



**CITY OF TWO RIVERS
CITY COUNCIL AGENDA
Monday, January 18, 2021
Council Chambers – City Hall – 6:00PM
Regular Meeting**

NOTICE: TO BETTER ACCOMMODATE PUBLIC INPUT DURING THE GOVERNOR'S EMERGENCY MASK ORDER, CITIZENS MAY CALL 920-793-5534 WHEN THE COUNCIL PRESIDENT REQUESTS PUBLIC INPUT (MEETING CAN BE VIEWED ON CITY WEBSITE, [HTTPS://TWO-RIVERS.ORG](https://two-rivers.org), ON TWO RIVERS CITY HALL FACE BOOK PAGE OR SPECTRUM TWO RIVERS CABLE CHANNEL 993)

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL BY CITY CLERK**
- 4. CONSIDERATION OF ANY COUNCIL MEMBER REQUESTS TO PARTICIPATE IN THIS MEETING FROM A REMOTE LOCATION**
- 5. PUBLIC HEARING REGARDING PROPOSED APPLICATION FOR COMMUNITY DEVELOPMENT BLOCK GRANT CORONAVIRUS (CDBG-CV) FUNDING, FOR SENIOR CENTER MODIFICATIONS TO FACILITATE CONTACTLESS DELIVERY OF SERVICES**
 - A. Resolution Authorizing Submittal of Community Development Block Grant Application
Recommended Action:
Motion to waive reading and adopt the Resolution
 - B. Resolution Adopting an Updated Citizen Participation Plan, Related to City Applications for and Use of Community Development Block Grant Application
Recommended Action:
Motion to waive reading and adopt the Resolution
- 6. INPUT FROM THE PUBLIC**
- 7. COUNCIL COMMUNICATIONS**
Letters and other communications from citizens
- 8. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES**

9. CITY MANAGER'S REPORT

A. Invited Guests--New Finance Department Employees

1. Invited Guests

Dee Dee Dirkmann, Accountant
Kim Luebke, Customer Service Rep-Billing
Marla Krizek, Customer Service Rep-Cashier

B. 2020 State of the City Report

C. Status/Update Reports

1. New, On-Line Municipal Code
2. Insurance Proceeds from Former Council Member Jim Taddy
3. Initial Meeting of Splash Pad and Skating Rink Planning Committee is Thursday, January 21 at 6:00 PM
4. New Summer Event: Bryan Lee Day, Saturday, July 10
5. Personnel Updates
6. Upcoming Events
7. Other

D. Legislative/Intergovernmental Update

10. CONSENT AGENDA

A. Presentation of Minutes

1. Regular City Council Minutes January 4, 2021

Recommended Action:

Motion to waive reading and adopt the minutes

B. Reports

1. Minutes of Meetings

- a. Public Utilities, January 5 2021
- b. Public Works, January 6, 2021
- c. Plan Commission, January 11, 2021
- d. Advisory Recreation Board, December 8, 2020
- e. Library Board, December 8, 2020
- f. Community Development Authority and Business and Industrial Development Committee, December 15, 2020

Recommended Action:

Motion to receive and place on file

2. Department Reports for December 2020

- a. City Clerk
- b. Community Development
- c. Electric
- d. Fire
- e. Inspections

- f. Library
- g. Parks & Recreation
- h. Police
- i. Public Works
- j. Safety Program
- k. Water

Recommended Action:

Motion to receive and file

3. Summary of Verified Bills for the Month of December 2020 for \$1,670,170.41

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. Resolution to Petition the Wisconsin Elections Commission for Permission to Use Paper Ballots and authorizing the use of a Single Polling Place in Spring Primary Election to be Held February 16, 2021

Recommended Action:

Motion to waive reading and adopt the Resolution

- B. Ordinance to Amend Municipal Code Section 9-6-4 Entitled "Responsibilities of Owners" to Include Provisions Prohibiting a Person from Discharging Water and Depositing Snow onto Property Not Owned by That Person. These Provisions were Adopted on January 3, 2017 but were Unintentionally Omitted during the 2020 Code Codification Process

Recommended Action:

Motion to waive reading and adopt the Ordinance

- C. Consider Terms for City Funding Assistance for Main Street Downtown Grant Programs (Budgeted at \$22,000 in the 2021 City Budget)

Recommended Action:

Motion to approve the terms for City funding assistance as described in the staff memo

**RECOMMENDATION FROM THE PLAN COMMISSION MEETING OF
JANUARY 11, 2021**

- D. Set a Public Hearing on an Application for Conditional Use Permit for "Moving Forward," an Adult Day Care Facility Proposed in the Planned Unit Development District (PUD) at 2214 11th Street (former St. Mark's Rectory), as Requested by Curt Gesell, Property Owner, and Nichole Lembke, Tenant/Operator

Recommend Action:

Motion to set the public hearing for Monday, February 1, 2021 at 6:00 PM, as recommended by the Plan Commission

RECOMMENDATION FROM THE ADVISORY RECREATION BOARD MEETING ON DECEMBER 8, 2020

- E. Approval of Changes in Fees Charged for Park Shelters, Concession Stand, Beach Pavilion and Other Facilities

Recommended Action:

Motion to approve the fees, as recommended by the Advisory Recreation Board, effective January 1, 2021

12. FOR INFORMATION ONLY

- A. Snowman Building Contest, Saturday, January 23, 2021, 10:00-11:30 AM, Walsh Field
- B. Joint City Council Work Session, Business & Industrial Development Committee and Plan Commission Meeting, Monday, January 25, 2021, 6:00 PM
- C. City Council Regular Meeting, Monday, February 1, 2021, 6:00 PM
- D. The Chamber of Manitowoc County Awards of Distinction Annual Dinner, Tuesday, February 11, 2021, 5:00 PM, Capital Civic Centre. RSVP to City Managers Office.

13. CLOSED SESSION

The City Council reserves the right to enter into Closed Session, per Wisc. Stats 1985(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 reason 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
- Discuss Possible Property Sale

14. RECONVENE IN OPEN SESSION

To consider possible actions in follow-up to closed session discussions

15. ADJOURNMENT

Motion to dispense with the reading of the minutes of the meeting and adjourn

Please note, upon reasonable notice, efforts will be made to accommodate the needs to disabled individuals through appropriate aids and services. For additional information or to request this service, please contact the Office of the City Manager by calling 793-5532.

It is possible that members of and possibly a quorum of governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

Division of Energy, Housing and Community Resources

Community Development Block Grant – Authorizing Resolution to Submit a CDBG Application

Authorizing Resolution to Submit a Community Development Block Grant (CDBG) Application

Relating to the City of Two Rivers participation in the Community Development Block Grant Coronavirus Program

WHEREAS, Federal monies are available under the Community Development Block Grant (CDBG) program, administered by the Wisconsin Department of Administration (DOA) Division of Energy, Housing and Community Resources (DEHCR) for the purpose of the provision or development of a Senior Center Modifications

for the City of Two Rivers ;

WHEREAS, after public meeting and due consideration, the City Council

has recommended that an application be submitted to DOA for the following project: Senior Center Modifications ; and

WHEREAS, it is necessary for the City Council to approve the preparation and filing of an application for the City to receive funds from this program; and

WHEREAS, the City Council has reviewed the need for the proposed project(s) and the benefit(s) to be gained there from;

NOW, THEREFORE, BE IT RESOLVED, that the City Council does hereby approve and authorize the preparation and filing of an application for the above-named project; and that the Council President is hereby

Attachment: Two Rivers Authorizing Resolution to Submit CDBG COVID (3206 : Community Development Block Grant Application)

Division of Energy, Housing and Community Resources

Community Development Block Grant – Authorizing Resolution to Submit a CDBG Application

AUTHORIZING RESOLUTION TO SUBMIT A CDBG APPLICATION:

SUBMISSION INSTRUCTIONS

The Unit of General Local Government (UGLG) ***must*** submit documentation verifying the Chief Elected Official (CEO) has been authorized to submit a CDBG Application. The Authorizing Resolution to Submit a Community Development Block Grant (CDBG) Application form is provided to serve as this documentation, upon being completed by the UGLG and submitted with the UGLG's CDBG Application materials.

- Fill in the designated spaces throughout the form. (Please refer to the micro text located beneath each fillable slot for guidance on the type of information that must be input.)
- The **Authorizing Resolution to Submit a CDBG Application** form must be signed by the local Clerk.
- The **Authorizing Resolution to Submit a CDBG Application** form must be signed by the UGLG's Chief Elected Official (i.e., Mayor, City Council President, Village Board President, Town Board Chairperson, County Board Chairperson, etc.). Make sure to provide the signature, typed name, and title of the Chief Elected Official (CEO). Fill in the date the form is signed by the CEO.
- Retain the original completed **Authorizing Resolution to Submit a CDBG Application** form for the UGLG's prospective grant file and submit a copy to the Division of Energy, Housing and Community Resources (DEHCR) with the UGLG's CDBG Application materials.



DEPARTMENT OF ADMINISTRATION

Tony Evers, Governor
Joel Brennan, Secretary
Susan Brown, Division Administrator

COMMUNITY DEVELOPMENT BLOCK GRANT
COVID-19 response (CDBG-CV) Intent to Apply

Eligibility: Applicants must have identified a project that prevents, prepares for or responds to COVID-19.

Applicant Information:

Applicant: City of Two Rivers
(Town, Village, City or County)
Address: 1720 17th St Two Rivers, WI 54241
E-Mail Address: tervos@two-rivers.org
Contact Person: Terri Vosters Telephone: 920-793-5592
Region: Northeastern Region

Project Area/National Objective: (Town, Village, City, County, Census Tract, etc.) Please be as specific as possible and include estimated number of people that will benefit from the project and what national objective you will meet:

The City of Two Rivers is a community of 11,041 people, according to the US Census 2019 Population Estimates and is located in Manitowoc County. The City has a Senior Center in the downtown at 1520 17th Street. The Senior Center offers many services as a function of its own offerings, and in conjunction with the ARDC of the Lakeshore. These services include meals, education, recreation and community-based services.

The Senior Center pre-COVID offered meals in the building. In addition, meals are also prepared to deliver for the Meals on Wheels program. The number of meals provided in 2019 were 12,000 hot meals and 500 frozen meals. Currently that number has nearly doubled, to 22,000 hot meals and 700 frozen meals that are now delivered. These numbers show the program's increased demand and the need for more clients to be served in their homes during COVID.

The City of Two Rivers is requesting COVID assistance to add contactless improvements to the Senior Center building and additional equipment to support operations of the Meals on Wheels Program. These improvements will be targeting resources toward the Limited Clientele population, in this case elderly persons and disabled individuals, which the City is proposing meets a National Objective under the CDBG program criteria.

Attachment: Two Rivers ITA CDBG - CV (3206 : Community Development Block Grant Application)

Proposed Activity: Describe the activities to be funded through the CDBG-CV including how the activities prevent, prepare for, or responds to COVID-19. Please identify who will administer the federal CDBG regulations or assist in delivery of the project.

Proposed Project Activity

The proposed activities to be funded through the CDBG-COVID are improvements to the Senior Center building and site as well as additional equipment to support the operation of the Meals on Wheel program's increased demands.

The Senior Center building modifications include the addition of a drive-up window with an awning. The window will be a sliding window to provide a contactless opportunity for limited clientele, numerous volunteers, and staff necessary to maintain the Senior Center Programs, to pick up supplies, food or other items. Seniors that can drive will also be able to use this drive-up window to pick up needed food or supplies in a contactless manner.

Another proposed modification is a new service door opening with a contactless opening system. An additional service door that is larger would assist staff when pushing out large carts of food and large coolers containing food for the Meals on Wheels Program and would reduce the touching and holding of the doors. The doors currently must be held while carts are pushed, and it is a narrow opening for this purpose. This improved opening will reduce contact of the doors and reduce the number of individuals needed to complete the task of moving carts through the doors to deliver food and supplies to cars.

The Senior Center parking lot has a loop which will coordinate well with a drive-up window. However, to accommodate the driver side of vehicles the traffic flow direction of the parking lot will need to be reversed. To make this visible, parking lot spaces must be re-painted, and signs must be added. Also, an exit from the parking lot will be constructed onto Adams Street (See Attachment A).

The increased demand for meals at home has also increased the need for food prepared and stored. The need for additional equipment has been identified as an additional refrigerator, food warmer, food carts, and coolers. These are itemized and shown in Attachment B.

Project Administration

City staff will be administering the CDBG project. Elizabeth Runge, Community Development Director, will be working with Park and Recreation Director Terri Vosters in this process. Staff has experience in reporting and requesting reimbursement for funds.



Budget Narrative: Please include information on whether additional funding including local funds will be required and the status of that funding commitment.

There are no additional funds allocated to the proposed project at this time. If engineering fees are not eligible then the City will allocate funds as a match for that portion of the project.



Please list the funds being requested for each activity. You may apply for one or more program activities. Add more lines if necessary

	PROJECT COMPONENT(S)	CDBG-CV	\$	AMOUNT
1.	Senior Center Building and site modification		\$	75,000.00
2.	Equipment		\$	5,000.00
3.	Administration, up to 13% of project cost		\$	8,000.00
	TOTAL CDBG-CV PROJECT BUDGET		\$	88,000.00

Time Table:

What is the anticipated time frame in which you will complete the proposed activities/project?

Upon notification of the award, the City will begin the appropriate procurement process for project. The timeline that is anticipated is:

- Bids to be issued in May 2021
- Construction Started July 2021
- Construction Completed April 2022
- Project Close Out May 2022

Attachment: Two Rivers ITA CDBG - CV (3206 : Community Development Block Grant Application)

Grantee Representative:


(Signature)

President of Two Rivers City Council
(Title)

11/19/2020
(Date)

**Please submit this completed form via email to: CDBGCV@Wisconsin.gov
Enter the following on the subject line: "County/City/Village/Town of (Blank) CDBG-CV Intent to Apply".**

Attachment: Two Rivers ITA CDBG - CV (3206 : Community Development Block Grant Application)



SMI
CIVIL AND STRUCTURAL ENGINEERS
102 REVERE DRIVE
MANITOWOC WI 54220-3147
PHONE 920-684-5583 • FAX 920-684-5584
WEB SITE: www.smimanitowoc.com

November 19, 2020

GREG BUCKLEY / ELIZABETH RUNGE
CITY OF TWO RIVERS
1717 E PARK ST
TWO RIVERS WI 54241

I am pleased to put together some budget numbers for the potential Senior Center project we briefly spoke about on Tuesday, November 17, 2020. It is my understanding that these alterations and upgrades are being necessitated by guidelines associated with helping prevent the spread of COVID-19 amongst the employees and patrons.

I have attached the following:

- Aerial photograph depicting the Senior Center and the attached parking lot. There is a key on this attachment that summarizes the proposed work. Items 1-4 are site related, and items 5-6 pertain to building alterations/upgrades.
- The 2nd attachment itemizations the site work, including civil engineering fees
- Lastly, the 3rd attachment is the budget proposal for the work on the building

In addition to the budget numbers on the attachments, please figure an additional \$5,000 for structural engineering fees associated with the 2 new masonry wall openings, potential structural modification of the existing entry door, and for design of the new metal awning.

Total project budget proposal = \$26,500 + \$43,500 + \$5,000 = \$75,000. This assumes all work to be submitted and reviewed at the local City of Two Rivers level. No building permit fees are included in this proposal.

Please let me know any questions. Thank you for this opportunity to work with you.

Respectfully submitted,
SMI Inc.

Jeffrey T. Gordon, PE
Enclosure

Attachment: Two Rivers ITA CDBG - CV (3206 : Community Development Block Grant Application)



- 1. REMOVE ALL OR PART OF LANDSCAPE ISLANDS
- 2. NEW LANDSCAPE ISLAND
- 3. NEW DRIVE
- 4. REMOVE STRIPING AND REPLACE
- 5. NEW DELIVERY DOOR AND PASS THROUGH WINDOW UNDER 20' LONG METAL AWNING
- 6. REMOVE EXISTING ENTRY DOOR, REPLACE WITH SENSOR OPERATED SLIDING DOOR.



SCALE IN FEET



TWO RIVERS SENIOR CENTER BUILDING AND PARKING LOT

CLIENT: CITY OF TWO RIVERS
 ADDRESS: 1717 EAST PARK STREET
 TWO RIVERS WI 54241
 920-793-5532
 DATE: 11/18/20



SMI
 CIVIL AND STRUCTURAL ENGINEERS
 102 REVERE DRIVE
 MANITOWOC, WISCONSIN 54220-3147
 PHONE 920-684-5583 FAX 920-684-5584

Attachment: Two Rivers ITA CDBG - CV (3206 : Community Development Block Grant Application)

CITY OF TWO RIVERS
COMMUNITY HOUSE PARKING LOT REVISIONS

ITEM	UNIT	COST/UNIT	AMOUNT	TOTAL
MOBILIZATION	LS	\$5,000	1	\$2,500
CURB REMOVAL	LF	\$10	80	\$800
ASPHALT REMOVAL	SY	\$5	30	\$150
SIDEWALK REMOVAL	SY	\$10	25	\$250
NEW CURB	LF	\$30	100	\$3,000
NEW 6" SIDEWALK	SF	\$5	260	\$1,300
NEW ASPHALT	SY	\$40	50	\$2,000
REMOVE & REPLACE STRIPING	LS	\$4,000	1	\$4,000
LANDSCAPING	LS	\$5,000	1	\$5,000
ENGINEERING	LS	\$5,000	1	\$5,000
CONTINGENCIES	%	10		\$2,500
			TOTAL	\$26,500

Attachment: Two Rivers ITA CDBG - CV (3206 : Community Development Block Grant Application)



SMI
CIVIL AND STRUCTURAL ENGINEERS
102 REVERE DRIVE
MANITOWOC WI 54220-3



November 19, 2020

Jeff Gordon
SMI
102 Revere Drive
Manitowoc, WI 54220

Dear Jeff,

We have prepared this budget based on information that you shared with me on November 17, 2020.

We propose to furnish labor, equipment and material required to install a 5030 operable window, 6070 automatic sliding storefront entrance and 4'x 20' steel awning at TR Senior Center as directed by Jeff Gordon.

Work includes the following:

1. Create a 5' wide by 3' high opening in the existing masonry wall as designed by Jeff Gordon.
2. Furnish and install a 5030 operable all aluminum slide-by window in new opening.
3. Finish interior of new window opening.
4. Furnish and install a 4'x 20' steel framed awning with steel soffit panel on the underside and uninsulated steel roof as designed by Jeff Gordon.
5. Replace the existing 6070 aluminum swinging storefront door system with a sensor operated automatic sliding 6070 aluminum storefront door system.
6. Create a 3'- 4" wide by 7'- 4" high opening in the existing masonry wall as designed by Jeff Gordon.
7. Furnish and install an insulated hollow metal flush door and frame made to fit the new opening. Door to have insulated half glass, exterior hinges, heavy duty closer, lever handle lockset, weather strip kit, threshold and sweep. Door and frame to be painted in a color as selected by owner.

Work to be done during normal A.C.E. Building Service working hours.

Total budget number \$43,500.00

Not Included:

1. Overtime or premium time work.
2. Hazardous materials conditions, known or unknown, resulting in additional costs to the project are not included.
3. Sprinklers, HVAC, electrical, plumbing or fire alarm other than listed above.
4. Local or state permits.
5. Floor coverings or coatings.
6. Painting or interior finishes other than listed above.
7. Engineering and/or Architectural services.

We appreciate the opportunity to prepare this budget for you. If you have any questions, please contact me at any time.

Sincerely,

Bill Shimek

3510 S. 26th Street | Manitowoc, WI 54220

Manitowoc: 920.682.6105 | Sheboygan: 920.457.4960 | www.acebuildingservice.com

Two Rivers Equipment Estimate

	Quantity	Cost	Total
Refridgerator	1	\$ 1,850.00	\$ 1,850.00
Coolers	2	\$ 20.00	\$ 40.00
Utility Carts	2	\$ 70.00	\$ 140.00
Commercial Work Table	1	\$ 230.00	\$ 230.00
5 Well Drop In Warming Unit	1	\$ 2,570.00	\$ 2,570.00
5 Well Drop In Warming Cover	1	\$ 154.00	\$ 154.00
			\$ 4,984.00

Departments

Account

Cart 0

WebstaurantStore

Search

WebstaurantStore > Refrigeration Equipment > Merchandising and Display Refrigeration > Merchandising Glass Door Refrigerators / Coolers > Black Merchandising Glass Door Refrigerators / Coolers > Avantco GDC-49-HC 53" Black Swing Glass Door Merchandiser Refrigerator with LED Lighting

Avantco GDC-49-HC 53" Black Swing Glass Door Merchandiser Refrigerator with LED Lighting

★★★★★ Read 7 reviews Item #: 178GDC49HCB



Free Shipping

Only

\$1,849.00/Each

Ships free with

Protect Your Product with Safeware

Protection Powered by Safeware

Standard Warranty Only

2 Year
\$130.65

3 Year
\$291.30

5 Year
\$330.75

Attachment: Two Rivers ITA CDBG - CV (3206 : Community Development Block Grant Application)

11/17/2020

Choice Insulated Cooler Bag / Soft Cooler, Red Nylon

Departments

Account

Cart 0

WebstaurantStore

Search

WebstaurantStore > Storage / Transport > Insulated Food Delivery Bags and Catering Bags > Red Insulated Food Delivery Bags and Catering Bags > Choice Insulated Leakproof Cooler Bag / Soft Cooler, Red Nylon, 22" x 13" x 14"

Choice Insulated Leakproof Cooler Bag / Soft Cooler, Red Nylon, 22" x 13" x 14"
★★★★★ Read 37 reviews Item #: 124COOLLGRD



Only **\$19.99**/Each

Ships free with

1

Add to Cart

Wish List

Rapid Reorder

Customers Also Viewed

Choice Insulated Leakproof Cooler Bag / Soft Cooler, Brown Nylon, 22" x 13" x 14"

Attachment: Two Rivers ITA CDBG - CV (3206 : Community Development Block Grant Application)

11/17/2020

Luxor EC11-B Black Two Tub Shelf Utility Cart - 18" x 35 1/4" x 34 1/4"

Departments

Account

Cart 0

WebstaurantStore



Search

WebstaurantStore > Storage / Transport > Carts > Plastic Utility Carts and Bus Carts > Black Plastic Utility Carts and Bus Carts > Luxor EC11-B Black Two Tub Shelf Utility Cart - 18" x 35 1/4" x 34 1/4"

Luxor EC11-B Black Two Tub Shelf Utility Cart - 18" x 35 1/4" x 34 1/4"

★★★★★ Read 4 reviews Item #: 445EC11BK MFR #: EC11-B



Quantity Discounts Free Shipping

Buy 10 or more

\$67.74/Each

Ships free with

Buy 2 - 9

\$69.12/Each

Buy 1

\$69.99/Each

1

Add to Cart

Wish List

Rapid Reorder

Attachment: Two Rivers ITA CDBG - CV (3206 : Community Development Block Grant Application)

11/17/2020

Regency 30" x 72" 18-Gauge 304 Stainless Steel Commercial Work Table with 4" Backsplash and Galvanized Undershef

Departments

Account

Cart 0

WebstaurantStore

Search

WebstaurantStore > Restaurant Equipment > Commercial Work Tables and Stations > Stainless Steel Work Tables with Undershef > 30" x 72" Stainless Steel Work Tables with Undershef > Regency 30" x 72" 18-Gauge 304 Stainless Steel Commercial Work Table with 4" Backsplash and Galvanized Undershef

Regency 30" x 72" 18-Gauge 304 Stainless Steel Commercial Work Table with 4" Backsplash and Galvanized Undershef
★★★★★ Read 18 reviews Item #: 600TB3072G



Mix & Match Discounts > Quantity Discounts

Buy 5 or more

\$206.38/Each

Ships free with

Buy 1 - 4

\$229.99/Each

Available in Scratch & Dent for **\$172.99** >

1

Add to Cart

Wish List

Rapid Reorder

Attachment: Two Rivers ITA CDBG - CV (3206 : Community Development Block Grant Application)

11/19/2020

Advance Tabco DISW-5-240 Stainless Steel Five Well Drop-In Sealed Electric Unit - 208/240V

Departments

Account

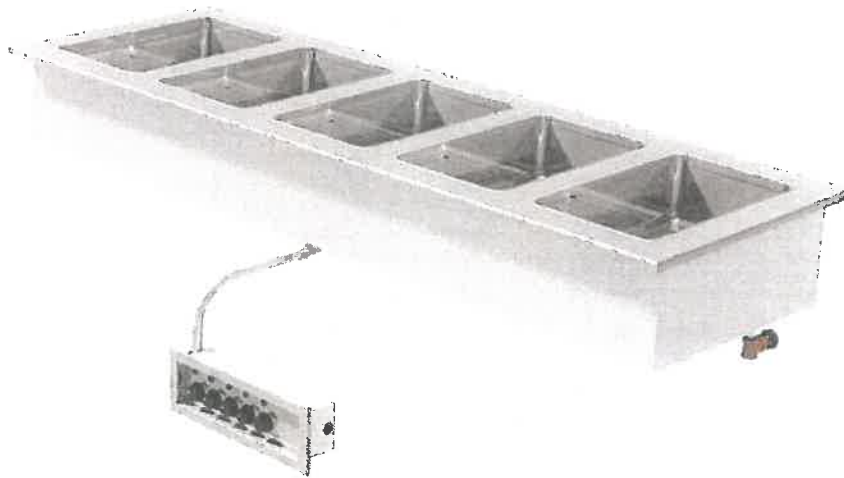
Cart 0

WebstaurantStore

Search

WebstaurantStore > Restaurant Equipment > Food Holding and Warming Equipment > Hot / Cold Food Wells and Soup Wells > Drop-In Hot Food Wells > Advance Tabco DISW-5-240 Stainless Steel Five Well Drop-In Sealed Electric Unit - 208/240V

Advance Tabco DISW-5-240 Stainless Steel Five Well Drop-In Sealed Electric Unit - 208/240V
Item #: 109DISW5D MFR #: DISW-5-240



\$2,567.70/Each

Login for details

Discounted shipping with

Accessories & Options

Control

Manifold

Phase



Protect Your Product with Safeware
Protection Powered by Safeware

Standard Warranty Only

11/19/2020

Advance Tabco HFC-1 Hot Food Well Cover

Departments

Account Cart 0

WebstaurantStore

Search

WebstaurantStore > Restaurant Equipment > Food Holding and Warming Equipment > Hot / Cold Food Wells and Soup Wells > Food Well Parts and Accessories > Advance Tabco HFC-1 Hot Food Well Cover

Advance Tabco HFC-1 Hot Food Well Cover
Item #: 109HFC1 MFR #: HFC-1



\$153.90/Each

Login for details

1

Add to Cart

Wish List

Rapid Reorder

- ✓ Covers an unused well in a hot food table
- ✓ Adds extra space to set plates or trays
- ✓ Fits one single well
- ✓ Stainless steel construction

UPC Code:

747545206268

Shipping:

Resolution to Adopt a Citizen Participation Plan

WHEREAS, the City of Two Rivers has applied for a Community Development Block Grant (CDBG); and

WHEREAS, the State of Wisconsin Department of Administration (DOA) and the U.S. Department of Housing and Urban Development (HUD) require recipients of Community Development Block Grant (CDBG) monies to have in place a Citizen Participation Plan; and

WHEREAS, the Citizen Participation Plan shall encourage citizen participation (especially by persons of low to moderate income), provide citizens reasonable and timely access to local meetings and information, provide for technical assistance, provide for public hearings, provide for complaint procedures, and accommodate non-English speaking residents; and

WHEREAS, the City of Two Rivers has prepared, updated and publicly reviewed a Citizen Participation Plan;

Council

NOW, THEREFORE, BE IT RESOLVED, that the _____
(City Council, County Board, Village Board, Town Board)

of the City of Two Rivers officially
(County, City, Village, or Town) (UGLG/Unit of General Local Government's Name)

adopts the Citizen Participation Plan.

