



City of Manitowoc

900 Quay Street
Manitowoc, WI 54220
www.manitowoc.org

Meeting Minutes

Common Council

Monday, June 21, 2021

7:00 PM

Council Chambers

Note - Meeting will also be available via Remote Conferencing (Zoom)

A. CALL TO ORDER

B. ROLL CALL

Alders Present: 9 - Jim Brey, Eric Sitkiewitz, Steven Czekala, Bill Schlei, Brett Vanderkin, Chad Beeman, Michael Cummings, Tim Boldt and Todd Reckelberg

Alders Absent: 1 - John Brunner

C. PLEDGE OF ALLEGIANCE & INVOCATION

D. PRESENTATIONS

[21-0556](#)

Proclamation declaring the Month of June 2021 as LGBTQ+ Pride Month

E. PUBLIC HEARINGS

[21-0562](#)

7:06 PM - Public Hearing for the purpose of hearing any and all interested parties in the matter of a proposed Conditional Use Permit for the establishment of a Church and Gym/Community Center located at 1455 North Rapids Road

Mayor declared the meeting open for a public hearing on this matter.

City Clerk reported that the notice of the public hearing was published in the Manitowoc Herald Times Reporter on June 7, 14, & 21. (Proof of publication is on file in the City Clerk's Office).

Community Development Director Adam Tegen provided an overview of the Conditional Use Permit request.

The following persons appeared to address the Council regarding this matter:

Kathie Nelson, Michael Wellner, Theresa Adsit, Linda Kempfert, Nate Hochmuth, Pastor Chris Gilbert, Rose Ann Kuehne, Robert Fuller, Rachel Schulz, Dave Diedrich, Jon Swanson, Michael Adsit, Mary Hochmuth spoke on this matter.

Mayor declared the public hearing closed. (A recording of the entire public hearing is on file in the City Clerk's Office).

COMMITTEE REPORTS

Plan Commission

[21-0498](#)

PC 18-2021: Connection Church; Request for a Conditional Use Permit pursuant to 15.110(3) a for the establishment of a Church and Gym/Community Center located at 1455 N Rapids Road.

Moved by Reckelberg, seconded by Brey, to adopt the Plan Commission report to deny the Conditional Use Permit.

After Council discussion, moved by Sitkiewitz, seconded by Brey, to refer this item back to the Plan Commission.

The motion carried by the following vote:

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt and Reckelberg

PUBLIC HEARINGS

[21-0557](#)

7:01 PM - Public Hearing for the purpose of hearing any and all interested parties in the matter of a proposed change in zone from R-1 Residential-Agricultural District to B-1 Office-Residential District for the property located at 6306 Calumet Avenue

Mayor declared the meeting open for a public hearing on this matter.

City Clerk reported that the notice of the public hearing was published in the Manitowoc Herald Times Reporter on June 7, 14, & 21. (Proof of publication is on file in the City Clerk's Office).

Community Development Director Adam Tegen provided an overview of the rezoning request.

The following persons appeared to address the Council regarding this matter:

No interested parties appeared.

Mayor declared the public hearing closed. (A recording of the entire public hearing is on file in the City Clerk's Office).

[21-0558](#)

7:02 PM - Public Hearing for the purpose of hearing any and all interested parties in the matter of a proposed change in zone from R-1 Residential-Agricultural District to I-2 Heavy Industrial for property located at 5624 Custer Street

Mayor declared the meeting open for a public hearing on this matter.

City Clerk reported that the notice of the public hearing was published in the Manitowoc Herald Times Reporter on June 7, 14, & 21. (Proof of publication is on file in the City Clerk's Office).

Community Development Director Adam Tegen provided an overview of the rezoning request.

The following persons appeared to address the Council regarding this matter:

No interested parties appeared.

Mayor declared the public hearing closed. (A recording of the entire public hearing is on file in the City Clerk's Office).

[21-0559](#)

7:03 PM - Public Hearing for the purpose of hearing any and all interested parties in the matter of proposed changes to Chapter 15: Amendment to the Comprehensive Zoning Ordinance Section 15.170(4)(f) adding Dwelling Unit Size.

Mayor declared the meeting open for a public hearing on this matter.

City Clerk reported that the notice of the public hearing was published in the Manitowoc Herald Times Reporter on June 7, 14, & 21. (Proof of publication is on file in the City Clerk's Office).

Community Development Director Adam Tegen provided an overview of the proposed changes to Chapter 15: Dwelling Unit Size.

