



CITY OF MANITOWOC
WISCONSIN, USA
www.manitowoc.org

20-0718



June 24, 2020

CONSENT

TO: Mayor and Common Council
FROM: Board of Public Works
SUBJECT: Downtown Snow Removal Assessments - Error

Dear Mayor and Common Council:

At the June 17, 2020 Board of Public Works meeting, the Board met to review communication from Michael Merrill advising that his property at 435 N. 8th St. is residential and should not have been included in the downtown snow removal assessment. Upon further staff review, it was found that several other properties have been assessed the downtown snow removal fee in error.

“Moved by Alderperson Brett Vanderkin, seconded by City Attorney Kathleen McDaniel and unanimously carried to void the assessments and remove from the 2019 tax year going forward for the impacted properties. Ayes, 6. Nays, none.”

Board met to review memo from Director of Public Infrastructure Dan Koski with list of residential properties that were mistakenly included in the annual downtown snow removal assessment with the recommendation to remove the 2020 assessments and also rescind the 2019 assessments and issue refunds if paid.

“Moved by City Attorney Kathleen McDaniel, seconded by Alderperson Brett Vanderkin, and unanimously carried accept and place on file. Ayes, 6. Nays, none.”

Very Truly Yours,

DEBORAH NEUSER
Secretary Board of Public Works

Deborah Neuser, CMC, City Clerk
CITY HALL · 900 Quay Street · Manitowoc, WI 54220-4543
Phone (920) 686-6950 · Fax (920) 686-6959 · dneuser@manitowoc.org

June 3rd, 2020

913-742-3107
Called 6-10-20

City of Manitowoc
900 Quay St
Manitowoc, WI 54220
Attn: Lynn Hoffman
Dept of Public Infrastructure - Engineering


Dear Lynn,

Thank you for your time and assistance.

As per our phone conversation(s), I hereby state that our property located at 435 N 8th St Manitowoc, WI 54220 has been and is currently being used as our residence since the time of purchase in Oct of 2018.

I request that you please remove our home from the Annual Mandatory Snow Removal Route. Please credit our 2019 property tax bill for \$240 and remove our 2020 snow removal bill.

Thank you again and have a wonderful summer.

Sincerely,
Mistral Merrill 

<u>Tax/Parcel ID #</u>	<u>Site Address</u>	<u>Owner</u>	<u>Billing Address</u>
000-106-090 \$60 - PAID ALL YEARS PRIOR FROM 2017 - 2020 NOT YET PAID	521 N. 10th Street	Velma Buth	521 N. 10th Street, Manitowoc, WI 54220
000-117-050 EXEMPT PROPERTY - RESIDENTIAL IN 2019 - ON TAX BILL \$240 - REQUESTING REFUND - 2020 NOT PAID	435 N. 8th Street	Michael & Mariuxi Merrill	435 N. 8th Street, Manitowoc, WI 54220
000-119-090 2020 ONLY -NOT PAID	423 N. 10th Street	423 North LLC	P.O. Box 28104, Green Bay, WI 54324
000-119-140 2020 ONLY -NOT PAID	411 N. 10th Street	R & M Management LLC	P.O. Box 1841, Manitowoc, WI 54220
000-119-201 \$100 -2019 PAID - 2020 NOT YET PAID	407 N. 10th Street	Sack Realty LLC	4603 Laurie Lane, Two Rivers, WI 54241
000-156-010 \$101.21 - 2017 ON TAX BILL - PAID 2018 & 2019 - 2020 NOT YET PAID	703 Chicago Street	Christopher Last	12111 Lakeshore Road, Cleveland, WI 53015
000-183-201 \$35.30 -PAID 2019 AND 2020	31 Maritime Drive, # 201	Lorijeane Mettetal	31 Maritime Drive, Manitowoc, WI 54220
000-218-060 2020 ONLY -NOT PAID	812 S. 8th Street	Coffey Enterprises LLC	916 Jackson Street, Manitowoc, WI 54220
000-258-010 \$100 - PAID 2019 AND 2020	2201 Washington Street	Rethink Properties LLC	613 Menasha Street, Manitowoc, WI 54220
000-258-040 COMMERCIAL - RESIDENTIAL IN 2019 - PAID \$100 - 2020 NOT YET PAID	2215 Washington Street	Joseph & Kathleen Palmer Rev Trust	4531 Kuchera Lane, Manitowoc, WI 54220
000-269-160 \$120 - PAID 2019 - 2020 NOT YET PAID	1032 S. 10th Street	Sack Realty LLC	4603 Laurie Lane, Two Rivers, WI 54241



