

## City Manager's Report City Council Meeting April 21, 2025



Photo courtesy of Lester Public Library Director Jeff Dawson

## 10. City Manager's Report

### B. Status Update/Reports

#### 1. Staffing Updates

#### Ongoing Recruitment and Selection Processes:

- **City Planner/  
Community Development Director-**  
Still accepting applications
- **Accounting Clerk-**  
Accepting applications



**WE'RE HIRING!**

**Accounting Clerk** 🔍

**\$23.27 - \$24.69 per hour**

**Full-Time Benefits Include:**

- Comprehensive Health, Dental, Vision, and Life Insurance
- Health insurance opt-out incentive up to \$5,000 annually
- Free family fitness membership at J.E. Hamilton Community House
- 6.95% matching contribution to Wisconsin Retirement System
- Paid vacation, holidays, and personal holidays
- 8 hours of sick leave accrued per month with ability to be accumulated up to 960 hours.

Apply today at [www.two-rivers.org/jobs](http://www.two-rivers.org/jobs)



**WE'RE HIRING**

**COMMUNITY DEVELOPMENT  
DIRECTOR / CITY PLANNER**

**STARTING SALARY: UP TO \$110,781 ANNUALLY**

## 10. City Manager's Report

### B. Status Update/Reports

#### 1. Staffing Updates (CONTINUED)

##### Ongoing Recruitment and Selection Processes:

- **City Manager Recruitment-**  
Position profile and video have been posted.  
Application deadline is, April 28, 2025
- **Recruitment for Seasonal Positions-**  
Now hiring for many Parks and Recreation seasonal positions
- **Other-**Many Summer Seasonal Openings



##### **EXECUTIVE SEARCH: CITY MANAGER TWO RIVERS, WI**

Send cover letter, resume, salary history and references to  
Public Administration Associates, LLC, by April 28, 2025.

Attn: Kevin Brunner, President  
1155 W. South Street Whitewater WI 53190  
E-mail: kevin.brunner1013@gmail.com  
Phone: 262-903-9509

*Confidentiality must be requested by the applicant and cannot be guaranteed for finalists.*



##### **Seasonal Job Positions:**

- |                                |                |                    |
|--------------------------------|----------------|--------------------|
| • Concession Stand Coordinator | • Scorekeepers | • Swim Instructors |
| • Concession Stand Cashier     | • Umpires      | • Park Hosts       |
| • Recreation Program Support   | • Lifeguards   | • Park Maintenance |



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2. Two Rivers Fire Department Ambulance 5 Back in Service

## 2025 Ambulance 5 Remount

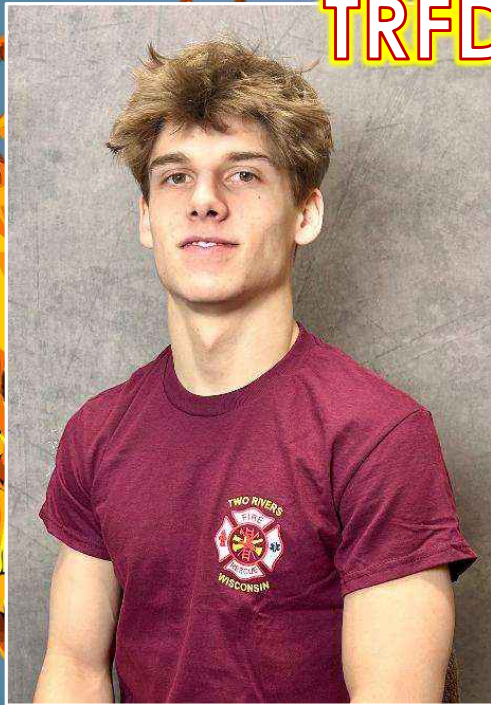


Unit purchased used in 2020; cab/chassis replaced and box  
Refurbished 2024-25; placed back in Service 4/25

•\$205,000 total cost: \$70,000 State Grant and \$135,000 CIP funds. (over \$100,000 saved)

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3. Introduction of Fire Department Youth Apprentice,  
Christopher Parker-- Chief Murack



## TRFD Youth Apprentice, Christopher Parker

- TRHS Junior
- Active in community service and numerous sports
- Aspires to be a Firefighter/Paramedic
- First paid TRFD youth apprentice
- Will be assigned to appropriate shift work, be embedded with the shifts, participate in TRFD operational/station/community/training tasks.
- Opportunities for advancement all the way to full time employment in the fire/EMS service
- Typical hours will be shift start to lunch during the week (some weekend shifts in the summer TBD)





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**4. Police Department Entry Team-- Chief Meinnert**

