

**CITY OF TWO RIVERS
COUNCIL PROCEEDINGS
REGULAR MEETING
Monday, January 4, 2021 – 6:00 PM
Council Chambers – City Hall
MINUTES**

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

2. **PLEDGE OF ALLEGIANCE**

3. **INTRODUCTION OF NEWLY-APPOINTED COUNCIL MEMBER KAY KOACH/ROLL CALL BY CITY CLERK**

President Andrews welcomed Councilmember Kay Koach. Councilmember Koach was appointed to the seat on December 28, 2020 to fill a vacancy created by Jack Powalisz's resignation from his position on Council.

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

Also present were Elizabeth Runge, Economic Development Director/City Planner; Ken Kozak, Electric Utility Director; Brian Dellemann, Electric Utility Director; Jim McDonald, Public Works Director; Dave Buss, Finance Director; Ross Blaha, Water Utility Director; Steve Denzien, Fire Chief; Brian Kohlmeier, Police Chief; Terri Vosters, Parks & Recreation Director; 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**

None.

6. **INPUT FROM THE PUBLIC**

None.

7. **COUNCIL COMMUNICATIONS**

Letters and other communications from citizens

Councilmember Casavant reported on a complaint he received about the Lakeshore Chronicle not being placed in the slot at mailboxes, but rather thrown on the ground. Additionally, he received a complaint about the deterioration of the roof and overall condition of the cinder block building on 34th Street and Lincoln Avenue across from Krajnik Chevrolet.

Councilmember Remiker reported on the positive responses he received about turning the street lights off in the downtown on Christmas Eve and the requests to do it again next year with a longer duration.

President Andrews reported on a request that the City keep Mariners Trail free from snow and ice like the City of Manitowoc does during the winter months. City Manager Buckley indicated that staff is determining what the added cost would be to plow and salt Mariners Trail and will be bringing those numbers back to Council. President Andrews also noted that there have been several complaints about a pot hole at the drive thru mailbox lane and diagonal parking area at the Post Office. City Manager Buckley noted that, since the pot holes are on Post Office property, the City will be reaching out to the postmaster to make sure they are aware of the complaints received.

8. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

President Andrews shared a report from the Branding and Marketing Committee regarding Two Rivers logo apparel. In addition to Schroeder's, the apparel is now also available for purchase at Renee's Chocolates, Lighthouse Inn, and Fatso's.

9. CITY MANAGER'S REPORT**A. Invited Guests**

None.

B. Status/Update Reports**1. Closing on Property Sale to Rogers Street Fishing Village**

Mr. Buckley reported the closing on the property sale to the Rogers Street Fishing Village occurred on December 31, 2020. The funds received from the sales will be applied against a deficit balance in Fund 458 (Rogers Street Property Fund).

2. Closing on Property Sale to Carron Net

Mr. Buckley reported the closing on the property sale to Carron Net occurred on December 31, 2020. The net proceeds of the sale will go to the Electric Utility.

3. Christmas Eve Dimming of the Lights in Downtown

Mr. Buckley reported on the positive response received about dimming the lights downtown on Christmas Eve, thanked Councilmember Wachowski for advocating for the return of this tradition, and also thanked the Electric and Police Departments for ensuring the event could happen safely.

4. Fleet Leasing Program

Mr. Buckley reported on the status of the Fleet Management Program. There are 20 total vehicles proposed for lease-purchase for 2021, down from 21 in the proposal. Seven double-cab four-wheel drive pickups and five Chevy Equinoxes have been ordered so far. Seven regular cab pickups and a Jeep remain to be ordered. One Equinox, for use by the Meter Reader, was delivered in December from dealer inventory and all other vehicles will be factory-ordered, for arrival in Spring.

5. LED Street Lighting Conversion

Mr. Buckley reported out of 1,066 street lights, only 129 (12%) remain to be converted to LED. The remaining conversions have been deferred to 2022 based on the Electric Utility's current cash deficit. So far, the switch to LED's has reduced the City's street lighting budget from \$230,000 in 2017 to \$165,000 in 2020.

6. Christmas Tree Pickup, Week of January 4

Mr. Buckley reported Christmas Tree pickup will be on Tuesday, January 5.

7. Christmas Tree Lights Recycling at County Recycling Center, Ongoing

Mr. Buckley reported that the Manitowoc County Recycling Center at 3000 Basswood Road, Manitowoc, offers free Christmas light recycling year round.

8. Public Works Committee Meets on Wednesday, January 6, 5:15 p.m.; Agenda Includes a Discussion of Solid Waste and Recycling with Fred Radant of Manitowoc Disposal

Mr. Buckley reported that there will be a discussion of solid waste and recycling with Fred Radant of Manitowoc Disposal at the Public Works Committee meeting on Wednesday, January 6, at 5:15 p.m.

