

City Manager's Report City Council Meeting January 6, 2025



Photo by Joe Metzen,
Tourism Director



9. City Manager's Report

B. Status Update/Reports

1. Staffing Updates

Ongoing Recruitment and Selection Processes:

Police Clerk/Evidence Custodian- Interviews completed; finalist candidates identified

City Manager—Search consultant approved by City Council on November 18, will begin engagement with Recruitment and Selection Committee at a meeting on Thursday, January 9 2025 at 7:00 PM. Goal is to fill the position by July 2025

City Planner/Community Development Director—Accepting applications



Recruitment Announcement

Community Development Director / City Planner

ABOUT THE COMMUNITY

Two Rivers, Wisconsin is a historic Lake Michigan shoreline city of 11,271, located 90 miles north of Milwaukee and 35 miles southeast of Green Bay.

Located in Manitowoc County (population 81,500), Two Rivers and the larger, neighboring City of Manitowoc together form an industrialized, urban center of about 45,000 people. The balance of the county is mostly rural, with significant agricultural activity.

Outdoor recreational opportunities are abundant in Two Rivers, and have helped attract new residents, new business investment, and increased tourism activity in recent years. These assets include:

- Point Beach State Forest, with 1,800 acres of forests, ridges and swales, 6 miles of unspoiled Lake Michigan shoreline, Historic Rawley Point Lighthouse and a bike/hiking trail connection to the city.
- Woodland Dunes Nature Center, with 1,200 acres of forests, meadows and wetlands along the West Twin River.
- The VanDerBrohe Arboretum, currently under development on the City's northeast side.
- Neshotah Park and beach, a 50 acre city-owned shoreline park that's home to the Best Beach in Wisconsin.
- The Rawley Point Trail and Mariners Trail, which together form a 12-mile bike/pedestrian trail connecting Two Rivers to the State Forest to the north and Manitowoc to the south.
- The East and West Twin Rivers, which course through the City to their confluence at the harbor at Lake Michigan, providing kayaking and canoeing opportunities as well as ready access to the big lake for sailing, powerboating and sport fishing.




Two Rivers has a traditional downtown business district, which remains a vital, thriving center for business and for community activities, thanks to both City and private reinvestment. Two Rivers is a Wisconsin Main Street Community. Redevelopment of former industrial sites along the City's downtown river corridors is an ongoing effort.

9. City Manager's Report
B. Status Update/Reports
2. April 2025 Council Election Candidates

City Council Election

April 1, 2025

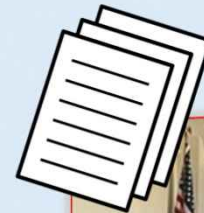


As of today, January 6, 2025, three Candidates for City Council have filed nomination papers that have been reviewed and approved by the City Clerk:

- Jeff Dahlke
- Scott Stechmesser (incumbent)
- Andre Robitaille

Papers were also filed today by incumbents Bill LeClair and Tim Petri; they are being reviewed.

