



**CITY OF TWO RIVERS  
CITY COUNCIL AGENDA  
Monday, November 2, 2020  
Council Chambers – City Hall – 6:00PM  
Regular Meeting**

NOTE: TO BETTER ACCOMMODATE PUBLIC INPUT DURING THE GOVERNOR'S EMERGENCY MASK ORDER, CITIZENS MAY CALL 920-793-5534 WHEN THE COUNCIL PRESIDENT REQUESTS PUBLIC INPUT (MEETING CAN BE VIEWED ON CITY WEBSITE, [WWW.TWO-RIVERS.ORG](http://WWW.TWO-RIVERS.ORG), ON TWO RIVERS CITY HALL FACE BOOK PAGE OR SPECTRUM TWO RIVERS CABLE CHANNEL 993

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL BY CITY CLERK**
- 4. CONSIDERATION OF ANY COUNCIL MEMBER REQUESTS TO PARTICIPATE IN THIS MEETING FROM A REMOTE LOCATION**
- 5. PUBLIC HEARING**
  - A. Ordinance to Amend the District Map of the City of Two Rivers for 0.06 Acre Tract of Land, being the Easterly Portion of 2340 Memorial Drive, from B-1 Business District to I-2 Industrial District  
Recommended Action:  
Motion to waive reading and adopt the Ordinance
- 6. INPUT FROM THE PUBLIC**
- 7. COUNCIL COMMUNICATIONS**  
Letters and other communications from citizens
- 8. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES**
- 9. CITY MANAGER'S REPORT**
  - A. Invited Guests

1. Director Dave Buss and Assistant Director Derek Luckow of the Clipper City Chordsmen Proclamation Honoring the Manitowoc County Chapter of Barbershoppers/Clipper City Chordsmen on Their Seventy-Fifth Anniversary

Recommended Action:

Motion to read and adopt the Proclamation

B. Status/Update Reports

1. November 3 General Election
2. Fall Leaf Cleanup
3. Council Action at October 26 Work Session, Regarding Property Sale to Rogers Street Fishing Village
4. Update on COVID-19 Related Outlays and Routes to Recovery Reimbursements
5. Update on Community Branding Activities
6. Comprehensive Plan Update: On-Line Survey Available
7. Other

C. Legislative/Intergovernmental Update

- D. Presentation on Proposed 2021 City Budget--Public Hearing to be Held November 16, 2020

## 10. **CONSENT AGENDA**

A. Presentation of Minutes

1. Regular City Council Minutes-October 19, 2020 and Work Session October 26, 2020

Recommended Action:

Motion to waive reading and adopt the minutes

B. Reports

1. Minutes of Meetings
  - a. Plan Commission, October 12, 2020

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

## 11. **CITY COUNCIL - FORMAL ITEMS**

- A. Resolution Authorizing Application for Grant Funding Through the State of Wisconsin Safe Drinking Water Program, to Assist Property Owners with the Cost of "Private Side" Lead Water Service Lateral Replacement (100 Laterals in Conjunction with Planned Street Reconstruction Projects, 18 Laterals at Scattered Locations Around the City)

Recommended Action:

Motion to waive reading and adopt the Resolution

- B. Authorization for Purchase of Two Replacement Dump Trucks, Equipped with Salt Boxes, Spreaders and Plows, for Use by the Street Division of the Department of Public Works (Tabled and Referred to Public Works Committee for Further Review on October 5)

Recommended Action:

Motion to authorize the purchase of the new trucks and related plowing and salting equipment for the price of \$395,344, with the intent to borrow an additional \$95,344 in 2021 to fund this purchase, as recommended by the Public Works Director and Public Works Committee

**12. FOR INFORMATION ONLY**

- A. Veteran's Day Soup for the Soul & Bake Sale, Wednesday, November 11, 2019, 7:00 AM - 5:00 PM, Pick up at the Two Rivers Senior Center front window
- B. City Council Regular Meeting, Monday, November 16, 2020, 6:00 PM
- C. Helping the Neighbors Food Drive, Monday, November 19, 2020, Noon - 5:00 PM, Water & Light Electric Office, 1415 Lake Street
- D. City Council Work Session Meeting, Monday, November 30, 2020, 6:00 PM

**13. CLOSED SESSION**

The City Council reserves the right to enter into Closed Session, per Wisc. Stats 1985(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
- Discuss Status of Negotiations Regarding Former Hamilton Property

**14. RECONVENE IN OPEN SESSION**

To consider possible actions in follow-up to closed session discussions

**15. ADJOURNMENT**

Motion to dispense with the reading of the minutes of the meeting and adjourn

Please note, upon reasonable notice, efforts will be made to accommodate the needs to disabled individuals through appropriate aids and services. For additional information or to request this service, please contact the Office of the City Manager by calling 793-5532.