The following persons appeared to address the Council regarding this matter:

No interested parties appeared.

Mayor declared the public hearing closed. (A recording of the entire public hearing is on file in the City Clerk's Office).

[21-0560](#)

7:04 PM - Public Hearing for the purpose of hearing any and all interested parties in the matter of a proposed change to the Official Map south of Goodwin Road, north of Menasha Avenue, west of Knuell Street and east of County Highway R/N Rapids Road.

Mayor declared the meeting open for a public hearing on this matter.

City Clerk reported that the notice of the public hearing was published in the Manitowoc Herald Times Reporter on June 7, 14, & 21. (Proof of publication is on file in the City Clerk's Office).

Community Development Director Adam Tegen provided an overview of the Official Map change.

The following persons appeared to address the Council regarding this matter:

No interested parties appeared.

Mayor declared the public hearing closed. (A recording of the entire public hearing is on file in the City Clerk's Office).

[21-0561](#)

7:05 PM - Public Hearing for the purpose of hearing any and all interested parties in the matter of proposed changed to Chapter 15: Revisions to the Sign Ordinance including the Repealing of Section 15.450 - Sign Ordinance, Creation of a new Chapter 31 - Signs of the Municipal Code, and Creating a new Section 15.460 - Murals

Mayor declared the meeting open for a public hearing on this matter.

City Clerk reported that the notice of the public hearing was published in the Manitowoc Herald Times Reporter on June 7, 14, & 21. (Proof of publication is on file in the City Clerk's Office).

Community Development Director Adam Tegen provided an overview of the revisions to the Sign Ordinance.

The following persons appeared to address the Council regarding this matter:

No interested parties appeared.

Mayor declared the public hearing closed. (A recording of the entire public hearing is on file in the City Clerk's Office).

F. PUBLIC INPUT

Mayor declared the meeting open for public input. In accordance with policy, the public input portion of the meeting is not made a part of the official record.

[21-0619](#) Previously Submitted Public Input

G. APPOINTMENTS AND BUSINESS PRESENTED BY THE MAYOR

[21-0607](#) Appointments by Mayor to various Committees, Boards, and Commissions

Moved by Schlei, seconded by Sitkiewitz, that these Appointment be confirmed. The motion carried by the following vote:

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt and Reckelberg

H. CONSENT AGENDA

1. Removal of Consent Agenda Items

None

Approval of the Consent Agenda

Moved by Czekala, seconded by Sitkiewitz, to accept the Consent Agenda Items and recommendations of the various committees The motion carried by the following vote:

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt and Reckelberg

2. Miscellaneous

[21-0563](#) Minutes of May 17, 2021 Common Council meeting, recommending approval and place on file

3. Committee of the Whole (Consent)

[21-0608](#) Report of Special Events Committee relative to approval of the following events: Roncalli Middle School Picnic on 5/24/21 (Rain Date 5/26/21); Silver Cup XX Disc Golf Tournaments on 7/3-7/4/21 (Amateurs), 7/8/21 (Family Day), 7/9-7/11/21 (Pros); STAKE PERMIT: Logan's 6th Birthday; Krazy Daze on 7/7/21; WAIVER OF FEES: Breakfast on the Farm on 6/13/21; Community Juneteenth Celebration on 6/19/21; Kayak for InCourage on 8/7/21; Residential Block Party - 1300 blk Hamilton St. on 7/4/21; Lean on the Lakeshore on 9/1-10/24/21; War on the Shore on 8/5-8/8/21; Muscular Dystrophy Association Fill the Boot Drive on 8/19-8/21/21; Lights in Lincoln Park Family Fun Walk on 11/23/21 & 12/30/21; recommending acceptance of report and place on file

4. Finance Committee (Consent)

[21-0306](#) Fourth Amendment to Granicus Service Agreement to replace the encoder, recommend to approve the amended Service Agreement.

[21-0428](#) Potential Purchase of Land for I-TEC Park Expansion, recommend to accept and instruct the City Attorney to enter into negotiations.

[21-0515](#) American Rescue Plan Report by Finance Director, recommending to accept report and place on file

[21-0520](#) CAWG recommends to approve \$85,000 for repair of Magnolia Ave Wall, recommend to submit an insurance claim to our insurance carrier and if denied, authorize the \$85,000.00 expenditure.

[21-0521](#) CAWG Membership Update - Appointment of Shawn Alfred, Finance Director/Treasurer, recommend to approve the appointment.

