



**CITY OF TWO RIVERS  
CITY COUNCIL AGENDA  
Monday, March 15, 2021  
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
  - B. Status/Update Reports
    1. Bequests to Police Department and Fire Department from Long-Time Two Rivers City Council Member Jim Taddy
    2. Next meeting of the Splash Pad/Ice Skating Rink Planning Committee Will be on Thursday, April 8 at 6:00 PM
    3. Lester Public Library Board Plans to Re-Open Library Building for Inside Services on May 3
    4. Hamilton Wood Type and Printing Museum Re-Opened to the Public on March 13

5. Winter Parking Ban Has Ended
6. Made In Two Rivers: Basketball Nets from Carron Net to be Used at all Tournament Venues for Upcoming NCAA Men's Basketball Tournament
7. Personnel Updates
8. Comprehensive Plan Update
9. City Manager's Recent Discussions With Representatives of National Ice Age Scenic Trail
10. EXPLORETWORIVERS.COM
11. Upcoming Events:
  - 9th Annual Two Rivers Fire Department Drive-thru Fish Boil, April 2, 2021, 3:00 PM - 7:00 PM
  - St. Patrick's Day Corned Beef & Cabbage Dinner To Go, Wednesday, March 17, 2021, 4:00-6:00 PM, Senior Center Koska Room
  - Two Rivers Water & Light Department Sponsors Two \$500 Scholarships, Deadline for Application is April 1, 2021
  - Easter Cookie Sale, April 1-2, 2021, 9:00 AM-3:00 PM, Two Rivers Senior Center
  - Drive up Pancakes with the Easter Bunny, Saturday, April 3, 2021, 8 AM-10 AM, Parks and Recreation, Pick up on Adams Street
  - Two Rivers Optimist Club Easter Egg Hunt, Saturday, April 3, 2021, 11:00 AM - Noon, Neshotah Park
12. Other

C. Legislative/Intergovernmental Update

1. Testimony in Support of SB 93, relating to Sediment Removed from Lake Michigan or Lake Superior to the Senate Labor and Regulatory Reform Committee on March 10, 2021

## 10. CONSENT AGENDA

A. Presentation of Minutes

1. City Council - Regular Meeting March 1, 2021  
Recommended Action:  
 Motion to waive reading and adopt the minutes.

B. Reports

1. Minutes of Meetings
  - a. Business and Industrial Development Committee/Community Development Authority, February 23, 2021
  - b. Committee on Aging, December 7, 2020
  - c. Public Utilities, March 2, 2021
  - d. Public Works, March 3, 2021
  - e. Branding & Marketing Committee, March 4, 2021
  - f. Plan Commission, March 8, 2021
  - g. Advisory Recreation Board, January 12, 2021
  - h. Library Board, February 9, 2021

Recommended Action:  
 Motion to receive and place on file

## 2. Department Reports for February 2021

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

Recommended Action:

Motion to receive and file

## 3. Summary of Verified Bills for the Month of February for \$3,866,951.39

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. Acknowledge Two Bequests of \$73,898.54, to the Police Department and the Fire Department from Former City Council Member Jim Taddy

Recommended Action:

Motion to deposit the funds in the Police and Fire Capital Funds--with the understanding that Police and Fire Chiefs will provide further direction in the future regarding projects to be funded and proper recognition for Mr. Taddy's bequest

- B. Resolution Authorizing Submittal of a Wisconsin Assessment Money (WAM) Grant Application to the Wisconsin Department of Natural Resources for 606 Parkway Boulevard (former Paragon Electric Building)

Recommended Action:

Motion to authorize staff to submit the application to the Wisconsin Department of Natural Resources

- C. Project Acceptance Certification for 2019 Environmental Improvement Fund Project: 14th Street Between Lowell Street and Hawthorne Avenue, DNR Plan and Specification Approval Number S-2018-0703

Recommended Action:

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

- D. Project Acceptance Certification for 2019 Environmental Improvement Fund Project: Digester and Return Activated Sludge System (RAS) Improvements at the Wastewater Treatment Plant, DNR Plan and Specification Approval Number S-2018-0682

Recommended Action:

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

- E. Purchase Authorization for Replacement Front-end Loader for Public Works Department (2021 Budget Item, Budgeted at \$260,000)

Recommended Action:

Motion to authorize the purchase of a Volvo Model L120H from Airing Equipment Company, in the amount of its quoted price of \$245,750, inclusive of accessories as identified, and inclusive of a \$31,000 trade-in allowance for the 1999 Volvo loader being replaced

- F. Ordinance to Repeal and Re-create Section 4-1-6 of the Municipal Code, "Snow and Ice Removal," to Clarify Property Owner Responsibilities for the Removal of Snow and Ice from Public Sidewalks Adjoining Their Property and to Provide for a Forfeiture of \$150.00 for the Second and any Subsequent Violations of the Same Subsection of that Ordinance in any Winter Season

Recommended Action:

Motion to waive reading and adopt the Ordinance

## **RECOMMENDATIONS FROM THE PLAN COMMISSION MEETING OF MARCH 8, 2021**

- G. Public Hearing to Consider Zoning Code Ordinance Text Amendment to Allow Small Wind Energy Systems in Interior Side Yards and Yards as Conditional Use in the I-2 Industrial District (Already a Conditional Use in Rear Yards in that District)

Recommended Action:

Motion to set the hearing for Monday, April 5, 2021 at 6:00 PM

- H. Public Hearing to Consider Zoning Code Text Amendment to Add Commercial Kennels as a Conditional Use in the B-2 Business District

Recommended Action:

Motion to direct staff to schedule a public hearing, following receipt of an application from the interested party

## **12. FOR INFORMATION ONLY**

- A. Absentee Ballots for April 6, 2021 Spring Election can be requested on-line at myvote.wi.gov City Clerk's Office or by mail with an acceptable photo ID
- B. In Person Absentee Voting for the April 6, 2021 Spring Election will begin Tuesday, March 23 through April 2 between the hours of 8:00 AM - 4:30 PM in the lobby at City Hall
- C. City Council Work Session, Monday, March 29, 2021, 6:00 PM
- D. City Council Regular Meeting, Monday, April 5, 2021, 6:00 PM

## **13. CLOSED SESSION**

The City Council reserves the right to enter into Closed Session, per Wisc. Stats 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investment of public funds, or conducting other specified public business, whenever competitive or bargaining reason require a closed session

- Discuss Contractual Relationship With Progress Lakeshore
- Discuss Possible City Assistance to Economic Development Projects
- Discuss Purchase of Former Hamilton Property
- Discuss Redevelopment of City-Owned Paragon 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.



Aerial View of the Harbor on Lake Michigan at Two Rivers

**Testimony in Support of SB 93**  
**Relating to Sediment Removed from**  
**Lake Michigan or Lake Superior**  
**Senate Labor and Regulatory Reform Committee**  
**March 10, 2021**



**TWO  
RIVERS**  
WISCONSIN

**Greg Buckley, City Manager**  
**Darla LeClair, Council Member**  
**Bill LeClair, Council Member**  
**City of Two Rivers**  
**1717 East Park Street**  
**Two Rivers, WI 54241**  
**920-793-5532**

Attachment: SB 93 Support Testimony 03.10.2021 Modified (3306 : Lake Michigan)

**Make Beneficial Re-Use of a Natural Resource?**

U.S. Army Corps of Engineers Dredging  
Summer 2020 (*photo courtesy MJH Photography*)

**Or Treat It Like Solid Waste?**

Dredging Contracted by City of Two Rivers  
Summer 2016

The City of Two Rivers urges support for this legislation, which would make clear that clean sand “removed from” (or “rearranged on the bottom of”) Lake Michigan or Lake Superior is NOT to be to be defined nor handled as solid waste.

Two Rivers is a small Lake Michigan coastal city of 11,700 that has seen the loss of much of its traditional manufacturing base over the past quarter century.

But we are bouncing back, and we view our central harbor area, where the East and West Twin Rivers come flowing together before joining the waters of Lake Michigan, as key to that future. We have a great city beach that draws hundreds of thousands of visitors each year, just north of the harbor; we’re a great sport fishing port; and we still have commercial fishermen who go out nearly every day in their stout wooden fishing tugs, to harvest whitefish on the big lake.

Redevelopment of the city’s waterfront is a top priority, and we are making progress. With some funding help from the WEDC, local investors last year opened the doors of a new, \$6.3 million downtown waterfront hotel. There will be more waterfront redevelopment to come.

...We’re “Turning Our Face Back to the Water”...the water that was the reason our community came to be. The water that is so important to our future.

Safe and reliable access through the harbor channel to and from Lake Michigan is fundamental to realizing the full benefits of that waterfront.

But we struggle to keep that harbor channel at an acceptable depth and not filled with dangerous shoals that result from wave action on the big lake piling up sand from the shallow, sandy, near-shore lakebed in our harbor channels.

We have traditionally relied on the Federal government—the U.S. Army Corps of Engineers (USACE)—to do the maintenance dredging that keeps those channels sufficiently deep, safe and usable. But that funding has been less certain for small port cities in recent years, and on occasion we have had to rely on State and local funds to do maintenance dredging.

When it does harbor dredging at Two Rivers, the Corps has almost always done hydraulic dredging—the barge-mounted dredging equipment acts like a giant vacuum cleaner, sucking a sand/water mixture from the surface of the lakebed, pumping that slurry through a pipe to a near-shore location just south of our beach, where it is deposited in the near-shore waters for “beach nourishment.”

In 2015, when shoals were again clogging our harbor entrance, creating a navigation hazard, there was no USACE funding available. Our City was pleased to be able to secure 80 percent funding through WisDOT’s Harbor Assistance Program (HAP) to remove just over 22,000 cubic yards of sand from the channel bottom and harbor entrance.

It was then that we became aware that the City, unlike the USACE, had to secure a DNR permit for the dredging. We also learned that the City, unlike the USACE, would not be allowed to do hydraulic dredging to simply move the clean lake bottom sand from one area of the bed of Lake Michigan to another.

No, due to the State’s interpretation of the statutory definition of “solid waste” as including materials removed from the bottom of our Great Lakes, the City was required to construct an upland disposal site for the placement of the materials being removed from our harbor channel and outer harbor. Materials that we all know as “beach sand,” which we would have much rather pumped onto the area near our beach—at much less cost—instead had to get trucked five miles away to a constructed disposal site designed like a landfill.

This experience caused our city leaders to speak with our State Senator, Andre Jacque, and our State Representative, Shae Sortwell. That resulted in this bill, SB 93, being authored and progressing to this hearing today.

In short, our reasons for supporting the bill are:

1. **Economics.** It is substantially less expensive to “move” clean sand from one area of the lakebed to another, nearby area than to load it onto barges, tow them into harbor, offload the material into dump trucks and haul it to an approved disposal site. The USACE is currently estimating an additional unit cost of \$15/CY to dispose of material by mechanical dredging and transport, versus hydraulic dredging.
2. **Sustainability of Our Harbors.** If local communities, maybe with help from the State of Wisconsin, are going to have to take on more harbor maintenance dredging in the future, we need to be able to afford it. State and local resources are being wasted under current regulatory requirements.
3. **Preservation of Natural Resources.** The sand that lies offshore and onshore along our beaches in coastal towns like Two Rivers, Kewaunee, Algoma and others, is a natural resource. Today, with very high Lake Michigan water levels, we would like to have more of that sand on our beaches.



- 4. Reduced Carbon Impact.** Loading thousands of thousands of cubic yards of sand into barges, to be brought into an off-loading area, transferred to dump trucks and then hauled for miles to an upland a disposal site is a big waste of fossil fuels, and adds to air pollution.

Make no mistake about it—as people who are lucky enough to live on Lake Michigan, to fish and swim in its waters, to drink of its waters—we take a back seat to no one in wanting to protect this precious natural resource. If sediments to be removed by dredging are not as clean or cleaner than background levels in our area of the big lake, then they should be hauled away and placed elsewhere.

But to be required, in the course of maintaining our connecting channels to that big lake, to pick up clean bottom sand, load it onto barges, transfer it to trucks, and haul it to an approved upland disposal site—at double the cost of just moving it few hundred yards on the lakebed—is crazy. It does the lake no good, it wastes a natural resource, and it causes us to squander limited public funds that could be better used elsewhere.

We urge your support for this reasonable, common sense, change in State Law.

Thank you.



**Summer 2020**  
Hydraulic Dredging contracted by U.S. Army Corps of Engineers,  
Barge in Lake Michigan off the harbor mouth, dredging and pumping a slurry of water and clean lake bottom sand onto an area just offshore of the beach, north of the harbor channel



Pipe discharging sand and water slurry into the near-shore area of Lake Michigan—a use allowed under terms of a submerged lands lease with the State of Wisconsin. 67,000 CY of material were removed from the outer harbor and pumped to this area (BTW, that’s about 3,350 20-yard dump truck loads)



Bulldozer spreading the sand along the shoreline, creating the “new beach” that was all the buzz in Two Rivers in the Summer of 2020—a real asset in the Summer of COVID, for people in search of a little more space at the beach



The Corps of Engineers calls it “beach nourishment,” we call it “beneficial re-use;” our residents and visitors called it “wonderful”

Attachment: SB 93 Support Testimony 03.10.2021 Modified (3306 : Lake Michigan)



**September 2016**

Mechanical Dredging, contracted by the City of Two Rivers, funded with WisDOT Harbor Assistance Program grant funds and 20 percent City match. Crane barge and transport barge at the harbor mouth



Transport barge filled with clean lake bottom sand, ready to head into harbor for sand to be unloaded and then loaded into dump trucks for transport to an approved upland disposal site, 5 miles away



Sand being loaded into one of a fleet of dump trucks, for transport to disposal area

Project contract was to dredge 22,500 CY of material (about 1,125 20-yard dump truck loads), at a total cost of \$664,000.

Of that amount, over \$300,000 was for loading and trucking the dredged material and to disposal site-related costs

Attachment: SB 93 Support Testimony 03.10.2021 Modified (3306 : Lake Michigan)

**CITY OF TWO RIVERS  
COUNCIL PROCEEDINGS  
REGULAR MEETING  
Monday, March 1, 2021 – 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
Kay Koach	Commissioner	Present	
Adam Wachowski	Councilmember	Present	
Bill LeClair	Councilmember	Present	
Bonnie Shimulunas	Councilmember	Present	
Curt Andrews	President	Present	
Darla LeClair	Vice-President	Present	
Jay Remiker	Councilmember	Present	
John Casavant	Councilmember	Present	
Mark Bittner	Councilmember	Present	

Also present were Ross Blaha, Water Utility Director; Dave Buss, Finance Director; Dave Dassey, IT Assistant; Jeff Dawson, Library Director; Brian Dellemann, Electric Utility Director; Steve Denzien, Fire Chief; Brian Kohlmeier, Police Chief; Jim McDonald, Public Works Director; Rick Powell, EDP Supervisor; Elizabeth Runge, Community Development Director/City Planner; Jack Bruce, City Attorney; and Greg Buckley, City Manager.

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

None.

5. **PUBLIC HEARING**

- A. **2021-037** Public Hearing on Resolution to Levy Special Assessments Upon the Properties Fronting on 24th Street, From Forest Avenue to Jefferson Street

Recommended Action:

Motion to waive reading and adopt the Resolution

President Andrews opened the public hearing on the resolution to levy special assessments upon the properties fronting on 24th Street, from Forest Avenue to Jefferson Street. The first call for public input was made.

Wendy Marsh - 1412 24th Street - Indicated her special assessment bill is estimated at \$6,109 for approximately 90 feet of frontage and another \$4,700 - \$5,500 for laterals. She lives on Social Security and cannot afford this and opposes the proposed widening of the street and removal of trees.

Jayne Rulseh - 1409 24th Street - Expressed irritation that there has been no communication in regards to this project since last fall when it was cancelled due to Covid. She doesn't think the street needs to be widened due to it being a low traffic area. There will be 40 trees taken down, but Two Rivers is a Tree City. Ms. Rulseh asked where did the City come up with the plan and why has there been no communication with the residents? She stated that she was told the trees are being taken down because they will die anyway, but she doesn't believe that is true. She would like input allowed from the residents and a new game plan.

Chris Lewis - 2402 Jefferson Street - Wants to know if a car count was done when the decision was made to widen the street and why a local contractor isn't being used for the tree removal?

Jodi Lewis - 2402 Jefferson Street - Stated that she heard the project was in the works five years ago and is frustrated that they didn't receive notice about it until last week. She stated that she cannot afford it and you have to be below poverty level to qualify for the loan assistance. She added that she doesn't want the street widened or the trees to go. Residents should have had input.

Patrick Lee - 2401 Jefferson Street - Stated that he has a beautiful tree in his front yard and doesn't want to see it cut down.

Wendy Marsh - 1412 24th Street - Asked if the street was originally paved in concrete. She thought if it was covered in concrete that the City would be responsible for all future costs of underground infrastructure. The people should have been included to get a consensus.

Jeanette Greenwood-Kane - 1625 24th Street - The City is trying to drive citizens out. The properties will not even belong to the residents anymore. Why is the City not including the property owners in the decisions?

The second call for public input was made.

Dave Makarzyk - 1916 25th Street - Asked how the special assessment is supposed to be paid. What are the terms and interest? He only received one letter with a lump sum dollar amount.

Jayne Rulseh - 1409 24th Street - Asked if there will be any more meetings or have all decisions been made. She stated she will chain herself to her tree if the City decides to cut it down.

Jeanette Greenwood-Kane - 1625 24th Street - Questioned who is controlling this project if some of the Council members didn't even know what was going on until tonight.

The third call for public input was made and there were no additional comments.

Three calls were also made for public input via telephone and there were no callers.

**Motion to table the resolution and regroup to get answers. City Manager**

**Buckley pointed out that approval of this motion would preclude any further discussion of this matter at this meeting. The mover and seconder withdrew their motion.**

**RESULT:** WITHDRAWN  
**MOVER:** Darla LeClair, Vice-President  
**SECONDER:** Mark Bittner, Councilmember

#### **Motion to waive reading and adopt the resolution**

**RESULT:** APPROVED AFTER AMENDMENT (SEE PAGE 5)  
**MOVER:** Adam Wachowski, Councilmember  
**SECONDER:** Bill LeClair, Councilmember  
**AYES:** Kay Koach, Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jay Remiker, John Casavant, Mark Bittner

Council discussions regarding feedback from the public hearing began.

Councilmember Wachowski stated he is okay with not widening the streets and trying to save the trees, but tearing up the streets may kill some trees anyway and cause some trees to need to be removed in the future.

Councilmember Bittner stated he agrees with Councilmember Wachowski and doesn't support widening the streets or the resulting tree loss.

President Andrews stated that he agrees with both Councilmembers Bittner and Wachowski.

Councilmember Bittner asked if there was a cost savings to using asphalt vs. concrete. City Manager Buckley cited a long standing City policy that concrete is used when reconstructing a street and all underground infrastructure because concrete has a longer useful life. Asphalt can be used in situations where not all underground infrastructure is being replaced, like the 27th Street project in 2019. Mr. Buckley estimated that concrete has a useful life of at least 50 years, whereas asphalt has a useful life of 25 years.

President Andrews asked if the cost will go down if the City chooses to not widen the street. He also suggested that the City come up with a payment option that is atypical because of COVID. For the special assessment payments for the pavement, storm laterals, excavating, grading, and gravel, the City would typically offer an option to pay in full by November 1 or to spread the assessment over 10 years at an interest rate of 2% above the City's rate of borrowing. Due to COVID, Andrews suggested that the 1st installment due with the 2021 tax bill be \$1.00, interest on the remainder deferred to 2023 with the remainder of the special assessment to be spread over the remaining 9 years.

Public Works Director Jim McDonald stated that initial letters included a brief mention of the private laterals needing to be replaced, but apologized that the letters weren't clear that there would be a cost in addition to the special assessments. He indicated that it is likely that all residences will require replacement, unless they have been replaced in

the past. City employees and contractors will televise the water and sanitary lines from inside the residences to determine which line(s) need replacement and provide a cost estimate at that time. He also stated that reducing the width of the street does not necessarily save any more trees.

President Andrews asked if the City could offer an installment payment option to the property owners for the special assessments at the interest rate the City is paying for the borrowing. Mr. Buckley indicated that Council could choose to offer a reduced interest rate to provide relief to the property owners.

Councilmember Wachowski asked if funding for the \$2,500 grants for the private water laterals goes away if the City does not do the project this year and if the City spends more money on chemicals because of the presence of lead laterals within the City.

Water Utility Director Ross Blaha stated that there is no guarantee that the City could secure the grant money if the project is deferred to a future year, and the City would not be able to eliminate the chemicals used because of the lead laterals until every lead lateral has been replaced; further, the cost spent of chemicals is minimal.

President Andrews asked if there is money available to replace trees if they don't survive the project. Mr. Buckley indicated that there are funds in the Tree Planting Fund and the Public Works Committee could review the possibility of funding tree replacements and the City can encourage the general contractor to use local contractors for services when available.

**Motion to suspend the rules and request public input again.**

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

President Andrews asked the public if there was anything else the Council could address.

Jayne Rulseh - 1409 24th Street - Questioned if the street isn't widened and the trees remain, who is responsible for the carriage walks? Mr. Buckley responded that replacement of carriage walks is included in the project.

Dave Makarzyk - 1916 25th Street - Questioned which end of the street work will begin on and if the residents will have access to their driveways. Mr. McDonald indicated that an informational meeting will be held for residents at a future date with the contractors present. Work will be done to keep one lane of traffic open as much as possible, but there may be times when parking will only be allowed on side streets and driveways cannot be accessed for a couple of weeks at a time.

Wendy Marsh - 1412 24th Street - Thanked the Council for hearing citizens' concerns, but reiterated again that it is really hard for a lot of the residents on her street to handle the large special assessment charges.

**Motion to waive reading and adopt the special assessment resolution with an amendment to paragraph 5 as presented by the City Manager with a change to the interest rate from 5% to 3% and amending the attached engineer's Schedule C #3 to have the current width remain with its current 28 feet width from face of curb to face of curb and #4 parking to remain in its current configuration.**

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

**The Council then proceeded to vote on the original motion, as amended. (See page 3)**

- B. **2021-038** Public Hearing on Resolution to Levy Special Assessments Upon the Properties Fronting on 25th Street, From West River Street to Forest Avenue and Madison Street, From 19th Street to 22nd Street

Recommended Action:

Motion to waive reading and adopt the Resolution

President Andrews opened the public hearing on the resolution to levy special assessments upon the properties fronting on 25th Street, from West River Street to Forest Avenue, and Madison Street, from 19th Street to 22nd Street.

Three calls for public input were made and there was no one present wishing to speak.

Three calls were also made for public input via telephone and there were no callers.

**Motion to waive reading and adopt the resolution**

**RESULT: WITHDRAWN**  
**MOVER:** Adam Wachowski, Councilmember  
**SECONDER:** Bill LeClair, Councilmember

**Motion to waive reading and adopt the special assessment resolution with an amendment to paragraph 5 as presented by the City Manager with a change to the interest rate from 5% to 3%.**

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

**6. INPUT FROM THE PUBLIC**

The first call for public input was made.

Attachment: 03.01.21 cc min final (3290 : City Council - Regular Meeting)



Margaret Pauwels - 5437 Preston Road, Whitelaw - Thanked the City Council for their concern about the ongoing library closure. She shared her frustration that the Library Board was able to meet in person in the building, but the library is still closed to the public. She contacted 24 area libraries and only one of those is currently closed, but had been open at some point during the past year.

Patrick Lee - 2401 Jefferson Street - Thinks the library should remain closed until the Covid situation improves so the library staff is not put at risk.

Aaron Pauwels - 5437 Preston Road, Whitelaw - Asked that if the public parks are opened and the library isn't, that the City consider renting a portable toilet for the parks.

Dean LaRose - 1629 Hawthorne Avenue - He stated he relies on the library for access to the internet and the library has been closed for almost a year.

Ed Guyette - 2501 Washington Street - He is the Lester Public Library Board President and stated the entire Library Board unanimously supports the Library Director's reopening plan. The plan is being followed out of an abundance of caution. He appreciates the input received.

Debbie LaRose - 1629 Hawthorne Avenue - She stated that she doesn't think it's fair to not be receiving a discount on the property tax bills for the lack of access to the library.

Jerry Fox - 636 35th Street - He is a frequent library user and shared that he realizes the Library Board is the decision maker on the library reopening, but he has been able to utilize the library through pickups during the closure. He applauds the judgment of the Library Board during this difficult time.

The second and third calls for public input were made and there were no additional comments.

The first call for public input via telephone was made.

Kathy Dahlke - 3727 Adams Street - Updated Council regarding civic internships, apprenticeships, and an arts council. The City of Manitowoc is willing to work with the City of Two Rivers in creating these types of programs at a low cost.

Councilmember Bittner made a statement that he has greatly benefited from the library's pickup services.

## 7. **COUNCIL COMMUNICATIONS**

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

Councilmember Wachowski stated that he had received several emails and phone calls regarding the library not opening, many of them angry, including himself. He stated that he realizes Council does not have control over the library, but the City does contribute to its budget and he suggests that if the library is not open by April 1 that the City start decreasing the funds contributed to the library.

Councilmember Bittner stated that he was contacted by a resident who was contacted by the City to remove a storage shelter on their property and the issue will be discussed at a future Plan Commission meeting.

Councilmember Remiker stated that he was contacted by four citizens asking Council to have a discussion regarding allowing the use of UTVs in the City.