It is possible that members of and possibly a quorum of governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

## ORDINANCE

**AN ORDINANCE** to amend the District Map of the City of Two Rivers, Wisconsin, made part of Section 10-1-3(a)(1) of the Municipal Code:

The Council of the City of Two Rivers ordains as follows:

**SECTION 1.** That the District Map of the City of Two Rivers, Wisconsin, made a part of Section 10-1-3(a)(1) of the Municipal Code be and the same is hereby amended in the following respects:

A tract of land in Lot 13 of the Subdivision of the East 1/2 of the Southeast 1/4 of Section 2, T.19N, R.24E, City of Two Rivers, Manitowoc County, Wisconsin, including part of Tract 2 of a Certified Survey recorded in Volume 11, Page 251, described as follows:

Commencing at the East 1/4 corner of said Section 2, thence S01°05'13"E (recorded as S00°12'00"E) along the section line 2,294.29 feet to the northerly right of way of Memorial Drive, thence S68°17'17"W along said right of way 337.46 feet (recorded as S38°26'30"W, 332.10 feet), thence S00°21'13"E (recorded as S00°12'00"E) along said right of way 40.70 feet, thence S69°27'17"W (recorded as S69°36'30"E) along said right of way 168.40 feet to the point of real beginning, thence continue S69°27'17"W (recorded as S69°36'30"E) along said right of way 36.33 feet, thence N26°20'14"W 68.46 feet to the southerly right of way of the Wisconsin Central Railroad, thence N68°17'17"E (recorded as N68°26'30"E) along said right of way 36.09 feet, thence S26°28'43"E (recorded as S26°19'30"E), 69.22 feet to the point of real beginning

is hereby zoned I-2 Industrial District.

The above described property contains 0.06 acres of land, more or less.

**SECTION 2.** This ordinance shall take effect and be in force from and after its date of passage and publication.

Dated this 2nd day of November, 2020.

\_\_\_\_\_  
Curt Andrews, President, City Council

\_\_\_\_\_  
Gregory E. Buckley, City Manager

Attest:

\_\_\_\_\_  
Kim M. Graves, City Clerk

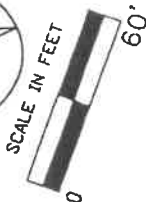
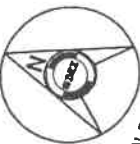
Approved as to form and legality:

\_\_\_\_\_  
John M. Bruce, City Attorney

Attachment: 2340 Memorial Dr.ord & map (3056 : Change in Zoning 2340 Memorial Drive)

ZONE CHANGE LOCATED IN LOT 13 OF THE SUBDIVISION OF THE EAST 1/2 OF THE SE 1/4 OF SECTION 2, T.19N., R.24E., CITY OF TWO RIVERS, MANITOWOC COUNTY, WISCONSIN INCLUDING TRACT 2 OF A CERTIFIED SURVEY RECORDED IN VOLUME 11, PAGE 251 PLUS ADDITIONAL LANDS

ALL BEARINGS ARE RELATED TO THE WISCONSIN COORDINATE REFERENCE SYSTEM



EXISTING BUILDING

EAST 1/4 CORNER  
SECTION 2,  
T.19N., R.24E.  
(PK NAIL)

2294.28'

WISCONSIN CENTRAL LTD.

ROOSEVELT AVENUE

PROPOSED  
B-1 TO I-2

I-2 INDUSTRIAL  
DISTRICT

2340

B-1 BUSINESS  
DISTRICT

2400

2338

(REC AS S68°26'30"W, 332.10')  
S68°17'17"W, 337.46'

4.76

SECTION LINE

S01°05'13"E

2441.12' EAST 1/4 CORNER TO MEANDER CORNER

MEMORIAL DRIVE

CLIENT:  
RYAN MARCELLE AND  
MARCELLE PROPERTIES, LLC  
3711 TANNERY ROAD  
TWO RIVERS WI 54241  
920-242-3945



SMI  
CIVIL & STRUCTURAL ENGINEERS  
102 REVERE DRIVE  
MANITOWOC, WI. 54220-3147  
PHONE 684-5583 FAX 684-5584  
20221CS



## CITY OF TWO RIVERS

### RESOLUTION HONORING THE CLIPPER CITY CHORDSMEN ON THE 75<sup>TH</sup> ANNIVERSARY OF THEIR FOUNDING

**Whereas,** the Manitowoc County Chapter of Barbershoppers, also known as the Clipper City Chordsmen and affiliated with the Society for the Preservation and Encouragement of Barbershop Singing in America, Inc. (SPEBSQSA)—known now as The Barbershop Harmony Society—was officially chartered April 1, 1945 in Manitowoc, Wisconsin; and

**Whereas,** what began as a small group has steadily blossomed into Manitowoc County's largest all-male singing organization, an international organization of men from all stations of life; and

**Whereas,** the Manitowoc County Chapter of Barbershoppers is dedicated to the spread of Harmony for the enjoyment of all people of the world through organizing and encouraging close-harmony singing groups; and

