 PM in downtown.

10. Other

Mr. Buckley reported that the new loader for the Department of Public Works has arrived and is in service. This 2021 capital expenditure item replaces a 1999 unit and had a purchase price of \$245,750.

Mr. Buckley reported that the Madison Street reconstruction project from 19<sup>th</sup> to 22<sup>nd</sup> Street is now complete.

Mr. Buckley reminded property owners that snow and ice must be cleared from sidewalks within 24 hours of a snowfall. New in 2021, for the second and any subsequent violations of the ordinance within any November 1 through April 30 period, the owner of the property may be subject to a forfeiture of \$150 plus court costs, in addition to any billing for snow and ice removal by the City.

### **C. LEGISLATIVE/INTERGOVERNMENTAL**

1. Tourism Services – Recent Meetings of Room Tax Commission
2. Federal Infrastructure Bill
3. Other

Mr. Buckley reported that representatives from the Army Corp of Engineers Chicago District visited with City officials recently to discuss the ongoing concern with the harbor surge and condition of the top of the north pier to improve access to the north pier.

Mr. Buckley also distributed copies of the League of Wisconsin Municipalities' legislative bulletin. He reported that the League continues to oppose the verbiage on the proposed mandates relative to municipal zoning practices related to workforce housing that are contained in Senate Bill 608 and the prohibitions on certain assessment policies such as using the income approach, contained in Senate Bill 630 and Assembly Bill 610.

## **10) CONSENT AGENDA**

### **A. Presentation of Minutes**

1. Regular City Council – November 1, 2021

#### Recommended Action:

Motion to waive reading and adopt the minutes

### **B. Reports**

1. Minutes of Meetings:
  - a. Plan Commission, November 8, 2021
  - b. Personnel & Finance Committee with Public Utilities, November 3, 2021
  - c. Lester Public Library, October 12, 2021
  - d. Room Tax Commission, November 4, 2021
  - e. Advisory Recreation Board, November 9, 2021
  - f. Central Park West 365 Special Planning Committee, November 11, 2021
2. Department Reports, October 2021

- a. City Clerk
  - b. Community Development
  - c. Electric
  - d. Fire
  - e. Inspections
  - f. Library
  - g. Parks & Recreation
  - h. Police
  - i. Public Works
  - j. Safety
  - k. Water
- 3. Summary of Verified Bills for the Month of October 2021 for \$2,328,814.07
  - 4. Finance Reports September 2021
    - a. Debt Service
    - b. General Fund
    - c. Lester Public Library
    - d. Utilities Financial Report

Recommended Action:

Motion to receive and file

- C. Request to Annex a 7.1 Acre Parcel Located in the 4100 Block of Riverview Drive, a Permanent R-1 Single Family Residence District Zoning, Submitted by Daniel and Sandra Klein (property owners) and Patrick Matthias (buyer)**

Recommended Action:

Motion to set Public Hearing for Monday, December 20, 2021 at 6:00 pm subject to any requirements of the Department of Administration

**RECOMMENDED ACTION FOR CONSENT AGENDA**

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

<b>RESULT:</b>	<b>APPROVED BY VOICE VOTE [UNANIMOUS]</b>
<b>MOVER:</b>	Darla LeClair
<b>SECONDER:</b>	Larry Thomas
<b>AYES:</b>	Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Darla LeClair, Jeff Dahlke, Tracey Koach, Mark Bittner, Larry Thomas
<b>ABSENT:</b>	Jay Remiker

**11) CITY COUNCIL - FORMAL ITEMS**

- A. Ordinance Repealing Municipal Code Section 10-1-18.5 and Recreating it as 4-1-14, Entitled "Wireless Communications Facilities in the Right-of-Way"

Recommended Action:

Motion to waive reading and adopt the ordinance

Motion to table this item until the next meeting when the appropriate ordinance revision can be provided to Council.

**RESULT:** APPROVED BY VOICE VOTE [UNANIMOUS]  
**MOVER:** Jeff Dahlke  
**SECONDER:** Tracey Koach  
**AYES:** Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Darla LeClair, Jeff Dahlke, Tracey Koach, Mark Bittner, Larry Thomas  
**ABSENT:** Jay Remiker

- B. City Manager's Recommended Appointment to Library Board – Ned Guyette to Fill the Unexpired Balance of Larry Thomas's Citizen Member Term, to May 1, 2022

Recommended Action:

Motion to approve the appointment, as recommended by the City Manager

**RESULT:** APPROVED BY VOICE VOTE [UNANIMOUS]  
**MOVER:** Larry Thomas  
**SECONDER:** Tracey Koach  
**AYES:** Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Darla LeClair, Jeff Dahlke, Tracey Koach, Mark Bittner, Larry Thomas  
**ABSENT:** Jay Remiker

- C. City Manager's Recommended Appointment to Advisory Recreation Board – Jason Scharping for a Term Expiring May 1, 2024

Recommended Action:

Motion to approve the appointment, as recommended by the City Manager

**RESULT:** APPROVED BY VOICE VOTE [UNANIMOUS]  
**MOVER:** Tracey Koach  
**SECONDER:** Bill LeClair  
**AYES:** Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Darla LeClair, Jeff Dahlke, Tracey Koach, Mark Bittner, Larry Thomas  
**ABSENT:** Jay Remiker

- D. Resolution Ordering a Special Election to Elect a Council Member for a Two-Year Term to be held Concurrently with the 2022 Spring Election

Recommended Action:

