

**CITY OF TWO RIVERS  
COUNCIL PROCEEDINGS  
REGULAR MEETING  
Monday, July 19, 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**

Councilmembers: Curt Andrews, Mark Bittner, Jeff Dahlke, Tracey Koach, Bill LeClair, Darla LeClair, Jay Remiker, Bonnie Shimulunas, Adam Wachowski

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>	<b>Arrived</b>
Adam Wachowski	Vice-President	Present	
Bill LeClair	Councilmember	Present	
Bonnie Shimulunas	Councilmember	Present	
Curt Andrews	President	Present	
Darla LeClair	Councilmember	Present	
Jeff Dahlke	Councilmember	Present	At 6:03 PM
Jay Remiker	Councilmember	Present	
Tracey Koach	Councilmember	Present	
Mark Bittner	Councilmember	Present	

Also present were Dave Buss, Finance Director; Jeff Dawson, Library Director; Brian Dellemann, Electric Utility Director; Brian Kohlmeier, Police Chief; Jim McDonald, Public Works Director; Rick Powell, IS 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**

None.

- 5) **PUBLIC HEARING**

None.

- 6) **INPUT FROM THE PUBLIC**

There were no requests to make input via telephone received by the City Manager or City Clerk's office by 4:00 PM.

There was no one present wishing to address the Council.

## 7) COUNCIL COMMUNICATIONS

### Letters and other communications from citizens

Councilmember Shimulunas reported that she was contacted by someone that is interested in seeing the Police Department K-9 do a demonstration at the dog park. Chief Kohlmeier indicated that the K-9 is not here yet, but in the meantime, it is possible that the City of Manitowoc or the Manitowoc County Sheriff's Department could coordinate a demonstration.

Councilmember Shimulunas also reported that she had someone inquiring about residences with cars parked on the lawn. Chief Kohlmeier indicated that if a vehicle is in a driveway or visibly parked on the property, it needs to be properly registered and operable. Any inoperable or non-registered vehicles must be stored in an enclosed garage. Reports of any issues can be directed to the non-emergency number at the Police Department.

Councilmember B. LeClair reported that he received an inquiry about getting information on HUD homes. Community Development Director Elizabeth Runge indicated that if the property is listed as HUD or WHEDA owned on the assessor's list there is sometimes contact information available or contact information can sometimes be obtained by subscribing to a foreclosure list online.

Councilmember Dahlke received a request from a citizen for the City to provide financial assistance to the Two Rivers Family Swim Center for some capital needs. City Manager Buckley indicated that there will be discussion at the July 26<sup>th</sup> Work Session meeting regarding this request.

Councilmember Wachowski reported that he received complaints about high water on 25<sup>th</sup> Street. He also reported a sanitary sewer backup in the area of 25<sup>th</sup> and Wilson Streets with the residents indicating that they didn't receive much help from the City and are in need of additional assistance. Mr. Buckley reported that any claims for damage would be referred to the City's insurance carrier.

Councilmember Wachowski also reported that people are not stopping at the stop signs at 45<sup>th</sup> and Parkway Blvd and requested that the Police Department add additional patrol to the area.

Councilmember Remiker reported that he received the same complaint about the intersection at 45<sup>th</sup> and Parkway Blvd. He also reported that he received an inquiry about a storage canopy which he forwarded to Council and City staff. Mr. Buckley reported that it will be followed up on with the Inspections staff who is currently out of the office.

Councilmember B. LeClair reported that there is a tree branch obstructing the view of a stop sign in the area of 45<sup>th</sup> and Bellevue Streets.

Council President Andrews reported on a concern about 2215 School Street being in disrepair.

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

None.