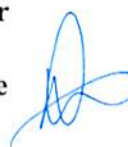
CITY OF MANITOWOC

WISCONSIN, USA
www.manitowoc.org



MEMO

TO: Deborah Neuser, City Clerk
Kim Lynch, Comptroller / Deputy Treasurer

FROM: Dan Koski, Director of Public Infrastructure 

DATE: June 8, 2020

RE: Annual Downtown Snow Removal Assessments

Please find attached a list of residential properties that mistakenly had been included in the Annual Downtown Snow Removal Assessment.

As residential properties, they should not have been included in the listing. Therefore, please void the assessment that was previously mailed to them and remove the assessment from their 2018/2019 taxes.

Residential Properties that should not have been billed for Downtown Snow Removal

DUE
11-1-20

<u>Tax/Parcel ID #</u>	<u>Site Address</u>	<u>Owner</u>	<u>Billing Address</u>	
000-106-090	521 N. 10th Street	Velma Buth	521 N. 10th Street, Manitowoc, WI 54220	60.
^{VOID} 000-117-050	435 N. 8th Street	Michael & Mariuxi Merrill	435 N. 8th Street, Manitowoc, WI 54220	240.
^{VOID} 000-119-090	423 N. 10th Street	423 North LLC	P.O. Box 28104, Green Bay, WI 54324	120.
000-119-140	411 N. 10th Street	R & M Management LLC	P.O. Box 1841, Manitowoc, WI 54220	120.
000-119-201	407 N. 10th Street	Sack Realty LLC	4603 Laurie Lane, Two Rivers, WI 54241	100.
000-156-010	703 Chicago Street	Christopher Last	12111 Lakeshore Road, Cleveland, WI 53015	101.20
000-183-201	31 Maritime Drive, # 201	Lorijean Mettetal	31 Maritime Drive, Manitowoc, WI 54220	Pa. 35.30
000-218-060	812 S. 8th Street	Coffey Enterprises LLC	916 Jackson Street, Manitowoc, WI 54220	25.
000-258-010	2201 Washington Street	Rethink Properties LLC	613 Menasha Street, Manitowoc, WI 54220	100.
000-258-040	2215 Washington Street	Joseph & Kathleen Palmer Rev Trust	4531 Kuchera Lane, Manitowoc, WI 54220	100.
000-269-160	1032 S. 10th Street	Sack Realty LLC	4603 Laurie Lane, Two Rivers, WI 54241	120.

* Rescind 2020 assessments & refund any property owners that have paid.

<u>Tax/Parcel ID #</u>	<u>Site Address</u>	<u>Owner</u>	<u>Billing Address</u>
000-106-090	521 N. 10th Street	Velma Buth	521 N. 10th Street, Manitowoc, WI 54220
000-117-050	435 N. 8th Street	Michael & Mariuxi Merrill	435 N. 8th Street, Manitowoc, WI 54220
000-119-090	423 N. 10th Street	423 North LLC	P.O. Box 28104, Green Bay, WI 54324
000-119-140	411 N. 10th Street	R & M Management LLC	P.O. Box 1841, Manitowoc, WI 54220
000-119-201	407 N. 10th Street	Sack Realty LLC	4603 Laurie Lane, Two Rivers, WI 54241
000-156-010	703 Chicago Street	Christopher Last	12111 Lakeshore Road, Cleveland, WI 53015
000-183-201	31 Maritime Drive, # 201	Lorijean Mettetal	31 Maritime Drive, Manitowoc, WI 54220
000-218-060	812 S. 8th Street	Coffey Enterprises LLC	916 Jackson Street, Manitowoc, WI 54220
000-258-010	2201 Washington Street	Rethink Properties LLC	613 Menasha Street, Manitowoc, WI 54220
000-258-040	2215 Washington Street	Joseph & Kathleen Palmer Rev Trust	4531 Kuchera Lane, Manitowoc, WI 54220
000-269-160	1032 S. 10th Street	Sack Realty LLC	4603 Laurie Lane, Two Rivers, WI 54241

Deborah Neuser

From: Lynn Hoffman
Sent: Monday, June 8, 2020 9:48 AM
To: Dan Koski
Cc: Deborah Neuser; Kim Lynch; Sonja Birr
Subject: Annual Downtown Snow Removal Assessments
Attachments: Tax-Parcel ID to be removed from Annual Snow Removal List.xlsx; Ltr from Michael Merrill.pdf

Attached is the list of residential properties that are being removed the Annual Downtown Snow Removal Assessment. These are residential properties and should not be included in the listing.