[21-0523](#) Request for approval of RFP for Audit Services for 2021-2025 & appointment of Audit RFP Review Committee, recommend to approve the request and the appointment of the review committee.

[21-0564](#) Report of Finance Committee to grant the various licenses subject to approvals, inspections, insurance, payment of license fees and meeting State Statute requirements, as detailed therein

[21-0565](#) Request from Da Brick House LLC for temporary premise extension in the closed section of Quay Street (Between S. 8th St. and S. 9th St.) for an event on July 31, 2021 & August 1, 2021, recommending approval

[21-0566](#) Request from Mad Chow LLC for permanent-seasonal premise extension to include tables located on the north side of the building for Sidewalk Cafe Permit, recommending approval

[21-0567](#) Request from Fraternal Order of Eagles Aerie 706 for temporary premise extension to include designated sections by the east and north entrances to the building, recommending approval

[21-0568](#) Request from Ryan's on York LLC for permanent-seasonal premise extension to include tables located outside along the south side of building for Sidewalk

Cafe Permit, recommending approval

- [21-0569](#) General City Claims in the amount of \$6,000,211.81 enumerated on list thereof, recommending that the claims be allowed and ordered paid and Mayor, Clerk and Finance Director/Treasurer are instructed to issue the necessary order.
- [21-0570](#) Kerry Inc. V Wisconsin Department of Revenue Petitions for Review of Determination by State Board of Assessors for Manufacturing Properties: 633 S. 20th St., 1226 S. Water St., 4343 Expo Dr., & 4502 Expo Dr., recommend to accept and place on file.

5. Personnel Committee (Consent)

- [21-0524](#) Aldermanic Compensation, recommending to place on file

6. Public Infrastructure Committee (Consent)

- [21-0104](#) Baseball Diamond Use Agreement with Manitowoc American Legion Baseball, Inc, recommending approval of the Agreement
- [21-0539](#) Request for waiver of fees from Special Olympics, recommending approval
- [21-0540](#) Request for Waiver of Fees for the YMCA Summer Tennis Lessons Program, recommending approval
- [21-0541](#) Request to Extend Sanitary Sewer to Serve Lots on S. 15th Street, recommending approval
- [21-0543](#) Stormwater Management Facility Maintenance Agreement with Bank First, 402 N. 8th Street, Manitowoc, WI 54220, recommending approval
- [21-0583](#) Report of Board of Public Works of 5/26/2021, of bids received for 2021 Concrete Paving II (Custer Street Reconstruction), WS-21-2 & WS-21-7, recommending awarding to low bidder, Vinton Construction Company, in the amount of \$3,469,845.90
- [21-0584](#) Report of Board of Public Works of 5/26/2021 of approval to enter into AGMT-21-11 with Play by Design for work at the Community Playground at Henry Schuette Park for a contract price of \$9,300.00, recommending acceptance and place on file
- [21-0585](#) Report of Board of Public Works of 5/26/2021 of approval to enter into AGMT-21-12 with Philippi Quality Construction, Inc. for work to the Lincoln Park Women's Restroom for a contract price of \$13,123.00; recommending acceptance and place on file
- [21-0586](#) Report of Board of Public Works of 6/9/2021, of bids received for Camp Vits Parking Lot & Trail, WS-21-24, recommending awarding to low bidder, Vinton Construction Company, in the amount of \$180,565.97

- [21-0587](#) Report of Board of Public Works of 6/9/2021, of bids received for Camp Vits Bridge Supply & Install, WS-21-22, recommending awarding to low bidder, Custom Manufacturing, Inc., in the amount of \$108,000.00
- [21-0588](#) Report of Board of Public Works of 6/9/2021, of bids received for Camp Vits Privy Supply & Install, WB-21-23; recommending awarding to low bidder, Vinton Construction Company, in the amount of \$59,575.00
- [21-0589](#) Report of Board of Public Works of final payments to contractors for agreements under \$25,000.00, recommending acceptance and place on file
- [21-0590](#) Report of Board of Public Works of 6/9/2021, of bids received for 2021 Parking Lot Construction (700 Blk York Street), WS-21-25; recommending awarding to low bidder, Vinton Construction Company, in the amount of \$223,458.85
- [21-0591](#) Report of Board of Public Works of 6/16/2021 to adopt the Emergency Resolution to Authorize Emergency Replacement of Chiller on HVAC System at Public Safety Building, recommending acceptance and place on file
- [21-0592](#) Report of Board of Public Works of 5/26/2021 for 1st and final payment of \$55,638.04 to Northern Pipe, Inc. for 2021 Televising Miscellaneous Sewers I, WU-21-5, recommending payment
- [21-0593](#) Report of Board of Public Works of 6/9/2021 for 3rd and final payment of \$29,673.01 to Hamann Construction Company for Lincoln Park Fieldhouse Accessibility Renovation, WB-20-20, recommending payment

