



# City of Manitowoc

900 Quay Street  
Manitowoc, WI 54220  
[www.manitowoc.org](http://www.manitowoc.org)

## Meeting Agenda

### Common Council

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Monday, September 15, 2014

7:00 PM

Council Chambers

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Pursuant to Section 19.84(2) and (3) of the Wisconsin Statutes, notice is hereby given to the public, to the Herald-Times-Reporter, the official newspaper of Manitowoc, and to those news media who have filed a written request for this notice that a meeting of the above-referenced will be held at the date, time and location listed above.

The above governmental body will meet to discuss and possibly take action on the agenda items set forth below.

#### A. CALL TO ORDER

#### B. ROLL CALL

#### C. PLEDGE OF ALLEGIANCE

#### D. INVOCATION

*Council President Scott McMeans*

#### E. PRESENTATIONS

[14-1768](#)

Bradley D. Viegut, Managing Director, Baird  
Utility Refinancing and Bond Call Plan

**Attachments:** [prs refinancing plan manitowoc091514 \(3\).pdf](#)

#### F. PUBLIC HEARINGS

#### G. PUBLIC INPUT

*Members of the public will be permitted to speak at the first or second scheduled Common Council meeting of each month on any matter of public interest. The comments from each speaker shall be limited to five minutes in length unless extended by action of the Common Council.*

#### H. STANDING COMMITTEE REPORTS

1. Committee of the Whole (Council President Scott McMeans)

2. Finance (Chairman Eric Sitkiewitz)

3. Licensing, Permits and Inspections (Chair Jim Brey)
4. Parks and Recreation (Chair Jason Sladky)
5. Personnel (Chair Jill Hennessey)
6. Public Infrastructure (Chair Dave Soeldner)
7. Public Safety (Chair Christopher Able)

## I. APPOINTMENTS AND BUSINESS PRESENTED BY THE MAYOR

[14-1844](#) Reappointments to Board of Electrical Examiners: James Check 2 yr term ending 6/30/15; Leroy Zill, 2 yr term ending 6/30/15; Al Backhaus 2 yr term ending 6/30/15; Steve Bacalzo 2 yr term ending 6/30/16; Gregg Kadow 2 yr term ending 6/30/16

**Attachments:** [14-1844.pdf](#)

[14-1852](#) Reappointments to Code Review Committee: Jeffrey Check 3 yr term ending 1/1/17; Gene Maloney 3 yr term ending 1/1/17

**Attachments:** [14-1852.pdf](#)

[14-1901](#) Reappointment to Harbor Commission: Fred Radandt 3 yr term ending 6/1/17

[14-1919](#) Reappointment to Committee on Aging: Beatrice Lau, 3 yr. term ending 6/1/17

**Attachments:** [20140911134816712.pdf](#)

## J. RECESS

During the recess of the Common Council the Mayor will discuss all matters concerning the operation of the City of Manitowoc. Prior to going into recess, the Mayor publicly announces that during the recess the standing committees of the Common Council, as well as the Committee of the Whole, will meet in the Council Chambers to discuss and act upon some of the matters which have been discussed or referred at this Common Council Meeting.

2. CLOSED SESSION: None

## K. CONSENT AGENDA

*These items will be approved by one motion unless any member of the Council wishes to remove an item for discussion.*

### 1. Removal of Consent Agenda Items

*Any Common Council Member may request removal of any item from the consent agenda, and such item shall be removed without debate or vote. Any item or part thereof removed from the consent agenda shall be separately considered.*

### 2. Miscellaneous

[14-1812](#)

Minutes of Common Council of August 18, 2014, recommending approval and placing on file.

**Attachments:**

[14-1812.pdf](#)

[14-1876](#)

Minutes of Plan Commission of 8/6/14; Manitowoc Public Utilities Commission of 8/11/14 & 8/25/14; Rahr-West Art Museum Board of 6/18/14; Sustainability Committee of 8/28/14, recommending acceptance and place on file.

**Attachments:**

[14-1876.pdf](#)

[14-1810](#)

Communication from Gerald Waak resigning as member of Cemetery Commission effective immediately, recommending placing on file.

**Attachments:**

[14-1810.pdf](#)

[14-1821](#)

Communication from Public Service Commission of Wisconsin advising of their application for authority to adjust electric and natural gas rates, recommending placing on file.