**Whereas,** the Manitowoc County Chapter of Barbershoppers encourages harmony amongst all people of the world through the universal language of music; and

**Whereas,** the Manitowoc County Chapter of Barbershoppers is dedicated to sustaining and preserving an American tradition, the barbershop quartet; and

**Whereas,** the Manitowoc County Chapter of Barbershoppers promotes musical education through music scholarships, workshops and other means, and supports charitable foundations; and

**Whereas,** the Manitowoc County Chapter of Barbershoppers are engaged in laudable civic service and enrichment of our cultural life through the fostering of traditional values in entertainment and community endeavors;

**Now, therefore,** the City Council of the City of Two Rivers, on behalf of all the citizens of Two Rivers, does hereby commend, congratulate, and wish continued success to all the members of the

**Manitowoc County Chapter of  
Barbershoppers/Clipper City Chordsmen  
in their Seventy-Fifth Anniversary**

Dated this 2nd day of November, 2020

\_\_\_\_\_  
Councilmember

\_\_\_\_\_  
Greg Buckley, City Manager

Attachment: Chordsmen (3038 : 75th year proclamation for the Clipper City Chordsmen)

**CITY OF TWO RIVERS  
COUNCIL PROCEEDINGS  
REGULAR MEETING  
Monday, October 19, 2020 – 6:00 PM  
Council Chambers – City Hall  
MINUTES**

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

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	Vice-President	Present	
Jack Powalisz	Councilmember	Absent	
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; Ken Kozak, Electric Director Brian Delleman, Electric Utility Associate Director; Brian Kohlmeier, Police Chief; Ross Blaha, Water Director; Dave Buss, Finance Director; Elizabeth Runge, Economic Development Director/City Planner; Terri Vosters, Parks & Recreation Director; Dave Dassey, City Information Technology; Rick Powell, EDP Supervisor; 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**

Motion to allow Councilmember Wachowski to participate remotely by phone.

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

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**

Vice-President D. LeClair, gave an update from the Progress Lakeshore Executive Board as they have helped City staff with the several developer meetings. She reported on the 9th Annual Excellence in Economic Development Virtual Awards Celebration with several local business being nominated and on the EPA joint grant application with Manitowoc.

She also reported the Two Rivers Main Street Board of Directors have discussed improvements to next year's Ethnic Fest and reported on cancellation of the Fall Wine Walk and the Christmas parade due to COVID.

Councilmember Bittner, Finance and Personnel Committee Chair stated that the committee continues to work on the 2021 budget for the next three Wednesdays and members are presently reviewing the Capital Project Funds.

He also reported from the Manitowoc Area Visitor and Convention Bureau Board Committee that visitor numbers are down, but the committee has a positive track on planning for next year.

President Andrews, Branding Committee Chairman reported he has met with several local businesses, including the Lighthouse Inn, Linda Loves Cheesecake's in GJ's Salon, Hartmans Bakery and Metalware to promote and use "made in Two Rivers".

**9. CITY MANAGER'S REPORT**

A. Invited Guests

B. Status/Update Reports

1. Sandy Bay Highlands Subdivision--Street Work, Lot Sales

Mr. Buckley reported the asphalt paving top course in Phase 1 and base course in Phase 2 have been completed. The 20% off the list price promotion for lots in Phase 2 continues through December 31.

2. Washington Highlands/TID 8--New Construction Activity

Mr. Buckley reported the Inspections Department received plans for three new duplex condo structures with the basements to be dug the week of October 19.

3. Paving Work on Mariners Trail

Mr. Buckley reported that resurfacing on Phase 1, a 1.1-mile section of the trail, from the point opposite Parkway Blvd. to Lake Street was completed October 13. Phase 2: Second bid has been let for milling and repaving on a 2,200-foot trail segment, from Taylor Street intersection to south end of the Spirit of the Rivers Wayside. The total project budget is \$137,000; with \$67,000 funded by WDNR Trails Grant, \$60,000 by the City, and \$10,000 from Friends of Mariners Trail. Phase 2 bids are on



this agenda.

4. Proposed Purchase of Former Paragon Property

Mr. Buckley reported on an accepted Offer to Purchase 606 Parkway Boulevard, former Paragon building, by Enlight Group II, LLC. The final language was worked out per Council direction at the special meeting on September 28, and the agreement was signed September 29. Mr. Buckley reported the staff will be meeting with company representatives later this week, to discuss development incentives and due diligence matters. The purchaser has already had consultants on-site to evaluate the building. A resolution related to WEDC Idle Sites grant application is included on the agenda tonight. The staff will certify on October 20 that it has provided all documents/records required to be disclosed to the purchaser.

5. Proposed Redevelopment Project in the Area of Washington and 12th Streets

Mr. Buckley reported the City has received an application for TIF funding assistance of \$415,000 for a \$3.2 million project. The staff is pursuing a possible amendment to Tax Incremental District 12 (Hotel TID, created in 2018) to assist the project.