# Police Department Entry Team



**10. City Manager's Report  
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**5. Police Chief's 2024 Officer and Citizen Awards**

**2024 Officer Awards**



**Lt. Karen Elsenpeter-**  
30 years of Service in 2024



**Lt. Logan Tlachac-**  
5 years of service in 2024



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5. Police Chief's 2024 Officer and Citizen Awards (Continued)

## 2024 Officer Awards



**Ofc. Brad Dimmick-  
Life Saving Award-**

In recognition of his life saving efforts on January 26, 2024, when he began lifesaving measures on a man not conscious and not breathing at Mc Donalds restaurant. The professional response by Officer Dimmick resulted in saving the life of a citizen in the City of Two Rivers.



**Ofc. Seth Tobison-  
Life Saving Award-**

In recognition of his life saving efforts on March 30, 2024, when he began lifesaving measures on a person believed to have overdosed. The quick and tactical response by Officer Tobison resulted in saving the life of a citizen in the City of Two Rivers while also keeping others safe.



## 10. City Manager's Report B. Status Update/Reports

### 5. Police Chief's 2024 Officer and Citizen Awards (Continued)

## 2024 Officer Awards



#### **Ofc. Justin Krueger- Life Saving Award-**

In recognition of his life saving efforts on June 3, 2024, when he forced entry into a room where a person was believed attempting self-harm. There he located the person hanging by a shoelace gasping for air. Officer Krueger's quick thinking and professionalism resulted in not only saving the life of a citizen in the City of Two Rivers, but also ensuring she received the care she needed.



#### **Ofc. Justin Jackson- Merit Award-**

In recognition of his heroic actions on August 18, 2024, where he became aware of two females struggling to swim 75 feet off the Lake Michigan shoreline in troubling waters. Officer Jackson dropped his gear without hesitation and courageously swam out to assist both females to safety despite total exhaustion and consideration for his own safety.

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**5. Police Chief's 2024 Officer and Citizen Awards (Continued)**

## 2024 Citizen Awards



**Oscar Garcia** in recognition of his willingness to report suspicious activity on April 17, 2024, which was critical in locating and arresting a suspect involved in a rash of crimes across Wisconsin, including within Two Rivers.

**Steven Leigl Jr** and **Derek Kielkopf** for their heroic efforts on August 18, 2024, where they assisted a Two Rivers officer in rescuing two females in treacherous Lake Michigan waters.

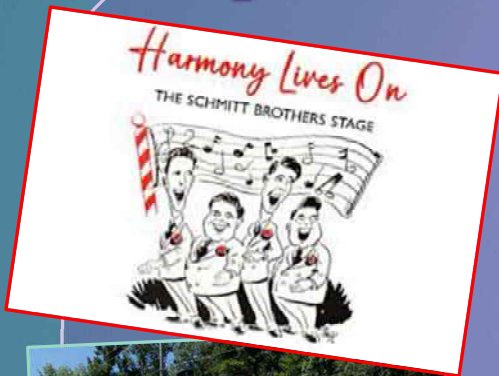


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**6. Explore Two Rivers Opportunity Grants-- Joe Metzen**

# Explore Two Rivers Opportunity Grants

Grants Awarded for 2025  
(funded from Room Tax Revenue)



- \* Ice Age Trail Scenic Trail Building Project
- \* Harmony Lives On The Schmitt Brothers Stage
- \* Ethnic Fest
- \* Bryan Lee Memorial Blues Festival
- \* SnowFest
- \* Bands on the Beach & Friday Night LIVE Concert Series



Grant funds still available. Contact Tourism Director Joe Metzen, [tourism@two-rivers.org](mailto:tourism@two-rivers.org) for more information .

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#### 7. State Highway 42/Memorial Drive Project

## State Hwy 42/Memorial Drive



### Memorial Drive Project Update

**Washington St. Bridge to Close April 21 for 3 weeks**

Lunda Construction, subcontractor for deck work on the Washington Street Bridge, will start its work on Monday, April 21.

Expect for the bridge to be closed to all traffic for at least 3 weeks.



#### Replacing some BIG pipes!

Last week, storm drains were replaced beneath Memorial Drive/STH 42 at Columbus Street.

#### Washington Street Bridge Closed April 21 for 3 Weeks

--Includes closure of sidewalks and Mariners Trail segment between the 12th/Lake intersection by McDonalds and 16th Street. Through travelers on the trail system should detour via Madison and 16th Streets.

--City crews will be replacing colored concrete crosswalks in the 15th St. intersection while the bridge is closed. That intersection will remain open to traffic, with lane closures.