President Andrews stated that he received a question as to why the City removes snow from streets and dumps it in the parking lots at the beach where it will melt and end up on our beach. The resident suggested the City utilize the vacant parcel at the Paragon property. Mr. Buckley shared the long-standing practice of the City dumping the snow picked up from the downtown in nearby areas to allow for quicker removal from the streets. Current snow dumping locations include Vet's Park, the vacant lot near the former Eggers West, Seagull Marina, the back portion of the cemetery, and parking lots at Neshota Beach.

City Manager Buckley reported on an email received requesting that the City offer internet city-wide through the Electric Utility.

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

None.

## 9. CITY MANAGER'S REPORT

### A. Invited Guests

1. State Senator Andre Jacque and State Representative Shae Sortwell Citation of Recognition to Kim Graves

State Senator Andre Jacque and State Representative Shae Sortwell presented former City Clerk/Human Resources Director, Kim Graves, with a plaque in recognition of her years of service and dedication to the City of Two Rivers.

2. State Senator Andre Jacque and State Representative Shae Sortwell -- Legislative Update

State Senator Andre Jacque and State Representative Shae Sortwell provided a legislative update on several items including the statewide budget, ATVs/UTVs, reuse of clean beach sand, housing prisoners, tax-free PPP loans, and PTSD coverage for first responders.

Councilmember Wachowski thanked them for their work on the PTSD coverage for first responders and encouraged increased shared revenues.

Councilmember Bittner encouraged them to not reduce qualified immunity, continue lead lateral grants to private citizens, and support the National Marine Sanctuary.

3. Update from Maritime Metro Transit, Kara Ottum Transit Division Manager (via Zoom)

Kara Ottum, Transit Division Manager of Maritime Metro Transit, gave a presentation via Zoom on the public transportation partnership the City of Two Rivers has with Maritime Metro Transit. The City of Two Rivers' contribution of \$112,000 is 5% of their annual budget and provides an hourly service on Monday through Friday from 5:00 a.m. to 8:00 p.m. and Saturdays from 9:00 a.m. to 4:00 p.m. The transit service has connected Two Rivers and Manitowoc for over 100 years and has had ridership

of 41,356 in 2019. Total ridership for Maritime Metro Transit reaches approximately 300,000 annually.

4. Jeff Dawson, Lester Public Library Director, Regarding Library Services During Pandemic and Plans for Re-opening

Jeff Dawson, Lester Public Library Director, provided an update on library services and the protocol for reopening. The library building is still closed in order to ensure the safety of both the public and staff and to maintain consistency of library services. The majority of library services are still available to the public through curbside services and in some cases, the library is reaching a larger audience through curbside services. Storytime is reaching approximately 75 patrons per week with curbside pickup and virtual storytime vs. only 25 in person. Total items circulated averaged 7,640 monthly from June 2020 - December 2020. The library will reopen once Manitowoc County's COVID-19 test positivity rating is at or below 5% for 14 continuous days. At that point, the library will open to the public with continuance of curbside pickup and limited activity inside the building. The second phase of reopening will have the library resuming normal operations at the direction of the CDC or Wisconsin Department of Health Services.

B. Status/Update Reports

1. Suspension of Enforcement of Parking Ban

Mr. Buckley reported that the winter parking ban has been lifted due to the recent warmer temperatures and no major snow in the forecast. The annual overnight parking ban runs until March 15, so the parking ban may resume in the event of a snowstorm.

2. Recent Engagement With Two Rivers School District About Youth Apprenticeships, Work-Based Learning and Other Opportunities for Engaging High School Students Interested in Possible Careers Related to Local Public Service

Mr. Buckley reported on the City's interaction with the Two Rivers School District to enhance youth apprenticeship programs, work-based learning, and other opportunities for high school students interested in public service careers. A representative from the Two Rivers School District will attend an upcoming staff meeting with department heads to brainstorm ideas and hear feedback.

3. Staffing Updates

Mr. Buckley reported on staffing updates. New hires include Eliot Bolf as the new Wastewater Mechanic to fill an upcoming vacancy created by the retirement of Phil Dassey. The City is also recruiting for a full time Police Secretary, Utilities Administrative Assistant, and a permanent part-time Cemetery & Parks Maintenance position. Information on available job openings can be found on the City's website.

4. Error on Water Bills--Missed Charge for Properties With 3/4 Inch Meters

Mr. Buckley reported on a missed charge on water bills for properties with 3/4" meters. Approximately 1,000 water customers with 3/4" meters were not billed for the Public Fire Protection charge for two months resulting in the need for a "catch up" charge of the \$9.55 monthly charge being reflected on bills with payments due in March and April.

5. Community Development Authority Working on Housing Loan Program

Mr. Buckley reported on a housing loan program being worked on by the Community Development Authority and the plan to make use of approximately \$145,000 in TIF funds set aside for affordable housing activities while leveraging other assets.

6. Splash Pad/Ice Rink Planning

Mr. Buckley reported that members of the Splash Pad and Ice Rink Planning Committee will be contacted this week about setting up the next committee meeting.

7. National Marine Sanctuary Update

Mr. Buckley reported that a joint letter of support from six lakeshore communities stretching from Port Washington to Algoma is being sent to the Secretary of Commerce.

8. Comprehensive Plan Update--Plan Commission

Mr. Buckley and Community Development Director/City Planner, Elizabeth Runge, provided a report on the Comprehensive Plan update. The Plan Commission has gone through the demographics and housing section. The next section to be addressed at the March 8 Plan Commission meeting will be the economic development section.

9. Three New Videos Promoting Two Rivers

Mr. Buckley reported on new videos promoting Two Rivers that are now live on YouTube. These will be shared at a future meeting.

10. EXPLORETWORIVERS.COM

Mr. Buckley reminded viewers that, for information on community events, please go to [www.exploretworivers.com](http://www.exploretworivers.com).

11. Other

Mr. Buckley reported that Papa Murphy's closed their store in Two Rivers over the weekend without any advance notice to the City or the building owner. Public comment regarding the environmental review process for proposed re-licensing of the Point Beach Nuclear Plant is open through Wednesday, March 3 and the City will be submitting a letter in support of the new operating licenses. A communication went out today regarding the 14.74 acres of City-owned property at the end of 41st, 42nd, and 43rd Streets being offered for purchase by adjoining property owners. Bids will be accepted on March 25, 2021.

C. Legislative/Intergovernmental Update

None.

## 10. CONSENT AGENDA

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

## A. Presentation of Minutes

1. **2021-039** City Council - Regular Meeting February 15, 2021 and Work Session February 22, 2021

Recommended Action:

Motion to waive reading and adopt the minutes.

## B. Reports

1. **2021-040** Minutes of Meetings

- a. Public Works, February 10, 2021
- b. Joint Review Board, February 16, 2021
- c. Environmental Advisory Board, February 16, 2021
- d. Personnel and Finance, February 24, 2021

Recommended Action:

Motion to receive and place on file

2. **2021-041** Department Report

- a. Library Annual Report 2020

Recommended Action:

Motion to receive and file

3. **2021-042** Summary of Verified Bills for the Month of January for \$5,009,137.47

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. **2021-043** Award of Bids, Contract 1-2021, Street and Utilities Reconstruction on Madison Street (19th Street to 22nd Street) and 25th Street (West Rivers Street to Forest Avenue)

Recommended Action:

Motion to award the bid to Advance Construction in the amount of its low bid of \$1,719,520.45

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

- B. Award of Bids, Contract 2-2021, Street and Utilities Reconstruction on 24th Street, Forest Avenue to Jefferson Street

Recommended Action:

Motion to award the bid to Kruczek Construction in the amount of its low bid of \$1,309,424.99

Motion to aware the bid to Kruczek Construction in the amount of its low bid of \$1,309,424.99 with further direction to the City Manager and City Engineer to pursue and execute a change order to provide for reconstruction of the street to its current width, rather than widening the street surface by two feet on each side, as provided in with the original plans and specifications, with the understanding that such a change order will not result in any increase in the overall project cost.

**RESULT:** APPROVED AS AMENDED [UNANIMOUS]  
**MOVER:** Jay Remiker, Councilmember  
**SECONDER:** Bonnie Shimulunas, Councilmember  
**AYES:** Kay Koach, Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jay Remiker, John Casavant, Mark Bittner

- C. Award of Bids, Contract 3-2021, Lead Water Service Laterals Replacement and Related Sanitary Sewer Lateral Replacement, 18 Scattered Sites

Recommended Action:

Motion to award the bid to Mammoth Construction in the amount of its low bid of \$314,945.00

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

- D. **2021-044** Ordinance to Amend Municipal Code Section 1-2-1, Entitled "License, Permit and Other Fees Established" to Amend Select License/Permit Descriptions and Fees to Correspond with Wisconsin State Statutes and to Raise Fees for Retail "Class B" Intoxicating Liquor Licenses and Class "B" Fermented Malt Beverage Licenses After a Temporary Reduction in Fees

Recommended Action:

Motion to waive reading and adopt the ordinance

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

- E. **2021-045** Public Works Committee Recommendations Regarding Traffic, Parking and Pedestrian Safety Concerns, Zlatnik Drive, 16th Street to Pierce Street

Recommended Action:

Motion to approve the reduction in speed limit to 15 MPH from 16th to Pierce, "No Parking" zone from 16th to 17th, and pavement marking, as recommended by the Public Works Committee

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

## 12. FOR INFORMATION ONLY

- A. City Council Regular Meeting, Monday, April 5, 2021, 6:00 PM
- B. St. Patrick's Day Corned Beef & Cabbage Dinner To Go, Wednesday, March 17, 2021, 4:00-6:00 PM, Two Rivers Senior Center Koska Room
- C. City Council Work Session, Monday, March 29, 2021, 6:00 PM

## 13. CLOSED SESSION

At 9:50 p.m., a motion to enter into Closed Session, per Wisc. Stats 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investment of public funds, or conducting other specified public business, whenever competitive or bargaining reason require a closed session. Discuss contractual relationship with Progress Lakeshore. Discuss possible City assistance to economic development projects.

**RESULT:** APPROVED ROLL CALL [UNANIMOUS]  
**MOVER:** Darla LeClair, Vice-President  
**SECONDER:** Mark Bittner, Councilmember  
**AYES:** Kay Koach, Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jay Remiker, John Casavant, Mark Bittner

## 14. RECONVENE IN OPEN SESSION

At 10:23 p.m., a motion to consider possible actions in follow-up to closed session discussions

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

Motion to issue payment of \$24,700 to Progress Lakeshore for 2021 with the understanding that they will be invited to share what they are doing for the City before the Council makes a decision on the contractual agreement going forward.

**RESULT:** APPROVED ROLL CALL [7 TO 2]  
**MOVER:** Kay Koach, Commissioner  
**SECONDER:** Mark Bittner, Councilmember  
**AYES:** Kay Koach, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jay Remiker, Mark Bittner  
**NAYS:** Adam Wachowski, John Casavant

## 15. ADJOURNMENT

Motion to dispense with the reading of the minutes of the meeting and adjourn the meeting at 10:26 p.m.

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

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Jamie Jackson  
City Clerk



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

Tuesday, February 23, 2021 at 5:15 PM  
2nd Floor Training Room - 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, , Gregory Coenen, Keith Lyons, Dick Klinkner, Don Karman, Betty Bittner, Tracey Koach , Tracy Yaggie and Absent Dan Wettstein, and Darla LeClair.

Also present were Gregory Buckley, City Manager, Elizabeth Runge, Community Development Director.

**Update regarding status of Paragon Building Purchase**

Staff updated the BIDC/CDA that the City received no response to a counteroffer the City submitted back to AIM. There has been no further communication.

The City is now pursuing an approach of the property being divided into 3 sections. The western section, the City will pursue post modification changes with the DNR to have the zoning changed from Industrial in order to pursue other development opportunities. The Buildings (A through C) will be evaluated for options of rehabilitation or other. To do this evaluation the City is in the process of submitting Site Assessment Grant(s) (SAG) and Wisconsin Assessment Monies to finance all or significant portion of this evaluation process.

**Update regarding proposed redevelopment at Washington and 12th Streets**

Staff updated the BIDC/CDA that this location is still under consideration for development, but no decision has been available to the City. 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.

**Housing Program in Development- Update**

The City just passed TID 4 Resolution to Extend One Year for Low to Moderate Housing. A preliminary Housing program of using TID funds from the 3 that have been extended was presented for comment. The consensus was to have a program that focusses on exterior improvements for loans that are a maximum of \$10,000. Staff will work with a small number of committee members to iron out the implementation details. A motion was made by Keith Lyons and seconded by Curt Andrews to continue with the details of this program to bring back to BIDC/CDA at the March meeting

**Update on Sandy Bay Highlands**

The two of the 5 lots sold have had design plans approved by the Architectural Review Committee for the subdivision. One has started construction and the other will be shortly.

**Information Only: Proposed New Tax Incremental District at the Woodland Industrial**

Park Staff has been working with a party interested in development at this industrial park. A TID 14 is in the beginning stages of creation.

**Investors Bank Foreclosure Action on 1509 Washington Street**

City Attorney updated the committee that a foreclosure is process. There is no buyer for the property.

**Adjournment**

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

**COMMITTEE ON AGING**  
**Monday, December 7, 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	Present	
Richard Langman	Board Member	Present	
Gerald Lyons	Board Member	Excused	
Donna Reilly	Board Member	Excused	
Bette Roidt	Board Member	Absent	
Lenore McDonough	Board Member	Present	
Bill LeClair	Councilmember	Present	
Jerome Schubring	Board Member	Present	
David Schmaling	Board Member	Excused	

Cathy Ley, ADRC of the Lakeshore Director - Present via phone

Terri Vosters, Parks and Recreation Director - Excused

Tammy Desten, Senior Center Supervisor - Present

III. Minutes

Committee on Aging October 5, 2020 meeting minutes were presented. Motion to approve by Lenore McDonough. Second by Jerry Schubring. 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 reported that today is the last day of Medicare enrollment, this year was not as busy. Appointments were facilitated by phone. Caregiver virtual classes offered with program opportunities to obtain tablets. In December and January there will be no in person meetings or classes held at the ADRC of the Lakeshore. Congregate meals remain suspended, hoping to resume in 2021. Offices closed December 24, 25, 31 & January 1.

b. City Council - Bill LeClair

Bill LeClair shared upcoming events. Small business Saturday; Santa riding in a golf cart and coupon packages. No Christmas parade this year. City Council approved 2021 budget. The Paragon property had a potential buyer but they didn't proceed. Discussion by committee on other development and opportunities in Two Rivers.

c. Recreation Department Programs - Terri Vosters

No Report

d. Senior Center - Tammy Desten

Tammy Desten shared senior center updates. Preparing for Christmas Cookie sale, pre sold almost all 240 dozen cookies. Working on the Christmas stocking project. Handmade stockings filled with small items will be assembled and distributed to over 250 senior center members. Cookbook pre sale going well. Continuing to recruit volunteers to deliver meals.

e. TRIAD - Dave Schmaling

No Report

VII. New Business

N/A

VIII. Continuing Business

N/A

IX. Adjournment

## CITY OF TWO RIVERS CITY COUNCIL

PUBLIC UTILITIES COMMITTEE  
Tuesday, March 2, 2021 - 6:00 P.M.

## MINUTES

**Call to Order****Roll Call - Committee members:** Bonnie Shimulunas, Bill LeClair, Adam Wachowski**Staff Present:** Jim Mc Donald (Public Works Director), Scott Ahl (Civil Engineer II), Dave Casebeer (Wastewater); Ross Blaha (Water Utility); Brian Dellman (Electric Utility)**Review and Approval of Minutes** - Motion by Bonnie Shimulunas, seconded by Adam Wachowski, to accept the minutes as presented. Motion carried upon unanimous voice vote.**2021 CWF and SDWF Utility Project Status** – Council awarded projects to low bidder for 1-2021  
25<sup>th</sup>/Madison St to Advance Construction**Additional Utility Projects for 2021** – Plan to complete plans & specs to rehabilitate lift station at 23<sup>rd</sup> & Pine Tree Rd and construction of Eggers Storm Pond**Wastewater Utility:** flows are relatively low; loadings are high for Feb.- 4,800 lbs./day (rated @ 4,000 lbs./day); DNR has questioned loadings, but may look at further**Electric and Telecommunications Utilities:** PSC approved new rate which will affect Riverside Foods; rate is based 8-month usage for new customers, which will remain for 4 years

- February 2<sup>nd</sup> there was a transformer failure near VT Industries; had to replace with assistance from Manitowoc Utilities; down from 9:00 am to 11:00 pm; industry was shut down for this time

**Water Utility:** ¾" water meter; fire protection charge was not charged on utility bills due to software glitch from November to January; working with software company to rectify.**Storm Water Utility:****Solid Waste Utility:** committee was pleased with presentation by Manitowoc Disposal at Public Works Committee meeting in January; possible idea is to send one sticker for each week with the utility bill, however, this could increase volume hauled along with Manitowoc Disposal costs.**Any Other Items or Issues:**

- Future street projects – residents on 2021 projects voice concern about not having enough advance warning.
- 17<sup>th</sup> Street is being considered for 2022 construction; committee expressed concern about maintaining parking.
- Roosevelt Avenue is being considered for future construction. give consideration to revising the cross section to allow for larger terrace; look at reconfigure Memorial Dr @ Roosevelt intersection

**Set Date, Time, Location and Agenda Items for next Committee Meeting.**

Next meeting will be held Tuesday, April 6, 2021, at 6:00 pm.

**Adjournment** – Motion by Adam Wachowski, seconded by Bonnie Shimulunas, to adjourn at 7:00 pm

**CITY OF TWO RIVERS CITY COUNCIL  
PUBLIC WORKS COMMITTEE  
Wednesday, March 3, 2021 – 5:15 P.M.  
MINUTES**

**Call to Order**

**Roll Call** – Committee members: John Casavant, Darla LeClair, Jay Remiker (absent)  
Staff present: Jim McDonald (City Engineer/Public Works Director), Scott Ahl (Civil Engineer II)  
Resident: Peter Becker

**Review and Approval of Minutes**

Motion by John Casavant, and seconded by Darla LeClair, to approve minutes as presented. Motion carried upon unanimous voice vote

**Loader Quote Status and recommendation** – reviewed loader quote; staff received 3 quotes for comparable units, each capable of doing the job intended; the Volvo L120H was low quote after deducting an amount for a trade in, the price came in at \$245,750, including options

Motion was made by John Casavant, seconded by Darla LeClair, to recommend to Council to purchase the Volvo L120 H at a cost of \$245,750

**2021 Project Status:**

**24<sup>th</sup> St** – staff proposed increase in street width from 28ft. to 32 ft; Council award of project required replacement with same width (28') to potentially save trees; staff noted some trees will likely require removal due to excavation in back of curb

**Pine Tree Lift Station** – proposing rehabilitating lift station with new valve vault, electric service, and submersible pumps

**20<sup>th</sup> Street (Eggers) Pond** – staff coordinating with McMahan consultants; part of project includes installation of storm pipe to serve potential development at SW 22<sup>nd</sup> St & Washington.

**Mini Storm Sewers** – help to provide location for connection of sump pump lines to storm sewer; helps divert illicit clear water from sanitary sewer to storm sewer. Staff is considering several areas for installation this year.

**Trail Segments** – city budget includes funds to construct a trail along East River Street from Washington to Jefferson; construction would require an easement from Kozlowski Tire & Auto. Also, may need to install a stop sign @ exit of Lot F; also need to look at Sea Wall maintenance @ Lot F; budget also includes trail to North Pier from parking lot located near Coast Guard

**Trucks on order with delivery hopefully in September**

**Issues on hold pending further information:**

**23<sup>rd</sup> Street Terrace vegetation** – staff would consider allowing vegetation if it could act as rain garden; LeClair and Casavant would like to keep terrace as lawn as required by code for safety and line of sight

**15 minute parking at Fatzo's** – parking is being used by tenants; it was noted that Fatzo's still has outdoor seating in area north of building previously used by tenants

**17<sup>th</sup> Street** – East Street to Zlatnik Dr – This project is scheduled for 2022 construction, per the Capital Improvement Plan. Current parking on south side only; staff will prepare some concepts for different lane configurations, some with considerations for bicycle lanes, in accordance with the Bicycle and Pedestrian Plan.

**Date, Time and Agenda Items for next Committee Meeting**

Next meeting will be held on Wednesday, April 7, 2021 at 5:15 pm; Item #8 to include design options for 17<sup>th</sup> St, Parking at 16<sup>th</sup> & Jefferson, and PFAS discussion

**Adjournment**

Motion made by John Casavant, seconded by Darla LeClair, to adjourn at 6:25pm



**TWO  
RIVERS**  
WISCONSIN

**CITY OF TWO RIVERS  
Branding and Marketing  
Committee  
Summary of Proceedings  
5:30-7:00  
Thursday March 4, 2021**

In Attendance: Curt Andrews, Michael Ditmar, Travis Stevens, and Gina Krahn  
Absent: Emilee Rysticken, Abbie Diaz

Staff: Greg Buckley, City Manager, Jeff Dawson, Library Director, Elizabeth Runge Community Development Coordinator, Whitney Froehlich, Communications Coordinator

**1. Call to Order:** 5:30PM Meeting was called to order by Chair Curt Andrews

**2. Approve Minutes from January 13, 2021** - Motion made by Michael Ditmar to approve the minutes. Seconded by Gina Krahn. Motion carried.

**3. Advertising / Marketing support updates (Branded Logo-wear)**

Brand Ambassadors continue to reach out to local businesses. Staff is continuing with Made in Two Rivers materials and the webpage that will be linked from city websites.

TR Coffee mugs came in (144) and are being added to select locations for sale.

Meeting pending with UFO to design TR branded materials for possible sell through a lic. Agreement

Chair Curt Andrews reviewed the budget for Logo wear items from 2020 and through February 2021. He told committee he will be presenting to Council at the March 29th work session meeting.

**4. 2021 Events and marketing support:** Committee discussed the 2021 Events Calendar as the events currently stand. (see attached) Discussion involved using social media to connect the events and push the information to drive visitors to support the schedule and leverage the branding efforts.

Curt and Michael crafting a marketing plan leverage room tax dollar assigned budget to support TR events.

Targeting end of the month (4/1) to have draft proposal then establish meetings with TRBA, Main Street to communicate business opportunities to maximize visitors spend.

**5. Media/Website:**

Staff presented the ExploreTwoRivers.com updates. It has been modified to improve access and use when inputting event information. Staff will provide the social media benchmark updates at the March Council work session and a brief presentation of ExploreTwoRivers.com. Targeted to go live 3/6.

Whitney looking into possible TR links to travel sits though out Wisconsin to help promote TR. Separate list provided for consideration.

Budget approval needed to support additional branding materials such as store front window clings, rubber stamps and stickers for MITR.

Added Gauiter Design Furniture to the Made in TR opportunity following meeting with Curt.

## 6. Project Management

The implementation deck was reviewed, and the members were tasked with sending their top 5 choices to the Chair. The prioritization is meant to target some of the items to move forward on.

## 7. City Signage

Greg reviewed & provided the priority list of new Logo Signage to consider replacing or possible adding new, as we transition from the old logo to the new one.

Estimated costs and timing still pending to help us make an informed decision and establish timing. Looking at opportunities to also leverage banner poles along Memorial drive for branding message this spring.

New water building creative billboard up and will schedule another summer themed one to be designed for placement closer to May.

## 8. Celebrate TR Event

Committee being finalized, Gina to Chair and schedule upcoming planning meeting targeting 3/30. Draft agenda reviewed. Celebrate TR scheduled for 8/28 at Walsh Field.

## 8. SEO Explore Two Rivers

Michael presented SEO results for Explore Two Rivers and plans for key search words moving forward to enhance performance.

## 9. MISC

Curt and Ambassadors need to set up meetings with Chamber and coordinate with Local realtors.

Curt will follow up with Committee members who missed last two meetings to determine IF they still have interest in serving.