## 9) CITY MANAGER'S REPORT

### A. Invited Guests

1. Eagle Scout Candidates Colman Slattery and Joaquin Guynes of Two Rivers Scout Troop 927

Mr. Buckley welcomed Two Rivers High School Class of 2022 students and members of Boy Scout Troop 927 Colman Slattery and Joaquin Guynes, both of whom are candidates for Eagle Scout. One component required to achieve the rank of Eagle Scout is to plan, develop, and give leadership to others in a project helpful to a religious institution, school, or community. Slattery and Guynes identified opportunities for community projects in the City of Two Rivers along Mariners Trail. Their projects required coordination with the Friends of Mariners Trail community group and the City's Advisory Recreation Board. The City's Parks and Recreation and Public Works Departments assisted in preparing the community project site for Colman Slattery to construct a pergola on. Furnishings for under the pergola were constructed by Joaquin Guynes. Mr. Buckley congratulated them on completion of their projects and thanked them for their generous contributions to the City of Two Rivers.

- i. Resolution Recognizing Eagle Scout Candidate Colman Slattery for Community Contributions

Recommended Action:

Motion to read and adopt the resolution

The resolution was read aloud and presented to Colman Slattery by Mr. Buckley.

<b>RESULT:</b>	<b>APPROVED WITH ROLL CALL [UNANIMOUS]</b>
<b>MOVER:</b>	Jeff Dahlke
<b>SECONDER:</b>	Jay Remiker
<b>AYES:</b>	Curt Andrews, Mark Bittner, Darla LeClair, Jeff Dahlke, Bill LeClair, Tracey Koach, Jay Remiker, Bonnie Shimulunas, Adam Wachowski

- ii. Resolution Recognizing Eagle Scout Candidate Joaquin Guynes for Community Contributions

Recommended Action:

Motion to read and adopt the resolution

The resolution was read aloud and presented to Joaquin Guynes by Mr. Buckley.

<b>RESULT:</b>	<b>APPROVED WITH ROLL CALL [UNANIMOUS]</b>
<b>MOVER:</b>	Jay Remiker
<b>SECONDER:</b>	Adam Wachowski
<b>AYES:</b>	Curt Andrews, Mark Bittner, Darla LeClair, Jeff Dahlke, Bill LeClair, Tracey Koach, Jay Remiker, Bonnie Shimulunas, Adam Wachowski

2. Representatives of American Legion Post 165, Regarding Upcoming Flag Retirement Ceremony and Drop-off Locations for Proper Flag Disposal  
Christian De Kok provided information on an upcoming flag retirement ceremony to be held at the Neshotah Park ball diamond on Wednesday, August 4<sup>th</sup> at 7:00 p.m. Those interested in properly disposing of their American Flags can bring them to the ceremony or deposit them in one of the collection containers at City Hall, Pick N' Save, or the Fire Department.

B. Status/Update Reports

1. Congratulations to Everyone Involved with Bryan Lee Day, July 10  
Mr. Buckley reported on the success of Bryan Lee Day, held on July 10<sup>th</sup> in Central Park West and congratulated everyone involved. Councilmember D. LeClair also shared details of the event and shared the desire of many to turn Bryan Lee Day into an annual event.
2. Local Impacts of July 14 Storms/Deluge  
Mr. Buckley reported that the July 14<sup>th</sup> storms resulted in rainfall totals of 5 to 7 inches in the City of Two Rivers. Storm water entering the City's sanitary sewer collection system raised incoming flows at the wastewater treatment plant from 2,500 gallons per minute (3.6 million gallons per day) to over 8,000 gallons per minute (over 11.5 million gallons per day). These extraordinarily high flows resulted in an overflow at the treatment plant, where about 5,250 gallons of untreated effluent flowed into a storm sewer and then to the river and Lake Michigan. The overflow was appropriately reported to the Wisconsin Department of Natural Resources.
3. 24<sup>th</sup> Street Reconstruction  
Mr. Buckley reported that the sanitary sewer, water, storm, and lateral work is completed on 24<sup>th</sup> Street. Street grading and gravelling was completed in early July with the south side of the street having been paved on July 13<sup>th</sup>. The contractor is scheduled to pave the north side of the street on July 22<sup>nd</sup>. Hand concrete work, including sidewalks and driveways is scheduled to start the week of July 26<sup>th</sup>.
4. 25<sup>th</sup>/Madison Streets Reconstruction  
Mr. Buckley reported that the contractor is scheduled to complete sanitary sewer, water, and storm sewer work on 25<sup>th</sup> Street on July 23<sup>rd</sup>. Grading and graveling operations are expected to begin the week of July 26<sup>th</sup> with paving operations anticipated in August.