ADOPTED on this 18 day of January, 2021. ATTEST: _____
(Day) (Month) (Year) (Signature of Clerk)

The governing body of City of Two Rivers has authorized the above resolution
(UGLG/Unit of General Local Government's Name)

by Resolution No.: _____, dated January 18, 2021.
(Resolution Number) (Date Authorized)

Signature of the Chief Elected Official Title Date Signed

Curt Andrews
Typed Name of the Chief Elected Official

Attachment: Resolution Adopting Citizens Plan CDBG-CV 2021 (3207 : Community Development Block Grant Application Funds)



Citizen Participation Plan for the Community Development Block Grant (CDBG) Program

City of Two Rivers
Citizen Participation Plan for the Community Development Block Grant (CDBG) Program

PURPOSE

In order for the CDBG Program to operate effectively, and to address the needs of the citizens of the City of Two Rivers, the entire population must be kept informed. The decision-making process must be open and consistent with State and Federal regulations. To accomplish this, the following plan will be followed:

PROGRAM OVERSIGHT

1. The City of Two Rivers shall create a Citizen Participation Plan Committee, members of which shall be appointed by the Chief Elected Official and confirmed by the Two Rivers City Council. This Committee shall be responsible for implementation of the Citizen Participation Plan, as well as offering guidance in preparation of the grant application.

The City of Two Rivers shall oversee the preparation of the Community Development Block Grant (CDBG) grant application.

2. To ensure responsiveness to the needs of its citizens, the City of Two Rivers shall provide for and encourage citizen participation. Particular emphasis shall be given to participation by persons of low- to- moderate income (LMI).

CITIZEN PARTICIPATION

1. The City of Two Rivers shall establish a committee composed of persons representative of the City of Two Rivers demographics. This committee must include at least one LMI person.

The committee members should also include representatives from the local government, real estate, banking and labor communities whenever possible. This

committee shall assume responsibility for coordinating all required elements of the Citizen Participation Plan. All committee members must be residents of the City of Two Rivers .

NOTICE OF HEARINGS

1. Official notice of hearings will be by public notice in the *Herald Times Reporter* at least two full weeks prior to the hearing. *During COVID, or other special circumstances, a shorter publication time period is permitted.* In addition, the public notice shall be posted at the City of Two Rivers City Hall. These notices will include time, place and date of meetings, as well as a brief agenda.
2. All notifications of meetings and available assistance must be worded in such a way as to encourage LMI participation. In addition, all meeting announcements shall include where, and during what time, information and records relating to the proposed and actual use of funds may be found.

REQUIRED PUBLIC HEARINGS

Public hearings shall be held to obtain citizen views and to enable them to respond to proposals at all stages of the CDBG Program, including the development of needs, the review of proposed activities and the review of program performance. Hearings shall be held after adequate notice, at times and locations convenient to potential or actual beneficiaries and with accommodations for the handicapped, and, if needed, for non-English speaking persons.

1. The first hearing will receive citizens' views and provide an explanation of:
 - a. Community development needs, objectives, and strategies.
 - b. The CDBG program including goals, objectives, application process, amount of funds available, timetable, eligible activities, etc.
2. The second hearing will receive citizens' views and provide a review of the performance of the funded activities.
3. The first public hearing shall be held during the development of the application for funds. The second public hearing shall be held during the implementation of the program. The City of Two Rivers will attempt to have at least one of the public hearings in the service area (if applicable).

PROGRAM INFORMATION, FILES, and ASSISTANCE

1. Technical assistance will be provided to any citizen who requests information about program requirements. Assistance with the application process will be provided by City staff in the Community Development Department. A City staff member will meet with citizens on request.
2. The City of Two Rivers will maintain, in the City Hall, a record of all citizen participation efforts including minutes of meetings, newspaper clippings, and copies of notices and brochures.
3. Citizens will be invited to make proposals regarding the application. If suitable proposals are submitted in writing, a written response will be provided within 15 days. Every effort will be made to respond to all proposals prior to the final action on the subject.
4. Citizens may petition or request in writing assistance or changes.

The City of Two Rivers staff will respond to all such requests within 15 days after the City of Two Rivers City Council has met to discuss the request.

COMPLAINTS

The City of Two Rivers will handle citizen complaints about the program in a timely manner. By federal regulation the City will respond in writing to all written letters of complaint within 15 days after receipt of the complaint. The nature and disposition of verbal complaints will be reported in a complaint log. The first contact for complaints should be made to Elizabeth Runge, Community Development Director.

In addition to the above procedure, any citizen wishing to object may complain directly to the following address:

Attention: Executive Staff Assistant
 Wisconsin Department of Administration
 Division of Energy, Housing and Community Resources, 9th Floor
 P.O. Box 7970
 Madison, WI 53707-7970

Written complaints should contain the following information and should be as specific as possible when describing:

- 1) The Program area being referenced: HOME, Community Development Block Grants for Housing (CDBG – Housing), Community Development Block Grants for Community Development (CDBG – Community Development), Community Development Block Grant Close Program (CDBG-CL), Emergency Solutions Grants (ESG), etc.;
- 2) The event resulting in the complaint;
- 3) The dates, details, and reason for the complaint; along with
- 4) The complainant’s name, address, and telephone number.

NON-ENGLISH SPEAKING PERSONS

The City of Two Rivers will regularly survey the municipality to identify non-English speaking persons and will make all special efforts to assure them equal opportunity in the citizen’s participation process.

CITY OF TWO RIVERS CITY COUNCIL
PUBLIC WORKS COMMITTEE
Wednesday, January 6, 2021 – 5:15 P.M.
City Hall: Third Floor – Council Chambers

MINUTES

Call to Order

Roll Call – Committee members: Jay Remiker, John Casavant, Darla LeClair (absent)
 Staff present: Jim McDonald (City Engineer/Public Works Director), Scott Ahl (Civil Engineer II)
 Invited Guests: Fred Radandt, Manitowoc Disposal; Nick Radandt, Manitowoc Disposal

Review and Approval of Minutes

Motion by Jay Remiker, and seconded by John Casavant, to approve minutes as presented. Motion carried upon unanimous voice vote

Environmental Advisory Board (EAB). – Status and Update

Nick Vande Hey will speak at next EAB meeting on January 12, 2021 at 5:30 pm. Past, present and future of Storm Water programs in Wisconsin.

Presentation, with Question and Answer session by Fred Radant of Manitowoc Disposal – some

history: Manitowoc Disposal has been providing service since 1980 when previous hauler abruptly quit; City of Manitowoc property owners pay/contract with haulers; sticker sales go to haulers; Two Rivers-only one of three which utilize garbage stickers/pay as you throw system. Tends to keep trash volumes down. It was noted that prior to recycling and sticker system, 55,000-60,000 lbs/day were picked up. After inception in 1994, total volume dropped by approx. 15,000 lb/day, approx. 25,000 lbs/day trash; 17,000 lbs/day recycle (40% recycling rate)

- 3 way to pick-up:
 - Fully automated – need to have specific sized bins; cannot take large items
 - Semi-automated – need to push cart to truck; cannot take large items or large bins
 - Manual – able to take large items – current system. Manitowoc Disposal currently offers rental of 30 to 90 gallon carts to customers, if desired.
- Currently pick up garbage, paper/cardboard, and comingled recycles in 2-3 different trips on pick-up day. Paper/cardboard volumes typically require two trips in a day.
- If City went to carts/wheeled totes, cost= \$350,000 = cost of 5,200; 90 gallon carts
- Current needs are replacement of recycling bins – 35 years old. The existing are brittle, and prone to breakage. Cost would be around \$50,000. Also, consider additional bin for paper only, as paper is picked up separately from other recycled materials.
- other changes: recycling was above 30% since 2017; now 23-27%
- One issue is increase in cardboard (due to residential home delivery services such as Amazon...); now take paper to Manitowoc Co; other comingled recycle materials are taken to Green Bay/Appleton. Was averaging 18 loads/month, now 21 loads/month; Manitowoc Disposal gets charged for each load, which is included in contract price. Contract price is based on 18 loads per month. Noted that hauling of comingled materials is due to Manitowoc Recycling Facility is not set to accept co-mingled materials.
- recycling - unable to determine if any garbage in recycling
- time collection – start @ 5:00am; many people put out night before
- Manitowoc Recycling Center was closed due to COVID; took material to Chilton; had 7 extra loads

2021 Project Status: bidding in next month; bid prices will determine if all projects are eligible for principal forgiveness; also will need to schedule information meetings for street projects

Storm Water updates and issues to be discussed at next meeting of the EAB presentation by Nick from McMahon Associates

Other Items that may come before the Committee:

- plowing received complaints (3) that main roads were not plowed @ 6:30am but side roads were earlier in the morning. Staff explained the times vary depending on how the plow routes are set-up, and also noted there were a number of different drivers on various routes.
- EAB meetings dates need to be changed to 2nd Wednesday or 3rd Tuesday due to Jay's schedule

Date, Time and Agenda Items for next Committee Meeting

Wednesday, February 3, 2021 at 5:15 pm

Adjournment

Motion made by Jay Remiker, seconded by John Casavant, to adjourn at 6:40pm

CITY OF TWO RIVERS CITY COUNCIL
PUBLIC UTILITIES COMMITTEE
Tuesday, January 5, 2021 - 6:00 P.M.
City Hall – Third Floor, COUNCIL CHAMBERS

MINUTES

Call to Order

Roll Call - Committee members: Bonnie Shimulunas, Bill LeClair, Adam Wachowski (6:50pm)

Staff Present: Jim Mc Donald (Public Works Director), Scott Ahl (Civil Engineer II), Dave Casebeer (Wastewater); Ross Blaha (Water Utility); Brian Dellman (Electric Utility)

Review and Approval of Minutes - Motion by Bonnie Shimulunas, seconded by Bill LeClair, to accept the minutes as presented. Motion carried upon unanimous voice vote.

2021 CWF and SDWF Utility Project Status, including private side Laterals – 25th & Madison St; scattered service laterals; 24th St; 23rd & Pine Tree lift station; Storm pond @ 20th St (Eggers site)

- if projects com in around estimate, projects should be covered by DNR 30% principal forgiveness
- Street projects also include installation of storm sewer laterals (for sump pump connection)
- projects expect to be bid in next 4-5 weeks

Consensus to present bids & recommendation to Council rather than intermediate presentation to committee

Wastewater Utility: projects mostly completed except some final computer / internet connection issues, which are expected to be resolved in the next several weeks.

- loadings are higher than normal, such that it puts average at or above plant design loading
- advertising for plant mechanics; so far 3 applications received; one well qualified; 2 are operators; another week left for posting; will look at advertising at Technical colleges and extending posting time deadline.

Electric and Telecommunications Utilities: Ken Kozak's last day-Thursday, January 7th

- LED street light project has 129 left to replace @ \$39,000 cost; order is set for 100 lights; recommend continuation as originally expected
- Electric meter replacement: Total around 6,200 meters; ≈39%currently replaced to auto reading; reduces time for meter reading (manual reading); currently have 240 meters ordered

Water Utility: unidirectional flushing – method to flush water mains such that proper velocities are achieved during flushing to clear debris; working with consultant to achieve system details.

- new membranes being replaced in a rack this year
- distribution meter is planned on being replaced to ensure accurate measurements (meter is past its recommended life span)

Storm Water Utility: Second Environmental Advisory Board (EAB) meeting scheduled for Tuesday, January 12th; Nick Vande Hey of McMahan will be presenting on stormwater issues and regulation development; encourage attendance by anyone interested

Solid Waste Utility: presentation by Fred Radandt, Manitowoc Disposal, at Public Works Committee tomorrow, Wed, Jan 6th, at 5:30pm.

Any Other Items or Issues –

- > Staff would like to have a time which Customer Service is closed to public for monthly staff meeting.
- > Issue of moving the Public Works facility recently came up; things to consider:
 - fiberoptic line goes through Electricity's office
 - site restrictions due to other existing utilities
 - development of area between existing shoreline, and bulkhead line

Item to be discussed soon at council meeting

Set Date, Time, Location and Agenda Items for next Committee Meeting

Proposed for Tuesday, February 2, 2021 at 6:00 pm. Discussion to include the detrimental impacts of Ground Hogs on Storm Ponds.

Adjournment – Motion by Adam Wachowski, seconded by Bonnie Shimulunas, to adjourn at 7:10 pm

**City of Two Rivers
Plan Commission**

**Monday, January 11, 2021
5:30 PM
City Hall Council Chambers**

Minutes

1. Call to Order

Chairman Buckley called the meeting to order at 5:35 PM.

2. Roll Call

Attendee Name	Title	Status	Arrived
Greg Buckley	Chairman	Present	
Rick Inman	Commissioner	Remote	
Kay Koach	Commissioner	Excused	
Connie Loden	Commissioner	Remote	
Jim McDonald	Commissioner	Present	
Eric Pangburn	Commissioner	Remote	
Adam Wachowski	Commissioner	Present	

Chairman Buckley explained Commissioner Koach would be excused for the next few meetings because she is completing the term of a council member who recently resigned their position. Ms. Koach will return to the Commission after the spring election.

Also Present: Scott Anderson, Seagull Marina, City Planner Elizabeth Runge and Recording Secretary Vicky Berg. Attending remotely: Jeff DeZeeuw and Nichole Lembke.

3. Action Items

- A. Review Extraterritorial Certified Survey Map to create Lot 1 (2.231 acres) located in the Southwest 1/4 and Northeast 1/4 of Section 23, Town 20 North, Range 23 East in the Town of Two Rivers, Manitowoc County, Wisconsin, submitted by Jeffrey DeZeeuw (surveyor) and Eis Revocable Trust, Jack and Linda Eis (trustees)

Motion to approve the CSM subject to any conditions of the Town of Two Rivers or Manitowoc County.

RESULT:	APPROVED WITH ROLL CALL VOTE [UNANIMOUS]
MOVER:	Jim McDonald, Commissioner
SECONDER:	Connie Loden, Commissioner
AYES:	Buckley, Inman, Loden, McDonald, Pangburn, Wachowski
EXCUSED:	Koach

- B. Consider request to establish "Moving Forward", and adult day-care center, in the Planned Unit Development District (PUD) at 2214 - 11th Street, submitted by Curt Gesell (property owner) and Nichole Lembke, Moving Forward Adult Day Services, LLC (business owner)

The hours of operation listed on the permit are strictly related to the day care center operations. Hours of operations do not apply to maintenance of the building or grounds.

Motion to recommend approval with the conditions listed on the draft permit and forward to Council for public hearing. Upon a roll call vote, motion carried.

RESULT:	RECOMMENDED APPROVAL [5 TO 0]	Next: 1/21/2021 6:00 PM
MOVER:	Adam Wachowski, Commissioner	
SECONDER:	Rick Inman, Commissioner	
AYES:	Buckley, Inman, Loden, McDonald, Wachowski	
ABSTAIN:	Pangburn	
EXCUSED:	Koach	

- C. Review Site and Architectural Plans for a 30' x 50' (1,500 sq. ft.) addition to the service building at 1400 Lake Street, submitted by Scott Anderson, Anderson, LLC (property owner)

The exterior colors of the addition will match the colors of the existing warehouse.

Motion to approve the plans as submitted.

RESULT:	APPROVED WITH ROLL CALL VOTE [UNANIMOUS]
MOVER:	Jim McDonald, Commissioner
SECONDER:	Adam Wachowski, Commissioner
AYES:	Buckley, Inman, Loden, McDonald, Pangburn, Wachowski
EXCUSED:	Koach

- D. Review the Draft Project Plan and Boundaries for Amendment No. 1 to TID No. 12 and schedule the public hearing

Discussion included if street and pedestrian improvements at Washington and 12th Street could be funded from the TID. The City may invest in such improvements, but the TID does not have sufficient projected revenue to fund such improvements.

Motion to schedule the public hearing for Monday, February 8, 2021 at 5:30 PM.

RESULT:	APPROVED WITH VOICE VOTE [UNANIMOUS]
MOVER:	Adam Wachowski, Commissioner
SECONDER:	Jim McDonald, Commissioner
AYES:	Buckley, Inman, Loden, McDonald, Pangburn, Wachowski
EXCUSED:	Koach

4. Status Report

A. Comprehensive Plan Update

Ms. Runge provided a summary of the survey results. The survey results shall be posted on the City website and emailed to the Commissioners.

The February meeting is expected to include the review of a section or two of the Comprehensive Plan.

RESULT: NO VOTE

5. Tabled Item

A. Possible vacation of alleys from Gardner Street to Woodland Drive

Motion to take this item off the table.

Discussion included tabling to March because the Comprehensive Plan review will be lengthy. It was noted there is a process for the owner to request the alley adjacent to their property to be vacated. However, vacating the alley may not resolve the issues between the property owners.

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]
MOVER: Jim McDonald, Commissioner
SECONDER: Eric Pangburn, Commissioner
AYES: Buckley, Inman, Loden, McDonald, Pangburn, Wachowski
EXCUSED: Koach

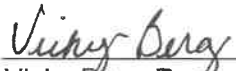
Motion to table to the March regular meeting.

RESULT: APPROVED VOICE VOTE [UNANIMOUS]
MOVER: Jim McDonald, Commissioner
SECONDER: Eric Pangburn, Commissioner
AYES: Buckley, Inman, Loden, McDonald, Pangburn, Wachowski
EXCUSED: Koach

6. Adjournment

Motion to adjourn at 6:25 PM.

RESULT: APPROVED VOICE VOTE [UNANIMOUS]
MOVER: Rick Inman, Commissioner
SECONDER: Jim McDonald, Commissioner
AYES: Buckley, Inman, Loden, McDonald, Pangburn, Wachowski
EXCUSED: Koach



Vicky Berg, Recording Secretary

**Advisory Recreation Board
Tuesday, December 8, 2020 – 6:00 PM
The Koska Room - JE Hamilton Community House
Two Rivers. WI**

MINUTES

Call To Order by Council Rep/President Adam Wachowski at 6:00 PM.

1. Roll Call

Attendee Name	Title	Status	Arrived
Jack Powalisz	Council Rep	Absent	
Kathy Peterson	Board Member	Present	
Ashlee Welsh	Board Member	Present	
Daniel Cortte	Board Member	Absent	
Robert Reed	Board Member	Present	
Brian Gallagher	Board Member	Absent	
Maggie Klinkner	Youth Rep	Excused	
Dorothy Tinkham Delo	Board Member	Present	
Corey Thuss	Board Member	Present	
Adam Wachowski	Council Rep/President	Present	

2. Approval of the July 14, 2020, Advisory Recreation Board minutes

Motion to approve the July 14, 2020 Advisory Recreation Board minutes.

RESULT:	APPROVED ROLL CALL [UNANIMOUS]
MOVER:	Robert Reed, Board Member
SECONDER:	Dorothy Tinkham Delo, Board Member
AYES:	Peterson, Welsh, Reed, Delo, Thuss, Wachowski
ABSENT:	Powalisz, Cortte, Gallagher
EXCUSED:	Klinkner

3. Correspondence

A. Press Coverage

B. Thank You's

1. Senior Center thank you-Carol Schwantes
2. Senior Center thank you-Nancy
3. Stadler Family thank you
4. NAMI Manitowoc County
5. KOLM-\$500 donation

4. Comments from the Public (limited to 3 minutes each)

None.

5. New Business

A. Fee Schedule for 2020-Add 20x20 space, 2 hours max and ½ parking lot 1 for the Beach open space. Special event fees ok by Corey/Ashlee-liked the uniformity. Suggested by Adam. Rob stated he thinks the fees may be too high. Adam would like the prices to stay as is. Roll call. Unanimous pass.

B. Golf Simulator Purchase-Kathy wonderful idea. Adam great for the community. Rob-great addition.

C. Cemetery Ordinance-Terri received an email from a resident couple asking for the board to review the fee of 550 for two peoples cremations in one lot. Ashlee suggested adding an administrative fee. Corey suggested possible ½ off in one lot. Staff recommends leaving ordinance as is. Roll call. Unanimous pass.

6. Old Business

N/A

7. Other Business

A. Council Action

N/A

8. Director's Report

A. Removal of playground equipment at Riverside Park. 2021 CIP will complete project.

Neshotah bathroom update- Increase cleaning to twice per week. Increase of 10 cases of garbage bags, 20 cases of paper towel and 20 cases of toilet paper. Increase from 2019 \$4040 to 2020 at \$5900.

Increase of about 4000 meals on wheels since 2019.

Lindsey called Terri regarding a Little Library along Mariners Trail. They would like to put 4 along the trail. City Manager, City Engineer and Friends of Mariners Trail said no. Advisory board suggested, Dorothy no. It can't be maintained. Adam suggested asking the Library to place along the trail on their side of Memorial Drive. Corey stated we have to set a precedence that we cannot clutter the trail. Terri will follow up with Jeff, the Library Director.

9. Items for future Advisory Recreation Board Meetings

Kathy would like on the next agenda-adjusting the 24'' size on the head stone to be adjusted to 30''.

Naming of "Parking Lot F".

10. Next Meeting January 12, 2021

11. Adjournment

At 7:55 PM, a motion to adjourn.

RESULT: APPROVED ROLL CALL [UNANIMOUS]
MOVER: Kathy Peterson, Board Member
SECONDER: Ashlee Walesh, Board Member
AYES: Peterson, Walesh, Reed, Delo, Thuss, Wachowski
ABSENT: Powalisz, Cortte, Gallagher
EXCUSED: Klinkner

Tammy S. K Stadler
Recreation Department Secretary

**LESTER PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
Tuesday, December 8, 2020 6:00 PM
Via Zoom Meeting**

Call to Order –President Ned Guyette called the meeting to order at 6:01 PM.

Roll Call – Members Present: John Casavant, Stanley Palmer, Kirsten Sleger, Tom Van Horn, Ned Guyette, David Pennefeather, Rick Henrickson, Larry Thomas, and Sharon Sleger. Also present: Chris Hamburg, Adult Services Coordinator and Jeff Dawson, Director.

Public Comment – None

Approval of Minutes – Motion to approve minutes of November 10, 2020 meeting, made by Thomas, second made by Sharon Sleger. Voice vote carried unanimously.

Expenditures & Financial Reports – Motion to receive and file the November, 2020 financial reports, made by Pennefeather, second made by Henrickson. Voice vote carried unanimously.

Board Member Comment – Guyette commented on the ability to ‘watch’ the carpet project progress online via photos and video; he is looking forward to the drive through window service. Sharon Sleger is impressed with Terry Ehle, Youth Coordinator, and her video book talks.

Director’s Report – Dawson updated the drive through process and carpet project progress.

Communications - None

Report from City Council Representative – Jack Powalysz, City Council member, resigned his seat due to work conflicts. City Council approved the library drive through at Monday’s public hearing. City Council approved the City 2021 budget. The Paragon building sale fell through.

Report from School District Representative – There will be a ‘drive through’ Christmas caroling event at the high school, December 21, 5:00 to 7:00 pm.

Report from County Representative – Discussed three letters received from concerned citizens who want the library building to open. The letters are on file.

Unfinished Business

- A. COVID-19 Strategies – Dawson discussed COVID-19 cases in Wisconsin. The Board indicated support to keep the building closed until further notice.
- B. Motion to approve the 2021 Library Budget made by Thomas, second made by Kirsten Sleger. Voice vote carried unanimously.
- C. Motion to approve the Library Gift policy to remain as written made by Palmer, second made by Henrickson. Voice vote carried unanimously..

New Business – None

Board Education – None

Closed Executive Session – None

Motion to adjourn made by Kirsten Sleger, second made by Henrickson. Voice vote carried, five aye votes with one nay vote (Van Horn). Meeting adjourned at 6:32 pm.

Respectfully submitted, Jeff Dawson, Director

Attachment: LBMinutes.122020 (3197 : Minutes of Meetings)

CITY OF TWO RIVERS
COMMUNITY DEVELOPMENT AUTHORITY AND
BUSINESS AND INDUSTRIAL DEVELOPMENT COMMITTEE
PROCEEDINGS

Tuesday, December 15, 2020 at 5:15 PM
3rd Floor Council Chambers - City Hall

Call to Order

The meeting was called to order by Chair Gregory Coenen at 5:15 PM.

Roll Call

BIDC/CDA Members present: Curt Andrews, Darla LeClair, Gregory Coenen, Keith Lyons, Dick Klinkner, Don Karman, Betty Bittner, Tracey Koach and Absent Dan Wettstein, Tracy Yaggie

Also present were Gregory Buckley, City Manager, Elizabeth Runge, Community Development Director; Jeff Dahlke, Katheryn Dahlke and Jim Goessl.

Approve Minutes of October 27, 2020 Meeting

A motion was made by Dick Klinkner, seconded by Keith Lyons to approve the minutes. Upon a voice vote, motion carried.

Review and Discuss Proposals Received for Marketing of 2023 Washington Street

Staff reported that a Request for Proposals to list the property with a real estate firm was posted on the City's website and sent directly to 15 real estate firms. Only one proposal was received, and it was from Berkshire Hathaway. A motion was made by Betty Bittner, seconded by Don Karman to enter into an agreement for listing the property with Berkshire Hathaway at an eight percent commission for 12 months.

Update regarding status of Paragon Building Purchase

Staff updated the BIDC/CDA that the offer on the Paragon building has been withdrawn. The reason provided was that the building required too much investment to make it usable for the purposes proposed by the prospective buyer. The city will again review options for the site.

Update regarding proposed redevelopment in the area of Washington and 12th Streets

Staff updated the BIDC/CDA that this location is still under consideration for development. The property owners have been approached. The City is looking at the Washington and 12th Street corridors for potential upgrades in conjunction with future development.

Adjournment

At 6:45 PM, a motion was made by Dick Klinkner, seconded by Betty Bittner, to adjourn. Upon a voice vote, motion carried.



MEMO

DATE: January 13, 2021
TO: City Council and City Manager Greg Buckley
FROM: Jamie Jackson, City Clerk/Human Resources Director
SUBJECT: Monthly Updates

APRIL 2021 ELECTION FOR COUNCIL POSITIONS:

John Casavant and Jack Powalisz have both submitted Notifications of Noncandidacy. Curt Andrews, Jeff Dahlke, and Tracey Koach will be on the ballot for the 3 Council positions on April 6, 2021.

HUMAN RESOURCES UPDATES:

- Three employee retirements:
 - o Don Weiss – 12/31/2020 (Parks & Rec Lead Worker – 21 years)
 - o Ken Kozak – 1/7/2021 (Electric Utility Director – 5 years)
 - o Kim Graves – 1/8/2021 (City Clerk/Human Resources Director – 23 years)
- A top candidate has been identified for the Recreation Supervisor position. His start date is February 1, 2020.
- Parks & Rec Lead Worker application deadline was 1/10/2021. There were 11 applications received. Interviews are being scheduled.
- Wastewater Treatment Facility Operator/Mechanic recruitment has been extended to February 3, 2020.

