



**CITY OF TWO RIVERS  
CITY COUNCIL AGENDA  
Monday, December 21, 2020  
Council Chambers – City Hall – 6:00PM  
Regular Meeting**

**NOTICE:** 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, [HTTPS://TWO-RIVERS.ORG](https://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**
- 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. Katherine Dahlke, to address:
      - Creation of an local arts council and increased citizen engagement in furtherance of other strategic goals of the City
      - Creation of a Civic Internship Program targeting local high school, trade school, college and/or university students
    2. Introduction of Full-Time Police Officer Amanda Verhelst

3. Bryan Grunewald, Clifton, Larsen and Allen, CPA's, to Present 2019 Annual Financial Statements and Progress Report on Audit for TID No. 3 (Metalware TID)

Recommended Action:

Motion to receive and file the reports, as presented.

B. Status/Update Reports

1. Congratulations to the Two Rivers Fire Department and Area Sponsors for a Successful First-Ever "Christmas at the Beach"
2. Placement of Wisconsin State Historic Marker at the Memorial Drive Wayside, Recounting the History of Memorial Drive's Official Dedication as American Legion Memorial Drive in 1928--Great Work by Two Rivers American Legion Post No. 165
3. Update: Proposed Redevelopment Project at 12th and Washington Streets
4. Update: Fleet Leasing Proposal Approved by City Council on December 7
5. Community Development Authority Selection of Realtor to Market City-Owned Property at 2023 Washington Street for Redevelopment
6. Reminder: Trash and Recyclables Collection During the Christmas and New Year's Holidays
7. Free Christmas Light Recycling Offered at Manitowoc County Recycling Center, 3000 Basswood Road in Manitowoc
8. Christmas Tree Pickup After the Holidays
9. City Personnel Updates
10. City Hall Customer Service Office to Resume Normal 8:00 AM to 4:30 PM Hours Effective January 4, 2021
11. Library Drive-Up Window Project
12. Routes to Recovery Funding
13. Pay Kiosks at Vets Park and Harbor Park
14. Shop With a Cop
15. Holiday Closings and Modified Hours for Various City Departments
16. City Room Tax Revenues on Pace to Set a Record in 2020
17. Upcoming Events
18. Other

C. Legislative/Intergovernmental Update

## 10. CONSENT AGENDA

### A. Presentation of Minutes

#### 1. Regular City Council Minutes-December 7, 2020

Recommended Action:

Motion to waive reading and adopt the minutes.

### B. Applications and Petitions

### C. Reports

#### 1. Minutes of Meetings

- a. Library Board, November 10, 2020
- b. Committee on Aging, October 5, 2020
- c. Advisory Recreation Board, July 14, 2020
- d. Environmental Advisory Board, December 8, 2020
- e. Personnel & Finance, September 30, 2020
- f. Personnel & Finance, October 7, 2020
- g. Personnel & Finance, October 14, 2020
- h. Personnel & Finance, October 28, 2020
- i. Personnel & Finance, November 4, 2020
- j. Personnel & Finance, December 9, 2020
- k. Personnel & Finance, December 16, 2020
- l. Plan Commission, December 14, 2020
- m. Business Industrial Development Committee/Community Development Authority, October 27, 2020

Recommended Action:

Motion to receive and place on file.

#### 2. Department Reports for November 2020

- a. City Clerk
- b. Community Development
- c. Electric
- d. Inspections
- f. Library
- g. Parks & Recreation
- h. Public Works
- i. Safety Program
- j. Water
- k. Fire
- l. Police - October 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. Amendment to Development Agreement for Washington Highlands/TID 8

Recommended Action:

Motion to authorize the City Manager and City Clerk to sign the amendment on behalf of the City and to authorize the City Manager to release the City's mortgage on the three condominium sites currently under construction, if required as a condition for construction financing by the Developer's bank.

- B. Resolution Authorizing Adjustments to Non-Union Employee Wage Scales to Implement a Two Percent Wage Increase as Provided in 2021 Budget

Recommended Action:

Motion to waive reading and adopt the Resolution, as budgeted and recommended by the Personnel and Finance Committee.

- C. Appointment of Seven Citizen Members to Splash Pad and Ice Rink Planning Committee

Recommended Action:

Motion to approve appointments as recommended by City Manager.

- D. Appointment of Two Council Members to Splash Pad and Ice Rink Planning Committee

Recommended Action:

Council discretion.

- E. Consideration of Actions Relative to the Council Vacancy Created by the December 7, 2020 Resignation of Jack Powalisz

- (1) Options for Filling the Seat (Term Expires April 2021)

--Leave Vacant

--Appoint a Replacement for Balance of the Term

- (2) Vacancies on Boards, Committees on Which Council Member Powalisz Served

- F. Authorize Turning Off Street Lights Along Downtown Washington Street (12th Street to 22nd Street) from 6:00 PM to 10:00 PM on Christmas Eve, to Return to a Two Rivers Christmas Tradition

Recommended Action:

Motion to authorize this action, understanding that City staff will make efforts to make the community aware through social media posts and a press release, and temporary traffic warning signs will be placed at each end of the street.

## **12. FOR INFORMATION ONLY**

- A. City Hall Closed for Holidays on December 24 & 25, 2020 and January 1, 2021
- B. Lester Library Closed for Holidays on December 24 & 25, 2020 and December 31, 2020 & January 1, 2021
- C. City Council Work Session, Monday, December 28, 2020, 6:00 PM
- D. City Council Regular Meeting, Monday, January 4, 2021, 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.

**CITY OF TWO RIVERS  
COUNCIL PROCEEDINGS  
REGULAR MEETING  
Monday, December 7, 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; Brian Kohlmeier, Police Chief; Dave Buss, Finance Director; Elizabeth Runge, Economic Development Director/City Planner; Dave Dassey, IT Assistant; Jack Bruce, City Attorney; and Greg Buckley, City Manager.

President Andrews read a resignation letter received from Councilmember Jack Powalisz on 12/7/2020 effective immediately. Council will consider whether or not to fill the position at their December 21st meeting due to Powalisz's term coming to an end in April 2021.

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

None.

5. **PUBLIC HEARING**

- A. **2020-236** Public Hearing on Conditional Use Permit for a Drive-Thru Service Window at the Lester Public Library 1001 Adams Street, in the B-1 Business District, City of Two Rivers (property owner)

Recommended Action:

Motion approve the Conditional Use Permit, as recommended by the Plan Commission

President Andrew opened the public hearing and made the first call. No one addressed the Council.

On the second and third calls, no one addressed the Council. President Andrews closed the hearing.

**RESULT:** APPROVED WITH ROLL CALL [UNANIMOUS]  
**MOVER:** Jay Remiker, Councilmember  
**SECONDER:** Mark Bittner, Councilmember  
**AYES:** Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jay Remiker, John Casavant, Mark Bittner  
**ABSENT:** Jack Powalisz

- B. Ordinance to Amend the District Map of the City of Two Rivers, Wisconsin, Change in Zoning for Parcel 053-116-005-002.08, Vacant Parcel at the Intersection of West River and 27th Streets, from R-1 Single Family Residence District to I-2 Industrial District

Recommended Action:

Motion to waive reading and adopt the Ordinance, as recommended by the Plan Commission

President Andrew opened the public hearing and made the first call. No one addressed the Council.

On the second and third calls, no one addressed the Council. President Andrews closed the hearing.

**RESULT:** APPROVED WITH ROLL CALL [UNANIMOUS]  
**MOVER:** Jay Remiker, Councilmember  
**SECONDER:** Adam Wachowski, Councilmember  
**AYES:** Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jay Remiker, John Casavant, Mark Bittner  
**ABSENT:** Jack Powalisz

## 6. INPUT FROM THE PUBLIC

Kathy Dahlke, 3727 Adams Street, addressed the Council to recognize the Fire Department for a job well done during a recent vehicle vs. pedestrian accident in the downtown area.

Additionally, Ms. Dahkle offered her support of the City's effort to establish a permanent Branding and Marketing Committee and questioned how the proposed members were decided upon along with term length and the process for getting involved with the Committee in the future. Mr. Buckley provided a copy of the proposed committee structure to be acted on later in the meeting and referred her to the Committee Volunteer Application found on the City's website.

## 7. COUNCIL COMMUNICATIONS

### Letters and other communications from citizens

Councilmember B. LeClair stated he received concerns of overgrown trees and shrubbery along the Mariners Trail blocking the beautiful views of Lake Michigan.

## 8. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

Councilmember Bittner stated that the Personnel & Finance Committee will have a meeting on Wednesday, December 9th at 5:00 p.m. Progress on the goals and objectives of the City will be evaluated.

Council President Andrews stated that the Committee on Branding and Marketing will have a meeting on Thursday, December 10th at 5:30 p.m.

Council Vice-President D. LeClair stated that the Environmental Advisory Board will have a meeting on Tuesday, December 8th at 5:30 p.m.

## 9. CITY MANAGER'S REPORT

### A. Invited Guests

#### 1. Introduction and Swearing in of City Clerk Jamie Jackson

Mr. Buckley recognized City Clerk/Human Resources Director, Kim Graves, for 22 years of service to the City and congratulated her on her upcoming retirement. Ms. Graves thanked the Council and Staff for a wonderful 22 years and called special attention to the City's poll workers for their hard work and dedication in keeping Two Rivers' elections secure and transparent.

Incoming City Clerk/Human Resources Director, Jamie Jackson, was introduced to the City Council and Ms. Graves conducted the Oath of Office.

### B. Status/Update Reports

#### 1. Christmas at the Beach, December 12, 2020, Sponsored by Two Rivers Fire Department and Fox Communities Credit Union, Supported by Generous Community Donations

Mr. Buckley reported on Christmas at the Beach scheduled for December 12th sponsored by the Two Rivers Fire Department and Fox Communities Credit Union and supported by generous community donations.

Fire Chief Denzien elaborated on the planned events including Christmas lights, visits with Santa and Mrs. Clause, cookies and hot chocolate all following COVID-19 protocols. He thanked his team for their enthusiasm and efforts to organize this event.

#### 2. Enforcement of Winter Parking Ban Delayed, Pending Arrival of Snow

Mr. Buckley reported that enforcement of the winter parking ban that is effective December 1st to March 15th is delayed pending the arrival of snow. Residents are asked to begin complying with the winter parking ban at the first sight of snow.

#### 3. City Named Beneficiary of Life Insurance Policy from Long-Time Council Member Jim Taddy

Mr. Buckley reported that the City is the named beneficiary of a \$43,629 life insurance policy from long-time Council Member Jim Taddy. The funds were not designated for a specific use or project and will be used at the direction of the Council.

#### 4. Update on Possible Paragon Building Sale

Mr. Buckley reported that the company that held a purchase agreement for the Paragon property has informed the City that it will not proceed with the purchase, citing the cost to adapt the building to its needs. The City will continue to market the building and consider options for the 27-acre site.

5. Update on Proposed Commercial Development in the Area of Washington and 12th Streets

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

6. Lester Public Library Carpet and Technology Project

Mr. Buckley reported on a carpet and technology upgrade project underway at the Lester Public Library. This project was made possible solely by a fundraising effort and generous donations.

7. Construction Activity at Washington Highlands

Mr. Buckley reported on construction activity at Washington Highlands for three new duplex condominium structures.

8. City Submittals for Reimbursement of COVID-Related Expenses Through "Routes to Recovery" Program

Mr. Buckley reported on the City's final submittal for reimbursement of COVID-related expenses through the Routes to Recovery program. The total submission of \$202,577.42 was \$16,493.42 in excess of the City's initial allocation of \$186,084.00. Submissions in excess of the initial allocation may be eligible for reimbursement depending on the availability of additional funding.

9. City Filing of Intent to Apply for Special CBBG-CV COVID-Related Grant Funding for Drive-Through Window and Related Improvements at Senior Center

Mr. Buckley reported on the City's filing of an Intent to Apply for Special CBBG-CV COVID-Related Grant Funding for a drive-through window and related improvements at the Senior Center. The City is expected to find out in February if an application will be accepted.

10. Christmas Decorations Are Up: Thanks Again to the 2019 Donors Who Made the New Decorations Possible

Mr. Buckley reported that Christmas decorations are up throughout downtown and thanked the 2019 donors who made the new decorations possible.

11. Update on Repairs to Fabric Awning for Rotary Pavilion

Mr. Buckley reported that the repairs to the fabric awning for the Rotary Pavilion have been completed and at no cost to the City. He thanked Wisconsin Nationwide for transporting the awning material to the repair facility in Missouri at no charge, and John Finn of Reese Recreation Products for covering return shipping costs.

12. Other

## C. Legislative/Intergovernmental Update

None.

**10. CONSENT AGENDA**

**RESULT:** APPROVED WITH VOICE VOTE [UNANIMOUS]  
**MOVER:** Adam Wachowski, 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

## A. Presentation of Minutes

1. Regular City Council Minutes-November 16, 2020, Special Meeting-November 23, 2020 and Special Meeting-November 30, 2020

Recommended Action:

Motion to waive reading and adopt the minutes

## B. Reports

## 1. Minutes of Meetings

- a. Public Utilities, December 1, 2020
- b. Public Works, December 2, 2020

Recommended Action:

Motion to receive and place on file

## 2. Finance Reports

- a. Debt Service, October 2020
- b. General Fund, October 2020
- c. Lester Library, October 2020

Recommended Action:

Motion to receive and place on file

## 3. Summary of Verified Bills for the Month of November for \$1,415,919.98

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. Supplemental Agreement No. 1 to Department of the Army Easement No, DACW35-2-15-3001 located at the Two Rivers Harbor Federal Navigations Project, Wisconsin (Related to City Harbor Park Seawall Tie-in with Federal Revetment and City Utility Easement)

Recommended Action:

Motion to authorize City Manager to sign the supplemental agreement and the Certificate of Authority

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

- B. Ordinance Establishing Branding and Marketing Committee as a Permanent Committee of Two Rivers City Government

Recommended Action:

Motion to waive reading and adopt the Ordinance.

**RESULT:** APPROVED WITH ROLL CALL [6 TO 2]  
**MOVER:** Bill LeClair, Councilmember  
**SECONDER:** Darla LeClair, Vice-President  
**AYES:** Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, John Casavant, Mark Bittner  
**NAYS:** Adam Wachowski, Jay Remiker  
**ABSENT:** Jack Powalisz

- C. Appointment of Members to Branding and Marketing Committee

Recommended Action:

Motion to approve appointments

**RESULT:** APPROVED WITH ROLL CALL [6 TO 2]  
**MOVER:** Bonnie Shimulunas, Councilmember  
**SECONDER:** Darla LeClair, Vice-President  
**AYES:** Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, John Casavant, Mark Bittner  
**NAYS:** Adam Wachowski, Jay Remiker  
**ABSENT:** Jack Powalisz

- D. Resolution of Intent to Pursue Splash Pad/Ice Skating Rink Facility as a Joint City-Community Project and to Appoint a Splash Pad and Ice Rink Planning Committee to Guide the Planning and Design Process and to Advise the City Council on this Project

Recommended Action:

Motion to read and adopt the Resolution

**RESULT:** APPROVED WITH ROLL CALL [UNANIMOUS]  
**MOVER:** Bonnie Shimulunas, Councilmember  
**SECONDER:** John Casavant, Councilmember  
**AYES:** Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jay Remiker, John Casavant, Mark Bittner  
**ABSENT:** Jack Powalisz

- E. Agreement Between the City of Two Rivers, City of Manitowoc and the Lakeshore Humane Society, Pertaining to the Housing and Care of Stray Animals from the Cities (Agreement for Three Years, to December 31, 2023; Current Agreement Expires December 31, 2020)

Recommended Action:

Motion to authorize the City Manager and City Clerk to sign the amendment on behalf of the City

**RESULT:** APPROVED WITH VOICE VOTE [UNANIMOUS]  
**MOVER:** Adam Wachowski, 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

- F. 2019 Sanitary Sewer Main and Lateral Replacement Projects DNR Plan and Specification Approval Number S-2018-0703 Financed Through the Clean Water Fund Loan Program Loan 4107-44

Recommended Action:

Motion to approve the project acceptance certifications and authorize signature by the City Manager and City Clerk

**RESULT:** APPROVED WITH ROLL CALL [UNANIMOUS]  
**MOVER:** Bonnie Shimulunas, Councilmember  
**SECONDER:** John Casavant, Councilmember  
**AYES:** Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jay Remiker, John Casavant, Mark Bittner  
**ABSENT:** Jack Powalisz

- G. 2019 Water Main and Lateral Replacement Projects DNR Plan and Specification Approval Number W-2018-0714 Financed Through the Safe Drinking Water Loan Program Loan 4920-33

Recommended Action:

Motion to approve the project acceptance certifications and authorize signature by the City Manager and City Clerk

**RESULT:** APPROVED WITH ROLL CALL [UNANIMOUS]  
**MOVER:** Adam Wachowski, 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

- H. Review Proposed Amendment to Development Agreement for Washington Highlands/TID 8

Recommended Action:

Discussion only, propose action at December 21 meeting

Mr. Buckley reviewed the proposed amendment to the development agreement for Washington Highlands/TID 8 including provisions for penalty reductions and forgiveness if the developer Abbey Ridge III, LLC would complete additional condominiums by specified dates set forth in the agreement. The finalized amendment will be before the Council on December 21st for action.

- I. Authorization for 2021 Fleet Leasing Program with Enterprise Fleet Leasing

Recommended Action:

Motion to authorize the City Manager and City Clerk to sign all documents associated with the capital leasing program as described in the Enterprise proposal for up to 21 vehicles in 2021 contingent upon language in the initial leasing document being acceptable to the City Manager and City Attorney.

**RESULT:** APPROVED WITH ROLL CALL [7 TO 1]  
**MOVER:** Adam Wachowski, Councilmember  
**SECONDER:** John Casavant, Councilmember  
**AYES:** Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jay Remiker, John Casavant  
**NAYS:** Mark Bittner  
**ABSENT:** Jack Powalisz

## RECOMMENDATION FROM PUBLIC WORKS COMMITTEE MEETING OF NOVEMBER 3, 2020

- J. Revise Special Assessment Policy to Include Revisions Addressing Cost of Deferred Assessments

Recommended Action:

Motion to approve the revision as recommended by the Public Works Committee

**RESULT:** APPROVED WITH ROLL CALL [UNANIMOUS]  
**MOVER:** Adam Wachowski, Councilmember  
**SECONDER:** John Casavant, 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. Enforcement of Winter parking restrictions delayed. Enforcement will begin when accumulating snow is being forecast. (Municipal Ordinance 8-2-4)
- B. Nomination Papers for City Council Candidates in the April 2021 election are available starting December 1, 2020 and must be filed on or before Tuesday, January 5, 2021 at 5:00 PM in the City Clerk's Office. Notification of Non-Candidacy by current Council Members must be filed by Monday, December 28, 2020 at 5:00 PM in the City Clerk's Office
- C. Cut-out Christmas Cookie Sale, frosted or unfrosted, December 10 & 11 2020 at the Senior Center, while supplies last
- D. Christmas at the Beach, Saturday, December 12, 5:00 - 7:00 PM
- E. City Council Regular Meeting, Monday, December 21, 2020, 6:00 PM
- F. City Council Work Session, December 28, 2020, 6:00 PM
- G. First Regular City Council Meeting in 2021 is Monday, January 4, 2020 at 6:00 PM

## 13. CLOSED SESSION

### Motion

At 8:33 p.m., a motion 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, and discuss proposed sale of former Paragon property, 606 Parkway Boulevard.