Mr. Buckley reported that the contractor is scheduled to begin sewer and water installation on Madison Street the week of July 26<sup>th</sup>.

5. **Police Department Fundraising for K-9 Program**  
Police Chief Kohlmeier provided an update on the fundraising efforts for the K-9 program. Since Council authorized the creation of a K-9 program, the Police Department has collected nearly 40% of the \$50,000 community match goal. T-Shirts are available for purchase at the Police Department and Two Rivers Clothing Company. Chief Kohlmeier anticipates the City moving forward with selecting a K-9 and starting the process for training and acquisition once 50% of the goal is met.
6. **2023 Washington Street Redevelopment**  
Mr. Buckley reported that a sale agreement for 2023 Washington Street was signed July 13<sup>th</sup> between the City and TA Properties, LLC, consistent with action of the City Council at its July 5<sup>th</sup> meeting. The agreement provides for a purchase price of \$10,000 and the investment of at least \$100,000 into this property by the purchaser. This long-vacant, tax-delinquent, property was acquired by the City in April 2020 for redevelopment purposes.
7. **Playground Equipment at Neshotah and Riverside Parks**  
Mr. Buckley reported that new equipment was recently installed at Riverside Park on 14<sup>th</sup> Street. Additionally, the City is still waiting for installation of the zipline feature at Neshotah Park with hopes that installation will take place the week of July 26<sup>th</sup>.
8. **Leasing Program Update**  
Mr. Buckley reported that so far the City has received 9 vehicles under the fleet leasing arrangement with Enterprise Fleet Leasing with hopes to get 3 more before the end of 2021. The initial order was for 21 vehicles, but 9 were cancelled by the manufacturer due to the shortage of microchips and other COVID-related reasons. Work has begun compiling the orders for the 2022 vehicle replacements, which will be present to the City Council at budget time.
9. **Lester Public Library Drive-Thru Statistics Update**  
Mr. Buckley reported that the drive-thru window at the Lester Public Library installed in response to the COVID pandemic continues to be a popular service option. In June, 1,050 items were provided to library patrons via the drive-thru window, which is approximately 11% of the total circulation of 9,633 items in June.
10. **Upcoming Events: SnowFest, Beach Concerts, Downtown Concerts**  
Mr. Buckley reported that SnowFest is Friday, July 23<sup>rd</sup> through Sunday, July 25<sup>th</sup>. It will consist of three full days of live music, food, drinks, rides, and games with a parade beginning at 11:00 AM on Saturday, departing from the DPW yard on 12<sup>th</sup> Street.  
  
Bands on the Beach and Music in the Park continue through August.
11. **ExploreTwoRivers.com**  
Mr. Buckley reminded viewers that the most up-to-date source of information for events in the City of Two Rivers is [www.exploretworivers.com](http://www.exploretworivers.com).

12. Other

Mr. Buckley reported the recent passing of two retired Water and Light employees on Saturday, July 17<sup>th</sup>. Robert Blaha retired in 1996 after serving 34 years as an electric lineman. He was 84. William Monka, also an electric lineman, was 81.

C. Legislative Update

Mr. Buckley reported that work continues on a new version of the Tourism Services Agreement with the City of Manitowoc and the Manitowoc Area Visitor and Convention Bureau. The most recent meeting took place on July 19<sup>th</sup> at Manitowoc City Hall. The current agreement expires December 31, 2021 and the City is hopeful to have a new agreement in place by September 1, 2021.