**Adjournment:** Meeting adjourned at 7:15 pm



# 2021 Two Rivers Event Calendar

	March	April	May	June	July	August	September	October	November	December
TR Main Street	1 Mo	1 Th	1 Sa Art Walk Opening , WI Heat youth SB Tour	1 Tu	1 Th Tony Rocker	1 Su Pro Am Beach Soccer Tournament, Acoustic Mayhem-BOTB	1 We	1 Fr	1 Mo	1 We
TRBA	2 Tu	2 Fr	2 Su WI Heat youth SB Tour	2 We	2 Fr	2 Mo	2 Th	2 Sa	2 Tu	2 Th
Lions Club	3 We	3 Sa Easter Egg Hunt, Pancakes with the Bunny	3 Mo	3 Th	3 Sa MC Smith & John Minard , Nettle Hill-BOTB	3 Tu National Night Out	3 Fr	3 Su	3 We	3 Fr
Heart A Rama	4 Th	4 Su	4 Tu	4 Fr	4 Su TR Community Sponsored 4th of July Community Band	4 We	4 Sa Kite Fest	4 Mo	4 Th Heart A Rama	4 Sa
TR Optimist	5 Fr	5 Mo	5 We	5 Sa	5 Mo	5 Th VTR Community Band Highlights Concert, War on the Shore	5 Su Kite Fest	5 Tu	5 Fr Heart A Rama	5 Su
Central Park Concert Series	6 Sa	6 Tu	6 Th	6 Su	6 Tu Chalk it Up School Koenig	6 Fr V Maxwell Street Days , War on the Shore, Catamaran Event	6 Mo	6 We	6 Sa Heart A Rama	6 Mo
Bands on the Beach	7 Su	7 We	7 Fr	7 Mo	7 We	7 Sa War on the Shore , Catamaran Event	7 Tu	7 Th	7 Su	7 Tu
City of Two Rivers	8 Mo	8 Th	8 Sa Price is Right	8 Tu	8 Th The Del Rays	8 Su War on the Shore , Catamaran Event	8 We	8 Fr	8 Mo	8 We
Kiwanis	9 Tu	9 Fr	9 Su	9 We	9 Fr Bare Bones Blind	9 Mo	9 Th	9 Sa Apple Fest	9 Tu	9 Th
TR Parks Activity	10 We	10 Sa	10 Mo	10 Th	10 Sa Brian Lee Day JVA Beach Volleyball Tournament, BLD	10 Tu	10 Fr	10 Su	10 We	10 Fr
Roger Street	11 Th	11 Su	11 Tu	11 Fr Outdoor Movie	11 Su JVA Beach Volleyball Tournament	11 We	11 Sa Gone Fishing, Pig to Pig Walk-TBD	11 Mo	11 Th	11 Sa
Snow Fest	12 Fr	12 Mo	12 We	12 Sa	12 Mo	12 Th Eddie Larsen Classic Memories	12 Su	12 Tu	12 Fr Great Trivia Contest	12 Su
Fire Dept	13 Sa	13 Tu	13 Th	13 Su	13 Tu	13 Fr Roger Street Days, Trivia Night	13 Mo	13 We	13 Sa	13 Mo
TR Cannabis Co.	14 Su	14 We	14 Fr Adult Softball Tournament	14 Mo	14 We Manitowoc Marine Band	14 Sa Roger Street Days	14 Tu	14 Th	14 Su	14 Tu
Cancer Society	15 Mo	15 Th	15 Sa Spring Wine Walk, Adult SB Tour , Electronic Drive	15 Tu	15 Th	15 Su Jeff and Shed -BOTB	15 We	15 Fr	15 Mo	15 We
Friday Night Flicks	16 Tu	16 Fr	16 Su	16 We	16 Fr Kiwanis Fish Derby , Neshotah Beach Volleyball Open	16 Mo	16 Th	16 Sa	16 Tu	16 Th
Lakeshore Knights	17 We	17 Sa	17 Mo	17 Th	17 Tu Kiwanis Fish Derby, (acoustic) Shawn Kubiak, Neshotah Beach Volleyball Open	17 Tu	17 Fr	17 Su	17 We	17 Fr
Police Dept	18 Th	18 Su	18 Tu	18 Fr	18 Su Kiwanis Fish Derby, Neshotah Beach Volleyball Open	18 We	18 Sa Ethnic Fest	18 Mo	18 Th	18 Sa
Darla LeClair	19 Fr	19 Mo	19 We	19 Sa	19 Mo	19 Th Clipper City Chordsmen	19 Su Scenic Shore 150	19 Tu	19 Fr	19 Su
Two Rivers Youth Sports	20 Sa Winter Fun Day	20 Tu	20 Th	20 Su	20 Tu Family Night Washington Park	20 Fr Outdoor Movie	20 Mo	20 We	20 Sa	20 Mo
Celebrate Two Rivers	21 Su	21 We	21 Fr	21 Mo	21 We	21 Sa Lenita Krall Memorial Run	21 Tu	21 Th	21 Su	21 Tu
KOLM	22 Mo	22 Th	22 Sa	22 Tu Bike Rodeo Washington Park	22 Th TR Community Band Rock N Roll Concert WI Heat Crazy From the Heat SB Tour	22 Su BOTB- The Honey Goats	22 We	22 Fr	22 Mo	22 We
Acoustic Saturday	23 Tu	23 Fr	23 Su	23 We	23 Fr Snowfest, WI Heat Crazy From The Heat SB Tour, Relay for Life	23 Mo	23 Th	23 Sa	23 Tu	23 Th
	24 We	24 Sa	24 Mo	24 Th Sundae Thursday TR Community Band	24 Sa Snowfest, WI Heat Crazy From The Heat SB Tour, Sweet on Cue	24 Tu	24 Fr	24 Su	24 We	24 Fr
	25 Th	25 Su	25 Tu ? Jazz in the Park	25 Fr Beach Bash, Cool City Classic Car Cruise	25 Su Snowfest, WI Heat Crazy From The Heat SB Tour	25 We	25 Sa Prevent Suicide Walk- TBD	25 Mo	25 Th Thanksgiving Dinner	25 Sa
	26 Fr	26 Mo	26 We	26 Sa Beach Bash , Cool City Classic Car Show	26 Mo	26 Th CRS	26 Su	26 Tu	26 Fr	26 Su
	27 Sa	27 Tu	27 Th	27 Su Beach Bash	27 Tu	27 Fr Lonz's/SC Concrete Softball Tournament	27 Mo	27 We	27 Sa Hometown Christmas Parade Small Business Saturday	27 Mo
	28 Su	28 We	28 Fr	28 Mo	28 We TR Community Family and Friends Concert (NP)	28 Sa Celebrate Two Rivers, Lonz's/SC Concrete Softball Tournament, Stricken	28 Tu	28 Th Heart A Rama	28 Su	28 Tu
	29 Mo	29 Th	29 Sa	29 Tu	29 Th Bella Musik	29 Su Lonz's/SC Concrete Softball Tournament	29 We	29 Fr Fall Wine Walk Heart A Rama	29 Mo	29 We
	30 Tu	30 Fr	30 Su	30 We	30 Fr Pro Am Beach Soccer	30 Mo	30 Th	30 Sa Downtown Trick or Treat, Heart A Rama	30 Tu	30 Th
	31 Tu		31 Mo Memorial Day Parade		31 Sa Brew Dash, Pro AM Beach Soccer Tournament, 10 Strings	31 Tu		31 Su Trick O Treating		31 Fr

Attachment: 2021-03-4 Branding and Marketing Committee (3291 : Minutes of Meetings)

**City of Two Rivers  
Plan Commission**

**Monday, March 8, 2021  
5:30 PM  
City Hall Council Chambers**

**Minutes**

1. Call to Order
2. Roll Call

Chairman Buckley called the meeting to order at 5:30 PM.

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

Also Present: Winifred DeBauche, Molly LaFond, Councilmember Mark Bittner, Councilmember Bonnie Shimulunas, City Planner Elizabeth Runge and Recording Secretary Vicky Berg.

3. Action Items

Chairman Buckley noted members of the public were present for the storage canopy agenda item. Chairman Buckley requested the Commission address the storage canopy item first.

**A. Review Ordinance regulating Storage Canopies**

Discussion included possible changes to the design, location, inspections, permitting and enforcement provisions for outdoor storage canopies.

Motion to direct staff to prepare a draft ordinance to allow outdoor storage canopies with side walls, annual permit renewal and an annual inspection for review at the April meeting. Upon a roll call vote, motion carried.

<b>RESULT:</b>	<b>REFERRED [UNANIMOUS]</b>	<b>Next: 4/12/2021 5:30 PM</b>
<b>MOVER:</b>	Jim McDonald, Commissioner	
<b>SECONDER:</b>	Adam Wachowski, Commissioner	
<b>AYES:</b>	Buckley, Inman, Loden, McDonald, Wachowski	
<b>ABSENT:</b>	Pangburn	
<b>EXCUSED:</b>	Koach	

Commissioner Wachowski excused himself from the meeting at 6:50 PM.

- B. Possible vacation of alleys from Gardner Street to Woodland Drive**

Discussion included the existing process which allows a property owner to request the City to vacate an alley. Ms. Shimulunas has not received any further communication from the property owner.

Motion that the City shall not initiate vacating of alleys in the Woodland Shores area.

<b>RESULT:</b>	<b>APPROVED WITH VOICE VOTE [UNANIMOUS]</b>
<b>MOVER:</b>	Jim McDonald, Commissioner
<b>SECONDER:</b>	Connie Loden, Commissioner
<b>AYES:</b>	Buckley, Inman, Loden, McDonald
<b>ABSENT:</b>	Pangburn, Wachowski
<b>EXCUSED:</b>	Koach

- C. Consider Zoning Code Text Amendment to add Commercial Kennels as a Conditional Use in the B-2 Business District

The interested party has not submitted an application to date. Suggested waiting to schedule the public hearing upon receipt of the application and fee.

Motion to recommend approval, and upon receipt of the application and fee, forward to Council for public hearing. Upon a roll call vote, motion carried.

<b>RESULT:</b>	<b>RECOMMENDED APPROVAL [UNANIMOUS]</b>
<b>MOVER:</b>	Jim McDonald, Commissioner
<b>SECONDER:</b>	Connie Loden, Commissioner
<b>AYES:</b>	Buckley, Inman, Loden, McDonald
<b>ABSENT:</b>	Pangburn, Wachowski
<b>EXCUSED:</b>	Koach

- D. Consider Zoning Code Text Amendment to allow Wind Energy Systems in the front and street side yards in the I-2 Industrial District

Motion to recommend approval and forward to Council for public hearing. Upon a call vote, motion carried.

<b>RESULT:</b>	<b>RECOMMENDED APPROVAL [UNANIMOUS]</b>	<b>Next: 3/15/2021 6:00 PM</b>
<b>MOVER:</b>	Jim McDonald, Commissioner	
<b>SECONDER:</b>	Rick Inman, Commissioner	
<b>AYES:</b>	Buckley, Inman, Loden, McDonald	
<b>ABSENT:</b>	Pangburn, Wachowski	
<b>EXCUSED:</b>	Koach	

- E. Review the process to create TID No. 14 to support development and the undertaking of public infrastructure Improvements in the Woodland Industrial Park, recommend boundaries and schedule the public hearing to create TID No. 14

The map showing the proposed boundaries of TID 14 was distributed.

Motion to recommend the boundaries and schedule the public hearing for May 11, 2021.

Attachment: Plan Commission Minutes (3291 : Minutes of Meetings)

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

4. For Discussion

A. Presentation and discussion of Comprehensive Plan Update with Representative from Bay-Lakes Regional Planning Commission

Discussion included what economic development in 2040 would include. Suggestions included small and independent businesses, mixed use waterfront development, industrial park growth, tourism which supports quality of life, develop assets attractive to the younger population to attract and retain residents.

The Commission was asked to provide their top five choices from the Economic Development Action Items presented at the meeting. The list shall be emailed to the Commissioners.

Transportation, utilities and commercial facilities will be reviewed at the April meeting.

**RESULT: NO VOTE**

5. Adjournment

A. Motion to adjourn at 8:16 PM.

**RESULT: APPROVED VOICE VOTE [UNANIMOUS]**  
**MOVER:** Rick Inman, Commissioner  
**SECONDER:** Jim McDonald, Commissioner  
**AYES:** Buckley, Inman, Loden, McDonald  
**ABSENT:** Pangburn, Wachowski  
**EXCUSED:** Koach

Vicky Berg, Recording Secretary

Attachment: Plan Commission Minutes (3291 : Minutes of Meetings)

**Advisory Recreation Board**  
**Tuesday, January 12, 2021 – 6:00 PM**  
**The Koska Room - JE Hamilton Community House**  
**Two Rivers. WI**  
**Meeting ID**  
[meet.google.com/jnm-wxfm-fza](https://meet.google.com/jnm-wxfm-fza)  
**Phone Number: (US)+1 478-239-2157**  
**PIN: 453 844 186#**

## MINUTES

Call To Order by Council Rep/President Adam Wachowski at 6:00 PM.

### 1. Roll Call

Attendee Name	Title	Status	Arrived
Kay Koach	Council Rep	Present	
Kathy Peterson	Board Member	Present	
Ashlee Welsh	Board Member	Present	
Daniel Cortte	Board Member	Absent	
Robert Reed	Board Member	Present	
Brian Gallagher	Board Member	Absent	
Maggie Klinkner	Youth Rep	Excused	
Dorothy Tinkham Delo	Board Member	Present	
Corey Thuss	Board Member	Present/Zoom	
Adam Wachowski	Council Rep/President	Present	

### 2. Approval of the November 10, 2020, Advisory Recreation Board minutes

CORRECTION: Approval of the December 14, 2020, Advisory Recreation Board minutes.

With Correction Motion to approve the December 14, 2020 Advisory Recreation Board minutes.

<p><b>RESULT: APPROVED ROLL CALL [UNANIMOUS]</b>  <b>MOVER:</b> Kathy Peterson, Board Member  <b>SECONDER:</b> Dorothy Tinkham Delo, Board Member  <b>AYES:</b> Peterson, Welsh, Reed, Delo, Thuss, Wachowski, Koach  <b>ABSENT:</b> Cortte, Gallagher  <b>EXCUSED:</b> Klinkner</p>
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### 3. Correspondence

#### A. Press Coverage

None.

#### B. Thank You's

None.

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

The Visitor's Guide information is due this week. Golf Simulator is ready. Getting the word out in the paper and social media.

#### 5. New Business

##### A. Zander Park - request for discussion on location

A request was made to discuss a possible location change for the dog park. Discussions regarding current property, other locations, cost and funding. Terri will review the information with Mr. Buckley.

##### B. Naming "Parking Lot F" discussion

Parking Lot F is located off East River Street and sometimes referred to as the Two Rivers Breakwall at the beginning of the East and West Twin Rivers. There is a small shelter and a few picnic tables that is now available for rental, but we need to give it a new name. Discussion held. Some ideas are Vogel Park, Harborview, East River Park, Rivers End, and Sundae Park. Recommendations should be submitted to Terri by Feb 1<sup>st</sup>.

#### 6. Old Business

Terri noted she did receive information on adjusting the width 24" size on the head stone to 30. We are waiting on confirmation of the height restrictions. This will be on next month's agenda.

#### 7. Other Business

##### A. Council Action

None

#### 8. Director's Report

##### A. Other

Terri left a message for Lindsey regarding the Little Libraries proposal along Mariners Trail but has not heard back on the project. The Activity Guide was printed and distributed on December 22nd. The next version will be mid to late March. The Recreation Office has temporarily reduced the office hours due to staff limitations. The cemetery ordinance for (2) cremations on one plot is that they are two separate burials and separate fees, even if they are interred at the same time. After five interviews, the new recreation supervisor has been chosen and will begin February 1<sup>st</sup>. Don Weiss retired December 31. The position is posted, and interviews begin later this week. Terri met with Ben Andrews, a student at UW Whitewater; he will be interning with the Parks & Recreation Department over the summer for 10 weeks. A question came up regarding the new 2 hour 20x20 beach rental, previously approved by the Advisory Recreation Board. After further discussion and consideration, this will not include any parking lot/area. The area will be roped off in the morning for the rental.

#### 9. Items for future Advisory Recreation Board Meetings


Cemetery stone dimensions adjusted size. Naming of "Parking Lot F".

#### 10. Next Meeting February 9, 2021

#### 11. Adjournment

At 7:55 PM, a motion to adjourn.

**RESULT: APPROVED ROLL CALL [UNANIMOUS]**  
**MOVER:** Robert Reed, Board Member  
**SECONDER:** Ashlee Welsh, Board Member  
**AYES:** Peterson, Welsh, Reed, Delo, Thuss, Wachowski, Koach  
**ABSENT:** Cortte, Gallagher  
**EXCUSED:** Klinkner



Tammy S. K. Stadler  
Recreation Department Secretary

Attachment: Adv Rec Board Min (3291 : Minutes of Meetings)

**LESTER PUBLIC LIBRARY**  
**BOARD OF TRUSTEES MEETING MINUTES**  
**Tuesday, February 9, 2021 6:00 PM**  
**Community Room, Lester Public Library, Two Rivers, Wisconsin**

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**Call to Order** –President Ned Guyette called the meeting to order at 6:04 PM.

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

**Public Comment** – Director Dawson read the following 12 email submissions for public comment:

1). neschuler@hotmail.com  
Thu, 04 Feb 2021 8:09:01 AM -0600  
"jdawson@lesterlibrary.org" <jdawson@lesterlibrary.org>

Please reopen our library! Any risks associated with that are far lower than the damages being caused to our communities and children by not being able to access this important public resource.

Natasha Schuler

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2). maiannitello@gmail.com  
Thu, 04 Feb 2021 11:38:10 AM -0600  
"jdawson" <jdawson@lesterlibrary.org>

Greetings -

I would like for the board to consider reopening the Lester Public Library to the public. As a resident of Manitowoc County, I have enjoyed using the Lester Public Library in the past - It is a beautiful facility and welcoming to the community. It is disappointing that the Library has been closed for almost a year. Other libraries in the area have re-opened and it would be nice to have the library and its resources available to the public again.

Thank you for your time,  
Margaret Iannitello  
1416 Michigan Ave  
Manitowoc WI

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3). ambermaebecke@gmail.com  
Thu, 04 Feb 2021 12:08:26 PM -0600



"jdawson" <jdawson@lesterlibrary.org>

Mr. Dawson,

This is in regards to the extended period of our Two Rivers Lester Library shutdown. I am currently a front line worker in retail and have been working since May. We have plenty of safety practices and policies that have kept us safe.

With that being said it is time for our Lester Library to open! We, the tax payers, want to utilize the resources we pay for. Having a young family, we look forward to library time and the programs that were offered. My parents have a home in Florida and we used their library one month ago.

This pandemic is not going away, it's time to get back to a new normal and open the Lester library under new health and safety practices. If you need any suggestions on the policies and procedures we utilize, I would be delighted to share. My company was just rated #1 for safety protocols on chainstorage.com. This is to be used for public input in the upcoming meetings.

Any questions or comments feel free to reach out

Sincerely,  
Amber Gates

4). andreamanke@gmail.com  
Thu, 04 Feb 2021 12:11:56 PM -0600  
"jdawson" <jdawson@lesterlibrary.org>

This is a public input for the meeting. I have two sons under the age of three. We miss the library being open for a number of reasons. But most of all we miss story time and all the contest they had going on to win stuff. I understand why you closed and everything. But we need to get things back open. They miss all the youth staff and going to pick out books and movies.

FYI I will not put a mask on my child who is 3. I will wear one.

Thank you for your time.

Andrea Christel

5). bandneard07@yahoo.com  
Thu, 04 Feb 2021 1:52:13 PM -0600  
"jdawson" <jdawson@lesterlibrary.org>

Public comment on the closure of Lester Public Library

Hello, I wanted to send an email to discuss why I think the Lester Public Library in Two Rivers should be reopened immediately.

My name is Sarah Becker, I am a resident of Two Rivers. I recently moved here in November 2020 from Nebraska, where the libraries were open there. I was shocked to hear the library here was still closed.

I believe the library should be open for many reasons, one it is a warm, indoor, safe place to bring my children where I can utilize all the resources for our homeschool.

Two, my children want to be able to come and browse through books so they can see and choose their own books. Trying to pick out books online, or having one of the staff pick out books for my children, defeats the purpose of the library. Sometimes my kids don't even know what books they want until we get to the library and they start looking through all the wonderful books. Plus having the library open, opens up new learning experiences and new subjects to my children they wouldn't get over the internet.

Third, our tax dollars are paying for this public service and we as tax paying citizens should be allowed to come and use it.

Fourth, many neighboring towns and cities around here have libraries open, but Two Rivers has continued to keep theirs closed.

Fifth, you can't stay closed for forever. By staying closed you are clearly showing that you don't want to open and you are showing the unwillingness to do your jobs. Even schools have been open and have students in their buildings. As a public library, you are supposed to be open to serve the community with the resources you have. And by staying closed, you haven't been serving the community to the fullest of your potential.

I am part of a homeschool group, where all the moms and kids want the library open. Opening the library will bring some normalcy back to our lives and our children's lives.

Thank you for your time.

Sincerely, Sarah Becker

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6). rachelcathcart@gmail.com

Sat, 06 Feb 2021 12:31:21 PM -0600

"jdawson" <jdawson@lesterlibrary.org>

Hello Jeff Dawson,

I am sending an email that I would like to be read during public comments for your meeting on Feb 9th 2021.

Hello my name is Rachel Cathcart. I am a mother of eight children under the age of fifteen. We have missed going to Lester Library. This was a weekly trip for our family, sometimes biweekly. During this time our children would pick books to use for research purposes, night time stories, cooking, crafts and so much more. We also loved the children's program you had weekly. It was an event our younger children loved. While the children's program was going on our older children used this time to play board games, use the computers for learning and also pick books that sparked their interest. We also used the library for many of our home-schooling community classes and events. Unfortunately we have not been able to do this for almost a year now. Other libraries in the state are opening or will be opening this month. I am writing to make sure Lester Library also opens. Children in the community need the library. They learn and grow. It has been a disservice to our children having it closed for so long. Our children enjoy picking their own

books, instead of having someone do it for them. They enjoy being IN PERSON. This has been very difficult for them and also for many parents. It is time to open the library up. Tax payers deserve to use facilities they pay for and children deserve to learn. The CDC has put out science based studies to support the opening of in person learning facilities for children.

Thank you and we look forward to return in person as a family.

-Rachel Cathcart

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7). Margaret P. obyrm1@yahoo.com

Sat, 06 Feb 2021 4:49:08 PM -0600

"jdawson@lesterlibrary.org" <jdawson@lesterlibrary.org>

Dear Library Board:

My name is Margaret Pauwels. I am a resident of Manitowoc County. I would like the library building open because my children enjoy picking out books in-person and having access to the restrooms when playing at the park across the parking lot . Thank you for your service to our community.

Sincerely:

Margaret Pauwels

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8). modvlastelica@gmail.com

Sat, 06 Feb 2021 4:53:10 PM -0600

"jdawson" <jdawson@lesterlibrary.org>

Dear Library Board:

My name is Modesty Vlastelica, I am a resident of Manitowoc County. I would like the Lester Public Library building open because it's vital to the residents of Two Rivers and those in surrounding communities. The library has now been closed to the public for nearly a year with no plans to reopen, a plan is now needed to reopen (even more so as the Manitowoc Public library has announced their reopening).

Thank you for your service to our community and thank you for taking the time to read my comment on this matter.

Sincerely,

Modesty Vlastelica

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9). cindiashbeck@gmail.com

Sat, 06 Feb 2021 4:54:22 PM -0600

"jdawson" <jdawson@lesterlibrary.org>

Dear Library Board:

Dear Library Board:

My name is Cindi Ashbeck. I am a resident of Manitowoc County. I would like the Lester Public Library building open because My grandchildren and I used to visit the library often. It's not the same. Please open for our sanity. Thank you for your service to our community.

Sincerely,

Cindi Ashbeck

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**10).** ppat324@gmail.com

Sat, 06 Feb 2021 5:54:22 PM -0600

"jdawson" <jdawson@lesterlibrary.org>

Dear Library Board:

My name is Patricia Pelz. I am a resident of Two Rivers, in Manitowoc County. I would like the Lester Public Library building open because it is so important to those who need the services the library offers. Fax machine, internet for job searches. Reading. . Thank you for your service to our community.

Sincerely:

Patricia A Pelz

2327 9th ST

Two Rivers, WI 54241

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**11).** tj68redroses@gmail.com

Sat, 06 Feb 2021 8:51:02 PM -0600

"jdawson" <jdawson@lesterlibrary.org>

I'm sending this email to let you know I believe the library needs to be open full time. It should have been open all along. Children need hands on activities and it's even more crucial now.

Thank you, Ms. Roberts

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**12).** lindseymarie87@gmail.com

Tue, 09 Feb 2021 3:49:12 PM -0600

"jdawson" <jdawson@lesterlibrary.org>

Dear Library Board:

My name is Lindsey Hansen. I am a resident of Manitowoc County. I would like the Lester Public Library building open because kids already have enough stuff taken from them, a library shouldn't be another. We can wear masks everywhere else and it's safe, the library should be the same. My kid loves the library and she wears her mask without fuss. Thank you for your service to our community.

Sincerely:

Lindsey Hansen

Aaron Hansen

Zoey Hansen

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After reading the emails Director Dawson addressed the concerns with the following statement:

Nine of the twelve email statements were received from patrons living outside of our 5,277 Two Rivers registered users and therefore may not be aware of the following information.

**No plan for reopening** - Yes, we have a two-phase building reopening plan, in place since May, 2020. We are utilizing data from the Wisconsin Department of Health Services to monitor both Wisconsin and Manitowoc County COVID-19 data. Here are services not offered in phase one of the building being reopened:

- In-person, group programming.
- Suspend newspapers and not set them out for patron use.
- Public jigsaw puzzles
- Free coffee
- Toys in Youth Services
- Board games
- Meeting room reservations
- Technology assistance, personal computing devices - phones, laptops, tablets, etc.

Phase Two is receiving the 'all clear' from the CDC and/or Wisconsin Department of Health Services and resume normal operating hours and reinstitute all library services. Library staff will revisit and update this plan in light of recent downward trends in the seven day average of new COVID-19 cases.

**Other libraries are open** – Yes some library buildings are open, (not all) but many have opened/closed and are only offering limited services. Patron and staff safety and consistency of service are the main drivers for the Lester Public Library in providing safe curbside services. We have a small staff, one or two members contracting the virus would cause issues and require us to close, not only in-building services but curbside services as well.

**Access to resources** - Patrons have access to all library materials through curbside service including tax forms, fax, copy and scan services. Our 'youth to-go programming' reached nearly the same number of patrons as in-house programming did when comparing January 2021 to January 2020. Story Time to-go packs in particular are being accessed by a larger audience than in-person programming. Averaging 70 children and their families compared to 25 when library building was open.

**Retail is open-** Libraries are cherished as a gathering space vs. "shopping" space. Libraries have always encouraged our patrons to visit, stay, conduct research, and interact with library staff and each other, all at their own pace. Retail encourages short stays; get in, get what you need and get out. There are no chairs, benches or workspaces. We normally encourage patrons to interact and mingle. This behavior is antithetical to stop the spread of a pandemic.