**For more information on this project, go to:**

<https://projects.511wi.gov/42twinbridge>



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**8. Neshotah Park Upgrades-- Mike Mathis**

## Exciting Things Are Happening...



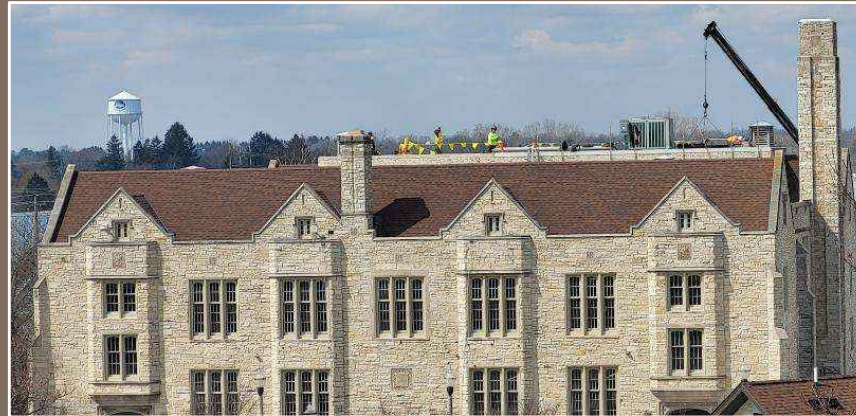
New concrete floor at the Jaycees Shelter, prep work for installing new climbing structures at playground



## ...At Neshotah Park!

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**9. Community House Roof Project**

# Community House Roof Replacement



Last week, Crafts, Inc. of Manitowoc installed a new roof over the stage area at the historic J.E. Hamilton Community House. This project was included in the City's 2025 capital budget.

A gift to the community from industrialist J.E. Hamilton, the Community House (completed in 1931) is listed on the National Register of Historic Places. An extensive renovation of the building was completed in 2006, to assure its enjoyment by future generations.



## 10. City Manager's Report B. Status Update/Reports

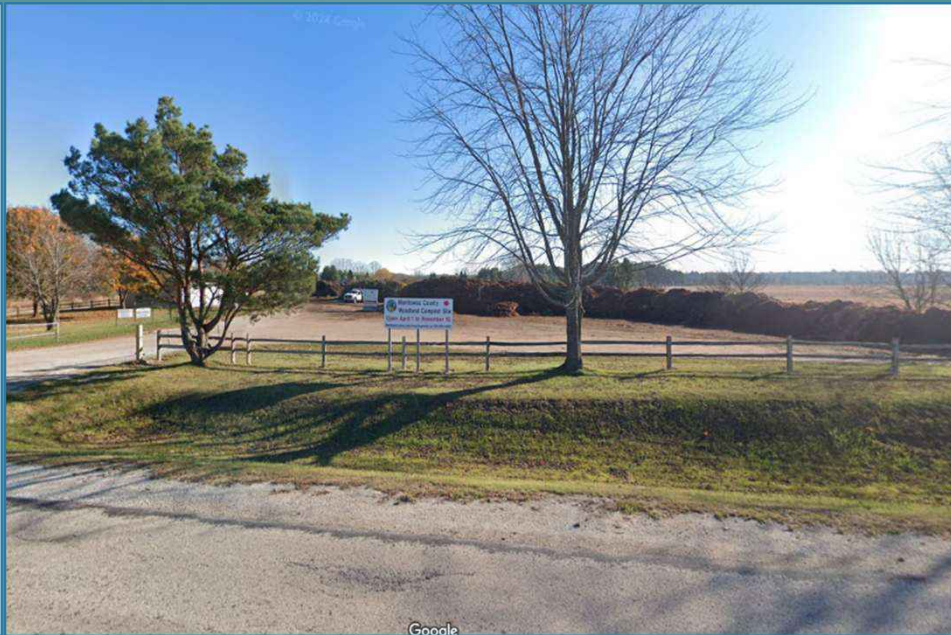
### 10. Woodland Drive Compost Site Is Open

# Woodland Drive Compost Site Now Open

Monday-Friday, 7:00AM-6:00PM • Saturdays 8:00AM- 6:00PM

#### Acceptable Items

- Brush, branches and Christmas trees less than 6 inches in diameter and 5 feet long
- Leaves
- Grass and lawn clippings
- Garden waste including pumpkins, fruit and vegetables
- Woodchips and sawdust from untreated wood
- Flowers and plants
- Weeds
- Sod with the soil removed



#### Unacceptable Items

- Ashes
- Treated and Untreated Lumber
- Branches wider than 6 inches in diameter or 5 feet long
- Logs and Stumps
- Animal waste or carcasses
- Kitchen waste
- Sod with the soil attached
- Sand, Soil, Gravel, Rocks or Concrete
- Construction and Demolition Waste
- Trash, Garbage Bags or Plastic
- Any Non-residential materials without authorization

All contractors using the Basswood and Woodland Compost site are required to obtain and display a permit.

