



City of Manitowoc

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

Meeting Minutes

Common Council

Monday, December 16, 2024

6:30 PM

Council Chambers

Note: This meeting will also be held via remote conferencing software (Zoom)

A. CALL TO ORDER

B. ROLL CALL

Alders Present: 9 - Michael Cummings, Tim Boldt, Todd Reckelberg, Brett Norell, Bill Schlei, Eric Sitkiewitz, Jim Brey, William DeBaets and Brett Vanderkin

Alders Absent: 1 - Chad Beeman

C. PLEDGE OF ALLEGIANCE & INVOCATION

D. PRESENTATIONS

[24-2084](#) City Clerk administers Oath of Office to Firefighter/Paramedic Justin Krajnik, followed by Badge Pinning

[24-2085](#) City Clerk administers Oath of Office to Firefighter/Paramedic Jacob Krueger, followed by Badge Pinning

[24-2107](#) Lakeshore Holiday Parade Awards

E. PUBLIC HEARINGS

[24-2086](#) Public Hearing held at 6:31 p.m. for the purpose of hearing any and all interested parties in the matter of a proposed change in zone from C-1 Commercial to R-6 Multiple Family and from R-4 Single and Two Family Residential to C-1 Commercial for property located at the northwest corner of Woodland Drive and Memorial Drive. (Parcel #131-002-330 and part of 131-002-150)

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 Herald Times Reporter on December 2, 2024 and December 9, 2024. (Proof of publication is on file in the City Clerk's Office.)

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

Judy Dokey

Jami DuVall
Lee Gauthier
Mel Christensen
Nancy Prokop

No other interested parties appeared to speak 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.)

[24-2096](#)

Ordinance amending the amended zone map of the City of Manitowoc entitled: "Zoning Ordinance of the Municipal Code of the City of Manitowoc" to rezone the property located at the northwest corner of Woodland Drive and Memorial Drive (Parcel #131-002-330 and part of 131-002-150)

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

Aye: 9 - Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

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 part of the official record.

G. APPOINTMENTS AND BUSINESS PRESENTED BY THE MAYOR

H. CONSENT AGENDA

1. Removal of Consent Agenda Items

None

Approval of the Consent Agenda

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

Aye: 9 - Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

2. Miscellaneous

[24-2087](#)

Minutes of the November 18, 2024 Common Council meeting; recommending approval and place on file

3. Committee of the Whole (Consent)

[24-2101](#)

Report of Special Events Committee relative to the approval of the following events: Shelltrack on 12/21/2024; Wingz Lakeside Open on 4/26/2025; and

Magical Trolley Ride on 12/7/2024; recommending approval

4. Finance Committee (Consent)

- [24-2066](#) Out of State Travel/Training Request - Tourism Dept. - Simpleview Summit - San Francisco, CA - April 6th - 9th, 2025; recommending to approve the request for the amount of \$3199.00
- [24-2067](#) Out of State Travel/Training Request - Tourism Dept. - Destination Sales & Marketing Manager - Dates throughout 2025; recommending to approve the request for the four events for the amount of \$9480.00
- [24-2070](#) Poor Relief Custodial Fund - 2024 Report & Recommended Distribution; recommending to approve distributing checks in the amount of \$140.00 each for the five listed agencies
- [24-2071](#) First Amendment to City of Manitowoc TID No. 16 Development Agreement with Manitowoc Place, LLC; recommending to approve the amendment
- [24-2088](#) General City Claims in the amount of \$2,617,759.14 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
- [24-2103](#) 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; recommending acceptance

5. Personnel Committee (Consent)

6. Public Infrastructure Committee (Consent)

- [24-2054](#) Agreement for Transit Service Between the City of Manitowoc and the Manitowoc Public School District; recommending approval
- [24-2055](#) Sidewalk Privilege Agreement for encroachment of a structure and retaining wall located at 4323 Conroe Street; recommending approval
- [24-2058](#) Zoo Donation Tube Request for Electrical Replacement for Zoo Pond; recommending approval
- [24-2090](#) Report of Board of Public Works of 11/20/2024 for 2nd & final payment of \$10,963.48 to Bodart Electric Service, Inc. for Traffic Signals DOT SISP II (S 21st St & Washington St), WS-24-12; recommending payment
- [24-2091](#) Report of Board of Public Works of 11/20/2024 for 4th & final payment of \$7,299.40 to J Miller Electric Inc for Senior Center Generator, WO-23-20R; recommending payment
- [24-2092](#) Report of Board of Public Works of 11/20/2024 of approval to enter into AGMT-24-15 with R & R Customs, LLC, to remove 13 trees in City Parcel #272-008-131, 1 tree in Right-of-Way at 3415 Chasm Lane and 1 tree in the City Right-of-Way at 1130 Tanglewood Road as outlined in "Exhibit A", R & R