<b>RESULT:</b>	<b>APPROVED [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

## 14. RECONVENE IN OPEN SESSION

At 8:55 p.m., a motion to reconvene into open session and to consider possible actions in follow-up to closed session discussions.

**RESULT:** APPROVED VOICE VOTE [UNANIMOUS]  
**MOVER:** John Casavant, Councilmember  
**SECONDER:** Darla LeClair, Vice-President  
**AYES:** Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jay Remiker, John Casavant, Mark Bittner  
**ABSENT:** Jack Powalisz

## 15. ADJOURNMENT

At 8:56 p.m., a motion to dispense with the reading of the minutes of the meeting and adjourn.

\_\_\_\_\_  
Jamie Jackson  
City Clerk

**LESTER PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING MINUTES  
Tuesday, November 10, 2020 6:00 PM  
Via Zoom Meeting**

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**Call to Order** –President Ned Guyette called the meeting to order at 6:00 PM.

**Roll Call** – Members Present: John Casavant, Stanley Palmer, Kirsten Sleger, Tom Van Horn, Ned Guyette, and David Pennefeather. Absent and excused Rick Hendrickson, Larry Thomas, and Sharon Sleger. Also present: Jeff Dawson, Director.

**Public Comment** – None

**Approval of Minutes** – Motion to approve minutes of October 13, 2020 meeting, made by Palmer, second made by Pennefeather. Voice vote carried unanimously.

**Expenditures & Financial Reports** – Motion to receive and file the October, 2020 financial reports, made by Van Horn, second made by Casavant. Voice vote carried unanimously.

**Board Member Comment** – Kirsten Sleger commented on the efficiency of the new curbside delivery system.

**Director's Report** – Dawson discussed adding item type circulation to the monthly statistics and to the COVID-19 statistics. The new copiers will arrive November 17<sup>th</sup>. City Plan Commission approved the library drive through window, it now moves to City Council to set a date for a public hearing.

**Communications** - None

**Report from City Council Representative** – Rogers Street Historic Fishing Village purchased and demolished the old hotel near their property from the City. City budget has dominated most of the City Council business.

**Report from School District Representative** – The School District continues with in-house and remote learning, most in thanks to a proactive quarantine program for staff and students.

**Report from County Representative** – No report.

**Unfinished Business**

- A. COVID-19 Strategies – Dawson discussed the rise in COVID-19 cases across Wisconsin.
- B. 2021 Budget Review – Dawson shared cuts made to the proposed 2021 budget to reflect a \$12,000 reduction, 2%, from the City.

**New Business**

- A. Library Policy Review, the first review of the Gift Policy. The Board will continue looking at the policy and bring it back to the December Board meeting.

**Board Education – None****Closed Executive Session – None**

Motion to adjourn made by Kirsten Sleger, second made by Casavant. Voice vote carried five aye votes with one nay vote (Van Horn). Meeting adjourned at 6:49 pm.

Respectfully submitted, Jeff Dawson, Director

**COMMITTEE ON AGING**  
**Monday, October 5, 2020 - 8:30 AM**  
**Behringer Room - JE Hamilton Community House, 1520 17th Street**

**MINUTES**

**I. Call to Order**

**II. Roll Call**

Attendee Name	Title	Status	Arrived
RuthAnn Hearley	Board Member	Excused	
Richard Langman	Board Member	Present	
Gerald Lyons	Board Member	Present	
Donna Reilly	Board Member	Present	
Bette Roidt	Board Member	Excused	
Lenore McDonough	Board Member	Excused	
Bill LeClair	Councilmember	Present	
Jerome Schubring	Board Member	Present	
David Schmaling	Board Member	Excused	

Cathy Ley, ADRC of the Lakeshore Director - Remote  
 Terri Vosters, Parks and Recreation Director - Present  
 Tammy Desten, Senior Center Supervisor - Present

**III. Minutes**

Committee on Aging September 14, 2020 meeting minutes were presented. Motion to approve by Jerry Schubring. Second by Rich Langman. Approved and accepted.

**IV. Input from Public**

N/A

**V. Correspondence & Press**

N/A

**VI. Committee Reports**

**a. County Aging Unit - Cathy Ley**

Cathy Ley discussed the confusing and challenging times that we are in during the pandemic. The ADRC of the Lakeshore building is open. Appointments are kept to a 15 minute limit with the goal of keeping customers and staff safe. Over 1,100 letters & forms were mailed to individuals to participate in the Medicare Part D open enrollment period. Dining sites will not be offering congregate noon lunch for the duration of 2020. State and county departments are working together on safe dining guidelines that will be put in place when reopening is considered. The ADRC is offering virtual caregiver support groups, and the Aging Mastery program that will become a book club lead by the prevention coordinator with weekly phone discussions. Working with older adults on the ability to reach out virtually.

## b. City Council - Bill LeClair

Bill updated the committee on the Eggers pond, Pine Street lift stations and resurfacing of Mariners Trail. City Council is working to refine the Beer Garden Ordinance and Noise Ordinance. He explained the difference between residential and industrial noise decibel limits. The City of Two Rivers will begin the process of preparing the next 20 year Comprehensive Plan. The public will be asked for input through a survey that will be available soon. The Two Rivers Rotary Club will be holding a Road Rally on October 11, kick-off at Neshotah Beach. Two Rivers businesses will be holding trick or trick on Saturday, October 24. Hartman's Bakery will be opening on Washington Street this week.

## c. Recreation Department Programs - Terri Vosters

Terri shared that efforts are being made to condense programming with the goal is to schedule them with more quality. The program guide will be released with the upcoming 6-8 weeks of activities and classes which may help avoid cancellations. Planning to hold a Halloween Hoopla with games spaced out for social distancing. City trick or treating will take place on Oct. 31 for residents that chose to participate. Parks staff busy replacing Central Park fountains, park bathrooms are being prepared for winter. Boat launch kiosks will be installed next year with exact locations to be determined. Working on the 2021 budget.

## d. Senior Center - Tammy Desten

Tammy reported on the success of the Drive Thru Spaghetti Dinner fundraiser, 108 dinners sold, \$617 profit. Drive Thru Health Fair will take place on Oct. 15. Two breakfast sponsors will help with a few items in place of the traditional breakfast. Granola bars, etc... currently we have 24 vendors, fee to have items in bag, fee to have an ad in the resource booklet. Profit to date \$1035 9-12 17<sup>th</sup> street by the pergola.

Partnering with UW-Madison Extension program. Strong Bodies Strength training program. Participants in the koska room, the instructor will be streaming on the screen. Starts tomorrow runs thru Dec 17 Tues/Thurs.

Two Rivers High School Student group that currently helps deliver meals is offering leaf raking and snow shoveling for seniors on a limited basis. This Friday, Breakfast for lunch drive thru 11-1, Nov 11 - Soup and Bake Sale - Take home and heat - Chili, Broccoli Cheddar, Chicken dumpling, lemon bar and apple spice cake. Previously mentioned - Rummage Sale Cancelled. Community Thanksgiving Cancelled. Christmas Cookie Sale Dec 10 & 11. The only groups/activities not scheduled at this time are the high touch activities. Sheepshead, cribbage, mahjong, dominoes & card creators. Current classes and activities; Line Dancing, Dartball, Wii, Quilting, Arthritis Exercise, Monday movies, bingo with staff member calling. Each activity held is limited in size, pre registration needed. Staggering class times, cleaning before and after, checking people in. TRUST car still running 3 days a week, volunteer drivers are scarce.

## e. TRIAD - Dave Schmaling

No Report

## VII. New Business

## VIII. Continuing Business

## IX. Adjournment

Next Meeting November 2, 2020

**Advisory Recreation Board  
Tuesday, July 14, 2020 – 6:00 PM  
The Koska Room - JE Hamilton Community House  
Two Rivers. WI**

**MINUTES**

Call To Order by Council Rep Jack Powalisz at 6:00 PM.

1. Roll Call

Attendee Name	Title	Status	Arrived
Jack Powalisz	Council Rep	Present	
Kathy Peterson	Board Member	Present	
Ashlee Walesh	Board Member	Present	
Daniel Cortte	Board Member	Absent	
Robert Reed	Board Member	Present	
Brian Gallagher	Board Member	Absent	
Maggie Klinkner	Youth Rep	Absent	
Dorothy Tinkham Delo	Board Member	Present	
Corey Thuss	Board Member	Present	
Adam Wachowski	Council Rep	Absent	

Also present: Greg Buckley, City Manager; Tammy Stadler, Recreation Secretary; Terri Vosters, Director of Parks & Recreation.

2. Welcome New Parks & Recreation Director - Terri Vosters

Terri Vosters welcomed to the Advisory Recreation Board. Terri is the new Director of the Parks & Recreation Department

3. Elect President

Jack Powalisz opened the floor for nominations for the office of president. Jack Powalisz nominated Adam Wachowski for president. Seconded by Kathy Peterson. Discussion due to Adam's absence. With no other nominations, floor closed for nominations of President. Motion Carried

Advisory Recreation Board President - Adam Wachowski

<b>RESULT:</b>	<b>APPROVED VOICE VOTE [UNANIMOUS]</b>
<b>MOVER:</b>	Jack Powalisz, Council Rep
<b>SECONDER:</b>	Kathy Peterson, Board Member
<b>AYES:</b>	Powalisz, Peterson, Walesh, Reed, Delo, Thuss
<b>ABSENT:</b>	Cortte, Gallagher, Klinkner, Wachowski

4. Elect Vice President

Jack Powalisz opened the floor for nominations for the office of vice-president. Kathy Peterson nominated Corey Thuss for vice-president. Seconded by Jack Powalisz. With no other nominations, floor closed for nominations of Vice-President. Motion Carried

Advisory Recreation Board Vice President - Corey Thuss

**RESULT:** APPROVED VOICE VOTE [UNANIMOUS]  
**MOVER:** Jack Powalisz, Council Rep  
**SECONDER:** Kathy Peterson, Board Member  
**AYES:** Powalisz, Peterson, Walesh, Reed, Delo, Thuss  
**ABSENT:** Cortte, Gallagher, Klinkner, Wachowski

5. Approval of Minutes

A. Advisory Recreation Board - Regular Meeting - Jun 9, 2020 6:00 PM

**RESULT:** ACCEPTED AT BOARD [UNANIMOUS]  
**MOVER:** Robert Reed, Board Member  
**SECONDER:** Ashlee Walesh, Board Member  
**AYES:** Powalisz, Peterson, Walesh, Reed, Delo, Thuss  
**ABSENT:** Cortte, Gallagher, Klinkner, Wachowski

6. Correspondence

A. Press Coverage

Reviewed.

B. Thank You's

None.

7. Comments from the Public (limited to 3 minutes each)

Corey commented on a Facebook post. Discussion. Develop a committee to review and update the park plan.

8. New Business

A. Monarch City USA

After reviewing the information, the Recreation Department would like to become a member of the Monarch City USA and establish the City of Two Rivers as a Monarch City.

Terri will review and complete the project.

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Jack Powalisz, Council Rep  
**SECONDER:** Kathy Peterson, Board Member  
**AYES:** Powalisz, Peterson, Walesh, Reed, Delo, Thuss  
**ABSENT:** Cortte, Gallagher, Klinkner, Wachowski

B. Eagle Scout Project - Coleman Slattery - Proposal for Pergola on Mariners Trail

Coleman Slattery discussed his Eagle Scout project with the board via Zoom. Coleman would like to build a Pergola for the users of Mariners Trail. Coleman reviewed the design, fundraising and placement for the project. Another scout will be working on the benches that will be placed under the pergola. The City has agreed to donate the concrete

pad (\$2,000) for the project. The anticipated completion date is late spring or early summer of 2021.

C. Catamaran Event - August 7-9, Neshotah Beach

The Catamaran Event being held in Two Rivers in August is requesting a waiver to camp and keep there equipment at the beach in parking lot 5 during the duration of the event. Discussion. The board recommended the waiver and it will go to City Council.

D. Parking Areas at Neshotah Beach

Parking lot 1 was closed and roped off to provide more room for the many visitors at Neshotah Beach. After the first weekend, City Council revisited the usage of the area and reopened the lot for parking.

9. Old Business

Concessions at Neshotah are going well. Nathan's storage at Vet's Park not finalized at this time. City Council is requiring insurance.

10. Other Business

A. Council Action

Council approved the \$35,000 contract from Vinton for the repaving of the Community House parking lot.

B. South Breakwater Trail

Distributed photos. Received a \$30,000 grant from the West Foundation for the project. Rocks have been added to reduce and prevent shoreline erosion. Signage will be added. Applied for a Coastal Management Grant, adding big rocks for phase 2 of the trail with possible gravel and crushed limestone.

C. Resurfacing Project - Mariners Trail

The bid was sent out this summer. Received a \$70,000 DNR Grant with a completion date of June 15, 2021. They will overlay the existing surface. Funds are available to complete 1 -1.5 miles.

11. Director's Report

Terri is excited to be aboard, ready to learn and take over department operations. July 28, 2020 is the Optimist Bike-Give-Away at Walsh Field.

12. Items for future Advisory Recreation Board Meetings

Possible complaints with beach and tournaments. Updates on the Youth Baseball/Softball season.

13. Next Meeting August 11, 2020

14. Adjournment

Motion to Adjourn

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

**MOVER:** Kathy Peterson, Board Member

**SECONDER:** Corey Thuss, Board Member

**AYES:** Powalisz, Peterson, Walesh, Reed, Delo, Thuss

**ABSENT:** Cortte, Gallagher, Klinkner, Wachowski

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Tammy S. K Stadler  
Recreation Department Secretary

**CITY OF TWO RIVERS CITY COUNCIL  
ENVIRONMENTAL ADVISORY BOARD**

**Tuesday, December 08, 2020 – 5:30 P.M.  
Virtually via Zoom (see web address and information below)  
OR (with mask) in City Hall - Second Floor – Conference Room 208**

## **MINUTES**

### **Call to Order**

**Roll Call** – Board members: Gerald Thiede (Virtual), Donald DeBruyn (Virtual), Susan Crowley (Virtual), Jeff Dahlke (In Person), Margaret Lutze (Virtual); absent members – Jay Remiker, Brian Henrickson  
Staff (In Person): James Mc Donald (Director of Public Works) Scott Ahl (Civil Engineer II)

**Review Last Minutes of EAB Activity (07/17/2012)** Previous issues reviewed for board information. No action taken.

### **Committee Business:**

**Introductions** – Jeff Dahlke: CJ Construction Co, landowner (end of Adams)  
Donald DeBruyn: affiliation with Sierra Club and Ice Age Trail  
Susan Crowley: Woodland Dunes Board of Directors, MI DNR Forestry for 20 years  
Gerald Thiede: PhD Forestry; worked in Michigan Forestry  
Margaret Lutze: retired biology teacher; kayak/canoe enthusiast  
Darla LeClair: City Council member

**Additional Members Needed** Student Member

**Election of Board Chair and Co-Chair:** concensus of members to have City Council representative as chairperson until a volunteer from members

**Overview** – Storm Ponds Function: 4 ponds constructed in 2010; planned on constructing storm pond this year but garbage was found which increased costs; council held back, and determined, would like to study existing ponds prior to more work on; speaker to discuss purpose of constructed ponds via samples

### **Review Draft Goals and Objectives:**

**Donald DeBruyn:** monitoring of river waters, West Twin and East Twin; need to determine what contaminants are in water, and their respective sources.

**James McDonald:** storm pond analytics of pond sediment sampling showed good quality of sediment; volume is more than expected

**Review of refuse and recycling collection, practices and funding** – Public Works committee reviewing fee structure, and funding sources. Current funding for refuse and recycling collection, street sweeping, and leaf pick-up is Solid Waste Utility, which is funded with sales of garbage stickers, environmental fee (on utility bills), and also state recycling grant.

**Determine nutrient contribution to surface waters from within and without the City Limits**

**Determine the efficiency of Storm Ponds and other aids**

**Develop tree and shrub plan for public areas**

**Deciduous tree encouragement grant program**

**Establish reporting system for private storm water systems**

**Enforcement of Storm Connection ordinance and priority for mini-storm sewer construction**

### **Discussion regarding any of the above subjects and addition of any others if needed:**

- Next meeting, Jan. 12, 2021, presentation by Nick VandeHey, McMahon Associates, to discuss storm water quality
- February 9<sup>th</sup> meeting: Julia Noordyk, UW Sea Grant

- Noted current efforts by DNR to develop TMDL. Development of plan expected in 2021.
- Assemble more historic river sediment sampling results
- Trees: need to involve Parks & Rec Dept; portion of Environment fee is directed to City Tree Fund
- Sampling of current storm outfalls to determine how much city storm water contributes to river contaminants; need to do some more analysis to determine why duck weed has been an issue

**Set Date, Time and Agenda Items for next Board Meeting**

**Next meeting will be held on Tuesday, January 12, 2021 at 5:30 pm**

**Adjournment @ 6:30 pm**

**CITY OF TWO RIVERS CITY COUNCIL  
PERSONNEL AND FINANCE COMMITTEE  
Wednesday, September 30, 2020  
6:00 PM  
3<sup>rd</sup> Floor City Council Chambers – City Hall**

**Call to Order**

The meeting was called to order by Committee Chairman Bittner at 6:05 PM

**Roll Call**

Committee Members present were Curt Andrews and Mark Bittner. Absent was Committee Member Jack Powalisz. Members of City Staff present were Jeff Dawson, Library Director; Gregory Buckley, City Manager; and David Buss, Finance Director.

**Review 2020 General Fund Budget Status at August Month-End**

City Manager Buckley and Finance Director Buss discussed the current year budget status with the committee and the affects the Covid Pandemic has had on City operations as a whole. Overall, the General Fund is performing well year-to-date.

**Review of 2021 Budget**

The Committee discussed overall concerns with the 2021 budget, including but not limited to the possibility of changes to the Wisconsin State budget which could impact State Shared Revenues and Expenditure Restraint, overall impact of the Covid Pandemic, and the general financial health of City Funds.

Finance Director Buss distributed the list of upcoming meetings for the Committee which will review all budgets of the City. Also included was the overall schedule of budget approval process and the distribution of Property Tax bills.

Library Director Dawson reviewed the 2021 Library Budget, answering questions of the Committee and giving an overall review of Library operations and staffing levels. Motion made to recommend approval of the 2021 Library Budget to City Council by Committee Member Andrews, seconded by Committee Chairman Bittner. Motion carried.