**Get back to normal-** what does reopening look like? It will be far from normal. As demonstrated in our building reopening plan, phase one will restrict normal library use and that includes wearing face masks and limiting your time in the library.

**Tax money** - what do we want tax money to be spent on? Cleaning materials or library materials? Plexiglas or innovative programming to meet today's challenges? Security staff to enforce masks rules that protect staff and patrons?

**Job search** - this is a difficult point because there are people who need this, but we are working towards boosting our Wi-Fi even further into the parking lot and grounds to increase patron access to online job searches and applications. (Obviously everyone who sent the emails has a computer and internet service at home, so while it is important, it shouldn't be an issue for the correspondents.)

**Choose our own materials** – Yes, there is a joy to discovering a new book or title by browsing the shelves. But until it's safe for you to come and *linger*, we are here to help. We are book experts. Staff understand the joy of discovering new authors you may not have picked up otherwise (especially for children), staff will select materials for adults and children based upon interests given, and will also add a couple of books that you might not normally select. Our library staff shares new materials through paper book browses included with checkouts, online videos, virtual age-specific libraries, shared booklists, and through conversation with patrons who call.

**Approval of Minutes** – Motion to approve the amended minutes of January 12, 2021 meeting, made by Thomas, second made by Casavant. Voice vote carried unanimously.

**Expenditures & Financial Reports** – Motion to receive and file the January, 2021 financial reports, made by Palmer, second made by Pennefeather. Voice vote carried unanimously.

**Board Member Comment** – President Guyette shared how good it is to meet in person once again.

**Director's Report** – Dawson shared his impressions of the carpet project.

**Communications** – Herald Times Report article was shared with the Board.

**Report from City Council Representative** – Two Rivers Youth Sports activities are returning to Two Rivers this summer. Discussed the splash pad/ice rink project.

**Report from School District Representative** – With Superintendent Lisa Quistorf's upcoming retirement staff is preparing with a survey for the interview process. Staff is required to take a survey on whether they will be getting a vaccine.

**Report from County Representative** – No Report

### Unfinished Business

- A. COVID-19 Strategies – Dawson discussed staff revisiting the building reopening plan in light of recent downward trends in COVID-19 positive cases in Wisconsin.
- B. Motion to approve changes in the Home Delivery policy made by Thomas, second made by Kristen Sleger. Voice vote carried unanimously.

**New Business**

- A. Motion to approve the library annual report made by Pennefeather, second made by Sharon Sleger. Voice vote carried unanimously.
- B. Pennefeather accepted duties of the nominating committee and will bring a slate of officers forward to a future meeting.
- C. Board of Trustees terms were reviewed.

**Board Education** – Upon adjournment, the Board toured the library’s new carpet, Thread technology, and new layout.

**Closed Executive Session** – None

Motion to adjourn made by Kirsten Sleger, second made by Sharon Sleger. Voice vote carried unanimously. Meeting adjourned at 7:12 pm.

Respectfully submitted, Jeff Dawson, Director



**MEMO**

**DATE:** March 10, 2021  
**TO:** City Council and City Manager Greg Buckley  
**FROM:** Jamie Jackson, City Clerk/Human Resources Director  
**SUBJECT:** Monthly Updates

**ELECTIONS:**

As expected, the Spring Primary Election on Tuesday, February 16<sup>th</sup> produced a low voter turnout. Of 6,672 registered voters, 455 cast a ballot resulting in 6.8% voter participation.

The Spring Election will be held on Tuesday, April 6<sup>th</sup> with all four polling places utilized. There are nearly 700 absentee ballot requests on file and ballots will be mailed to those voters no later than Tuesday, March 16. The ballot includes races for State Superintendent of Public Instruction, Court of Appeals Judge-District 2, City Councilmembers, and Two Rivers School District School Board Commissioners.

**HUMAN RESOURCES UPDATES:**

- One employee retirement:
  - o Phil Dassey – 3/23/2021 (Wastewater Mechanic – 13 years)
- Application deadline for a permanent part-time Cemetery and Parks Maintenance Worker is Thursday, March 11.
- Application deadline for a full-time Utilities Administrative Assistant is Friday, March 19.
- Full-Time Police Secretary recruitment generated 27 applications.
- A Reasonable Suspicion for Drug and Alcohol Training was held on February 17<sup>th</sup>. Eight department heads and supervisors from the following departments attended: Clerk, Electric, Finance, Police, Public Works, and Water.

**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 2/15/2021 Council meeting:

Name	Address	Duration
Emily R. Ament	2716 32 <sup>nd</sup> St., Two Rivers	2 years
Montana R. Anderson	1620 29 <sup>th</sup> St., Two Rivers	2 years
Amy L. Kirkland	1723 22 <sup>nd</sup> St., Two Rivers	2 years
Maureen E. O’Leary	2121 Adams St., Two Rivers	2 years
Nicholas G. Wachowski	3739 Dale St. Apt A, Manitowoc	2 years
Cassandra E. Wanek	1515 27 <sup>th</sup> St., Two Rivers	2 years

Attachment: Clerk Report (3293 : Department Reports)





## COMMUNITY DEVELOPMENT February 2020 REPORT

Elizabeth Runge, Director

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

- TID 12 Amendment#1 has been approved by the Joint Review Board and City Council
- Discussions continue with an interested party for an industrial park land purchase.
- Staff is still showing the Paragon Building A.

**III. Drive strategic community development.**

- Staff is preparing Site Assessment Grant materials for the Paragon property.
- Comprehensive Plan Preliminary Economic Development section was presented at the Plan Commission and is posted on the city's home webpage page.
- Staff is preparing a housing assistance program that would use the extended TID(s).
- Staff is working with (three) individuals on development options.
- TID 14 is in the beginning phases of preparation.

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

- Branding committee met and activities continue including ExploreTwoRivers.com updates.
- Communication staff developed a Two Rivers Water video for YouTube.
- Communication staff is working with logo design for City staff, marketing materials for banners and advertisements.

Follow on:

FaceBook: <https://www.facebook.com/TwoRiversWisconsin>Instagram: [https://www.instagram.com/two\\_riverswi/](https://www.instagram.com/two_riverswi/)LinkedIn: City of Two Rivers: [www.linkedin.com/company/tworiverswi/](http://www.linkedin.com/company/tworiverswi/)

**Two Rivers Electric Department  
Monthly Report For  
March 2021**

**Electric Consumption in KWH:** Feb Data

**This Month:**

2016	2017	2018	2019	2020	2021	%Change from 2016-2021	%Change from 2020-2021
6,760,099	6,352,727	6,585,987	6,639,515	6,736,031	7,033,561	4.05%	4.42%

**Year-to-Date:**

2016	2017	2018	2019	2020	2021	%Change from 2016-2021	%Change from 2020-2021
14,193,794	13,735,772	14,207,078	14,136,357	13,960,025	14,470,201	1.95%	3.65%

**Cost of Electricity Purchased in Dollars:**

**This Month:**

2016	2017	2018	2019	2020	2021	%Change from 2016-2021	%Change from 2020-2021
\$ 508,711.00	\$ 488,920.00	\$ 493,333.00	\$ 482,954.04	\$ 455,910.50	\$ 470,984.61		

\$0.0753	\$0.0770	\$0.0749	\$0.0727	\$0.0677	\$0.0670	-11.02%	-1.06%
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# Fire Department Monthly Report February 2021

10.B.2.d

		Monthly			Year to Date 2021			Year to Year 2020			
<b>Total Incident Responses</b>			<b>154</b>				<b>326</b>			<b>311</b>	
<b>EMS Response</b>	<b>Total EMS Incidents</b>		143				302			284	
	Total Patients		110				230			134	
	On Scene		110				223			227	
	Interfacility Transports		48				94			118	
	Intercepts		3				7			0	
	Other		0				0			0	
<b>EMS Revenue</b>	<b>Date of Service Report</b>		Monthly				Year to Date 2021			Year to Year 2020	
<b>EMS Operations Billing Information</b>	SDC and TRIP Revenue		\$2,659.96				\$6,486.66			\$1,665.30	
	Charges		\$123,406.88				\$249,163.46			\$271,118.00	
	Payments		\$56,181.01				\$102,545.01			\$69,964.14	
	Adjustments		\$30,204.41				\$84,215.60			\$44,490.72	
	Change + or - in Accounts Receivable		\$37,021.46				\$62,402.84			\$255,441.66	
Monthly Collection Percentage			<b>45.53%</b>				<b>41.16%</b>			<b>25.80%</b>	
<b>Fire Incidents</b>	<b>Total Fire Incidents</b>		<b>11</b>				<b>24</b>			<b>27</b>	
	Structural		1				2			1	
	Fire Other		1				2			3	
	Unauthorized		0				0			0	
	Hazardous Condition		3				5			4	
	False / Cancelled		3				10			7	
	Service Calls		3				5			2	
<b>Overlapping calls</b>			<b>19</b>				<b>38</b>			<b>44</b>	
<b>Occup/ Inspect</b>	<b>Total Inspections</b>		<b>1</b>				<b>1</b>			<b>34</b>	
	General		0				0			34	
	Special/Other/Consults		0				0			0	
	Violations		2				2			11	
	Corrections		2				2			0	
<b>Training</b>	<b>Total Hours</b>		<b>362</b>				<b>758</b>			<b>950</b>	
	Fire Training		212				458			630	
	EMS Training		90				180			240	
	Community Based Outreach		60				120			120	
See attached training summary											
<b>Public Education</b>			Monthly			Year to Date 2021			Year to Year 2020		
<b>Totals / Events</b>	<b>Staff Hours</b>	<b>Participants</b>	<b>5</b>	<b>4</b>	<b>11</b>	<b>11</b>	<b>8</b>	<b>29</b>	<b>9</b>	<b>33</b>	<b>15</b>
CPR Classes	Staff Hours	Participants	5	4	11	11	8	29	8	29	9
Station Tours	Staff Hours	Participants	0	0	0	0	0	0	1	3	6
Presentations	Staff Hours	Participants	0	0	0	0	0	0	0	1	0
<b>Maintenance</b>			Monthly			Year to Date 2021			Year to Year 2020		
<b>Total Hours</b>						<b>263.1</b>			<b>438.6</b>		
Building Care, Cleaning, Maintenance			62.25			153.1			145		
Grounds Care			9.25			27.5			31.25		
Vehicle Checks			90.25			220.75			224.25		
Vehicle Cleaning			6.25			14			25.5		
Vehicle Maintenance			18.05			9.5			12.6		
<b>Current Events</b>											
Blue card training started for Acting Captains											
Welcome new Hire Richard Barbier											
New Forcible entry prop											
Training for part time recruits											

Attachment: Fire Reports (3293 : Department Reports)

## Monthly Fire Operations Report for February 2021

### News

- Hose deployment and hose movement techniques were the focus for February's fire training. Travis Gunderson developed and presented the training. He needed observed teaching hours to complete his Fire Service Instructor certification. He will be a great addition to the instructor staff at TRFD. We also completed our annual SCBA fit test and BLS CPR training for the full-time and part-time staff.



- Richard Barbier joined TRFD on 2/15/2021, he completed his one-week orientation and went to A-Shift on 2/23/2021. He is a great addition to our family. He came to us with 12 years' experience from Manitowoc Fire Department.
- ESO occupancy data entry continues and this will continue till all business occupancies are entered. ESO fire incidents is live and it appears to work well.
- The three Acting Captains were signed up for their Blue Card Command and Control on-line training.
- We also received shipment of our forcible entry prop that we plan to use in March's fire training. Brandon Burke was assigned the job of assembling the prop. David Murack donated a door and Chad Kakes donated the 6 x 6 treated posts that were required to assemble the prop.

## *Fire Operations*

<u>Fire Operations training:</u>	<b>212</b> hours
<u>Fire Inspections:</u>	<b>1</b> Inspections, <b>2</b> Violations, <b>2</b> Correction
<u>ESO</u>	Data entry, <b>30</b> hours
<u>Public Education:</u>	<b>4</b> CPR skills evaluations, <b>1</b> Heartsaver / First Aid class, <b>11</b> students

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 February 2021

*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*

*The TRFD is open to Council Members for information tours of the TRFD's Operations.*

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

### Notable Events in February 2021

- COVID-19 Protocols, Policies, and Education Continues (CDC and Best Practice)
- FF/P Rick Barbier hired full-time. Barbier will be assigned to A-Shift (2/21)
- FF/P Megan Klansky (2/6), FF/P Erica Grenier (2/15) began recruit training
- EMS Protocol updates complete (2021 revision)
- Daily Documentation of all PPE use and Self-Monitoring Continues
- Continued "Best Practice" TRFD Ambulance/Station Disinfection
- All TRFD Paramedics continued the 2021 Paramedic/CCP Training Refresher
- Daily collaboration with relevant community partners (IFT)
- Daily communication with Medical Director (Operations/IFT related)
- Daily QI/QA shift EMS Education
- Daily EMS Supply and Inventory turned back over to A/C Murack
- 3 TRHS Interns continue their internship at TRFD
- Ambulance 9 engine replaced



A-Shift Recruit Firefighter Paramedic Richard Barbier

Monthly Training Report



**POC Recruit Firefighter Paramedic Erica Grenier**



**POC Recruit Firefighter Paramedic Megan Klansky**

Attachment: Fire Reports (3293 : Department Reports)



**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.**

- **Paramedic/Critical Care Paramedic Refresher (In-Person)**
- **Protocol Review Collaboration/Update (TRFD/Mishicot)**
- **EMS Remediation based on QI/QA**
- **EMS Competencies/Evaluations/Education (CVA Related)**
- **Medical Director collaborative QI/QA (Dr. Painter Shift ride-a-long)**
- **Pod/Web Casts (EMS1/EMS World)**
- **Company level EMS training**
- **Paramedic QI/QA (all reports) Shift Officers/Medical Director**
- **IFT QI/QA**
- **TEMS training (Kautzer, Burke, Schroeder)**
- **Shift Officers EMS/AMCMC Update Meetings**
- **EMS Related Meetings/Training/Updates (COVID-19)**
- **HFMMC/AMC Peer Review Committees**

**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.

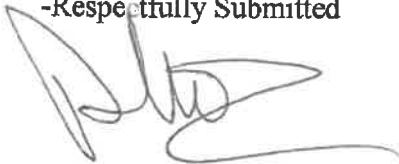
Important to note is, the hospital equipment program at TRFD is a Community Outreach . program (the time from that program is averaged in with the above number).

- **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**

## 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>

**INSPECTIONS DEPARTMENT**  
**MONTHLY SUMMARY**  
**FEBRUARY 2021**

	Permits Issued		Permit Revenue		Project Value	
	Month	YTD	Month	YTD	Month	YTD
Building (residential)	13	27	2,746	4,076	574,901	695,504
Building (commercial)	-	-	-	-	-	-
Electrical	12	32	580	1,730	9,075	34,695
Heating	16	23	850	1,440	80,062	145,337
Home Occupation	-	-	-	-	-	-
Moving	-	-	-	-	-	-
Plumbing	9	19	825	1,930	29,700	70,991
Sign	-	-	-	-	-	-
Tank	-	-	-	-	-	-
Wrecking	2	2	217	217	26,100	26,100
<b>Totals</b>	<b>52</b>	<b>103</b>	<b>5,218</b>	<b>9,393</b>	<b>719,838</b>	<b>972,627</b>

YTD Comparison	Permits Issued		Permit Revenue		Project Value	
	2021	2020	2021	2020	2021	2020
Building	27	25	4,076	2,710	695,504	248,315
Electrical	32	35	1,730	2,605	34,695	99,258
Heating	23	45	1,440	2,790	145,337	332,926
Home Occupation	-	-	-	-	-	-
Moving	-	-	-	-	-	-
Plumbing	19	20	1,930	2,495	70,991	169,065
Sign	-	6	-	300	-	38,384
Tank	-	-	-	-	-	-
Wrecking	2	-	217	-	26,100	-
<b>Totals</b>	<b>103</b>	<b>131</b>	<b>9,393</b>	<b>10,900</b>	<b>972,627</b>	<b>887,948</b>

Other Activities

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

**Lester Public Library  
Director's Report  
February 2021**

**News**

- Our online RBDigital magazine collection has moved to OverDrive. While our RBDigital subscription gave our patrons access to 58 titles, the new magazine collection found in OverDrive includes over 3,000 titles. All are simultaneous use, meaning there are not long wait lists and can be accessible via the Libby and OverDrive apps. The change is due to a cooperative purchase by a few Wisconsin library systems (Manitowoc Calumet Library System was one) and libraries, magazines have been added to Wisconsin's Digital Library (same place you find eBooks – in OverDrive) for the whole state to enjoy.
- The Herald Times Reporter will no longer accept any further columns for publication from the Lester Public Library. The decision was made after a corporate review of content performance on their websites. The library can continue to submit press releases for editor consideration.
- Our youth service's Dr. Seuss programming is often viewed and receives commented on our Pinterest site, especially around his birthday in March. Most recent contact for more information about our programs came from a library in North Carolina, and the furthest reach came in from [Kwambonambi](#), South Africa.
- Brianna Damkot, our first Wisconsin Association of Independent Colleges and Universities (WAICU) Nonprofit Intern stayed on as a part-time employee (customer service clerk) after her internship ended in September, 2019. Brianna has graduated from college and is looking to get a teaching position. Her last day of paid work here at the library was Saturday, February 13. She will be missed and we wish her well.
- Please welcome Alan Wambold as part-time reference associate. Alan holds a Masters in Library and Information Science and has worked in medical libraries for Aurora in Sheboygan and Two Rivers. Alan provides historical and genealogical research services for clients as well. Alan's first day on the job will be March 5.
- The outdoor Wi-Fi booster was installed February 15.
- Due to the uncertainty of COVID-19 and library services, our summer reading program for 2021 will not be an elaborate planned event. This will allow youth services staff the ability to adjust programming on a month-by-month basis.
- Lester Public Library and the Manitowoc Public Library will partner to create and distribute to-go packs at the Pop Up Pantry scheduled for March 29 in Manitowoc. This is an effort to reach out to underserved populations.
- We are rolling out the new PrinterOn Mobile Printing service March 15. Patrons can print from home (or anywhere there is an internet connection). By visiting <https://www.printeron.net/lpl/lpl> you can follow instructions on printing options, once you select what you need printed, click on the green print icon and you will receive a reference number to release the print job at the library. No library card required.

**Library Foundation** – No Report

**Library Legislation** – No Report

**Activities**

2/01/21 – City Council Meeting  
2/02/21 – Met with Joe Metzen, Spirit of the Rivers Board President  
2/03/21 – Lester Bentley Committee of the Two Rivers Historical Society, via Zoom  
2/04/21 – Was a guest on WOMT radio's "After Further Review" via telephone  
2/09/21 – Lester Public Library Management Team Meeting  
2/09/21 – Lester Public Library Board Meeting  
2/10/21 – Lester Public Library All Staff Meeting  
2/10/21 – City Department Heads Meeting  
2/10/21 – Spirit of the Rivers Board Meeting via Zoom  
2/11/21 – City Safety Committee Meeting  
2/13/21 – Library Shelf Cleaning Session by Library Staff  
2/15/21 – City Council Meeting  
2/17/21 – Lester Public Library Management Team Meeting  
2/18/21 – Met with Ned Guyette, President, Lester Public Library Board of Trustees  
2/24/21 – City Department Heads Meeting  
2/25/21 – Lester Public Library Management Team Meeting

Jeff Dawson, Director, Lester Public Library 03/01/2020

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

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Date: March 5, 2021  
 To: Greg Buckley  
 CC: City Council, Recreation Staff, Advisory Recreation Board  
 From: Terri Vosters  
 Subject: Recreation Department **February** Report

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

➤ Senior Center Programs	1875
➤ Building Rentals	726
➤ Recreation Programs	454
➤ <b>Total building usage</b>	<b>3055</b>

The J. E. Hamilton Community House was open **28 days** in the month of **February** for an average daily usage of **109 people per day**.

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Fitness Center	0 Daily Drop-In
Senior Center TRUST Car	79 Daily Rides
CH Reservation Rescheduled	0
Meals on Wheels Served	1387
Contacts (phone or in person): Senior Center & Parks/Rec	7573

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### Cemetery

1. # of spaces sold - 4 @ \$750.00 = \$3,000.00
2. # of Interments - 0 @ \$850.00 = \$0
3. # of cremations - 2 @ \$550.00 = \$ 1,100.00
4. # Of Saturday burials - 0 @ \$350.00 = \$0

### Administration

2/1 Introduce Ethan and JR  
 2/1, 2/15 City Council Meeting  
 2/2 & 2/16 Staff meeting  
 2/2, 2/4, 2/8, 2/17 Work in Senior Center with staff  
 2/4 TRBA meeting  
 2/9 Speak at Rotary meeting  
 2/10 Met with John Brunner from the Fitness Store  
 2/10 & 2/24 Dept head meeting  
 2/11 Safety Meeting  
 2/11 Zoom meeting with Greg and School District about Land Acquisition  
 2/12 Assist with Soup and Bake Sale  
 2/17 DOT Drug & Alcohol training  
 2/18 Staff meeting for Activity Guide  
 2/19 Meeting with Tammy Senior Center

Continued work with Activity Guide.  
 Created maintenance and cleaning forms for the fitness center.  
 Updated facility rental and shelter rental forms.  
 Created Silent Auction forms for Cemetery auction.  
 Researched Cemetery ordinance change and submitted request.  
 Met with Game time and received draft of Neshotah Beach playground rendering.  
 Continued work on Open Spaces plan  
 Train Ethan on job responsibilities  
 Completed schedule for Ben, summer intern. Start date 6/1/21

### Recreation and Special Events

#### Rebecca

- Collected and sent over Timesheets for payroll beginning of month
- Posted all Special Events on Facebook website event page
- Created Flyers for Outdoor movies and Bands on the Beach, and Spring & Summer 2021 Activity Guide Cover
- Worked with Ethan and Terri and Bunny Sponsorship revision letter and sent out mailings
- Proofread service club letter and recovered all service club addresses
- Set up volleyball rentals for March- May in Gymnasium for private group
- Updated Farmer's Market Application for 2021 and Map locations for market for 2021 season
- Started working on interest for seasonal employment return for staff for baseball and softball umpires and scorekeepers
- Received and sent out Golf simulator thank you and donation receipt for Formrite
- Entered and promoted Be Active Wisconsin Community Challenge
- Signed up for Chevy Youth Baseball Sponsorship- Receiving \$500 towards YEP Fund plus free equipment purchase and an extra \$500 for test drives by July 2021
- Attended Lock out/Tag out meeting in 2/17



- Updated TR Park and Rec website
  - Started formatting and designing the Spring/Summer Activity Guide for 2021- updated information and created new programs for guide
  - Updated YEP Fund Sponsorship letters, forms, levels, and handouts. Sent mailings to sponsors
  - Organized Roncalli Volleyball Tournament- created event spreadsheet and sent out to staff
  - Receiving sponsorship donations for special events and creating spread sheets for each event with breakdowns and sending out donation receipts and personal thank yous
  - Created March golf simulator schedule
  - Trained 2 new golf simulator employees
  - Ran a successful Family Sled Night with Ethan on 2/19
  - Snowfest Zoom meeting on 2/26
  - Updated TR event calendar and Street closure sheet
- Ethan**
- Shadowed all the departments and understood what most things they do and where most things are around the city.
  - I have been meeting contractors and working with them to get more classes and there schedules up to date.
  - Drove and walked around the town to drop off sponsorship letters for our Pancakes with the easter bunny.
  - I have been writing up new programs and events to put in our spring/summer catalog.
  - Attended Environmental meeting discussing trees around the city.
  - Met with Jared about trees around the city.
  - Talked with Ron Strong about possible programs in the summer and his strength classes being continued.
  - Met with Cory about Attendants and working on switching up a few duties for them.
  - Created Flyers for our Leprechaun contest, Drive up Pancakes with the Easter Bunny, Closed Auction event, and a few others.
  - I received all Contracts back from Acoustic concert series and created a flyer for that as well.
  - Had a successful Family Sledding night with Rebecca 2/19
  - I met with Julie about our pickleball program and playground days and discussed changes and improvements.
  - I met with members of the community about potential new programs.
  - Discussed about future classes with Taekwondo, fitness and dance classes, to put into our spring/summer catalog.
  - Working on creating a little Arbor day celebration with a tree planting.
  - Confirmed Dates with out YEL classes this summer for YEL kids.