OPERATOR’S LICENSES ISSUED:

On May 4, 2020 the City Council authorized the City Clerk to issue Operator’s Licenses. The following licenses have been issued since the 12/21/20 Council meeting:

<u>Name</u>	<u>Address</u>	<u>Duration</u>
Brian F. Kornely	3310 Memorial Dr., Two Rivers	2 years

Attachment: Clerk Report (3198 : Department Reports)



COMMUNITY DEVELOPMENT

Elizabeth Runge, Director 12/21/2020



I. Focus relentlessly on fiscal new revenue streams and operational sustainability.

- TID 12 Amendment#1 Draft presented to Plan Commission for review
- Project Site Visit December 10, 2020 in Menasha to see (Brin Project) designed by Vision Architecture and CR Structures, Project similar in nature to Two Rivers possibilities in terms of waterfront, downtown proximity and phasing of elements.

III. Drive strategic community development.

- Comprehensive Plan survey is still available online or to it can be mailed to residents upon request. It will be available until January 4, 2020.
- A Proposal was received and awarded (by the BIDC) to Berkshire Hathaway HomeServices Starck Real Estate for the listing of the city-owned property 2023 Washington Street property. The City posted on the city's website a Request for Proposals on November 20, 2020. In addition, 15 real estate professionals were directly emailed. The city received 1 proposal and that was from Berkshire Hathaway.
- Staff is identifying alternative scenarios to proceed with the former Paragon property.

VI. Enhance and promote the City identity and brand story throughout the region.

- Staff has worked in conjunction a third-party consultant to modify ExploreTwoRivers.com to reflect brand updates.
- Social media metrics to share:

	Followers		Total Posts	Total Reach
	Jan 2020	Jan 2021		
Facebook	7,870	168,277	563	168,277
Instagram	0	517	46	1,297
	Search Views	Map Views		
Google	+205%	+415%		

Attachment: UPDATED Staff Report COMM DEV 12-2020 (3198 : Department Reports)

DATE	Services Upgraded or Changed	Electric Meters Installed	Electric Meters Tested	Services Disconnected and Reconnected
Sep-20	7	11	15	5
Oct-20	10	15	26	8
Nov-20	2	4	58	6
Dec-20	4	15	101	13

Fire Department Monthly Report December 2020

10.B.2.d

		Monthly			Year to Date 2020			Year to Year 2019			
Total Incident Responses			156		1695		2027				
EMS Response	Total EMS Incidents		143		1521		1814				
	Total Patients		131		1338		1712				
	On Scene		122		1279		1149				
	Interfacility Transports		46		507		596				
	Intercepts		0		12		23				
	Other		0		0		7				
EMS Revenue	Date of Service Report										
EMS Operations Billing Information	SDC and TRIP Revenue		\$2,260.16		\$44,830.30		\$78,794.96				
	Charges		\$148,759.47		\$1,510,819.49		\$1,751,816.90				
	Payments		\$62,048.63		\$659,001.60		\$875,850.17				
	Adjustments		\$89,111.59		\$733,653.28		\$801,436.14				
	Change + or - in Accounts Receivable		-\$2,400.75		\$118,164.61		\$74,530.59				
Monthly Collection Percentage			41.71%		43.62%		50.00%				
Fire Incidents	Total Fire Incidents		13		174		202				
	Structural		3		10		4				
	Fire Other		2		20		8				
	Unauthorized		0		20		22				
	Hazardous Condition		4		51		54				
	False / Cancelled		0		44		43				
	Service Calls		4		28		37				
Overlapping Calls					233		311				
Occup/ Inspect	Total Inspections		77		346		326				
	General	0	77		346		320				
	Special/Other/Consults	0			0		16				
	Violations	13			78		24				
	Corrections	3			29		44				
Training	Total Hours		287		4907.4		4412.84				
	Fire Training		137		3087.4		2072.84				
	EMS Training		90		1040		1680				
	Community Based Outreach		60		780		660				
See attached training summary											
Public Education				Monthly			Year to Date 2020			Year to Year 2019	
Totals / Events	Staff Hours	Participants	4	2	4	55	93.25	329	57	156.3	728
CPR Classes	Staff Hours	Participants	4	2	4	27	55.25	106	26	72.75	124
Station Tours	Staff Hours	Participants	0	0	0	1	1	30	14	30.5	359
Presentations	Staff Hours	Participants	0	0	0	34	84	220	17	51	245
Maintenance				Monthly			Year to Date 2020			Year to Year 2019	
Total Hours			146.9			2351			2396.4		
Building Care, Cleaning, Maintenance			59.55			788.3			904.55		
Grounds Care			4.5			119.8			157		
Vehicle Checks			76.6			1215.85			1090.1		
Vehicle Cleaning			0.25			117.55			135.75		
Vehicle Maintenance			6			109.5			109		
Current Events											
Andy Taddy and Matt Miller completed Critical Care Paramedic Licensure at NWTCC											
Preparations for ESO inspection software											
Ice/water rescue training											
COVID-19 vaccine received by some members											
Anniversaries											
Teresa Haupt 3 year anniversary December 4											

Attachment: TRFD December Report 2020 (3198 : Department Reports)

Monthly Fire Operations Report for December 2020

News

- We continued fire ground operations training along with cold water rescue / ice rescue training. Shift officers had the freedom to choose the topics this month and get caught up on training they didn't receive due calls to service.



- ESO software implementation continues. Occupancy data entry started and the first couple of months of inspection occupancies were entered. This will continue till all business occupancies are entered. Starting January 1st 2021 we will be going live with ESO fire incidents and fire inspections.

Fire Operations

<u>Fire Operations training:</u>	137 hours
<u>Fire Inspections:</u>	77 Inspections, 13 Violations, 3 Correction
<u>ESO</u>	Data entry, 44 hours
<u>Public Education:</u>	4 CPR skills evaluations, 4 students, 2 hours

These number reflect total training hours per member, not hours per training segment. For example: If there is a 2-hour training segment and there were 4 members that participated, the recorded time for the training would be 8 hours not 2 hours.

Monthly EMS Training Report December 2020

I would like to encourage all City of Two Rivers City Council members to contact me to set up a time that I can give you a personal view of TRFD operations and training. (920)-901-3810

Follow The City of Two Rivers Fire Department on Facebook to see pictures/videos of Training, Operational Events and Community Outreach.

Notable Events in December 2020

- COVID-19 Protocols, Policies, and Education Continues (CDC and Best Practice)
- The City of Two Rivers Fire Department began the Full-Time and Paid-on-Call application process to establish an eligibly list
- EMS Protocol and Policy revisions continues (2021 update)
- Daily Documentation of all PPE use and Self-Monitoring Continues
- Continued “Best Practice” TRFD Ambulance/Station Disinfection
- All TRFD Paramedics continued Paramedic/CCP Training (Guidelines Followed)
- All TRFD shifts completed QI/QA Training/Education (Daily)
- Daily collaboration with relevant community partners
- Daily communication with Medical Director
- Daily QI/QA shift EMS Education
- 4 LTC Paramedic students continue their internship (Louis Kumbalek and Braedyn Ahl, Erica Grenier and Josh Kracaw)
- FF/P Taddy and FF/P Miller completed the Critical Care Paramedic Licensure class at NWTC



**CHRISTMAS AT
THE BEACH**

NESHOTAH BEACH, TWO RIVERS



EMS: 90 hrs

The TRFD EMS training program encompasses paramedic, critical care paramedic, and tactical paramedic training. EMS training or tasks connected to EMS training. The TRFD paramedics strive to offer empathic, competent and professional care that exceeds the expectations of those we serve. There are countless hours of EMS training each day at the TRFD. This training is formal and informal. TRFD paramedics have three formats of formal education: Target Solutions on-line assignments, Formal Lecture, and Practical Exercises. Dr. Painter, the TRFD Medical Director provides oversight to all TRFD EMS training, as well as QI/QA. The TRFD is committed to offer “best practice” care now and in the future.

Training hours above are conservative.

- **Continuing Paramedic/Critical Care paramedic education (Target Solutions)**
- **Protocol Review Collaboration/Update**
- **EMS Remediation based on QI/QA**
- **EMS Competencies/Evaluations/Education**
- **Medical Director collaborative QI/QA (Dr. Painter s`hifft ride-a-long)**
- **Pod/Web Casts (EMS1/EMS World)**
- **Shift case studies Lecture/Target Solutions (company level EMS training)**
- **Paramedic QI/QA (all reports) Krajnik/Menges/Murack/Painter**
- **EMS (All shifts)**
- **TEMS training**
- **Shift Officers EMS/AMCMC Update Meetings**
- **EMS Related Meetings/Training/Updates (COVID-19)**

Community Based Paramedic Outreach: 60 hours**COVID-19 PREVENTION and INFORMATION**

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>

This is a very important program that requires continuous training updates with the TRFD staff. This program is rapidly developing throughout the United States. State legislation has recently been passed to allow ambulance providers to bill for preventive care. There is daily communication between TRFD employees as providers of preventative medicine and other community resources. Being proactive in community outreach mitigates many unnecessary ambulance responses and decreases operating cost to the city. More importantly community paramedicine objectively improves the quality of life and decreases mortality rates of those who have health related disparities in our community. This program operates 24/7 365. It is very difficult to give a accurate number to this training. The above hours noted are very conservative.

Important to note is, the hospital equipment program at TRFD is a Community Outreach program (the time from that program is averaged in with the above number).

- **Community Outreach visits/calls/visits**
- **Collaboration with PAAW**
- **Unnecessary 911 call mitigation**
- **Public health meetings (COVID-19)**
- **Health Department Meeting updates (COVID-19)**
- **Operational collaboration with various agencies**
- **Phone calls to citizen's at risk**
- **Collaboration with Public Health, Hospice and other area agencies**
- **Community Education**



Be Well

For more detailed information feel free to contact me.

Respectfully Submitted

David R. Murack

Assistant Chief

Emergency Operations/Community Outreach

City of Two Rivers Fire Department

2122 Monroe Street, Two Rivers WI, 54241

Station: 920-793-5521

Cell: 920-901-3810

"Let no public safety service member's ghost ever come back and say their training failed them."

Web Page: <http://www.two-rivers.org/fire/fire-department.php>

**INSPECTIONS DEPARTMENT
MONTHLY SUMMARY
DECEMBER 2020**

	Permits Issued		Permit Revenue		Project Value	
	Month	YTD	Month	YTD	Month	YTD
Building (residential)	14	303	1,210	32,382	108,359	3,805,377
Building (commercial)	4	27	800	5,890	78,670	1,918,164
Electrical	21	213	1,490	13,285	45,676	653,848
Heating	14	226	720	14,988	55,330	1,511,795
Home Occupation	-	-	-	-	-	-
Moving	-	6	-	400	-	25,310
Plumbing	11	109	1,335	13,760	58,740	878,793
Sign	1	18	50	900	338	50,864
Tank	-	-	-	-	-	-
Wrecking	-	3	-	174	-	54,900
Totals	65	905	5,605	81,779	347,113	8,899,051

YTD Comparison	Permits Issued		Permit Revenue		Project Value	
	2020	2019	2020	2019	2020	2019
Building	330	299	38,272	41,158	5,723,541	8,266,805
Electrical	213	361	13,285	18,845	653,848	732,965
Heating	226	178	14,988	13,531	1,511,795	1,722,705
Home Occupation	-	-	-	-	-	-
Moving	6	4	400	316	25,310	10,980
Plumbing	109	237	13,760	30,890	878,793	1,434,230
Sign	18	29	900	1,450	50,864	62,836
Tank	-	1	-	-	-	-
Wrecking	3	10	174	632	54,900	26,550
Totals	905	1,119	81,779	106,822	8,899,051	12,257,071

Other Activities

- Prepared agenda packet and minutes for Plan Commission meeting
- Received and responded to requests for information from the general public and staff
- Prepared notices, ordinances & related documents for public hearings

Attachment: Insp Report (3198 : Department Reports)

**Lester Public Library
Director's Report
December 2020**

News

- The carpet project began Tuesday, December 1, 2020. The three vendors interacting throughout the project, H.J. Martin – carpet installation; Yerges Van Liners – movers; and Atmosphere, Commercial Interiors – Thread installation, all worked effectively together. Timing was most important among the vendors to for the project installation to run smooth and on time. The project was complete (except for some final local electrical work) on Wednesday, December 23, 2020. We can't wait to safely reopen and share the new space with our patrons.
- I commend the library staff for preparations up to the carpet project. Designing curbside from the back of the building which allowed staff to serve the public via curbside uninterrupted throughout the project. The way collections were moved allowed staff access to our collections throughout the project, something we were not certain of prior to the start of the install.
- I thank the Two Rivers community for pitching in funds to make the carpet project a reality. The library raised all funds via grants and private donations for this building upgrade while not incurring debt for the City.
- At the December 7, 2020 City Council meeting the Council approved an ordinance establishing the Branding and Marketing committee as a permanent Committee of Two Rivers City Government. With the creation of this new, permanent committee, there are changes in the makeup of the Branding and Marketing Committee. The ordinance provides for 9 members: 2 Staff, 2 Council and 5 citizens. This pared-down group, with specified terms of service, has a structure consistent with most other City boards and committees. Mr. Buckley appointed Jeff Dawson, Lester Public Library director and Elizabeth Runge, city planner as the 2 City staff members designated to the committee; with both terms ending May 2021. Citizen appointments to the new committee were also recommended by the City Manager and approved by the Council.

Library Foundation – No Report

Library Legislation – No Report

Activities

12/01/20 – Carpet Project beings
12/02/20 – Virtual City Department Heads Meeting

12/03/20 – Virtual Two Rivers Business Association Meeting
12/07/20 – City Council Meeting
12/08/20 – Lester Public Library Board Meeting via Zoom
12/10/20 – Branding and Marketing Committee
12/15/20 – Virtual Manitowoc Calumet Library Automated Resource Sharing Consortium (LARS) Participants Council Meeting
12/16/20 – City Department Heads Meeting
12/21/20 – City Council Meeting
12/30/20 – City Department Heads Meeting

Jeff Dawson, Director, Lester Public Library 01/04/2020

Parks and Recreation Department

Hamilton Community House
1520 17th Street
Two Rivers WI 54241-0087
Office (920) 793-5592
Senior Center (920) 793-5596
Fax (920) 793-5529

Date: January 11, 2021
To: Greg Buckley
CC: City Council, Recreation Staff, Advisory Recreation Board
From: Terri Vosters
Subject: Recreation Department **December** Report

The usage of the J. E. Hamilton Community House for the month is as follows:

- Senior Center Programs 6163
- Building Rentals 358
- Recreation Program 423 (Card reader for fitness center is not working 12/11-present)
- **Total building usage 6944**

The J. E. Hamilton Community House was open **30 days** in the month of **December** for an average daily usage of **231 people per day**.

November Program & Facility Reservation Cancelations / Refunds Due to COVID-19 Facility Closure

Recreation Programs	0 programs	0 participants (<i>approx.</i>)
CH Facility Reservations	1 rentals	60 participants (<i>approx.</i>)
Fitness Center	0 Daily Drop-In	0 participants (<i>approx.</i>)
Senior Center Programs	21 programs	1597 participants (<i>approx.</i>)
Senior Center TRUST Car	Daily Rides	89 participants (<i>approx.</i>)
CH Reservation Rescheduled	0	0 participants (<i>approx.</i>)

Attachment: Park & Rec Report (3198 : Department Reports)

Special Events & Recreation

- Followed up, collected, and finalized all Recreation 2020 invoices for various tournaments and events
- Received Golf Sponsorships and sent out donation receipts and appreciation letters
- Reviewed Recreation Supervisor applicants (resumes) and assisted with interview process on 12/11, 12/14, and 12/17
- Hired personal trainer for Park and Rec Center, organized schedule and paperwork
- Hired Golf Simulator attendant employees, trained on 12/29 and 12/30, and created schedules
- Created, organized, and Ran Gingerbread Man program on 12-12 successfully
- Assisted completing, revising, editing, updating, and printing (225 copies) the Winter Spring 21 Activity Guide for Jan- March
- Entered activities and programs for new activity guide into sportsman
- Special Events meeting with Curt Andrews and Terri Vosters on 12-15 to discuss 2021 events and sponsorship packets
- Covered Reception desk several times throughout the month
- Helped complete many inhouse rentals for 2021
- Created, Organized, promoted and set up Candy Cane Hunt event. Very Successful event- Over 5600 views and 40 shares- over 200 candy canes placed throughout various parks within Two Rivers
- Assisted Linda confirm scheduled programs in black book vs. sportsman
- Revised Field and Tournament Applications for 2021
- Finalized all Golf simulator paperwork- waivers, schedules- attendant & sportsman & walk-in, covid procedures I created, hours of operation, applications of new employees, and online marketing.
- Created and sent out Santa's letters
- Met with Art teacher and students from TR Highschool and create plan for murals on golf simulator walls on 12/17
- Covered open gym on 12/31
- Updated TR Special Events Calendar
- Assisted Cory with building attendant issues and help
- Updated several TR Park and Rec forms for 2021 seasons and updated with new TR logo
- Updated TR Park and Rec Website

Parks

Finished off Golf Simulator
 Replaced Door Strike to weight Rm
 Installed Cad 6 line to IT room from golf room
 Organizing new rec supervisor office
 Helped out vehicle replacement for Lease
 Ordered lawn mowers for 2021 season
 Sat through interviews for new Rec supervisor
 Built golf bag rack for simulator

Snow removal

Snow markers put out

Putting together prices for replacement of aluminum tables and garbage cans

of spaces sold - 6 @ \$750.00 = \$4,500.00

of internments - 9 @ \$850.00 = \$7,650.00

of cremations - 10 @ \$550.00 = \$5,500

of Saturday burials - 3 @ \$350.00 = \$1,050.00

Senior Center

- December Birthday calls 77, mailed birthday cards 77 & anniversary cards
- December newsletter - created, mailed, emailed, dropped off at local businesses, available at Community House, website tworiversseniors.org & Facebook
- Christmas Cookie Fundraiser (baked, frosted, packaged & sold) - Sold 250 dozen, Profit \$1,187.36
- Senior Center Cookbook Fundraiser (created, printed, assembled & sold) - Sold 83, Profit \$787.98 (to date, still selling)
- Coffee Fundraiser - Profit \$232
- Handmade Christmas Stockings filled & delivered to 264 randomly selected Senior Center members (Approximately 1000 current members)
- Mailed 720 Christmas Cards to Senior Center members

2020 Membership Totals

Renewal	\$7,975.00
New	\$980.00
Lifetime	\$2,025.00
	\$10,980.00

December Cancellations due Covid Restrictions/Protocols

28 Programs /114 sessions/ Estimated 2339 participants

Christmas Party with Entertainment - 150

Noon Year's Eve Party with Entertainment - 160

St Nick Party with Chorus Performance - 50

Chorus Christmas Group Home Sing a Long - 100

Christmas Raffle Basket Fundraiser

Christmas Stars Dinner & Show - 52

****Note:**

13 Staff Vacation Days Used/5 sick days

Administration

12/2 Forestry appt with Selner
 12/2 Dept head meeting
 12/7 Committee on Aging Meeting
 12/7 Meeting with HR
 12/7 and 12/21 City Council meeting
 12/8 DNR meeting
 12/9 ARD meeting
 12/10 Safety Meeting
 12/11 Fleet vehicle meeting
 12/11 Rec Supervisor interviews (2)
 12/14 Rec Supervisor interviews (3)
 12/5 Community Band meeting
 12/5 Special Events meeting
 12/16 Part-time staff interview
 12/16 Dept head meeting
 12/17 Bryan Lee day meeting
 12/17 Rec Supervisor interviews (2) final round
 12/21 Update FB/website for programs 2021
 12/22 Update FB/website/city website
 Continued work on recreation programs as Lindsey is out on FMLA until February
 Attendant schedule
 Building schedule
 Met with each Supervisor on 2021 budget and activities COVID
 Posted full time and part time job openings for Parks Dept
 Working with three companies on quote for Senior Center carpet
 Purchase furniture for golf simulator
 Work with IT and Jared to get Ethans computer/email/phone/office set up
 Continue working on Acoustic Saturday 2021
 Update reservation for CH and parks
 Update special event packet

Two Rivers Police Department Monthly Report November 2020



Serving our community since 1858

Two Rivers Police Department

1717 East Park St.

Two Rivers, WI 54241

Business (920) 793-1191

Non-Emergency (920) 686-7200



Attachment: Police Report November (3198 : Department Reports)

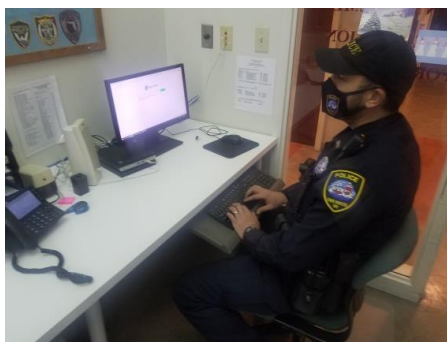
Monthly Report November 2020

EVENTS

Pandemic Year Training Perspective

The Covid 19 pandemic has certainly had a way of changing things. Here at Two Rivers PD it has been no different. We've been forced to adapt to a pandemic world and still find a way to keep up on our training as it is a vital part of our profession. Officers are required by the State of Wisconsin to maintain a minimum of 24 hours of training per year to include a mandatory firearms certification and biennial pursuit driving instruction.

Our department puts a high value on training and on average our officers receive between 50-60 hours per year. This training is typically a mix of in-services, out of town training, and online training. Some officers, if they attend specialized schools such as SWAT, DARE instructors, Drug Recognition Experts, Command Schools, Death Investigators, etc., may receive several hundred hours of training in a given year. Maintaining a consistent high level of training is certainly challenge enough in a regular year, but the pandemic throws in a whole new set of challenges.



While not always ideal, online training has become a big part of our 2020 training regimen. Webinars, virtual meetings and other forms of online classes have all become the mainstream for us and many other professions. Despite the convenience of online options it still does not replace the hands on training officers should receive every year by nature of their job. Much of our in person training was cancelled this year due to both the pandemic and budget constraints, but we still managed to meet all of our requirements despite our training hours being cut dramatically. We still performed hands on training with emergency vehicle operations, firearms and tactical movement as well as several other areas taking safety measures to minimize health risks. While most out of town trainings were cancelled several still took place and they too practiced social distancing and limited exposure to health risks.

Despite the challenges we've faced, creativity and innovation have allowed us to maintain our training program under these less than ideal circumstances. Being forced to address our training in different and unique ways has expanded our available training mediums and given us more options in the future. Just like everyone else we look forward to getting back to "normal" in the future.

Lt. Andrew Raatz – Training Coordinator

Happy Anniversary



Officer Cale Beyer
November 13th, 2001
19 Years



Katheryn Schroeder
November 2nd, 1998
22 Years

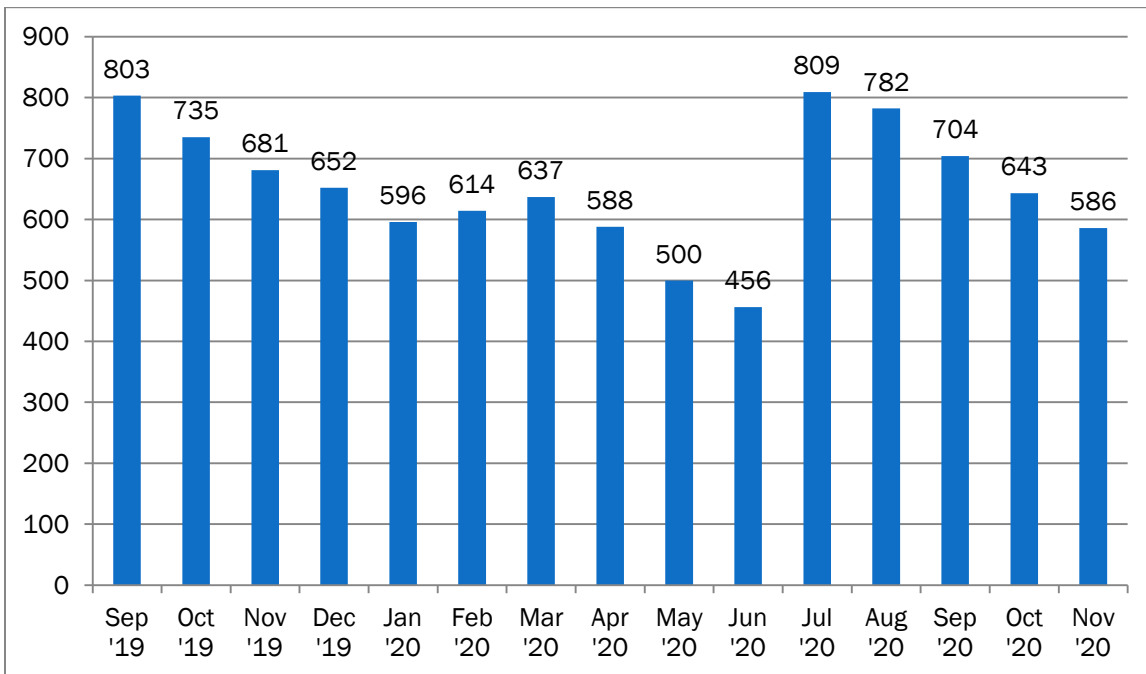


We are truly thankful to serve such an awesome community! Thank you to FCCLA (Family, Career and Community Leaders of America) for their show of support. President Kailey Miller (right) and Advisor Jennifer Tuesberg (center) brought in gift bags with a card, thin blue line face masks, water, candy and hand sanitizer for every department employee to show their support for our mission. Thank you so much for your generosity and support. It is much appreciated!