Finance Director Buss presented the Preliminary 2021 Debt Service Budget, which includes a 4% increase in the Debt Service portion of the Property Tax Levy. Committee recommended that City Staff take a closer look at the budget and find ways to have no increase to the Debt Service Levy. Committee discussion followed.

Informal discussion of Capital Project and Special Revenue Budgets followed, including discussion of Enterprise Fleet Management for vehicle leasing instead of purchasing vehicles through the Capital Project Funds. Committee members directed Finance Director Buss to arrange a presentation by Enterprise at the October 7, 2020 Personnel and Finance Committee meeting.

**Staffing Updates**

City Manager Buckley reviewed hour changes for City buildings and the change in staffing times. Also reviewed were positions that are being held vacant, upcoming retirements, and positions that will be filled over the next few weeks and months.

**Closed Executive Session**

A motion to enter Closed session was made by Andrews, seconded by Bittner, at 9:04pm. Roll call vote:  
Bittner: Aye, Andrews: Aye

**Reconvene in Open Session**

At 9:44pm, a motion was made by Andrews and seconded by Bittner to reconvene in open session.  
Motion carried.

**Discuss Date and Time for Next Two Meetings**

October 7 and October 14 were identified as the next meeting dates.

**Adjournment**

Motion was made by Andrews, seconded by Bittner to adjourn the meeting at 9:58pm. Motion carried.

Respectfully Submitted,

  
\_\_\_\_\_  
David Buss, Finance Director

**CITY OF TWO RIVERS CITY COUNCIL  
PERSONNEL AND FINANCE COMMITTEE  
Wednesday, October 7, 2020  
5:00 PM  
3<sup>rd</sup> Floor City Council Chambers – City Hall**

**Call to Order**

The meeting was called to order by Committee Chairman Bittner at 5:05 PM

**Roll Call**

Committee Members present were Curt Andrews and Mark Bittner. Absent was Committee Member Jack Powalisz. Members of City Staff present were Jim McDonald, City Engineer; Terri Vosters, Recreation Director; Gregory Buckley, City Manager; and David Buss, Finance Director.

**2021 Budget Review**

Finance Director Buss presented the revised 2021 Debt Service Budget, which met the no levy increase recommendation of committee from the September 30 meeting. This is accomplished through use of Fund Balance in this fund and accelerated transfers in from other funds. Committee discussion followed resulting in a general acceptance of this budget.

Recreation Director Terri Vosters discussed the Capital and Special Revenue Funds related to Parks and Recreation Departments. Discussion included the need for an overall Parks and Recreation plan and discussion of a wide variety of projects and ideas for the future. No action taken.

Ben Walljasper, Senior Account Executive for Enterprise Fleet Management, joined the meeting via Zoom videoconferencing to do a presentation on his analysis of the City's light duty vehicle fleet and the benefits of a program through Enterprise. Discussion with the committee resulting in a committee recommendation that Enterprise do a presentation to the full City Council at a future meeting.

City Engineer Jim McDonald presented Capital Fund plans for the Public Works Equipment and various Street and Bridge Projects for 2021. Discussion followed. No action taken.

**Staffing Updates**

City Manager Buckley reviewed positions that are being held vacant, upcoming retirements, and positions that will be filled over the next few weeks and months.

**Closed Executive Session**

A motion to enter Closed session was made by Andrews, seconded by Bittner, at 7:50pm. Roll call vote: Bittner: Aye, Andrews: Aye

**Reconvene in Open Session**

At 8:22pm, a motion was made by Andrews and seconded by Bittner to reconvene in open session. Motion carried.

**Adjournment**

Motion was made by Andrews, seconded by Bittner to adjourn the meeting at 8:26pm. Motion carried.

Respectfully Submitted,

  
David Buss, Finance Director

**CITY OF TWO RIVERS CITY COUNCIL  
PERSONNEL AND FINANCE COMMITTEE  
Wednesday, October 14, 2020  
5:00 PM  
3<sup>rd</sup> Floor City Council Chambers – City Hall**

**Call to Order**

The meeting was called to order by Committee Chairman Bittner at 5:08 PM

**Roll Call**

Committee Members present were Curt Andrews, Mark Bittner, and Jack Powalisz (left meeting at 7pm). Also present was City Councilperson Adam Wachowski. Members of City Staff present were Gregory Buckley, City Manager and David Buss, Finance Director.

**2021 Budget Review**

Committee discussed various Capital Projects for 2021 and beyond, Councilperson Wachowski offered his input on various potential projects at Zander Park including but not limited to the swampy conditions, removal of playground equipment and the possibility of a new park shelter that could be rented. Councilperson Wachowski feels the park is underutilized and in need of investment if we continue its use as park land. Discussion followed. No action taken.

City Manager Buckley reviewed a history, budget, and future plans for the Tax Incremental Districts. Discussion followed, including but not limited to the Tax Incremental Districts extension for Affordable Housing Grants, property in TID #4, redevelopment of TID #12 property, and the Low-Income Housing funds.

**Closed Executive Session**

There was no Closed Session held

**Adjournment**

Motion was made by Andrews, seconded by Bittner to adjourn the meeting at 8:06pm. Motion carried.

Respectfully Submitted,



David Buss, Finance Director

**CITY OF TWO RIVERS CITY COUNCIL  
PERSONNEL AND FINANCE COMMITTEE  
Wednesday, October 28, 2020  
5:00 PM  
3<sup>rd</sup> Floor City Council Chambers – City Hall**

**Call to Order**

The meeting was called to order by Committee Chairman Bittner at 5:06 PM

**Roll Call**

Committee Members present were Curt Andrews and Mark Bittner. Committee Member Jack Powalisz was absent. Also present was Jeff Peterson, Property Developer. Members of City Staff present were Gregory Buckley, City Manager and David Buss, Finance Director; Terri Vosters, Recreation Director; Elizabeth Runge, Community Developer; Brian Kohlmeier, Police Chief; and Steve Denzien, Fire Chief.

**Discussion Regarding Proposed Redevelopment Project**

Commercial Property Developer Jeff Peterson was introduced by City Manager Buckley to discuss a proposed development in the area of 12<sup>th</sup> and Washington Street. Mr. Peterson stressed the need for \$415,000 in Tax Incremental District assistance for the project to move forward. Committee members discussed the possibility of various combinations of upfront money and “pay as you go” money and other alternatives to encourage the development and yet protect the City financially. Also discussed was City interest in access to river edge property and portion of the parcel that the developer would not be using.

**Closed Executive Session**

A motion to enter Closed session was made by Andrews, seconded by Bittner, at 5:45pm. Roll call vote: Bittner: Aye, Andrews: Aye

**Reconvene in Open Session**

At 6:00pm, a motion was made by Andrews and seconded by Bittner to reconvene in open session. Motion carried.

**Discussion Regarding Proposed Redevelopment Project (continued)**

The committee’s recommendation proposes:

1. \$400,000 in upfront TID Developer Grant money
2. Shoreline Improvements to be paid by developer
3. City control of unused “triangle” of parcel
4. City rights for Riverfront boardwalk, public walkway, and/or docks
5. City to work closely with developer on planning
6. Plan is subject to City Council approval

Motion made by Andrews, seconded by Bittner to recommend proposal to City Council. Motion carried.

**2021 Budget Review**

Recreation Director Terri Vosters Recreation Director reviewed the Cemetery, Senior Center, Parks, Recreation, and related budgets for 2021. Committee discussion followed.

Police Chief Brian Kohlmeier reviewed the Police Administration, Patrol, Crossing Guard, Judicial, and the Police & Fire Commission budgets for 2021. Committee discussion followed.

Fire Chief Steve Denzien reviewed the Fire Administration, Firefighter, and Ambulance budgets for 2021. Committee discussion followed.

**Adjournment**

Motion was made by Andrews, seconded by Bittner to adjourn the meeting at 10:26pm. Motion carried.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'D. Buss', written over a horizontal line.

David Buss, Finance Director

**CITY OF TWO RIVERS CITY COUNCIL  
PERSONNEL AND FINANCE COMMITTEE  
Wednesday, November 4, 2020  
5:00 PM  
3<sup>rd</sup> Floor City Council Chambers – City Hall**

**Call to Order**

The meeting was called to order by Committee Chairman Bittner at 5:04 PM

**Roll Call**

Committee Members present were Curt Andrews and Mark Bittner. Committee Member Jack Powalisz was absent. Members of City Staff present were Gregory Buckley, City Manager and David Buss, Finance Director.

**Wrap-up of 2021 Budget Review**

City Manager Buckley covered Tax Incremental District Funds

City Manager Buckley did a final review of all budgets, including a revision to the Library budget reducing the Property Tax Levy for the Library by \$12,000. Discussion followed.

Finance Director Buss and City Manager Buckley reviewed proposed City Tax Levy resulting from the City Manager's Recommended Budget. Discussion followed.

Motion by Andrews, seconded by Bittner to recommend all budgets to City Council for approval. Motion carried.


**Closed Executive Session**

The Committee did not go into Closed Session.

**Adjournment**

Motion was made by Andrews, seconded by Bittner to adjourn the meeting at 9:07pm. Motion carried.

Respectfully Submitted,

  
David Buss, Finance Director

**CITY OF TWO RIVERS CITY COUNCIL  
PERSONNEL AND FINANCE COMMITTEE  
Wednesday, December 9, 2020  
5:00 p.m.  
3<sup>rd</sup> Floor Council Chambers – City Hall**

**Call to Order**

The meeting was called to order by Committee Chairman Mark Bittner at 5:00 p.m.

**Roll Call**

Committee Members Present: Curt Andrews, Mark Bittner

Also Present: Gregory Buckley, City Manager

**Review Status of 2020-2021 Goals and Evaluation for the City and City Manager**

City Manager Buckley provided a copy of the City of Two Rivers Strategic Goals and Objectives adopted by Council on June 1, 2020.

Andrews recommended that the City Manager's direct reports participate in a 360 evaluation and give positive and/or constructive feedback on the City Manager's performance as their supervisor as well as the strategic goals and objectives of the City. Andrews directed City Manager Buckley to schedule this evaluation during the 12/16/20 staff meeting.

The Committee reviewed the City of Two Rivers Strategic Goals and Objectives and detail provided by the City Manager. Discussion was held on each action item and additional items were identified to be added to the detailed report.

Bittner moved, seconded by Andrews, to recommend to Council the creation of an Arts Committee to explore opportunities for community engagement for the betterment of Two Rivers and to invite Katherine Dahlke to speak on this item at the December 21<sup>st</sup> Council meeting. Motion carried.

Andrews moved, seconded by Bittner, to recommend to Council the implementation of civic internships within the City with further discussion to be held at the December 21<sup>st</sup> Council meeting. Motion carried.

**Closed Executive Session**

Andrews moved, seconded by Bittner, at 8:09 p.m. to enter into closed session pursuant to Wisconsin Statutes 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 reasons require a closed session (Discuss matters pertaining to assistance to economic development projects; discuss possible property purchase – former Hamilton property); and per Wisconsin Statutes 19.85(1)(c), considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; (Discuss City Manager's evaluation). Upon a roll call vote, motion carried unanimously.

**Reconvene in Open Session**

Andrews moved, seconded by Bittner, at 9:37 p.m. to adjourn the closed session. Motion carried.

**Adjournment**

Andrews moved, seconded by Bittner, to adjourn the meeting at 9:37 p.m. Motion carried.

Jamie Jackson  
City Clerk

**CITY OF TWO RIVERS CITY COUNCIL  
PERSONNEL AND FINANCE COMMITTEE  
Wednesday, December 16, 2020  
3:00 p.m.  
3<sup>rd</sup> Floor Council Chambers – City Hall**

**Call to Order**

The meeting was called to order by Committee Chairman Mark Bittner at 3:00 p.m.

**Roll Call**

Committee Members Present: Curt Andrews, Mark Bittner

Also Present: Gregory Buckley, City Manager; Terri Vosters, Parks & Recreation Director; Jim McDonald, Public Works Director; Jeff Dawson, Library Director; Dave Buss, Finance Director; Brian Kohlmeier, Police Chief; Ross Blaha, Water Utility Director; Brian Dellemann, Electric Utility Director; Elizabeth Runge, Economic Development Director/City Planner; Jamie Jackson, City Clerk/Human Resources Director

**Closed Executive Session**

Andrews moved, seconded by Bittner, at 3:01 p.m. to enter into closed session pursuant to Wisconsin Statutes 19.85(1)(c), considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (Discussion with City department heads related to progress on 2020 City Strategic Goals and Objectives, as it relates to the City Manager's evaluation). Upon a roll call vote, motion carried unanimously.

**Reconvene in Open Session**

Andrews moved, seconded by Bittner, at 5:33 p.m. to adjourn the closed session. Motion carried.

**Adjournment**

Andrews moved, seconded by Bittner, to adjourn the meeting at 5:33 p.m. Motion carried.

Jamie Jackson  
City Clerk

**City of Two Rivers  
Plan Commission**

**Monday, December 14, 2020  
5:30 PM  
City Hall Council Chambers**

**Minutes**

**1. Call to Order**

Chairman Buckley called the meeting to order at 5:31 PM.

**2. Roll Call**

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

Also Present: John Schwarz Jr., Councilmember Bonnie Shimulunas, City Planner Elizabeth Runge and Recording Secretary Vicky Berg.

**3. Action Items**

- A. Annual review related to the operation of "Scare USA", an indoor and outdoor recreational facility, located at 1206 - 25th Street in accord with Conditional Use Permit 2019-02

Mr. Schwarz commented on 2020 attendance, wherein 90% of visitors were from outside Manitowoc County. The outdoor trick or treat was successful with approximately 450 participants.

Further, discussion included eliminating the annual review. The annual review is a condition of the permit, which would require amending the permit after conducting a public hearing.

Motion to recommend operations to continue with next review in December 2021.

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

**4. For Discussion**

- A. Discuss possible vacation of alleys from Gardner Street to Woodland Drive, requested by Councilmember Shimulunas

Councilmember Shimulunas was contacted by a property owner on Turner Street regarding an ongoing issue related to use of the alley between Florence and Turner Streets.

Discussion included the process for a property owner to petition the City to vacate an alley abutting their property. When alleys are vacated, the property is divided equally between the abutting property owners.

Discussion then centered around the use and maintenance of the alleys along the Memorial Drive corridor between Florence Street and Woodland Drive.

This matter requires additional staff review and will be brought back to the Commission no later than the February 2021 meeting.

**RESULT: NO VOTE**

## 5. Tax Incremental Districts

### A. Review the Draft Project Plan and Boundaries for Amendment No. 1 to TID No. 12

Ms. Runge provided a summary of the Project Plan and Boundary amendment which includes a \$400,000 cash grant to construct a Wisconsin-based restaurant near the northwest corner of Washington and 12th Streets.

Discussion included if the railroad bridge is located within the boundary amendment and, if so, should that be included as a future project cost to remove or rehabilitate should the City acquire the bridge.

Future boundary amendment to include properties to the south and west which are currently located within TID No. 4. TID No. 4 will reach the end of its life span in a few years and be closed.

Other minor narrative changes to include paragraph related to expenditures within a one-half mile radius of the project boundaries.

**RESULT: NO VOTE**

### B. Amendment No. 2 to TID No. 10 - Former Paragon Property

At this time, staff does not anticipate this TID amendment to go any further as the developer holding the purchase agreement has informed the City that it will not proceed.

**RESULT: NO VOTE**

## 6. Status Reports

### A. Comprehensive Plan Update

The timeline to complete the online survey has been extended to January 4, 2021. Hard copies are available upon request.

The City has received a good response rate as 185 surveys have been completed to date.

**RESULT: NO VOTE**

7. Adjournment

A. Motion to adjourn at 6:50 PM.

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

**MOVER:** Rick Inman, Commissioner

**SECONDER:** Jim McDonald, Commissioner

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

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Vicky Berg, Recording Secretary

CITY OF TWO RIVERS  
COMMUNITY DEVELOPMENT AUTHORITY AND  
BUSINESS AND INDUSTRIAL DEVELOPMENT COMMITTEE  
PROCEEDINGS

Tuesday, October 27, 2020 at 5:15 PM  
3<sup>rd</sup> Floor Council Chambers - City Hall

**Call to Order**

The meeting was called to order by Chair Gregory Coenen at 5:15 PM.

**Roll Call**

BIDC/CDA Members present: Curt Andrews, Darla LeClair, Gregory Coenen, Keith Lyons, Dick Klinkner, Don Karman, Tracy Yaggie, Betty Bittner, Tracey Koach and Dan Wettstein.

Also present were Gregory Buckley, City Manager, Elizabeth Runge, Community Development Director; and Peter Wills, Executive Director Progress Lakeshore.

**Approve Minutes of September 16, 2020 Meeting**

A motion was made by Dick Klinkner, seconded by Betty Bittner to approve the minutes. Upon a voice vote, motion carried.

**Update regarding Sandy Bay Highlands**

The Committee was updated that the spec build as proposed is put on hold due to the cost of lumber and other materials. The market, due to current conditions, has created inflated prices, and the bids the Krahn's received were too high to proceed at this time.

**Update regarding status of Paragon Building Purchase**

Staff updated the BIDC/CDA that the Paragon Building has a purchase agreement for the building. The due diligence period with the buyer is ongoing. Currently there are contractors evaluating the structure(s) for possible changes for the future use of the property.

**Update regarding proposed redevelopment in the area of Washington and 12th Streets**

Staff updated the BIDC/CDA that this location is still under consideration for development. The property owners have been approached. The City is looking at the Washington and 12th Street corridors for potential upgrades in conjunction with future development.

**Status of Outstanding Loans to Businesses - Fund 290**

The committee was informed that all loans are being paid per their loan agreements.

**TID #4 Extension for Housing Assistance Program**

Staff updated the BIDC/CDA about the City's balance of TID funds set aside for investing in affordable housing. Staff also discussed the regional CDBG housing program and ways to use these funds together in the city.

**Adjournment**

At 6:45 PM, a motion was made by Dick Klinkner, seconded by Curt Andrews, to adjourn. Upon a voice vote, motion carried.



**TWO  
RIVERS**  
WISCONSIN

**CITY CLERK**

1717 E. Park Street  
P.O. BOX 87  
Two Rivers, WI 54241-0087

10.C.2.a



## MEMO

**DATE:** December 14, 2020  
**TO:** City Council and City Manager Greg Buckley  
**FROM:** Jamie Jackson, City Clerk/Human Resources Director  
**SUBJECT:** Monthly Updates

### **APRIL 2021 ELECTION FOR COUNCIL POSITIONS:**

Terms expire for Councilmembers Curt Andrews, John Casavant, and Jack Powalisz in April 2021. John Casavant and Jack Powalisz have both submitted Notifications of Noncandidacy. Candidate paperwork and nomination papers are due in the Clerk's office by 5:00 p.m. on Tuesday, January 5, 2021. A minimum of 100 signatures are required for ballot access. As of 12/14/20, paperwork has been picked up by 5 individuals.