### **Parks/Maintenance**

Fixed plumbing issue in Coffee nook and conference room  
 Painted offices in Director and Front office  
 Installed Panic button main office  
 Frank went through and buffed all terrazzo floors

Fixed split rail fence on Mariners Trail  
 Ordered capital budget items garbage can, lawn mowers  
 Fixed broken bench on Mariners Trail.  
 Purchased aluminum piping from Schuttes for banners in Central Park  
 On going snow removal and salting  
 Emergency lights off Kosko room  
 Furnace vietnam  
 Auction Items  
 Replaced toilet at Vietnam and resolder copper pipe from freeze up  
 Continued work on fitness room failed security system

### Senior Center

Valentines Day Dinner  
 February 35 Birthday calls , mailed 35 birthday cards & anniversary cards  
 February newsletter - created, mailed, emailed, dropped off at local businesses, available at Community Hou: ve b  
 Mailed 818 informational membership letters - Valentines Day, Fundraisers & Presentations  
 Take n Make / Creation Station - 9 Trivet & Coaster yarn/pipe cleaner kits prepared for pick up  
 Senior Center Cookbook Fundraiser continuing. Current profit \$1,057  
 Winter Soup Sale - 154 quarts of soup sold, total sales \$1,191  
 Presold 100 St Patrick's Day Pick up Fundraising Dinner  
 Pre Selling Easter Cookies, currently @ 40  
 Roncalli Students Decorated Doors for Valentines Day  
 Wisconsin Association of Senior Centers Meetings - Board/District  
 Staff delivered 2 meal routes  
 3/4 Home Delivered Meals cancelled per ADRC of the Lakeshore due to anticipated weather  
 Superbowl Party

### February Cancellations due Covid Restrictions/Protocols

AARP Tax Prep Appointments  
 Benefit Specialist Appointments  
 Bingo - Friday  
 Book Club - Returning in April  
 Bowling League  
 Chorus  
 Cribbage  
 Dartball  
 Dominos  
 Energy Assistance Appointments  
 Knit & Stitch  
 Line Dancing - Returning in April  
 Mahjong  
 Red Hats Meeting  
 Sheepshead  
 Senior Noon Lunch Program



# Two Rivers Police Department Monthly Report January 2021



Attachment: Police Report (3293 : Department Reports)

*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 January 2021



### Two Rivers Police Cadets

The Two Rivers Police Department has had a Police Explorer program, now called Public Safety Cadets, since 1983. It is one of the many ways our department prides itself in being involved with the youth in our community. This program has a goal of providing youth, with an interest in law enforcement, a chance to experience hands on training, networking and positive interaction with law enforcement.

The year 2020 was a difficult time to not only recruit, due to the volatile climate of current events, but the Covid-19 forced our regular face to face interactions to a halt. The decision was made in early fall 2020 to resume training and interactions with safety guidelines in place. Despite this challenge, one of our main goals of 2021 will be a focus on recruitment.

Cadets work at numerous city events throughout the year. This saves the city financially by not having to pay officers for tasks at events such as putting up or taking down “no parking” signs, crossing pedestrians, directing traffic, fingerprinting children and many other functions. Cadets also serve as an extra set of eyes and ears at events for the department.

In return, the Cadets are provided with high quality law enforcement training. They are given the opportunity to compete against other posts across the state and nationally in the skills they’ve learned. They receive awards, scholarships, the ability to network with officers, participate in ride-alongs and hold ranks within the post giving them leadership and organizational experience that can help them with their career down the road.

To join the Cadet program, potential candidates must be between 14 to 20 years old and graduated from 8<sup>th</sup> grade. They must maintain a 2.0 GPA and pass a background check. Cadets do not have to live in Two Rivers and can reside anywhere. Meetings are typically held twice a month for two hours on Sunday afternoons/ evenings at the department. If interested in becoming a Cadet, or for more information, contact the PD at (920) 793-1191 or message us on Facebook at Two Rivers Police Cadets Post #9579.

Lieutenant Andrew Raatz  
Lead Advisor- Two Rivers Police Cadet Post # 9579

## Lakeshore Humane Society

Representatives of the City of Two Rivers and City of Manitowoc came together to mark a new agreement with the Lakeshore Humane Society for the care of stray animals. (Cover Photo) Appearing in the photograph were puppies from a litter of six that recently arrived at the LHS.

Funding from the cities is intended to only cover the 7-day statutory holding period for stray animals. Additional funding support, largely from donations, is critical to the LHS's work on behalf of the animals.

Left to right: Manitowoc Mayor Justin Nickels, Manitowoc Police Chief Nick Reimer, LHS Director Tina Nichols, LHS Board President Melissa Jacquart. Foreground: Two Rivers Police Chief Brian Kohlmeier and City Manager Greg Buckley.

## Training in January

Officers Stodola, Lade and Tlachac attended Overdose Investigation training

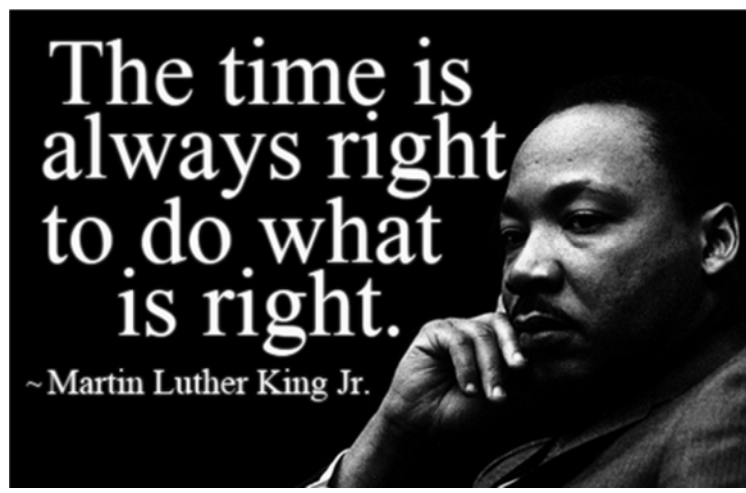
Officer Glaser attended an online course for Active Shooter Threat Assessment as well as the WI Juvenile Officer Conference

Officer Klumpyan attended several online trainings on Investigating Child Abuse and Sexual Abuse of Children

Officer Spurney completed an online Field Training Officer School

Detective Lieutenant Wiesner attended the WI Juvenile Officers Conference

Chief Kohlmeier virtually attended the New Chief's Conference



## Happy Anniversary



Lieutenant Robert Strandt  
January 21<sup>st</sup>, 2019  
2 Years



Officer Jason Zipperer  
January 10<sup>th</sup>, 2000  
21 Years



Officer Brad Dimmick  
January 2<sup>nd</sup>, 2018  
3 Years



Officer Amanda Verhelst  
January 26<sup>th</sup>, 2020  
1 Year

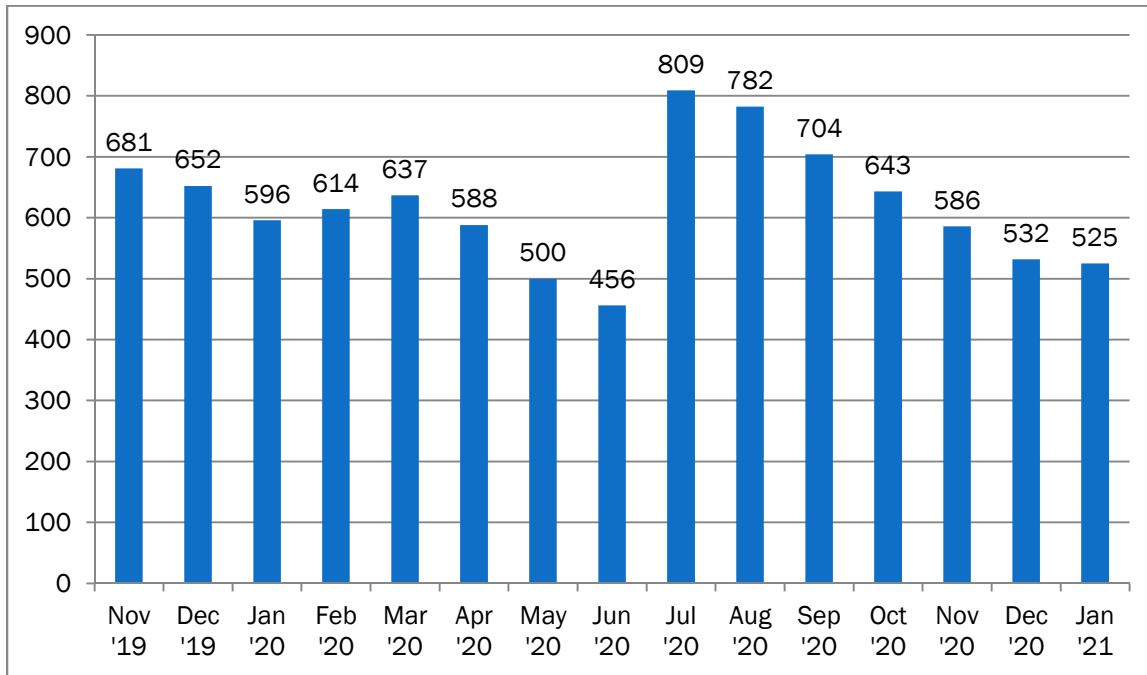
Not Pictured-

William Zarn  
January 1<sup>st</sup>, 2004  
Crossing Guard  
17 Years

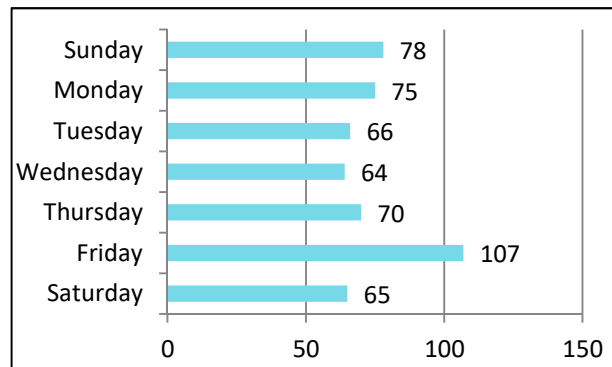
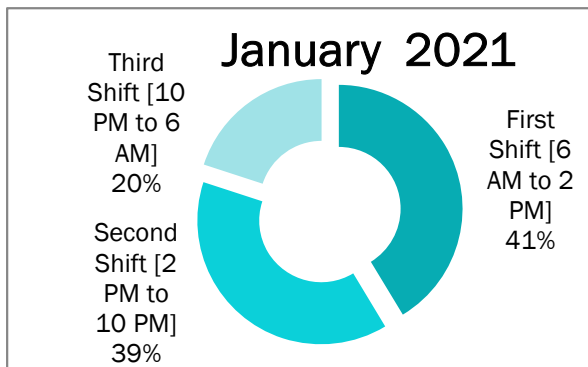
# CALLS FOR POLICE SERVICE

January 2021:	2021 YTD TOTAL:
January 2020: 532	TOTAL LAST YEAR: 6,743

## Monthly Calls Comparison Chart:



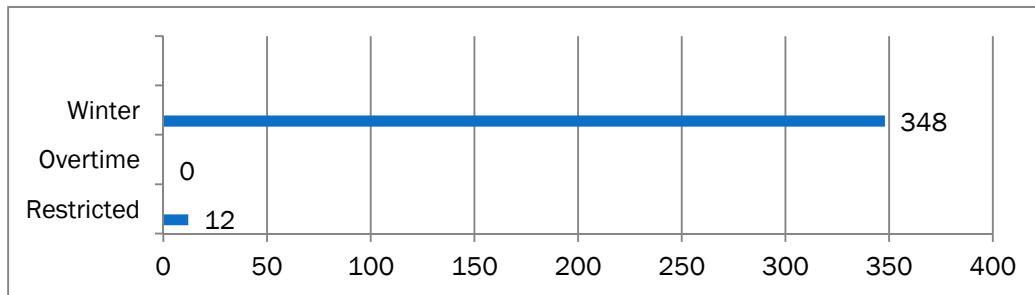
## Calls for Service by Shift & Day of Week:



Attachment: Police Report (3293 : Department Reports)



## January 2021 Parking Enforcement:

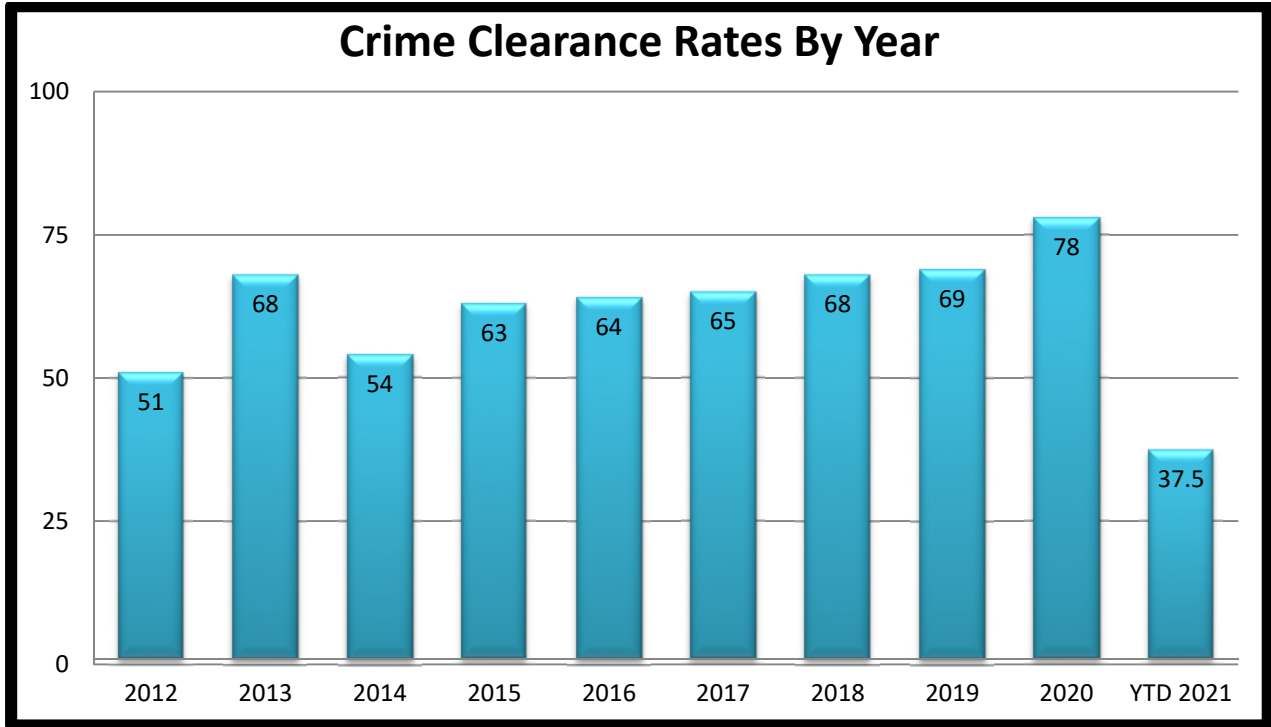


## CRIME CLEARANCE RATE:

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. 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.

	January
Reported Part 1 Cases	16
Cases Cleared	6
Crime Clearance Rate	<b>37.5</b>

**Crime Clearance Rate YTD: %**



### ***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 has Municipal Ordinance violations.

2021	January
Adult Arrests	72
Juvenile Arrests	12
<b>Total</b>	<b>84</b>

### Written Warnings 2021

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Totals
<b>FIELD WARNING</b>													
346.072(1M)(A) FAIL/CHANGE LANE PASSING STOPPED EMERGENCY VEHICLE	1	0	0	0	0	0	0	0	0	0	0	0	1
341.04 NON-REGISTRATION OF VEHICLE	1	0	0	0	0	0	0	0	0	0	0	0	1
346.18(3) FAIL/YIELD RIGHT/WAY FROM STOP SIGN	1	0	0	0	0	0	0	0	0	0	0	0	1
346.37(1)(C) 1 001 VIOLATE RED TRAFFIC SIGNAL	2	0	0	0	0	0	0	0	0	0	0	0	2
341.04(1) NON-REGISTRATION OF OTHER VEHICLE	1	0	0	0	0	0	0	0	0	0	0	0	1
341.04(1) 001 NON-REGISTRATION OF AUTO, ETC	21	0	0	0	0	0	0	0	0	0	0	0	21
344.62(1) 001 OPERATING MOTOR VEHICLE W/O INSURANCE	19	0	0	0	0	0	0	0	0	0	0	0	19
341.15(3)(C) IMPROPER DISPLAY/PLATES (UNCLEAN)	1	0	0	0	0	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
8-2-4(B) ALL NIGHT PARKING PROHIBITED/WINTER PARKING	1	0	0	0	0	0	0	0	0	0	0	0	1
TR305.30(2) TIRES-BALD TIRES HAVING TREAD DEPTH < 2/32"	1	0	0	0	0	0	0	0	0	0	0	0	1
6-5-7(A)(2)(B) DOG AT LARGE - OFF PREMISE	2	0	0	0	0	0	0	0	0	0	0	0	2
6-5-6 PENALTY FOR FAILURE TO OBTAIN RABIES SHOT	4	0	0	0	0	0	0	0	0	0	0	0	4
6-5-1 DOG LICENSE	6	0	0	0	0	0	0	0	0	0	0	0	6
TR305.34(3)(A) WINDSHIELDS-EXCESSIVELY CRACKED/IN CRITICAL AREA	1	0	0	0	0	0	0	0	0	0	0	0	1
TR305.32(5)(B) 1 WINDOW-REAR WINDOW-TINTING MANUFACTURER	1	0	0	0	0	0	0	0	0	0	0	0	1
TR305.32(4)(B) 2 WINDOW-VENT/FRONT SIDE TINTING 50%	5	0	0	0	0	0	0	0	0	0	0	0	5
347.14(1) OPERATE VEHICLE W/O STOPPING LIGHTS	3	0	0	0	0	0	0	0	0	0	0	0	3
347.13(3) OPERATE VEHICLE W/O REGISTRATION LAMPS	7	0	0	0	0	0	0	0	0	0	0	0	7
347.13(1) NO TAIL LAMP/DEFECTIVE TAIL LAMP-NIGHT	4	0	0	0	0	0	0	0	0	0	0	0	4
346.57(5) SPEEDING - EXCEEDING ZONED & POSTED LIMIT/HWY CONST	31	0	0	0	0	0	0	0	0	0	0	0	31
346.57(4)(F) SPEEDING-35MPH OUTLYING DISTRICT - CITY	1	0	0	0	0	0	0	0	0	0	0	0	1
346.57(4)(E) SPEEDING 25 MPH HWY CITY/VILLAGE	20	0	0	0	0	0	0	0	0	0	0	0	20
346.46(1) FAILURE TO STOP FOR STOP SIGN	3	0	0	0	0	0	0	0	0	0	0	0	3
346.34(1)(B) TURN VEH W/O PROPER SIGNAL	1	0	0	0	0	0	0	0	0	0	0	0	1
346.31(3) IMPROPER LEFT TURN	1	0	0	0	0	0	0	0	0	0	0	0	1
346.13(1) UNSAFE LANE DEVIATION	2	0	0	0	0	0	0	0	0	0	0	0	2
343.44(1)(a) 001 OPERATING AFTER SUSPENSION	1	0	0	0	0	0	0	0	0	0	0	0	1
343.05(3)(a) OPERATE W/O VALID LICENSE	2	0	0	0	0	0	0	0	0	0	0	0	2
341.62 DISPLAY FALSE VEHICLE REGISTRATION PLATE	1	0	0	0	0	0	0	0	0	0	0	0	1
341.61(2) DISPLAY UNAUTH. VEH. REGISTRATION PLATE	2	0	0	0	0	0	0	0	0	0	0	0	2
341.15(2) IMPROPERLY ATTACHED LICENSE PLATES	2	0	0	0	0	0	0	0	0	0	0	0	2
341.15(1) FAIL/DISPLAY VEHICLE LICENSE PLATES	4	0	0	0	0	0	0	0	0	0	0	0	4
341.03(1) OPERATE AFTER VEH REV/SUSP OF REGISTRATION	1	0	0	0	0	0	0	0	0	0	0	0	1
347.07(2)(B) OPERATE VEHICLE W/NONRED TAILLIGHTS	1	0	0	0	0	0	0	0	0	0	0	0	1
347.06(3) UNCLEAN/DEFECTIVE LIGHTS OR REFLECTORS	14	0	0	0	0	0	0	0	0	0	0	0	14
347.06(1) OPER W/O REQUIRED LAMP LIGHTED	9	0	0	0	0	0	0	0	0	0	0	0	9
346.89(1) INATTENTIVE DRIVING	1	0	0	0	0	0	0	0	0	0	0	0	1
<b>FIELD WARNING Totals</b>	<b>180</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>180</b>
<b>Totals</b>	<b>180</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>180</b>

### Municipal Citations 2021

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Totals
<b>ORDINANCE</b>													
9-1-4 W/O INJ DISORDERLY CONDUCT WITHOUT INJURY	3	0	0	0	0	0	0	0	0	0	0	0	3
9-1-1 947.0125(3)(C) UNLAWFUL USE OF COMPUTERIZED COMMUNICAITON-	1	0	0	0	0	0	0	0	0	0	0	0	1
9-2-10(C) CONTRIBUTE TO TRUANCY	1	0	0	0	0	0	0	0	0	0	0	0	1
9-2-13 POSSESSION OF DRUG PARAPHERNALIA	1	0	0	0	0	0	0	0	0	0	0	0	1
9-2-12 POSSESSION OF TETRAHYDROCANNABINOLS/8 GM OR LESS	2	0	0	0	0	0	0	0	0	0	0	0	2
8-2-4(B) ALL NIGHT PARKING PROHIBITED/WINTER PARKING	1	0	0	0	0	0	0	0	0	0	0	0	1
9-2-7 DISORDERLY CONDUCT WITH MOTOR VEHICLE (NOT IN PARK)	1	0	0	0	0	0	0	0	0	0	0	0	1
9-2-10(B) HABITUAL TRUANCY	6	0	0	0	0	0	0	0	0	0	0	0	6
9-2-10(A) SIMPLE TRUANCY	2	0	0	0	0	0	0	0	0	0	0	0	2
6-5-6 PENALTY FOR FAILURE TO OBTAIN RABIES SHOT	1	0	0	0	0	0	0	0	0	0	0	0	1
6-5-1 DOG LICENSE	3	0	0	0	0	0	0	0	0	0	0	0	3
<b>ORDINANCE Totals</b>	<b>22</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>22</b>
<b>Totals</b>	<b>22</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>22</b>

Attachment: Police Report (3293 : Department Reports)

Traffic Citations 2021

	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)	3	0	0	0	0	0	0	0	0	0	0	0	3
346.87 UNSAFE BACKING OF VEHICLE	2	0	0	0	0	0	0	0	0	0	0	0	2
341.04(1) 001 NON-REGISTRATION OF A AUTO, ETC	2	0	0	0	0	0	0	0	0	0	0	0	2
344.62(1) 001 OPERATING MOTOR VEHICLE W/O INSURANCE	7	0	0	0	0	0	0	0	0	0	0	0	7
343.44(1)(a) 003 OPERATING AFTER SUSPENSION (3RD)	1	0	0	0	0	0	0	0	0	0	0	0	1
343.44(1)(a) 002 OPERATING AFTER SUSPENSION (2ND)	1	0	0	0	0	0	0	0	0	0	0	0	1
343.085(2m)(a)1 PROB LICENSEE OPER CLASS D VEH W/OTHER PERSON IN VEH	1	0	0	0	0	0	0	0	0	0	0	0	1
346.935(3) OPEN INTOXICANTS OR NITROUS OXIDE IN MV BY DRIVER	1	0	0	0	0	0	0	0	0	0	0	0	1
346.63(1)(B)CIR OWI- OPERATE WITH PAC OVER LEGAL LIMIT	1	0	0	0	0	0	0	0	0	0	0	0	1
346.63(1)(B)ORD OWI - OPERATE WITH PAC OVER LEGAL LIMIT	2	0	0	0	0	0	0	0	0	0	0	0	2
346.57(5) SPEEDING - EXCEEDING ZONED & POSTED LIMIT/HWY CONST	3	0	0	0	0	0	0	0	0	0	0	0	3
346.39(1) FAILURE TO STOP FOR FLASHING RED SIGNAL	1	0	0	0	0	0	0	0	0	0	0	0	1
346.18(2) FAILURE YIELD RIGHT OF WAY MAKING LEFT TURN	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)	3	0	0	0	0	0	0	0	0	0	0	0	3
343.44(1)(a) 001 OPERATING AFTER SUSPENSION	2	0	0	0	0	0	0	0	0	0	0	0	2
343.05(3)(a) OPERATE W/O VALID LICENSE	8	0	0	0	0	0	0	0	0	0	0	0	8
341.61(2) DISPLAY UNAUTH. VEH. REGISTRATION PLATE	1	0	0	0	0	0	0	0	0	0	0	0	1
341.03(1) OPERATE AFTER VEH REV/SUSP OF REGISTRATION	1	0	0	0	0	0	0	0	0	0	0	0	1
347.413(1) NO TAMPERING W/IGNITION INTERLOCK DEVICE	1	0	0	0	0	0	0	0	0	0	0	0	1
346.935(2) OPEN INTOXICANTS IN MOTOR VEHICLE BY PASSENGER/DRIVER	1	0	0	0	0	0	0	0	0	0	0	0	1
346.63(1)(A) CTY OPERATING A MOTOR VEHICLE WHILE INTOXICATED	1	0	0	0	0	0	0	0	0	0	0	0	1
346.63(1)(A) ORD OPERATING A MOTOR VEHICLE WHILE UNDER THE INFLUENCE	2	0	0	0	0	0	0	0	0	0	0	0	2
346.63(1)(A) CIR OPERATING A MOTOR VEHICLE WHILE UNDER THE INFLUENCE	3	0	0	0	0	0	0	0	0	0	0	0	3
<b>TRAFFIC Totals</b>	<b>49</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>49</b>
<b>Totals</b>	<b>49</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>49</b>

January 2021 Juvenile Arrests

Statute	Crime Code and Description	Counts	# of Arrests using Crime Code
948.12(1M)	370   POSSESSION OF CHILD PORNOGRAPHY	6	1
9-2-10(A)	90B   SIMPLE TRUANCY	2	2
9-2-10(B)	90B   HABITUAL TRUANCY	6	6
9-1-1 947.01/WO INJ (DO NOT USE)	90C   DISORDERLY CONDUCT WITHOUT INJURY	1	1
51.15	90Z   EMERGENCY DETENTION/MENTAL HEALTH	1	1
948.093	90Z   UNDERAGE SEXUAL ACTIVITY	1	1
<b>Totals:</b>		<b>17</b>	<b>12</b>

