

**CITY OF TWO RIVERS
COUNCIL PROCEEDINGS
REGULAR MEETING
Monday, February 15, 2021 – 6:00 PM
Council Chambers – City Hall
MINUTES**

1. **CALL TO ORDER** by Vice-President Darla LeClair at 6:00 PM.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL BY CITY CLERK**

Councilmembers: Curt Andrews, Mark Bittner, Kay Koach, John Casavant, Bill LeClair, Darla LeClair, Jay Remiker, Bonnie Shimulunas, Adam Wachowski

Attendee Name	Title	Status	Arrived
Kay Koach	Commissioner	Excused	
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	6:04 PM
John Casavant	Councilmember	Present	
Mark Bittner	Councilmember	Present	

Also present were Ross Blaha, Water Utility Director; Dave Buss, Finance Director; Jeff Dawson, Library 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; 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**

Motion to approve requests from Council President Andrews and Councilmember Bittner to participate in the meeting from a remote location via phone conference.

Council policy requires the meeting be chaired by a Councilmember physically present. Due to Council President Andrews participation from a remote location, the meeting was chaired by Council Vice-President D. LeClair.

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

5. PUBLIC HEARING

None.

6. INPUT FROM THE PUBLIC

None.

7. COUNCIL COMMUNICATIONS**Letters and other communications from citizens**

- A. **2021-025** Letter Regarding Zlatnik Drive Safety Issue (Already Forwarded to Public Works Committee)

Recommended Action:

Motion to receive and file, pending review of Public Works Committee recommendation at the March 1 Council meeting

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

- B. Question on Zoning Ordinance Provisions Related to Kennels--Matter Has Been Referred to March 8 Plan Commission Meeting
- C. Other

Councilmember B. LeClair received an email from a citizen concerned about the mask mandate who wanted to encourage the City to take action to eliminate the mandate.

8. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

Council President Andrews reported that the Branding and Marketing Committee meets on Thursday, February 25th.

Council Vice-President D. LeClair reported that Progress Lakeshore's new Executive Director, Jamie Zastrow, will be starting soon. She also reported that Two Rivers Main Street has been discussing economic vitality. The Facade and Sign Grant Program information has been delivered to all business and property owners in the Business Improvement District and applications are due April 15.

Council President Andrews asked that the Council invite Jamie Zastrow of Progress Lakeshore to give a presentation in the next couple of months on what Progress Lakeshore is doing for the City of Two Rivers along with 2020 highlights.

9. CITY MANAGER'S REPORT

- A. Invited Guests

1. Introduction and Swearing in Fire Fighter Richard Barbier, Fire Department

Fire Chief Steve Denzien introduced the City's newest Firefighter, Richard Barbier, Jr. Mr. Barbier was hired to fill a vacancy created by the retirement of Mark Guehlstorf. Mr. Barbier introduced himself and thanked the City for the opportunity to join the Two Rivers Fire Department. He was sworn in by the City Clerk and signed his oath of office.

2. Introduction of Acting Captain Zach Peterson, Fire Department

Fire Chief Steve Denzien introduced Firefighter Zach Peterson and congratulated him on his promotion to Acting Captain. The Acting Captain vacancy was also created by Mark Guehlstorf's retirement.

B. Status/Update Reports

1. Congratulations to The Metalware Corporation on Being Named 2020 Large Business of the Year by the Chamber of Manitowoc County

Mr. Buckley congratulated The Metalware Corporation on their 2020 Large Business of the Year award.

2. Redevelopment Project at Washington and 12th Streets (Former M&M Lunch and Adjacent Property)

Mr. Buckley reported on the proposed redevelopment project at Washington and 12th Streets. The amendment to TID #12 is before the Council tonight for approval with final approval by the Joint Review Board on Tuesday, February 16th at 3:00 p.m. A development agreement and authorization for borrowing is expected to be ready for presentation to Council in March.

3. Two Rivers Main Street Facade and Sign Grant Program--Applications Distributed; Due by April 15

Mr. Buckley reported on the Two Rivers Main Street Facade and Sign Grant Program. Applications have been distributed to all property and business owners in the downtown Business Improvement District. Applications are due by April 15.

4. Statewide Primary Election for State Superintendent of Public Instruction: Tuesday, February 16, single polling place at City Hall Open 7:00 A.M. to 8:00 P.M.

Mr. Buckley reported on the Spring Primary Election on Tuesday, February 16th. Due to low anticipated voter turnout, a single polling location at City Hall is being utilized for all City of Two Rivers voters.

5. Matters Addressed at Environmental Advisory Board Meeting on January 12

a. Performance of City Storm Water Ponds

Mr. Buckley reported that the City storm water ponds are collecting at or above the amounts of solids projected by the models. Also, testing of the sediments revealed no significant issues with contaminants like metals; it is likely that solids from the ponds could be land-spread, versus landfilled.

b. Upcoming Regulations Based on Total Maximum Daily Loading (TM DL)

Mr. Buckley reported on upcoming regulations based on Total Maximum Daily Loading (TMDL). TMDL is the calculation of the maximum amount of a pollutant allowed to enter a water body so that the water body will meet and continue to meet USEPA water quality standards for that particular pollutant.

6. EXPLORETWORIVERS.COM

Mr. Buckley reminded viewers that, for information on community events, please go to www.exploretworivers.com.