6. Funding Application for Replacement of Private Side Lead Water Service Laterals

Mr. Buckley stated a funding application for replacement of private side lead water service laterals will be included on the November 2 City Council agenda. Staff proposes seeking funds for 100 lead lateral replacements on 2021 street projects at 15-20 scattered locations.

7. Recent Sanitary Survey Inspection by WI DNR at Water Utility

Mr. Buckley reported these inspection visits are held every three years. The report from September 2020 inspection has been shared with members of the Utilities Committee and will be reviewed at the committee's November meeting. DNR staff commented favorably on progress made at the water utility.

8. Halloween Activities in Two Rivers

Mr. Buckley reported Downtown Trick or Treat is Saturday, October 24, 11:00 AM to 2:00 PM organized by Two Rivers Main Street. Also, a Howl-o-Ween Party will be offered during those hours in Central Park, with treats and socially distanced activities offered by Two Rivers Parks and Recreation. City-Wide Trick or Treat is Saturday October 31, 5:00 PM to 7:00 PM is the recommended timeframe. He also stated the decision to participate in trick or treating or to welcome is trick-or-treaters is a matter of individual choice; if residents elect to participate or allow family members to participate, social distancing and use of face masks and gloves are strongly recommended; individually-wrapped treats can also be placed outside for pickup. He encouraged residents to go to [www.cdc.gov](http://www.cdc.gov) for more information.

9. November 3 General Election

Mr. Buckley stated that In Person Absentee Voting will be offered Tuesday, October 20 through Friday, October 23 and Monday, October 26 through Friday, October 30, from 8:00 AM to 6:00 PM in the City Hall Lobby. Extended hours for this period of time are offered to assist voters with registration and absentee voting.

Curbside Service for In Person Absentee Voting will be available during these times. If you cannot come into City Hall, please let us know and we will gladly bring a ballot

out to your car.

Voters can drop off their completed ballots at City Hall - Customer Service if they choose not to mail them back.

Polls Open on Election Day from 7:00AM - 8:00PM. All locations are open.

Still Need to Register? You can register in person at the City Clerk's Office at City Hall 8:00 AM to 4:30 PM Monday-Friday (open later during in-person absentee voting), or at the polls on Election Day. You will need to provide a valid photo ID, such as a driver's license.

Need an Absentee Ballot? Absentee ballot applications can also be made at the City Clerk's Office or on-line at [www.myvote.wi.gov](http://www.myvote.wi.gov). Please apply for your absentee ballot as soon as possible, to assure that you receive it and have adequate time to get it returned to City Hall.

Reminder: Ward 7 & 8 voting location has moved from Koenig School to J.E. Hamilton Community House in the Behringer Room.

The City of Two Rivers has 6,304 registered voters, 2,177 absentee ballots have been issued and 1,447 absentee ballots have been returned as of October 19, 2020.

#### 10. Fall Leaf Cleanup

Mr. Buckley reported Fall leaf pickup started October 12 and continues until Thanksgiving with Mondays East Side (East of East Twin), Tuesday - Thursday between the rivers and Fridays South Side (West of West Twin).

#### 11. Welcome New Downtown Business: Hartman's Bakery

Mr. Buckley welcomed the new downtown business: Hartman's Bakery and thanked Luisa and Austin Rehrauer for their investment in Two Rivers.

#### 12. Other

Mr. Buckley reported the Parks and Recreation Fall & Winter Activity Guide is now available on-line on the City and Park and Recreation websites. He also stated for complete information on local activities go to [www.exploretworivers.com](http://www.exploretworivers.com).

### C. Legislative/Intergovernmental Update

## 10. CONSENT AGENDA

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

### A. Presentation of Minutes

#### 1. **2020-208** Regular City Council Minutes-October 5, 2020

##### Recommended Action:

Motion to waive reading and adopt the minutes

## B. Reports

1. **2020-209** Minutes of Meetings

- a. Public Utilities, October 6, 2020
- b. Public Works, October 13, 2020
- c. Library Board, August 20, 2020
- d. Plan Commission, October 12, 2020
- e. Community Development Authority and Business and Industrial Development Committee, September 16, 2020
- f. Branding and Marketing Committee, October 8, 2020

Recommended Action:

Motion to receive and place on file

2. **2020-210** Department Reports for September 2020

- a. Clerk
- b. Community Development
- c. Electric
- d. Fire
- e. Inspections
- f. Library
- g. Parks & Recreation
- h. Public Works
- i. Safety
- j. Water

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. **2020-211** Award of Bid for Resurfacing of a Portion of Mariners Trail (2020 Capital Budget Item)

Recommended Action:

Motion to award the bid to Northeast Asphalt, in its low bid amount of \$38,922.50

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

- B. Update on Floodplain Ordinance Status Report and Information Update

Recommended Action:

Information only

Community Development Director/Planner Runge provided an update on this project and upcoming public information sessions.