### **HUMAN RESOURCES UPDATES:**

Interviews are being conducted for a Recreation Supervisor position. Three new hires started on 12/14/2020 in the following positions:

- Dierdre (Dee Dee) Dirkmann, Accountant
- Marla Krizek, Customer Service Representative, Cashier
- Kim Luebke, Customer Service Representative, Collections

### **OPERATOR'S LICENSES ISSUED:**

On May 4, 2020 the City Council authorized the City Clerk to issue Operator's Licenses. The following licenses have been issued since the 11/16/20 Council meeting:

Name	Address	Duration
Rebecca Ament-Klein	2716 32 <sup>nd</sup> Street, Two Rivers	1 year
Michael H. Johnson	618 N 6 <sup>th</sup> Street, Manitowoc	2 years
Hailey A. Koehler	1900 24 <sup>th</sup> Street, Two Rivers	1 year
Forest A. LaFave	4932 Hwy 147 W, Maribel	2 years
Quinn A. Machut	1512 21 <sup>st</sup> Street, Two Rivers	2 years
McKenna A. Meyer	4216 Tannery Road, Two Rivers	2 years
Alisha L. Skinkis	1306 21 <sup>st</sup> Street #F, Two Rivers	1 year
Deanne P. Wells	1000 21 <sup>st</sup> Street #A, Two Rivers	2 years

Attachment: City Clerk Report (3028 : Department Reports)



www.two-rivers.org



920.793.5564



920.793.5512

Packet Pg. 40

## COMMUNITY DEVELOPMENT

Elizabeth Runge, Director 12/21/2020



### **I. Focus relentlessly on fiscal new revenue streams and operational sustainability.**

- TID 12 Amendment#1 Draft presented to Plan Commission for review
- Project Site Visit December 10, 2020 in Menasha to see (Brin Project) designed by Vision Architecture and CR Structures, Project similar in nature to Two Rivers possibilities in terms of waterfront, downtown proximity and phasing of elements.

### **II. Deliver outstanding city services & innovations for both sustainability and to support future growth.**

#### **III. Drive strategic community development.**

- Comprehensive Plan survey is still available online or to it can be mailed to residents upon request. It will be available until January 4, 2020.
- A Proposal was received and awarded (by the BIDC) to Berkshire Hathaway HomeServices Starck Real Estate for the listing of the city-owned property 2023 Washington Street property. The City posted on the city's website a Request for Proposals on November 20, 2020. In addition, 15 real estate professionals were directly emailed. The city received 1 proposal and that was from Berkshire Hathaway.
- Staff is identifying alternative scenarios to proceed with the former Paragon property.

### **IV. Continue to grow a vibrant, sustainable, safe & connected community while respecting our traditions & history to attract new residents, visitors & new businesses.**

### **V. Encourage employees' personal and professional development, invest in employees to deliver the highest quality services for our community today and tomorrow while being a preferred city for career opportunities.**

### **VI. Enhance and promote the City identity and brand story throughout the region.**

- Staff has worked in conjunction a third-party consultant to modify ExploreTwoRivers.com to reflect brand updates.
- Digital brand materials are being updated for internal city staff use. Letter head templates, envelopes, beginning development of car logo design for use when deemed financially feasible.

Two Rivers Electric Department  
Monthly Report For  
December 2020

Electric Consumption in KWH:      Nov Data

This Month:

2015	2016	2017	2018	2019	2020	%Change from 2015-2020	%Change from 2019-2020
6,413,301	6,341,092	6,573,513	6,796,010	6,706,865	6,613,165	3.02%	-1.42%

Year-to-Date:

2015	2016	2017	2018	2019	2020	%Change from 2015-2020	%Change from 2019-2020
76,252,005	76,991,147	75,517,787	77,353,304	76,281,067	77,653,050	1.80%	1.77%

Cost of Electricity Purchased in Dollars:

This Month:

2015	2016	2017	2018	2019	2020		
\$ 519,964.18	\$ 520,853.31	\$ 513,913.70	\$ 477,798.45	\$ 448,393.26	\$ 466,240.90		
						%Change from 2015-2020	%Change from 2019-2020
\$0.0811	\$0.0821	\$0.0782	\$0.0703	\$0.0669	\$0.0705	-15.00%	5.17%

Attachment: Electric Report 12-20 (3028 : Department Reports)

## Electric Department Monthly Report for December 2020

### Large Work Orders Worked on during the current month:

Location	Description of work performed
Pole replacements / Upgrades	City Wide
Meter upgrades/testing with WPPI	City Wide
Remove wire and cross arms	12th / School St.
Holiday decorations and lights	Washington St.

OT Calls	Location	Duration	Cause if known
11/1/20	1601 Hawthorne Ave.	N/A	Phone line down
11/8/20	1500 Block Memorial Dr.	N/A	Car / Pole accident
11/13/20	Memorial Dr & Taylor St.	N/A	Car / Traffic signal accident
11/25/20	2709 Sandy Bay Rd.	N/A	Cable line down

Number of Services Upgraded or Changed:

Number of Electric Meters Installed:

Total Number of Electric Meters Tested:

Service Disconnects & Reconnects Normal Hrs.:

Attachment: Electric Report 12-20 (3028 : Department Reports)

## INSPECTIONS DEPARTMENT

MONTHLY SUMMARY  
NOVEMBER 2020

	Permits Issued		Permit Revenue		Project Value	
	Month	YTD	Month	YTD	Month	YTD
Building (residential)	18	289	3,126	31,172	869,463	3,697,018
Building (commercial)	2	23	210	5,090	29,600	1,839,494
Electrical	21	192	985	11,795	13,254	608,172
Heating	47	212	3,072	14,268	237,359	1,456,465
Home Occupation	-	-	-	-	-	-
Moving	-	6	-	400	-	25,310
Plumbing	4	98	445	12,425	18,700	820,053
Sign	-	17	-	850	-	50,526
Tank	-	-	-	-	-	-
Wrecking	-	3	-	174	-	54,900
Totals	92	840	7,838	76,174	1,168,376	8,551,938

YTD Comparison	Permits Issued		Permit Revenue		Project Value	
	2020	2019	2020	2019	2020	2019
Building	312	291	36,262	39,998	5,536,512	8,155,493
Electrical	192	280	11,795	15,655	608,172	697,488
Heating	212	166	14,268	12,481	1,456,465	1,626,684
Home Occupation	-	-	-	-	-	-
Moving	6	4	400	316	25,310	10,980
Plumbing	98	199	12,425	25,235	820,053	992,266
Sign	17	26	850	1,300	50,526	30,842
Tank	-	1	-	-	-	-
Wrecking	3	7	174	344	54,900	11,735
Totals	840	974	76,174	95,329	8,551,938	11,525,488

Other Activities

Received and responded to requests for information from the general public and staff  
 Prepared agenda packet and minutes for Plan Commission meeting  
 Prepared notices, ordinances & related documents for public hearings

**Lester Public Library  
Director's Report  
November 2020**

**News**

- Terry Ehle, Youth Coordinator, created a Virtual Library where she provides video book reviews for kids. She has distributed the video link to the Two Rivers School District, the 4th-6th Grade teachers (within two days she had 49 book requests). She also created a second library for students in Grades 7-8. This will replace Terry's school visits and popular "Book Talks" at area schools during the pandemic. Here is a link to her Virtual Library (4<sup>th</sup> to 6<sup>th</sup> graders): <https://docs.google.com/presentation/d/1V5yl9Mvgft75IG3h9FnLkmnK58zba7kJo562fQNCZeA/present?usp=sharing> Students can click on a book to watch a short book talk. If they click on a book's bookmark it will take them to the catalog so they can put the book on hold. OR they can fill out a google form to have Terry deliver the book to school. The "virtual" library is listed on the Youth and Teen Program pages on our website. It will be on Facebook and has been sent to the Lighthouse Academy students as well. Terry is going to split the 4th-6th grade library into two: 4th grade and 5-6th grade. So in December there will be three virtual libraries. Terry plans to change titles on a monthly basis.
- The City of Two Rivers Plan Commission unanimously approved the library's request for a Conditional Use Permit for a drive-through service window. City Council set a public hearing for Monday, December 7, 2020 at the November 16<sup>th</sup> City Council meeting.
- Terry Ehle, Youth Coordinator, presented youth library services for the Children's Community Options Program (CCOP). The CCOP provides individual services and supports to families that include a child with severe disabilities. The program recognizes that meeting the needs of children who have severe disabilities may place hardships on a family's emotional, physical and financial resources. The program offers: information and help in finding services and maximizing community resources; limited funding to buy needed services and goods that can't be bought through other sources; and help in linking families with other families to strengthen natural supports. Terry's presentation encouraged the group to share the library's youth initiatives with those families in need. Attendees already using Lester Public Library services applauded our efforts and appreciate the To-Go packs we have been featuring throughout the pandemic.
- Ancestry.com has agreed to allow access to library patrons from home through December 31, 2020. Typically, this service is allowed via computers in the library only. Ancestry.com is accessed via the library's online catalog from the library webpage at lesterlibrary.org.
- Beginning January 1, 2121, MCLS member library patrons will be able to access Consumer Reports online. The subscription was made possible with LSTA (Library Services and Technology Act) funds.
- The mobile shelving units are slated for installation December 14 through 17.
- The carpet project is slated to begin December 1, 2020.

**Library Foundation** – No Report**Library Legislation** – No Report**Activities**

11/02/20 – City Council Meeting  
11/06/20 – Virtual Manitowoc Calumet Library Automated Resource Sharing Consortium (LARS) Participants Council Meeting  
11/06/20 – Virtual Manitowoc Calumet Library System Directors Meeting  
11/09/20 – City of Two Rivers Plan Commission Meeting  
11/10/20 – Lester Public Library Board Meeting via Zoom  
11/11/20 – Virtual City Department Heads Meeting  
11/16/20 – City Council Meeting  
11/17/20 – New photocopiers installed  
11/18/20 – 11/28/20 Vacation  
11/30/20 – City Council Work Session

Jeff Dawson, Director, Lester Public Library 12/01/2020

## Parks and Recreation Department

Hamilton Community House  
1520 17<sup>th</sup> Street  
Two Rivers WI 54241-0087  
Office (920) 793-5592  
Senior Center (920) 793-5596  
Fax (920) 793-5529

Date: December 9, 2020

To: Greg Buckley

CC: City Council, Recreation Staff, Advisory Recreation Board

From: Terri Vosters

Subject: Recreation Department **November** Report

The usage of the J. E. Hamilton Community House for the month is as follows:

➤ Senior Center Programs	4278
➤ Building Rentals	428
➤ Recreation Program	796
➤ <b>Total building usage</b>	<b>5502</b>

The J. E. Hamilton Community House was open **30 days** in the month of **November** for an average daily usage of **183 people per day**.

## **November** Program & Facility Reservation Cancelations / Refunds Due to COVID-19 Facility Closure

Recreation Programs	0 programs	0 participants ( <i>approx.</i> )
CH Facility Reservations	0 rentals	0 participants ( <i>approx.</i> )
Fitness Center	0 Daily Drop-In	0 participants ( <i>approx.</i> )
Senior Center Programs	21 programs	1597 participants ( <i>approx.</i> )
Senior Center TRUST Car	Daily Rides	89 participants ( <i>approx.</i> )
CH Reservation Rescheduled	0	0 participants ( <i>approx.</i> )

## Senior Center

### November Accomplishments

November Birthday calls, mailed birthday cards & anniversary cards  
 November newsletter - mailed, emailed, dropped off at local businesses, available at Community House, website [tworiversseniors.org](http://tworiversseniors.org) & Facebook  
 Annual Mailer - Created, assembled & mailed to everyone in SC computer program (1300 pieces)  
 Program Coordinator attended Food Safety Recertification class  
 Creation Station Craft Kit Pick up  
 National Play Monopoly Trivia Day

### November Cancellations due Covid Restrictions/Protocols

21 programs - 113 sessions  
 1597 participants

Beauty and the Beast Dinner Theater Bus Trip Fundraiser - 50 people  
 Rummage Sale Fundraiser  
 Chorus - 3 Rehearsals - 21 members per rehearsal

### **\*\*Note:**

8 Staff Vacation Days Used  
 9 Staff Sick Days Used

### Special Events & Recreation

- Contacted, Organized, Scheduled, and Special Event Application filled out for JVA Volleyball Tournament for July 2021- also working with Manitowoc Visitor's Bureau for organizing
- Organizing the order of Volleyball nets and budgeting the costs along with splitting with Manitowoc Visitor's Bureau
- Created Golf Simulator flyer, sponsor packet, covid precautionary checklist, league options, rental fees, description for sportsman, punch cards, reservation and payment options, donation chart, sent out sponsor mailing, hours of operation, pricing and assisted with reservation time slots for sportsman, sent Thank You's to sponsors
- Submitted Applications for Farmer's market and MLB Home Run Derby for 2021
- Organized Pee Wee and Youth Basketball Clinic
- 11/5 Met for set up for Kiosk and wrote up directions for money collection and set up for date and time

- 11/3 Met with Racquetball patrons to notify the change of room venue and created room notification change of venue for the Racquetball Room for patrons and posted throughout the building
- Started Drop-in Volleyball on 11/9 ----set up-worked and take down
- Covered main office for lunch breaks
- Updated Park and Recreation website
- Scheduled several 2021 Concerts in the Park performances, sent contracts, created 2021 schedule, and updated the 2021 TR Event Calendar
- Scheduled some Bands on the Beach performances for 2021, sent contract, and updated 2021 TR Event Calendar
- Created recreation programs for January- March 2021 Activity Guide
- Created all new Virtual Programs for TR Park and Rec website for December and uploaded them to site
- Discussion on and scheduled Adam Wachowski events for 2021
- 11/18 WPRA Zoom meeting on Esports and Attraction tickets for 2021
- Discussion on open mics/ more music events for Saturdays- Acoustic Style- Contacted Mariah Honeck High School Band Instructor
- Contacted Barb Kopetski – TR Art Teacher for painting murals In Racquetball Room for Golf Simulator- she has 3 students available and willing to do this for volunteer hours for the students.
- Set up Volleyball Rental for Dec and Jan on Saturdays
- Set up rental for TR Schools for 1 teacher and 1-2 students 2 hrs/ 4x weekly for Gym/ fitness room throughout the rest of school year
- Helped with construction on Golf simulator

### **Parks**

- Two Trees Taken down on terrace on 48th street
- our team build golf simulator room
- xmas decorations building/band shell/xmas tree
- vehicles put away for winter
- on going burials at cemeteries
- cleaning up fallen brush in park system
- garbage runs weekly along with doggy bags
- walls up at vietnam for winter storage area
- leaf pick up central park and park locations
- install of Kioskas at vets park and harbor park
- pulled docks Vets park/Paddlers park
- put out snow markers alone trails and roadways
- shut down of wayside memorial drive and winterized
- Snow fence at beach lots 1-3

### **Administration**

- 11/3 part-time staff interview
- Cont. working on Catastrophic Storm Grant

- Cont. working on Boat Kiosk Grant
- Cont. working on CDBG grant
- Cont. working on 2021 shelter fee structure
- Cont. working on 2021 special event equipment fee structure
- Cont. working on January-March activity guide
- Research surrounding communities cemetery ordinances
- 11/2 & 11/16 City Council meeting
- 11/9 part-time staff interview
- 11/9 Met with Elizabeth about CDBG grant opportunity for Senior Center
- 11/10 Staff meeting
- 11/10 Advisory Rec Board meeting
- 11/11 Dept head meeting
- 11/12 Safety meeting
- 11/17 CDBG meeting with Elizabeth and Greg
- 11/18 WPRA meeting
- 11/19 Meeting with Curt, Greg and Adam regarding Special Events 2021
- 11/20 Staff meeting
- 11/20 MOW
- 11/23-12/4 Out of Office COVID

2020 Public Works/WWTP Tracking		<b><u>2020</u></b>		<b><u>2019</u></b>	
		<b><u>November</u></b>	<b><u>Year-to-Date</u></b>	<b><u>November</u></b>	<b><u>Year-to-Date</u></b>
<b><u>ENGINEERING 2020</u></b>					
	Landfill Leachate Pumpage (gallons)	553,893	8,128,668	1,153,037	10,638,224
	Precipitation	2.41	35.07	3.33	39.85
	Number of Encumbrance property checks	16	267	16	303
<b><u>STREET DIVISION 2020 (Manhours)</u></b>		<b><u>November</u></b>	<b><u>Year-to-Date</u></b>	<b><u>November</u></b>	<b><u>Year-to-Date</u></b>
	Work for Engineering				640
	Shop/Vehicle Maintenance	420	4,210	346	2,713
	Street Maintenance	158	1,411	180	1,914
	Street Cleaning	145	1,090	28	752
	Street Signs/Painting	21	739	33	629
	Snow & Ice	14	808	78	1,564
	PT Snowplowers		296	26	638
	Bridge - maintenance		86		16
	Old Dump/Landfill/River Sediment				20
	17th Street Bridge opening				
	Storm Sewers				
	Refuse/Garbage		36		2
	Recycling/Leaf Collection	457	917	577	942
	Weed Cutting		290		203
	Work for Others	95	4,589	445	3,736
	Special Events				
	PBS Sewers	2	56	10	43
	Salted Streets			40	79
	Plowed all city streets			18	27
	Open 17th Street Bridge		1235		835
<b><u>WASTEWATER UTILITY 2020</u></b>		<b><u>November</u></b>	<b><u>Year-to-Date</u></b>	<b><u>November</u></b>	<b><u>Year-to-Date</u></b>
	Wastewater Treated, Gallons	7,806,100	932,563,100	89,468,000	849,674,000
	MONTHLY AVERAGE: Daily Flow, Gallons	22,602,000	4,578,591	2,982,000	2,730,182
	MONTHLY AVERAGE: Daily BOD, Lbs.	4,049	4,415	3,967	4,146
<b><u>Plant Discharges (MONTHLY AVERAGE)</u></b>					
	Biological Oxygen Demand (BOD), mg/l	8.70	8.75	15.10	9.32
	Suspended Solids, mg/l	7.70	6.92	12.70	7.04
	Ammonia, mg/l	0.33	0.43	1.65	0.57
	Phosphorus, mg/l	0.39	0.32	0.49	0.30
	Fecal Coliform, per 100ml	19.00	34.18	99.00	28.82
	pH, Min (6.0)	7.30	6.97	7.00	6.94
	pH, Max (9.0)	7.30	7.16	7.40	7.17
<b><u>Chemicals</u></b>					
	Polymer, Gallons	88	968	88	968
	Ferric Chloride, Gallons	2,300	24,547	2,376	24,397
	Chemical Costs for the month	\$ -	\$ 37,078.10	\$ -	\$ 52,418.22
	Mishicot Payment	\$ 7,460.01	\$ 89,543.41	\$ 9,300.57	\$ 97,573.37
	Emergency call-ins	2	42		27

Attachment: DPW Report November 2020\_ (3028 : Department Reports)

**November 2020 Public Works Narrative Tasks****ENGINEERING 2020****Mariners Trail Repaving**

- Asphalt trail repaving contract to have bids opened September 18, 2020
- Work to include repaving of Mariners Trail, from the Water Plant, to east of Columbus St
- Paving was completed on October 13.
- Paving near the Woodland Wayside is expected in early 2021.