7. Other

C. Legislative/Intergovernmental Update

Mr. Buckley reported that legislation to allow for the re-use of clean sand from harbor dredging remains under consideration in the Legislature. Representative Shae Sortwell and Senator Andre Jacque are among the sponsors of this legislation.

10. CONSENT AGENDA

Motion to approve the Consent Agenda with the various actions recommended with the exclusion of the verified bills for the month of January.

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

A. Presentation of Minutes

1. **2021-026** City Council - Regular Meeting February 1, 2021

Recommended Action:

Motion to waive reading and adopt the minutes.

B. Reports

1. **2021-027** Minutes of Meetings

- a. Environmental Advisory Board, December 8, 2020
- b. Environmental Advisory Board, January 12, 2021
- c. Library Board, January 12, 2021
- d. Personnel & Finance, January 19, 2021
- e. Architectural Control Committee for Sandy Bay Highlands Subdivision, January 27, 2021
- f. Police & Fire Commission, January 29, 2021
- g. Joint Review Board, February 3, 2021
- h. Plan Commission, February 8, 2021
- i. Architectural Control Committee for Sandy Bay Highlands Subdivision, February 9, 2021

Recommended Action:

Motion to receive and place on file

2. **2021-028** Department Reports for January 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 January for \$1,683,494.41

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. **2021-029** Resolution Adopting Amendment to the Boundaries and Project Plan for Tax Incremental District No. 12

Recommended Action:
Motion to waive reading and adopt the resolution, as recommended by the Plan Commission

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

- B. **2021-030** Resolution Extending the Life of TID No. 4 by One Year to Fund for Affordable Housing Activities

Recommended Action:
Motion to waive reading and adopt the Resolution

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

- C. Direction on Use of Funds: Bequest of \$43,714 from Former City Council Member Jim Taddy

Recommended Action:

Motion to deposit the funds in the Parks and Recreation Capital Fund, to be applied to the Splash Pad Project--with the understanding that Council will provide further direction in the future regarding project elements to be funded and proper recognition for Taddy's bequest

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

- D. **2021-031** Consideration of Recommendation from Citizen Katherine Dahlke that the City establish a Civic Internship Program

Recommended Action:

Council Discretion

Mr. Buckley reported on the City's current level of involvement with internships and civic academies. No action was taken by the Council.

- E. Consideration of Recommendation from Citizen Katherine Dahlke that the City establish a Local Arts Council

Recommended Action:

Council Discretion

Council Vice-President Darla LeClair shared thoughts on embracing arts in the community. No action was taken by the Council.

- F. **2021-032** Resolution Urging an Increase in State Funding for Shared Revenues

Recommended Action:

Motion to read and adopt the Resolution

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

- G. Appointment to Architectural Control Committee for Sandy Bay Highlands Subdivision, Phases 1 and 2

Recommended Action:

Motion to appoint Donald Karman as the Community Development Authority Representative and Adam Wachowski as the Plan Commission Representative

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

- H. Report on Bids Received on February 4, 2021 for 2021 Street and Utility Projects (Action Item for March 1 Council Agenda): 24th Street, 25th Street, Madison Street and Scattered Lead Water Service Lateral Replacements

Recommended Action:

None, for discussion only at this meeting--to be presented for action on March 1

Mr. Buckley reported on bids received for the 2021 Street and Utility Projects. Project locations include 24th Street, 25th Street, Madison Street, and scattered lead water service lateral replacements. The bids were opened February 4, 2021 and came in under projected estimated costs. Bids will be award at the March 1st Council meeting.

- I. **2021-033** Preliminary Resolution to Levy Special Assessments Upon the Properties Fronting on 24th Street, From Forest Avenue to Jefferson Street (Hearing on March 1)

Recommended Action:

Motion to waive reading and adopt the Resolution

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

- J. **2021-034** Preliminary 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 (Hearing on March 1)

Recommended Action:

Motion to waive reading and adopt the Resolution

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

- K. **2021-035** Resolution Directing Staff to Proceed With Activities Necessary for Creation of a New Tax Incremental Financing District to Assist with New Development at the Woodland Industrial Park

Recommended Action:

Motion to waive reading and adopt the Resolution

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

- L. **2021-036** Resignation of Margaret Lutze from the Environmental Advisory Board/Appointment of Replacement

Recommended Action:

Motion to accept the resignation, with thanks to Ms. Lutze for her service on the Environmental Advisory Board and to appoint Ben Meinnert to fill vacancy expiring May 1, 2022

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

12. FOR INFORMATION ONLY

- A. City Council Work Session, Monday, March 29, 2021, 6:00 PM
 B. City Council Regular Meeting, Monday, March 15, 2021, 6:00 PM

13. CLOSED SESSION

Motion to allow remote participation in closed session by Council President Andrews and Councilmember Bittner.

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

At 8:03 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 reasons require a closed session. Discuss possible City assistance to economic development projects. Discuss possible sale of City-owned property.

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

Councilmember Wachowski left the meeting at the start of closed session.

14. RECONVENE IN OPEN SESSION

At 9:02 p.m. a motion to reconvene in open session to consider possible actions in follow-up to closed session discussions.

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

15. ADJOURNMENT

At 9:02 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: Bill LeClair, Councilmember
AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, Jay Remiker, John Casavant, Mark Bittner
EXCUSED: Kay Koach

Jamie Jackson
City Clerk