## January 2021 Adult Arrests

Statute	Crime Code and Description	Counts	# of Arrests using Crime Code
948.03(2)(B)	13A   PHYSICAL ABUSE OF A CHILD/INTENTIONAL CAUSATION	1	1
947.01(1) 13B	13B   DISORDERLY CONDUCT - SIMPLE ASSAULT	4	4
940.203(2)	13C   BATT/THREAT TO JUDGE/PROSECUTOR/LE OFFICER	1	1
947.019(1)(C)	13C   TERRORIST THREATS- INTEND TO CAUSE PUBLIC PANIC	1	1
943.20(1)(A)- FELONY	23D   THEFT FROM BUILDING- FELONY	3	3
943.20(1)(D)	23H   THEFT BY FRAUD	1	1
943.38(1)	250   FORGERY	1	1
943.34(1)(A)	280   RECEIVE STOLEN PROPERTY <=\$2500	2	2
9-2-12	35A   POSSESSION OF TETRAHYDROCANNABINOLS/8 GM OR	1	1
961.41(3G)(E)	35A   POSSESS THC	5	5
961.41(3G)(G)	35A   POSSESS METHAMPHETAMINE	3	3
9-2-13	35B   POSSESSION OF DRUG PARAPHERNALIA	2	2
961.573(1)	35B   POSSESS DRUG PARAPHERNALIA	4	4
941.231	520   CARRYING A CONCEALED KNIFE	1	1
9-2-10(C)	90B   CONTRIBUTE TO TRUANCY	1	1
9-1-1 947.0125(3)(C)	90C   UNLAWFUL USE OF COMPUTERIZED COMMUNICAITON-	1	1
947.01(1) 90C	90C   DISORDERLY CONDUCT - GENERAL	7	7
346.63(1)(A) 001	90D   OPERATING WHILE INTOX (2ND)	1	1
346.63(1)(A) 002	90D   OPERATING WHILE INTOX (1ST)	1	1
346.63(1)(A) CIR	90D   OPERATING A MOTOR VEHICLE WHILE UNDER THE	2	2
346.63(1)(A) ORD	90D   OPERATING A MOTOR VEHICLE WHILE UNDER THE	2	2
51.15	90Z   EMERGENCY DETENTION/MENTAL HEALTH	2	2
6-5-1	90Z   DOG LICENSE	3	3
8-2-4(B)	90Z   ALL NIGHT PARKING PROHIBITED/WINTER PARKING	1	1
9-2-7	90Z   DISORDERLY CONDUCT WITH MOTOR VEHICLE (NOT IN	1	1
939.05	90Z   PARTIES TO CRIME	3	3
946.41(1) OBSTRUCT	90Z   OBSTRUCTING AN OFFICER	2	2
946.41(1) RESIST	90Z   RESISTING AN OFFICER	2	2
946.49(1)(a)	90Z   BAIL JUMPING-MISDEMEANOR	21	4
946.49(1)(b)	90Z   BAIL JUMPING-FELONY	8	4
973.10	90Z   PROBATION HOLD	5	5
<b>Totals:</b>		<b>93</b>	<b>72</b>





2021 Public Works/WWTP Tracking		<u>2021</u>		<u>2020</u>	
		<u>February</u>	<u>Year-to-Date</u>	<u>February</u>	<u>Year-to-Date</u>
<b><u>ENGINEERING 2020</u></b>					
	Landfill Leachate Pumpage (gallons)	639,849	1,212,924	405,202	1,139,300
	Precipitation	0.80	2.40	0.92	2.70
	Number of Encumbrance property checks	35	55	31	50
<b><u>STREET DIVISION 2020 (Manhours)</u></b>					
	Work for Engineering				
	Shop/Vehicle Maintenance	302	778	514	970
	Street Maintenance	30	67	21	60
	Street Cleaning			2	5
	Street Signs/Painting	58	121	117	200
	Snow & Ice	253	480	311	500
	PT Snowplowers	98	317	142	290
	Bridge - maintenance	2	2		
	Old Dump/Landfill/River Sediment				
	17th Street Bridge opening	10		12	
	Storm Sewers				
	Refuse/Garbage				
	Recycling/Leaf Collection		27		
	Weed Cutting				
	Work for Others	20	166	82	100
	Special Events				
	PBS Sewers	10	18	8	
	Salted Streets	9	9		
	Plowed all city streets	4	4		
	Open 17th Street Bridge	34	59	31	
<b><u>WASTEWATER UTILITY 2020</u></b>					
	Wastewater Treated, Gallons	50,105,000	110,338,300	65,536,000	153,828,000
	MONTHLY AVERAGE: Daily Flow, Gallons	1,789,000	1,866,005	2,260,000	2,554,000
	MONTHLY AVERAGE: Daily BOD, Lbs.	5,161	4,717	4,163	4,160
<b><u>Plant Discharges (MONTHLY AVERAGE)</u></b>					
	Biological Oxygen Demand (BOD), mg/l	9.6	9.25	13	11.0
	Suspended Solids, mg/l	7	7.50	6.6	6.7
	Ammonia, mg/l	0.76	0.51	1.19	0.8
	Phosphorus, mg/l	0.34	0.40	0.26	0.2
	Fecal Coliform, per 100ml	19	19.00	33	32.0
	pH, Min (6.0)	6.8	6.80	6.8	6.9
	pH, Max (9.0)	7	7.00	7.1	7.0
<b><u>Chemicals</u></b>					
	Polymer, Gallons	88	176	88	170
	Ferric Chloride, Gallons	1,782	3,859	2,335	4,800
	Chemical Costs for the month	\$ -	\$ -	\$ 10,133.34	\$ 10,133.3
	Mishicot Payment	\$ 4,878.28	\$ 10,651.31	\$ 6,567.50	\$ 15,354.1
	Emergency call-ins	3	6		

Attachment: Public Works Report (3293 : Department Reports)



<b>February 2021 Public Works Narrative Tasks</b>	
<b><u>ENGINEERING 2021</u></b>	
	<b>Mariners Trail Repaving</b>
	- Asphalt trail repaving contract to have bids opened September 18, 2020
	- Paving on the north end was completed October 13.
	- Contractor placed backfill/restoration in early December. Remainder to be completed in spring.
	- Paving near the Woodland Wayside is expected in early 2021.
	<b>Shoreline Protection</b>
	- 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.
	<b>Sidewalk Repair</b>
	- 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.
	<b>2021 Projects</b>
	City staff and consultants have prepared plans and specifications to bid street projects. Contracts were bid February 4 and awarded at the March 1 Council Meeting. Projects include replacement of street, including pavement, sanitary, storm, and water utilities.
	- 24th Street (Forest Ave to Jefferson)
	Contractor plans on starting work near the end of March/Early April
	- 25th Street (West River St to Forest Ave)
	- Madison Street (19th St to 22nd St)
	- Scattered sanitary and lead water services.
	- 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
	Expect to bid contract in March
	- 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.
<b><u>STREET DIVISION 2021</u></b>	
	17th St. Bridge Openings (34)
	Fill Sand Barrels
	Sand city Streets (6 Times)
	Plow & Salt Red and Blue Routes (9 Times)
	Plow & Salt/Sand City Walks
	Remove Snow From Corners/Curb Lines
	Plow City Streets (4 Times)
	Biweekly/Monthly Sewers
	Root Cutting Sanitary Sewers
	PBS Sewers (10) Nine The Main Was Open, One The Main Was Not Open
	Clear Private Walks
	Repair Barricades
	Clean Equipment
	Repair/Replace Street Signs
	Fill Potholes / Cold Mix
<b><u>WASTEWATER UTILITY 2021</u></b>	



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  
 February 2021**

Prepared By: Patrick Murphy – MEUW Regional Safety Coordinator

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## SAFETY REPORT

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### **ACCOMPLISHMENTS**

#### **1. Training**

- Lock Out Tag Out (3 sessions)

#### **2. Audits/Inspections**

- No Inspections

#### **3. Compliance/Risk Management**

- Reviewing Written Safety & Health Program
  - All Sections
- DPW meeting regarding hot work program
- MEUW Safety award submitted

### **GOALS AND OBJECTIVES**

#### **1. Training**

- Bloodborne pathogens March 17<sup>th</sup> 7:15am, 8:30am and 12:30pm community center

#### **2. Audits/Inspections**

- Formal inspections to start in April

#### **3. Compliance/Risk Management**

- Continue review and update of written Safety and Health Manual
- Implement new hot work program

Feb-21

**CITY OF TWO RIVERS  
ULTRAFILTRATION FACILITY MONTHLY OPERATING REPORT**

**ULTRAFILTRATION MEMBRANE FACILITY PRODUCTION**

TOTAL PRODUCTION	<u>25,913,390</u>	GAL/MONTH
LESS BACKWASH WATER	<u>4,278,490</u>	GAL/MONTH
WATER TO CITY	<u>21,634,900</u>	GAL/MONTH
MAX. DAILY WATER PRODUCTION	<u>980,460</u>	GAL/DAY
MIN. DAILY WATER PRODUCTION	<u>870,840</u>	GAL/DAY
AVERAGE DAILY WATER PRODUCTION	<u>925,480</u>	GAL/DAY

TOTAL PRODUCTION	<u>25913390</u>	GAL/MONTH
WATER TO CITY	<u>21634900</u>	GAL/MONTH

**PUMP OPERATION**

**LOWLIFT PUMPS**

1	2	3	
240	216	216	HR/MO
8.57	7.71	7.71	HR/DAY

**HIGHLIFT PUMPS**

1	2	3	4	
0	0	456	216	HR/MO
0	0	16.29	7.71	HR/DAY

**USED FOR PRODUCTION ONLY**

**CHEMICAL USAGE**  
 PRE MEMBRANE HYPOCHLORITE  
 POST SODIUM HYPOCHLORITE  
 RESERVOIR HYPOCHLORITE  
 50% SODIUM HYDROXIDE  
 FLUORIDE  
 50% CITRIC ACID

POUNDS USED	PMG	PPM
1575.0	0.07	0.00
3027.0	0.12	0.00
0.0	0.00	0.00
1156.0	0.00	0.00
583.1	0.02	0.00
15 gals	----	----

**RESERVOIR OPERATIONS**

HOURS OF OPERATION  
 PUMP HOURS PER MONTH

HR/MONTH			
PUMP 7	PUMP 8	PUMP 9	TOTAL
336	0	336	672
			<u>6,234,000</u>
			GAL/MONTH
			<u>261,000</u>
			GAL/DAY
			<u>211,000</u>
			GAL/DAY
			<u>222,643</u>
			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

3/8/2021

Attachment: Water Report (3293 : Department Reports)

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
02/04/2021	128351	4 K's Pest Control LLC	General Pest Control - Sr. Center	100-55140-2900	16002	45.00
Total 128351:						45.00
02/04/2021	128352	AnSer Services	After hours answering service-Elec & Wtr	660-59588-2900	6502-020121	180.00
Total 128352:						180.00
02/04/2021	128353	Assessment Technologies LLC	Renew MD Prof Annual Site License thru	100-51530-2900	9458	260.04
Total 128353:						260.04
02/04/2021	128354	Ball Auto & Truck Parts Inc	supplies - WWTP	690-59833-3900	211361	84.93
Total 128354:						84.93
02/04/2021	128355	Bay-Lake Regional Planning Commissio	Services 12/1/2020-12/31/2020	459-51600-2900	6373	3,821.81
Total 128355:						3,821.81
02/04/2021	128356	Board of Comm. of Pub Lands	TID #13 Developer Grant	300-58100-6210	02020161.01 1/22/2021	256,688.36
Total 128356:						256,688.36
02/04/2021	128357	CliftonLarsonAllen LLP	Final Billing for Audit of TID #3	232-56700-2900	2730220	4,000.00
Total 128357:						4,000.00
02/04/2021	128358	DUERSCHMIDT, NICOLE R	Overpayment on Citation 7480T80Q7K	100-21125	01/26/2021	35.00
Total 128358:						35.00
02/04/2021	128359	Eggers Division LLC	Installment Payment #16 / TID #9	238-56700-2900	02/03/2021	212,856.48
Total 128359:						212,856.48
02/04/2021	128360	Eis Implement Inc	Supplies - DPW	100-53200-3900	197557	602.96
Total 128360:						602.96
02/04/2021	128361	Frank's Radio Service Inc.	Radio Service Agreement - FD	100-52210-2410	117808	2,821.20

Attachment: Summary of Bills Feb 2021 (3294 : Summary of Verified Bills)

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 128361:						2,821.20
02/04/2021	128362	Froelich, Whitney L.	Contract Communications Services 1/16/	290-56700-2900	112	1,262.50
Total 128362:						1,262.50
02/04/2021	128363	Grainger	Supplies - WWTP	690-59834-3900	9770576784	20.43
02/04/2021	128363	Grainger	Supplies - WWTP	690-59834-3900	9770695907	51.07
02/04/2021	128363	Grainger	Supplies - WWTP	690-59834-3900	9772423589	34.57
02/04/2021	128363	Grainger	Supplies - WWTP	690-59834-3900	9773351813	60.04
02/04/2021	128363	Grainger	Supplies - WWTP	690-59834-3900	9775114953	39.86
Total 128363:						205.97
02/04/2021	128364	Hallman Lindsay	Aqua Lock Plus W/B Primer/Sealer-Rec	100-55140-3500	J0183802	131.63
Total 128364:						131.63
02/04/2021	128365	Heartland Business Systems LLC	Media Converter - IT	459-51600-8170	419545-H	193.53
Total 128365:						193.53
02/04/2021	128366	HVA Products Inc	Service Call - Lib	280-55110-2410	53344	1,282.50
Total 128366:						1,282.50
02/04/2021	128367	Hydroclean Equipment Inc	Preventive Maintenance - DPW	100-53200-3500	07617	270.50
Total 128367:						270.50
02/04/2021	128368	Klein, Patricia Ann	Simply Seniors Exercise Class - 1/5/202	100-55300-2900	02/01/2021	55.20
Total 128368:						55.20
02/04/2021	128369	KRIEGER, JOY	Utility Security Deposit Refund	660-21130	1/22/2021	175.77
Total 128369:						175.77
02/04/2021	128370	LeClair Bros Heat/AC Inc	Service - Wtr	650-59642-2900	C8526	396.30
02/04/2021	128370	LeClair Bros Heat/AC Inc	Service - DPW	100-53200-3500	C8527	95.00

Attachment: Summary of Bills Feb 2021 (3294 : Summary of Verified Bills)

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 128370:						491.30
02/04/2021	128371	Mammoth Construction LLC	Dozer Rental - DPW	100-16120	998	1,000.00
Total 128371:						1,000.00
02/04/2021	128372	Manitowoc Co Highway Department	Brine - PWD	100-16120	24336	409.50
Total 128372:						409.50
02/04/2021	128373	Manitowoc Disposal Inc	Empty Dumpsters - Rec	640-53620-2900	51318	160.00
Total 128373:						160.00
02/04/2021	128374	Manitowoc Girls Basketball	Gymnasium Cancellation	100-29410	1/29/2021	444.88
Total 128374:						444.88
02/04/2021	128375	Marco	Prof Serv - Library	280-55110-2130	28682438	275.86
Total 128375:						275.86
02/04/2021	128376	Municipal Elec Utilities of WI	2021 Q1 Fees	690-59852-2900	011521-35	7,125.00
Total 128376:						7,125.00
02/04/2021	128377	OpenPoint LLC	OpenPoint Subscription - February 2021	660-59923-2403	1123	2,350.00
Total 128377:						2,350.00
02/04/2021	128378	Prompt Printing Center	Garbage stickers - Cust Serv	640-53620-3900	34663	1,080.00
Total 128378:						1,080.00
02/04/2021	128379	R&J Fricke Inc	Shop Lift Work Order - DPW	100-16120	10542	802.50
02/04/2021	128379	R&J Fricke Inc	Shop Lift Work Order - DPW	100-16120	10543	832.50
Total 128379:						1,635.00
02/04/2021	128380	Reinhart Foodservice	Food-Sr Ctr	250-55150-3800	291170	978.00

Attachment: Summary of Bills Feb 2021 (3294 : Summary of Verified Bills)

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
02/04/2021	128380	Reinhart Foodservice	Food-Sr Ctr	100-55200-3900	298930	523.34
Total 128380:						1,501.34
02/04/2021	128381	Riverside Foods	Payment #1 - TID #8	237-56700-8130	01/12/2021	80,000.00
Total 128381:						80,000.00
02/04/2021	128382	Schaus Roofing/Mechanical	Heating systems Peak Performance insp	100-52200-3500	SD772	727.00
02/04/2021	128382	Schaus Roofing/Mechanical	Lennox furnace #5 failing inducer motor-	100-52200-3500	SD776	390.00
Total 128382:						1,117.00
02/04/2021	128383	Schindler Elevator Company	Quarterly Preventive Maint 2/1/21-4/30/2	100-51600-3500	8105548797	874.68
Total 128383:						874.68
02/04/2021	128384	Superior Chemical Corp	Supplies - DPW	100-53200-3500	290083	69.70
Total 128384:						69.70
02/04/2021	128385	Synergy Environmental Lab Inc	Stormwater Pond Sampling - Eggers Site	680-19107	E38975	51.04
Total 128385:						51.04
02/04/2021	128386	Thuermer Law Office	January 2021 Services	100-51340-2121	JANUARY 27, 2021	1,515.00
Total 128386:						1,515.00
02/04/2021	128387	Two Rivers Historical Society	Feb 2021 Monthly Support Pymt	291-56700-2910	FEB2021	250.00
Total 128387:						250.00
02/04/2021	128388	Waukesha Co Technical College	Tuition Fees / Spurney - PD	100-52115-2920	S0735484	300.00
Total 128388:						300.00
02/04/2021	128389	WD Electric LLC	Replaced Lamp @ Cemetery	100-54910-3900	001305	87.58
Total 128389:						87.58

Attachment: Summary of Bills Feb 2021 (3294 : Summary of Verified Bills)

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
02/04/2021	128390	Wells Fargo Financial Leasing	Copier Charges - 1/21/21-2/20/21	100-53200-5310	5013619654	2,700.00
Total 128390:						2,700.00
02/04/2021	128391	WEX Bank	Gasoline	250-55150-3900	69620376	3,954.91
Total 128391:						3,954.91
02/04/2021	128392	WI LAW ENFORCEMENT ACCREDITAT	Use of Force Policy Fee - PD	100-52100-2100	JANUARY 31, 2021	100.00
Total 128392:						100.00
02/04/2021	128393	Wisconsin Public Service	1300 35th Street - Rec	100-55400-2220	0401271669-07;1/21	20.16
02/04/2021	128393	Wisconsin Public Service	1916 COLUMBUS ST - Elec	660-59588-2220	0401271669-10;1/21	252.70
02/04/2021	128393	Wisconsin Public Service	PARK SHELTER	100-55200-2220	0401271669-14;1/21	16.77
02/04/2021	128393	Wisconsin Public Service	CITY HALL	100-51600-2220	0401271669-24;1/21	1,166.71
02/04/2021	128393	Wisconsin Public Service	Bridge Bldg - Engineering	100-53341-2220	0401271669-30;1/21	85.91
02/04/2021	128393	Wisconsin Public Service	1520 17TH ST - Rec	100-54150-2220	0401271669-4;01/21	1,657.68
02/04/2021	128393	Wisconsin Public Service	CEMETERY	100-54910-2220	0401271669-5;1/21	80.64
Total 128393:						3,280.57
02/04/2021	128394	Wisconsin Supreme Court	Continuing Education 5/1/2021-4/30/202	100-51200-3210	680-0000000363	700.00
Total 128394:						700.00
02/11/2021	128395	American Transmission Co	Overpayment	100-16000	02/08/21	1,548.97
Total 128395:						1,548.97
02/11/2021	128396	American Water Works Assoc	Dues- Blaha	650-59930-3210	ORDER #7001864026	2,205.00
Total 128396:						2,205.00
02/11/2021	128397	August Winter & Sons Inc	Payment #13 for Project # TR 24	690-19107	PAYMENT #13	102,194.10
Total 128397:						102,194.10
02/11/2021	128398	Bauer Built Tire-Manitowoc	Tire inventory - DPW	100-16120	170071526	1,281.12

Attachment: Summary of Bills Feb 2021 (3294 : Summary of Verified Bills)



Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 128398:						1,281.12
02/11/2021	128399	Carron Net Company Inc	Basketball Nets - Rec	100-55300-3900	344960	73.75
Total 128399:						73.75
02/11/2021	128400	City of Two Rivers Petty Cash	Petty cash reimbursement	800-21130	02/09/2021	875.39
Total 128400:						875.39
02/11/2021	128401	CivicBrand	Branding Videos	258-56700-2910	3200	1,600.00
Total 128401:						1,600.00
02/11/2021	128402	Country Visions Cooperative	Diesel inventory - DPW	100-16120	330908	1,334.74
02/11/2021	128402	Country Visions Cooperative	Diesel inventory - DPW	100-16120	330983	1,086.24
02/11/2021	128402	Country Visions Cooperative	Diesel inventory - DPW	100-16120	331000	729.04
02/11/2021	128402	Country Visions Cooperative	Diesel inventory - DPW	100-16120	331019	860.06
02/11/2021	128402	Country Visions Cooperative	Fuel for Generator - Water	650-59643-3900	331068	1,333.49
Total 128402:						5,343.57
02/11/2021	128403	Crafts Inc	Paragon Roof	290-56700-2901	6757	581.75
Total 128403:						581.75
02/11/2021	128404	CTC Supplies	Supplies-WTr	650-59643-3900	0061396	91.74
Total 128404:						91.74
02/11/2021	128405	Dept. of Workforce Development	Unemployment	100-51930-5160	000010601095	87.27
Total 128405:						87.27
02/11/2021	128406	Digger's Hotline	Prepaid Email Fees for January 2021	690-59831-2900	210 1 43901	50.70
Total 128406:						50.70
02/11/2021	128407	Dinges Fire Company	Drager sensors-FD	455-52200-3900	16389	1,528.99
02/11/2021	128407	Dinges Fire Company	Gas Meter - FD	100-52210-2410	17014	300.00

Attachment: Summary of Bills Feb 2021 (3294 : Summary of Verified Bills)

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 128407:						1,828.99
02/11/2021	128408	DLT Solutions	2021 Civil 3D Subscription & Support	100-53100-2410	4913922A	3,379.66
Total 128408:						3,379.66
02/11/2021	128409	Eric S Zimmer	Overpayment on 2020 Taxes	800-21130	02/09/21	224.21
Total 128409:						224.21
02/11/2021	128410	Fire Dept Petty Cash	Petty cash reimbursement	100-52300-3410	02/09/2021	85.04
Total 128410:						85.04
02/11/2021	128411	Friends of the TR Sr Ctr Inc	Refund for coffee fundraiser	250-55150-3900	02/08/21	140.80
Total 128411:						140.80
02/11/2021	128412	Frontier	Telephone	650-59661-2200	0443;1/21	52.70
Total 128412:						52.70
02/11/2021	128413	GFL Environmental	Dumpster service-DPW	640-53310-2900	U30000006576	1,096.69
Total 128413:						1,096.69
02/11/2021	128414	Grainger	Supplies-WTP	690-59833-3900	9776361942	41.72
02/11/2021	128414	Grainger	Supplies-WTP	690-59831-3900	9776361959	26.00
02/11/2021	128414	Grainger	Trigger-Start Torch Kit - WTP	690-59820-3900	9780316684	77.05
02/11/2021	128414	Grainger	Battery-WTP	690-59820-3900	9781150215	19.50
Total 128414:						164.27
02/11/2021	128415	Granicus	IQM2 Agenda & Minutes - CM (Credit of	100-51410-2130	135661	89.04
02/11/2021	128415	Granicus	Peak Agenda Management	100-51410-2130	136163	4,410.96
02/11/2021	128415	Granicus	Peak Agenda Management Credit Memo	100-51410-2130	17282	1,047.00-
Total 128415:						3,453.00
02/11/2021	128416	Hach Company	Chemicals-Wtr	650-59642-3900	12275056 1/8/2021	119.13

Attachment: Summary of Bills Feb 2021 (3294 : Summary of Verified Bills)

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
02/11/2021	128416	Hach Company	Chemicals-Wtr	650-59642-3900	12279628 1/13/2021	306.45
02/11/2021	128416	Hach Company	Chemicals-Wtr	650-59642-3900	12298021	471.43
02/11/2021	128416	Hach Company	Chemicals-Wtr	650-59642-3900	12303274	165.40
02/11/2021	128416	Hach Company	CREDIT - Wtr	650-59642-3900	2185602(CREDIT)	749.00-
Total 128416:						313.41
02/11/2021	128417	Hawkins Inc	Pumpt Tube-Wtr	650-59641-3910	4870346	2,162.07
Total 128417:						2,162.07
02/11/2021	128418	Hubbartt Electric Inc	Services - DPW	457-53300-8170	12499C	123.46
02/11/2021	128418	Hubbartt Electric Inc	Plant ops - Wtr	650-59642-2900	12534	462.00
Total 128418:						585.46
02/11/2021	128419	HydroCorp	Cross Connection Control Prog - Januar	650-59664-2900	0060745-IN	3,138.00
Total 128419:						3,138.00
02/11/2021	128420	JFTCO Inc.	Water pumping Station	650-59642-2900	SIGP00004031	317.58
Total 128420:						317.58
02/11/2021	128421	JSM Secure Inc.	Access Control/Alarm System-PD 2020	461-52100-8150	69409	26,165.99
02/11/2021	128421	JSM Secure Inc.	VK Enhanced Door Access-PD	100-52100-3500	69410	168.00
Total 128421:						26,333.99
02/11/2021	128422	Kaat's Water Conditioning Inc	Bottled water, 6303 Riverview Dr-Eng	419-53600-2900	01/31/2021	61.80
Total 128422:						61.80
02/11/2021	128423	Kemira Water Solutions Inc	FERRIC CHLORIDE	690-59824-4910	9017700837	5,667.84
Total 128423:						5,667.84
02/11/2021	128424	Klein's Hardware Hank	Supplies- Wtr	650-59643-3900	02/10/2021	84.90
Total 128424:						84.90