Dan if you could please send a memo to Deb and Kim requesting that the assessment mailed this year be voided and requesting that these assessment be removed from previous years' taxes.

Thank you,

Lynn

From: Deborah Neuser
Sent: Wednesday, June 03, 2020 12:25 PM
To: Kim Lynch; Mackenzie Reed-Kadow; Lynn Hoffman
Subject: RE: Annual Downtown Snow Removal Assessments

If they shouldn't have been billed, they shouldn't have to request that the bill be voided. Let's get a memo from Dan giving us a listing of the bills that should be voided and the reason for doing so and we'll take it from there.
Deborah

From: Kim Lynch
Sent: Wednesday, June 3, 2020 11:39 AM
To: Deborah Neuser <dneuser@manitowoc.org>; Mackenzie Reed-Kadow <mreedkadow@manitowoc.org>
Subject: FW: Annual Downtown Snow Removal Assessments

These people got a Snow Removal bill that was put on their 2019 tax bill. They were classified as Residential and should not have been billed.

I believe they will send a letter requesting it to be removed.

Also, there is an email from Lynn below asking to have 2 more billings from this year voided because they are residential and should not have been billed.

Mailing Address:

MICHAEL MERRILL
MARIUXI L MERRILL
435 N 8TH ST
MANITOWOC, WI 54220

Tax Parcel ID Number:

000117050

Alternate Tax Parcel Number:

Description - Comments (Please see Documents t:

LOTS 4 & 5 BLK 117

Site Address (es): *(Site address may not be verified an*

435 NORTH 8TH ST MANITOWOC, WI 5

Select Detail --> Assessments

Tax Year:

2019

Code	Description	Ac
1	Residential	0.3
Total		0.3

CITY OF MANITOWOC TREASURER
 900 QUAY ST
 MANITOWOC, WI 54220

**MANITOWOC COUNTY -
 PROPERTY TAX BILL FC
 REAL ESTATE**

MERRILL, MICHAEL
 MARIUXI L MERRILL

Parcel Number: 000
 Bill Number: 45724

Important: Be sure to check the
 property. Note that this is the
 only and may not be a
 reverse side for impor

Location of Property
 435 N 8TH ST

LOTS 4 & 5 BLK 117



45724 000117050
 MICHAEL MERRILL
 MARIUXI L MERRILL
 435 N 8TH ST
 MANITOWOC WI 54220

inform treasurer of address changes.

ASSESSED VALUE LAND	ASSESSED VALUE IMPROVEMENTS	TOTAL ASSESSED VALUE	AVERAGE ASSMT. RATIO	NET ASSESSED VALUE RATE
24,300	144,700	169,000	0.990527193	0.02114021
				(Does NOT reflect cred

Kim Lynch | Comptroller/Deputy Treasurer

900 Quay Street
 Manitowoc, WI 54220
 (920) 686-6962



From: Lynn Hoffman <lhoffman@manitowoc.org>
Sent: Wednesday, June 3, 2020 11:18 AM
To: Kim Lynch <klynch@manitowoc.org>
Subject: Annual Downtown Snow Removal Assessments

Kim, I have 2 snow removal assessments that need to be deleted as they are residential and should not have received the assessments.

423 N. 10th Street
Tax I.D. #000-119-090
Vogel Rentals LLC

435 N. 8th Street
Tax I.D. #000-117-050
Michael & Mariuxi Merrill

Also – this was a church that is now a residence. They are requesting if the assessment from last year could also be removed from their tax bill.

Thank you,

Lynn

Lynn Hoffman
City of Manitowoc
Department of Engineering
Administrative Support Specialist
920-686-6910