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**CITY OF TWO RIVERS
COUNCIL PROCEEDINGS
REGULAR MEETING
DECEMBER 6, 2021 – 6:00 PM pb-7
Council Chambers – City Hall
MINUTES**

- 1) **CALL TO ORDER** by Council President Wachowski at 6:00 p.m.
- 2) **PLEDGE OF ALLEGIANCE**
- 3) **ROLL CALL BY CITY CLERK**

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

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

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

Motion to authorize remote participation via telephone in this meeting by Councilmembers B. LeClair and D. LeClair.

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

5) INPUT FROM THE PUBLIC

None.

6) COUNCIL COMMUNICATIONS**Letters and other communications from citizens**

Councilmember Dahlke reported that he received a few complaints regarding the audio on Council tapings broadcast through YouTube. Mr. Buckley and IT Supervisor Rick Powell indicated that they are aware of the issue and believe they have the issue fixed as of this meeting.

7) COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

Mr. Buckley indicated that the Room Tax Commission is scheduled to meet on Thursday, December 9 at 10:00 AM to continue the discussion about tourism promotion in the City.

8) CITY MANAGER'S REPORT**A. INVITED GUESTS**

1. Eagle Scouts Mydasia Zipperer of Two Rivers Scout Troup 6925 and Kimberly Dahl of Two Rivers Troop 925
Susie Zipperer, Scoutmaster of Troop 6925 introduced Mydasia Zipperer and Kimberly Dahl who both recently earned Eagle Scout rank.

Kimberly Dahl, age 16, is a resident of Brillion and a founding member of Scouts Troop 925 Two Rivers. She completed her Eagle project, a large sign at the entrance trail leading into Camp Sinawa on September 11 and 12. Kimberly passed her Eagle Board of Review on October 20, 2021.

Mydasia Zipperer, age 16, is a founding member of Scouts Troop 6925 Two Rivers and a resident of Two Rivers. She completed her Eagle project, consisting of 5 bat houses and an educational sign about bats, installed at Camp Sinawa on October 16 and 17. Mydasia passed her Eagle Board of Review on November 17, 2021. Troop 6925, chartered by Woodland Dunes Nature Center, is the only BSA girls troop in the Two Rivers-Manitowoc Area.

B. STATUS UPDATE/REPORTS

1. Congratulations to Emilee Rysticken, on Being Selected as the Top Presenter in the New North's NE Regional Business Idea Pitch Event, Based on Her Pitch for The High Lift Coffee Shop, Opening in 2022 at 12th and Madison Streets
Mr. Buckley reported that Emilee Rysticken, the young Two Rivers entrepreneur, who opened Screamin' Conuts in 2019, is taking on a new venture: a coffee shop and community gathering space, located in the building that was formerly TK's Authomotive and for many years Peterson's Mobil.

Emilee was selected as the top presenter in the New North's NE Regional Business Idea Pitch Event. When completed, the business will feature ample

indoor seating areas to relax, study and gather with friends, outdoor green space, and a convenient drive-thru.

2. Room Tax Update

Mr. Buckley reported that room tax revenues continue at a record pace, with collections through October 2021 totaling \$223,902. So far in 2021, individual vacation rental properties have accounted for 30 percent of total room tax revenues.

3. Sandy Bay Highlands Lot Sales

Mr. Buckley reported that five lots have closed in 2021, with two more to close in December. The averaged assessed valuation for developed lots in the subdivision is about \$235,000, more than twice the average assessed valuation for single-family homes in the City.

4. Winter Parking Ban Status

Mr. Buckley reported that enforcement of the overnight parking ban has been held in abeyance, so far this season, due to lack of any significant snowfall. The Police Department and City Manager's Office are working to limit enforcement to times when the parking restriction is needed, based on the weather forecast, actual weather conditions and the status of snow or ice cleanup activities following storm events. Updates will be posted on the Two Rivers Police Department and Two Rivers City Hall Facebook pages.

5. Reminder on Ordinance Requirements for Clearing Snow and Ice from Sidewalks

Mr. Buckley reminded property owners, lessees, and occupants that snow and ice shall be removed from any public sidewalk within 24 hours from the time when the snow ceases to fall including all sidewalks and any ramps on corner lots.

If such snow or ice is not removed, the City Manager or City Engineer may cause such snow 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 through 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.

Blowing or depositing snow or ice in the street is against the law. Offenders are subject to fines in accordance with the Two Rivers Municipal Code 4-1-12.

6. Reminder to Shop Local for Christmas

Mr. Buckley reminded residents of the many opportunities to shop local during this holiday season. Two Rivers logo merchandise can be purchased at Schroeder's Department Store, Woodland Dunes, Lighthouse Inn, Village Inn, Fatzo's Pizza and Subs, and Renee's Chocolates.