**Sandy Bay Highlands**

- Proposed work include installation of curb and gutter, and roadway paving
- Curb and gutter was placed October 1 and paving was completed October 14
- Restoration was performed in early November

**Shoreline Protection**

- Staff and consultant are preparing the final permit for shoreline protection placed at DPW/WWTP area, Eggers Pond Site, Lot F, and Neshotah Pond area, as required by DNR.

**Sidewalk Repair**

- Work completed on the 2019 sidewalk replacement contract. Future contract(s) to be bid for additional sidewalk complaint areas.
- Staff is responding to additional complaints, for which notices have been sent to affected residents.

**Sanitary and Storm Repairs**

- Sanitary sewer repairs performed on East River Street, (south of 21st St)
- DPW is scheduling pavement repairs in early December

**2021 Projects**

City staff and consultants submitted funding application for water main and lateral work on proposed 2021 projects. Funding application for sanitary sewer main and laterals were submitted in September:

- 24th Street (Forest Ave to Jefferson);
- 25th Street (West River St to Forest Ave)
- Madison Street (19th St to 22nd St)

City staff and consultants continue to work on design, and project coordination, of Eggers Pond, (near 20th St & East River St), and Pine Tree Lift Station

- Additional soil sampling was performed at Eggers Pond site to determine limits of contamination.
- Storm Lateral, and mini storm sewer work continues to be considered to help provide location for sump pump discharge, and reduce inflow into sanitary sewer.
- Staff performed semi-annual water quality testing at former landfill property

**STREET DIVISION 2020**

17th St. Bridge Openings ( Zero )

Curbside Leaf Collection

Street Openings

Pick Up Cold Mix @ Sheb. Co. Hwy Dept.

Blade Gravel Streets

Pick Up Winter Road Sand Mix With Salt

Put Out Inlet Markers

Street Sweeping

Semi Annual Sewers

Biweekly - Monthly Sewers

PBS Sewers (2 Theirs )

Hydro Vac For Other Depts.

Move & Subgrade Spoils 18th St. Cell Tower Site

Open Outfalls

Hydro Vac Manhole 22nd St. Outfall

Repair - Replace Street Signs

Repair Fence Raider Trail

Remove Flags Washington St.

Storm Water Pond Inspections

Remove Debris Storm Water Ponds

Water Samples Landfill

**WASTEWATER UTILITY 2020**



Municipal Electric Utilities of Wisconsin  
*Service. Advocacy. Safety.*  
 725 Lois Drive  
 Sun Prairie, WI 53590  
 T: 608-837-2263  
 F: 608-837-0206  
[www.meuw.org](http://www.meuw.org)

**Two Rivers**  
**Nov 2020**

Prepared By: Brian Dellemann/Mike C – MEUW Regional Safety Coordinator

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## SAFETY REPORT

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### ACCOMPLISHMENTS

1. **Training**
  - a. None Scheduled
  - b. Monthly City Safety meetings continue.
2. **Audits/Inspections**
  - a. Inspections ; Field and Buildings
3. **Compliance/Risk Management**
  - a. COVID calls and spreadsheet is available, resources on MEUW website
  - b. Some topics may be available on line on request

### GOALS AND OBJECTIVES

1. **Training**
  - a. None scheduled
2. **Audits/Inspections**
  - a. Site and facility inspections planned once new staff is hired.
3. **Compliance/Risk Management**

Candidate search is still underway for a new Regional Safety Coordinator. Until a replacement has been hired, if there are any questions, concerns, or safety related needs, please reach out to MEUW Safety Manager, Mike Czuprynyko at (608) 393-7702. Monthly City Safety meetings continue.

Attachment: Safety Report TR (3028 : Department Reports)

## ULTRAFILTRATION FACILITY MONTHLY OPERATING REPORT

## ULTRAFILTRATION MEMBRANE FACILITY PRODUCTION

TOTAL PRODUCTION	24,224,240 GAL/MONTH
LESS BACKWASH WATER	3,977,260 GAL/MONTH
WATER TO CITY	20,246,980 GAL/MONTH
MAX. DAILY WATER PRODUCTION	864,400 GAL/DAY
MIN. DAILY WATER PRODUCTION	748,290 GAL/DAY
AVERAGE DAILY WATER PRODUCTION	807,470 GAL/DAY

TOTAL PRODUCTION	24224240 GAL/MONTH
WATER TO CITY	20246980 GAL/MONTH

## PUMP OPERATION

## LOWLIFT PUMPS

1	2	3	
240	240	240	HR/MO
8	8	8	HR/DAY

## HIGHLIFT PUMPS

1	2	3	4	
		720		HR/MO
		24		HR/DAY

## USED FOR PRODUCTION ONLY

## CHEMICAL USAGE

INTAKE SODIUM HYPOCHLORITE  
 PRE MEMBRANE HYPOCHLORITE  
 POST SODIUM HYPOCHLORITE  
 RESERVOIR HYPOCHLORITE  
 50% SODIUM HYDROXIDE  
 FLUORIDE  
 50% CITRIC ACID  
 CLEARITAS

POUNDS USED	PMG	PPM
0.0	0.00	0.00
2258.1	0.11	0.00
3070.3	0.13	0.00
82.2	0.00	0.00
1648.0	0.00	0.00
629.7	0.03	0.00
31 gals	----	----

## RESERVOIR OPERATIONS

HOURS OF OPERATION  
 PUMP HOURS PER MONTH

HR/MONTH

PUMP 7	PUMP 8	PUMP 9	TOTAL
336	0	384	720
		6,496,000	GAL/MONTH
		247,000	GAL/DAY
		206,000	GAL/DAY
		216,533	GAL/DAY

TOTAL GALLONS PUMPED PER MONTH  
 MAXIMUM GALLONS PER DAY  
 MINIMUM GALLONS PER DAY  
 AVERAGE GALLONS PER DAY

REPORT PREPARED BY

Garret Wachowski / RB

DATE

12/8/2020

Attachment: Water Report (3028 : Department Reports)

# Fire Department Monthly Report

10.C.2.j

October 2020

			Monthly			Year to Date 2020			Year to Year 2019		
Total Incident Responses				160			1539		1676		
EMS Response Total EMS Incidents				146			1378		1529		
	Total Patients			127			1207		1461		
	On Scene			120			1157		969		
	Interfacility Transports			36			461		446		
	Intercepts			0			12		22		
	Other			0			0		42		
EMS Revenue	Date of Service Report		Monthly			Year to Date 2020			Year to Year 2019		
EMS Operations Billing Information	SDC and TRIP Revenue		\$4,107.26			\$42,570.14			\$74,966.84		
	Charges		\$138,817.62			\$1,362,060.02			\$1,569,289.50		
	Payments		\$36,710.24			\$596,952.97			\$818,368.61		
	Adjustments		\$56,786.06			\$644,541.69			\$717,489.14		
Change + or - in Accounts Receivable			\$45,321.32			\$120,565.36			\$33,431.75		
Monthly Collection Percentage			26.44%			43.83%			50.64%		
Fire Incidents	Total Fire Incidents			14			161		147		
	Structural			0			7		4		
	Fire Other			1			18		7		
	Unauthorized			4			20		20		
	Hazardous Condition			2			47		48		
	False / Cancelled			5			44		36		
	Service Calls			2			24		32		
Overlapping Calls						233		282			
Occup/ Inspect	Total Inspections			71			269		315		
	General		0	71			269		299		
	Special/Other/Consults		0	0			0		16		
			Violations	13			65		20		
			Corrections	5			26		43		
Training	Total Hours			267			4620.4		3972		
	Fire Training			117			2950.4		1812		
	EMS Training			90			950		1560		
	Community Based Outreach			60			720		600		
See attached training summary											
Public Education			Monthly			Year to Date 2020			Year to Year 2019		
Totals / Events	Staff Hours	Participants				51	91.25	325	56	144.3	703
CPR Classes	Staff Hours	Participants	4	7	10	23	53.25	102	26	72.75	124
Station Tours	Staff Hours	Participants	0	0	0	1	1	30	13	18.5	334
Presentations	Staff Hours	Participants	0	0	0	34	84	220	17	51	245
Maintenance			Monthly			Year to Date 2020			Year to Year 2019		
Total Hours			117.2			2204.35			2150.15		
Building Care, Cleaning, Maintenance			42.25			728.75			819.35		
Grounds Care			12			115.3			144		
Vehicle Checks			56			1139.25			967.35		
Vehicle Cleaning			1			117.3			122		
Vehicle Maintenance			5.95			103.75			97.45		
Current Events											
Grant secured for new 5 gas meter											
ESO (new fire inspection software) training											
Finish up researching ladder truck manufactures, on to assembling a bid specification											
Prep for Christmas at the Beach											
Anniversaries											
AC Murack (11/22) 21 Years, FF/P Paul Reiser (11/27) 20 Years											

Attachment: Fire Report (3028 : Department Reports)

## Monthly Fire Operations Report for November 2020

### News

- November's training focused on fire ground operations. More specifically, deployment of TRFD's new operation tactic for Positive Pressure Ventilation Attack. This tactic encompasses a coordinated deployment of personnel and resources to make a rapid interior rescue and fire suppression efforts. We were able to take advantage of the structure located where the Culver's development was suppose to happen.



- ESO software implementation started. Kick off meeting and training was completed in November. I expect data entry will start the beginning of December.

### Fire Operations

<u>Fire Operations training:</u>	117 hours
<u>Fire Inspections:</u>	71 Inspections, 13 Violations, 5 Correction 90 hours
<u>Public Education:</u>	- 2 BLS CPR class, 0 CPR skills evaluations, 9 students, 5 hours

These number reflect total training hours per member, not hours per training segment. For example: If there is a 2-hour training segment and there were 4 members that participated, the recorded time for the training would be 8 hours not 2 hours.

## Monthly EMS Training Report for November 2020

*I would like to encourage all City of Two Rivers City Council members to contact me to set up a time that I can give you a personal view of TRFD operations and training. (920)-901-3810*

*Follow The City of Two Rivers Fire Department on Facebook to see pictures/videos of Training, Operational Events and Community Outreach.*

### Notable Events in November 2020

- COVID-19 Protocols, Policies, and Education Continues (CDC and Best Practice)
- The City of Two Rivers Fire Department began the Full-Time and Paid-on-Call application process to establish an eligibly list
- EMS Protocol and Policy revisions continues (2021 update)
- Daily Documentation of all PPE use and Self-Monitoring Continues
- Continued “Best Practice” TRFD Ambulance/Station Disinfection
- All TRFD Paramedics continued Paramedic/CCP Training (Guidelines Followed)
- All TRFD shifts completed QI/QA Training/Education (Daily)
- Daily collaboration with relevant community partners
- Daily communication with Medical Director
- Daily QI/QA shift EMS Education
- 4 LTC Paramedic students continue their internship (Louis Kumbalek and Braedyn Ahl, Erica Grenier and Josh Kracaw)
- FF/P Taddy and FF/P Miller continue Critical Care Paramedic Licensure class at NWTC



Saturday December 12<sup>th</sup> 5p-7p (free)

## Monthly Training Report



**Captain Claude Richmond 33 years of Service to the citizens of Two Rivers (50-83)**



**September 9<sup>th</sup> 1927--November 6<sup>th</sup> 2020**

## Monthly Training Report

**EMS: 90 hrs**

The TRFD EMS training program encompasses paramedic, critical care paramedic, and tactical paramedic training. EMS training or tasks connected to EMS training. The TRFD paramedics strive to offer empathic, competent and professional care that exceeds the expectations of those we serve. There are countless hours of EMS training each day at the TRFD. This training is formal and informal. TRFD paramedics have three formats of formal education: Target Solutions on-line assignments, Formal Lecture, and Practical Exercises. Dr. Painter, the TRFD Medical Director provides oversight to all TRFD EMS training, as well as QI/QA. The TRFD is committed to offer "best practice" care now and in the future.

Training hours above are conservative.

- **Continuing Paramedic/Critical Care paramedic education (Target Solutions)**
- **Protocol Review/Collaboration/Update**
- **EMS Remediation based on QI/QA**
- **EMS Competencies/Evaluations/Education**
- **Medical Director collaborative QI/QA (Dr. Painter s`hifft ride-a-long)**
- **Pod/Web Casts (EMS1/EMS World)**
- **Shift case studies Lecture/Target Solutions (company level EMS training)**
- **Paramedic QI/QA (all reports) Krajnik/Menges/Murack/Painter**
- **EMS ( All shifts)**
- **TEMS training**
- **Shift Officers EMS/AMCMC Update Meetings**
- **EMS Related Meetings/Training/Updates (COVID-19)**

**Community Based Paramedic Outreach: 60 hours****COVID-19 PREVENTION and INFORMATION**

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>

This is a very important program that requires continuous training updates with the TRFD staff. This program is rapidly developing throughout the United States. State legislation has recently been passed to allow ambulance providers to bill for preventive care. There is daily communication between TRFD employees as providers of preventative medicine and other community resources. Being proactive in community outreach mitigates many unnecessary ambulance responses and decreases operating cost to the city. More importantly community paramedicine objectively improves the quality of life and decreases mortality rates of those who have health related disparities in our community. This program operates 24/7 365. It is very difficult to give a accurate number to this training. The above hours noted are very conservative.

Important to note is, the hospital equipment program at TRFD is a Community Outreach program (the time from that program is averaged in with the above number).

- **Community Outreach visits/calls/visits**
- **Collaboration with PAAW**
- **Unnecessary 911 call mitigation**
- **Public health meetings (COVID-19)**
- **Health Department Meeting updates (COVID-19)**
- **Operational collaboration with various agencies**
- **Phone calls to citizen's at risk**
- **Collaboration with Public Health, Hospice and other area agencies**
- **Community Education**

## Monthly Training Report



## Be Well

For more detailed information feel free to contact me.

-Respectfully Submitted

**David R. Murack**

**Assistant Chief**

**Emergency Operations/Community Outreach**

City of Two Rivers Fire Department

2122 Monroe Street, Two Rivers WI, 54241

Station: 920-793-5521

Cell: 920-901-3810

***"Let no public safety service member's ghost ever come back and say their training failed them."***

Web Page: <http://www.two-rivers.org/fire/fire-department.php>

Attachment: Fire Report (3028 : Department Reports)

# Two Rivers Police Department Monthly Report October 2020



*Serving our community since 1858*

*Two Rivers Police Department*

*1717 East Park St.*

*Two Rivers, WI 54241*

*Business (920) 793-1191*

*Non-Emergency (920) 686-7200*



## Monthly Report October 2020

# EVENTS

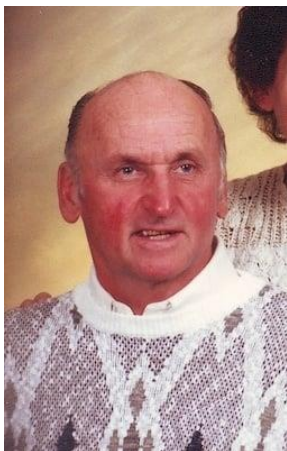
### Officer Leo Rocque

**EOW: 10/5/26**

Police Officer Leo Rocque, a five year veteran of the Two Rivers Police Department and first shift patrolman, reports for his tour of duty on the night shift. Between 2:00 and 3:00 A.M. a bell, used to summon police services, is activated at the Police / Fire station entrance, then located at 17th and Washington Streets. As Officer Rocque looks through the window in an attempt to locate the caller, a .30 caliber bullet crashes through the window glass and strikes Officer Rocque in the throat. Officer Rocque collapses and is pronounced dead at the scene. No arrests were ever made and the investigation remains open



### Passing of Sgt. Wayne Stadler (Retired)



We were saddened to announce the passing of retired police officer, Sergeant Wayne Stadler. Wayne served his community as a police officer on the Two Rivers Police Department for 32 years before retiring in 1992. Prior to his time with our department he served his country in the US Air Force for 4 years. Our department would like to express our deepest sympathies to Wayne's family and friends. Sgt. Stadler we wish to thank you for your years of service to your country and community.

### Run for the Badge

A team of our officers & their families volunteered their time to represent our agency & participate in the National Law Enforcement Memorial's virtual 5k. The Two Rivers team ran in honor of our two fallen officers, Officer Leo Rocque and Officer Thomas Dodge & the two WI officers killed in the line of duty in 2019, Milwaukee PD Officer Matthew Rittner and Racine PD Officer John Hetlund, as well as for the COPS foundation which helps survivors. Each of our team member's race bibs had the name & photo of the fallen officers. Donations went to the National Law Enforcement Memorial & Museum in Washington D.C. to honor the fallen and tell the story of American law enforcement.