**Attachments:**

[14-1821.pdf](#)

[14-1822](#)

Public Notice of Air Pollution Permit Revision Review of Manitowoc Public Utilities, 701 Columbus Street, recommending placing on file.

**Attachments:**

[14-1822.pdf](#)

[14-1867](#)

Public Notice of air pollution permit application review of Broadwind Towers, 101 S 16th St., recommending placing on file.

**Attachments:**

[14-1867.pdf](#)

### 3. Committee of the Whole

**14-1944**

General City Claims in the amount of \$1,512,162.93 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.

**Attachments:**

14-1944.pdf

### 4. Finance Committee

[13-601](#) Summons and Complaint Wisconsin Housing and Economic Development Authority vs. Kim Rasmussen and John Doe, City of Manitowoc and Community First Credit Union, Case No. 13 CV 528, recommending placing on file.

[14-1475](#) Authorize Submission of a BCLP State Trust Fund Loan application in the amount of \$409,000, recommending approval.

**Attachments:** [20140711023751471.pdf](#)

[14-1865](#) Communication from City Attorney Kathleen McDaniel advising of Notice of Entry of Order Confirming Sheriff's sale ending case no. 13-CV-528, WHEDA v. Rasmussen et al, recommending placing on file.

**Attachments:** [14-1865.pdf](#)

## 5. Licensing, Permits and Inspections Committee

[14-1630](#) Communication from J&T REI, LLC requesting a variance to the 2500' rule for a planned CBRF on Cappaert Road to be developed into an 8 bed CBRF, recommending placing on file.

**Attachments:** [14-1630.pdf](#)  
[pc 22-2014 tlc homes 2233 cappaert rd](#)

[14-1824](#) Communication from Stacey VanderBloomen, Owner/Manager Van's Bar, requesting extension of their liquor license premise on September 6, 2014, to fenced-in outside area, recommending approval.

**Attachments:** [14-1824.pdf](#)

## 6. Parks and Recreation Committee

## 7. Personnel Committee

[14-1835](#) Communication from Manitowoc Professional Firefighters Local 0368 notifying of their intent to bargain, recommending acceptance and placing on file.

**Attachments:** [14-1835.pdf](#)

## 8. Public Infrastructure Committee

[14-1786](#) Contract with Schaus Roofing & Mechanical Contractors for miscellaneous HVAC repairs caused by hail damage, recommending acceptance and place on file.

**Attachments:** [14-1786.pdf](#)

[14-1809](#) Contract with Garage Door Specialty, Inc. for replacement of overhead doors at Fire Department, Municipal Field and Department of Public Works due to hail damage, recommending acceptance and place on file.

**Attachments:** [14-1809.pdf](#)

[14-1861](#) Contract with Lee's Color Studio LLC for hail damage painting repairs to various City buildings, recommending acceptance and place on file.

**Attachments:** [14-1861.pdf](#)

[14-1862](#) Contract with Crafts Inc. for hail damage membrane repairs at various City buildings, recommending acceptance and place on file.

**Attachments:** [14-1862.pdf](#)

[14-1877](#) Report of Board of Public Works of September 10, 2014, of 1st and final payment to Michels Corporation in the amount of \$280,744.75 for 2014 Re-Lining Sanitary Sewers, Project WU-14-7, recommending payment.

**Attachments:** [14-1877.pdf](#)

## **9. Public Safety Committee**

[14-1534](#) Request by Mayor Nickels for Flashing Speed Signs.

**Attachments:** [14-1534.pdf](#)

[14-1820](#) Police Department Monthly Report for July, 2014, recommending placing on file.

**Attachments:** [14-1820.pdf](#)

## **10. Approval of the following licenses.(Subject to department endorsements and payment of license fees).**

### **L. NON-CONSENT AGENDA ITEMS INCLUDING ITEMS REFERRED AT THIS MEETING AND ITEMS PREVIOUSLY REFERRED WHICH MAY BE CONSIDERED AT THIS COMMON COUNCIL MEETING**

#### **1. Committee of the Whole**

#### **2. Finance Committee**

[14-1760](#) Scope of Engagement Letter with Quarles and Brady to perform services for the Municipalities Continuing Disclosure Cooperative Initiative

**Attachments:** [Announcement from SEC Enforcement Division.pdf](#)  
[ExecutiveSummary.pdf](#)  
[GFOA Alert August 2014.pdf](#)  
[GFOA Alert July 2014.pdf](#)  
[Manitowoc - Scope.pdf](#)  
[Letter from Baird 140812.pdf](#)

[14-1790](#) Resolution authorizing the redemption of a portion of Electric Power System Revenue Bonds, Series 2004A, and Electric Power System Revenue Bonds, Series 2005.