7. Candidacy Packets Available in Clerk's Office for Those Interested in Running for City Council

Mr. Buckley reported that December 1 was the first day for Councilmember candidates to circulate nomination papers for the 2022 Spring Election and 2022 Special Election (held concurrently with the Spring Election). Nomination papers for the three 3-year terms up for election in April must be filed by 5:00 PM on Tuesday, January 4, 2022 and papers for the one 2-year term on the April ballot must be filed by 5:00 PM on Tuesday, January 11, 2022.

8. Upcoming Events

Mr. Buckley reported on the following upcoming events:

- Senior Center Christmas Raffle: Monday-Friday, December 6-10
- Senior Center Sweet Treats for the Holidays: Thursday & Friday, December 9-10
- Family Sledding Night, Washington Park: Friday, December 17
- City to City Candy Cane Hunt: Saturday, December 18

9. Other

Mr. Buckley reported that the City Council approved an agreement with TRIVERS, LLC on November 29 for the sale of the City-owned former Paragon property. The agreement provides for a 90-day due diligence period for the purchaser to learn more about the property, a \$30,000 earnest money deposit that becomes non-refundable after 45 days, a purchase price of \$1,200,000 net to the City, and the City to seek funding assistance through WEDC's Idle Sites Grant Program. The principal in TRIVERS, LLC is Art Dumke of Oshkosh, a developer who owns and manages other industrial properties in northeast Wisconsin. He hopes to redevelop this 315,000 square foot building and 27-acre site as a multi-tenant facility for industrial and warehousing uses.

Mr. Buckley reported that donations are now being accepted for the Central Park West 365 Project. The first meeting of the fundraising committee will be Friday, December 10 at City Hall.

C. LEGISLATIVE/INTERGOVERNMENTAL

1. Governor Evers on December 3 Signed Dredging Bill, sponsored by Senator Jacque and State Representative Shae Sortwell

Mr. Buckley reported that the dredging bill was signed by Governor Evers into law as Act 93 of 2021 on December 3. He thanked Senator Jacque and Representative Sortwell for championing this "common sense" legislation that clears regulatory barriers to the beneficial re-use of clean sediments from the lakebeds of Lake Michigan and Lake Superior for "beach nourishment". The new law will help assure beneficial re-use of the clean materials dredged as part of harbor maintenance activities, whether the dredging work is being contracted by federal, state, or local government.

9) **CONSENT AGENDA**

A. **Presentation of Minutes**

1. Regular City Council – November 15, 2021
2. Work Session City Council – November 29, 2021

Recommended Action:

Motion to waive reading and adopt the minutes

B. **Reports**

1. Minutes of Meetings:
 - a. Plan Commission, November 17, 2021
 - b. Board of Appeals, November 17, 2021
 - c. Personnel & Finance Committee, November 17, 2021
 - d. Business Improvement District (BID) Board, December 1, 2021
 - e. Room Tax Commission, October 21, 2021

Recommended Action:

Motion to receive and file

C. **Finance Reports of October 2021**

1. Debt Service
2. General Fund
3. Lester Public Library
4. Utilities

Recommended Action:

Motion to receive and file

D. **Recommendations from Plan Commission Meeting of November 17, 2021**

1. Conditional Use Permit for Drive-Thru Facility at Cool City Brewing, 1718 W. Park St.

Recommended Action:

Motion to set Public Hearing for Monday, December 20, 2021 at 6:00 pm

E. **Summary of Verified Bills for the Month of November 2021 for \$2,476,429.58**

Recommended Action:

Motion to receive and file

RECOMMENDED ACTION FOR CONSENT AGENDA

Motion to approve the Consent Agenda with the various actions recommended

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

10) CITY COUNCIL - FORMAL ITEMS

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

Recommended Action:

Motion to waive reading and adopt the ordinance

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

- B. Resolution Approving List of Chief Inspectors, Election Inspectors, and Special Voting Deputies for 2022-2023 Elections

Recommended Action:

Motion to waive reading and adopt the resolution

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

- C. Resolution Adopting General Fund Budget for the Fiscal Year Ending December 31, 2022

Recommended Action:

Motion to waive reading and adopt the resolution, as recommended by the City Manager and the Personnel and Finance Committee

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

- D. Resolution Adopting Budgets for Other Funds (Capital Projects Funds, Special Revenue Funds, and Utility Funds) for the Fiscal Year Ending December 31, 2022

Recommended Action:

Motion to waive reading and adopt the resolution, as recommended by the City Manager and the Personnel and Finance Committee

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

- E. Resolution Adopting Debt Service Fund Budget for the Fiscal Year Ending December 31, 2022

Recommended Action

Motion to waive reading and adopt the resolution, as recommended by the City Manager and the Personnel and Finance Committee

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

- F. Resolution Adopting Tax Levy for the Fiscal Year Ending December 31, 2022

Recommended Action

Motion to waive reading and adopt the resolution, as recommended by the City Manager and the Personnel and Finance Committee