## 10) CONSENT AGENDA

A. Presentation of Minutes

1. Regular City Council – July 6, 2021
2. Special Session City Council – June 12, 2021

Recommended Action:

Motion to waive reading and adopt the minutes

B. Applications and Petitions

1. Applications for Temporary Class “B” Licenses
  - a. Two Rivers Main Street, Inc., Brew Dash, August 7, 2021, East Half of Central Park from 9:00 AM to Noon
  - b. Two Rivers Youth Sports, War on the Shore, August 5-8, 2021, Vietnam Veterans Memorial Park, 1200 35<sup>th</sup> Street from 8:00 AM to 10:00 PM
2. Application for Commercial Garbage Hauler’s License
  - a. Waste Management, 1861 Allouez Avenue, Green Bay

Recommended Action:

Motion to approve the applications and authorize issuance of the licenses

C. Reports:

1. Minutes of Meetings
  - a. Library Board, June 8, 2021
  - b. Plan Commission, July 12, 2021
  - c. Police & Fire Commission, July 13, 2021
  - d. Joint Review Board, July 6, 2021
2. Department Reports
  - a. City 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

D. Summary of Verified Bills for the Month of July 2021 for \$1,533,596.85

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

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

**11) CITY COUNCIL - FORMAL ITEMS**

A. Resolution Upon Retirement, Kay Nooker, Office Manager at Water & Light Department

Recommended Action:  
Motion to read and adopt the resolution

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

B. Ordinance to Amend Title 3, Chapter 5 of the Municipal Code, Related to Lost and Abandoned Property

Recommended Action:  
Motion to waive reading and adopt the ordinance

<b>RESULT:</b>	<b>APPROVED WITH ROLL CALL [UNANIMOUS]</b>
<b>MOVER:</b>	Darla LeClair
<b>SECONDER:</b>	Jay Remiker
<b>AYES:</b>	Curt Andrews, Mark Bittner, Darla LeClair, Jeff Dahlke, Bill LeClair, Tracey Koach, Jay Remiker, Bonnie Shimulunas, Adam Wachowski

- C. Noise Ordinance Waiver Request from WI Heat Softball, July 23-24, 2021 until 11:00 PM at Vietnam Veterans Memorial Park

Recommended Action:

Motion to approve the request as submitted

<b>RESULT:</b>	<b>APPROVED WITH ROLL CALL [UNANIMOUS]</b>
<b>MOVER:</b>	Jay Remiker
<b>SECONDER:</b>	Jeff Dahlke
<b>AYES:</b>	Curt Andrews, Mark Bittner, Darla LeClair, Jeff Dahlke, Bill LeClair, Tracey Koach, Jay Remiker, Bonnie Shimulunas, Adam Wachowski

- D. City Manager's Appointments and Re-appointments to Boards, Committees, and Commissions
1. Pamela Stephens, Committee on Aging, to a term expiring May 1, 2023
  2. Kim Graves, Committee on Aging, to a term expiring May 1, 2024

Recommended Action:

Motion to approve the appointments as recommended by the City Manager

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

- E. Visibility Concerns at the Intersection of 24<sup>th</sup> Street and Forest Avenue

Recommended Action:

Informational only – Matter given preliminary discussion at special Public Works Committee meeting on July 19<sup>th</sup>

Councilmember D. LeClair reported that the Public Works Committee met and due to the ongoing construction on 24<sup>th</sup> Street, the Committee and Staff are recommending that discussion of this matter take place at a later time, possibly at the October 2021 Public Works Committee meeting. Councilmember D. LeClair indicated that advance notice would be provided to residents in the area of concern.