**Attachments:** [14-1790 \(2\).pdf](#)

[14-1798](#) Resolution providing for the sale of approximately \$5,890,000 Electric Power System Revenue Refunding Bonds, Series 2014.

**Attachments:** [14-1798.pdf](#)

[14-1860](#) Memorandum from Chad Scheinoha requesting use of funds from Community Built Playground Maintenance Fund for maintenance performed on the playground during 2014.

**Attachments:** [14-1860.pdf](#)

[14-1870](#) Report of City Planner Paul Braun regarding TID 15 Performance Agreement between the City and Dewey Properties LLC and Dewey Too, LLC terminating TID 15 Developer's Agreement.

**Attachments:** [14-1870.pdf](#)

[14-1910](#) Memorandum from Chad Scheinoha requesting to use funds from Silver Creek Park donation tube for new concrete tee pads for disc golf course at Indian Creek Park.

**Attachments:** [14-1910.pdf](#)

### **3. Licensing, Permits and Inspections Committee**

[14-1253](#) Communication from iMG Development, representing Sprint, to modify equipment at 736 Revere Dr. per antenna lease agreement.

**Attachments:** [14-1253.pdf](#)

[14-1332](#) Resolution to vacate a portion of Ravenswood Lane.

**Attachments:** [14-1332.pdf](#)

[14-1334](#) Ordinance to amend Section 22.010 of the Municipal Code relative to change to the Official Map removing a portion of Ravenswood Lane.

**Attachments:** [14-1334.pdf](#)

[14-1777](#) Resolution to install, operate and maintain four non-ornamental, 100 watt, street lights in the 2400 and 2500 blocks of Johnston Drive.

**Attachments:** [14-1777.pdf](#)

[14-1817](#) Communication from Americollect relative to the purchase of 3 acres of land to the east of their current facility.

**Attachments:** [14-1817.pdf](#)

[14-1818](#) Request from Ted Frisch, Agent of Three T's, Inc., for extension of alcohol premise on September 20, 2014 into their fenced-in parking lot (map attached).

**Attachments:** [14-1818.pdf](#)

[14-1823](#) Findings of Fact, Conclusions of Law and Recommendation in the matter of operator's license application of Jessica L. Ludwig recommending denial.

**Attachments:** [14-1823.pdf](#)

[14-1859](#) Ordinance to amend Chapter 12 of the Municipal Code to increase the water main assessment.

**Attachments:** [14-1859.pdf](#)

[14-1863](#) Request from Kent and Sara Keil to change the Official Map in the area of S. 35th and S 36th Streets, being parcels 836-201-010 and 381-007-200.

**Attachments:** [14-1863.pdf](#)

[14-1869](#) Report of City Plan Commission relative to request from TLC Homes for an exception to the 2,500' spacing requirement for the establishment of an 8-person community based residential facility at 2233 Cappaert Rd.

**Attachments:** [14-1869.pdf](#)

[14-1892](#) Report of the Board of Public Works of September 10, 2014 relative to request for sidewalk privilege agreement from SMI/The Cawley Company for a new front entrance to accommodate handicapped access.

**Attachments:** [14-1892.pdf](#)

[14-1911](#) Communication from Erin LaBonte, Asst. Art Professor, Silver Lake College, relative to chosen design for Fatzo's mural.

#### 4. Parks and Recreation Committee

[14-1586](#) Communication from Joseph Van Ells relative to Dale Street Park water issues primarily effecting his residence at 815 Forest Circle. (Copy to Public Infrastructure Committee).

**Attachments:** [14-1586.pdf](#)

[14-1662](#) Use of CAWG monies for the wolf and bear buildings and for tree removal in the Birds of Prey exhibit at the Lincoln Park Zoo

**Attachments:** [14-1662](#)  
[14-1662 #2](#)

[14-1758](#) Contract with A.C.E. Building service to repair damage and a new MR24 roof at the Wolf Exhibit building at the Zoo.