## Happy Anniversary



Lieutenant Karen Elsenpeter  
October 1st, 1994  
26 Years



Officer Andrew Lade  
October 16th, 2017  
3 Years



Officer Logan Tlachac  
October 7<sup>th</sup>, 2019  
1 Year

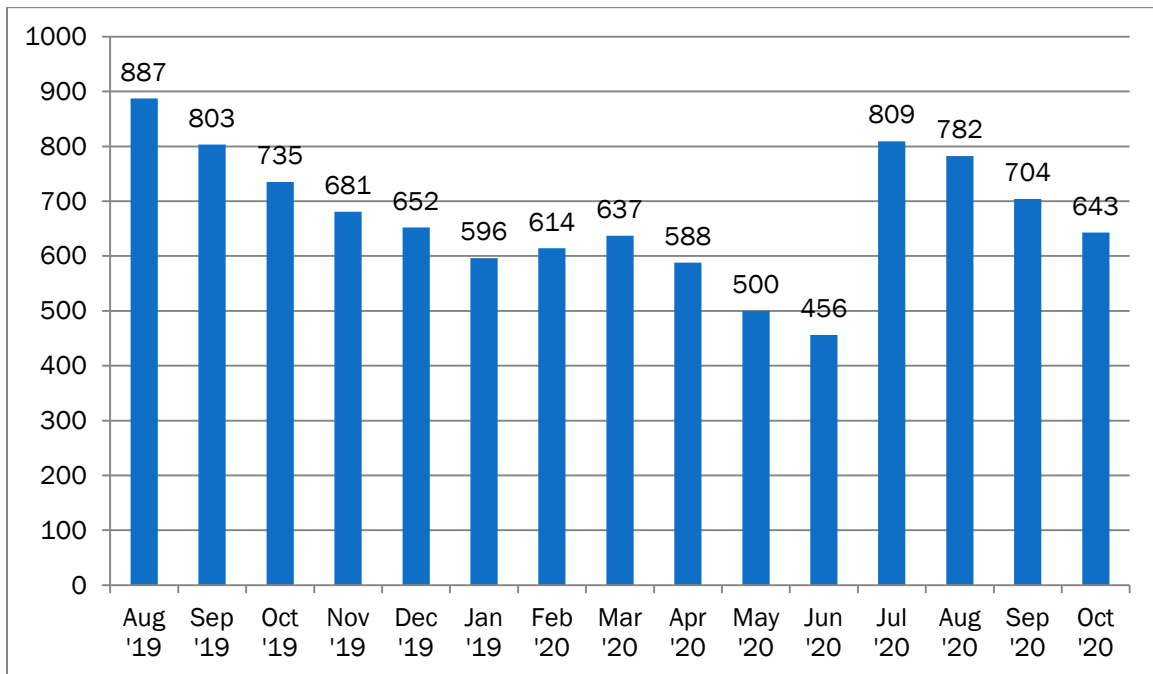


Police Secretary  
Kim Pritzl  
October 5<sup>th</sup>, 1998  
22 Years

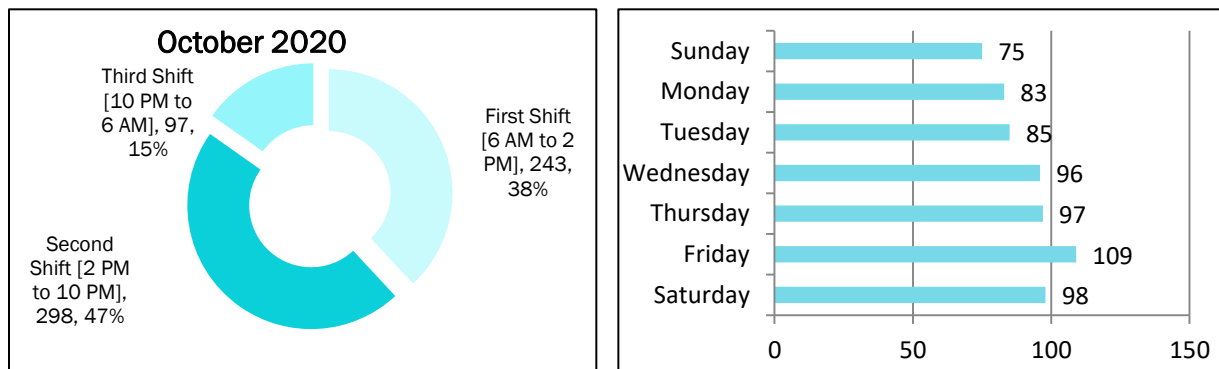
# CALLS FOR POLICE SERVICE

October 2020: 643	2020 YTD TOTAL: 5,625
October 2019: 735	TOTAL LAST YEAR: 9,050

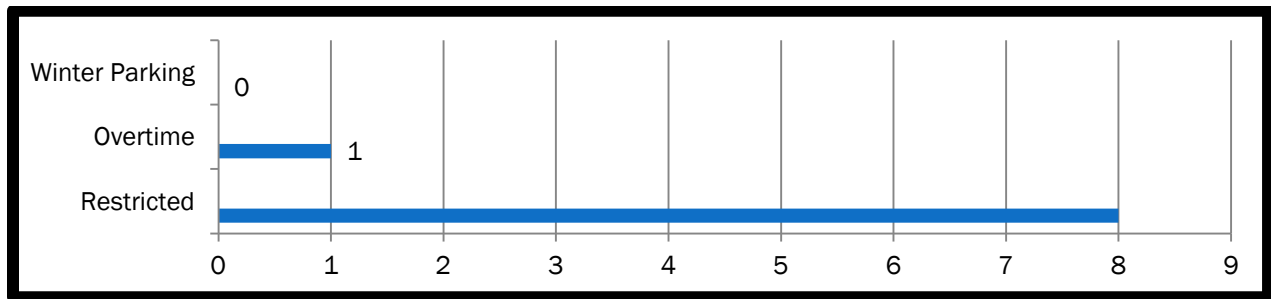
## Monthly Calls Comparison Chart:



## Calls for Service by Shift & Day of Week:



## October 2020 Parking Enforcement:

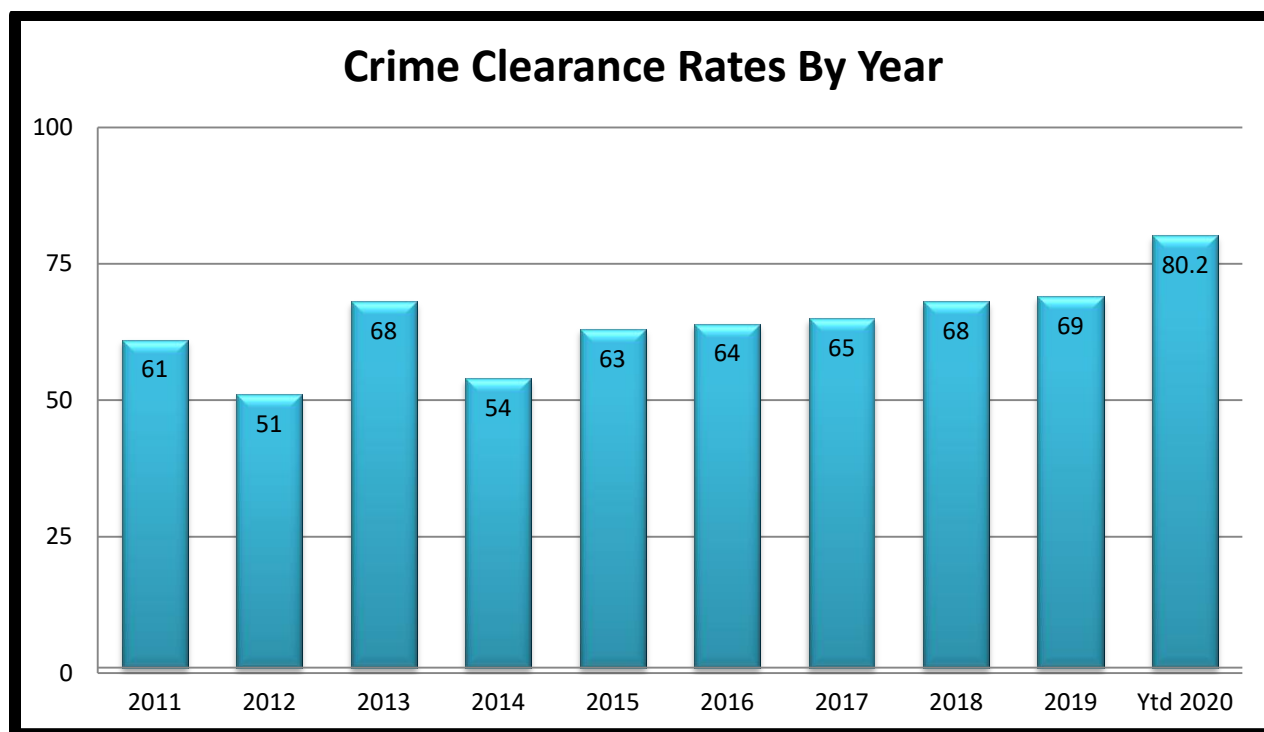


## CRIME CLEARANCE RATE:

Each law enforcement agency in the Nation submits monthly reports to the Uniform Crime Reporting (UCR) Program. This program collects and reports crime offense data for the Nation, categorizing crime data as Part I or Part II offenses. Part I offenses include: Murder/Non-Negligent, Forcible Rape, Robbery, Assault(s), Burglary, Larceny/Theft, Motor Vehicle Thefts, and Arson. Part II offenses include all other crime classifications outside those defined as Part I offenses. These monthly reports also afford the Two Rivers Police Department the ability to monitor our crime clearance rate. The crime clearance rate is simply the percentage of offenses reported as compared to how many of those offenses were cleared or resolved. The Two Rivers Police Department is proud to note that our crime clearance rates are generally well above the average for the State of Wisconsin. Below are highlights of this month's UCR statistics. Because some cases that are reported in one month may be solved or "cleared" the next month or months later, it is difficult to state crime clearance rates as purely a monthly rate. For our purposes, we continue to track our CCR rates across the months and years as well.

	October
Reported Part 1 Cases	10
Cases Cleared	11
Crime Clearance Rate	110%

**Crime Clearance Rate YTD: 80.2%**



### ***Adult & Juvenile Arrest/Charge Summary:***

The following is the total of ADULT and JUVENILE ARRESTS/CHARGES made by this department this month. This may not represent the actual number of individuals arrested as there are generally many cases where an individual will have multiple charges or counts of a specific charge. These statistics represent charges and arrests made for Criminal Code as well as Municipal Ordinance violations.

2020	September
Adult Arrests	85
Juvenile Arrests	15
<b>Total</b>	<b>100</b>

## Written Warnings 2020

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Totals
<b>FIELD WARNING</b>													
6-1-19 BEER GARDENS REGULATED	0	0	0	0	0	0	0	1	0	0	0	0	1
346.072(1M)(A) FAIL/CHANGE LANE PASSING STOPPED EMERGENCY VEHICLE	0	0	0	2	0	0	0	0	0	1	0	0	3
341.04 NON-REGISTRATION OF VEHICLE	0	0	0	0	2	0	0	1	0	0	0	0	3
346.18(3) FAIL/YIELD RIGHT/WAY FROM STOP SIGN	0	0	0	0	0	0	1	1	0	0	0	0	2
346.87 UNSAFE BACKING OF VEHICLE	0	1	1	1	0	0	0	0	0	1	0	0	4
346.57(2) UNREASONABLE AND IMPRUDENT SPEED	0	1	0	0	0	0	0	0	0	0	0	0	1
346.37(1)(C) 1 001 VIOLATE RED TRAFFIC SIGNAL	1	1	0	0	0	1	2	0	0	1	0	0	6
341.04(1) 001 NON-REGISTRATION OF AUTO, ETC	6	8	1	0	2	4	10	7	6	14	0	0	58
346.46 FAIL TO STOP/IMPROPER STOP AT STOP SIGN	0	0	0	0	1	0	0	0	0	0	0	0	1
344.62(2) OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE	3	10	0	0	3	1	3	2	2	0	0	0	24
344.62(1) 001 OPERATING MOTOR VEHICLE W/O INSURANCE	8	11	4	0	10	5	6	5	4	6	0	0	59
346.94(19) OFF ROAD UTILITY VEHICLE ON ROADWAY	0	0	0	0	1	0	0	0	0	0	0	0	1
341.15(1m)(a) FAIL/ATTACH REAR REGIS. DECAL/TAG	1	0	0	0	0	0	0	0	0	0	0	0	1
TR101.02(2)(J) UNNECESSARY ACCELERATION	0	0	0	0	1	0	0	0	0	0	0	0	1
6-5-21 LIMIT ON NUMBER OF DOGS AND CATS	0	0	0	0	0	0	1	1	1	0	0	0	3
346.37(1)(B) VIOLATE YELLOW SIGNAL	0	1	0	0	0	0	0	0	0	0	0	0	1
6-5-7(B)(4) BARKING DOGS	0	0	0	0	2	0	0	0	1	1	0	0	4
6-5-7(A)(2)(A) DOG AT LARGE - ON PREMISE	0	0	1	0	0	0	0	0	0	0	0	0	1
9-2-7 DISORDERLY CONDUCT WITH MOTOR VEHICLE (NOT IN PARK)	0	0	0	0	0	0	2	0	0	0	0	0	2
9-2-5/10P-7A LOUD AND UNNECESSARY NOISE 10PM-7AM	0	0	0	0	0	1	0	0	0	0	0	0	1
9-2-5/7A-10P LOUD AND UNNECESSARY NOISE 7AM-10PM	0	1	0	0	0	0	0	0	0	0	0	0	1
9-1-1 943.13 CRIMINAL TRESPASS TO LAND	0	0	0	0	0	0	1	0	0	0	0	0	1
9-2-11 CURFEW VIOLATION	1	0	3	1	0	1	6	3	1	0	0	0	16
9-1-1 167.10(3) USE OF FIREWORKS/POSSESSION OF FIREWORKS	0	0	0	0	0	1	0	0	0	0	0	0	1
8-4-1(B) ABANDONMENT OF VEHICLES PROHIBITED	0	0	0	0	0	0	1	0	0	0	0	0	1
7-1-5 PARK CLOSING HOURS	0	0	0	0	0	0	0	0	1	0	0	0	1
6-5-10 ANIMALS RUNNING AT LARGE (FOWL, DOVES, PIGEONS, ETC)	0	0	0	0	0	0	0	1	0	0	0	0	1
6-5-7(A)(2)(B) DOG AT LARGE - OFF PREMISE	1	3	3	5	9	7	3	7	6	7	0	0	51
6-5-6 PENALTY FOR FAILURE TO OBTAIN RABIES SHOT	2	1	4	0	6	0	2	3	4	1	0	0	23
6-5-1 DOG LICENSE	4	10	4	5	10	11	6	11	14	12	0	0	87
TR305.34(3)(A) WINDSHIELDS-EXCESSIVELY CRACKED/IN CRITICAL AREA	0	0	0	0	0	0	0	0	1	1	0	0	2
TR305.32(4)(B) 2 WINDOW-VENT/FRONT SIDE TINTING 50%	0	1	2	5	3	0	1	0	0	0	0	0	12
TR305.28(1) SPEEDOMETER/ODOMETER-PROPER WORKING ORDER	1	0	0	0	0	0	0	0	0	0	0	0	1
TR305.20(1) EXHAUST WORKING CONDITION	0	1	0	0	0	0	0	0	0	0	0	0	1
347.40(1) MIRROR REQ.-REFLECT TO OPERATOR 200 FT	0	1	0	0	0	0	0	0	0	0	0	0	1
347.14(1) OPERATE VEHICLE W/O STOPPING LIGHTS	6	1	1	0	0	0	1	1	2	1	0	0	13
347.13(3) OPERATE VEHICLE W/O REGISTRATION LAMPS	5	5	0	0	0	0	1	11	0	2	0	0	24
347.13(2) IMPROPERLY LOCATE VEHICLE TAIL LIGHTS	0	0	0	0	0	0	0	1	0	0	0	0	1
347.13(1) NO TAIL LAMP/DEFECTIVE TAIL LAMP-NIGHT	4	1	0	0	1	0	0	0	2	5	0	0	13
346.57(5) SPEEDING - EXCEEDING ZONED & POSTED LIMIT/HWY CONST	9	7	9	15	17	7	22	10	11	36	0	0	143
346.57(4)(F) SPEEDING-35MPH OUTLYING DISTRICT - CITY	1	0	0	0	0	1	1	0	0	3	0	0	6
346.57(4)(E) SPEEDING 25 MPH HWY CITY/VILLAGE	6	16	2	0	10	7	6	4	3	19	0	0	73
346.57(3) DRIVING TOO FAST FOR CONDITIONS	2	0	0	0	0	0	0	0	0	0	0	0	2
346.57(2) 001 UNREASONABLE AND IMPRUDENT SPEED	1	0	0	0	0	0	0	0	0	0	0	0	1
346.48(1) FAIL TO STOP FOR SCHOOL BUS	1	0	0	0	0	0	0	0	0	0	0	0	1
346.46(1) FAILURE TO STOP FOR STOP SIGN	7	9	1	1	10	2	4	3	4	1	0	0	42
346.34(1)(B) TURN VEH W/O PROPER SIGNAL	0	1	0	0	0	0	0	0	0	1	0	0	2
346.34(1)(A) 3 UNSAFE TURN FROM DIRECT COURSE W/O REASON	0	0	0	0	0	0	0	0	0	1	0	0	1
346.31(3) IMPROPER LEFT TURN	0	0	0	0	0	0	1	0	0	0	0	0	1
346.31(2) IMPROPER RIGHT TURN	0	0	0	0	0	0	0	0	0	1	0	0	1
346.23(1) FAIL YIELD RIGHT OF WAY PEDESTRIAN CONTROL INTERSECTION	0	0	0	0	0	0	0	1	0	0	0	0	1
346.18(4) 001 FAIL/YIELD WHEN EMERGING FROM ALLEY	0	0	0	0	1	0	0	0	0	0	0	0	1
346.13(3) DEVIATE FROM DESIGNATED LANE	1	0	0	0	0	0	0	0	0	0	0	0	1
346.13(1) UNSAFE LANE DEVIATION	1	2	0	0	1	0	0	0	1	0	0	0	5
346.05(3) FAILURE OF SLOWER VEH TO KEEP RIGHT	1	0	1	0	0	0	0	0	0	0	0	0	2
346.05(1) OPERATE LEFT OF CENTER LINE	0	0	0	0	0	0	0	1	1	0	0	0	2
346.04(2) DRIVING AGAINST TRAFFIC (ONE WAY STREET)	0	0	0	0	0	2	0	0	0	0	0	0	2
343.44(1)(a) 001 OPERATING AFTER SUSPENSION	0	0	0	0	1	0	0	0	0	1	0	0	2
343.43(1)(d) VIOLATE GDL RESTRICTIONS	0	0	0	0	0	0	1	0	0	0	0	0	1
343.22(1) FAIL/NOTIFY DMV OF ADDRESS/NAME CHANGE	0	0	0	0	0	0	0	1	0	0	0	0	1
343.18(1) OPERATE W/O CARRYING LICENSE	0	1	0	0	0	0	0	0	0	1	0	0	2
343.05(3)(a) OPERATE W/O VALID LICENSE	0	0	1	1	1	0	2	0	0	2	0	0	7
341.62 DISPLAY FALSE VEHICLE REGISTRATION PLATE	0	0	0	0	0	0	0	0	0	1	0	0	1
341.61(2) DISPLAY UNAUTH. VEH. REGISTRATION PLATE	0	0	0	0	1	0	1	0	1	0	0	0	3
341.335(1) FAIL/NOTIFY DMV OF ADD./NAME/COLOR CHANGE	0	0	0	0	0	0	0	0	1	0	0	0	1
341.15(3)(A) IMPROPER DISPLAY/PLATES (NO PLATES)	0	2	2	0	3	0	0	0	0	1	0	0	8
341.15(2) IMPROPERLY ATTACHED LICENSE PLATES	3	0	0	0	0	0	0	0	1	0	0	0	4
341.15(1) FAIL/DISPLAY VEHICLE LICENSE PLATES	1	3	1	3	4	1	1	6	1	3	0	0	24
341.11(4) NO DISPLAY OF REGISTRATION CERTIFICATE	0	0	0	0	1	0	0	0	0	0	0	0	1
341.04 001 NON-REGISTRATION OF VEHICLE <=10000 LBS	0	0	0	0	2	2	0	0	0	0	0	0	4
341.03(1) OPERATE AFTER VEH REV/SUSP OF REGISTRATION	3	1	1	0	0	1	3	0	0	0	0	0	9
347.09(1)(A) HEADLAMPS-VEHICLES EQUIPED W/2 HEADLAMPS	0	0	1	0	0	0	1	0	1	4	0	0	7
347.07(2)(B) OPERATE VEHICLE W/NONRED TAILLIGHTS	0	0	0	0	0	0	0	0	0	1	0	0	1
347.07(1) OPERATE WITH OVER 4 HEADLIGHTS LIGHTED	0	0	0	0	1	0	0	0	0	0	0	0	1
347.06(3) UNCLEAN/DEFECTIVE LIGHTS OR REFLECTORS	17	9	9	0	8	5	6	7	6	10	0	0	77
347.06(1) OPER W/O REQUIRED LAMP LIGHTED	5	2	2	2	4	1	2	1	3	1	0	0	23
346.89(1) INATTENTIVE DRIVING	1	0	0	0	0	0	0	0	0	0	0	0	1
<b>FIELD WARNING Totals</b>	<b>103</b>	<b>111</b>	<b>54</b>	<b>41</b>	<b>116</b>	<b>61</b>	<b>98</b>	<b>90</b>	<b>79</b>	<b>140</b>	<b>0</b>	<b>0</b>	<b>893</b>
<b>Totals</b>	<b>103</b>	<b>111</b>	<b>54</b>	<b>41</b>	<b>116</b>	<b>61</b>	<b>98</b>	<b>90</b>	<b>79</b>	<b>140</b>	<b>0</b>	<b>0</b>	<b>893</b>