- C. **2020-212** Resolution Authorizing the City to Apply to the Wisconsin Economic Development Corporation for an Idle Sites Grant to Assist with Redevelopment of the City-Owned Former Paragon Electric Facility, 606 Parkway Boulevard

Recommended Action:

Motion to waive reading and adopt the Resolution

**RESULT:** APPROVED WITH ROLL CALL [UNANIMOUS]  
**MOVER:** Bill LeClair, 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

- D. **2020-213** Matters Related to Routes to Recovery Funding to Assist with Local Response to COVID-19

1. Report on City Expenses Filed for Reimbursement to Date (Information Only)
2. Proposed Additional Outlays to Be Submitted for Reimbursement

Recommended Action:

Authorize spending in the amount of approximately \$21,500 for the items identified as additional COVID-related outlays, and for any additional items identified by staff and approved by the City Manager, up to \$10,000

**RESULT:** APPROVED ROLL CALL [UNANIMOUS]  
**MOVER:** John Casavant, 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

3. Consider Possible COVID Related Purchases to be Donated for Use by Two Rivers Public Schools, to be Reimbursed to City Through Routes to Recover

Recommended Action:

Authorize purchase of up to \$35,000 in COVID-related materials and supplies to be donated to the Two Rivers Public School District, to be reimbursed from Wisconsin Routes to Recovery program, contingent on a letter of agreement with the School District providing for District reimbursement of the City if any such purchases are determined to be ineligible for reimbursement from Routes to Recovery

**RESULT:** APPROVED ROLL CALL [UNANIMOUS]  
**MOVER:** Mark Bittner, 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

## RECOMMENDATION FROM PLAN COMMISSION MEETING ON OCTOBER 12, 2020

- E. Change in Zoning for 0.06 Acre Tract of Land, being the Easterly Portion of 2340 Memorial Drive, from B-1 Business District to I-2 Industrial District, Submitted by Ryan and Erik Marcelle (owners)

Recommended Action:

Motion to schedule public hearing for November 2, 2020

**RESULT:** APPROVED WITH VOICE VOTE [UNANIMOUS]  
**MOVER:** Bonnie Shimulunas, 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

## 12. FOR INFORMATION ONLY

- A. In Person Absentee Voting for the November 3, 2020 General Election will begin Tuesday, October 20 through October 30 between the hours of 8:00 AM - 6:00 PM in the lobby at City Hall
- B. Fall Leaf Pickup continues until Thanksgiving or until weather no longer permits. East side on Mondays; North side (between rivers) on Tuesdays, Wednesday and Thursdays; South side on Fridays
- C. Main Street Downtown Trick or Treating, Saturday, October 24, 2020, 11:00 AM-2:00 PM
- D. Howl-O-Ween Party in Central Park, free outdoor gathering for families, hot cocoa, games and play Plinko, Saturday, October 24, 2020, 11:00 AM-2:00 PM
- E. City Council Work Session Meeting, Monday, November 30, 2020, 6:00 PM
- F. Community Trick or Treat Hours, Saturday, October 31, 2020, 5:00 – 7:00 PM
- G. City Council Regular Meeting, Monday, November 16, 2020, 6:00 PM

## 13. CLOSED SESSION

No closed session

## 14. ADJOURNMENT

At 7:25 PM, a motion to dispense with the reading of the minutes of the meeting and adjourn.

**RESULT:** APPROVED VOICE VOTE [UNANIMOUS]  
**MOVER:** Jay Remiker, 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

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Kim M. Graves  
City Clerk

**CITY OF TWO RIVERS  
COUNCIL PROCEEDINGS  
WORK SESSION  
Monday, October 26, 2020 – 6:00 PM  
Council Chambers – City Hall  
MINUTES**

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1. Call to Order by President Curt Andrews at 6:00 PM.
2. Roll Call

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

Also present were Jim McDonald, Public Works Director; Dave Buss, Finance Director; Elizabeth Runge, Economic Development Director/City Planner.  
Invited guest: Bonnie Timm, Roger Street Fishing Village

3. Consider Proposal from Rogers Street Fishing Village to Purchase Former Rogers Street Motel Property from the City, Per Terms of Agreement for Sale/Redevelopment of that Property, Dated December 14, 2020 (Term of Agreement Was Extended by Action of City Council on June 29, 2020)—Action Item

A. Rogers Street Fishing Village

Recommended Action:

Motion to sell for \$57,000, which represents the original proposed purchase price less documented expenditures on the property by Rogers Street, without the requirement for a public access easement. The City has the Right of First Refusal in the future if Rogers Street should put the property up for sale.

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

4. Discuss Opportunities for New Residential Development in and Around the Downtown, as a Catalyst for Downtown Redevelopment—Discussion Only

Discussion took place in regard to housing and living in the downtown.

Staff showed Council several marketing pieces currently in development which included the Eggers West Redevelopment Project as proposed West River Loft Apartments of market and below total for low to moderate income levels.