Customs, LLC Quote; recommending acceptance of report and place on file

[24-2097](#) Report of Board of Public Works of 12/11/2024 for 1st & final payment of \$39,054.87 to Aqualis for 2024 Televising Miscellaneous Sewers II, WU-24-17; recommending payment

[24-2098](#) Report of Board of Public Works of 12/11/2024 for 2nd & final payment of \$2,219.57 to Property Solutions Contracting LLC for Buffalo & Chicago Streetscape Planting, WO-24-25; recommending payment

[24-2099](#) Report of Board of Public Works of 12/11/2024 for 4th & final payment of \$25,280.79 to Vinton Construction Company for Concrete Slab Replacement Program, WS-24-14; recommending payment

[24-2100](#) Report of Board of Public Works of 12/11/2024 for 2nd & final payment of \$29,391.12 to Vinton Construction Company for Buffalo & Chicago Streetscape, WS-24-23; recommending payment

[24-2105](#) Various Progress Invoices from the Wisconsin Department of Transportation; recommending payment

[24-2106](#) Report of Board of Public Works of 12/11/2024 for 2nd & final payment of \$25,285.00 to S&S Painting and Restoration LLC for Rahr West Mansion Exterior Painting, WO-24-19R2; recommending payment

7. Public Safety Committee (Consent)

[24-2081](#) Flashing pedestrian crossing at the intersection of Cleveland Avenue and Maritime Drive; recommending the use of mobile pedestrian crossing signs during Spring, Summer, and Fall and having city staff evaluate the location for any needed pedestrian safety enhancements.

8. Plan Commission (Consent)

[24-2027](#) PC 18-2023: Annual Review: Lotus Recovery Homes: Conditional Use Permit for the Operation of a Transitional Housing at 419 Park Street; recommending to approve the re-issuance of the Conditional Use Permit to Lotus Recovery Homes Inc. for the transitional housing use located at 419 Park Street and revising the annual review date to January 2026

I. COMMITTEE REPORTS

1. Committee of the Whole

2. Finance Committee

[24-2068](#) Resolution establishing Election Workers compensation for 2025

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

Aye: 9 - Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

[24-2069](#) Resolution to hold Primary Election on February 18, 2025 if there are three or more candidates who file nomination papers for a City office at the April 1, 2025 Spring Election

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

Aye: 9 - Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

[24-2072](#) Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of 2025 Borrowing

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

Aye: 9 - Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

[24-2073](#) 2024 Budget Amendment - General Fund (1100) / Special Revenue Fund - Farmers Market (2150)

Moved by Brey, seconded by Reckelberg, to amend the 2024 budget as outlined in the memo dated 12-02-2024 from Finance Director Shawn Alfred. The motion carried by the following vote:

Aye: 9 - Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

[24-2104](#) American Rescue Plan Act (ARPA) Subrecipient Agreement with Manitowoc County for Water Main Extension Phase 2 & 3

Moved by Brey, seconded by Reckelberg, to direct staff to execute a staff-approved ARPA Subrecipient Agreement with Manitowoc County to help fund the next phase of the watermain project. The motion carried by the following vote:

Aye: 9 - Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

3. Personnel Committee

[24-2093](#) Resolution to Revise Employee Policy Manual

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

Aye: 9 - Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

[24-2094](#) Resolution to Approve the Hiring of Aiden Wagner as a Firefighter/Paramedic in the Fire Rescue Department

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

Aye: 9 - Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

[24-2102](#) Resolution to Create a Policy for the Payment of Schooling Associated with Obtaining a Paramedic License for Employees of the Manitowoc Fire Rescue Department

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

Aye: 9 - Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

4. Public Infrastructure Committee

[24-2057](#) Possible Elimination of the Island with the Reconstruction of Fleetwood Drive from Waldo Blvd to Stokes Lane

Moved by Cummings, seconded by Reckelberg, to keep the island. The motion carried by the following vote:

Aye: 9 - Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

[24-2060](#) Resolution for 2025 Remove and Replace Sidewalk

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

Aye: 9 - Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

[24-2061](#) Resolution for 2025 Street Improvements

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

Aye: 9 - Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

[24-2074](#) Resolution Updating Boundaries of the Street Snow Removal Area

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

Aye: 9 - Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

[24-2075](#) Resolution for 2025 Dust Palliatives

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

Aye: 9 - Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

5. Public Safety Committee

[24-2083](#) Joint Powers Agreement between Manitowoc County Joint Dispatch Center and the City of Manitowoc

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

Aye: 9 - Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

6. Plan Commission

[24-2089](#) Resolution Approving the Discontinuance of a Portion of Ebony Avenue, in the interest of the Public, Pursuant to Wis. Stat. 66.1003(4)

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

Aye: 9 - Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

[24-2095](#) Resolution to approve the final plat for Popp Subdivision No. 4

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

Aye: 9 - Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

J. OTHER BUSINESS

K. ADJOURN

A motion was made by Schlei, seconded by Sitkiewitz, that this meeting be adjourned at 7:37 p.m. The motion carried by the following vote:

Aye: 9 - Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

**Mackenzie Reed
City Clerk**