Placing materials outside the designated areas or placing anything besides accepted items inside designated areas is considered illegal dumping and subject to fine per Manitowoc County Code Section 6.17.

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#### 11. Lead Service Laterals Replacement



As of Monday, April 14, 2025

	4/14/2025	12/31/2024
Public side water services	98	74
Public side sanitary laterals	68	52
Private side water services	28	25
Private side sanitary laterals	11	9

Work under the 2024-25 lead service lateral replacement project started back up in early April. Resurfacing of excavated areas will begin again in-the-near future.



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## 12. Energy Conservation Incentives Awarded to L.B. Clarke School Project

Two Rivers Utilities is proud to partner with Focus on Energy and WPPI to provide rebates that support energy efficiency projects. During L.B. Clarke Middle School's recent addition and renovation, they received incentive rebates through the New Construction Design Program in the amount of \$23,338.

Diane Johnson, Two Rivers Public Schools Superintendent, and Adam Rohrer, Director of Maintenance and Operations, participated in the process for building design and components to save on electric and gas usage along with promoting a healthier educational environment. Additionally, these elements are predicted to save the school and taxpayers approximately 19% or \$25,000 annually on utility costs compared to a baseline design.

This was all possible with the Two Rivers Utilities partnership with Focus on Energy and WPPI's Energy Services Manager, Tom Boldt. New or existing businesses in Two Rivers are encouraged to take advantage of these and other programs by contacting the utility for information.



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## 13. Community and Economic Development Update



**Rush Logistics** will break ground for its new, 6,000 SF facility in the Woodland Industrial Park on Tuesday, May 6 at 2:00 PM.

Council members invited to attend; please RSVP to City Mgr's Office by Friday, May 2



### Growth Garage/Darkside Strength Project on 33<sup>rd</sup> Street at Lincoln Avenue

New 2,800 SF building to be constructed by Growth Garage to accommodate expansion by existing tenant Darkside Strength—will open up 1,200 SF commercial space for new tenant.



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14. Upcoming Events

- a. Parks and Recreation and Lester Public Library event,  
"Let's Celebrate Arbor Day!" Saturday, April 26, 2025,  
10:00AM-12:00PM at Lester Public Library



Discover the importance of trees and learn about the invasive emerald ash borer with Two Rivers Parks and Recreation.

Watch a tree felling demonstration, plant new trees, create colorful chalk art, roast s'mores over a fire, and more!

This is a Wisconsin Department of Natural Resources Urban Forestry Program.

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14. Upcoming Events:

- b. National Drug Drop-Off Day, Saturday, April 26, 2025, 9:00AM-12:00PM,  
Manitowoc County Drive-Thru Event at Froedtert Holy Family Memorial Hospital



Turn in your unused or expired medication for safe disposal

**Drive-Thru Drug Collection**  
**Saturday, April 26, 2025 | 9 a.m.-noon**  
Event held rain or shine

**You CAN bring:** Prescription medication\*, over-the-counter medication\*, ointments, sprays, inhalers, creams, vials, herbals and pet medications\*.

*\*Please empty pills into a clear sealable plastic bag before drop off.*

**DO NOT BRING:** Biohazardous materials, mercury, household hazardous waste, needles/sharps, batteries, electronics and personal hygiene products

**Location**

**Froedtert Holy Family Memorial Hospital** (West side main entrance)  
2300 Western Ave., Manitowoc

In partnership with



Drug drop off is available M-F year-round at City Hall. Drop box is located in the lobby, underneath the police department window. The same rules for disposal apply.



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14. Upcoming Events

c. Coffee with a Cop, Wednesday, April 30, 2025,  
10:00AM-11:00AM, at the Senior Center

**Coffee  
with a COP**



Join your neighbors and the Two Rivers  
Police Department Officers for coffee  
and conversation.

**Two Rivers Senior Center**  
**Wednesday, April 30**  
**10AM-11AM**



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14. Upcoming Events:

d. Two Rivers School District Art Show, April 30-May 20, 2025 at Lester Public Library

## Two Rivers School District Art Show

April 30 – May 20, at Lester Public Library

With three full weeks to explore,  
you'll have plenty of time to enjoy hundreds of  
amazing student artworks!