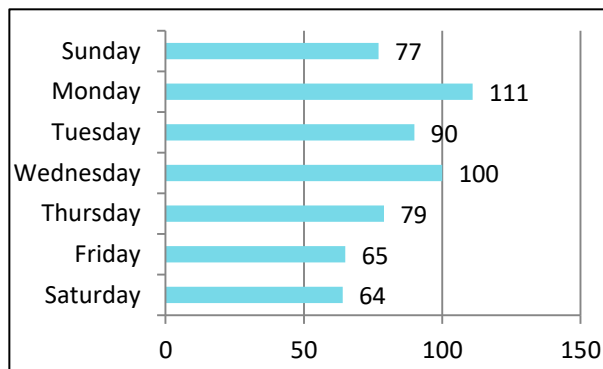
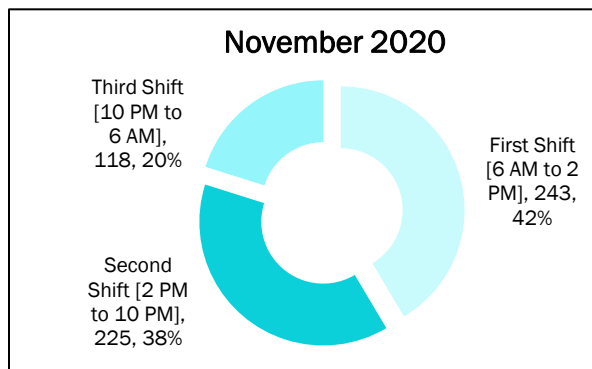
CALLS FOR POLICE SERVICE

November 2020: 586	2020 YTD TOTAL: 6,211
November 2019: 681	TOTAL LAST YEAR: 9,050

Monthly Calls Comparison Chart:

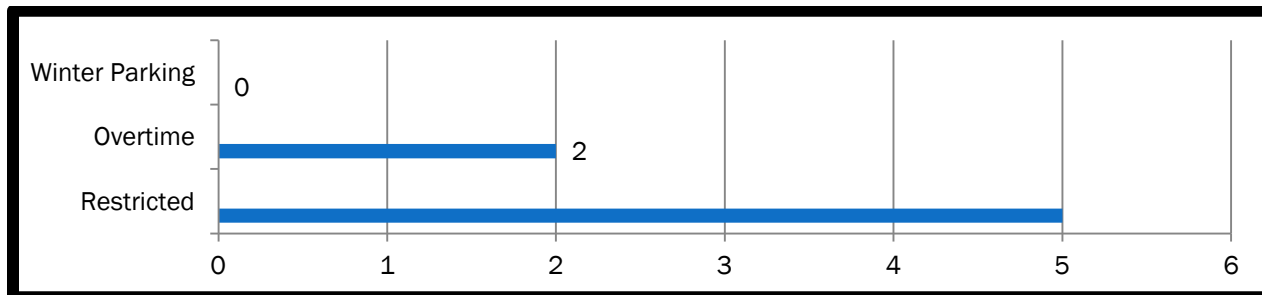


Calls for Service by Shift & Day of Week:



Attachment: Police Report November (3198 : Department Reports)

November 2020 Parking Enforcement:

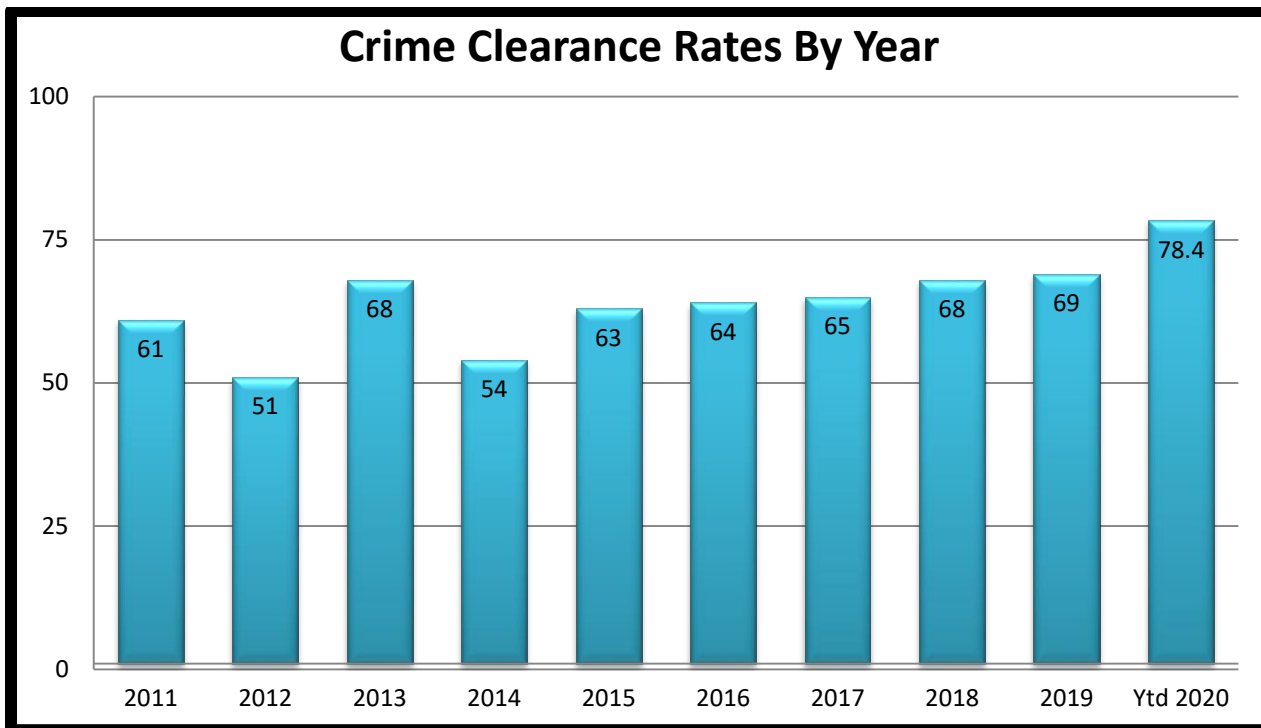


CRIME CLEARANCE RATE:

Each law enforcement agency in the Nation submits monthly reports to the Uniform Crime Reporting (UCR) Program. This program collects and reports crime offense data for the Nation, categorizing crime data as Part I or Part II offenses. Part I offenses include: Murder/Non-Negligent, Forcible Rape, Robbery, Assault(s), Burglary, Larceny/Theft, Motor Vehicle Thefts, and Arson. Part II offenses include all other crime classifications outside those defined as Part I offenses. These monthly reports also afford the Two Rivers Police Department the ability to monitor our crime clearance rate. The crime clearance rate is simply the percentage of offenses reported as compared to how many of those offenses were cleared or resolved. The Two Rivers Police Department is proud to note that our crime clearance rates are generally well above the average for the State of Wisconsin. Because some cases that are reported in one month may be solved or “cleared” the next month or months later, it is difficult to state crime clearance rates as purely a monthly rate. For our purposes, we continue to track our CCR rates across the months and years as well.

	November
Reported Part 1 Cases	20
Cases Cleared	12
Crime Clearance Rate	60%

Crime Clearance Rate YTD: 78.4%



Adult & Juvenile Arrest/Charge Summary:

The following is the total of ADULT and JUVENILE ARRESTS/CHARGES made by this department this month. This may not represent the actual number of individuals arrested as there are generally many cases where an individual will have multiple charges or counts of a specific charge. These statistics represent charges and arrests made for Criminal Code as well has Municipal Ordinance violations.

2020	November
Adult Arrests	93
Juvenile Arrests	18
Total	111

Written Warnings 2020

FIELD WARNING	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Totals
6-1-19 BEER GARDENS REGULATED	0	0	0	0	0	0	0	1	0	0	0	0	1
9-1-4 W/O INJ DISORDERLY CONDUCT WITHOUT INJURY	0	0	0	0	0	0	0	0	0	0	1	0	1
346.072(1M)(A) FAIL/CHANGE LANE PASSING STOPPED EMERGENCY VEHICLE	0	0	0	2	0	0	0	0	0	1	0	0	3
341.04 NON-REGISTRATION OF VEHICLE	0	0	0	0	2	0	0	1	0	0	0	0	3
346.18(3) FAIL/YIELD RIGHT/WAY FROM STOP SIGN	0	0	0	0	0	0	1	1	0	0	1	0	3
346.87 UNSAFE BACKING OF VEHICLE	0	1	1	1	0	0	0	0	0	1	0	0	4
346.57(2) UNREASONABLE AND IMPRUDENT SPEED	0	1	0	0	0	0	0	0	0	0	0	0	1
346.37(1)(C)1 001 VIOLATE RED TRAFFIC SIGNAL	1	1	0	0	0	1	2	0	0	1	0	0	6
341.04(1) 001 NON-REGISTRATION OF AUTO, ETC	6	8	1	0	2	4	10	7	6	14	6	0	64
346.46 FAIL TO STOP/IMPROPER STOP AT STOP SIGN	0	0	0	0	1	0	0	0	0	0	0	0	1
344.62(2) OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE	3	10	0	0	3	1	3	2	2	0	1	0	25
344.62(1) 001 OPERATING MOTOR VEHICLE W/O INSURANCE	8	11	4	0	10	5	6	5	4	6	4	0	63
346.94(19) OFF ROAD UTILITY VEHICLE ON ROADWAY	0	0	0	0	1	0	0	0	0	0	0	0	1
341.15(1m)(a) FAIL/ATTACH REAR REGIS. DECAL/TAG	1	0	0	0	0	0	0	0	0	0	0	0	1
TR101.02(2)(J) UNNECESSARY ACCELERATION	0	0	0	0	1	0	0	0	0	0	0	0	1
6-5-21 LIMIT ON NUMBER OF DOGS AND CATS	0	0	0	0	0	0	1	1	1	0	0	0	3
346.37(1)(B) VIOLATE YELLOW SIGNAL	0	1	0	0	0	0	0	0	0	0	0	0	1
6-5-7(B)(4) BARKING DOGS	0	0	0	0	2	0	0	0	1	1	0	0	4
6-5-7(A)(2)(A) DOG AT LARGE - ON PREMISE	0	0	1	0	0	0	0	0	0	0	0	0	1
9-2-7 DISORDERLY CONDUCT WITH MOTOR VEHICLE (NOT IN PARK)	0	0	0	0	0	0	2	0	0	0	0	0	2
9-2-5/10P-7A LOUD AND UNNECESSARY NOISE 10PM-7AM	0	0	0	0	0	1	0	0	0	0	0	0	1
9-2-5/7A-10P LOUD AND UNNECESSARY NOISE 7AM-10PM	0	1	0	0	0	0	0	0	0	0	0	0	1
9-2-1 DISCHARGE OR CARRYING FIREARMS AND GUNS	0	0	0	0	0	0	0	0	0	0	2	0	2
9-6-3(DO NOT USE) RESPONSIBILITY OF OWNERS/OCCUPANTS FOR	0	0	0	0	0	0	0	0	0	0	1	0	1
9-1-1 943.13 CRIMINAL TRESPASS TO LAND	0	0	0	0	0	0	1	0	0	0	1	0	2
9-2-11 CURFEW VIOLATION	1	0	3	1	0	1	6	3	1	0	0	0	16
9-1-1 167.10(3) USE OF FIREWORKS/POSSESSION OF FIREWORKS	0	0	0	0	0	1	0	0	0	0	0	0	1
8-4-1(B) ABANDONMENT OF VEHICLES PROHIBITED	0	0	0	0	0	0	1	0	0	0	0	0	1
7-1-5 PARK CLOSING HOURS	0	0	0	0	0	0	0	0	1	0	0	0	1
6-5-10 ANIMALS RUNNING AT LARGE (FOWL, DOVES, PIGEONS, ETC)	0	0	0	0	0	0	0	1	0	0	0	0	1
6-5-7(A)(2)(B) DOG AT LARGE - OFF PREMISE	1	3	3	5	9	7	3	7	6	7	4	0	55
6-5-6 PENALTY FOR FAILURE TO OBTAIN RABIES SHOT	2	1	4	0	6	0	2	3	4	1	1	0	24
6-5-1 DOG LICENSE	4	10	4	5	10	11	6	11	14	12	3	0	90
TR305.34(3)(A) WINDSHIELDS-EXCESSIVELY CRACKED/IN CRITICAL AREA	0	0	0	0	0	0	0	0	1	1	0	0	2
TR305.32(4)(B)2 WINDOW-VENT/FRONT SIDE TINTING 50%	0	1	2	5	3	0	1	0	0	0	1	0	13
TR305.32(4)(B)1 WINDOWS-VENT/FRONT SIDE-TINTING BY MANUFACTURER	0	0	0	0	0	0	0	0	0	0	1	0	1
TR305.28(1) SPEEDOMETER/ODOMETER-PROPER WORKING ORDER	1	0	0	0	0	0	0	0	0	0	0	0	1
TR305.20(1) EXHAUST WORKING CONDITION	0	1	0	0	0	0	0	0	0	0	0	0	1
TR305.13(1) REGISTRATION LAMP-PROPER WORKING CONDITION	0	0	0	0	0	0	0	0	0	0	1	0	1
347.40(1) MIRROR REQ.-REFLECT TO OPERATOR 200 FT	0	1	0	0	0	0	0	0	0	0	0	0	1
347.14(1) OPERATE VEHICLE W/O STOPPING LIGHTS	6	1	1	0	0	0	1	1	2	1	4	0	17
347.13(3) OPERATE VEHICLE W/O REGISTRATION LAMPS	5	5	0	0	0	0	1	11	0	2	8	0	32
347.13(2) IMPROPERLY LOCATE VEHICLE TAIL LIGHTS	0	0	0	0	0	0	0	1	0	0	0	0	1
347.13(1) NO TAIL LAMP/DEFECTIVE TAIL LAMP-NIGHT	4	1	0	0	1	0	0	0	2	5	0	0	13
346.57(5) SPEEDING - EXCEEDING ZONED & POSTED LIMIT/HWY CONST	9	7	9	15	17	7	22	10	11	36	9	0	152
346.57(4)(F) SPEEDING-35MPH OUTLYING DISTRICT - CITY	1	0	0	0	0	1	1	0	0	3	0	0	6
346.57(4)(E) SPEEDING 25 MPH HWY CITY/VILLAGE	6	16	2	0	10	7	6	4	3	19	4	0	77
346.57(3) DRIVING TOO FAST FOR CONDITIONS	2	0	0	0	0	0	0	0	0	0	0	0	2
346.57(2) 001 UNREASONABLE AND IMPRUDENT SPEED	1	0	0	0	0	0	0	0	0	0	0	0	1
346.48(1) FAIL TO STOP FOR SCHOOL BUS	1	0	0	0	0	0	0	0	0	0	0	0	1
346.46(1) FAILURE TO STOP FOR STOP SIGN	7	9	1	1	10	2	4	3	4	1	5	0	47
346.34(1)(B) TURN VEH W/O PROPER SIGNAL	0	1	0	0	0	0	0	0	0	1	0	0	2
346.34(1)(A)3 UNSAFE TURN FROM DIRECT COURSE W/O REASON	0	0	0	0	0	0	0	0	0	1	0	0	1
346.34(1) FAILURE TO SIGNAL TURN/UNSAFE TURN	0	0	0	0	0	0	0	0	0	0	1	0	1
346.31(3) IMPROPER LEFT TURN	0	0	0	0	0	0	1	0	0	0	0	0	1
346.31(2) IMPROPER RIGHT TURN	0	0	0	0	0	0	0	0	0	1	0	0	1
346.23(1) FAIL YIELD RIGHT OF WAY PEDESTRIAN CONTROL INTERSECTION	0	0	0	0	0	0	0	1	0	0	0	0	1
346.18(4) 001 FAIL/YIELD WHEN EMERGING FROM ALLEY	0	0	0	0	1	0	0	0	0	0	0	0	1
346.13(3) DEVIATE FROM DESIGNATED LANE	1	0	0	0	0	0	0	0	0	0	0	0	1
346.13(1) UNSAFE LANE DEVIATION	1	2	0	0	1	0	0	0	1	0	0	0	5
346.05(3) FAILURE OF SLOWER VEH TO KEEP RIGHT	1	0	1	0	0	0	0	0	0	0	0	0	2
346.05(1) OPERATE LEFT OF CENTER LINE	0	0	0	0	0	0	0	1	1	0	0	0	2
346.04(2) DRIVING AGAINST TRAFFIC (ONE WAY STREET)	0	0	0	0	0	2	0	0	0	0	0	0	2
343.44(1)(a) 001 OPERATING AFTER SUSPENSION	0	0	0	0	1	0	0	0	0	1	0	0	2
343.43(1)(d) VIOLATE GDL RESTRICTIONS	0	0	0	0	0	0	1	0	0	0	0	0	1
343.22(1) FAIL/NOTIFY DMV OF ADDRESS/NAME CHANGE	0	0	0	0	0	0	0	1	0	0	0	0	1
343.18(1) OPERATE W/O CARRYING LICENSE	0	1	0	0	0	0	0	0	0	1	0	0	2
343.05(3)(a) OPERATE W/O VALID LICENSE	0	0	1	1	1	0	2	0	0	2	4	0	11
341.62 DISPLAY FALSE VEHICLE REGISTRATION PLATE	0	0	0	0	0	0	0	0	0	1	2	0	3
341.61(2) DISPLAY UNAUTH. VEH. REGISTRATION PLATE	0	0	0	0	1	0	1	0	1	0	0	0	3
341.335(1) FAIL/NOTIFY DMV OF ADD./NAME/COLOR CHANGE	0	0	0	0	0	0	0	0	1	0	0	0	1
341.15(3)(A) IMPROPER DISPLAY/PLATES (NO PLATES)	0	2	2	0	3	0	0	0	0	1	0	0	8
341.15(2) IMPROPERLY ATTACHED LICENSE PLATES	3	0	0	0	0	0	0	0	1	0	0	0	4
341.15(1) FAIL/DISPLAY VEHICLE LICENSE PLATES	1	3	1	3	4	1	1	6	1	3	1	0	25
341.11(4) NO DISPLAY OF REGISTRATION CERTIFICATE	0	0	0	0	1	0	0	0	0	0	0	0	1
341.04 001 NON-REGISTRATION OF VEHICLE <=10000 LBS	0	0	0	0	2	2	0	0	0	0	0	0	4
341.03(1) OPERATE AFTER VEH REV/SUSP OF REGISTRATION	3	1	1	0	0	1	3	0	0	0	0	0	9
347.09(1)(A) HEADLAMPS-VEHICLES EQUIPPED W/2 HEADLAMPS	0	0	1	0	0	0	1	0	1	4	0	0	7
347.07(2)(B) OPERATE VEHICLE W/NONRED TAILLIGHTS	0	0	0	0	0	0	0	0	0	1	0	0	1
347.07(1) OPERATE WITH OVER 4 HEADLIGHTS LIGHTED	0	0	0	0	1	0	0	0	0	0	0	0	1
347.06(3) UNCLEAN/DEFECTIVE LIGHTS OR REFLECTORS	17	9	9	0	8	5	6	7	6	10	8	0	85
347.06(1) OPER W/O REQUIRED LAMP LIGHTED	5	2	2	2	4	1	2	1	3	1	2	0	25
346.89(1) INATTENTIVE DRIVING	1	0	0	0	0	0	0	0	0	0	0	0	1
FIELD WARNING Totals	103	111	54	41	116	61	98	90	79	140	76	0	969
Totals	103	111	54	41	116	61	98	90	79	140	76	0	969

Attachment: Police Report November (3198 : Department Reports)

Municipal Citations 2020

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Totals
ORDINANCE													
9-1-4 W/INJ DISORDERLY CONDUCT WITH INJURY	0	0	0	0	0	1	1	0	0	0	0	0	2
9-1-4 W/O INJ DISORDERLY CONDUCT WITHOUT INJURY	0	0	0	0	0	1	3	9	1	3	2	0	19
9-1-2(C)(3) POSSESS TOBACCO OR NICOTINE PRODUCTS UNDER 18	0	0	0	0	1	0	0	0	0	0	0	0	1
9-1-2(E)(3) POSSESS ANY ELECTRONIC SMOKING DEVICE UNDER 18	1	1	1	0	0	0	0	0	3	4	0	0	10
8-2-1(A) PARKING RESTRICTIONS	0	0	0	0	0	0	0	1	0	0	0	0	1
125.07(4)(B) 17-20 UNDERAGE DRINKING/POSSESS 17-20	0	0	0	1	0	0	1	0	0	0	0	0	2
9-1-1 947.0125(3)(C) UNLAWFUL USE OF COMPUTERIZED COMMUNICATON-	0	0	0	0	0	1	0	1	0	0	0	0	2
9-2-10(C) CONTRIBUTE TO TRUANCY	2	0	0	0	0	0	0	0	0	0	0	0	2
341.04(1) 001 NON-REGISTRATION OF AUTO, ETC	0	0	0	1	0	0	0	0	0	0	0	0	1
9-6-6 PUBLIC NUISANCES AFFECTING HEALTH	2	0	0	0	0	0	0	0	0	0	0	0	2
9-6-4/OWNERS RESPONSIBILITY OF OWNERS FOR MAINTENANCE/CONTROL	1	0	0	2	2	3	7	2	4	1	3	0	25
9-6-3/OCCUPANTS RESPONSIBILITY OF OCCUPANTS FOR MAINTENANCE/CONTROL	0	0	1	1	0	0	0	0	0	2	1	0	5
TR101.02(2)(J) UNNECESSARY ACCELERATION	0	0	0	1	0	0	0	0	0	0	0	0	1
9-2-13 POSSESSION OF DRUG PARAPHERNALIA	2	0	0	1	4	1	2	0	0	1	0	0	11
9-2-12 POSSESSION OF TETRAHYDROCANNABINOLS/8 GM OR LESS	1	1	1	1	3	1	1	0	2	2	0	0	13
6-5-7(B)(4) BARKING DOGS	0	0	0	0	0	1	0	0	0	0	0	0	1
8-2-4(B) ALL NIGHT PARKING PROHIBITED/WINTER PARKING	1	0	0	0	0	0	0	0	0	0	0	0	1
9-3-4 DESTRUCTION OF NOXIOUS WEEDS	0	0	0	0	0	0	1	0	0	0	0	0	1
6-1-1 125.085(3)(B) IDENTIFICATION CARD VIOLATIONS	0	1	0	0	0	0	0	0	0	0	0	0	1
6-1-1 125.07(4)(B) UNDERAGE DRINKING-POSSESS/CONSUMES	0	1	0	0	2	2	0	0	0	0	0	0	5
6-1-1 125.07(4)(A) UNDERAGE DRINKING-PROCURES	0	0	0	0	0	0	1	0	0	0	0	0	1
6-1-1 125.07(1)(A) PROCURE FOR, SELL OR DISPENSE OR GIVE AWAY ALCOHOL TO	0	0	0	2	0	0	0	0	0	0	0	0	2
9-2-7 DISORDERLY CONDUCT WITH MOTOR VEHICLE (NOT IN PARK)	0	0	0	0	0	1	0	1	0	0	0	0	2
9-2-5/10P-7A LOUD AND UNNECESSARY NOISE 10PM-7AM	1	1	0	2	0	3	1	0	0	0	0	0	8
9-2-5/7A-10P LOUD AND UNNECESSARY NOISE 7AM-10PM	0	0	0	0	0	0	0	1	0	1	0	0	2
9-1-1 947.013 HARASSMENT	0	0	0	0	0	1	0	0	0	0	0	0	1
9-1-1 947.012 DISORDERLY CONDUCT WITH TELEPHONE	0	0	0	0	0	1	0	0	0	0	0	0	1
9-1-1 947.01 W/O INJ (DO NOT USE) DISORDERLY CONDUCT WITHOUT INJURY	2	1	0	3	0	0	0	0	0	0	0	0	6
9-1-1 947.01/INJ (DO NOT USE) DISORDERLY CONDUCT WITH INJURY	2	2	1	0	0	0	0	0	0	0	0	0	5
9-1-1 946.41 RESISTING OR OBSTRUCTING OFFICER	0	0	1	0	1	0	0	2	0	1	0	0	5
11-1-5 BUILDING PERMIT REQUIRED	0	0	0	0	0	0	0	0	1	1	0	0	2
9-1-1 944.20 LEWD & LAUCIVIOUS BEHAVIOR	3	0	0	0	0	0	0	0	2	0	0	0	5
9-1-1 943.50(<\$10) RETAIL THEFT - UNDER \$10	0	0	0	2	1	0	0	1	0	0	0	0	4
9-1-1 943.50(>\$10) RETAIL THEFT - OVER \$10	0	0	0	2	0	0	0	0	1	1	0	0	4
9-1-1 943.20 THEFT	0	0	0	0	0	1	0	1	0	0	0	0	2
9-1-1 943.14 CRIMINAL TRESPASS TO DWELLING	0	0	0	0	0	0	0	0	1	0	2	0	3
9-6-3(DO NOT USE) RESPONSIBILITY OF OWNERS/OCCUPANTS FOR	1	0	0	0	0	0	0	0	0	0	0	0	1
9-1-1 943.13 CRIMINAL TRESPASS TO LAND	1	0	0	1	1	1	0	1	0	0	0	0	5
9-1-1 943.01(1) CRIMINAL DAMAGE TO PROPERTY	0	0	0	0	0	0	0	1	0	2	0	0	3
9-2-11 CURFEW VIOLATION	0	0	0	0	0	0	2	1	0	0	0	0	3
9-2-10(B) HABITUAL TRUANCY	0	0	0	0	0	0	0	0	0	1	7	0	8
9-1-1 287.81 LITTERING	0	0	0	0	0	1	1	0	0	0	0	0	2
9-2-10(A) SIMPLE TRUANCY	3	2	0	0	0	0	0	0	0	3	2	0	10
9-2-9 INTERFERENCE W/CUSTODY OF CHILD	0	0	0	0	0	0	0	0	1	0	0	0	1
9-1-1 167.10(3) USE OF FIREWORKS/POSSESSION OF FIREWORKS	0	0	0	0	0	2	1	0	0	0	0	0	3
9-2-8 DC- DEFEACATING OR URINATING IN PUBLIC PLACES	0	0	0	0	0	0	0	0	0	1	0	0	1
8-4-1(B) ABANDONMENT OF VEHICLES PROHIBITED	0	0	0	1	0	0	0	1	0	0	1	0	3
6-5-15 ANIMAL FECES	0	0	1	0	0	0	0	0	0	0	0	0	1
6-5-14 HARBORING VICIOUS ANIMALS	0	0	0	0	0	1	1	0	0	0	0	0	2
6-5-8(D) FAILURE TO PAY FOR REDEEMED ANIMAL	0	0	0	0	0	1	0	1	0	0	0	0	2
6-5-7(A)(2)(B) DOG AT LARGE - OFF PREMISE	0	0	0	0	1	1	0	1	2	0	2	0	7
6-5-6 PENALTY FOR FAILURE TO OBTAIN RABIES SHOT	0	3	1	0	2	1	1	2	0	0	0	0	10
6-5-1 DOG LICENSE	0	3	0	0	2	0	1	3	0	3	0	0	12
347.14(1) OPERATE VEHICLE W/O STOPPING LIGHTS	0	0	0	1	0	0	0	0	0	0	0	0	1
347.13(3) OPERATE VEHICLE W/O REGISTRATION LAMPS	0	0	0	0	0	0	0	1	0	0	0	0	1
346.57(4)(F) SPEEDING-35MPH OUTLYING DISTRICT - CITY	0	0	0	0	0	0	0	0	0	0	1	0	1
346.94(13) ABANDONED MOTOR VEHICLES	0	0	0	1	0	0	0	0	0	0	0	0	1
3-1-3 BONFIRES AND OUTDOOR FIRES	0	0	0	1	0	0	0	0	0	0	0	0	1
ORDINANCE Totals	23	16	7	24	20	26	25	31	18	27	21	0	238
Totals	23	16	7	24	20	26	25	31	18	27	21	0	238