Another property reviewed was the Burrows property at 15th and Washington Streets, with frontage on the West Twin River. This property is for sale (but not currently listed) at \$300,000 and is a redevelopment opportunity. Other properties were also discussed for future development possibilities.

5. Discuss Possible Interest in Pursuing Construction of a Splash Pad as a City/Community Project, at Neshotah Park or in the Downtown Area—  
Discussion Only

Discussion of a splash pad and skating rink as a City/Community project at Neshotah Park or in the downtown area was had by the Council. The City Manager presented several examples of splash pads and ice rinks in various communities.

6. Closed Executive Session

No closed session held.

7. Adjournment

At 7:50 PM, a motion to dispense with the reading of the minutes of the meeting and adjourn.

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

\_\_\_\_\_  
Kim M. Graves  
City Clerk



**City of Two Rivers  
Plan Commission**

**Monday, October 12, 2020  
5:30 PM  
City Hall Council Chambers**

**Minutes**

**1. Call to Order**

Chairman Buckley called the meeting to order at 5:39 PM.

**2. Roll Call**

Attendee Name	Title	Status	Arrived
Greg Buckley	Chairman	Present	
Rick Inman	Commissioner	Present	
Kay Koach	Commissioner	Present	
Connie Loden	Commissioner	Remote	
Jim McDonald	Commissioner	Present	
Eric Pangburn	Commissioner	Remote	
Adam Wachowski	Commissioner	Remote	

Also Present: Keith Conway, Don DeBruyn, Todd Moolenaar, City Planner Elizabeth Runge and Recording Secretary Vicky Berg. Also Remote: Ryan Marcelle.

**3. Action Items**

**A. Review Site Plan for proposed solar array install at Grace Congregational Church, 2801 Garfield Street, submitted by Grace Church (owner) and Arch Electric, Inc. (agent)**

The owner prefers Plan B, which includes one solar array, 120 feet in length, setback approximately 130 feet from the east property line.

Discussion included planting trees (not deciduous) along the east side of the property to provide visual screening from the residential development along Sandy Ridge Drive.

Motion to approve Plan B with the following conditions:

- The City reserves the right to provide notice to the property owner to plant trees along the east side of the property adjacent to residences along Sandy Ridge Drive within six months from the date of said notice.
- Said trees shall not be deciduous trees, shall be at least six feet in height and planted with appropriate spacing for one hundred feet in length.
- The City may issue such notice to plant trees for a three-year period upon completion of the solar array install.
- All costs incurred to plant the trees shall be the property owner's responsibility.

**RESULT:** APPROVED WITH ROLL CALL VOTE [UNANIMOUS]  
**MOVER:** Jim McDonald, Commissioner  
**SECONDER:** Rick Inman, Commissioner  
**AYES:** Buckley, Inman, Koach, Loden, McDonald, Pangburn, Wachowski

- B. Consider request for a change in zoning for 0.06 acre tract of land, being the easterly portion of 2340 Memorial Drive, from B-1 Business District to I-2 Industrial District, submitted by Ryan and Erik Marcelle (owners)

Discussion included questions about the use of the current and future industrial property. However, this request is not inconsistent with neighboring zoning.

The owner confirmed the masonry building will be used for storage/warehouse purposes because it has no plumbing.

Motion to recommend the change in zoning and forward to Council for public hearing. Upon a roll call vote, motion carried.

**RESULT:** RECOMMENDED APPROVAL [UNANIMOUS] **Next: 10/19/2020 6:00 PM**  
**MOVER:** Connie Loden, Commissioner  
**SECONDER:** Jim McDonald, Commissioner  
**AYES:** Buckley, Inman, Koach, Loden, McDonald, Pangburn, Wachowski

- C. Review Certified Survey Map to create Lots 1 and 2 from the properties known as 2338, 2340 and 2400 Memorial Drive, submitted by Ryan Marcelle d/b/a Tantrum Audio, and Erik Marcelle, Marcelle Properties, LLC (owners)

Motion to approved the Certified Survey Map provided the zoning of the 0.06 tract of land is changed from B-1 Business District to I-2 Industrial District.

**RESULT:** APPROVED WITH ROLL CALL VOTE [UNANIMOUS]  
**MOVER:** Connie Loden, Commissioner  
**SECONDER:** Jim McDonald, Commissioner  
**AYES:** Buckley, Inman, Koach, Loden, McDonald, Pangburn, Wachowski

- D. Review the process and schedule public hearing to amend the Project Plan for Tax Incremental District No. 10

The City has negotiated a purchase agreement with an interested party to operate a manufacturing facility from the premises. A development agreement shall be prepared. The proposed amendment must meet all statutory requirements, including financial feasibility.

Chairman Buckley requested this to be informational only and requested the Commission take no action to schedule the public hearing.