**Deadline to submit papers:
Tuesday, Jan 7, 2025, by 5:00 PM**



9. City Manager's Report

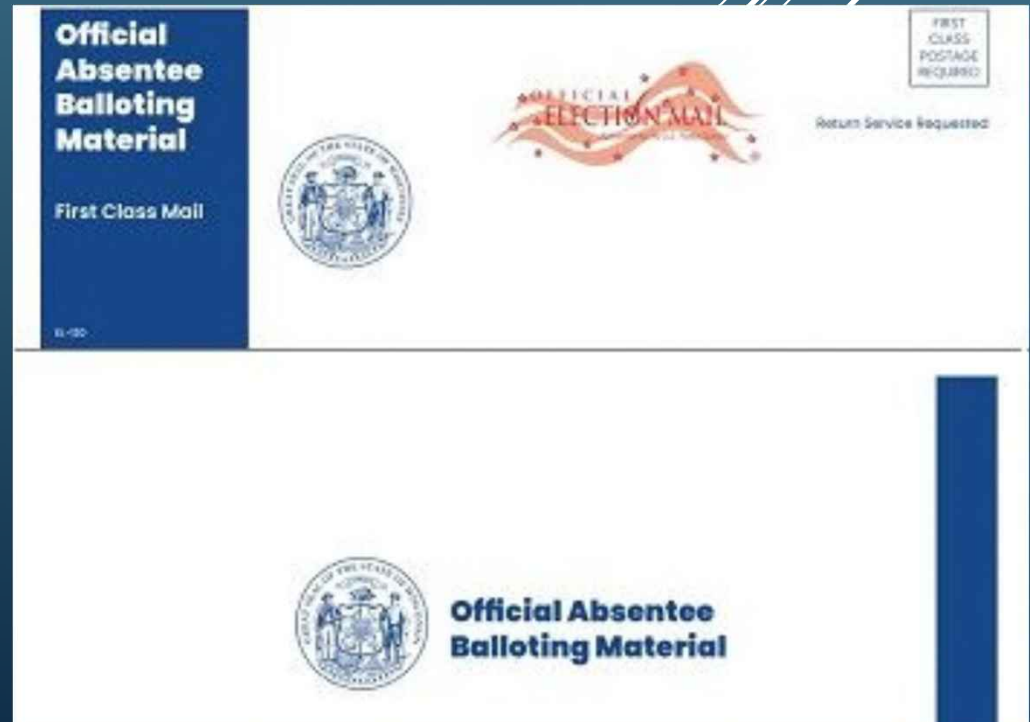
B. Status Update/Reports

3. Absentee Ballot Requests for 2025 Calendar Year; electors can either mail in a request, or go online at www.myvote.wi.gov and apply for an absentee ballot anytime



- Check your registration status
- Register to vote
- Update your address
- Request an absentee ballot
- Track your absentee ballot
- Find your polling place
- See what's on your ballot

Scan QR code or go to **myvote.wi.gov**



9. City Manager's Report

B. Status Update/Reports

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

Snow & Ice Removal

Snow and ice must be removed from any public sidewalk within 24 hours from the time when the snow ceases to fall. For corner lots, this includes the sidewalk and any ramps.

Do not shovel or blow snow into the street, or onto a neighboring property without the owner's permission.



9. City Manager's Report
B. Status Update/Reports

5. Winter Parking Ban December 1, 2024 – March 15, 2025



WINTER PARKING BAN TAKES EFFECT DECEMBER 1--BUT DON'T WORRY, ENFORCEMENT IS ON HOLD

Like last Winter, the Police Department, in consultation with the City Manager's Office, will evaluate weather conditions and will suspend enforcement if there are extended periods of snow-free conditions. For now, the long-range forecast looks cold, but dry.



Watch Two Rivers City Hall and Two Rivers Police Dept. Facebook pages for notifications on any such suspensions.



9. City Manager's Report

B. Status Update/Reports

6. Christmas Tree Pick-up week of January 6 – 10, 2025

Free Christmas tree collection the week of January 8 thru January 12, on the same day as garbage/recycling collection for your neighborhood.

During that week, Christmas trees may also be dropped off at the Public Works Garage, 1415 Lake Street between 7:00 am and 3:00 pm.

No artificial trees, plastic tree bags, tinsel, decorations, lights, flocking or any other types of contaminants are allowed on trees, either curbside or at the DPW.

Artificial trees or contaminated trees must be stickered and will be picked up by the garbage hauler.

No other yard waste or brush will be picked up during this Christmas tree collection.

DO NOT PLACE TREES AT CURBSIDE BEFORE 6:00 P.M. OF THE DAY BEFORE YOUR REGULAR COLLECTION DAY.



9. City Manager's Report

B. Status Update/Reports

7. Lead Water Service Lateral Replacement, 2024-25 Contract

Project Status Update:

Replacements as of 12-31-2024:

- 74 - Public Water Services Replaced
- 51 - Public Sewer Laterals Replaced
- 13 - Private Water Services Replaced
- 9 - Private Sewer Lateral Replaced

- Service lateral replacements are suspended temporarily due to weather. Work will resume when frost is out of the ground.

- Service lateral replaced on Forest Ave. on Dec. 30, due to leaking water service.



9. City Manager's Report
B. Status Update/Reports

8. Sandy Bay Highlands Subdivision Phase 3

Project Update

ALL of the water mains sanitary sewer mains have been installed

Will then switch over to storm sewer while waiting for water safe samples

Gravel street is drivable, Orchard Lane from Lake Breeze Drive to Rawley Court and for the length of Rawley Court

Phase 3 lots are now officially listed with Amy Townsend of Starck Real Estate, through March 31. First offer has been received and accepted; closing in January.



9. City Manager's Report

B. Status Update/Reports

9. Community and Economic Development Update

1. City Council and Plan Commission met in joint session on December 9 for site and architectural plan review for a 52-unit market rate apartment complex proposed for construction on the former Hansen the Florist site at 3000 Forest Avenue.
 - Public hearing on the site plan for this project is on January 6, 2025 at 6:00 PM
 - Draft development agreement for possible City TIF grant assistance is being reviewed by the developer
2. City closed December 30 on the sale of a 2.5 acre site at the Woodland Industrial Park to Driver Solutions, Inc., DBA Rush Logistics. Currently in leased space in Manitowoc, the company plans to build a 6,000 SF facility in TR in 2025
3. Construction continues on downtown projects at Sauve's Automotive and the Violet Inn.