Traffic Citations 2020

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Totals
TRAFFIC													
343.44(1)(b) 013 OPERATING WHILE REVOKED (FORFEITURE)	1	4	1	0	5	3	2	3	1	3	5	0	28
346.70(1) 006 FAILURE OF OPERATOR TO NOTIFY POLICE OF ACCIDENT	0	0	0	0	0	0	0	1	0	0	0	0	1
341.04 NON-REGISTRATION OF VEHICLE	0	0	1	0	0	0	1	0	0	0	0	0	2
346.18(3) FAIL/YIELD RIGHT/WAY FROM STOP SIGN	1	0	0	0	0	1	0	1	0	0	0	0	3
346.87 UNSAFE BACKING OF VEHICLE	0	0	0	0	0	1	0	0	1	0	1	0	3
346.57(2) UNREASONABLE AND IMPRUDENT SPEED	1	1	1	0	1	1	0	0	1	2	2	0	10
346.62(2) RECKLESS DRIVING-ENDANGER SAFETY	1	0	1	0	2	0	1	0	0	1	0	0	6
346.37(1)(C)1 001 VIOLATE RED TRAFFIC SIGNAL	0	0	0	1	0	0	0	0	0	1	0	0	2
341.04(1) NON-REGISTRATION OF OTHER VEHICLE	0	0	0	0	0	0	1	0	0	0	0	0	1
341.04(1) 001 NON-REGISTRATION OF AUTO, ETC	1	3	4	0	3	2	1	2	2	5	4	0	27
346.675(1) 002 VEHICLE OWNER'S LIABILITY FOR FSA - UNATTENDED VEHICLE	0	0	0	0	0	0	0	1	0	0	0	0	1
346.63(2)(A)3 001 CAUSE INJURY/OPERATING-CONTROL SUBSTANCE	0	0	0	1	0	0	0	0	0	0	0	0	1
346.46 FAIL TO STOP/IMPROPER STOP AT STOP SIGN	2	1	0	0	0	0	0	0	0	0	0	0	3
346.32 005 FAILURE TO YIELD RIGHT OF WAY	0	0	0	0	0	0	0	0	1	0	0	0	1
346.06 004 FAILURE TO YIELD RIGHT OF WAY	0	0	0	0	0	0	0	0	0	1	0	0	1
346.63(1)(B) 019 OPERATING W/PAC (2ND)	0	0	2	0	0	0	0	0	0	0	0	0	2
344.62(2) OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE	1	1	0	0	0	1	0	0	0	0	0	0	3
344.62(1) 001 OPERATING MOTOR VEHICLE W/O INSURANCE	4	3	1	2	3	7	10	4	4	3	4	0	45
343.44(1)(a) 004 OPERATING AFTER SUSPENSION (4TH+)	2	3	2	0	3	2	1	1	1	1	0	0	16
343.44(1)(a) 003 OPERATING AFTER SUSPENSION (3RD)	0	0	0	1	0	0	0	0	0	3	0	0	4
343.44(1)(a) 002 OPERATING AFTER SUSPENSION (2ND)	2	0	1	0	0	0	0	3	1	1	1	0	9
343.07(1g)(a)3 OPERATE MOTOR VEHICLE BY PERMITTEE W/O AUTH PERSON > 21	0	1	0	0	0	0	0	0	0	0	0	0	1
343.07(1g)(a)2 OPERATE MOTOR VEHICLE BY PERMITTEE W/O PARENT	0	0	0	0	0	0	0	0	0	1	0	0	1
343.05(2)(a)2 OPERATE W/O COMM VEH. LICENSE - NON-RESIDENT	1	0	0	0	0	0	0	0	0	0	0	0	1
348.10(5)(A) FAIL/SECURE LOADS IF TOWING A TRAILER	0	0	0	0	0	0	1	0	0	0	0	0	1
347.48(2M)(D) RIDE IN VEHICLE W/O WEARING SEAT BELT	0	0	0	0	0	0	0	0	0	3	0	0	3
347.48(2M)(C) OPERATOR FAIL/HAVE PASSENGER/SEATBELTED	0	0	0	0	0	0	0	0	0	2	0	0	2
346.675(1) 001 VEHICLE OWNER'S LIABILITY FOR FSA	0	0	0	0	1	0	0	0	0	0	0	0	1
346.37(1)(C)1/RED VIOLATE RED TRAFFIC SIGNAL	0	0	0	0	0	1	0	0	0	0	0	0	1
346.67(1) 004 PROPERTY HIT & RUN - ATTENDED VEHICLE PROPERTY DAMAGE	0	0	0	0	2	0	0	0	0	0	0	0	2
346.63(1)(AM) 001 OPER W/CONTROLLED SUBSTANCE	1	1	0	1	1	0	0	0	0	0	0	0	4
346.04(3) OPERATOR FLEE/ELUDE OFFICER	1	0	1	0	0	0	0	0	0	0	0	0	2
347.48(2m)(b) SEATBELT - OPERATOR USE REQUIRED	0	1	0	0	0	0	0	0	0	0	2	0	3
347.13(3) OPERATE VEHICLE W/O REGISTRATION LAMPS	1	0	0	0	0	0	0	0	0	0	0	0	1
347.13(1) NO TAIL LAMP/DEFECTIVE TAIL LAMP-NIGHT	1	0	0	0	0	0	0	1	0	0	0	0	2
346.63(5)(A) CIR OPER. COMM MV /WBAC 0.04-0.1	0	0	0	0	0	0	1	0	0	0	0	0	1
346.80(5) BICYCLE ENTERING HWY/FYR TO MV	0	0	0	0	0	0	0	1	0	0	0	0	1
346.70(1) 001 FAILURE TO NOTIFY POLICE OF ACCIDENT	0	0	0	0	0	2	0	0	0	0	1	0	3
346.69 HIT AND RUN PROPERTY ADJACENT TO HIGHWAY	1	0	0	0	0	1	0	0	0	1	1	0	4
346.68 HIT AND RUN-UNATTENDED VEHICLE	0	0	0	0	0	1	0	0	1	0	0	0	2
346.63(1)(B) CIR OWI- OPERATE WITH PAC OVER LEGAL LIMIT	0	2	1	1	1	4	3	1	2	0	0	0	15
346.63(1)(B) ORD OWI - OPERATE WITH PAC OVER LEGAL LIMIT	1	0	0	0	0	3	1	0	2	2	3	0	12
346.57(5) SPEEDING - EXCEEDING ZONED & POSTED LIMIT/HWY CONST	0	3	3	0	4	3	4	0	0	0	1	0	18
346.57(4)(E) SPEEDING 25 MPH HWY CITY/VILLAGE	1	2	0	1	4	0	1	0	0	0	0	0	9
346.57(3) DRIVING TOO FAST FOR CONDITIONS	1	0	0	0	0	0	0	0	0	0	0	0	1
346.48(1) FAIL TO STOP FOR SCHOOL BUS	0	1	0	0	0	0	0	0	0	0	0	0	1
346.46(1) FAILURE TO STOP FOR STOP SIGN	1	1	0	0	0	0	3	2	0	1	1	0	9
346.37(1) VIOLATION OF TRAFFIC CONTROL SIGNAL	0	0	0	0	1	0	0	0	0	0	0	0	1
346.34(1)(A)1 IMPROPER TURN AT INTERSECTION	0	0	0	0	0	0	0	0	0	1	0	0	1
346.31(1) FAIL TO FOLLOW INDICATED TURN	0	0	0	0	0	0	1	0	0	0	0	0	1
346.28(2) FAILURE TO YIELD RIGHT OF WAY PEDESTRIAN ON SIDEWALK	0	0	0	0	0	0	0	1	0	0	0	0	1
346.25 001 PED/BIKE/EPAMD FYR-CROSSING ROADWAY	0	0	0	0	0	0	0	0	0	0	1	0	1
346.23(1) FAIL YIELD RIGHT OF WAY PEDESTRIAN CONTROL INTERSECTION	0	1	0	0	0	0	0	0	0	0	0	0	1
346.18(6) FAIL YIELD RIGHT OF WAY FROM YIELD SIGN	1	0	0	0	0	0	0	0	0	0	0	0	1
346.18(5) 001 FAIL/YIELD RT/WAY FROM PARKED POSITION	0	0	0	0	0	1	1	0	0	0	0	0	2
346.18(4) 001 FAIL/YIELD WHEN EMERGING FROM ALLEY	0	0	0	0	0	0	0	0	0	1	0	0	1
346.18(2) FAILURE YIELD RIGHT OF WAY MAKING LEFT TURN	0	0	0	0	0	0	1	0	0	1	0	0	2
346.14(1m) AUTOMOBILE FOLLOWING TOO CLOSELY	0	0	0	0	0	0	1	1	0	0	1	0	3
346.05(1) OPERATE LEFT OF CENTER LINE	0	0	0	1	0	1	0	0	0	0	0	0	2
346.04(2) DRIVING AGAINST TRAFFIC (ONE WAY STREET)	1	0	0	0	0	0	0	0	0	0	0	0	1
343.44(1)(b) OPERATING WHILE REVOKED (REV DUE TO ALC/CONT SUST/REFUSAL)	1	5	4	0	6	3	7	3	1	1	4	0	35
343.44(1)(a) 001 OPERATING AFTER SUSPENSION	4	0	2	0	1	2	2	1	1	1	1	0	15
343.43(1)(d) VIOLATE GDL RESTRICTIONS	0	1	1	0	0	0	0	1	1	0	0	0	4
343.22(1) FAIL/NOTIFY DMV OF ADDRESS/NAME CHANGE	0	0	0	0	0	0	0	1	0	0	0	0	1
343.18(1) OPERATE W/O CARRYING LICENSE	0	0	1	0	0	0	0	0	0	0	0	0	1
343.05(3)(a) OPERATE W/O VALID LICENSE	4	0	2	1	3	1	2	4	2	5	5	0	29
341.62 DISPLAY FALSE VEHICLE REGISTRATION PLATE	0	0	1	0	1	0	0	0	0	0	0	0	2
341.61(2) DISPLAY UNAUTH. VEH. REGISTRATION PLATE	0	0	0	0	0	2	1	0	0	1	0	0	4
341.03(1) OPERATE AFTER VEH REV/SUSP OF REGISTRATION	2	2	0	0	1	2	0	0	1	0	1	0	9
343.05(3)(b) OPERATE MOTORCYCLE W/O VALID LICENSE	0	0	0	0	0	0	1	0	0	0	0	0	1
347.06(3) UNCLEAN/DEFECTIVE LIGHTS OR REFLECTORS	0	1	0	0	0	0	0	0	0	0	0	0	1
347.06(1) OPER W/O REQUIRED LAMP LIGHTED	0	0	0	0	1	0	0	0	0	1	0	0	2
346.62(3) RECKLESS DRIVING - CAUSE BY-NEGLIGENT OPERATION OF VEH	0	0	0	1	0	0	0	0	0	0	0	0	1
346.63(2)(A)1 001 OWI/INJURY OF AN INTOX/CONT SUBSTANCE/OTHER DRUG	0	0	0	1	0	0	0	0	0	0	0	0	1
347.413(1) NO TAMPERING W/IGNITION INTERLOCK DEVICE	0	0	0	0	2	2	0	0	0	0	0	0	4
346.935(2) OPEN INTOXICANTS IN MOTOR VEHICLE BY PASSENGER/DRIVER	0	0	0	0	0	1	0	0	0	0	0	0	1
346.89(1) INATTENTIVE DRIVING	0	0	0	1	3	3	1	0	0	2	0	0	10
346.63(1)(A) ORD OPERATING A MOTOR VEHICLE WHILE UNDER THE INFLUENCE	2	0	1	0	0	4	2	0	2	3	3	0	17
346.63(1)(A) CIR OPERATING A MOTOR VEHICLE WHILE UNDER THE INFLUENCE	0	3	1	1	1	4	4	1	3	0	0	0	18
TRAFFIC Totals	41	41	32	14	50	59	55	34	28	48	42	0	444
Totals	41	41	32	14	50	59	55	34	28	48	42	0	444

Attachment: Police Report November (3198 : Department Reports)

November 2020 Juvenile Arrests

Statute	Crime Code and Description	Counts	# of Arrests using Crime Code
940.19(1)	13B BATTERY-SIMPLE	1	1
947.01(1) 13B	13B DISORDERLY CONDUCT - SIMPLE ASSAULT	1	1
943.10(1M)(A)	220 BURGLARY TO BUILDING OR DWELLING	1	1
943.41(3)(A)	23H CREDIT CARD THEFT BY ACQUISITION	1	1
943.01(1)	290 CRIMINAL DAMAGE TO PROPERTY	1	1
941.2965	520 USE OF FACSIMILE FIREARM	1	1
941.30(2)	520 2ND DEG RECKLESS ENDANGER SAFETY - WEAPON	1	1
9-2-10(A)	90B SIMPLE TRUANCY	2	2
9-2-10(B)	90B HABITUAL TRUANCY	7	7
947.01(1) 90C	90C DISORDERLY CONDUCT - GENERAL	1	1
940.225(2)(C) SEX OFFENSE	90Z 2ND DEGREE SEXUAL ASSAULT - MENTAL ILLNESS OR	1	1
Totals:		18	18

November 2020 Adult Arrests

Statute	Crime Code and Description	Counts	# of Arrests using Crime Code
940.02(2)(a)	09B 1ST RECKLESS HOMICIDE/DELIVER DRUGS	1	1
940.19(2)	13A SUBSTANTIAL BATTERY/AGGRAVATED/INTEND	3	3
940.235(1) FAMILY	13A IMPEDE BREATHING BY PRESSURE ON THROAT OR	2	2
940.235(1) NON-FAMILY	13A IMPEDE BREATHING BY PRESSURE ON THROAT OR	2	2
940.19(1)	13B BATTERY-SIMPLE	4	4
947.01(1) 13B	13B DISORDERLY CONDUCT - SIMPLE ASSAULT	4	4
948.03(1)	13B PHYSICAL ABUSE OF A CHILD	1	1
943.10(1M)(A)	220 BURGLARY TO BUILDING OR DWELLING	1	1
9-1-1 943.50(>\$10)	23C RETAIL THEFT - OVER \$10	1	1
943.01(1)	290 CRIMINAL DAMAGE TO PROPERTY	1	1
961.41(1)(A)	35A DELIVER NARCOTIC SCH I, II	1	1
961.41(1)(E)1	35A DELIVER PCP, METHCATHINONE, OR AMPHETAMINE	1	1
961.41(3G)(AM)	35A POSSESS NARCOTIC SCH I OR II	2	2
961.41(3G)(E)	35A POSSESS THC	2	2
961.41(3G)(G)	35A POSSESS METHAMPHETAMINE	3	3
961.573(1)	35B POSSESS DRUG PARAPHERNALIA	3	3
9-1-4 W/O INJ	90C DISORDERLY CONDUCT WITHOUT INJURY	2	2
947.01(1) 90C	90C DISORDERLY CONDUCT - GENERAL	6	6
346.63(1)(A) ORD	90D OPERATING A MOTOR VEHICLE WHILE UNDER THE	2	2
813.12(8)	90F KNOWINGLY VIOLATE A DOMESTIC ABUSE ORDER	1	1
948.21(1)(A)	90F NEGLECTING A CHILD	3	1
968.075(1)(a)	90F DOMESTIC ABUSE	2	2
9-1-1 943.13	90J CRIMINAL TRESPASS TO LAND	1	1
943.13	90J TRESPASS TO LAND	1	1
943.13(1M)(B)	90J TRESPASS TO LAND-REMAIN AFTER NOTICE	1	1
6-5-7(A)(2)(B)	90Z DOG AT LARGE - OFF PREMISE	1	1
6-5-7(B)(4)	90Z BARKING DOGS	1	1
8-4-1(B)	90Z ABANDONMENT OF VEHICLES PROHIBITED	1	1
9-6-3/OCCUPANTS	90Z RESPONSIBILITY OF OCCUPANTS FOR	1	1
9-6-4/OWNERS	90Z RESPONSIBILITY OF OWNERS FOR	3	3
946.41(1) OBSTRUCT	90Z OBSTRUCTING AN OFFICER	1	1
946.41(1) RESIST	90Z RESISTING AN OFFICER	1	1
946.49(1)(a)	90Z BAIL JUMPING-MISDEMEANOR	29	12
946.49(1)(b)	90Z BAIL JUMPING-FELONY	18	8
961.42(1)	90Z KEEPER OF A DRUG HOUSE OR CAR	1	1
961.48(1)	90Z DRUG OFFENSES, SECOND OR SUBSEQUENT	1	1
968.09(1)	90Z WARRANT ON FAILURE TO APPEAR	1	1
973.10	90Z PROBATION HOLD	12	12
Totals:		122	93

2020 Public Works/WWTP Tracking					
		<u>December</u>	<u>Year-to-Date</u>	<u>December</u>	<u>Year-to-Date</u>
ENGINEERING 2020					
	Landfill Leachate Pumpage (gallons)	572,268	8,700,936	1,187,591	11,825,815
	Precipitation	1.13	36.20	2.51	42.36
	Number of Encumbrance property checks	17	284	14	317
STREET DIVISION 2020 (Manhours)		<u>December</u>	<u>Year-to-Date</u>	<u>December</u>	<u>Year-to-Date</u>
	Work for Engineering				640
	Shop/Vehicle Maintenance	458	458	675	3,388
	Street Maintenance	102	102	28	1,942
	Street Cleaning	68	68	15	767
	Street Signs/Painting	49	49	31	660
	Snow & Ice	209	209	147	1,710
	PT Snowplowers	3	3		638
	Bridge - maintenance				16
	Old Dump/Landfill/River Sediment				20
	17th Street Bridge opening	4			
	Storm Sewers				
	Refuse/Garbage				2
	Recycling/Leaf Collection	16	16	65	1007
	Weed Cutting			199	402
	Work for Others	395	395		3,736
	Special Events				
	PBS Sewers	3	3	2	45
	Salted Streets	x			79
	Plowed all city streets	x		20	47
	Open 17th Street Bridge	18	18	28	863
WASTEWATER UTILITY 2020		<u>December</u>	<u>Year-to-Date</u>	<u>December</u>	<u>Year-to-Date</u>
	Wastewater Treated, Gallons	67,663,000	1,000,226,100	9,988,600	859,662,600
	MONTHLY AVERAGE: Daily Flow, Gallons	2,183,000	4,378,958	3,222,000	2,771,167
	MONTHLY AVERAGE: Daily BOD, Lbs.	3,601	4,347	3,967	4,131
Plant Discharges (MONTHLY AVERAGE)					
	Biological Oxygen Demand (BOD), mg/l	8.70	8.75	11.90	9.53
	Suspended Solids, mg/l	7.40	6.96	8.80	7.18
	Ammonia, mg/l	0.49	0.44	0.65	0.57
	Phosphorus, mg/l	0.36	0.32	0.32	0.30
	Fecal Coliform, per 100ml	16.00	32.67	36.00	29.42
	pH, Min (6.0)	6.90	6.97	7.10	6.95
	pH, Max (9.0)	7.10	7.16	7.30	7.18
Chemicals					
	Polymer, Gallons	88	1056	88	1056
	Ferric Chloride, Gallons	2,375	26,922	2,473	26,870
	Chemical Costs for the month	\$ -	\$ 37,078.10	\$ -	\$ 52,418.22
	Mishicot Payment	\$ 6,381.68	\$ 95,925.09	\$ 10,174.65	\$ 107,748.02
	Emergency call-ins	1	43	1	28

November 2020 Public Works Narrative Tasks	
ENGINEERING 2020	
	Mariners Trail Repaving
	- Asphalt trail repaving contract to have bids opened September 18, 2020
	- Work to include repaving of Mariners Trail, from the Water Plant, to east of Columbus St
	- Paving on the north end was completed October 13.
	- Contractor placed backfill/restoration in early December. Remainder to be completed in spring.
	- Paving near the Woodland Wayside is expected in early 2021.
	Sandy Bay Highlands
	- Proposed work include installation of curb and gutter, and roadway paving
	- Curb and gutter was placed October 1, and paving was completed October 14
	- Restoration was performed in early November
	- City staff installed inlet to address overland drainage issue.
	Shoreline Protection
	- Staff and consultant are preparing the final permit for shoreline protection placed at DPW/WWTP area, Eggers Pond Site, Lot F, and Neshotah Pond area, as required by DNR.
	Sidewalk Repair
	- Work completed on the 2019 sidewalk replacement contract. Future contract(s) to be bid for additional sidewalk complaint areas.
	- Staff is responding to additional complaints, for which notices have been sent to affected residents.
	Sanitary and Storm Repairs
	- DPW repaired pavement for sanitary repair in early December on East River Street, (south of 21st St)
	2021 Projects
	City staff and consultants are preparing to bid projects for 2021. Projects include replacement of street, including pavement, sanitary, storm, and water utilities.
	- 24th Street (Forest Ave to Jefferson);
	- 25th Street (West River St to Forest Ave)
	- Madison Street (19th St to 22nd St)
	- Scattered sanitary and lead water services.
	City staff and consultants continue to work on design, and project coordination, of Eggers Pond, (near 20th St & East River St), and Pine Tree Lift Station
	- Additional soil sampling was performed at Eggers Pond site to determine limits of contamination.
	- Storm Lateral, and mini storm sewer work continues to be considered to help provide location for sump pump discharge, and reduce inflow into sanitary sewer.
	STREET DIVISION 2020
	Plow City Streets
	Pick Up Windrows
	Plow & Salt City Walks
	Salt Red & Blue Routes
	Street Openings (East River St.)
	Taring Crackfill Street Repairs
	Put Out & Fill Sand barrels
	Put Out Inlet Markers
	Street Sweeping
	Haul Street Sweepings To Landfill
	Inventory
	Vac Storm Sewer Pits
	HydroVac Lift Stations
	PBS Sewers (3)
	Biweekly / Monthly Sewers
	HydroVac For Electric Dept.
	Install Storm Sewer Pit (Sandy Bay Highlands)
	18th St. Cell Tower Site (Chip Brush / Haul Spoils)
	StockPile Material @ Dredge Site
	Open Outfalls
	Storm Water Pond Inspections
	Make Specialty Signs
	Repair Replace Street Signs
	17th St. Bridge Openings (18)
	WASTEWATER UTILITY 2020



Municipal Electric Utilities of Wisconsin
Service. Advocacy. Safety.
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Sun Prairie, WI 53590
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www.meuw.org

**Two Rivers
December 2019**

Prepared By: Patrick Murphy – MEUW Regional Safety Coordinator

SAFETY REPORT

ACCOMPLISHMENTS

- 1. Training**
 - No training was conducted
- 2. Audits/Inspections**
 - Water department, Booster station and Fire station
- 3. Compliance/Risk Management**
 - Reviewing Written Safety & Health Program
 - All Sections

GOALS AND OBJECTIVES

- 1. Training**
 - Training schedule for the year to be completed in January, training to follow
- 2. Audits/Inspections**
 - Field Inspection
 - Facility Inspections- Wastewater, Cemetery and Parks and Rec.
- 3. Compliance/Risk Management**
 - Continue review of written Safety and Health Manual
 - DSPS Injury & Illness Log Submittals

Attachment: Safety Report (3198 : Department Reports)

ULTRAFILTRATION FACILITY MONTHLY OPERATING REPORT

ULTRAFILTRATION MEMBRANE FACILITY PRODUCTION

TOTAL PRODUCTION	25,695,350 GAL/MONTH
LESS BACKWASH WATER	4,882,590 GAL/MONTH
WATER TO CITY	20,812,760 GAL/MONTH
MAX. DAILY WATER PRODUCTION	924,850 GAL/DAY
MIN. DAILY WATER PRODUCTION	764,900 GAL/DAY
AVERAGE DAILY WATER PRODUCTION	828,880 GAL/DAY

TOTAL PRODUCTION	25695350 GAL/MONTH
WATER TO CITY	20812760 GAL/MONTH

PUMP OPERATION

LOWLIFT PUMPS

1	2	3	
216	264	264	HR/MO
6.96	8.52	8.52	HR/DAY

HIGHLIFT PUMPS

1	2	3	4	
0	0	744	0	HR/MO
		24		HR/DAY

USED FOR PRODUCTION ONLY

CHEMICAL USAGE

INTAKE SODIUM HYPOCHLORITE
 PRE MEMBRANE HYPOCHLORITE
 POST SODIUM HYPOCHLORITE
 RESERVOIR HYPOCHLORITE
 50% SODIUM HYDROXIDE
 FLUORIDE
 50% CITRIC ACID
 CLEARITAS

POUNDS USED	PMG	PPM
0.0	0.00	0.00
2059.0	0.10	0.00
3555.9	0.14	0.00
92.0	0.00	0.00
1771.0	0.00	0.00
637.5	0.02	0.00
46 gals	----	----

RESERVOIR OPERATIONS

HOURS OF OPERATION

PUMP HOURS PER MONTH

HR/MONTH			
PUMP 7	PUMP 8	PUMP 9	TOTAL
384	0	360	744
			6,823,000 GAL/MONTH
			240,000 GAL/DAY
			209,000 GAL/DAY
			220,097 GAL/DAY

TOTAL GALLONS PUMPED PER MONTH

MAXIMUM GALLONS PER DAY

MINIMUM GALLONS PER DAY

AVERAGE GALLONS PER DAY

REPORT PREPARED BY

Garret Wachowski / RB

DATE

1/5/2021

Attachment: Water report (3198 : Department Reports)

Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
12/29/2020	0	U.S. Bank-Debit Memo	Credit Card Usage - Nov/Dec 2020	STMT:12/7/20	42,596.41
Total 0:					42,596.41
12/04/2020	126350	Klein, Melissa	Refund / Girls Double A	06/02/2020	69.00-
Total 126350:					69.00-
12/11/2020	126502	Prairie Farms Dairy Inc	Dairy - Sr. Cntr.	9080947	107.04-
Total 126502:					107.04-
12/01/2020	127468	Batteries Plus Bulbs #507	Batteries-FD	P31208043	18.00-
12/01/2020	127468	Batteries Plus Bulbs #507	Batteries-FD	P31516439	28.95-
Total 127468:					46.95-
12/07/2020	127737	Board of Comm. of Pub Lands	Lake Bed Lease, South of Neshotah Park-CM	9/29/2020	200.00-
Total 127737:					200.00-
12/11/2020	127793	WTP Service	Reference # 16207306	16207306	1,420.00-
12/11/2020	127793	WTP Service	Reference # 16207511	16207511	1,420.00-
12/11/2020	127793	WTP Service	Reference # 16207583	16207583	1,420.00-
12/11/2020	127793	WTP Service	Reference # 16207622	16207622	1,420.00-
Total 127793:					5,680.00-
12/03/2020	127857	All Seasons Outdoor Power & Marine	Water Pumps & Power Cutter - Wtr	11/04/2020	1,749.00
12/03/2020	127857	All Seasons Outdoor Power & Marine	Service - Wtr	9/27/20	117.93
Total 127857:					1,866.93
12/03/2020	127858	American Messaging	Pager - Elec	U1850398UL	61.90
Total 127858:					61.90
12/03/2020	127859	Anthem Blue Cross and Blue Shield	Health Insurance Premiums for December 2020	000684450D	158,249.28
Total 127859:					158,249.28

Attachment: Summary of Bills Dec 2020 (3199 : Summary of Verified Bills)

Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
12/03/2020	127860	Aurora Health Care	Drug Screens	1618515	198.00
Total 127860:					198.00
12/03/2020	127861	Badgerland Aggregates LLC	Limestone/Sandy Bay Highlands	10782	895.50
Total 127861:					895.50
12/03/2020	127862	Ball Auto & Truck Parts Inc	Oil Filter - WWTP	205290	39.96
12/03/2020	127862	Ball Auto & Truck Parts Inc	Motor Tune-Up - WWTP	205428	6.99
Total 127862:					46.95
12/03/2020	127863	Boardman & Clark LLP	Pole Attachment Agreement - Elec	228546	2,677.50
Total 127863:					2,677.50
12/03/2020	127864	Boldt, Randolph	Over payment of ambulance charges - 11/18/20	12/02/2020	100.00
Total 127864:					100.00
12/03/2020	127865	Brabazon Pump Co. LTD	Services - Wtr	5201294	1,125.00
Total 127865:					1,125.00
12/03/2020	127866	Braun Building Center	Supplies-Rec	BB071348601	177.45
12/03/2020	127866	Braun Building Center	Supplies-Rec	BB071362401	149.96
12/03/2020	127866	Braun Building Center	Supplies-Rec	BB071454001	119.94
12/03/2020	127866	Braun Building Center	Supplies-Rec	BB071838701	624.06
12/03/2020	127866	Braun Building Center	Supplies-Rec	BB071850801	101.60
12/03/2020	127866	Braun Building Center	Supplies-Rec	BB071879501	61.26
12/03/2020	127866	Braun Building Center	Supplies-Rec	BB071889901	131.99
12/03/2020	127866	Braun Building Center	Supplies-Rec	BB071891601	67.83
Total 127866:					1,298.43
12/03/2020	127867	Charter Communications Inc	Service 11/16/20-12/18/20 - Sr. Cntr	0000265111920	83.47
Total 127867:					83.47
12/03/2020	127868	Cisneros, Oscar	Overpayment of ambulance charges - 12/18/20	12/02/2020	9.91

Attachment: Summary of Bills Dec 2020 (3199 : Summary of Verified Bills)

Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
Total 127868:					9.91
12/03/2020	127869	CTC Supplies	Supplies-Elec	0060759	90.92
Total 127869:					90.92
12/03/2020	127870	DeBruyn, Don	Solar Credit Refund	12/2/2020	143.80
Total 127870:					143.80
12/03/2020	127871	Dewane, Patrick	Room Tax Refund - February & March 2020	11/19/2020	257.45
Total 127871:					257.45
12/03/2020	127872	ESRI	GIS Professional Standard Term License - Elec	93934632	2,750.00
Total 127872:					2,750.00
12/03/2020	127873	Froelich, Whitney L.	Pay Period Ending 11/28/20	108	1,012.50
Total 127873:					1,012.50
12/03/2020	127874	Frontier	Telephone - Wtr	5741;11/20	89.43
Total 127874:					89.43
12/03/2020	127875	Gannett Wisconsin Media	Annual Subscription 1/1/21-12/31/21	01/01/21-12/31/21	401.54
Total 127875:					401.54
12/03/2020	127876	General Code	Annual Maintenance	GC00111701	300.00
Total 127876:					300.00
12/03/2020	127877	Grainger	Supplies - WWTP	9709056460	8.91
12/03/2020	127877	Grainger	Supplies - WWTP	9713693209	46.64
Total 127877:					55.55
12/03/2020	127878	Itron Inc	Hardware & Software Maintenance	572934	1,214.87

Attachment: Summary of Bills Dec 2020 (3199 : Summary of Verified Bills)

Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
Total 127878:					1,214.87
12/03/2020	127879	JF Ahern Co	Equipment Inspection - WWTP	407803	406.05
Total 127879:					406.05
12/03/2020	127880	Kip Gulseth Construction Co	Excavate @ 2019 East River Street	3022	4,715.70
12/03/2020	127880	Kip Gulseth Construction Co	Sewer Repair @ 1910 28th Street	3023	3,133.25
Total 127880:					7,848.95
12/03/2020	127881	Klein, Patricia Ann	Simply Seniors Exercise Class - 11/1/20-11/24/2	12/1/2020	59.40
Total 127881:					59.40
12/03/2020	127882	Kulpa Jr, Frank	Solar Credit Refund	12/2/2020	245.50
Total 127882:					245.50
12/03/2020	127883	LeClair Bros Heat/AC Inc	Service - 1429 B Wentker Court	C8458	206.89
Total 127883:					206.89
12/03/2020	127884	Manitowoc Disposal Inc	Recycling & Refuse Collect 11/14/20-11/27/20	11/14/20-11/27/20	14,157.64
12/03/2020	127884	Manitowoc Disposal Inc	Empty Dumpsters - Rec	50113	160.00
Total 127884:					14,317.64
12/03/2020	127885	Manitowoc Trophy	Name Plates - Jackson & Andrews	37708	20.00
Total 127885:					20.00
12/03/2020	127886	Mid-American Research Chemical	Supplies-PW	0716864-IN	161.77
Total 127886:					161.77
12/03/2020	127887	Motion Industries	Supplies- DPW	WI09-893547	397.00
Total 127887:					397.00

Attachment: Summary of Bills Dec 2020 (3199 : Summary of Verified Bills)

Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
12/03/2020	127888	National Elevator Inspection	Routine Inspection/Elev - CH	0408800	80.00
Total 127888:					80.00
12/03/2020	127889	Northeast Asphalt Inc.	Asphalt-DPW	1696533 - 8/13/20	2,558.42
12/03/2020	127889	Northeast Asphalt Inc.	Asphalt-DPW	1699579-8/27/20	715.74
12/03/2020	127889	Northeast Asphalt Inc.	Asphalt Paving / Harbor Street	616120-01 8/5/20	8,925.00
12/03/2020	127889	Northeast Asphalt Inc.	Road Repair/Zlatnik Drive	616373-01	16,755.00
Total 127889:					28,954.16
12/03/2020	127890	Northeast Wisc Tech College	Tuition and Fees/Matthew Miller- FD	SFT0000121454	504.45
Total 127890:					504.45
12/03/2020	127891	Office Depot	Supplies - City Mgr	134316506002	1.46
12/03/2020	127891	Office Depot	Supplies - City Mgr	134764408001	52.82
Total 127891:					54.28
12/03/2020	127892	OpenPoint LLC	OpenPoint Subscription - December 2020	1107	2,350.00
Total 127892:					2,350.00
12/22/2020	127893	Oshkosh Fire/Police Equipment	Supplies-FD	182665	.00
12/22/2020	127893	Oshkosh Fire/Police Equipment	Supplies-FD	182758	.00
Total 127893:					.00
12/03/2020	127894	OSI Environmental Inc	Used Oil Collection - DPW	4019587	75.00
Total 127894:					75.00
12/03/2020	127895	Penworthy Company LLC, The	Jn - Lib	0567249-IN	377.12
Total 127895:					377.12
12/03/2020	127896	Prairie Farms Dairy Inc	Dairy - Sr. Cntr.	9078126	153.80
Total 127896:					153.80

Attachment: Summary of Bills Dec 2020 (3199 : Summary of Verified Bills)

Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
12/03/2020	127897	PrecisionChem LLC	On-Site Testing and System Evaluation/Evaluati	14227	105.00
Total 127897:					105.00
12/03/2020	127898	Quadient Inc	Ink Cartridge for IS3-4	16225594	279.46
Total 127898:					279.46
12/03/2020	127899	Quadient Leasing USA Inc.	Folder/sorter lease	N8577125	612.03
Total 127899:					612.03
12/03/2020	127900	Risler, Steve	Energy Star Rebate - Refrigerator	11/18/2020	55.00
Total 127900:					55.00
12/03/2020	127901	Salvage Battery & Lead Inc	Supplies - Rec	15030	20.00
Total 127901:					20.00
12/03/2020	127902	San-A-Care Inc	Supplies - FD	531487-1	199.73
Total 127902:					199.73
12/03/2020	127903	Schaus Roofing/Mechanical	Service - WWTP	79563	291.00
Total 127903:					291.00
12/03/2020	127904	St Vincent De Paul	Community Contributions Donation - Elec	12/2/2020	825.00
Total 127904:					825.00
12/03/2020	127905	Steinies Water Garden & Irrigation	Central Park Irrigation Shut Down 2020	7372A	94.00
12/03/2020	127905	Steinies Water Garden & Irrigation	Winter Shut Down (Vietnam Park) / Supplies-Re	7373A	354.00
Total 127905:					448.00
12/03/2020	127906	Strand Associates Inc	Prof. Svcs. 7/1/20-10/31/20 - Wtr	0165457	221.88
Total 127906:					221.88

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Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
12/03/2020	127907	Streicher's	Training Ammo - PD	I1465118	2,160.00
Total 127907:					2,160.00
12/03/2020	127908	Strong, Ronald I	Strength & Condition Work 10/5/20-11/18/20	11/19/2020	336.00
Total 127908:					336.00
12/03/2020	127909	Stryker Sales Corporation	Supplies- FD	3202277M	1,581.34
Total 127909:					1,581.34
12/03/2020	127910	Superior Chemical Corp	Supplies - Elec	285089	88.08
Total 127910:					88.08
12/03/2020	127911	Synergy Environmental Lab Inc	Stormwater Ponds Soil Testing - W. Hawthorne	E38666	1,629.60
Total 127911:					1,629.60
12/03/2020	127912	The Home Depot Pro	Supplies - FD	585204894	450.45
Total 127912:					450.45
12/03/2020	127913	Thuermer Law Office	November 2020 Services	NOVEMBER 2020	1,471.00
Total 127913:					1,471.00
12/03/2020	127914	Two Rivers Ecumenical Pantry	Community Contributions Donation - Elec	12/2/2020	825.00
Total 127914:					825.00
12/03/2020	127915	Two Rivers Historical Society	Dec 2020 Monthly Support Pymt	DEC2020	250.00
Total 127915:					250.00
12/03/2020	127916	U.S. Postal Service	Box renewal fee	DECEMBER 2020	194.00
12/03/2020	127916	U.S. Postal Service	First class presort fee-Permit 11	NOVEMBER 20, 2020	240.00
Total 127916:					434.00

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Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
12/03/2020	127917	USA Blue Book	Supplies-WTr	419987	688.51
Total 127917:					688.51
12/03/2020	127918	Vanderveren, Sally A	November 2020 Services	1120	3,658.33
Total 127918:					3,658.33
12/03/2020	127919	Vinton Construction Company	SBH Paving	20080.1	256,396.69
12/03/2020	127919	Vinton Construction Company	Crushing @ TR City Shop - DPW	20105.1	26,520.34
Total 127919:					282,917.03
12/03/2020	127920	West & Dunn LLC	Legal - Frontier Communications Corp. Bankrup	1804	240.00
12/03/2020	127920	West & Dunn LLC	Legal - Frontier Communications Corp. Bankrup	2090	260.00
12/03/2020	127920	West & Dunn LLC	Legal - Paragon Partners Foreclosure	2277	400.00
12/03/2020	127920	West & Dunn LLC	Legal - Frontier Communications Corp. Bankrup	2279	20.00
12/03/2020	127920	West & Dunn LLC	Legal - General Matters	2286	5,728.48
12/03/2020	127920	West & Dunn LLC	Legal - Paragon Partners Foreclosure	2437	440.00
12/03/2020	127920	West & Dunn LLC	Legal - General Matters	2438	5,728.48
12/03/2020	127920	West & Dunn LLC	Legal - 2023 Washington St. Foreclosure	2439	20.00
Total 127920:					12,836.96
12/03/2020	127921	WEX Bank	Gasoline	68564895	4,540.50
Total 127921:					4,540.50
12/03/2020	127922	Wisconsin Public Service	FIRE DEPT	0401271669-03;11/20	359.07
12/03/2020	127922	Wisconsin Public Service	1520 17TH ST - Rec	0401271669-04;11/20	1,590.23
12/03/2020	127922	Wisconsin Public Service	CEMETERY	0401271669-05;11/20	59.68
12/03/2020	127922	Wisconsin Public Service	1300 35th Street - Rec	0401271669-07;11/20	63.49
12/03/2020	127922	Wisconsin Public Service	3801 Mishicot Rd.	0401271669-09;11/20	100.89
12/03/2020	127922	Wisconsin Public Service	1916 COLUMBUS ST - Elec	0401271669-10;11/20	189.50
12/03/2020	127922	Wisconsin Public Service	WARM BLDG	0401271669-12;11/20	18.44
12/03/2020	127922	Wisconsin Public Service	PARK SHELTER	0401271669-14;11/20	26.15
12/03/2020	127922	Wisconsin Public Service	LIBRARY	0401271669-23;11/20	697.63
12/03/2020	127922	Wisconsin Public Service	CITY HALL	0401271669-24;11/20	617.28
12/03/2020	127922	Wisconsin Public Service	Bridge Bldg - Engineering	0401271669-30;11/20	51.99
12/03/2020	127922	Wisconsin Public Service	1401 Lake Street	0401271669-35;11/20	4,676.67
12/03/2020	127922	Wisconsin Public Service	GENERATOR	0401271669-38;11/20	18.44

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Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
12/03/2020	127922	Wisconsin Public Service	Pavillion	0401271669-42;11/20	28.86
12/03/2020	127922	Wisconsin Public Service	606 PARKWAY BLVD (PARAGON)	0401271669-44;11/20	432.32
Total 127922:					8,930.64
12/03/2020	127923	Woodland Dunes Nature Center	Solar Credit Refund	12/2/2020	221.20
Total 127923:					221.20
12/10/2020	127924	4 K's Pest Control LLC	Service - Rec	15859	45.00
Total 127924:					45.00
12/10/2020	127925	AnSer Services	After hours answering service-Elec	6502-110120	480.38
12/10/2020	127925	AnSer Services	After hours answering service-Elec	6502-120120	190.00
Total 127925:					670.38
12/10/2020	127926	B&D Water Meter Testing/Repair	Testing of 10 Water Meters	1120	1,080.00
Total 127926:					1,080.00
12/10/2020	127927	Bay-Lake Regional Planning Commissio	Services 10/1/20-10/31/20	6332	2,776.12
Total 127927:					2,776.12
12/10/2020	127928	Boyle Fredrickson S.C.	Logo Trademarking	STATEMENT NO: 524631	1,053.00
12/10/2020	127928	Boyle Fredrickson S.C.	Logo Trademarking	STATEMENT NO: 524632	1,360.00
12/10/2020	127928	Boyle Fredrickson S.C.	Logo Trademarking	STATEMENT NO: 524633	1,360.00
12/10/2020	127928	Boyle Fredrickson S.C.	Logo Trademarking	STATEMENT NO: 524634	1,085.00
12/10/2020	127928	Boyle Fredrickson S.C.	Logo Trademarking	STATEMENT NO: 524635	1,085.00
12/10/2020	127928	Boyle Fredrickson S.C.	Logo Trademarking	STATEMENT NO: 527250	270.00
Total 127928:					6,213.00
12/10/2020	127929	Brooks Tractor Inc	Parts - PW	381827	237.28
Total 127929:					237.28
12/10/2020	127930	Brown County Treasurer	Copy of Brown County Plat Map-Lib	12/07/2020	50.00

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Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
Total 127930:					50.00
12/10/2020	127931	City Of Manitowoc	2020 Lakeshore Humane Society Stray Contrac	0243788	8,761.80
Total 127931:					8,761.80
12/10/2020	127932	City of Two Rivers	Real Estate Taxes - East River Street 000-053-0	12/09/2020	100.00
Total 127932:					100.00
12/10/2020	127933	City of Two Rivers Petty Cash	Replenish Petty Cash Check Book	12/4/2020	19,104.03
Total 127933:					19,104.03
12/10/2020	127934	CliftonLarsonAllen LLP	Progress Billing/Dec 2019 Audit	2690025	6,615.00
Total 127934:					6,615.00
12/10/2020	127935	Core & Main LP	Supplies - Wtr	N371514	210.34
Total 127935:					210.34
12/10/2020	127936	Cretton Enterprises Inc	Nov 2020 Services - Lib	9549	2,394.00
Total 127936:					2,394.00
12/10/2020	127937	Cursor Control Inc	Annual CDM Maintenance	2012-940	1,465.00
Total 127937:					1,465.00
12/10/2020	127938	Electrical Testing Laboratory LLC	Testing - Elec	35269	633.66
Total 127938:					633.66
12/10/2020	127939	Environmental Consulting & Testing	Acute & Chronic WET test - WWTP	4283	1,475.00
Total 127939:					1,475.00
12/10/2020	127940	Fastenal	Supplies	WIMAN272526	267.05
12/10/2020	127940	Fastenal	Supplies	WIMAN272528	98.98

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Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
Total 127940:					366.03
12/10/2020	127941	Fire Dept Petty Cash	Petty cash reimbursement	12/08/2020	85.64
Total 127941:					85.64
12/10/2020	127942	Forster, Maria	Translator services-PD	20-06230 - NOV 21, 2020	75.00
Total 127942:					75.00
12/10/2020	127943	Frontier	Telephone	262-002-1678-010165-5; 0	52.70
Total 127943:					52.70
12/10/2020	127944	Garage Door Specialty Inc	Service - Elec	38891	1,795.00
Total 127944:					1,795.00
12/10/2020	127945	Grainger	Supplies - WWTP	9718751481	35.60
12/10/2020	127945	Grainger	Supplies - WWTP	9723995552	33.64
12/10/2020	127945	Grainger	Supplies - WWTP	9724304622	17.57
Total 127945:					86.81
12/10/2020	127946	Granicus	IQM2 Agenda & Minutes - CM	134256	500.00
Total 127946:					500.00
12/22/2020	127947	Grapek Company	Supplies - WWTP	0228658-IN	.00
Total 127947:					.00
12/10/2020	127948	Hawkins Inc	Labor-Wtr	4830048	220.00
Total 127948:					220.00
12/10/2020	127949	Holiday Wholesale	candy - Rec	9537140	181.55
Total 127949:					181.55

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Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
12/10/2020	127950	Hubbart Electric Inc	Labor & Material to troubleshoot level sensor no	12214C	193.16
Total 127950:					193.16
12/10/2020	127951	HydroCorp	Cross Connection Control Prog - November 20	0059953-IN	3,138.00
Total 127951:					3,138.00
12/10/2020	127952	JF Ahern Co	Fire Equipment Inspections-Library	410467	210.15
Total 127952:					210.15
12/10/2020	127953	Kaat's Water Conditioning Inc	Bottled water, 6303 Riverview Dr-Eng	11/30/2020	67.55
Total 127953:					67.55
12/10/2020	127954	Klein, Melissa	Refund / Girls Double A	6/2/20	69.00
Total 127954:					69.00
12/10/2020	127955	Klein's Hardware Hank	Supplies- Wtr	11/05/2020	110.90
12/10/2020	127955	Klein's Hardware Hank	Shop Supplies-DPW	TR PUBLIC WORKS 12/1/	15.98
Total 127955:					126.88
12/10/2020	127956	KPS Homes Inc	Shed rental-PW	PUBLIC WORKS 11/01/20	1,700.00
Total 127956:					1,700.00
12/10/2020	127957	Lakeshore Screen Printing	Clothing-FD	6749	297.00
Total 127957:					297.00
12/10/2020	127958	Lamp Recyclers Inc.	Supplies-Elec	107523	3,104.80
Total 127958:					3,104.80
12/10/2020	127959	Lincoln Contractors Supply Inc	Supplies - WWTP	N14821	79.59
Total 127959:					79.59

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Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
12/10/2020	127960	Manitowoc Co Treasurer	Nov 2020 Jail & Driver Improvement Surcharge	12/4/2020	1,173.60
Total 127960:					1,173.60
12/10/2020	127961	Manitowoc Public Utilities	Service - 5000 Memorial Dr.	118598;11/20	636.96
Total 127961:					636.96
12/10/2020	127962	Maritime Plumbing and Mechanical	Labor & Material to install chemical flow meters	37650	1,090.00
Total 127962:					1,090.00
12/10/2020	127963	MBM	Meter Charge 11/1/20-11/30/20	IN536132	395.67
Total 127963:					395.67
12/10/2020	127964	McMahon Associates Inc	Grace United Church Storm Analysis	920739	400.80
12/10/2020	127964	McMahon Associates Inc	Stormwater Ponds Ecological Svcs	920740	4,200.60
12/10/2020	127964	McMahon Associates Inc	Permitting for Beach Grooming Permit	920741	1,023.00
12/10/2020	127964	McMahon Associates Inc	Ecological Svcs-S Columbus Pond; Sandy Bay	920824	820.00
Total 127964:					6,444.40
12/10/2020	127965	Midwest Meter Inc	Supplies - Wtr	0126946-IN	384.28
12/10/2020	127965	Midwest Meter Inc	Rubber Gasket-Wtr	0127111-IN	390.10
12/10/2020	127965	Midwest Meter Inc	Meters - wtr	0127117-IN	2,535.88
Total 127965:					3,310.26
12/10/2020	127966	Northeast Wisc Tech College	Course Instruction - Elsenpeter	CS34581	5.00
Total 127966:					5.00
12/10/2020	127967	Northern Lake Service Inc	Sample transport & Organic Carbon-Wtr	391471	42.00
Total 127967:					42.00
12/10/2020	127968	NovoPrint USA Inc	Chamber directory advertising	I-516767	650.00
Total 127968:					650.00

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Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
12/10/2020	127969	Octagon Club	Recycling Event Proceeds	12/7/2020	600.00
Total 127969:					600.00
12/10/2020	127970	Quadient Leasing USA Inc.	Quarterly postage rental	N8599346	594.81
Total 127970:					594.81
12/10/2020	127971	R&J Fricke Inc	Concrete-PW	10353	1,624.00
12/10/2020	127971	R&J Fricke Inc	Concrete-PW	10360	336.00
Total 127971:					1,960.00
12/10/2020	127972	Reinhart Foodservice	Food-Sr Ctr	252806	623.09
12/10/2020	127972	Reinhart Foodservice	Food-Sr Ctr	257689	522.73
Total 127972:					1,145.82
12/10/2020	127973	Riverside Foods	WPPI Matching Funds Energy Efficiency	12/7/2020	2,726.00
Total 127973:					2,726.00
12/10/2020	127974	Schaus Roofing/Mechanical	Services - Lib	78307	5,092.00
Total 127974:					5,092.00
12/10/2020	127975	Sprang, Kevin	Roping & Wreath -Rec	830029	190.00
Total 127975:					190.00
12/10/2020	127976	St Vincent De Paul	Recycling Event Proceeds	12/7/2020	600.00
Total 127976:					600.00
12/10/2020	127977	State of Wisconsin	Nov 2020 penalty surcharges	12/04/2020	3,065.60
Total 127977:					3,065.60
12/10/2020	127978	Suettinger's Keys LLC	Single cut keys-Wtr	124200	2.00

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Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
Total 127978:					2.00
12/10/2020	127979	TAPCO	Sign Inventory-DPW	1684249	483.17
Total 127979:					483.17
12/10/2020	127980	Two Rivers Ecumenical Pantry	Recycling Event Proceeds	12/7/2020	600.00
Total 127980:					600.00
12/10/2020	127981	Two Rivers Municipal Utilities	606 Parkway Blvd (Paragon)	045-00007334-03; 12/20	80.00
12/10/2020	127981	Two Rivers Municipal Utilities	606 Parkway Blvd (Paragon)	045-00007335-03;11/20	1,523.03
12/10/2020	127981	Two Rivers Municipal Utilities	606 Parkway Blvd	045-00007336-03;11/20	1,517.82
12/10/2020	127981	Two Rivers Municipal Utilities	606 Parkway Blvd	045-00007337-03;11/20	47.27
12/10/2020	127981	Two Rivers Municipal Utilities	606 Parkway Blvd	045-00007338-03;11/20	70.90
Total 127981:					3,239.02
12/10/2020	127982	University of Northern Colorado	Lost Book - Lib	2021-010	80.00
Total 127982:					80.00
12/10/2020	127983	Utility Sales and Service Inc	Supplies - Electric	0208432-IN	76.96
Total 127983:					76.96
12/10/2020	127984	Village of Mishicot Treasurer	Nov 2020 Municipal Court Forfeitures	12/4/2020	657.35
Total 127984:					657.35
12/10/2020	127985	Voyageur Magazine	Subscription Renewal - Lib	12/08/2020	20.00
Total 127985:					20.00
12/10/2020	127986	Waukesha Co Technical College	Tuition Fees / Gauthier & Reimer - PD	S0729926	200.00
Total 127986:					200.00
12/10/2020	127987	Wells Fargo Financial Leasing	Copier Charges - 11/21/20-12/20/20	5012859698	2,700.00

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Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
Total 127987:					2,700.00
12/10/2020	127988	Werner Electric Supply	Service-Elect	S6322549.001	116.80
Total 127988:					116.80
12/10/2020	127989	Wisc Dept of Transportation	Deposit in TVRP Program Account - PD	12/03/2020	36.00
Total 127989:					36.00
12/10/2020	127990	Wisc State Laboratory/Hygiene	Flouride - Wtr	655913	26.00
Total 127990:					26.00
12/10/2020	127991	Wisconsin Public Service	RESEVOIR	0401271669-2;11/20	35.24
12/10/2020	127991	Wisconsin Public Service	SOUTH TWR	0401271669-25;11/20	36.17
12/10/2020	127991	Wisconsin Public Service	EAST TWR	0401271669-26;11/20	36.57
12/10/2020	127991	Wisconsin Public Service	FILTER PLANT	0401271669-33;11/20	1,428.14
12/10/2020	127991	Wisconsin Public Service	606 PARKWAY BLVD (PARAGON)	0401271669-44; 12/20	449.37
Total 127991:					1,985.49
12/10/2020	127992	Wisconsin Retirement System	November 2020 Contributions	NOVEMBER 2020	109,858.58
Total 127992:					109,858.58
12/10/2020	127993	WOMT	After Further Review 2020-2021	886-00058-0005	162.00
Total 127993:					162.00
12/10/2020	127994	WPPI - Debit Memo	Nov 2020 Purchased Power	25-112020	469,097.28
Total 127994:					469,097.28
12/10/2020	127995	Zoro Tools Inc.	Supplies-Water	INV8745082	30.15
Total 127995:					30.15
12/17/2020	127996	Airgas USA LLC	Cylinder Rent - WWTP	9975262921	262.26

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Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
Total 127996:					262.26
12/17/2020	127997	ATC Commerical Warewashing	Supplies - Rec	INV-5304	105.00
12/17/2020	127997	ATC Commerical Warewashing	Supplies - Rec	INV-5636	243.00
Total 127997:					348.00
12/17/2020	127998	Atmosphere Commercial Interiors	Library Renovations	984048	26,076.38
12/17/2020	127998	Atmosphere Commercial Interiors	Library Renovations	984413	19,150.37
Total 127998:					45,226.75
12/17/2020	127999	Center Point Large Print	Alp-Lib	1809309	42.54
Total 127999:					42.54
12/17/2020	128000	Cool City Cleaners Inc	Towels/Sweatshirt - WTP	101899	63.50
Total 128000:					63.50
12/17/2020	128001	Country Visions Cooperative	Oil, Fuel, Parts - DPW	STATEMENT 11/30/20	7,348.98
Total 128001:					7,348.98
12/17/2020	128002	County of Sheboygan	Cold Mix - DPW	113978	899.22
Total 128002:					899.22
12/17/2020	128003	Cretton Enterprises Inc	Nov 2020 Services - City	9547	2,707.50
Total 128003:					2,707.50
12/17/2020	128004	Delta Dental of Wisconsin	Delta Premiums - January 2021	1536013	4,241.70
Total 128004:					4,241.70
12/17/2020	128005	DTN LLC	Weather Service 2021	5860300	2,292.00
Total 128005:					2,292.00

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Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
12/17/2020	128006	Employee Benefits Corp	COBRASecure / Admin Fee	3098382	98.60
Total 128006:					98.60
12/17/2020	128007	Fitness Store	Service Call & Labor - Rec	2020-106	109.00
Total 128007:					109.00
12/17/2020	128008	Friends of the TR Sr Ctr Inc	Refund for coffee fundraiser	12/11/2020	305.00
Total 128008:					305.00
12/17/2020	128009	Froelich, Whitney L.	Contract Communications Services 12/1/2020-1	12/1/2020-12/15/2020	1,312.50
12/17/2020	128009	Froelich, Whitney L.	Reimbursement for Branding/Marketing Expens	12/15/2020	23.50
Total 128009:					1,336.00
12/17/2020	128010	Hawkins Inc	Chemicals - Wtr	4828534	1,881.72
12/17/2020	128010	Hawkins Inc	Parts-Wtr	4836836	1,137.84
Total 128010:					3,019.56
12/17/2020	128011	Kemira Water Solutions Inc	FERRIC CHLORIDE - WWTP	9017695356	5,713.76
Total 128011:					5,713.76
12/17/2020	128012	Key Benefit Concepts LLC	Post employment - Standard OPEB Valuation	2261401	7,450.00
Total 128012:					7,450.00
12/17/2020	128013	Kip Gulseth Construction Co	Exploratory Excavation for Storm Sewer - 1910	3018	2,764.91
12/17/2020	128013	Kip Gulseth Construction Co	Replace 100' San Sewer on East River St	3050	21,734.04
12/17/2020	128013	Kip Gulseth Construction Co	Shut Off - E River Street	3051	342.25
Total 128013:					24,841.20
12/17/2020	128014	Laforce	Services/Supplies - FD	1148605	667.00
Total 128014:					667.00
12/17/2020	128015	LeClair Bros Heat/AC Inc	Lunch Room Heather - DPW	C8493	165.77

Attachment: Summary of Bills Dec 2020 (3199 : Summary of Verified Bills)

Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
Total 128015:					165.77
12/17/2020	128016	Malley Printing Co	Tax Bills & Envelopes - Fin	28114	759.00
Total 128016:					759.00
12/17/2020	128017	Mammoth Construction	Private Svc @ 2524 Forest Ave	957	5,189.30
Total 128017:					5,189.30
12/17/2020	128018	Manitowoc Co Register Of Deeds	Nov 2020 Charges	NOVEMBER 2020	60.00
Total 128018:					60.00
12/17/2020	128019	Manitowoc Disposal Inc	Recycling & Refuse Collect 11/28/2020-12/11/2	11/28/2020-12/11/2020	14,157.64
Total 128019:					14,157.64
12/17/2020	128020	Manitowoc Public Utilities	2124 Woodland Dr-WTP	11/30/2020	29.33
Total 128020:					29.33
12/17/2020	128021	Manitowoc Trophy	Retirement Plaques - Kozak, Thill, Graves	37872	36.00
Total 128021:					36.00
12/17/2020	128022	Marco Technologies LLC	Services - Library	28293639	354.61
Total 128022:					354.61
12/17/2020	128023	MBM	Meter Charge 10/29/20-11/28/20	IN535331	1,769.38
Total 128023:					1,769.38
12/17/2020	128024	McMahon Associates Inc	Eggers Pond Design & CWF	920847	20,971.00
Total 128024:					20,971.00
12/17/2020	128025	Menards - Manitowoc 3141	Supplies-FD	79503	97.51

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Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
Total 128025:					97.51
12/17/2020	128026	Minnesota Life Insurance Co	Life Insurance premium - Jan 2021	JANUARY 2021	4,228.04
Total 128026:					4,228.04
12/17/2020	128027	Mtwc Area Visitor/Conv Bureau	Portion of room tax collected - Oct 2020	OCTOBER 2020	7,931.80
Total 128027:					7,931.80
12/17/2020	128028	National Elevator Inspection	Hamilton Community House-Inspection	0408828	82.00
Total 128028:					82.00
12/17/2020	128029	North Central Laboratories	Supplies-WTP	447510	1,266.38
12/17/2020	128029	North Central Laboratories	Supplies-WWTP	447511	769.32
Total 128029:					2,035.70
12/17/2020	128030	Organization Development Consultants	Professional Services	12958	90.00
12/17/2020	128030	Organization Development Consultants	Professional Services	12970	150.00
Total 128030:					240.00
12/17/2020	128031	Pace Analytical	Aug, 2020 Gas Monitoring Analysis	2040093546	130.00
12/17/2020	128031	Pace Analytical	Nov Private Well Monitoring	2040093749	118.00
12/17/2020	128031	Pace Analytical	Nov 2020 Well Monitoring Analysis	2040093830	2,528.00
Total 128031:					2,776.00
12/17/2020	128032	Partners Mfg Group Inc	Supplies - DPW	2020-1544	384.88
Total 128032:					384.88
12/17/2020	128033	Penworthy Company LLC, The	Jef-Lib	0567600-IN	88.41
Total 128033:					88.41
12/17/2020	128034	Piggly Wiggly	Supplies-SrCtr	STATEMENT 12/1/2020	33.18

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Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
Total 128034:					33.18
12/17/2020	128035	PK's Auto Body	Tow Service - PD Incident # 2020-6455	124121	125.00
Total 128035:					125.00
12/17/2020	128036	Prairie Farms Dairy Inc	Dairy - Sr. Cntr.	9080947 6/11/20	107.04
12/17/2020	128036	Prairie Farms Dairy Inc	Dairy - Sr. Cntr.	9082124	199.94
12/17/2020	128036	Prairie Farms Dairy Inc	Dairy - Sr. Cntr.	9086469	159.45
Total 128036:					466.43
12/17/2020	128037	Preferred Controls Inc.	Modem - Wtr	3932	159.96
Total 128037:					159.96
12/17/2020	128038	R&J Fricke Inc	Concrete - PWD	10420	1,041.25
Total 128038:					1,041.25
12/17/2020	128039	Reinhart Foodservice	Food-Sr Ctr	259994	457.87
12/17/2020	128039	Reinhart Foodservice	Food-Sr Ctr	261463	34.84
12/17/2020	128039	Reinhart Foodservice	Food-Sr Ctr	267024	576.45
Total 128039:					1,069.16
12/17/2020	128040	SEERA	Focus Program - 11/30/2020	12/10/20	4,056.24
Total 128040:					4,056.24
12/17/2020	128041	SMI	Prof Serv - 11/15/20-12/12/20	20-357-CS	800.00
Total 128041:					800.00
12/17/2020	128042	Strong, Ronald I	Youth Athlete Speed Strength Training 11/9/20-1	12/15/2020	576.00
Total 128042:					576.00
12/17/2020	128043	Suettinger's Keys LLC	Keys-Rec	124203	78.25

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Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
Total 128043:					78.25
12/17/2020	128044	Synergy Environmental Lab Inc	Environmental Testing - Eggers Site	E38809	1,088.30
Total 128044:					1,088.30
12/17/2020	128045	TAPCO	Sign Inventory-DPW	1685046	321.88
Total 128045:					321.88
12/17/2020	128046	Tienor, Kelsey	Pound Class 01/01/20-12/31/20	12/15/2020	41.60
Total 128046:					41.60
12/17/2020	128047	Town & Country Engineering Inc	Lateral Replacement Project	22280	1,015.00
12/17/2020	128047	Town & Country Engineering Inc	2020 SDW & CWF	22281	312.50
12/17/2020	128047	Town & Country Engineering Inc	2019 Digester & RAS Improvements	22282	1,627.50
Total 128047:					2,955.00
12/17/2020	128048	Two Rivers Business Association	2021 Membership Dues - Lib	140	80.00
Total 128048:					80.00
12/17/2020	128049	Two Rivers Mainstreet Inc.	Payment of Delinquent BID 2016;2018;2019	12/14/20	967.54
Total 128049:					967.54
12/17/2020	128050	Two Rivers Municipal Utilities	1326 E River Street	070-00002596-06;12/20	5.75
Total 128050:					5.75
12/17/2020	128051	US Bank Equipment Finance	Lease payment-PD	430027094	12,027.79
Total 128051:					12,027.79
12/17/2020	128052	Vorpahl Fire & Safety	Fire extinguisher annual maintenance-Elec	215309271	420.85
Total 128052:					420.85

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Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
12/17/2020	128053	Water Quality Investigations LLC	Services from 11/02/20-11/29/20 - WTR	1220_19	1,559.37
Total 128053:					1,559.37
12/17/2020	128054	Watson's Vending & Foodservice Inc.	Water- WWTP	ST4419	76.95
Total 128054:					76.95
12/17/2020	128055	Wells Fargo Vendor Financial Services L	Compact Track Loaders T595	5012997365	932.74
12/17/2020	128055	Wells Fargo Vendor Financial Services L	Toolcat 5600	5012997366	1,185.38
Total 128055:					2,118.12
12/17/2020	128056	Wisc Dept Of Revenue-DEBITMEMO	Nov 2020 Sales Tax	NOVEMBER 2020	7,108.14
Total 128056:					7,108.14
12/17/2020	128057	Wisc Dept of Transportation	Deposit in TVRP Program Account - PD	12/11/2020	24.00
Total 128057:					24.00
12/17/2020	128058	Wisc Dept of Transportation	Lincoln Ave Construction	395-0000196695	1.82
12/17/2020	128058	Wisc Dept of Transportation	Washington St Bridge	395-0000196697	134.26
Total 128058:					136.08
12/17/2020	128059	Wisc Elevator Inspection Inc	Annual inspection-Elec	14510	95.00
Total 128059:					95.00
12/17/2020	128060	WPPI Energy	Water Plant equipment retrofit Monthly Loan Py	INV14648	390.23
12/17/2020	128060	WPPI Energy	Water Pump Efficiency Retrofit - Wtr	INV14649	117.30
12/17/2020	128060	WPPI Energy	Library HVAC retrofit project Loan Payment	INV14650	1,075.67
12/17/2020	128060	WPPI Energy	LED Street Light Project Monthly Loan Payment	INV14652	252.92
Total 128060:					1,836.12
12/31/2020	128062	4 K's Pest Control LLC	Pest control - Sr. Center	15931	45.00
Total 128062:					45.00

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Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
12/31/2020	128063	Ahearn, William	Refund - Overpayment on final bill	12/30/2020	30.97
Total 128063:					30.97
12/31/2020	128064	American Public Power Assoc	Bill Me Later - Elec	359624	61.43
Total 128064:					61.43
12/31/2020	128065	Aurora Health Care	Pre Placement Exam	1882247	384.00
Total 128065:					384.00
12/31/2020	128066	Ayres Associates Inc.	City Wide Aerial Imagery - Eng.	190005	6,125.00
Total 128066:					6,125.00
12/31/2020	128067	B&D Water Meter Testing/Repair	Testing Large Meter-Wtr	1220	388.00
Total 128067:					388.00
12/31/2020	128068	Bay-Lake Regional Planning Commissio	Services 11/1/2020-11/30/2020	6347	2,637.90
Total 128068:					2,637.90
12/31/2020	128069	Boardman & Clark LLP	Everstream Agreement - Elec	229720	1,795.50
Total 128069:					1,795.50
12/31/2020	128070	Brabazon Pump Co. LTD	Service Agreement - Wtr	5202294	912.25
Total 128070:					912.25
12/31/2020	128071	Brock White Company LLC	Supplies - DPW	14397944-00	1,285.00
Total 128071:					1,285.00
12/31/2020	128072	CDW Government Inc	Cart for 65" TV / Committee Room	5473995	484.44
Total 128072:					484.44
12/31/2020	128073	Center Point Large Print	Alp-Lib	1812022	317.58

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Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
Total 128073:					317.58
12/31/2020	128074	Chris Lewis Tree Surgery	Tree & Stump Removal - 116 Turner Street	338-12/13/20	2,200.00
12/31/2020	128074	Chris Lewis Tree Surgery	Tree & Stump Removal - 1916 Turner Street	340	3,000.00
Total 128074:					5,200.00
12/31/2020	128075	City of Two Rivers Petty Cash	Replenish Petty Cash Check Book	12/18/2020	2,453.14
12/31/2020	128075	City of Two Rivers Petty Cash	Petty cash reimbursement	12/30/2020	8,138.55
Total 128075:					10,591.69
12/31/2020	128076	ClaimFox, Inc.	FSB Criminal FED Pages - PD	43608136	46.50
Total 128076:					46.50
12/31/2020	128077	Coldwell Banker	Refund - overpayment on final bill	12/30/2020	82.00
Total 128077:					82.00
12/31/2020	128078	Collins Engineers Inc	Final Pmt, 2020 Bridge inspect-Eng	48735	2,240.70
Total 128078:					2,240.70
12/31/2020	128079	Cuming, Daniel	Refund - Overpayment on final bill	12/30/2020	101.53
Total 128079:					101.53
12/31/2020	128080	Detroit Industrial Tool	DIA BLD 14" 40th Anniversary-WTR	582364	252.89
Total 128080:					252.89
12/31/2020	128081	Diamond Business Graphics	AP checks-Fin	199238	243.85
Total 128081:					243.85
12/31/2020	128082	Erickson Sports Apparel	TR Logo Apparel	102342	561.00
12/31/2020	128082	Erickson Sports Apparel	TR Logo Apparel	102363	306.00

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Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
Total 128082:					867.00
12/31/2020	128083	Fire Dept Petty Cash	Petty cash reimbursement	12/29/2020	28.65
Total 128083:					28.65
12/31/2020	128084	Foth Infrastructure/Environment LLC	Consulting Services-Harbor Development Issue	69435	4,214.02
12/31/2020	128084	Foth Infrastructure/Environment LLC	Consulting-Hamilton Property-CM	70125	5,118.90
Total 128084:					9,332.92
12/31/2020	128085	Froelich, Whitney L.	Contract Communications Services 12/16/2020-	110	1,000.00
Total 128085:					1,000.00
12/31/2020	128086	Frontier	Telephone	5741;12/20	84.12
Total 128086:					84.12
12/31/2020	128087	Garage Door Specialty Inc	Door repair - DPW	39107	134.00
12/31/2020	128087	Garage Door Specialty Inc	Service - Elec	39184	3,907.00
Total 128087:					4,041.00
12/31/2020	128088	Geimer, Tod	Refund - Overpayment on final bill	12/30/2020	1,519.91
Total 128088:					1,519.91
12/31/2020	128089	Grainger	Supplies-WTP	9733607932	38.25
12/31/2020	128089	Grainger	Supplies-WTP	9742699680	24.68
12/31/2020	128089	Grainger	Supplies-WTP	9743047673	16.50
Total 128089:					79.43
12/31/2020	128090	Green For Life Environmental	Dumpster service-DPW	U30000000070	530.80
12/31/2020	128090	Green For Life Environmental	Services - WWTP	U30000000071	403.84
Total 128090:					934.64
12/31/2020	128091	Hach Company	Supplies-Wtr	12235095	36.44

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Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
Total 128091:					36.44
12/31/2020	128092	Haese, Kristine Kay	Refund - Overpayment on final bill	12/30/2020	44.29
Total 128092:					44.29
12/31/2020	128093	Hawks Quindel SC	Settlement Agreement, Payment 2	12/23/2020	13,750.00
Total 128093:					13,750.00
12/31/2020	128094	Henke, Jeff	Refund - Overpayment on final bill	12/30/2020	1,662.44
Total 128094:					1,662.44
12/31/2020	128095	HJ Martin & Son Inc	Billing for Flooring installation-Library	105555	32,770.00
Total 128095:					32,770.00
12/31/2020	128096	JF Ahern Co	Sprinkler Inspection - FD	413683	230.00
Total 128096:					230.00
12/31/2020	128097	Julie Kostichka	Transcription Fee from 12/3/20 Motion Hearing	12/27/2020	24.50
Total 128097:					24.50
12/31/2020	128098	Klein, Patricia Ann	Simply Seniors Exercise Class - 12/1/20-12/17/	12/28/2020	40.20
Total 128098:					40.20
12/31/2020	128099	Kornely, Megan	Refund - Overpayment on final bill	12/30/2020	213.51
Total 128099:					213.51
12/31/2020	128100	Lakeshore Technical College	TID #3 Close - Refund to Overlying Taxing Distri	12/23/20	156.85
Total 128100:					156.85
12/31/2020	128101	Lincoln Contractors Supply Inc	Concrete Saw Blades - DPW	N16870	419.12

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Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
Total 128101:					419.12
12/31/2020	128102	M.A.S. Industries Inc	Signs for South Breakwater Trail	046026	1,176.60
Total 128102:					1,176.60
12/31/2020	128103	MacQueen Equipment	Parts - DPW	P17429	219.89
Total 128103:					219.89
12/31/2020	128104	Malley Printing Co	Envelopes - Finance	28125	57.50
12/31/2020	128104	Malley Printing Co	Envelopes - Assessing	28135	52.50
12/31/2020	128104	Malley Printing Co	Fuel Slips - DPW	28160	143.50
Total 128104:					253.50
12/31/2020	128105	Manitowoc Co Solid Waste	Account #162 Nov 2020 Service - Eng	23441	9,070.49
Total 128105:					9,070.49
12/31/2020	128106	Manitowoc Co Treasurer	TID #3 Close-Refund to Overrlying Taxing Distri	12/23/20	1,049.52
Total 128106:					1,049.52
12/31/2020	128107	Manitowoc Disposal Inc	Recycling & Refuse Collect 12/12/2020-12/25/2	12/12/2020-12/25/2020	14,157.64
Total 128107:					14,157.64
12/31/2020	128108	Manitowoc Trophy	Name Badges - Dirkmann & Vanderveren	37992	32.00
Total 128108:					32.00
12/31/2020	128109	Maritime Plumbing and Mechanical	Labor & Material to repair the leaking chlorine li	38460	685.00
Total 128109:					685.00
12/31/2020	128110	McMahon Associates Inc	Phase I ESA - Fisher Scientific Prop	920913	368.00
12/31/2020	128110	McMahon Associates Inc	Thermo Fisher Case Review	920921	1,640.00
12/31/2020	128110	McMahon Associates Inc	Eggers Pond Environmental Investigation	921116	1,476.00
12/31/2020	128110	McMahon Associates Inc	Fisher Prop. Design Asst	921117	186.00

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Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
12/31/2020	128110	McMahon Associates Inc	Stormwater Ponds Ecological Svcs	921118	1,965.50
12/31/2020	128110	McMahon Associates Inc	Grace United Church Storm Analysis	921119	46.50
Total 128110:					5,682.00
12/31/2020	128111	Mia Casa LLC	Refund - Overpayment on final bill	12/30/2020	34.95
Total 128111:					34.95
12/31/2020	128112	Mtwc Area Visitor/Conv Bureau	Marketing Partnership Renewal - Lib	QB2267	150.00
Total 128112:					150.00
12/31/2020	128113	NEWSC	2021 Membership Dues	2178	1,770.00
Total 128113:					1,770.00
12/31/2020	128114	Northern Lake Service Inc	Services - Water	392248	560.00
Total 128114:					560.00
12/31/2020	128115	N-Tech Consulting LLC	Parts - Lib	7375	192.57
Total 128115:					192.57
12/31/2020	128116	Office Depot	Supplies - City Mgr	143525580001	51.68
Total 128116:					51.68
12/31/2020	128117	Payment Service Network	Service 11/1/2020-11/30/2020	227212	7.95
Total 128117:					7.95
12/31/2020	128118	Prompt Printing Center	Garbage stickers - Cust Serv	34657	1,080.00
Total 128118:					1,080.00
12/31/2020	128119	Public Service Commission of Wisconsin	Notice of Assessment - 11/1/20 - 11/30/20	2011-I-05990	478.27
Total 128119:					478.27

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Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
12/31/2020	128120	R&J Fricke Inc	Concrete-PW	10445	4,075.75
12/31/2020	128120	R&J Fricke Inc	Concrete-PW	10446	3,064.25
Total 128120:					7,140.00
12/31/2020	128121	Reinhart Foodservice	Food-Sr Ctr	269560	593.68
Total 128121:					593.68
12/31/2020	128122	Riley Haupt & Loredana Ispas	Refund - Overpayment on final bill	12/30/2020	139.07
Total 128122:					139.07
12/31/2020	128123	SMI	Add'l Land for Gleason Purchase, Phase 2 Lot 3	20-270-CS	2,000.00
12/31/2020	128123	SMI	Cert. Survey for Carron Net Prop / Substation (20-335-CS	1,500.00
Total 128123:					3,500.00
12/31/2020	128124	State of Wisconsin	Permit to Operate/Elevator - Elec	528979	50.00
12/31/2020	128124	State of Wisconsin	Permit to Operate/Elevator - CH	529008	50.00
12/31/2020	128124	State of Wisconsin	Permit to Operate Fee - Rec	529058	50.00
Total 128124:					150.00
12/31/2020	128125	Steven Schenian	Refund of Property Tax Overpayment	12/30/20	1,971.95
Total 128125:					1,971.95
12/31/2020	128126	Superior Chemical Corp	Supplies-WWTP	286727	88.54
12/31/2020	128126	Superior Chemical Corp	Supplies-WWTP	286728	88.54
Total 128126:					177.08
12/31/2020	128127	TAPCO	Sign Inventory-DPW	1685686	602.00
12/31/2020	128127	TAPCO	Parkfolio Hosting Fee - Nov, 2020 - Dec, 2021	1685766	100.00
Total 128127:					702.00
12/31/2020	128128	The Home Depot Pro	Supplies - FD	588254409	837.90
12/31/2020	128128	The Home Depot Pro	Supplies - FD	589625441	418.95

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Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
Total 128128:					1,256.85
12/31/2020	128129	Thuermer Law Office	December 2020 Services	12/23/2020	1,471.00
Total 128129:					1,471.00
12/31/2020	128130	Two Rivers Municipal Utilities	19th Street	010-00008329-01;12/20	9.78
Total 128130:					9.78
12/31/2020	128131	Two Rivers School District	TID #3 Close - Refund to Overlying Taxing Distri	12/23/20	1,895.31
Total 128131:					1,895.31
12/31/2020	128132	Unique Flying Objects	Flag - FD	2054	125.00
Total 128132:					125.00
12/31/2020	128133	United Tactical Systems LLC	Training Fee - Armorer Certification/Zipperer	0065896-IN	197.50
Total 128133:					197.50
12/31/2020	128134	USA Blue Book	NIST Traceable Thermometer - Wtr	356384-WTR	265.68
12/31/2020	128134	USA Blue Book	Credit Memo - Returned Thermometer (Inv. 356	367049-WTR	246.55-
Total 128134:					19.13
12/31/2020	128135	Vanderveren, Sally A	December 2020 Services	1220	3,658.33
Total 128135:					3,658.33
12/31/2020	128136	Walker Process Equipment	Supplies-WWTP	INV020343	1,372.65
Total 128136:					1,372.65
12/31/2020	128137	Waukesha Co Technical College	Tuition & Materials Fees-Meinnert	S0732395	125.00
Total 128137:					125.00
12/31/2020	128138	WEX Bank	Gasoline	69092950	4,004.13

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Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
Total 128138:					4,004.13
12/31/2020	128139	WHEDA	Refund - Overpayment on final bill	12/30/2020	18.44
Total 128139:					18.44
12/31/2020	128140	Wisconsin Media	Elections	0003620605	647.41
Total 128140:					647.41
12/31/2020	128141	Wisconsin Public Service	114 DAVIS STREET	0401271669-01;12/20	30.67
12/31/2020	128141	Wisconsin Public Service	FIRE DEPT	0401271669-03;12/20	654.57
12/31/2020	128141	Wisconsin Public Service	WARM BLDG	0401271669-12;12/20	16.77
12/31/2020	128141	Wisconsin Public Service	LIBRARY	0401271669-23;12/20	917.48
12/31/2020	128141	Wisconsin Public Service	CITY HALL	0401271669-24;12/20	950.46
12/31/2020	128141	Wisconsin Public Service	GENERATOR	0401271669-38;12/20	16.21
12/31/2020	128141	Wisconsin Public Service	PAVILLION	0401271669-42;12/20	17.88
12/31/2020	128141	Wisconsin Public Service	1300 35TH STREET - Rec	0401271669-7;12/20	37.70
12/31/2020	128141	Wisconsin Public Service	3801 Mishicot Rd.	0401271669-9;12/20	175.16
Total 128141:					2,816.90
12/31/2020	128142	Yerges Van Liners Inc.	Co-Other Improvements - Library	M-20-6450	18,486.50
Total 128142:					18,486.50
Grand Totals:					1,670,170.41

Attachment: Summary of Bills Dec 2020 (3199 : Summary of Verified Bills)



CITY OF TWO RIVERS
RESOLUTION TO PETITION THE WISCONSIN ELECTIONS
COMMISSION TO USE PAPER BALLOTS AND AUTHORIZING THE
USE OF A SINGLE POLLING PLACE IN SPRING PRIMARY ELECTION
TO BE HELD FEBRUARY 16, 2021

WHEREAS, the City Clerk believes that it would be desirable for the City of Two Rivers to use paper ballots for the Spring Primary Election to take place on February 16, 2021 and that there be a single polling place at which electors of the City would vote in the Spring Primary, to avoid unnecessary expense as costs would otherwise be significant; and

WHEREAS, Section 5.40(5m) of the Wisconsin Statutes provides that the governing body of a municipality may petition the Wisconsin Election Commission for permission to use paper ballots and voting booths for a specific election and the Wisconsin Election Commission is authorized by that statute to grant such a request; and

WHEREAS, Section 5.15(6)(b) of the Wisconsin Statutes provides that the governing body of a municipality may by resolution combine two (2) or more wards for voting purposes to facilitate the use of a common polling place; and

WHEREAS, the City Council finds that it is appropriate that paper ballots be used in the Spring Primary and that a single polling place be provided for the Spring Primary as a cost-saving device, and that the use of paper ballots and a single polling place will not impair the voting rights of any person choosing to vote in the Spring Primary and will not unduly burden those who will be involved in counting votes and assuring the Spring Primary is appropriately conducted in accordance with the law;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Two Rivers, Wisconsin as follows:

1. That the City Council hereby petitions the Wisconsin Election Commission pursuant to Wis. Stat. Sec. 5.40(5m) to grant permission to the City of Two Rivers to use paper ballots and voting booths for the Spring Primary, for the reasons stated above;
2. That the City Clerk is hereby authorized to communicate this petition to the Wisconsin Election Commission and to provide it with a copy of this Resolution, or a certified copy of the Resolution if required by the Commission, and take such other steps as are necessary to assure that the City of Two Rivers will hold the Spring Election through the

use of paper ballots and voting booths, if permission for the same is granted by the Wisconsin Election Commission;

3. That Wards 1 and 2, 3 and 4, and 7 and 8, are hereby combined solely for purposes of the special elections, and the polling place for such Wards is designated to be Two Rivers City Hall, 1717 E. Park St., Two Rivers, Wisconsin.

Approved this 18th day of January, 2021.

ORDINANCE

AN ORDINANCE to amend Municipal Code Section 9-6-4, entitled "Responsibilities of Owners" to include provisions prohibiting a person from discharging water and depositing snow onto property not owned by that person. These provisions were adopted on January 3, 2017 but were unintentionally omitted during the 2020 code codification process.

The Council of the City of Two Rivers ordains as follows:

SECTION 1. That Section 9-6-4 of the Municipal Code shall hereby be amended as follows:

G. No person shall discharge or direct storm water or water from devices or equipment in any manner onto property not owned by that person. No downspouts, sump pump discharge hoses or attachments thereto shall be used or allowed to discharge onto property not owned by that person, without the permission of the owner of that property.

The word person shall include any natural person or entity which owns or leases the property from which water is discharged.

H. No person shall deposit, throw, place or direct snow onto property not owned by that person, without the permission of the owner of that property.

The word person shall include any natural person or entity which owns or leases the property from which snow is removed, or the natural person or entity which removes snow from property at the owner or lessee's request.

and to renumber subsequent sections as appropriate.

SECTION 2. This ordinance shall take effect and be in force from and after its date of passage and publication of same.

Dated this 18th day of January, 2021.

Curt Andrews
President, City Council

Gregory E. Buckley
City Manager

Attest:

Jamie Jackson
City Clerk

Approved as to form and legality:

John M. Bruce
City Attorney

Attachment: 9-6-4.snow & water.ord (3200 : depositing snow)

--MEMORANDUM--

TO: City Council

FROM: Gregory E. Buckley
City Manager 

DATE: January 15, 2021

SUBJECT: City Funding Support for Two Rivers Main Street Grant Programs for Downtown Businesses

During the 2021 budget process, the Council agreed that, in lieu of direct funding support for Two Rivers Main Street (annual transfer of \$6,000 from the General Fund in recent years), the City would make funding available to supplement Main Street grant programs that to promote and private investment in downtown business properties.

The purpose of this memo is to make sure that the City and Main Street have a clear understanding of how much City funding is being made available, and how it is to be used.

The summary presented below has been discussed at meetings of the TRMS Design Committee, whose members include Council members Andrews and Darla LeClair. The Community Development Director and I recommend these guidelines for the use of the City funds, as set forth below.

\$20,000 remains available in Fund 290 (Economic Development Loan Fund) from monies set aside in 2020 for Small Business COVID grants. That money will be held by the City and be made available as a 50/50 match to Main Street funding of:

--Façade and Sign Grants (budgeted at \$10,000 in the 2021 Main Street Budget); a program Summary and grant application are attached. This program is overseen by Main Street's Design Committee; grant awards are subject to approval by the full Main Street Board.