7. Public Safety Committee (Consent)

- [21-0550](#) Request for speed limit and children at play signs in the alley between North 6th Street and Lincoln Boulevard, recommending to install speed limit signs in alleyway

8. Plan Commission (Consent)

I. COMMITTEE REPORTS

Plan Commission

- [21-0501](#) PC 19-2021: Budnik: Request for a variance from Official Map. Future Street, South of Michigan Avenue and County JJ Intersection, Parcel 010-022-002-000.00.

Moved by Brey, seconded by Czekala, to approve the request. The motion carried by the following vote:

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt and Reckelberg

- [21-0503](#) Ordinance to amend Section 15.430(12) of the MMC regulating parking Areas

Development and Maintenance

Moved by Brey, seconded by Czekala, that this Ordinance be adopted. The motion carried by the following vote:

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt and Reckelberg

[21-0598](#)

Ordinance to amend Manitowoc Municipal Code regulating R-5, Low Density, Multiple-Family District

Moved by Brey, seconded by Czekala, that this Ordinance be adopted. The motion carried by the following vote:

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt and Reckelberg

[21-0599](#)

Ordinance amending Section 22.010 of the Municipal Code entitled: "Official Map - Master Subdivision Plans" for portion of Kellner Street, South of Goodwin Road and North of Homestead Road

Moved by Brey, seconded by Czekala, that this Ordinance be adopted. The motion carried by the following vote:

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt and Reckelberg

[21-0601](#)

Ordinance to repeal Section 15.450 of the Manitowoc Municipal Code regulating Signs and to create Chapter 31 regulating Signs

Moved by Brey, seconded by Czekala, that this Ordinance be adopted. The motion carried by the following vote:

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt and Reckelberg

[21-0602](#)

Ordinance for a rezone from R-1 Residential-Agricultural District to B-1 Office-Residential District for property 6306 Calumet Ave

Moved by Brey, seconded by Czekala, that this Ordinance be adopted. The motion carried by the following vote:

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt and Reckelberg

[21-0603](#)

Ordinance for a rezone from R-1 Residential-Agricultural District to I-2 Heavy Industrial for property located at 5624 Custer Street

Moved by Brey, seconded by Czekala, that this Ordinance be adopted. The motion carried by the following vote:

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt and Reckelberg

[21-0604](#)

Ordinance to annex certain territory from the Town of Manitowoc Rapids to the City of Manitowoc as part of the 9th Aldermanic District and the 35th Ward of the City

Moved by Brey, seconded by Czekala, that this Ordinance be adopted. The motion carried by the following vote:

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt and Reckelberg

[21-0605](#)

Resolution creating Ward Number 35, population zero (0), for the Interstate #16 Annexation Area and that Ward Number 35 is combined with the 17th, 18th, 21st, 23rd, 24th, 25th, 26th, 28th, 32nd & 33rd Wards for voting purposes and use a common polling place as established for the 9th Aldermanic District

Moved by Brey, seconded by Czekala, that this Resolution be adopted. The motion carried by the following vote:

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt and Reckelberg

1. Committee of the Whole

[21-0609](#)