9. Environmental Advisory Board Meets on Tuesday, January 12, 6:00 p.m.; Agenda Includes a Presentation/Discussion Regarding Storm Water Management Issues with Nick VandeHey of McMahan Associates

Mr. Buckley reported that there will be a presentation/discussion regarding storm water management issues with Nick VandeHey of McMahan Associates at the Environmental Advisory Board meeting on Tuesday, January 12, at 6:00 p.m.

10. City Hall Lobby and Customer Service Office Have Resumed Normal Business Hours of 8:00 a.m. to 4:30 p.m. as of Monday, January 4

Mr. Buckley reported that the City Hall lobby and Customer Service office has resumed normal business hours of 8:00 a.m. to 4:30 p.m. as of Monday, January 4.

11. Personnel Updates

Mr. Buckley reported that the new Customer Service Representative-Cashier, Customer Service Representative-Collections, and Accountant have all started in

their positions with the City and an offer of employment has been extended for the Recreation Supervisor position.

12. New Interpretive Signage for South Breakwater Trail

Mr. Buckley reported that three new interpretive signs have been purchased and will be permanently installed along the South Breakwater Trail.

13. Reminder of Ordinance Requirement to Keep Sidewalks Clear of Snow and Ice

Mr. Buckley gave a reminder of the ordinance requirement to keep sidewalks clear of snow and ice within 24 hours following the end of a snow event.

14. \$25,000 State Forestry Grant for Catastrophic Storm Damage Expenses Incurred in July 2019

Mr. Buckley reported on the receipt of funds for a 2019 \$25,000 forestry grant for catastrophic storm damage. \$15,000 will go to the General Fund to reimburse expenses incurred from the July 2019 storm and the other \$10,000 will go to the Forestry Fund for tree planting and maintenance activities.

15. Other

The City Manager reminded viewers that, for information on community events, please go to www.exploretworivers.com.

C. Legislative/Intergovernmental Update

None.

10. CONSENT AGENDA

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, Jay Remiker, John Casavant, Mark Bittner
ABSENT:	Darla LeClair

A. Presentation of Minutes

1. City Council - Regular Meeting December 21, 2020 and Work Session December 28, 2020

Recommended Action:

Motion to waive reading and adopt the minutes.

RECOMMENDED ACTION FOR CONSENT AGENDA

Motion to approve the Consent Agenda with the various actions recommended

11. CITY COUNCIL - FORMAL ITEMS

- A. Resolution Upon Retirement, City Clerk/Human Resources Director Kim Graves

Recommended Action:

Motion to read and adopt the resolution.

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

- B. Resolution Upon Retirement, Electric Utility Director Ken Kozak

Recommended Action:

Motion to read and adopt the resolution.

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

- C. Status Report on 2020 Goals and Objectives

Recommended Action:

Motion to approve the report, as reviewed at the December 28, 2020 City Council Work Session, and to Direct that Highlights from the Report be Included in the City Manager's State of the City Report to be Presented at the January 18, 2021 Council Meeting.

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

- D. Set Special Meeting With Plan Commission and BIDC/CDA to Discuss Redevelopment Options for the Paragon Property

Recommended Action:

Motion to dedicate the January 25 work session to this topic, and schedule as a joint meeting, both in person and via Zoom, with the Plan Commission and BIDC/CDA

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, Jay Remiker, John Casavant, Mark Bittner
ABSENT: Darla LeClair

- E. Set a Public Hearing on Monday, January 18, 2021 at 6:00 PM, to Present Information and Receive Public Comment on Proposed CDBG-CV Funded Project at the Senior Center: Installation of a Drive-Up Facility for Providing Contactless Services

Recommended Action:

Motion to set the hearing for Monday, January 18, 2021 at 6:00 PM.

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, Jay Remiker, John Casavant, Mark Bittner
ABSENT: Darla LeClair

12. FOR INFORMATION ONLY

City Council Meeting, Monday, January 18, 2021, 6:00 p.m.

City Council Work Session, Monday, January 25, 2021, start time is to be determined.

13. CLOSED SESSION

Motion

At 6:50 p.m., a motion to go into Closed Session, per Wisc. States 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 reasons require a closed session. Discuss Possible City Assistance to Economic Development Projects. Discuss Status of Negotiations Regarding Former Hamilton Property. Discuss Contractual Relationship with Progress Lakeshore. Discussion of Development Agreement with Abbey Ridge, LLC, Abbey Ridge II, LLC, Abbey Ridge III, LLC, John Lukas and Dr. Scott Behringer, Related to Washington Highlands/TID No. 8.

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

14. RECONVENE IN OPEN SESSION

At 7:23 p.m., a motion to reconvene in open session and to consider possible actions in follow-up to closed session discussions.

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

15. ADJOURNMENT

At 7:23 p.m., a motion to dispense with the reading of the minutes of the meeting and adjourn.

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

Jamie Jackson
City Clerk