9. City Manager's Report
B. Status Update/Reports

10. Thank You to Everyone Involved in Decorating Downtown for Christmas



9. City Manager's Report
B. Status Update/Reports

CITY COUNCIL MEETING – JANUARY 6, 2025



II. Upcoming Events:

- a. Two Rivers Environmental Advisory Board presents:
"Great Lakes Fishes: Conservation, Management, and Recipes!"
Thursday, January 9, 2025, 6:00 PM at Lester Public Library



Two Rivers Environmental Advisory Board presents:

GREAT LAKES FISHES: CONSERVATION, MANAGEMENT—AND RECIPES!

Thursday, January 9 • 6:00 PM

UW Sea Grant fisheries outreach specialist **Titus Seilheimer** offers the latest information concerning Great Lakes fisheries and ecosystems. Dr. Seilheimer also shares his favorite personal recipes for locally caught fish.

LESTER PUBLIC LIBRARY

Read. Discover. Connect. Enrich. www.lesterlibrary.org (920)793-8888



9. City Manager's Report
B. Status Update/Reports
11. Upcoming Events:

- b. Woodland Dunes presents, "Wild Wanderers: Animal Homes,"
January 11, 2025, 9:00 AM - 10:30 AM

Wild Wanderers: Animal Homes



-Learn about different types of animal homes (and who might live there) through various hands-on activities, games, and nature hikes!

-Wild Wanderers is for children 5-8 years old (older and younger siblings are welcome to join) and an adult.

Registration is required.
Email jessicaj@woodlanddunes.org
or call 920-793-4007



9. City Manager's Report
B. Status Update/Reports
11. Upcoming Events:

CITY COUNCIL MEETING – JANUARY 6, 2025







c. Friends of the Two Rivers Senior Center presents,
Cork & Canvas, January 16, 2025, 6:00 PM at the Community House

We're at it again!
Cork & Canvas
-Rocks Edition- **\$15**

Join us Thursday, January 16th at 6 pm
Express a little creativity while enjoying libations,
light snacks, and fun!


Sign up at the Two Rivers Senior Center by 1/2/2025





9. City Manager's Report B. Status Update/Reports


12. Changes to Agenda and Archived Council Meeting Videos

4. CONSENT AGENDA

-  [25-002](#) A. Presentation of Minutes
 1. City Council Regular Meeting, December 16, 2024
 2. City Council Special Meeting, December 23, 2024


Recommended Action:
Motion to waive reading and adopt the minutes
-  [25-003](#) B. Minutes of Meetings
 1. Business and Industrial Development Committee & Community Development Authority, December 27, 2024

Recommended Action:
Motion to receive and file
-  [25-004](#) C. Applications and Petitions
 1. Application for Temporary "Class B" Wine License for Friends of the Two Rivers Senior Center for Cork and Canvas event, January 16, 2025, 5:30 PM to 8:30 PM at the Two Rivers Senior Center
 2. Application for Temporary Class "B" Beer License for Knights of Columbus Council 1957 for Annual Knights of Columbus Cornhole Tournament event, February 1, 2025, 7:30 AM to 5:00 PM at the J.E. Hamilton Community House

Recommended Action:
Motion to approve the application and authorize issuance of the license
-  [25-005](#) D. Summary of Verified Bills for the Month December 2024 for \$622,317.00

Recommended Action:
Motion to receive and file

RECOMMENDED ACTION FOR CONSENT AGENDA
Motion to approve the Consent Agenda with the various actions recommended



Agenda items will be assigned numbers to facilitate better accuracy for tracking and searching



Council videos will be time-stamped on the city website to help residents search for key items



MEETING NOTICE

[CALL TO ORDER](#) - 00:09:53

PLEDGE OF ALLEGIANCE

[ROLL CALL BY CITY CLERK](#) - 00:10:19

REMOTE PARTICIPATION

[PUBLIC HEARING](#) - 00:10:44

Public Hearing on an Application for a Conditional Use Permit for Assisted Living, Congregate Housing, and a Residential Care Facility

[INPUT FROM THE PUBLIC](#) - 00:15:17

[COUNCIL COMMUNICATIONS](#) - 00:15:55

[COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES](#) - 00:22:30

[FORMAL ITEMS](#) - 00:24:11

Consideration of an Amendment to the City's Personnel Policy Manual, Regarding Holiday Pay - 00:24:13

**HAPPY NEW YEAR!
WELCOME 2025!**



**City Manager's Report City Council Meeting
January 6, 2025**