Report of Special Events Committee relative to approval of the following events: Manitowoc Salmon Derby on 7/2-7/4/21 (Waiver of noise ordinance until 11:30 p.m. on Fri. & Sat.; extension of fermented beverage sales on City property until 11:30 p.m.); Gumbly's Glow run on 7/10/21 (Closure of the far west lane of Johnston Dr. from Ash St. to E. Park Ln.); Acoustic Fest on 7/17/21 (Waiver of rules prohibiting alcohol in the park; no parking on a portion of the east side of S. 12th St. between Washington St. & Marshall St.); Lakeshore Balloon Glow on 8/20/21 (Closure of Quay Street from S 6th St. to S 8th St.); Long-Table Brunch on 8/22/21 (Closure of Washington Street between S 7th St. & S 8th St; extension of premise for alcohol license); 4th of July Parade, Fourth on the Shore, Festival Foods Fireworks on 7/4/21 (Street closures for parade: Washington St. from Madison St. to S 8th St; S 8th St from Washington St. to Maritime Dr., & Maritime Dr. from S 8th St. to the Yacht Club; Fourth on the Shore/Fireworks closures: Parking lane on east side of Maritime Dr., southbound traffic from Memorial Dr./Waldo Blvd. roundabout onto Maritime Dr. to be detoured up Cleveland Ave.; closure of S. pier); The Fat Seagull Block Party on 7/31-8/1/21 (Closure of Quay St. from S 8th St to S 9th St; extension of premise for alcohol); Kiwanis Car/Motorcycle/Vintage Campers Show on 8/8/21 (Closure of S 11th St. & S 12th St. between Washington St. & Marshall St; waiver of rules prohibiting alcohol in the park); St. Francis of Assisi Parish Picnic & Be the Change 5K on 8/13-8/14/21 (Closure of N 14th St. between Waldo Blvd. & Menasha Ave. for picnic); Windigo Fest on 10/1-10/3/21 (Wavier of noise ordinance to 1 a.m. Friday & Saturday); Pride Event on 6/18/21 (Waiver of rule prohibiting alcohol in park); Field Day on 6/26-6/27/21 (Overnight tent camping in the park)

Moved by Czekala, seconded by Sitkiewitz, that this Report be approved. The motion carried by the following vote:

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt and Reckelberg

2. Finance Committee

[21-0514](#)

Resolution authorizing Community Development and City Attorney to sign land sales previously approved by Council and Industrial Development Corporation.

Moved by Brey, seconded by Sitkiewitz, that this Resolution be adopted. The

motion carried by the following vote:

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt and Reckelberg

[21-0571](#)

Resolution to approved revised Rahr-West Art Museum Code of Ethics and Collections Policies

Moved by Brey, seconded by Sitkiewitz, that this Resolution be adopted. The motion carried by the following vote:

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt and Reckelberg

[21-0572](#)

Request for Reduction in Snow Removal Assessment from \$900 to \$300 on 2020 tax bill for property at 950 N. 8th St.

Moved by Brey, seconded by Sitkiewitz, that the snow removal assessment be reduced to \$300 on 2020 tax bill. The motion carried by the following vote:

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt and Reckelberg

3. Personnel Committee

[21-0538](#)

Request for an unpaid intern in the City Attorney's office.

Moved by Sitkiewitz, seconded by Vanderkin, that this Request be approved. The motion carried by the following roll call vote:

Aye: 8 - Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt and Reckelberg

Abstain: 1 - Brey

[21-0580](#)

Resolution to Hire Library Page and Seasonal Employment Related to Elected Officials, Department Heads, or Supervisory Personnel

Moved by Sitkiewitz, seconded by Vanderkin, that this Resolution be adopted. The motion carried by the following roll call vote:

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt and Reckelberg

4. Public Infrastructure Committee

[21-0542](#)

Mobility Manager and Paratransit Agreement

Moved by Brey, seconded by Czekala, that this Agreement be approved. The motion carried by the following vote:

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt and Reckelberg

[21-0594](#)

Sidewalk Privilege Agreement with First German Evangelical Lutheran Congregation

Moved by Brey, seconded by Czekala, that this Agreement be approved. The motion carried by the following vote:

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt and Reckelberg

[21-0595](#) Temporary Access Easement Agreement Over Unimproved Right-Of-Way of Braun Court

Moved by Brey, seconded by Czekala, that this Easement be approved. The motion carried by the following vote:

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt and Reckelberg

[21-0596](#) Resolution declaring official intent to reimburse expenditures from proceeds of borrowing from the Safe Drinking Water Loan Program

Moved by Brey, seconded by Czekala, that this Resolution be adopted. The motion carried by the following vote:

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt and Reckelberg

[21-0606](#) Resolution to create a Downtown Parklet Program

Moved by Brey, seconded by Czekala, that this Resolution be adopted. The motion carried by the following vote:

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt and Reckelberg

5. Public Safety Committee

[21-0597](#) Ordinance to amend section 10.390 of the Manitowoc Municipal Code regulating parking prohibited on Quay Street

Moved by Schlei, seconded by Vanderkin, that this Ordinance be adopted. The motion carried by the following vote:

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt and Reckelberg

J. OTHER BUSINESS

K. ADJOURN

Moved by Czekala, seconded by Sitkiewitz, that this meeting be adjourned at 9:21 p.m.. The motion carried by the following vote:

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt and Reckelberg

**Mackenzie Reed-Kadow
City Clerk**