**Attachments:** [14-1758 \(2\).pdf](#)

[14-1799](#) Special Events Request from Lincoln High School Homecoming Coordinator to utilize Red Arrow Park for homecoming festivities on October 3, 2014 along with fireworks display, closure of Green Street from S. 9th Street to the east and request for waiver of fees, if any, by the Fire Department AND Homecoming Parade on October 4, 2014 along route detailed therein. (Copies to Public Infrastructure and Public Safety Committees).

**Attachments:** [14-1799Fireworks.pdf](#)  
[14-1799Parade.pdf](#)

[14-1836](#) Special Events Request from David Mueller, Roncalli High School, to hold 47th Annual Cross Country Invite at and around Lincoln Park on September 13, 2014, with waiver of fee request attached.

**Attachments:** [14-1836.pdf](#)  
[MapRoncalli.pdf](#)

[14-1853](#) Request for waiver of fees from Lincoln Football Booster Club for picnic tables and grills delivered to Municipal Field on 10/4/14.

**Attachments:** [14-1853.pdf](#)

[14-1868](#) Contract with Luisier Plumbing for water service alterations and the installation of waterers in several exhibits in the Lincoln Park Zoo.

**Attachments:** [14-1868.pdf](#)



[14-1891](#) Special Events Request from Mainly Manitowoc to hold HarvestFest and Manitowalker on October 4, 2014 utilizing Burger Boat Park and Lincoln Park, sidewalks along mapped route, closure of Franklin Street between 7th and 8th Streets and electrical outlets. (copy to Public Infrastructure Committee)

**Attachments:** [14-1891.pdf](#)  
[cornstalks.pdf](#)

## 5. Personnel Committee

[14-1855](#) Health and dental insurance participation agreement with M3 for 2015.

**Attachments:** [14-1855.pdf](#)

[14-1856](#) Business Associate Agreement with BMO Benefit Services for employee flex benefits' administration for 2015.

[14-1857](#) Resolution to approve the reorganization plan for the Finance/Treasury Department.

**Attachments:** [14-1857.pdf](#)

[14-1858](#) Resolution to approve the Compensation Plan implementation and administration guidelines with revised Pay Plan.

**Attachments:** [14-1858 \(2\).pdf](#)

[14-1866](#) Resolution to reorganize Attorney, Human Resources and Mayor's departments and hire a Human Resources Generalist.

**Attachments:** [Mayor Assistant JD Draft 9.8.14](#)  
[Paralegal JD Proposed 9 2014](#)  
[Human Resources Generalist JD Draft 9 14](#)  
[14-1866 \(2\).pdf](#)

[14-1900](#) Resolution to create and fill four full-time positions in the Department of Public Infrastructure: Streets Team Leader, Parks Team Leader, Cemetery Team Leader and Fleet Team Leader.

**Attachments:** [Streets Team Leader](#)  
[Park Team Leader](#)  
[Cemetery Team Leader](#)  
[Fleet Team Leader](#)  
[14-1900 \(2\).pdf](#)