Photos from last year's Art Show courtesy of Lester Public Library



**10. City Manager's Report**  
**B. Status Update/Reports**

**14. Upcoming Events**

- e. Two Rivers High School Show Choir Concert,  
Thursday, May 1, 2025, 1:00PM, at the Senior Center



***Two Rivers High School  
Show Choir Free Concert!***

**COME DOWN AND SEE THE TRHS SHOW CHOIR**

**MAY 1<sup>ST</sup> AT 1PM**

**TWO RIVERS SENIOR CENTER KOSKA ROOM!**

**SEATING IS LIMITED. REGISTER BY APRIL 25TH!**

**920-793-5596**



**10. City Manager's Report**  
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**14. Upcoming Events**

**f. Hamilton Wood Type & Printing Museum, "Exhibit Reception:  
Kathleen O'Connell, Hand-Lettering as Creative Practice,"  
Thursday, May 1, 2025, 5:00PM-7:00PM**



**Thursday, May 1, 2025 - 5:00pm to 7:00pm**

Artist Kathleen O'Connell speaks about her hand-lettering work currently on display in the museum gallery.

Her exhibit, Hand-Lettering as Creative Practice, comprises two wall installations of multiple pages, and a vitrine with five of her sketchbooks.

Also find a hands-on station offering the chance to play with drawing.



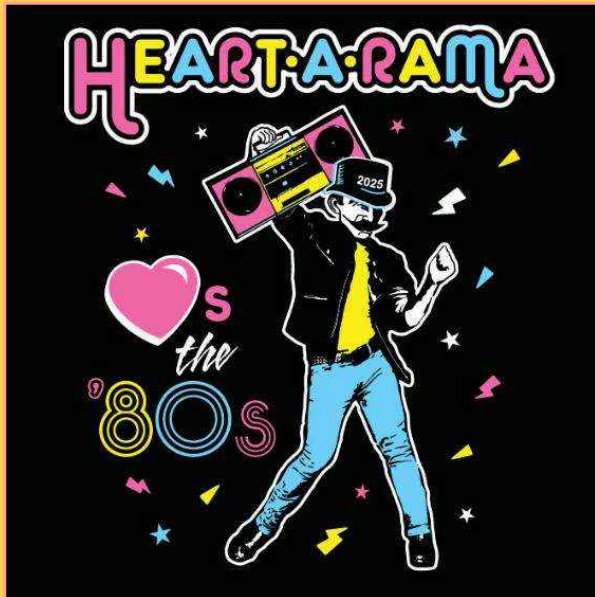
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14. Upcoming Events:

g. Heart-a-Rama, May 1, 2, 3, and May 8, 9, 10, 2025, 6:00PM  
in the Community House gym



# Heart-a-Rama



Heart-A-Rama is like SNL—with skits and local comedy. Performances delight an audience of about 300 each night. A very popular nightly event is the live auction featuring a painted toilet seat signed by cast and crew (referred to as “The Best Seat in the House”). The highly sought-after prizes are bid upon for display in home or business and have sold for as much as \$3,000.

**May 1, 2, 3 and 8, 9, 10**

**Doors open at 6 p.m.; auction for best seat in the house starts at 6:40; performances begin at 7.**

Food and drinks available for purchase.

Purchase tickets online <https://heartarama.org/shop/tickets-2025/> for \$21. Tickets are also available for \$20 at Tietz's Piggly Wiggly in Two Rivers and Manitowoc.

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**14. Upcoming Events:**

**h. Visit by Two Rivers Representatives to Sister City of Domazlice,  
Czech Republic-- 2025 Liberation Day Observance**



Events will include ceremonies commemorating the 80<sup>th</sup> anniversary of the end of WWII, and the liberation of Domazlice on May 5, 1945 by a company of GI's from the U.S. Army 2<sup>nd</sup> Infantry



## **10. City Manager's Report**

### **B. Status Update/Reports**

## **15. Upcoming Vacancies on Citizen Boards and Committees**

There are vacancies to be filled with new appointees on the following Boards and Committees:

- Advisory Recreation Board
- Zoning Board of Appeals (2 Alternates)
- Community Development Authority
- Business Improvement District Board
- Committee on Aging
- Environmental Advisory Board
- Plan Commission

Applications can be found on-line on at [www.two-rivers.org](http://www.two-rivers.org)—click on “Government,” then “Boards, Commissions and Committees” for a fillable PDF application or contact the City Manager’s Office for a paper form. Please file an application by Friday, May 2 to be assured of consideration.

Appointments are for terms commencing May 1, 2025—City Manager’s recommended new appointments and re-appointments be presented at the May 5 and May 19 Council meetings



## City Manager's Report City Council Meeting April 21, 2025



Photo courtesy of Lester Public Library Director Jeff Dawson