--Small Business Start-Up Grants (budgeted at \$10,000 in the 2021 Main Street Budget); criteria for this new program are being finalized over the next month by Main Street's Economic Vitality Committee. Grants will be subject to TRMS Board approval.

\$2,000 is also available in Fund 290 from a WPPI Energy grant for downtown art. That money will be available, upon request from Main Street, to fund downtown art projects. Main Street is currently pursuing grant funding for downtown art projects, as well.

I recommend that the City Council take action to approve this proposed use of \$22,000 in City funding, to be made available for Main Street's use over a two-year period—until December 31, 2022.

Main Street Director Roger Russove will be present at Monday's meeting, in the event you have any questions about these programs.

Attachment: Memo Greg support (3211 : Main Street Downtown Grant Programs)



**Proposed Guidelines for 2021 TRMS/City of Two Rivers
Downtown Façade Grant Program**

1. Program will be funded by \$10,000 from Two Rivers Main Street and \$10,000 from the City of Two Rivers. Additional funds may become available through TRMS fundraising initiatives (grants, donations, etc.).
2. Maximum grant amount to be raised from \$5,000 to \$10,000 for 2021. Maximum reimbursement will remain at 50% of total project cost.
3. Two Rivers Main Street will accept applications until April 15, 2021. Applications will be reviewed at the April TRMS Design Committee meeting, with recommendations passed on for board approval no later than the May 12, 2021 TRMS Board of Directors meeting.
4. Grants will be awarded based on the current Two Rivers Sign and Façade Grant Program guidelines.
5. A second phase of applications may be solicited if the existing funds are not awarded during the period ending April 15, 2021.
6. Two Rivers Main Street will submit five or 6 potential prospects to the Wisconsin Main Street office to create concept images of those buildings to show to property owners.



Two Rivers Main Street 2021 Sign and Façade Improvement Matching Grant Program

Introduction

The Sign & Façade Improvement & Restoration Matching Grant Program is a project of Two Rivers Main Street and is administered by the Design Committee in coordination with the Two Rivers Main Street Board of Directors.

The mission of the Two Rivers Main Street program is to improve the community's quality of life by strengthening the downtown as the heart of the community. One feature of that mission includes assisting businesses and building owners who want to restore the exterior appearance of their buildings.

The Two Rivers Main Street Sign & Façade Improvement & Restoration Matching Grant program provides financial assistance for that very purpose by providing money to commercial property owners or business owners (with property owner approval) to encourage historic restoration projects of building facades and to enhance the building's overall exterior appearance.

Historic Building Improvements

All structural and decorative elements should be repaired or replaced to match or be compatible with the original materials and design of the building to the greatest extent possible. Buildings and projects should reflect and complement the character of downtown Two Rivers as much as possible.

Eligible Project Area

The eligible project area includes those buildings with street frontage within the Two Rivers Main Street Business Improvement District. Eligible improvements shall be visible from public right-of-way.

Available Funding for 2021 - Total grant amount of \$20,000 may be distributed

Facade Improvements: A 50 percent reimbursement up to \$10,000 of the actual costs for the facade and/or related exterior rehabilitation expenses. Applicants must match the grant amount with funding from other sources, either public or private.

Sign, Awning, & Lighting: A 50 percent reimbursement up to \$1,250 of actual costs associated with the replacement of existing awnings, lighting, and/or signage or installation of new signage, awnings, or lighting.

Awards of up to \$1,250 for signs or \$10,000 for facades may be given. A split combination of lesser grant amounts equal to a maximum of \$10,000 for the 2021 grant year may be awarded instead.

Eligible Activities/Expenses

Items include, but are not limited to:

- Repair to building exterior facades
- Masonry repair
- Exterior painting
- Cornices, entrances, doors, windows, decorative detail, awnings, canopies
- Signs, window display areas
- Lighting or similar enhancements
- Outdoor dining areas
- Other repairs that may improve or restore the historic appearance of the building

Ineligible Activities/Expenses

Items include, but are not limited to:

- Interior improvements
- Roofing
- Additions to existing structures
- Sidewalks
- Parking lots
- Purchase of interior furnishings or equipment
- Improvements completed or in progress prior to notification of approval
- Repair or creation of features not compatible with original architecture
- Sweat equity

Rules and Requirements

1. Completed applications for this year will be accepted until Wednesday, April 15, 2021. Incomplete applications will be returned to the applicant.
2. Eligible businesses must be currently open or must open within six months of submitting the grant application. Any new business receiving grant money that is not open and operating within six months of the signed award letter may be subject to forfeiture of the grant funds awarded.
3. All work requesting grant assistance must be done on front façade of building, unless approved by the Two Rivers Main Street Design Committee during the application review process.
4. Property/business applying for grant assistance must be an independently owned business or not-for-profit 501(c)(3) based in Two Rivers, Wisconsin.
5. Work must be completed within six months of the signed award letter. An extension may be granted with approval of the TRMS Board of Directors.
6. Any property or business owner with proper authorization may apply for a facade grant if the building is located in the eligible project area.
7. All work must comply with existing zoning regulations and/or sign ordinances.
8. All work must receive design approval from the Two Rivers Main Street Design Committee to be eligible for a sign/facade grant. Applicant is responsible for ensuring compliance with city ordinances.
9. All exterior code deficiencies or violations and imminent health and safety hazards must be corrected in conjunction with the sign/facade renovation.
10. Applicants shall be responsible for all construction management and contracting work as well as obtaining any necessary building permits if necessary and comply with all applicable local, state, and federal codes. (Available through Two Rivers City Hall)
11. 4 year grant repayment plans if property is sold. Within the first year, 100%, second year, 75%, third year, 50% and fourth year, 25%.
12. Name of business, location, and/or before and after photos may be used on behalf of Two Rivers Main Street for advertisement or publicity.

Application Process

For assistance with the application process, contact the Two Rivers Main Street office. The following items are required for a complete application.

Application

The purpose of the application and required attachments is to provide the Design Committee with all relevant information needed to make an appropriate recommendation to the Two Rivers Main Street Board of Directors concerning funding. The application form is included in this document. The required attachments include:

- Completed application form.
- A minimum of two quotes from appropriately licensed and insured contractors or vendors where required by city codes (The Two Rivers Main Street Board of Directors reserves the right to require additional quotes).
- Only quotes submitted with application may be used for completion of job.
- A current photo of the project area.
- An illustration showing what the project area will look like after the proposed improvements are made.
- A rendering of the façade improvement provided by the WI Main Street office may be required for façade grants.
- Proof of payment for all applicable property taxes.
- Proof of ownership or documented authorization from owner.

Applicants may also wish to provide color swatches, material samples, and catalog photos etc. in order to illustrate the proposed work

Design Committee Recommendation

The Design Committee will review all completed applications at the April Design Committee meeting. The Design Committee will make a recommendation to the Board of Directors to award or decline the application based on the prior stated criteria.

Board of Directors

The Board of Directors has full fiscal authority for all funds of the Two Rivers Main Street and therefore makes all final decisions regarding fund expenditures related to the Sign & Façade Improvement & Restoration Grant Program. Decisions of Board of Directors regarding funding for Sign & Façade Improvement & Restoration Grant Program applications are final.

Award Letter

If an application is approved, the Board of Directors will provide the applicant with an Award Letter. The Award Letter will include a *maximum* dollar amount which will be reimbursed. Actual reimbursement may be 50% of the total costs up to the maximum amount in the Award Letter. No project work may be done prior to both parties signing the Award Letter. If work is begun prior to the final approval, no funds will be released. Notification will also be sent to applicants that were not selected for grant approval.

Project Work

Once a representative of Two Rivers Main Street and the applicant have signed the Award Letter, work on the project may begin. All work outlined in the grant application must be completed no later than six months following the date of the Award Letter.

If, at any time during the course of carrying out the project work, the applicant finds he/she is unable to substantially adhere to the work as described in the application, work should be halted as soon as is reasonable and the Design Committee should be informed immediately. Work should not be resumed until the Design Committee has provided written approval of the revised project.

A request for an extension of the project completion deadline may be made to the Design Committee in writing.

Reimbursement Process

A Request for Reimbursement form must be delivered to the Two Rivers Main Street office no later than six months following the date of the Award Letter unless the applicant has received an extension of the deadline for project work completion. This form **must** be accompanied by the following attachments.

- Copy of receipt or paid invoice for all items for which reimbursement is requested
- Photos of completed project area

All documents will be reviewed by the Design Committee at the next meeting following receiving the documents at the Two Rivers Main Street office.

No funds will be disbursed:

- Without a completed Request for Reimbursement form and all required attachments.
- If completed work does not accurately reflect the work outlined in the grant application.
- Until a Two Rivers Main Street board member has visually inspected the project area according to project criteria.

Applicants should submit the Request for Reimbursement form after completion of all work; no interim payments will be dispersed.

Please send your completed application and accompanying materials to:

Two Rivers Main Street, P.O. Box 417, Two Rivers, WI 54241

Or deliver your application to the Two Rivers Main Street office located in the Two Rivers City Hall.

If you have any questions about this application, please contact:

Roger Russove
Executive Director
Two Rivers Main Street
920.794.1482
director@tworiversmainstreet.com

Sign & Façade Improvement & Restoration Grant Program Application

Applicant Name: _____ Business Name: _____

Business Address: _____

Phone: _____ E-Mail: _____

Property Owner (if different than above): _____ Phone: _____

Names of all owners on title of property: (all owners must sign application)

Proposed project start date: _____ Proposed project completion date: _____

Description of project:

Project Budget. List individual project elements (Awning, painting of trim, etc.)

Item _____	Cost _____
Item _____	Cost _____
Item _____	Cost _____
Item _____	Cost _____
Item _____	Cost _____
Item _____	Cost _____
Item _____	Cost _____
Item _____	Cost _____

Total Cost: _____

The undersigned applicant affirms that information provided within this application form is true and complete to the best of the applicant's knowledge. The applicant further affirms an understanding of the sign & facade grant program and agrees to abide by its terms and conditions as outlined in the application packet.

Signature: _____ Date: _____

Signature: _____ Date: _____

This application form must be fully completed *with the requested attachments*. Incomplete application forms will not be considered. All other forms and documents for this grant may be signed by the applicant and will not require additional owners' signature(s).

Attachment: 2021 TRMS Sign and Façade Grant Application (3211 : Main Street Downtown Grant Programs)



Small Business Start up Grant Application

Owner Information

First and Last Name of Each Business Owner	
Street Address of Each Owner	
City/State/Zip	
Phone number	
E-mail Address	
Is the owner a veteran?	
Is the owner a minority?	

The above two questions will not affect your eligibility for this grant program. However, it may help us identify other funding sources that may be available for your business.

Business Information

Legal Name of Business	
dba(if applicable)	
Current Business Address	
City/State/Zip	
Phone number	
Website address	
EIN Number	
Date business started	
Type of Business	
Product offerings	
Where do you plan to locate in Two Rivers?	
Will you buy or rent?	
Monthly rent payment	
Length of lease	
When signed	

Describe how your business will support the Two Rivers Main Street strategic plan and transformation strategy or fill a need in the community:	
--	--

Describe the need for start up grant funds:	
Have you or the building owner applied for any other available funding (please describe):	
Planned opening date	
Planned hours of operation	
number of employees: FT/PT	
Please describe any additional site improvements, furniture, fixtures, equipment, or other business needs being purchased outside of this grant request:	
Total amount of private investment for this project (Do not include this grant request):	

This grant is administered by Two Rivers Main Street, and is available to new businesses that will be located in the Two Rivers Main Street Business Improvement District. It is recommended that a prospective new business owner meet with the Main Street Director prior to completing this application to determine eligibility.

We hereby attest that the information included in this application is accurate to the best of our knowledge and ability.

Signed: _____

Date: _____

Attachment: Start up grant application_11-2020 (3211 : Main Street Downtown Grant Programs)



LAND DEVELOPMENT APPLICATION

APPLICANT Nichole Lembke TELEPHONE _____

MAILING ADDRESS 3705 Schroeder Dr Manitowoc WI 54220
(Street) (City) (State) (Zip)

PROPERTY OWNER Curt Gesell TELEPHONE _____

MAILING ADDRESS 5834 CTH B Manitowoc WI 54220
(Street) (City) (State) (Zip)

- REQUEST FOR:
- Comprehensive Plan Amendment
 - Site/Architectural Plan Approval
 - Subdivision Plat or CSM Review
 - Zoning District Change
 - Conditional Use Zoning
 - Annexation Request
 - Variance/Board of Appeals
 - Other

STATUS OF APPLICANT: [] Owner [] Agent [] Buyer [X] Other Business owner

PROJECT LOCATION 1214-11 St TYPE OF STRUCTURE residential

PRESENT ZONING AUD REQUESTED ZONING AUD W/CUP

PROPOSED LAND USE adult daycare

PARCEL # 311-003-020-0 ACREAGE 0.21

LEGAL DESCRIPTION Victory Addn Tract 3 CSM V23 P63 BIK 3

NOTE: Attach a one-page written description of your proposal or request.

The undersigned certifies that he/she has familiarized himself/herself with the state and local codes and procedures pertaining to this application. The undersigned further hereby certifies that the information contained in this application is true and correct.

Signed Curt Gesell
(Property Owner)

Date 12-16-2020

Fee Required

- \$ 350 Comprehensive Plan Amendment
- \$ t/b/d Site/Architectural Plan Approval - See Sec 11-1-10(c)(10)
- \$ t/b/d CSM Review (\$10 lot/\$30 min)
- Subdivision Plat (fee to be determined)
- \$ 350 Zoning District Change
- \$ 350 Conditional Use Zoning
- \$ t/b/d Annexation Request - State Processing Fees Apply
- \$ 350 Variance/Board of Appeals
- \$ t/b/d Other

Schedule

Application Submittal Date 12-21-20

Date Fee(s) Paid 12-21-20

Plan(s) Submittal Date na

Plan Comm Appearance 01-11-21

\$ 350.00 TOTAL FEE PAID

APPLICATION, PLANS & FEE RECEIVED BY VLB

Attachment: cup (3208 : Conditional Use Permit for Adult Day Care)

Plan of Operations for: Moving Forward Adult Day Services

Moving Forward (MF) is a day service located at 2214 11th St. in Two Rivers, WI. It's a program designed to assist adults with physical and/or cognitive disabilities. Hours of operation will range from 8 a.m. to 7 p.m., Monday – Friday. (Shifts will be broken up into 3 different options: 8a.m.-noon, noon-4p.m., and 4-7p.m.) Additionally, there will be special occasions where clients and staff will be at the building on certain weekends. The business will operate all year round. Clients can choose how many days per week and which days and shift they prefer to participate.

Intensity of use

Moving Forward will offer services to 30 clients. Not everyone will participate each day. Some choose 5 days/wk., others only 1. The number of employees is based on the need of each client... in this unique business, some require a 1-1 staff to client ratio. Others, a 1-4 staff to client ratio. Therefore, the number of employees will depend of the need of each client. On average, I would say 15 staff will be needed overall.

Physical Factors

This business will not affect air emissions/odors, light emissions, or create and noise/vibrations in the community.

Public Safety

Parking is ample in both the parking lot and on the street in front of the building. No other public safety items are applicable.

Utilities

These are not applicable to the requested CUP, as they are already in place.

Economic Impact

This business will create potential jobs, but will not alter or affect property values, school capacity, or the tax base growth.

Aesthetics

MF doesn't affect blight elimination or view obstructions.

Indoor use is described below. Outdoor use will include using the grassy areas for playing games, container gardening, and picnics. The parking lot will be utilized during times of no traffic driving thru it for ball games, blacktop type games, and bike riding.

** When buses and vehicles are dropping off and picking up clients – MF will not be using the parking lot for outdoor activities **

Program Description

MF is a day service that provides a home-like, safe and inviting place for individuals to interact with their peers, caring staff, and their community. Staff will assist clients while they continue working on functional daily living skills. Meals, or snacks will be provided, depending on the # of hours the clients choose to participate. A variety of activities will be offered, such as, but not limited to: crafts, physical exercise, musical activities (i.e., singing, dancing, playing instruments), games, cooking/baking, and many more. We'll also be interacting with our community to shop for supplies and groceries, take walks/hikes, explore and learn about our world, volunteer, as well as many other things.

**CONDITIONAL USE
PERMIT
City of Two Rivers**

Document Number

Permit No. 2021-01

Before the City Council of the City of Two Rivers, Manitowoc County, Wisconsin, regarding the premises at 2214 - 11th Street in the City of Two Rivers, Manitowoc County, State of Wisconsin, further described as:

Tract 3 of Certified Survey Map located in Block 3 of the Victory Addition to the City of Two Rivers, located in the Southwest 1/4 of Section 1, Town 19 North, Range 24 East, City of Two Rivers, Manitowoc County, Wisconsin, recorded in Volume 23, Page 63 of Maps.

Inspections Department
City of Two Rivers
PO Box 87
Two Rivers, WI 54241-0087

Parcel ID Number: 053-311-003-020-0.0

Zoning Classification of the Premises is: Planned Unit Development District/Conditional Use for an Adult Day-Care Center.
Mailing Address of the Premises is: 2214 - 11th Street, Two Rivers, WI 54241

WHEREAS, the Zoning Code and Zoning District Map of the above named municipality, pursuant to State Statute, state that the premise may not be used for the purpose hereinafter described but that upon petition such use may be approved by the municipality as Conditional Use in particular circumstances as defined by the standards in the Zoning Ordinance; and

Petition therefore having been made, and public hearing held thereon, and the City Council of the City of Two Rivers having determine that by reason of the particular nature, character and circumstances of the proposed use, and of the specific and contemporary condition: permit of such use upon the terms and conditions hereinafter prescribed would be consistent with the requirements of the Zonin Ordinance.

Now, therefore, it is permitted, subject to compliance with the terms and conditions hereinafter stated, that the Premises may be used for the operation of an Adult Day-Care Center.

Permitted by action of the City Council of the City of Two Rivers on February 1, 2021.

Original filed in the office of the City Clerk of the City of Two Rivers, Wisconsin

The Conditions of this Permit are:

1. This Permit shall become effective upon the execution and recording by the Owner of the Premises as acceptance hereof.
2. This Permit is subject to amendment and termination in accordance with the provisions of the Zoning Code of this Municipality.
3. Any substantial change or expansion of the facilities permitted by the initial issuance of this Permit would require approval by the Plan Commission and City Council as an amendment to this Permit.
4. This Permit is specifically issued to Nichole Lembke d/b/a Moving Forward Adult Day Services, LLC and shall lapse when Ms. Lembke is no longer a member of the LLC; or upon a change in tenancy of the subject premises; or if the land use cease operation for more than 12 months.
5. Ms. Lembke shall obtain and maintain the necessary licenses to provide adult day-care from the State of Wisconsin for a maximum of 30 adults.
6. Conditions of Operations:
 - a. Hours of operation: 8AM - 7PM, Monday - Friday and occasional weekends.
Sessions include 8AM - 12PM, 12PM -4PM and 4PM - 7PM.
Staff may arrive one hour before the first session and remain one hour after the last session for daily preparation and/or cleaning
 - b. Maximum number of clients per session shall not exceed 10. Staffing will be based on individual client needs.
 - c. There shall be no overnight operations.
 - d. Inspection by the TRFD prior to opening for business.
 - e. Signage in accord with the City's Sign Code.

Attachment: cup (3208 : Conditional Use Permit for Adult Day Care)

SIGNATURES OF PROPERTY OWNER AND PERMITEE:

As Owner of the Subject Property, I accept and understand the above described conditions.

Printed Name: _____

STATE OF WISCONSIN
MANITOWOC COUNTY

Personally came before me this _____ day of _____, _____, the above named
_____ known to be the person who executed the foregoing instrument and acknowledge the same.

Printed Name: _____

Notary Public, _____ County, _____
My commission expires: _____

As Permittee of the Subject Property, I accept and understand the above described conditions:

Printed Name: _____

STATE OF WISCONSIN
MANITOWOC COUNTY

Personally came before me this _____ day of _____, _____, the above named
_____ known to be the person who executed the foregoing instrument and acknowledge the same.

Printed Name: _____

Notary Public, _____ County, _____
My commission expires: _____

SIGNATURES - CITY OF TWO RIVERS

Jamie Jackson, City Clerk

Curt Andrews, Council President

STATE OF WISCONSIN
MANITOWOC COUNTY

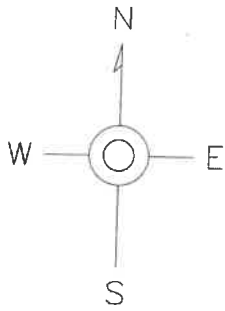
Personally came before me this _____ day of _____, _____, the above named Jamie Jackson and
Curt Andrews known to be the person(s) who executed the foregoing instrument and acknowledge the same.

Vicky L. Berg

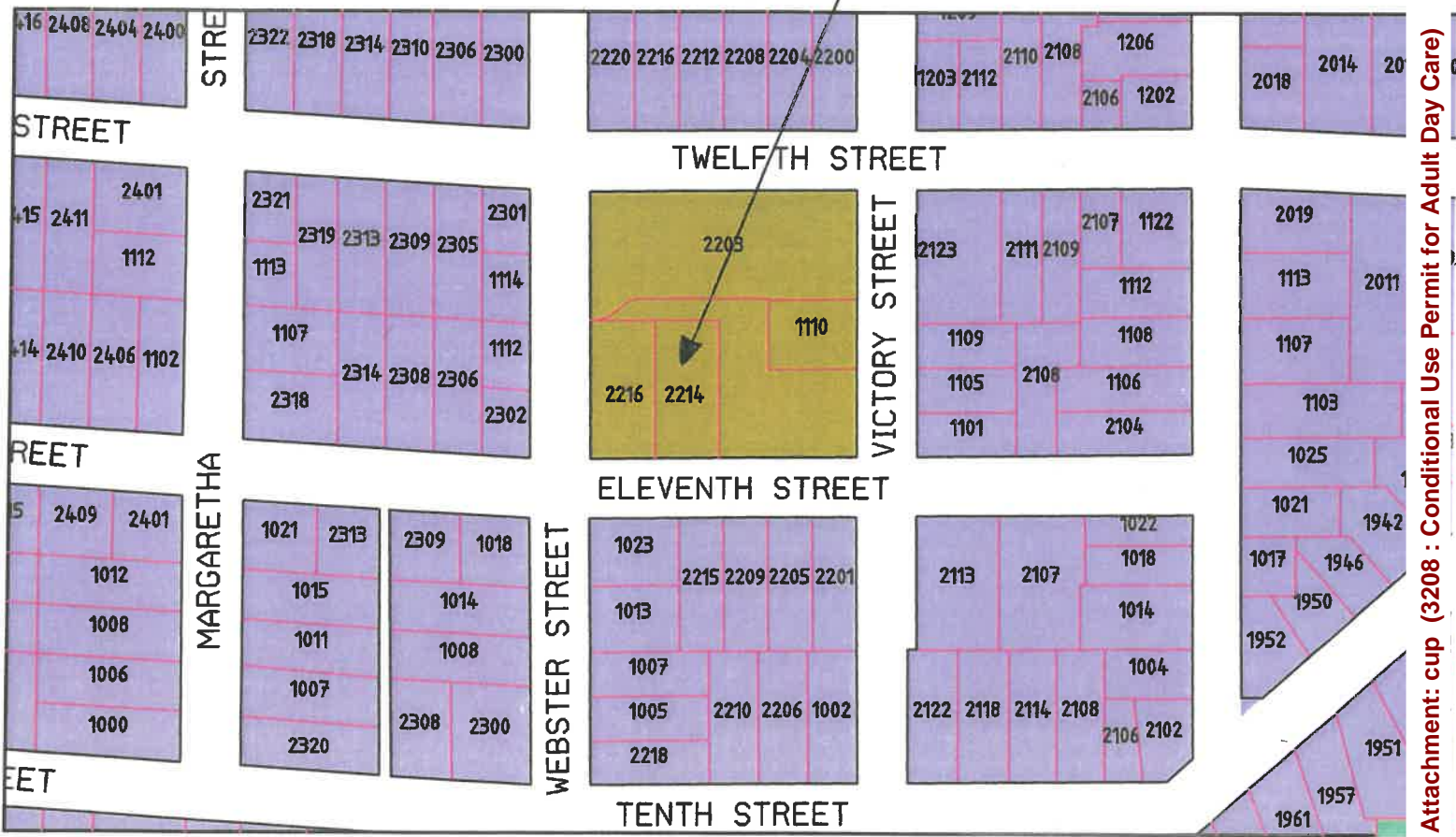
Notary Public, Manitowoc County, Wisconsin
My commission expires: 05/08/21

THIS INSTRUMENT WAS DRAFTED BY:
Vicky Berg, Zoning Administrator

Attachment: cup (3208 : Conditional Use Permit for Adult Day Care)



Location of Proposed Adult Daycare Facility



Attachment: cup (3208 : Conditional Use Permit for Adult Day Care)

LEGEND

District Zoning Map 2020
Zoning as of January 1, 2020

Conservancy Districts

- C-1 Conservancy
- C-2 Conservancy

Residential Districts

- R-1 1-Family Residential
- R-2 1-2 Family Residential
- R-3 1-2 Family Residential
- R-4 Multi-Family Residential
- CSD Conservation Subdivision District
- PUD Planned Unit Development
- PDD Planned Development District
- TND Traditional Neighborhood Development

Changes to Fees for Rental of Outdoor Park Facilities
 As Recommended by the Advisory Recreation Board, Meeting of December 8, 2020
 Daily Fees Unless Otherwise Noted

	2020	2021	
Shelter Rental	\$50/\$60	\$60/\$90	Resident/Non-Resident
Rotary Pavilion	\$250	\$250	
Parking lot ½	N/A	\$100	(Comes with Rotary Pavilion at no additional charge)
Parking lot full	N/A	\$200	Beach Lots, plus now includes Parking lot "F" by the harbor)
Beach Open Space	N/A	\$50/75	(20 ft. x 20 area, 2 hours max for wedding ceremony)
Concession Stand	N/A	\$250	Primarily for Vietnam Vets concession; possibly for off-season use of Beach concession

NOTE: Discounts continue to be available as follows:
 Non-profits receive 20% discount on resident prices
 Service groups receive a 30% discount on resident prices

Awards of Distinction

Attachment: award of distinction (3201 : Chamber of Manitowoc

Marquee Sponsors:



INVESTO
COMMUNITY BANK

Red Carpet Sponsors:



Spotlight Sponsors:

Cellcom
Prevea Health
SeehaferNews.com

TUESDAY, FEBRUARY 9, 2021 | 6:00 PM

Packet Pg. 126

CAPITOL CIVIC CENTRE, MANITOWOC & LIVESTREAM

Awards Program

Doors will open at 5:30 PM, with a take-and-go cash bar open from 5:30-6:30 PM.

All attendees will receive and be required to wear a face covering.

The awards program will begin at **6:00 PM** in the theatre.

Tickets:

Tickets are **\$25** per person.

The social distancing capacity at the Capitol Civic Centre is 250 guests. Nominees will have the first opportunity to purchase tickets during an exclusive pre-January 11-17, 2021. Nominees are limited to 3 tickets per business/organization

Remaining tickets will be available to purchase on January 18, 2021, at www.chambermanitowoccounty.org or by calling The Chamber (920) 684-6575.

Tickets will be available for pickup at the check-in tables upon arrival on the evening of the

Tickets are designated, numbered seating, and will accommodate for social distancing.

Livestream:

The Awards of Distinction will be livestreamed at **6:00 PM** on The Chamber of Manitowoc County's Facebook page. There is no cost to view the Livestream.

Attachment: award of distinction details (3201 : Chamber of