Attachment: Summary of Bills Feb 2021 (3294 : Summary of Verified Bills)

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
02/11/2021	128425	Lakeshore Technical College	DNR-payment in lieu of taxes	100-41320	01/26/2021	1.31
02/11/2021	128425	Lakeshore Technical College	Tax Settlement - Feb 2021	800-24601	02/09/21	99,986.68
Total 128425:						99,987.99
02/11/2021	128426	League of Wisc Municipalities	Leaf Collection Study-PW	680-59790-2900	82419	1,000.00
Total 128426:						1,000.00
02/11/2021	128427	Malley Printing Co	Envelopes - CM	100-51410-3100	28208	125.00
Total 128427:						125.00
02/11/2021	128428	Manitowoc Co Treasurer	DNR-Payment in Lieu of Taxes	100-41320	01/26/2021	8.62
02/11/2021	128428	Manitowoc Co Treasurer	January 2021 Jail & Driver Improvement	100-21125	02/04/21	1,244.22
02/11/2021	128428	Manitowoc Co Treasurer	Tax Settlement-February	800-24310	02/09/21	657,493.01
Total 128428:						658,745.85
02/11/2021	128429	Manitowoc County Fire Association	2021 Association Dues	100-52200-3210	02/01/2021	115.00
Total 128429:						115.00
02/11/2021	128430	Manitowoc Disposal Inc	Recycling & Refuse Collect 1/23/2021-2/	640-53620-2900	02/12/2021	14,157.64
Total 128430:						14,157.64
02/11/2021	128431	Manitowoc Public Utilities	Service - 5000 Memorial Dr. - Wtr	650-59602-2900	118598;1/21	636.96
02/11/2021	128431	Manitowoc Public Utilities	2124 Woodland Dr-WTP	690-59820-2210	408117;1/21	30.01
Total 128431:						666.97
02/11/2021	128432	Manitowoc School District	Tax Settlement - Feb 2021	800-24602	02/09/21	33,896.94
Total 128432:						33,896.94
02/11/2021	128433	Minnesota Life Insurance Co	Employee Share - March 2021	100-21531	02/08/2021	4,092.74
Total 128433:						4,092.74
02/11/2021	128434	Municipal Elec Utilities of WI	Lineman University Registration Fees (Br	660-59930-2920	2140	325.00

Attachment: Summary of Bills Feb 2021 (3294 : Summary of Verified Bills)

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 128434:						325.00
02/11/2021	128435	Northern Lake Service Inc	Samples colleted: 1-11-21 WWTP	690-59820-2900	394578	597.40
02/11/2021	128435	Northern Lake Service Inc	DW SW TB samples received on 1-20-21	650-59642-2900	394713	47.00
Total 128435:						644.40
02/11/2021	128436	OSI Environmental Inc	Used Oil Collection - DPW	100-53200-2900	4019896	75.00
Total 128436:						75.00
02/11/2021	128437	Payment Service Network	Service 1/1/21-1/31/21	690-59840-3900	231135	7.95
Total 128437:						7.95
02/11/2021	128438	PM Supply LLC	Supplies - Wtr	650-59643-3900	83406	287.84
Total 128438:						287.84
02/11/2021	128439	Public Service Commission of Wisconsin	PSC Direct Assessment	660-59928-2900	2008-I-05990	40.81
Total 128439:						40.81
02/11/2021	128440	Reinhart Foodservice	Food-Sr Ctr	250-55150-3800	303487	578.37
Total 128440:						578.37
02/11/2021	128441	Salvage Battery & Lead Inc	Rebar inventory - DPW	100-16120	15220	830.00
Total 128441:						830.00
02/11/2021	128442	Schaus Roofing/Mechanical	Maint-Lib	280-55110-2410	SD922	252.50
Total 128442:						252.50
02/11/2021	128443	SEERA	Focus Program - 1/31/2021	660-29253	02/10/21	3,966.16
Total 128443:						3,966.16
02/11/2021	128444	State of Wisconsin	January 2021 penalty surcharges	100-21125	02/04/21	3,314.93

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 128444:						3,314.93
02/11/2021	128445	Stephen & Rebecca Kruschel	Overpayment of 2020 Taxes	800-21130	02/09/21	2,539.87
Total 128445:						2,539.87
02/11/2021	128446	Suettinger's Keys LLC	Single cut keys-Wtr	650-59643-3900	124220	12.00
Total 128446:						12.00
02/11/2021	128447	TargetSolutions Learning, LLC	Renewal-FD	100-52200-2900	02-05-2021	3,270.39
Total 128447:						3,270.39
02/11/2021	128448	Two Rivers Mainstreet Inc.	Tax Settlement - Feb 2021	815-56700-2000	02/09/2021	24,757.00
Total 128448:						24,757.00
02/11/2021	128449	Two Rivers Municipal Utilities	606 Parkway Blvd	290-56700-2901	045-00007334-03;1/29/21	80.00
02/11/2021	128449	Two Rivers Municipal Utilities	606 Parkway Blvd	290-56700-2901	045-00007335-03;1/28/21	1,523.03
02/11/2021	128449	Two Rivers Municipal Utilities	606 Parkway Blvd	290-56700-2901	045-00007336-03;1/28/21	1,530.17
02/11/2021	128449	Two Rivers Municipal Utilities	606 Parkway Blvd	290-56700-2901	045-00007337-03;1/29/21	43.09
02/11/2021	128449	Two Rivers Municipal Utilities	606 Parkway Blvd	290-56700-2901	045-00007338-03;1/29/21	64.64
02/11/2021	128449	Two Rivers Municipal Utilities	1326 E River Street	417-56700-2900	070-00002595-06;1/21	5.75
Total 128449:						3,246.68
02/11/2021	128450	Two Rivers School District	DNR-payment in lieu of taxes	100-41320	01/26/2021	14.23
02/11/2021	128450	Two Rivers School District	Tax Settlement - Feb 2020	800-24600	02/09/21	1,049,647.90
Total 128450:						1,049,662.13
02/11/2021	128451	U.S.S. Liberty Memorial Public Library	Lost ILL book-Lib	280-55111-3400	12/10/2020	15.65
Total 128451:						15.65
02/11/2021	128452	Uniform Shoppe	Clothing - PD	100-52115-3850	STATEMENT 2/4/21	2,649.25
Total 128452:						2,649.25

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
02/11/2021	128453	Utility Service Co Inc	Elevated South & East tank-WTR	650-16300	528100 & 528102	63,711.18
Total 128453:						63,711.18
02/11/2021	128454	Village of Mishicot Treasurer	January 2021 Municipal Court Forfeiture	100-21125	02/04/2021	326.95
Total 128454:						326.95
02/11/2021	128455	Vorpahl Fire & Safety	Services - Wtr	650-59678-2900	215311626	173.50
Total 128455:						173.50
02/11/2021	128456	Werner Electric Supply	Full Voltage Starter - WWTP	690-59833-3900	S6370719.001	598.00
Total 128456:						598.00
02/11/2021	128457	Wisconsin Public Service	Water Dept	650-59643-2220	0401271669-34;1/21	2,748.32
02/11/2021	128457	Wisconsin Public Service	1401 Lake Street	660-49390	0401271669-35;1/21	5,343.66
Total 128457:						8,091.98
02/11/2021	128458	Wisconsin Retirement System	January 2021 Contributions	100-21520	02/09/2021	112,845.97
Total 128458:						112,845.97
02/11/2021	128459	WOMT	After Further Review 2020-2021	291-56700-2910	886-00058-0006	202.00
02/11/2021	128459	WOMT	Two Rivers High Christmas Conce	100-51410-2900	886-00059-0000	59.50
02/11/2021	128459	WOMT	After Further Review 2020-2021	291-56700-2910	886-0058-0007	162.00
02/11/2021	128459	WOMT	Two Rivers High Christmas Concert	100-51410-2900	886-0060C-0000	59.50
Total 128459:						483.00
02/11/2021	128460	WPPI Energy	Water Plant equipment retrofit Monthly L	650-29224	INV14965	390.23
02/11/2021	128460	WPPI Energy	Water Pump Efficiency Retrofit - Wtr	650-29224	INV14966	117.30
Total 128460:						507.53
02/18/2021	128461	Airgas USA LLC	Shop welder supplies - DPW	100-53200-3900	9109280630	371.62
02/18/2021	128461	Airgas USA LLC	Cylinder Rent - WWTP	690-59833-2900	9976741068	281.02

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 128461:						652.64
02/18/2021	128462	BAUTISTA, JULIO CESAR	Overpayment on Parking Ticket #7480F0	100-45130	2/10/2021	5.00
Total 128462:						5.00
02/18/2021	128463	Center Point Large Print	Alp-Lib	280-55111-3430	1823976	42.54
Total 128463:						42.54
02/18/2021	128464	Cool City Cleaners Inc	Towels - WWTP	690-59820-2900	102140	63.50
Total 128464:						63.50
02/18/2021	128465	Department of Administration	Public Benefits Fees FY21 Q2	660-29253	505-0000056112	11,635.55
Total 128465:						11,635.55
02/18/2021	128466	Digger's Hotline	February 2021 - 1st Prepayment 2021	660-59584-2900	210 2 43901 PP1	739.20
Total 128466:						739.20
02/18/2021	128467	DOA/Division of Energy	Refund of Public Benefits Program Paym	660-21131	2/12/2021	13.54
Total 128467:						13.54
02/18/2021	128468	Drivers License Guide Co	2021 ID Checking Guide - PD	100-52100-3220	779324	31.95
Total 128468:						31.95
02/18/2021	128469	ENTERPRISE FM TRUST	2021 Chevy Equinox	217-16300	FBN4144750	416.20
Total 128469:						416.20
02/18/2021	128470	Erickson Sports Apparel	T-shirts - Park & Rec	100-55300-3900	102390	480.00
Total 128470:						480.00
02/18/2021	128471	Erin Mader	Low Enrollment - Rec	100-23110	RECEIPT # 21365	45.00

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 128471:						45.00
02/18/2021	128472	Fastenal	Supplies-Wtr	650-59663-3900	WIMAN274360	1,150.81
02/18/2021	128472	Fastenal	Supplies-Wtr	650-59643-3900	WIMAN274477	413.97
02/18/2021	128472	Fastenal	Supplies-Wtr	650-59643-3900	WIMAN274479	124.95
Total 128472:						1,689.73
02/18/2021	128473	Fox Cities Sign LLC	Downpayment - 10 mm Full color EMC -	670-19388	ESTIMATE #5410	11,547.91
Total 128473:						11,547.91
02/18/2021	128474	Frank's Radio Service Inc.	Radio Service Agreement - PD	100-52100-2441	117727	5,454.00
02/18/2021	128474	Frank's Radio Service Inc.	Battery - Elec	660-59588-3900	117790	89.43
Total 128474:						5,543.43
02/18/2021	128475	Fresco Inc	Leotek, Suntech-Elec	660-59596-3900	65527	1,698.00
02/18/2021	128475	Fresco Inc	Leotek-Elec	660-19154	65531	19,800.00
Total 128475:						21,498.00
02/18/2021	128476	Froelich, Whitney L.	Contract Communications Services 2/1/2	290-56700-2900	113	1,249.88
Total 128476:						1,249.88
02/18/2021	128477	GFL Environmental	Trash Standard Service Jan 01/21 - Jan	690-59820-2900	U30000006577	213.98
Total 128477:						213.98
02/18/2021	128478	Government Brands Shared Services	Patriot-Classic Maintenance & Support F	100-51530-2410	INV207703	9,685.00
Total 128478:						9,685.00
02/18/2021	128479	Hach Company	Chemicals-Wtr	650-59642-3900	12310753	7,355.00
Total 128479:						7,355.00
02/18/2021	128480	Hallman Lindsay	Sign Shop Supplies - DPW	100-53320-3900	02/10/2021	85.47

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 128480:						85.47
02/18/2021	128481	Hawkins Inc	Chemicals - Wtr	650-59641-3910	4862827	3,002.51
Total 128481:						3,002.51
02/18/2021	128482	Herb Fitzgerald Co Inc	Services-FD	100-52210-2410	0194130-IN	256.22
Total 128482:						256.22
02/18/2021	128483	Hubbart Electric Inc	Maint-Lib	280-55110-2410	12563C	3,343.96
Total 128483:						3,343.96
02/18/2021	128484	Jennings, Dawn	Class cancelled due to low enrollment	100-23110	RECEIPT # 21379	135.00
Total 128484:						135.00
02/18/2021	128485	Komline-Sanderson	Scraper blade-WWTP	690-59833-3900	42048868	442.60
Total 128485:						442.60
02/18/2021	128486	League of Wisc Municipalities	2021 League Dues	100-51100-3210	12/11/2020	2,402.10
Total 128486:						2,402.10
02/18/2021	128487	LeClair Bros Heat/AC Inc	Vietnam Furnace Blower Unit Service - R	100-55400-2900	C8543	468.76
Total 128487:						468.76
02/18/2021	128488	Lester Public Library Foundation	Book Sale-Lib	280-48300	02/12/2021	59.15
Total 128488:						59.15
02/18/2021	128489	Liberty Mutual Insurance	Acct 9-447037-0000 Installment 6	100-16310	13857627	55,329.82
Total 128489:						55,329.82
02/18/2021	128490	Liberty Mutual Insurance Co	Workers Comp Dividend	100-16310	13828988	29,120.00-
02/18/2021	128490	Liberty Mutual Insurance Co	Installment 5	100-16310	13831350	55,329.82

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 128490:						26,209.82
02/18/2021	128491	MacQueen Equipment	Shop Inventory - DPW	100-16120	P17745	509.67
02/18/2021	128491	MacQueen Equipment	Shop Inventory - DPW	100-16120	W04043	10,385.53
Total 128491:						10,895.20
02/18/2021	128492	Malley Printing Co	Letterhead, Envelopes, Business Cards -	100-52400-3100	28236	254.00
02/18/2021	128492	Malley Printing Co	Business Cards - Ethan Jones & Terri Vo	100-55300-2910	28256	130.00
Total 128492:						384.00
02/18/2021	128493	Manitowoc Calumet Library System	Tech-Lib	280-55110-2930	1026	970.65
Total 128493:						970.65
02/18/2021	128494	Manitowoc Co Solid Waste	Account #162 Jan 2021 Service - Eng	640-53620-2900	36786	7,853.53
Total 128494:						7,853.53
02/18/2021	128495	Milwaukee Audubon Society	Bird City USA renewal	100-55300-2910	02/16/2021	125.00
Total 128495:						125.00
02/18/2021	128496	Mohawk Resources LTD	Lift installation-DPW	457-53300-8170	52203-1	2,185.00
Total 128496:						2,185.00
02/18/2021	128497	Mtwc Area Visitor/Conv Bureau	Portion of room tax collected - Dec 2020	259-56700-2900	DECEMBER 2020	3,350.45
02/18/2021	128497	Mtwc Area Visitor/Conv Bureau	Visitor Guide Ad -CM	258-56700-2910	QB2319	1,200.00
Total 128497:						4,550.45
02/18/2021	128498	North Central Laboratories	Supplies-WWTP	690-59820-3900	448534	1,926.73
Total 128498:						1,926.73
02/18/2021	128499	N-Tech Consulting LLC	Remote support - Elec	670-59930-2900	7659	150.00

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 128499:						150.00
02/18/2021	128500	Office Depot	Supplies-Insp	100-52400-3100	149267796001	102.99
Total 128500:						102.99
02/18/2021	128501	OSI Environmental Inc	Oil filter recycling - DPW	100-53200-2900	4020025	50.00
Total 128501:						50.00
02/18/2021	128502	Penworthy Company LLC, The	Books-Lib	280-55110-3960	0569264-IN	169.85
Total 128502:						169.85
02/18/2021	128503	Perry Electric LLC	service-Rec	262-55320-3790	1254	833.00
Total 128503:						833.00
02/18/2021	128504	Prairie Farms Dairy Inc	Dairy - Sr. Cntr.	250-55150-3800	9023417	117.40
02/18/2021	128504	Prairie Farms Dairy Inc	Dairy - Sr. Cntr.	250-55150-3800	9028418	118.36
02/18/2021	128504	Prairie Farms Dairy Inc	Dairy - Sr. Cntr.	250-55150-3800	9032363	59.18
Total 128504:						294.94
02/18/2021	128505	Quadient Leasing USA Inc.	Folder/sorter lease	690-59840-3900	N8718873	996.03
Total 128505:						996.03
02/18/2021	128506	Reinhart Foodservice	Food-Sr Ctr	250-55150-3800	309981	448.05
Total 128506:						448.05
02/18/2021	128507	RESCO	Materials - Elec	660-19154	810278-00	2,798.82
Total 128507:						2,798.82
02/18/2021	128508	Schaus Roofing/Mechanical	Services - Lib	280-55110-2410	SD801	2,180.12
Total 128508:						2,180.12

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
02/18/2021	128509	Schmitt, Peter	AFic-Lib	280-55111-3420	02/11/2021	45.00
Total 128509:						45.00
02/18/2021	128510	Stechmesser, Lisa	Low enrollment-Rec	100-23110	RECEIPT # 21361	135.00
Total 128510:						135.00
02/18/2021	128511	Streicher's	Supplies-PD	100-52115-3850	STATEMENT 2/9/21	2,227.87
Total 128511:						2,227.87
02/18/2021	128512	Town & Country Engineering Inc	2019 Digester & RAS Construction	690-19107	22448	1,431.25
02/18/2021	128512	Town & Country Engineering Inc	2021 Utility Improvements - Eng	690-19107	22449	9,726.14
Total 128512:						11,157.39
02/18/2021	128513	Traci Taylor	Low Enrollment - Rec	100-23110	RECEIPT # 21364	135.00
Total 128513:						135.00
02/18/2021	128514	Truck Equipment Inc	Shop Inventory - DPW	100-16120	2/10/21	115.00
Total 128514:						115.00
02/18/2021	128515	Two Rivers Municipal Utilities	19th Street	417-56700-2900	010-00008329-01;2/21	9.78
Total 128515:						9.78
02/18/2021	128516	Unique	Prof Serv - Lib	280-55110-2130	599434	17.90
Total 128516:						17.90
02/18/2021	128517	Value Line	ARef-Lib	280-55114-3400	13493637	1,142.00
Total 128517:						1,142.00
02/18/2021	128518	Water Quality Investigations LLC	Services from 1/04/21-01/31/21 - WTR	650-59643-2900	0221_10	1,674.86
Total 128518:						1,674.86

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
02/18/2021	128519	Watson's Vending & Foodservice Inc.	Statement - ST4985 1/31/2021 - WTR	690-59820-2900	I6495	100.95
Total 128519:						100.95
02/18/2021	128520	Wells Fargo Vendor Financial Services L	Compact Track Loaders T595	457-53300-8160	5013751766	932.74
02/18/2021	128520	Wells Fargo Vendor Financial Services L	Toolcat 5600	457-53300-8160	5013751767	1,185.38
Total 128520:						2,118.12
02/18/2021	128521	Wisc Dept Of Revenue-DEBITMEMO	Jan 2021 Sales Tax	640-29410	JANUARY 2021	7,790.53
Total 128521:						7,790.53
02/18/2021	128522	Wisc Dept of Transportation	Deposit into Traffice Violation & Registrat	100-45131	02/16/21	27.00
Total 128522:						27.00
02/18/2021	128523	Wisconsin Media	Elections	100-51440-2910	3701282	377.88
Total 128523:						377.88
02/18/2021	128524	Wisconsin Public Service	114 DAVIS STREET	100-55400-2220	'0401271669-1;2/21	32.30
Total 128524:						32.30
02/18/2021	128525	WPPI - Debit Memo	Jan 2021 Purchased Power	660-59902-2900	25-12021	498,625.63
Total 128525:						498,625.63
02/18/2021	128526	WPPI Energy	Library HVAC retrofit project Loan Payme	280-55110-2950	INV14967	1,075.67
02/18/2021	128526	WPPI Energy	LED Street Light Project Monthly Loan P	300-58100-6200	INV14969	252.92
Total 128526:						1,328.59
02/24/2021	128527	U.S. Bank-Debit Memo	Credit Card Usage - Jan 2021 / Feb 202	100-16000	CC STATEMENT 2/8/2021	44,160.26
Total 128527:						44,160.26
02/25/2021	128528	Anthem Blue Cross Blue Shield-Debit Me	Health Insurance Premiums for March 20	100-16300	000702639D	161,801.36

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 128528:						161,801.36
02/25/2021	128529	Aurora Health Care	Pre Placement Exam	640-53620-2900	464802	362.00
Total 128529:						362.00
02/25/2021	128530	B&M Technical Services Inc	Service - WWTP	690-59833-2900	BID DATED 9/11/2020	2,250.00
Total 128530:						2,250.00
02/25/2021	128531	Center Point Large Print	Alp-Lib	280-55111-3430	1827287	294.21
Total 128531:						294.21
02/25/2021	128532	Connie A Faust	Witness Fee/Restitution - PD	100-21125	02/18/21	80.40
Total 128532:						80.40
02/25/2021	128533	Delta Dental of Wisconsin	Delta Premiums - March 2021	100-21532	1562946	4,196.91
Total 128533:						4,196.91
02/25/2021	128534	Employee Benefits Corp	COBRASecure / Admin Fee	500-51510-2900	3159507	98.60
Total 128534:						98.60
02/25/2021	128535	Fitness Store	Service Call - Rec	455-52200-3900	2020-127	262.50
Total 128535:						262.50
02/25/2021	128536	H.Boisch Solutions LLC	Annual Service contract for under 100 se	461-52100-8150	1172	5,000.00
Total 128536:						5,000.00
02/25/2021	128537	Hastings Air-Energy Control In	Supplies-FD	100-52300-2410	187191	115.82
Total 128537:						115.82
02/25/2021	128538	Hawkins Inc	Chemicals - Wtr	650-59641-3910	4877985	2,139.38

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 128538:						2,139.38
02/25/2021	128539	Info USA Marketing Inc	2021 Polk City Directory / Rec, DPW & Li	100-53200-3900	83531907	1,197.00
Total 128539:						1,197.00
02/25/2021	128540	Itron Inc	Hardware & Software Maintenance	650-59903-3900	581558	1,214.87
Total 128540:						1,214.87
02/25/2021	128541	Kurtz, Linda	Energy Star Partners Rebate-Dehumidifi	660-29253	2/19/2021	15.00
Total 128541:						15.00
02/25/2021	128542	Lakeshore Screen Printing	Clothing-FD	100-52200-3850	7097	2,154.00
Total 128542:						2,154.00
02/25/2021	128543	Manitowoc Disposal Inc	Recycling & Refuse Collect 2/6/2021-2/1	640-53620-2900	2/6/2021-2/19/2021	14,157.64
Total 128543:						14,157.64
02/25/2021	128544	Menards - Manitowoc 3141	Supplies-FD	100-52200-3500	83142	126.47
Total 128544:						126.47
02/25/2021	128545	Michael Quitman Guy	Overpayment-PD	100-21125	02/18/21	9.00
Total 128545:						9.00
02/25/2021	128546	MSA Professional Services Inc	Technical Support ESR1 Setup-Elec	660-59923-2900	R18708001.0-2	160.75
Total 128546:						160.75
02/25/2021	128547	Municipal Elec Utilities of WI	2021 Elec Utility Safety and Training Pro	660-59930-2920	021021-69	4,200.00
02/25/2021	128547	Municipal Elec Utilities of WI	Credit & Collections Seminar-Tadych	690-59856-2920	2180	75.00
Total 128547:						4,275.00
02/25/2021	128548	North Central Laboratories	Supplies-WWTP	690-59820-3900	450389	998.12

Attachment: Summary of Bills Feb 2021 (3294 : Summary of Verified Bills)



Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
Total 128548:						998.12
02/25/2021	128549	NOVAK, RANDY	Energy Star Rebate - Refrigerator	660-29253	02/19/2021	30.00
Total 128549:						30.00
02/25/2021	128550	Piggly Wiggly	Supplies-SrCtr	250-55150-3800	STATEMENT 2/1/2021	41.48
Total 128550:						41.48
02/25/2021	128551	PM Supply LLC	Supplies - Wtr	650-59643-3900	83413	118.66
Total 128551:						118.66
02/25/2021	128552	Reinhart Foodservice	Food-Sr Ctr	250-55150-3800	315336	812.20
Total 128552:						812.20
02/25/2021	128553	RESCO	Supplies-Elec	660-59593-3900	813795-00	2,596.28
Total 128553:						2,596.28
02/25/2021	128554	Sherwin Williams Co	Paint & Supplies - Wtr	650-59643-3900	8388-5	258.71
02/25/2021	128554	Sherwin Williams Co	CREDIT	650-59643-3900	8593-0	209.24
02/25/2021	128554	Sherwin Williams Co	Paint & Supplies - Wtr	650-59643-3900	8728-2	244.62
Total 128554:						294.09
02/25/2021	128555	Strand Associates Inc	Replacement Membrane Installation - Wt	650-59923-2900	0168496	2,502.52
Total 128555:						2,502.52
02/25/2021	128556	Thuermer Law Office	Municipal Prosecuting for February 2021	100-51340-2121	FEBRUARY 24, 2021	1,515.00
Total 128556:						1,515.00
02/25/2021	128557	Trace Analytics Inc	Routine Analysis - FD	100-52210-2410	20-21681	375.26
Total 128557:						375.26