## 6. Public Infrastructure Committee

- [13-120](#) Ordinance to amend Section 7.210 of the Manitowoc Municipal Code regulating snow removal and deposits.
- Attachments:** [13-120.pdf](#)
- [13-214](#) Request from SMI as representatives of Manitowoc Cinema LLC for approval of a conditional use permit and site plan for a commercial development in an area located south of the south end of So. 44th Street, east of I-43, north of Viebahn St. and west of a lowland area in the vicinity.
- [13-606](#) Ordinance amending Sections 10.290 and 10.730 of the Municipal Code to designate a portion of Park Street as a one-way street and to add angle parking.
- Attachments:** [13-606.pdf](#)
- [13-658](#) Ordinance to amend Section 10.410 (1) to remove South 16th Street from Washington Street to 650 feet north of Wollmer Street from the winter parking ban.
- Attachments:** [13-658.pdf](#)
- [14-1447](#) 5 Year Capital Improvement Plan (CIP) 2015-2019
- Attachments:** [20140710084614076.pdf](#)
- [14-1745](#) Ordinance to amend Section 10.430, parking regulations for street sweeping.
- Attachments:** [20140818154037491.pdf](#)
- [14-1819](#) Stormwater Management Facility Maintenance Agreement with Jagemann Stamping Company for parcel located at 5757 West Custer Street.
- Attachments:** [14-1819.pdf](#)
- [14-1831](#) Report of Board of Public Works of August 27, 2014 for quotes received for ferric chloride for Wastewater Treatment Facility, Project QM-14-3.
- Attachments:** [14-1831.pdf](#)
- [14-1854](#) Communication from the VACA Family suggesting a pedestrian countdown signal be placed at Franklin and 21st Street.
- Attachments:** [14-1854.pdf](#)
- [14-1864](#) Contract for Professional Services between the Bay-Lake Regional Planning Commission and the City of Manitowoc for consultant services to prepare an update to the Manitowoc-Two Rivers-Mishicot Sewer Service Area plan, with Scope of Services and Cost Estimate attached.
- Attachments:** [14-1864.pdf](#)

[14-1882](#) Special Events Request from Linebacker Sports Bar to close Park Street between 9th and 10th Streets for car show on October 4, 2014.

**Attachments:** [14-1882.pdf](#)

[14-1890](#) Special Events Request from NOW Nutrition to hold Midnight Run on October 3, 2014, along route designated on map with request to extend noise ordinance to allow for music for warmup at 808 Buffalo St. (copy to Public Safety Committee)

**Attachments:** [14-1890.pdf](#)

## 7. Public Safety Committee

[14-1667](#) Summary of EMS Billing Responses to RFP (copy to Finance Committee)

**Attachments:** [14-1667.pdf](#)

[14-1725](#) Ordinance amending Section 10.630 Towing of Motor Vehicles of the Municipal Code

**Attachments:** [14-1725.pdf](#)

[14-1735](#) Ordinance amending Section 10.610 Parking Penalties of the Municipal Code.

**Attachments:** [14-1735.pdf](#)

[14-1742](#) Revision to bond schedule related to forfeiture amounts for parking violations of Municipal Code Sections 10.410, 10.430, 10.410(2) and 10.390(2).

**Attachments:** [20140818153943950.pdf](#)

[14-1759](#) Request from Judge Olson to utilize skip tracing company in attempt to pursue collection of unpaid judgments.

**Attachments:** [20140821145833912.pdf](#)

[14-1811](#) Special Events Request from Stock's Harley-Davidson to hold Stocktober Fest on October 4, 2014 at their dealership and requesting fireworks permit for the event.

**Attachments:** [14-1811.pdf](#)

[14-1811 \(2\).pdf](#)

[14-1833](#) Communication from Lt. Matt Wallander of MPD requesting that a "No Parking Between Driveways" sign be placed on the telephone pole in the terrace between the driveways at 619 and 623 N. 4th Street, with photos attached.

**Attachments:** [14-1833.pdf](#)

[14-1837](#) Award EMS Billing Provider Contract and Procedures related to the billing process for Ambulance Services

**Attachments:** [bid tab.pdf](#)  
[bid recommendation.pdf](#)

## 8. Licenses

[14-1909](#) 2014-16 Two Year Operator's Licenses #236 - 262; 2014-15 One Year Operator's License #18 (see attached)

**Attachments:** [14-1909.pdf](#)

[14-1927](#) #56 Temporary Class "B" beer and #8 Temporary Wine license for St. Peter the Fisherman on 10/11/14

[14-1935](#) 2014-15 "Class B" Tavern license #67 of Brandon Johnson

[14-1943](#) Change of Agent of #65 "Class B" Tavern license of Eastwynn Theatres, Inc. to Cody Witter

## M. OTHER BUSINESS

## N. ADJOURN

*1. Next Scheduled Common Council Meeting: Monday, October 6, 2014 at 7:00pm in the Common Council Chambers at City Hall.*

If you need accommodations for this meeting, please notify the City Clerk's office at least 48 hours in advance of the meeting (or as soon as possible after the meeting is posted, if posted less than 48 hours prior to the meeting time) at 686-6950. For additional assistance, individuals with hearing or speech disabilities can call 711 and be connected to a telephone relay system.

**Jennifer Hudon  
City Clerk**