## Municipal Citations 2020

ORDINANCE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Totals
9-1-4 W/INJ DISORDERLY CONDUCT WITH INJURY	0	0	0	0	0	1	1	0	0	0	0	0	2
9-1-4 W/O INJ DISORDERLY CONDUCT WITHOUT INJURY	0	0	0	0	0	1	3	9	1	3	0	0	17
9-1-2(C)(3) POSSESS TOBACCO OR NICOTINE PRODUCTS UNDER 18	0	0	0	0	1	0	0	0	0	0	0	0	1
9-1-2(E)(3) POSSESS ANY ELECTRONIC SMOKING DEVICE UNDER 18	1	1	1	0	0	0	0	0	3	4	0	0	10
8-2-1(A) PARKING RESTRICTIONS	0	0	0	0	0	0	0	1	0	0	0	0	1
125.07(4)(B) 17-20 UNDERAGE DRINKING/POSSESS 17-20	0	0	0	1	0	0	1	0	0	0	0	0	2
9-1-1 947.0125(3)(C) UNLAWFUL USE OF COMPUTERIZED COMMUNICATION	0	0	0	0	0	1	0	1	0	0	0	0	2
9-2-10(C) CONTRIBUTE TO TRUANCY	2	0	0	0	0	0	0	0	0	0	0	0	2
341.04(1) 001 NON-REGISTRATION OF AUTO, ETC	0	0	0	1	0	0	0	0	0	0	0	0	1
9-6-6 PUBLIC NUISANCES AFFECTING HEALTH	2	0	0	0	0	0	0	0	0	0	0	0	2
9-6-4/OWNERS RESPONSIBILITY OF OWNERS FOR MAINTENANCE/CONTROL	1	0	0	2	2	3	7	2	4	1	0	0	22
9-6-3/OCCUPANTS RESPONSIBILITY OF OCCUPANTS FOR MAINTENANCE/CONTROL	0	0	1	1	0	0	0	0	0	2	0	0	4
TR101.02(2)(J) UNNECESSARY ACCELERATION	0	0	0	1	0	0	0	0	0	0	0	0	1
9-2-13 POSSESSION OF DRUG PARAPHERNALIA	2	0	0	1	4	1	2	0	0	1	0	0	11
9-2-12 POSSESSION OF TETRAHYDROCANNABINOLS/8 GM OR LESS	1	1	1	1	3	1	1	0	2	2	0	0	13
6-5-7(B)(4) BARKING DOGS	0	0	0	0	0	1	0	0	0	0	0	0	1
8-2-4(B) ALL NIGHT PARKING PROHIBITED/WINTER PARKING	1	0	0	0	0	0	0	0	0	0	0	0	1
9-3-4 DESTRUCTION OF NOXIOUS WEEDS	0	0	0	0	0	0	1	0	0	0	0	0	1
6-1-1 125.085(3)(B) IDENTIFICATION CARD VIOLATIONS	0	1	0	0	0	0	0	0	0	0	0	0	1
6-1-1 125.07(4)(B) UNDERAGE DRINKING-POSSESS/CONSUMES	0	1	0	0	2	2	0	0	0	0	0	0	5
6-1-1 125.07(4)(A) UNDERAGE DRINKING-PROCURES	0	0	0	0	0	0	1	0	0	0	0	0	1
6-1-1 125.07(1)(A) PROCURE FOR, SELL OR DISPENSE OR GIVE AWAY ALCOHOL TO	0	0	0	2	0	0	0	0	0	0	0	0	2
9-2-7 DISORDERLY CONDUCT WITH MOTOR VEHICLE (NOT IN PARK)	0	0	0	0	0	1	0	1	0	0	0	0	2
9-2-5/10P-7A LOUD AND UNNECESSARY NOISE 10PM-7AM	1	1	0	2	0	3	1	0	0	0	0	0	8
9-2-5/7A-10P LOUD AND UNNECESSARY NOISE 7AM-10PM	0	0	0	0	0	0	0	1	0	1	0	0	2
9-1-1 947.013 HARASSMENT	0	0	0	0	0	1	0	0	0	0	0	0	1
9-1-1 947.012 DISORDERLY CONDUCT WITH TELEPHONE	0	0	0	0	0	1	0	0	0	0	0	0	1
9-1-1 947.01 W/O INJ (DO NOT USE) DISORDERLY CONDUCT WITHOUT INJURY	2	1	0	3	0	0	0	0	0	0	0	0	6
9-1-1 947.01 W/INJ (DO NOT USE) DISORDERLY CONDUCT WITH INJURY	2	2	1	0	0	0	0	0	0	0	0	0	5
9-1-1 946.41 RESISTING OR OBSTRUCTING OFFICER	0	0	1	0	1	0	0	2	0	1	0	0	5
11-1-5 BUILDING PERMIT REQUIRED	0	0	0	0	0	0	0	0	1	1	0	0	2
9-1-1 944.20 LEWD & LAUCIVIOUS BEHAVIOR	3	0	0	0	0	0	0	0	2	0	0	0	5
9-1-1 943.50(<\$10) RETAIL THEFT - UNDER \$10	0	0	0	2	1	0	0	1	0	0	0	0	4
9-1-1 943.50(>\$10) RETAIL THEFT - OVER \$10	0	0	0	2	0	0	0	0	0	1	0	0	3
9-1-1 943.20 THEFT	0	0	0	0	0	1	0	1	0	0	0	0	2
9-1-1 943.14 CRIMINAL TRESPASS TO DWELLING	0	0	0	0	0	0	0	0	1	0	0	0	1
9-6-3(DO NOT USE) RESPONSIBILITY OF OWNERS/OCCUPANTS FOR	1	0	0	0	0	0	0	0	0	0	0	0	1
9-1-1 943.13 CRIMINAL TRESPASS TO LAND	1	0	0	1	1	1	0	1	0	0	0	0	5
9-1-1 943.01(1) CRIMINAL DAMAGE TO PROPERTY	0	0	0	0	0	0	0	1	0	2	0	0	3
9-2-11 CURFEW VIOLATION	0	0	0	0	0	0	2	1	0	0	0	0	3
9-2-10(B) HABITUAL TRUANCY	0	0	0	0	0	0	0	0	0	1	0	0	1
9-1-1 287.81 LITTERING	0	0	0	0	0	1	1	0	0	0	0	0	2
9-2-10(A) SIMPLE TRUANCY	3	2	0	0	0	0	0	0	0	3	0	0	8
9-2-9 INTERFERENCE W/CUSTODY OF CHILD	0	0	0	0	0	0	0	0	1	0	0	0	1
9-1-1 167.10(3) USE OF FIREWORKS/POSSESSION OF FIREWORKS	0	0	0	0	0	2	1	0	0	0	0	0	3
9-2-8 DC- DEFECATING OR URINATING IN PUBLIC PLACES	0	0	0	0	0	0	0	0	0	1	0	0	1
8-4-1(B) ABANDONMENT OF VEHICLES PROHIBITED	0	0	0	1	0	0	0	1	0	0	0	0	2
6-5-15 ANIMAL FECES	0	0	1	0	0	0	0	0	0	0	0	0	1
6-5-14 HARBORING VICIOUS ANIMALS	0	0	0	0	0	1	1	0	0	0	0	0	2
6-5-8(D) FAILURE TO PAY FOR REDEEMED ANIMAL	0	0	0	0	0	1	0	1	0	0	0	0	2
6-5-7(A)(2)(B) DOG AT LARGE - OFF PREMISE	0	0	0	0	1	1	0	1	2	0	0	0	5
6-5-6 PENALTY FOR FAILURE TO OBTAIN RABIES SHOT	0	3	1	0	2	1	1	2	0	0	0	0	10
6-5-1 DOG LICENSE	0	3	0	0	2	0	1	3	0	3	0	0	12
347.14(1) OPERATE VEHICLE W/O STOPPING LIGHTS	0	0	0	1	0	0	0	0	0	0	0	0	1
347.13(3) OPERATE VEHICLE W/O REGISTRATION LAMPS	0	0	0	0	0	0	0	1	0	0	0	0	1
346.94(13) ABANDONED MOTOR VEHICLES	0	0	0	1	0	0	0	0	0	0	0	0	1
3-1-3 BONFIRES AND OUTDOOR FIRES	0	0	0	1	0	0	0	0	0	0	0	0	1
<b>ORDINANCE Totals</b>	<b>23</b>	<b>16</b>	<b>7</b>	<b>24</b>	<b>20</b>	<b>26</b>	<b>25</b>	<b>31</b>	<b>17</b>	<b>27</b>	<b>0</b>	<b>0</b>	<b>216</b>
<b>Totals</b>	<b>23</b>	<b>16</b>	<b>7</b>	<b>24</b>	<b>20</b>	<b>26</b>	<b>25</b>	<b>31</b>	<b>17</b>	<b>27</b>	<b>0</b>	<b>0</b>	<b>216</b>

# Traffic Citations 2020

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Totals
<b>TRAFFIC</b>													
343.44(1)(b) 013 OPERATING WHILE REVOKED (FORFEITURE)	1	4	1	0	5	3	2	3	1	3	0	0	23
346.70(1) 006 FAILURE OF OPERATOR TO NOTIFY POLICE OF ACCIDENT	0	0	0	0	0	0	0	1	0	0	0	0	1
341.04 NON-REGISTRATION OF VEHICLE	0	0	1	0	0	0	1	0	0	0	0	0	2
346.18(3) FAIL/YIELD RIGHT/WAY FROM STOP SIGN	1	0	0	0	0	1	0	1	0	0	0	0	3
346.87 UNSAFE BACKING OF VEHICLE	0	0	0	0	0	1	0	0	1	0	0	0	2
346.57(2) UNREASONABLE AND IMPRUDENT SPEED	1	1	1	0	1	1	0	0	1	2	0	0	8
346.62(2) RECKLESS DRIVING-ENDANGER SAFETY	1	0	1	0	2	0	1	0	0	1	0	0	6
346.37(1)(C)1 001 VIOLATE RED TRAFFIC SIGNAL	0	0	0	1	0	0	0	0	0	1	0	0	2
341.04(1) NON-REGISTRATION OF OTHER VEHICLE	0	0	0	0	0	0	1	0	0	0	0	0	1
341.04(1) 001 NON-REGISTRATION OF AUTO, ETC	1	3	4	0	3	2	1	2	2	5	0	0	23
346.675(1) 002 VEHICLE OWNER'S LIABILITY FOR FSA - UNATTENDED VEHICLE	0	0	0	0	0	0	0	1	0	0	0	0	1
346.46 FAIL TO STOP/IMPROPER STOP AT STOP SIGN	2	1	0	0	0	0	0	0	0	0	0	0	3
346.32 005 FAILURE TO YIELD RIGHT OF WAY	0	0	0	0	0	0	0	0	1	0	0	0	1
346.06 004 FAILURE TO YIELD RIGHT OF WAY	0	0	0	0	0	0	0	0	0	1	0	0	1
346.63(1)(B) 019 OPERATING W/PAC (2ND)	0	0	2	0	0	0	0	0	0	0	0	0	2
344.62(2) OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE	1	1	0	0	0	1	0	0	0	0	0	0	3
344.62(1) 001 OPERATING MOTOR VEHICLE W/O INSURANCE	4	3	1	2	3	7	10	4	4	3	0	0	41
343.44(1)(a) 004 OPERATING AFTER SUSPENSION (4TH+)	2	3	2	0	3	2	1	1	1	1	0	0	16
343.44(1)(a) 003 OPERATING AFTER SUSPENSION (3RD)	0	0	0	1	0	0	0	0	0	3	0	0	4
343.44(1)(a) 002 OPERATING AFTER SUSPENSION (2ND)	2	0	1	0	0	0	0	3	1	1	0	0	8
343.07(1g)(a)3 OPERATE MOTOR VEHICLE BY PERMITTEE W/O AUTH PERSON > 21	0	1	0	0	0	0	0	0	0	0	0	0	1
343.07(1g)(a)2 OPERATE MOTOR VEHICLE BY PERMITTEE W/O PARENT	0	0	0	0	0	0	0	0	0	1	0	0	1
343.05(2)(a)2 OPERATE W/O COMM VEH. LICENSE - NON-RESIDENT	1	0	0	0	0	0	0	0	0	0	0	0	1
348.10(5)(A) FAIL/SECURE LOADS IF TOWING A TRAILER	0	0	0	0	0	0	1	0	0	0	0	0	1
347.48(2M)(D) RIDE IN VEHICLE W/O WEARING SEAT BELT	0	0	0	0	0	0	0	0	0	3	0	0	3
347.48(2M)(C) OPERATOR FAIL/HAVE PASSENGER/SEATBELTED	0	0	0	0	0	0	0	0	0	2	0	0	2
346.675(1) 001 VEHICLE OWNER'S LIABILITY FOR FSA	0	0	0	0	1	0	0	0	0	0	0	0	1
346.37(1)(C)(1)RED VIOLATE RED TRAFFIC SIGNAL	0	0	0	0	0	1	0	0	0	0	0	0	1
346.67(1) 004 PROPERTY HIT & RUN - ATTENDED VEHICLE PROPERTY DAMAGE	0	0	0	0	2	0	0	0	0	0	0	0	2
346.63(1)(AM) 001 OPER W/CONTROLLED SUBSTANCE	1	1	0	1	1	0	0	0	0	0	0	0	4
346.04(3) OPERATOR FLEE/ELUDE OFFICER	1	0	1	0	0	0	0	0	0	0	0	0	2
347.48(2m)(b) SEATBELT - OPERATOR USE REQUIRED	0	1	0	0	0	0	0	0	0	0	0	0	1
347.13(3) OPERATE VEHICLE W/O REGISTRATION LAMPS	1	0	0	0	0	0	0	0	0	0	0	0	1
347.13(1) NO TAIL LAMP/DEFECTIVE TAIL LAMP-NIGHT	1	0	0	0	0	0	0	1	0	0	0	0	2
346.63(5)(A)OR OPER. COMM MV W/BAC 0.04-0.1	0	0	0	0	0	0	1	0	0	0	0	0	1
346.80(5) BICYCLE ENTERING HWY/FYR TO MV	0	0	0	0	0	0	0	1	0	0	0	0	1
346.70(1) 001 FAILURE TO NOTIFY POLICE OF ACCIDENT	0	0	0	0	0	2	0	0	0	0	0	0	2
346.69 HIT AND RUN PROPERTY ADJACENT TO HIGHWAY	1	0	0	0	0	1	0	0	0	1	0	0	3
346.68 HIT AND RUN-UNATTENDED VEHICLE	0	0	0	0	0	1	0	0	1	0	0	0	2
346.63(1)(B)OR OWI-OPERATE WITH PAC OVER LEGAL LIMIT	0	2	1	1	1	4	3	1	2	0	0	0	15
346.63(1)(B)ORD OWI - OPERATE WITH PAC OVER LEGAL LIMIT	1	0	0	0	0	3	1	0	2	2	0	0	9
346.57(5) SPEEDING - EXCEEDING ZONED & POSTED LIMIT/HWY CONST	0	3	3	0	4	3	4	0	0	0	0	0	17
346.57(4)(E) SPEEDING 25 MPH HWY CITY/VILLAGE	1	2	0	1	4	0	1	0	0	0	0	0	9
346.57(3) DRIVING TOO FAST FOR CONDITIONS	1	0	0	0	0	0	0	0	0	0	0	0	1
346.48(1) FAIL TO STOP FOR SCHOOL BUS	0	1	0	0	0	0	0	0	0	0	0	0	1
346.46(1) FAILURE TO STOP FOR STOP SIGN	1	1	0	0	0	0	3	2	0	1	0	0	8
346.37(1) VIOLATION OF TRAFFIC CONTROL SIGNAL	0	0	0	0	1	0	0	0	0	0	0	0	1
346.34(1)(A)1 IMPROPER TURN AT INTERSECTION	0	0	0	0	0	0	0	0	0	1	0	0	1
346.31(1) FAIL TO FOLLOW INDICATED TURN	0	0	0	0	0	0	1	0	0	0	0	0	1
346.28(2) FAILURE TO YIELD RIGHT OF WAY PEDESTRIAN ON SIDEWALK	0	0	0	0	0	0	0	1	0	0	0	0	1
346.23(1) FAIL YIELD RIGHT OF WAY PEDESTRIAN CONTROL INTERSECTION	0	1	0	0	0	0	0	0	0	0	0	0	1
346.18(6) FAIL YIELD RIGHT OF WAY FROM YIELD SIGN	1	0	0	0	0	0	0	0	0	0	0	0	1
346.18(5) 001 FAIL/YIELD RT/WAY FROM PARKED POSITION	0	0	0	0	0	1	1	0	0	0	0	0	2
346.18(4) 001 FAIL/YIELD WHEN EMERGING FROM ALLEY	0	0	0	0	0	0	0	0	0	1	0	0	1
346.18(2) FAILURE YIELD RIGHT OF WAY MAKING LEFT TURN	0	0	0	0	0	0	1	0	0	1	0	0	2
346.14(1m) AUTOMOBILE FOLLOWING TOO CLOSELY	0	0	0	0	0	0	1	1	0	0	0	0	2
346.05(1) OPERATE LEFT OF CENTER LINE	0	0	0	1	0	1	0	0	0	0	0	0	2
346.04(2) DRIVING AGAINST TRAFFIC (ONE WAY STREET)	1	0	0	0	0	0	0	0	0	0	0	0	1
343.44(1)(b) OPERATING WHILE REVOKED (REV DUE TO ALC/CONT SUST/REFUSAL)	1	5	4	0	6	3	7	3	1	1	0	0	31
343.44(1)(a) 001 OPERATING AFTER SUSPENSION	4	0	2	0	1	2	2	1	1	1	0	0	14
343.43(1)(d) VIOLATE GDL RESTRICTIONS	0	1	1	0	0	0	0	1	1	0	0	0	4
343.22(1) FAIL/NOTIFY DMV OF ADDRESS/NAME CHANGE	0	0	0	0	0	0	0	1	0	0	0	0	1
343.18(1) OPERATE W/O CARRYING LICENSE	0	0	1	0	0	0	0	0	0	0	0	0	1
343.05(3)(a) OPERATE W/O VALID LICENSE	4	0	2	1	3	1	2	4	2	5	0	0	24
341.62 DISPLAY FALSE VEHICLE REGISTRATION PLATE	0	0	1	0	1	0	0	0	0	0	0	0	2
341.61(2) DISPLAY UNAUTH. VEH. REGISTRATION PLATE	0	0	0	0	0	2	1	0	0	1	0	0	4
341.03(1) OPERATE AFTER VEH REV/SUSP OF REGISTRATION	2	2	0	0	1	2	0	0	1	0	0	0	8
343.05(3)(b) OPERATE MOTORCYCLE W/O VALID LICENSE	0	0	0	0	0	0	1	0	0	0	0	0	1
347.06(3) UNCLEAN/DEFECTIVE LIGHTS OR REFLECTORS	0	1	0	0	0	0	0	0	0	0	0	0	1
347.06(1) OPER W/O REQUIRED LAMP LIGHTED	0	0	0	0	1	0	0	0	0	1	0	0	2
346.62(3) RECKLESS DRIVING - CAUSE B/N-NEGLIGENT OPERATION OF VEH	0	0	0	1	0	0	0	0	0	0	0	0	1
346.63(2)(A)1 001 OWI/INJURY OF AN INTOX/CONT SUBSTANCE/OTHER DRUG	0	0	0	1	0	0	0	0	0	0	0	0	1
347.413(1) NO TAMPERING W/IGNITION INTERLOCK DEVICE	0	0	0	0	2	2	0	0	0	0	0	0	4
346.935(2) OPEN INTOXICANTS IN MOTOR VEHICLE BY PASSENGER/DRIVER	0	0	0	0	0	1	0	0	0	0	0	0	1
346.89(1) INATTENTIVE DRIVING	0	0	0	1	3	3	1	0	0	2	0	0	10
346.63(1)(A) ORD OPERATING A MOTOR VEHICLE WHILE UNDER THE INFLUENCE	2	0	1	0	0	4	2	0	2	3	0	0	14
346.63(1)(A) CIR OPERATING A MOTOR VEHICLE WHILE UNDER THE INFLUENCE	0	3	1	1	1	4	4	1	3	0	0	0	18
<b>TRAFFIC Totals</b>	<b>41</b>	<b>41</b>	<b>32</b>	<b>13</b>	<b>50</b>	<b>59</b>	<b>55</b>	<b>34</b>	<b>28</b>	<b>48</b>	<b>0</b>	<b>0</b>	<b>401</b>
<b>Totals</b>	<b>41</b>	<b>41</b>	<b>32</b>	<b>13</b>	<b>50</b>	<b>59</b>	<b>55</b>	<b>34</b>	<b>28</b>	<b>48</b>	<b>0</b>	<b>0</b>	<b>401</b>