Motion to waive reading and adopt the resolution

**RESULT:** APPROVED BY ROLL CALL VOTE [UNANIMOUS]  
**MOVER:** Larry Thomas  
**SECONDER:** Tracey Koach  
**AYES:** Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Darla LeClair, Jeff Dahlke, Tracey Koach, Mark Bittner, Larry Thomas  
**ABSENT:** Jay Remiker

E. Audit Services Contract with CliftonLarsonAllen LLP (CLA)

Recommended Action

Motion to authorize the City Manager to sign a letter of agreement to provide financial report preparation and auditing services for a three-year period

**RESULT:** APPROVED BY VOICE VOTE [UNANIMOUS]  
**MOVER:** Bill LeClair  
**SECONDER:** Jeff Dahlke  
**AYES:** Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Darla LeClair, Jeff Dahlke, Tracey Koach, Mark Bittner, Larry Thomas  
**ABSENT:** Jay Remiker

F. Resolution Approving Final Design Concept for Central Park West

Recommended Action

Motion to read and adopt the resolution

Mr. Buckley read the resolution.

**RESULT:** APPROVED BY ROLL CALL VOTE [UNANIMOUS]  
**MOVER:** Mark Bittner  
**SECONDER:** Bill LeClair  
**AYES:** Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Darla LeClair, Tracey Koach, Mark Bittner, Larry Thomas  
**NAYS:** Jeff Dahlke  
**ABSENT:** Jay Remiker

## 12) FOR INFORMATION ONLY

- A. City Hall Closed for Thanksgiving, Thursday & Friday, November 25 & 26, 2021
- B. City Council Work Session Meeting, Monday, November 29, 2021, 6:00 PM – Includes Hearing on 2022 Budget
- C. City Council Regular Meeting, Monday, December 6, 2021, 6:00 PM – Includes Action on 2022 Budget
- D. Nomination Papers for City Council Candidates in the April 2022 election will be available starting December 1, 2021 and three-year term papers must be filed on

or before Tuesday, January 4, 2022 at 5:00 PM in the City Clerk's office; Papers for the two-year term must be filed on or before Tuesday, January 11, 2022 at 5:00 PM in the City Clerk's office. Notification of non-candidacy by current Councilmembers must be filed by Friday, December 24, 2021 at 5:00 PM in the City Clerk's office.

### 13) CLOSED SESSION

Motion to enter into closed session at 7:06 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 Proposals Received for Purchase of City-Owned Former Paragon Property
- Discuss Matters Pertaining to the Sale of Other City-Owned Property

**RESULT: APPROVED BY ROLL CALL VOTE [UNANIMOUS]**

**MOVER:** Tracey Koach

**SECONDER:** Jeff Dahlke

**AYES:** Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Darla LeClair, Jeff Dahlke, Tracey Koach, Mark Bittner, Larry Thomas

**ABSENT:** Jay Remiker

### 14) RECONVENE IN OPEN SESSION

Motion to reconvene in open session at 8:26 pm to consider possible actions in follow-up to closed session discussions.

**RESULT: APPROVED BY VOICE VOTE [UNANIMOUS]**

**MOVER:** Bill LeClair

**SECONDER:** Larry Thomas

**AYES:** Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Darla LeClair, Jeff Dahlke, Tracey Koach, Mark Bittner, Larry Thomas

**ABSENT:** Jay Remiker

Motion to authorize a refund of the \$5,000 deposit submitted by Tim Klein for the purchase of 2023 Washington Street.

**RESULT: APPROVED BY ROLL CALL VOTE [UNANIMOUS]**

**MOVER:** Jeff Dahlke

**SECONDER:** Larry Thomas

**AYES:** Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Darla LeClair, Jeff Dahlke, Tracey Koach, Mark Bittner, Larry Thomas

**ABSENT:** Jay Remiker



Motion to offer for sale the property at 2023 Washington Street for a purchase price of \$10,000 with a minimum investment in the property of \$100,000.

**RESULT:**     **APPROVED BY ROLL CALL VOTE [UNANIMOUS]**  
**MOVER:**     Mark Bittner  
**SECONDER:** Bill LeClair  
**AYES:**       Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Darla LeClair, Jeff Dahlke,  
                  Mark Bittner, Larry Thomas  
**ABSTAIN:**   Tracey Koach  
**ABSENT:**     Jay Remiker

Motion to accept the offer to purchase for the former Paragon property, 606 Parkway Blvd., from Art Dumke subject to final review by the City Attorney.

**RESULT:**     **APPROVED BY ROLL CALL VOTE [UNANIMOUS]**  
**MOVER:**     Larry Thomas  
**SECONDER:** Darla LeClair  
**AYES:**       Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Darla LeClair, Jeff Dahlke,  
                  Tracey Koach, Mark Bittner, Larry Thomas  
**ABSENT:**     Jay Remiker

Councilmember Wachowski noted that he would prefer that the City require non-refundable earnest money, but still offered support of the motion.

## 15) ADJOURNMENT

Motion to dispense with the reading of the minutes and adjourn at 8:31 pm.

**RESULT:**     **APPROVED BY VOICE VOTE [UNANIMOUS]**  
**MOVER:**     Jeff Dahlke  
**SECONDER:** Darla LeClair  
**AYES:**       Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Darla LeClair, Jeff Dahlke,  
                  Tracey Koach, Mark Bittner, Larry Thomas  
**ABSENT:**     Jay Remiker

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Jamie Jackson  
City Clerk