**RESULT: NO VOTE**

- E. Review the process and schedule public hearing to amend the Boundaries and Project Plan for Tax Incremental District No. 12

A developer is proposing a commercial development to include all properties in the 1500 block of 12th Street, except 1200 Washington Street. A development agreement shall be prepared. The proposed amendment must be financial feasible and meet all statutory requirements.

Chairman Buckley requested this be informational only and requested the Commission take no action to schedule the public hearing.

**RESULT: NO VOTE**

- F. Comprehensive Plan Update - Review and discuss draft Community Survey

The survey was reviewed and discussed. Several revisions were suggested. The survey is proposed to be available online for public input from mid-October to through November.

**RESULT: NO VOTE**

#### 4. Adjournment

- A. Motion to adjourn at 7:45 PM.

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

**MOVER:** Rick Inman, Commissioner

**SECONDER:** Jim McDonald, Commissioner

**AYES:** Buckley, Inman, Koach, Loden, McDonald, Pangburn, Wachowski

\_\_\_\_\_  
Vicky Berg, Recording Secretary



**City of Two Rivers  
Resolution Authorizing Application  
For Safe Drinking Water Loan Program Funding  
For Lead Water Service Replacement**

**WHEREAS**, Two Rivers, like many older communities across Wisconsin and the United States, has a significant number of lead water service laterals in the system that delivers water to local homes, businesses, schools and other users; and

**WHEREAS**, while the City makes every effort to optimize its chemical treatment processes and thereby minimize public exposure to lead in our drinking water, the ultimate solution to this public health concern is the elimination of all lead service laterals in the system; and

**WHEREAS**, elimination of the nearly 2,000 lead service laterals remaining in the City's water system will be a major expense for the water utility and for property owners, who are responsible for the cost of replacing the "private side" of service laterals, from the street to their water meter; and

**WHEREAS**, the City has sought and secured State and Federal funding in recent years to assist with replacement of lead laterals, both "public side" and "private side," including \$800,000 in Safe Drinking Water Loan Program "principal forgiveness" funds that provided \$2,500 grants to 319 property owners whose laterals were replaced in 2017-19; and

**WHEREAS**, a recent initiative by Wisconsin's Environmental Loan Program will make \$61 million in principal forgiveness funding available, starting in 2021, for private lead lateral replacement; and

**WHEREAS**, such funding can assist here in Two Rivers with replacement of an estimated 100 private side lead laterals on streets planned for construction in 2021, and for replacement of private side laterals at locations where service lateral replacement becomes necessary, due to water service leaks or failures (estimated at 15 for 2021);

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council hereby authorizes staff to proceed with the filing of an application for such funding, to further the City's efforts to eliminate lead services from the water system and to provide assistance to private property owners in meeting their obligations to replace "private side" lead services.

Adopted this 2nd day of November, 2020.

\_\_\_\_\_  
Council Member

\_\_\_\_\_  
City Manager




**Department of Public Works**  
 1717 East Park Street  
 Post Office Box 87  
 Two Rivers, WI 54241-0087  
 Director/Engineer.....920-793-5539  
 Public Works Shop.....920-793-5576  
 Wastewater Superintendent.....920-793-5574  
 pubwks@two-rivers.org

## **Council Manager Government Since 1924**

### **Memo**

Date: October 11, 2020

To: Greg Buckley, City Manager

From: Jim Mc Donald, Public Works Director / City Engineer 

Re: Questions from Council Members Concerning Recommendation to Purchase Replacement Dump Trucks (Salters)

City Council has questions regarding the recommendation to purchase two dump trucks. This office made the recommendation in a memo dated October 1, 2020. These questions, along with responses follow:

*Is there a warrantee for the spray-on liner?*

One year, as with the rest of the truck mounted equipment. Note that the spray liner will be applied to the inside of the box, but not to the underside. The underside will be coated with conventional undercoat; thus, the spray-on liner option will not be used. This will reduce the total price by \$2,286.00 and will not change the warrantee.

*How long will it take to receive additional quotes?*

Additional quotes for the chassis can be received within a month, or so. Quotes for the body work (including the box, plow and all controllers) can be received in about the same timeframe.

The chassis preferred by operators and mechanics is the International Model. Reasons for this include parts stocking, familiarity, diagnostics and parts availability. The quote on the units was secured through Sortwell Contracts, Cooperative Purchasing Program for Publicly Awarded Contracts in order to assure a fair price was secured. Pricing on additional makes and models involves comparing differences in construction and materials. Comparisons do involve the apples and oranges issues, as makes and models do vary.

Similarly, with the body work, significant differences can become apparent following purchase. The firm selected has provided very good work and compelling reasons to continue using them. Examples include the plow, that Monroe (in Green Bay) stocks parts for. The closest alternative, Henkie, requires deliveries from out of State. Other components also relate similar issues with respect to parts availability. The most significant factor in our preference for Monroe Plows relates to the method in which the wing reacts to an obstruction (such as a

protruding manhole). The parallelogram system employed reacts in a manner such that neither the plow, mechanism, nor driver are hurt. Other systems have not lived up to that expectation. We have bent plows from unmentioned manufacturers.