## RECOMMENDATIONS FROM THE PLAN COMMISSION JULY 12, 2021 MEETING

- F. Schedule a Public Hearing for a Conditional Use Permit to Operate a Commercial Kennel in the B-2 Business District at 3310 45<sup>th</sup> Street, Submitted by Stephanie Mueller d/b/a Lucky Paws Pet Boutique (Owner)

Recommended Action:

Motion to schedule a Public Hearing on Monday, August 2, 2021 at 6:00 PM

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

- G. Resolution Adopting Amendment No. 2 to TID No. 10 to Support Rehabilitation of the Former Paragon Property

Recommended Action:

Motion to waive reading and adopt the resolution

<b>RESULT:</b>	<b>APPROVED WITH ROLL CALL [UNANIMOUS]</b>
<b>MOVER:</b>	Jay Remiker
<b>SECONDER:</b>	Mark Bittner
<b>AYES:</b>	Curt Andrews, Mark Bittner, Darla LeClair, Jeff Dahlke, Bill LeClair, Tracey Koach, Jay Remiker, Bonnie Shimulunas, Adam Wachowski

City Manager Buckley recommended that the Council act on Item I prior to Item H, as the resolution that is Item I references the resolution in Item H having been previously approved. Council President Andrews stated that, if there were not objections, the Council would first address Item I, then Item H. There were no objections stated.

- I. Resolution Adopting Project Plan for TID No. 15 to Support Redevelopment of the Former Hansen the Florist Property

Recommended Action:

Motion to waive reading and adopt the resolution

<b>RESULT:</b>	<b>APPROVED WITH ROLL CALL [UNANIMOUS]</b>
<b>MOVER:</b>	Jeff Dahlke
<b>SECONDER:</b>	Bill LeClair
<b>AYES:</b>	Curt Andrews, Mark Bittner, Darla LeClair, Jeff Dahlke, Bill LeClair, Tracey Koach, Jay Remiker, Bonnie Shimulunas, Adam Wachowski

- H. Resolution Creating and Adopting Boundaries for TID No. 15 to Support Redevelopment of the Former Hansen the Florist Property

Recommended Action:

Motion to waive reading and adopt the resolution

<b>RESULT:</b>	<b>APPROVED WITH ROLL CALL [UNANIMOUS]</b>
<b>MOVER:</b>	Darla LeClair
<b>SECONDER:</b>	Mark Bittner
<b>AYES:</b>	Curt Andrews, Mark Bittner, Darla LeClair, Jeff Dahlke, Bill LeClair, Tracey Koach, Jay Remiker, Bonnie Shimulunas, Adam Wachowski

## 12) FOR INFORMATION ONLY

- A. City Council Work Session, Monday, July 26, 2021, 6:00 PM  
 B. City Council Regular Meeting, Monday, August 2, 2021, 6:00 PM

## 13) CLOSED SESSION

Motion to enter into Closed Session at 7:37 PM 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 Property Sale at Woodland Industrial Park
- Discuss Option to Purchase Agreement with AIM Manitowoc, LLC Relative to City-Owned Property at 606 Parkway Boulevard

<b>RESULT:</b>	<b>APPROVED WITH ROLL CALL [UNANIMOUS]</b>
<b>MOVER:</b>	Bill LeClair
<b>SECONDER:</b>	Darla LeClair
<b>AYES:</b>	Curt Andrews, Mark Bittner, Darla LeClair, Jeff Dahlke, Bill LeClair, Tracey Koach, Jay Remiker, Bonnie Shimulunas, Adam Wachowski

## 14) RECONVENE IN OPEN SESSION

Motion to reconvene in Open Session at 8:24 PM to consider possible actions in follow-up to closed session discussions

- A. Consider Authorizing a Purchase Option for a Parcel at the City's Woodland Industrial Park

Motion to approve the purchase option for a 9.4 acre parcel in the City's Woodland Industrial Park as presented and to authorize the City Manager and City Clerk to sign on behalf of the City.

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

B. Other

**15) ADJOURNMENT**

Motion to dispense with the reading of the minutes of the meeting and adjourn at 8:35 PM.

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

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Jamie Jackson  
City Clerk