Attachment: Summary of Bills Feb 2021 (3294 : Summary of Verified Bills)

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
02/25/2021	128558	Vanderveren, Sally A	February 2021 Services	100-51530-2130	0221	3,733.33
Total 128558:						3,733.33
02/25/2021	128559	Werner Electric Supply	Service-Elect	660-59588-3900	S6380905.001	37.62
Total 128559:						37.62
02/25/2021	128560	West & Dunn LLC	Legal - Schwarz Loan Default	290-56700-2100	1722	300.00
02/25/2021	128560	West & Dunn LLC	Legal - Schwarz Foreclosure	290-56700-2100	1723	247.20
02/25/2021	128560	West & Dunn LLC	Legal - Schwarz Foreclosure	290-56700-2100	1803	40.00
02/25/2021	128560	West & Dunn LLC	Legal - Schwarz Loan Default	290-56700-2100	1946	20.00
02/25/2021	128560	West & Dunn LLC	Legal - Paragon Foreclosure	290-56700-2100	2553	610.95
02/25/2021	128560	West & Dunn LLC	Legal - Schwarz Foreclosure	290-56700-2100	2555	1,235.00
02/25/2021	128560	West & Dunn LLC	Legal - Schwarz Foreclosure	290-56700-2100	2556	27.20
02/25/2021	128560	West & Dunn LLC	Legal - Code Enforcement Matter	100-51340-2120	2557	160.00
02/25/2021	128560	West & Dunn LLC	Legal - Paragon Foreclosure	290-56700-2100	2640	463.40
02/25/2021	128560	West & Dunn LLC	Legal - General Matters	100-51340-2120	2641	5,728.48
02/25/2021	128560	West & Dunn LLC	Legal - Schwarz Loan Default	290-56700-2100	2642	752.68
02/25/2021	128560	West & Dunn LLC	Legal - Code Enforcement Matter	100-51340-2120	2643	1,904.02
02/25/2021	128560	West & Dunn LLC	Legal - Paragon Partners Foreclosure	290-56700-2100	2714	60.00
02/25/2021	128560	West & Dunn LLC	Legal - General Matters	100-51340-2120	2715	5,843.05
02/25/2021	128560	West & Dunn LLC	Legal - Schwarz Foreclosure	290-56700-2100	2716	3,305.00
02/25/2021	128560	West & Dunn LLC	Legal - Schwarz Foreclosure	290-56700-2100	2717	30.00
Total 128560:						20,726.98
02/25/2021	128561	Wisc Dept of Transportation	Deposit in TVRP Program Account - PD	100-45131	2/23/2021	42.00
Total 128561:						42.00
02/25/2021	128562	Wisconsin Public Service	FIRE DEPT	100-52200-2220	0401271669-03;2/21	1,185.00
02/25/2021	128562	Wisconsin Public Service	3801 Mishicot Rd.	100-54910-2220	0401271669-09;2/21	258.59
02/25/2021	128562	Wisconsin Public Service	WARM BLDG	100-55200-2220	0401271669-12;2/21	15.65
02/25/2021	128562	Wisconsin Public Service	LIBRARY	280-55110-3560	0401271669-23;2/21	1,265.75
02/25/2021	128562	Wisconsin Public Service	GENERATOR	660-59588-2220	0401271669-38;2/21	16.21
02/25/2021	128562	Wisconsin Public Service	Pavillion	100-55200-2220	0401271669-42;2/21	15.65
Total 128562:						2,756.85
02/25/2021	128563	Wisconsin Retirement System	Additional Balance Due	100-21520	02020	208.53

Attachment: Summary of Bills Feb 2021 (3294 : Summary of Verified Bills)

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Invoice Number	Invoice Amount
						208.53
						3,866,951.39

Total 128563:

Grand Totals:

Attachment: Summary of Bills Feb 2021 (3294 : Summary of Verified Bills)



**Department of Natural Resources  
Wisconsin Assessment Money (WAM) - Contractor Services Award**

**Resolution of City of Two Rivers, Wisconsin**

A RESOLUTION authorizing the submittal of an award application for the 606 Parkway Boulevard (former Paragon Electric Building), by the City Manager, as the Authorized Representative for WAM Contractor Services.

WHEREAS, City of Two Rivers recognizes that the environmental assessment of brownfields is an important part of protecting Wisconsin’s resources; and

WHEREAS, the City of Two Rivers will allow employees from the Department of Natural Resources access to inspect the award site or facility and award records; and

IT IS, THEREFORE RESOLVED THAT:

The City of Two Rivers requests services and assistance available from the Wisconsin Department of Natural Resources under the WAM Contractor Services Award program and will comply with state and federal rules for the program; and

HEREBY AUTHORIZES the City Manager to act on the behalf of the City of Two Rivers to: submit an application to the State of Wisconsin for contractor services under the WAM program, sign documents, and take necessary action to comply with approved award activities.

Adopted this 15 day of March, 2021

By a vote of: \_\_\_\_ in favor, \_\_\_\_ opposed, and \_\_\_\_ abstain

\_\_\_\_\_  
Councilmember

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

BY: \_\_\_\_\_ Clerk City of Two Rivers

Attachment: Resolution for WI Assessment Monies (3296 : Award Application 606 Parkway boulevard)



State of Wisconsin  
 Department of Natural Resources  
 Bureau of Community Financial Assistance  
 101 S. Webster St., P O Box 7921  
 Madison WI 53707-7921  
 Phone (608) 266-7555  
 Fax (608) 267-0496

## Environmental Improvement Fund (EIF) Project Acceptance Certification

Form 8700-280 (R 1/11)

**Notice:** This form is authorized by ss. 281.58 and 281.61, Wis. Stats. Submittal to the Department of a completed form is mandatory for all recipients of EIF loans. A separate form is required for each prime contractor. Failure to submit a completed form shall result in the denial of final disbursement of loan funds.

Personally identifiable information provided on this form will be used to determine compliance with closeout procedures as outlined in the Financial Assistance Agreement and may be made available upon request under Wisconsin's Open Records laws (ss. 19.32-19.39, Wis. Stats.) and requirements.

### Project Information

Municipality Name

City of Two Rivers

Prime Contractor

Dorner, Inc.

Contract Number

2019 - 14th Street

Upon final inspection and approval of all change order(s), all work performed by the awarded contractor(s) and subcontractor(s) (if any) has been constructed according to the plans and specifications approved by the Department of Natural Resources (DNR).

DNR Plan and Specification Approval Number

S-2018-0703

Date Approved

11/29/2019

Project Description

The work involves both work within public right-of-way and work on private property on 14th Street between Lowell Street and Hawthorne Avenue. The project work is described as follows:

**14th Street – Public Right-of-Way:** Base bid work includes, but is not limited to, sanitary sewer, storm sewer and water main replacement with services to property line, concrete pavement, curb & gutter, and flatwork removal and replacement.

**14th Street – Private Property:** Work includes, but is not limited to, replacement of sanitary sewer laterals and lead service lines from the property line to inside each building, as determined on a case-by-case basis.

### Engineer Certification

On behalf of the engineering consulting firm contracted by the above named municipality, I hereby certify to the best of my knowledge that the above mentioned project has been constructed and inspected to conform to the referenced specifications.

Name of Engineer

Gregory J. Droessler

Signature of Engineer



Name of Engineering Firm

Town and Country Engineering, Inc.

Date Signed

3/3/2021

### Municipal Certification

The above named municipality has accepted at its regular meeting of officials the above mentioned project from the contractor and engineer.

Name of Authorized Representative

Gregory Buckley

Signature of Authorized Representative

Title

City Manager

Date Signed

State of Wisconsin  
 Department of Natural Resources  
 Bureau of Community Financial Assistance  
 101 S. Webster St., P O Box 7921  
 Madison WI 53707-7921  
 Phone (608) 266-7555  
 Fax (608) 267-0496

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Personally identifiable information provided on this form will be used to determine compliance with closeout procedures as outlined in the Financial Assistance Agreement and may be made available upon request under Wisconsin's Open Records laws (ss. 19.32-19.39, Wis. Stats.) and requirements.

### Project Information

Municipality Name

City of Two Rivers

Prime Contractor

August Winter and Sons

Contract Number

2019 Digester and RAS Improvements

Upon final inspection and approval of all change order(s), all work performed by the awarded contractor(s) and subcontractor(s) (if any) has been constructed according to the plans and specifications approved by the Department of Natural Resources (DNR).

DNR Plan and Specification Approval Number

S-2018-0682

Date Approved

11/21/2018

Project Description

The work involves upgrades to the City's WWTF, to include the replacement of a digester cover, new digester mixers, and piping and electrical modifications. Work also includes upgrades to the RAS pumping and elimination of a hydraulic bottleneck in the process piping, as well as various electrical / SCADA upgrades.

### Engineer Certification

On behalf of the engineering consulting firm contracted by the above named municipality, I hereby certify to the best of my knowledge that the above mentioned project has been constructed and inspected to conform to the referenced specifications.

Name of Engineer

Gregory J. Droessler

Signature of Engineer



Name of Engineering Firm

Town and Country Engineering, Inc.

Date Signed

3/3/2021

### Municipal Certification

The above named municipality has accepted at its regular meeting of officials the above mentioned project from the contractor and engineer.

Name of Authorized Representative

Gregory Buckley

Signature of Authorized Representative

Title

City Manager

Date Signed



**Memo**

Date: March 10, 2021  
To: Greg Buckley, City Manager  
From: Jim Mc Donald, Public Works Director / City Engineer  
Re: Recommendation for Purchase of New End Loader

The 2021 budget includes \$260,000 for the purchase of a replacement end loader due to the condition of our current 1999 model. In addition to age and condition of the existing loader, a new snow blower (intended for purchase in 2022) will weigh an additional 1,200 pounds more than our current models and is expected to extend a bit farther out from the loader. The additional weight and length are due in part to the increased air emissions requirements. The existing Volvo L90H model that currently carries existing blowers is already stressed while moving the existing blowers. With the increased loading needs for a new blower, it became apparent that a larger model would be needed. The Volvo L120H (or equivalent) was then selected as a replacement end loader as it provided the size and power to do the job. It would also serve to speed up several other operations, by means of increased bucket and loading capacity.

The Volvo Model L120H would adequately meet our needs and be the correctly sized unit for the principal task. With that in mind, quotes were sought and received for comparable models from several manufacturers as indicated in the following table:

Vendor	Aring	Miller Bradford & Risberg	Fabick
<b>Make / Model</b>	<b>Volvo L120H</b>	<b>Case 921G</b>	<b>Caterpillar962M</b>
Base Cost	255,925	257,000	255,000
Less Trade Value	31,000	20,000	24,000
<b>Net Base Cost</b>	<b>\$ 224,925</b>	<b>\$ 237,000</b>	<b>\$ 271,000</b>
Third Hydraulic Control	3,875	2,100	4,700
Clam Bucket	14,750	16,750	17,200
Additional Counterweights	2,200	2,000	4,500
<b>Total Additional Options</b>	<b>\$ 20,825</b>	<b>\$ 20,850</b>	<b>\$ 26,400</b>
<b>Total with Options</b>	<b>\$ 245,750</b>	<b>\$ 257,850</b>	<b>\$ 297,400</b>

Based upon our need, the comparable quotes and a 120-to-150-day delivery time, we recommend placing an order for the Volvo L120H, with options as listed above, as recommended for Council Action by the Public Works Committee. The quoted price (including options) of \$245,750 is less than the budgeted amount of \$260,000.

Attachment: Memo End Loader (3305 : Purchase of Replacement End Loader)





--MEMORANDUM--

**TO:** City Council

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



**DATE:** March 12, 2021

**SUBJECT: Proposed Ordinance Amendment on Removal of Snow and Ice  
From Public Sidewalks**

The attached ordinance amendment has been prepared in follow-up to our discussion at the February 22 work session. It reflects the consensus of the Council at that meeting that the current ordinance should be amended to add a penalty of \$150 for the second and any subsequent violations of the ordinance that occur during the same “snow season.” I have also added provision for citations to be issued by either the Police Department or the City Engineer.

(For your information, after the addition of court costs, a \$150 forfeiture becomes a total obligation of \$250.)

Please note: The attached ordinance, with new, added language highlighted in yellow, reflects the “old ordinance” as it existed after January 2017, when it was amended to include a requirement for clearing corner handicapped ramps and other changes were made. Unfortunately, that was not the version of the ordinance that was included in the recodified Code adopted by the Council in November of last year. So if you look up the ordinance in our current Code, it is just the single paragraph of text that is attached to this memo.

The new ordinance, if adopted, will be codified with the full text as shown in the amendment.

Attachment: Memo Snow & Ice Removal (3303 : snow and ice ordinance)

#### Section 4-1-6 Snow and Ice Removal

The owner of every building, lot or part of a lot within the City fronting upon a public sidewalk shall remove or cause to be removed all snow and ice from such sidewalk within 24 hours from the time when the snow ceases to fall. If such snow or ice is not removed, the City Manager may cause such to be removed and shall report the cost of such removal to the City Clerk, who shall insert such cost in the tax roll as a special tax and lien against the premises.

## ORDINANCE

**AN ORDINANCE** to repeal and re-create Section 4-1-6 of the Municipal Code, “Snow and Ice Removal,” to clarify property owner responsibilities for the removal of snow and ice from public sidewalks adjoining their property and to provide for a forfeiture of \$150.00 for the second and any subsequent violations of the same subsection of that ordinance in any winter season.

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

**SECTION 1.** That Section 4-1-6, entitled “Snow and Ice Removal,” is hereby repealed and re-created, to read as follows:

### **SEC. 4-1-6 SNOW AND ICE REMOVAL**

The owner of every building, lot or part of a lot within the City fronting upon a public sidewalk shall remove or cause to be removed all snow and ice from such sidewalk within 24 hours from the time when the snow ceases to fall.

Such responsibility for snow and ice removal shall include, in the case of corner lots, the sidewalk segments (typically ramps) located beyond the intersection of the sidewalks on which the property fronts and extending from said sidewalk to a point where such segments meet the street gutter (base of ramp if such segment is a ramp, face of curb if such segment is not a ramp).

If such snow or ice is not removed, the City Manager or City Engineer may cause such to be removed. The City shall bill the cost of such removal to the property owner and, if said bill is not paid by the property owner, shall insert such cost in the tax roll as a special tax and lien against the premises.

The cost of such removal shall include the City’s reasonable costs for establishing an incident report/file for the violation, for site inspection and documentation of the violation, and for producing and mailing the related billing, in addition to the labor, equipment and material costs incurred in clearing the sidewalk of snow and/or ice.

For the second and any subsequent violations of this section within any November 1 – April 30 period, the owner of said property may be subject to a forfeiture of \$150 plus court costs, in addition to any billing for snow and ice removal by the City.

The Police Department or the City Engineer may enforce this section.

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

Dated this 15th day of March, 2021.

---

Curt Andrews  
President, City Council

---

Gregory E. Buckley  
City Manager

Attest:

---

Jamie Jackson  
City Clerk

Approved as to form and legality:

---

John M. Bruce  
City Attorney

Attachment: SEC. 4-1-6 SNOW AND ICE REMOVAL (3303 : snow and ice ordinance)



TO: Plan Commission

FROM: E. Runge, Planner  
V. Berg, Zoning Administrator

DATE: March 3, 2021

RE: Review of Ordinance Regulating Small Wind Energy Systems

The City has received a request for the modification of permitted locations for Small Wind Energy Systems. The system would be part of a project at the Woodland Industrial Park. A new building on two parcels is proposed along with a small wind energy system.

Definition. A small wind energy system consists of one or more wind turbines, towers and associated controls or conversion electronics which will be used primarily to reduce consumption of utility power on the subject site. Small wind energy systems shall not exceed a rated capacity of 100 kilowatts per turbine generator.

Small wind energy systems are permitted only as a conditional use in the Institutional/Public Facilities, Conservancy, and in the I-1 and I-2 Industrial Zoning Districts. This request before the Plan Commission is to modify the permitted location(s) of these systems.

The only change of permitted location staff is recommending for Plan Commission to consider is to allow small wind energy systems to be placed within the side yards, street side yard and rear yards within in the I-2 Industrial District. The systems are not allowed to be located in these places currently as the ordinance is written.

The attached modified ordinance shows the text amendment staff is proposing.

**ORDINANCE**

**AN ORDINANCE** to amend Municipal Code Section 10-1-16., entitled "Small Wind Energy Systems and Commercial Wind Energy Systems" to allow small wind energy systems in street side yards and interior yards in the I-2 Industrial District.

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

**SECTION 1.** That Section 10-1-16 of the Municipal Code shall hereby be amended as follows:

D. Small wind energy system requirements.

- (1) Permitted locations. A small wind energy system may be permitted as a conditional use in the Institutional/Public Facilities District (IPF), in any Industrial District, and in any Conservancy District.
- (2) Total height. The total height shall not exceed 170 feet.
- (3) Location. ~~Small wind energy systems shall not be located in any front, interior side or street side yard.~~ *Small wind energy systems:*
  - (a) *Shall be located in the rear yard in the Institutional/Public Facilities District (IPF), I-1 Industrial District and Conservancy Districts.*
  - (b) *Shall be located in the rear, interior side and street side yards in the I-2 Industrial District.*
- (4) Setbacks.
  - (a) Property lines. A small wind energy system shall be set back from property lines and from existing or proposed public roads rights-of-way and communication and electrical lines not less than 1.1 times (110%) of its total height.

and to renumber subsequent sections as appropriate.

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

Dated this \_\_\_\_ day of \_\_\_\_\_, 2021.

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

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

Attachment: Wind energy systems draftord (3304 : Wind Energy Systems)

Attest:

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

Approved as to form and legality:

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

DRAFT

Attachment: Wind energy systems draftord (3304 : Wind Energy Systems)

City of Two Rivers, WI  
Tuesday, February 23, 2021

# Chapter 10-1. Zoning Code

## Article B. General Provisions

### § 10-1-16. Small wind energy systems and commercial wind energy systems.

- A. Intent. This section is intended to recognize the expanding use of wind energy systems and the benefits accrued therefrom and the necessity of providing adequate regulations concerning their design, placement and use for the purpose of protecting the health, safety, morals, comfort, prosperity and welfare of the City. This section establishes minimum requirements for small wind energy systems and commercial wind energy systems as defined herein.
- B. Definitions. As used in this section, the following terms shall have the meanings indicated:

**COMMERCIAL WIND ENERGY SYSTEM**

A wind energy system consisting of one or more wind turbine and tower; a wind energy system which will be used primarily for off-site consumption of power; or a wind energy system in excess of 100 kilowatts per turbine generator.

**ROTOR**

That portion of the windmill which includes the blades, hub and shaft.

**SMALL WIND ENERGY SYSTEM**

A wind energy system consisting of one or more wind turbines, towers and associated controls or conversion electronics which will be used primarily to reduce consumption of utility power on the subject site. A small wind energy system shall not exceed a rated capacity of 100 kilowatts per turbine generator.

**TOTAL HEIGHT**

The distance measured from ground level at the tower base to the blade extended at its highest point.

**TOWER**

The supporting structure on which the rotor, turbine and accessory equipment are mounted.

- C. Applicability. The requirements of this section shall apply to all small wind energy systems and commercial wind systems proposed after June 1, 2009.
- D. Small wind energy system requirements.
  - (1) Permitted locations. A small wind energy system may be permitted as a conditional use in the Institutional/Public Facilities District (IPF), in any Industrial District, and in any Conservancy District.
  - (2) Total height. The total height shall not exceed 170 feet.

Attachment: Wind energy systems draftord (3304 : Wind Energy Systems)



- (3) Location. Small wind energy systems shall not be located in any front, interior side or street side yard.
- (4) Setbacks.
  - (a) Property lines. A small wind energy system shall be set back from property lines and from existing or proposed public road rights-of-way and communication and electrical lines not less than 1.1 times (110%) of its total height.
- (5) Design standards.
  - (a) Monopole or freestanding lattice tower. Small wind energy systems shall be of a monopole or freestanding lattice tower design without guy wires.
  - (b) Minimum blade height. The minimum height of the lowest extent of a turbine blade shall be 30 feet above the ground or 30 feet above any structure or obstacle within 100 feet from the tower.
  - (c) Access. No tower shall have a climbing apparatus within 12 feet of the ground. All access doors or accessways to towers and electrical equipment shall be lockable.
  - (d) Noise. Small wind energy systems shall comply with the noise limits contained in § 9-2-5C(1)(a) of the City's Code; provided, however, that sound levels exceeding said noise limits may be allowed to occur if the owner of the small wind energy system obtains written noise easements to affected properties. Any such easements shall be incorporated into the conditional use permit for the small wind energy system.
  - (e) Visual appearance. Small wind energy systems shall be finished in a rust-resistant, nonobtrusive finish and color that is nonreflective. No small wind energy system shall be lighted unless required by the FAA.
  - (f) Electrical interconnections. All electrical interconnection or distribution lines shall be underground and comply with all applicable state and electrical codes, public utility requirements and Wisconsin Public Service Commission requirements.
  - (g) Signal interference. Efforts shall be made to site small wind energy systems to reduce the likelihood of blocking or reflecting television and other communication signals. If signal interference occurs, both the small wind energy system owner and individual receiving interference shall make reasonable efforts to resolve the problem.
  - (h) Overspeed controls. Every small wind energy system shall be equipped with both manual and automatic overspeed controls.
- (6) Permit application. Applications for a small wind energy system conditional use permit, building permit and electrical permit shall include the following information:
  - (a) Site plan drawn to scale showing the exact location of the proposed small wind energy system and the distance between each tower and all nearby existing buildings, structures and property lines based upon a survey of the subject property.
  - (b) Elevations of the site to scale showing the height, design and configuration of the small wind energy system and the height and distance to all nearby existing structures, buildings, electrical lines and property lines.
  - (c) Standard drawings and an engineering analysis of the system's tower(s), including weight capacity, certified by an engineer licensed by the State of Wisconsin.
  - (d) A standard foundation and anchor design along with soil conditions and specifications for the soil conditions at the site, all certified by an engineer licensed by the State of

Wisconsin.

- (e) Specific information on the type, size, rotor materials, rated power output, performance, safety and noise characteristics of the system including the name and address of the manufacturer, model and serial number.
- (f) Emergency and normal shutdown procedures.
- (g) A line drawing of the electrical components of the system in sufficient detail to establish that the installation conforms to all applicable electrical codes.
- (h) Evidence that the provider of electrical service of the property has been notified of the intent to install an interconnected electricity generator unless the system will not be connected to the electricity grid.
- (i) Fees in accord with Municipal Code § 1-2-1, entitled "License, permit and other fees established."

E. Commercial wind energy system requirements.

- (1) Permitted locations. A commercial wind energy system may be permitted as a conditional use in the Industrial Districts and Conservancy Districts. Such uses may be either a principal or accessory use.
- (2) The City may in the granting of a conditional use permit consider factors such as the health, safety and welfare of the community, including but not limited to noise, separation and visual impact.

F. Non use. Any small wind energy system or commercial wind energy system which complies with the terms of this chapter which is not used for two years, excluding repairs, shall be removed within the following six months. Failure to remove the system shall be deemed a violation of this section.

Select Language ▼

Attachment: Wind energy systems draftord (3304 : Wind Energy Systems)



## MEMORANDUM

*Inspections/Planning Department*

TO: Plan Commission

FROM: Elizabeth Runge, City Planner  
Vicky Berg, Zoning Administrator

DATE: February 25, 2021

RE: Proposed Ordinance Amendment to allow Commercial Kennels as a Conditional Use in the B-2 Business District

Commercial kennels are currently a conditional use in the City's Industrial Districts.

A commercial kennel is defined as a use, either indoor or outdoor, in which dogs or domesticated animals are housed, groomed, bred, boarded, trained or sold, for a fee or compensation. Kennels include canine care facilities, which may feature such services as animal day care, sleepovers, salon services, boutique, training and veterinary services.

In 2019 the Plan Commission recommended, and the City Council adopted an ordinance to amend the list of conditional uses in the B-2 District. These conditions included animal day care with no outdoor operations and no overnight boarding. This recommendation was made after a review and discussions of kennel operations, location of parcels and proximity to residential uses in the B-2 District throughout the City.

The City has been asked to consider adding commercial kennels as a conditional use in the B-2 District. There is an interest in a property located at the northwest corner of 45th Street and Mishicot Road/CTH VV. This property is approximately 1.16 acres in size.

Staff has again, reviewed properties zoned B-2 within the City and based on this review, staff recommends allowing a commercial kennel on a property at least one acre in size as a conditional use in the B-2 District.

Establishing the minimum property size of one acre would allow for a reasonable setback from residential uses to be determined for a kennel with outdoor operations. Furthermore, restrictions on the outdoor operations will be identified on the conditions of the permit.

**ORDINANCE**

**AN ORDINANCE** to amend Municipal Code Section 10-1-25 to allow a Commercial Kennel as a Conditional Use in the B-2 Business District.

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

**SECTION 1.** That Section 10-1-25 of the Municipal Code shall hereby be amended as follows:

B(2) Conditional Uses

(e) Commercial kennel (One acre minimum lot size).

and to renumber subsequent sections as appropriate.

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

Dated this \_\_\_\_ day of \_\_\_\_\_, 2021.

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

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

Attest:

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

Approved as to form and legality:

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

Attachment: Commercial Kennels (3308 : Commercial Kennels)