*Why buy two and not just one?*

The salters are the first units out whenever conditions warrant. They are often sent out at night and driven by our Rotating Standby staff. As all drivers within the street's division needs to know how to operate the salters efficiently, it is desirable to maintain consistency in the operations. This impacts the equipment we prefer on the trucks and our desire to have two rigs that very closely match.

*How long can the quoted price be held?*

Pricing can be held to the end of the year. The model year of the trucks may change to 2021, but the pricing will be held.

*Why were the costs so much higher than the estimate and budget?*

The original budget estimate was \$340,000 which was first reduced by this office to \$330,000. During the budget process, this amount was further reduced to \$300,000. The original estimate was obtained from a dealer representative that was referencing a fully equipped truck that was on site. This yielded an estimate of \$340,000. Unfortunately, the referenced truck was equipped for township (more open road use) and came with lessor equipment. The difference, missed through a miss communication, amounts to the following:

\$ 1,660	Two LED strobes on roof bar versus one light on cab shield
\$ 496	Electric Brake Control
\$ 403	Electrical enclosure
\$ 2,688	Spray Line Load Space and fenders versus no spray lining
\$ 1,056	Vibrator
\$ 9,025	Parallelogram plow lift with top cutting edge versus pin / loop moldboard trip
\$13,311	Force Ultra electric controls to operate plow / wing / hoist along with electric valving to operate hydraulic push arm and pre-wet versus cable controls with no valving for hydraulic push arm and pre-wet.
\$ 2,850	Closed loop ground speed sensor for spreader
\$ 5,931	Ten-foot trip edge wing with hydraulic push arm versus nine foot non trip wing with fixed push arm
\$ 763	Custom stainless side shields for tail gate spreader
\$ 3,695	One-hundred-gallon frame mounted pre-wet with hydraulic closed loop system
\$ 2,895	Electric Tarp System
(\$ 863)	Two Unit Discount
\$43,909	Total per Truck

For two trucks, the additional cost, over that of a stock truck is \$87,818. This amount, when subtracted from the quoted amount of \$395,344, yields \$307,526, which falls \$7,526 over the final budget amount of \$300,000.



Unfortunately, the miscommunication with the vendor resulted in the prices coming in higher than expected.

The revised purchase price is at \$395,344 as the additional spray liner material in lieu of undercoat is not desired, nor is the switch to Stainless steel.

Public Works Street Division needs replacement Dump / Plow / Salt trucks to replace those currently in use. The primary mission for these specific trucks is to plow and salt the "salt Routes" during winter months when conditions warrant. As can be envisioned, the trucks do suffer from an additional level of corrosion due to the nature of their use and can deteriorate faster than other vehicles. A summary of the proposal is as follows:

<b>Purchase Item Description</b>	<b>Amount</b>
Two Chassis (International from Packer City)	\$ 175,956.00
Truck Mounted Equipment including dump box, plow and wing, spray on liner and so on (Work by Monroe Equipment)	\$ 219,388.00
<b>Total Amount to Purchase</b>	<b>\$ 395,344.00</b>
Approved Budget Amount	\$ 300,000.00
More than Budget Amount (Difference)	\$ 95,344.00

As seen in the above table, the price of the two completed vehicles exceeds the budgeted amount. In addition to a miscommunication, some component prices increased significantly since budget time a year ago. None-the-less, it is past time to purchase new trucks equipped for uses as described above. Two trucks will be sold. Number 39 is a 1996 model that will require more extensive maintenance soon. Number 35, a 2005 model was used as a salt truck. The box on this unit has rusted through.

We recommend that Council Authorize the purchase of the new trucks and equipment herein described for the price indicated (\$ 395,344) and that we proceed with the order and purchase and budget an additional \$95,000 for 2021. Please note that delivery of these purchases will be between ten and eleven months from the time the order is placed.

Thanks for your consideration of, and attention to this matter.

**Veteran's Day**

# Soup FOR THE Soul & Bake Sale

Savor the Spirit and warm the Soul  
with our homemade, heat & eat soups & chili.

**Wednesday, November 11, 2020**  
**7 am - 5 pm**

Pick up at the Two Rivers Senior front window  
1520 17th St ~ Two Rivers ~ 920-793-5596  
Pre-Orders Encouraged

\$6 per quart

Chili, Broccoli Cheddar, Chicken Dumpling

\$1.50 per piece

Lemon Bar, Apple Spice Cake



## *Save the Date: November 19th*

### *Helping the Neighbors Food Drive*



One Day Only! Noon–5 pm

Donate 3 non-perishable food items and receive free LED Light Bulbs OR energy efficient LED Christmas lights.

- Limit one exchange per Two Rivers Water & Light customer billing address.
- Drive Up, Drop Off, Receive Exchange items & a Door Prize, all without getting out of your car!