## October 2020 Juvenile Arrests

Statute	Crime Code and Description	Counts	# of Arrests using Crime Code
940.19(1)	13B   BATTERY-SIMPLE	1	1
9-1-1 943.01(1)	290   CRIMINAL DAMAGE TO PROPERTY	2	2
9-2-10(A)	90B   SIMPLE TRUANCY	3	3
9-2-10(B)	90B   HABITUAL TRUANCY	1	1
9-1-1 947.01/WO INJ (DO NOT USE)	90C   DISORDERLY CONDUCT WITHOUT INJURY	1	1
9-1-4 W/O INJ	90C   DISORDERLY CONDUCT WITHOUT INJURY	2	2
51.15	90Z   EMERGENCY DETENTION/MENTAL HEALTH	2	2
9-1-2(E)(1)	90Z   NO PERSON UNDER 18 MAY BUY/ATTEMPT TO BUY	1	1
9-1-2(E)(3)	90Z   POSSESS ANY ELECTRONIC SMOKING DEVICE UNDER	2	2
<b>Totals:</b>		<b>15</b>	<b>15</b>

## October 2020 Adult Arrests

Statute	Crime Code and Description	Counts	# of Arrests using Crime Code
940.19(2)	13A   SUBSTANTIAL BATTERY/AGGRAVATED/INTEND	1	1
948.03(3)(A)	13A   CHILD ABUSE RECKLESS CAUSE BODILY HARM	1	1
940.19(1)	13B   BATTERY-SIMPLE	1	1
947.01(1) 13B	13B   DISORDERLY CONDUCT - SIMPLE ASSAULT	3	3
9-1-1 943.50(>\$10)	23C   RETAIL THEFT - OVER \$10	1	1
943.20(1)(A) THEFT OTHER	23H   THEFT ALL OTHER	2	2
943.20(3)(A)	23H   THEFT < \$2,500/PETTY	1	1
943.41(3)(A)	23H   CREDIT CARD THEFT BY ACQUISITION	1	1
943.38(1)(A)	250   FORGERY-WRITINGS OR OBJECTS	1	1
943.38(2)	250   FORGERY-UTTERING	1	1
943.01(1)	290   CRIMINAL DAMAGE TO PROPERTY	2	2
450.11(7)(H)	35A   POSSESS/ILLEGALLY OBTAINED PRESCRIPTION	2	2
9-2-12	35A   POSSESSION OF TETRAHYDROCANNABINOLS/8 GM OR	2	2
961.41(1M)(A)	35A   POSSESS W/INTENT NARCOTIC SCH I, II	1	1
961.41(1M)(E)2	35A   POSSESS W/INTENT POP, METHCATHINONE OR	1	1
961.41(3G)(AM)	35A   POSSESS NARCOTIC SCH I OR II	2	2
961.41(3G)(B)	35A   POSSESS OTHER SCHEDULE DRUG	1	1
961.41(3G)(E)	35A   POSSESS THC	4	4
961.41(3G)(G)	35A   POSSESS METHAMPHETAMINE	1	1
9-2-13	35B   POSSESSION OF DRUG PARAPHERNALIA	1	1
961.573(1)	35B   POSSESS DRUG PARAPHERNALIA	3	3
9-1-1 946.41	90C   RESISTING OR OBSTRUCTING OFFICER	1	1
9-2-5/7A-10P	90C   LOUD AND UNNECESSARY NOISE 7AM-10PM	1	1
9-2-8	90C   DC- DEFECATING OR URINATING IN PUBLIC PLACES	1	1
944.20(1)(B)	90C   LEWD-LASCIVIOUS BEHAVIOR - EXPOSURE	1	1
947.01(1) 90C	90C   DISORDERLY CONDUCT - GENERAL	4	4
346.63(1)(A) ORD	90D   OPERATING A MOTOR VEHICLE WHILE UNDER THE	3	3
813.12(8)	90F   KNOWINGLY VIOLATE A DOMESTIC ABUSE ORDER	1	1
948.21(1)(A)	90F   NEGLECTING A CHILD	1	1
11-1-5	90Z   BUILDING PERMIT REQUIRED	1	1
51.15	90Z   EMERGENCY DETENTION/MENTAL HEALTH	1	1
6-5-1	90Z   DOG LICENSE	3	2
6-5-7(A)(2)(B)	90Z   DOG AT LARGE - OFF PREMISE	1	1
9-6-3/OCCUPANTS	90Z   RESPONSIBILITY OF OCCUPANTS FOR	4	4
946.41(1) OBSTRUCT	90Z   OBSTRUCTING AN OFFICER	1	1
946.41(1) RESIST	90Z   RESISTING AN OFFICER	4	4
946.49(1)(a)	90Z   BAIL JUMPING-MISDEMEANOR	14	4
946.49(1)(b)	90Z   BAIL JUMPING-FELONY	16	8
973.10	90Z   PROBATION HOLD	13	13
<b>Totals:</b>		<b>104</b>	<b>85</b>





**--MEMORANDUM--**

**TO:** City Council

**DATE:** December 18, 2020

**FROM:** Gregory E. Buckley  
City Manager



**SUBJECT: Amendment 5 to Washington Highlands/TID #8 Redevelopment Agreement**

Attached is the proposed amendment to the Redevelopment Agreement between the City, Abbey Ridge, LLC, Abbey Ridge II, LLC, Abbey Ridge III, LLC, John Lukas and Scott Behringer, pertaining to City TIF grant assistance to the Washington Highlands project.

This document contains two changes from the draft agreement that was presented at the December 7 Council meeting:

1. Per feedback from the City Council on December 7, Section 6 C. has an added statement to make clear that the referenced refund will not exceed \$12,000.
2. Per a discussion with the Developer's banker, Section 6 B. (2) has been modified to provide that the "extra" penalty payment of \$12,000 that would apply if all three additional buildings are not completed by June 15, 2020 would be pro-rated: that is, penalty would be \$4,000 if one unit was not completed, \$8,000 if two were not completed. This seemed a reasonable request, so I am recommending it.

Finally, as part of the Council's action, I am asking for authorization to release the City's mortgage interest (granted under the original Redevelopment Agreement) in the three sites where condo structure are now under construction, if requested as a condition of construction financing by the Developer's bank. Based on discussions with the bank, I expect that such a request will be forthcoming.

Attachment: Washington Highlands (3165 : Washington Highlands/TID 8)

**AMENDMENT NO. 5 TO DEVELOPMENT AGREEMENT  
WASHINGTON HIGHLANDS/TID #8 REDEVELOPMENT PROJECT**

**--Amendment to Development Agreement originally dated October 18, 2002 between the City of Two Rivers, Abbey Ridge, LLC, Kevin Kleinert, Scott Behringer and John Lukas, both as members of Abbey Ridge, LLC and individually, as amended by three subsequent written amendments, dated March 10, 2005, July 29, 2008 and June 23, 2011;**

**--And as further amended by Fourth Amendment to Development Agreement, between the City of Two Rivers, Abbey Ridge, LLC, Abbey Ridge II, LLC, Abbey Ridge III, LLC, John Lukas individually and Scott Behringer, individually, dated October 15, 2015.**

This Amendment to the Development Agreement for the Washington Highlands/TID #8 Redevelopment Project (the "Development Agreement") is entered into as of the \_\_\_\_ day of December 2020 by the City of Two Rivers, Wisconsin, A Wisconsin Municipal Corporation ("The City"), Abbey Ridge, LLC, a Wisconsin Limited Liability Company ("Abbey Ridge"), Abbey Ridge II, LLC, a Wisconsin Limited Liability Company ("Abbey Ridge II"), Abbey Ridge III, a Wisconsin Limited Liability Company ("Abbey Ridge III"), John Lukas ("Lukas"), individually, and Scott Behringer ("Behringer") individually. All of the parties listed above are referenced collectively herein as "The Parties."

The Parties hereby agree as follows:

1. Section 4 of said Fourth Amendment to Development Agreement, dated October 15, 2015 provides for payment of a Penalty Payment to the City by Abbey Ridge III. Said Section 4 reads as follows:

*"4. The Parties agree that Penalty Payment in the amount of \$86,813 is due and payable from Abbey Ridge III to the City on or before December 31, 2016; provided, however:*

*--Payment of said Penalty Payment may be deferred, at the sole discretion of Abbey Ridge III, until December 31, 2021, but the amount of the Penalty Payment shall increase by 5 percent on January 1 of each succeeding year, as follows:*

*--To \$91,154 on January 1, 2017;  
--To \$95,711 on January 1, 2018  
--To \$100,497 on January 1, 2019  
--To \$105,522 on January 1, 2020  
--To \$110,798 on January 1, 2021*

*--The obligation of Abbey Ridge III to make said Penalty Payment shall be forgiven, in full or in part, as follows:*

*--As a prerequisite for such forgiveness, Abbey Ridge II must receive all necessary approvals and substantially complete construction of a new, 8-unit apartment building as depicted in Exhibit B, not later than December 31, 2016. Such approvals include zoning approvals by the City's Plan Commission and City Council; nothing in this Agreement may be construed as vesting any rights on Abbey Ridge II with respect to such approvals.*

*--One third of the then-current Penalty Payment amount shall be forgiven for each new duplex condominium building completed in the Development between the date of this Amendment and January 1, 2021. Such duplex condominium buildings can be of any of the three designs/floor plans that have been constructed to date in that portion of the Development located on the "High School Property," as identified in the Development Agreement."*

2. Abbey Ridge III has failed to meet the requirements for forgiveness of any portion of the Penalty Payment referenced above, because no new duplex condominium buildings have been completed in the Development subsequent to the date of said Fourth Amendment to Development Agreement and no such buildings will be completed by January 1, 2021.
3. The City has the right to demand payment in full of the Penalty Payment, in the amount of \$110,798 as provided in the Fourth Amendment to Development Agreement, and to require payment of said amount not later than December 31, 2021.
4. Abbey Ridge III has recently, in November 2020, commenced construction of three new duplex condominium buildings in the development, and has requested that the City consider waiving or reducing the Penalty Payment.
5. The City, as stated herein, has expressed willingness to modify the provisions of the Development Agreement, as amended, pertaining to the Penalty Payment.
6. Such provisions are hereby modified as follows:
  - A. The deadline for completion of three additional duplex condominiums is extended by one year, to December 31, 2021.
  - B. Penalty Payment in the amount of \$110,798 by Abbey Ridge III to the City remains due and payable on December 31, 2021. Provided, however, that

the amount of the Penalty Payment amount shall be reduced by one-third for each new duplex condominium building completed in the Development between the date of this Amendment No. 5 and December 31, 2021.

Any forgiveness of the Penalty Payment shall be further conditioned on the following:

- (1.) Payment by Abbey Ridge III, LLC to the City of \$1,000 per month, due on or before the first day of each month of 2021; and
  - (2.) In the event ~~all~~ **fewer than** three duplex condominium buildings have ~~not~~ been completed by June 15, 2021, payment by Abbey Ridge III, LLC to the City of an additional ~~\$2,000 per month~~ **\$4,000 per building not completed by that date; such sum shall be payable in installments of \$666.67 per month,** due on or before the first day of each month, for the months of July through December of 2021
- C. As an incentive for Abbey Ridge to complete construction of additional duplex condominium buildings in the Development, beyond the three addressed above, the City shall refund to Abbey Ridge III, LLC, from payments made under 6B(1) and 6B(2) above, the sum of \$4,000 for each such additional duplex condominium structure that is completed by December 31, 2021. Any such refund earned by Abbey Ridge shall be paid by the City not later than January 31, 2022. **Such refund shall not exceed \$12,000.**
7. If the obligation of Abbey Ridge III, LLC to make the Penalty Payment is satisfied, whether as the result of payment, forgiveness or a combination thereof, then items A through G of the "General Obligations of Developer" as identified in the Development Agreement, as amended, will be considered to be fully satisfied. Obligations H, I and J shall survive.
  8. All obligations of Abbey Ridge III, LLC under this Amendment No. 5 and elsewhere in the Development Agreement as amended, shall also be personal obligations of John Lukas and Scott Behringer, individually.

### City of Two Rivers

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

\_\_\_\_\_  
Jamie Jackson, City Clerk

### ACKNOWLEDGMENT

STATE OF WISCONSIN )

Manitowoc County ) ss.  
 )

Personally came before me on \_\_\_\_\_,  
 The above named \_\_\_\_\_ and \_\_\_\_\_  
 to me known to be the person(s) who executed the foregoing instrument and  
 acknowledged the same.

\_\_\_\_\_  
 Notary Public, State of Wisconsin  
 My Commission expires \_\_\_\_\_

### **Abbey Ridge, LLC**

By: \_\_\_\_\_  
 John Lukas, Member Scott Behringer, Member

### **ACKNOWLEDGMENT**

STATE OF WISCONSIN )  
 ) ss.  
 Manitowoc County )

Personally came before me on \_\_\_\_\_,  
 The above named \_\_\_\_\_  
 To me known to be the person(s) who executed the foregoing instrument and  
 acknowledged the same.

\_\_\_\_\_  
 Notary Public, State of Wisconsin  
 My Commission expires \_\_\_\_\_

### **Abbey Ridge II, , LLC**

By: \_\_\_\_\_  
 John Lukas, Sole Member

### **ACKNOWLEDGMENT**

STATE OF WISCONSIN )

Manitowoc County ) ss.  
)

Personally came before me on \_\_\_\_\_,  
The above named \_\_\_\_\_  
To me known to be the person(s) who executed the foregoing instrument and  
acknowledged the same.

\_\_\_\_\_  
Notary Public, State of Wisconsin  
My Commission expires \_\_\_\_\_

**Abbey Ridge III, LLC**

By: \_\_\_\_\_  
John Lukas, Member Scott Behringer, Member

**ACKNOWLEDGMENT**

STATE OF WISCONSIN )  
) ss.  
Manitowoc County )

Personally came before me on \_\_\_\_\_,  
The above named \_\_\_\_\_  
To me known to be the person(s) who executed the foregoing instrument and  
acknowledged the same.

\_\_\_\_\_  
Notary Public, State of Wisconsin  
My Commission expires \_\_\_\_\_

**John Lukas, Individually**

\_\_\_\_\_  
John Lukas

**ACKNOWLEDGMENT**

STATE OF WISCONSIN )  
) ss.

Manitowoc County )

Personally came before me on \_\_\_\_\_,

The above named \_\_\_\_\_

To me known to be the person(s) who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Notary Public, State of Wisconsin

My Commission expires \_\_\_\_\_

**Scott Behringer, Individually**

\_\_\_\_\_  
Scott Behringer

#### ACKNOWLEDGMENT

STATE OF WISCONSIN )

) ss.

Manitowoc County )

Personally came before me on \_\_\_\_\_,

The above named \_\_\_\_\_

To me known to be the person(s) who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Notary Public, State of Wisconsin

My Commission expires \_\_\_\_\_



**CITY OF TWO RIVERS  
RESOLUTION  
AUTHORIZING ADJUSTMENTS TO NON-UNION EMPLOYEE  
WAGE SCALES  
TO IMPLEMENT A TWO PERCENT WAGE INCREASE AS PROVIDED IN  
2021 BUDGET**

**WHEREAS**, the 2021 City Budget, adopted by the City Council on November 30, 2020, provides for a two percent wage increase for non-union City personnel; and

**WHEREAS**, such a wage adjustment is possible, in large part, because of cost containment or reduction in other components of the employees' total compensation package, notably health insurance; and;

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council hereby authorizes an upward adjustment of two percent in all of the pay grades and steps in the City's non-union pay schedule, applicable to the non-union wage rates identified therein, effective January 1, 2021; and

**BE IT FURTHER RESOLVED**, that said non-union pay schedule for the year 2021, is hereby adopted.

Adopted this 21st day of December, 2020

\_\_\_\_\_  
Councilmember

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

City Manager's Office  
December 18, 2020

**Recommended Appointments to Splash Pad and Skating Rink Planning Committee**

**Sheila Bialek, 1620 21st Street**

**Wendy Kozlowski Brandt, 2602 Riverhills Road**

**Nathan Kronforst, 2615 Monroe Street**

**Kathy Peterson, 3707 Monroe Street**

**Jayne Rulseh, 1409 24th Street**

**Alyssa Schmidt, 1805 27th Street**

**Scott Steckmesser, 2325 41<sup>st</sup> Street**