



# City of Manitowoc

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

## Meeting Agenda

### Common Council

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Monday, May 18, 2020

6:30 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.

This meeting is being conducted via remote conferencing software due to a state of emergency and federal, state, and local guidance on gatherings. Members of the public may call to listen in at +1 877 853 5257 US Toll-free, Meeting ID: 886 4058 4645 Password: 345252.

Those wishing to make public comment should email [mreedkadow@manitowoc.org](mailto:mreedkadow@manitowoc.org) or call 686-6952 with their comment no later than 3:00 p.m. Central the day of the meeting.

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 & INVOCATION

#### D. PRESENTATIONS

[20-0483](#) MPU Presentation of Findings and Recommendations - Generation Resiliency Project

Attachments: [2020-05-18 Generation Resiliency Project Presentation to City Council](#)

#### E. PUBLIC HEARINGS

#### F. PUBLIC INPUT

*Members of the public will be permitted to speak at the Common Council meeting 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.*

#### G. APPOINTMENTS AND BUSINESS PRESENTED BY THE MAYOR

#### H. 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

[20-0477](#) Minutes of April 1, 2020 Common Council special meeting, recommending approval and place on file

**Attachments:** [CC Min - 4-1-2020](#)

[20-0478](#) Minutes of April 20, 2020 Common Council meeting, recommending acceptance and place on file.

**Attachments:** [CC Min - 4-20-2020](#)

[20-0479](#) Minutes of April 21, 2020 Common Council organizational session, recommending acceptance and place on file.

**Attachments:** [CC Min - 4-21-2020](#)

[20-0480](#) Communication from Wisconsin DNR relative to Water Main Plan and Specification Approval at water main replacements on S. 13th St., S. 29th St., Maritime Dr., Buffalo St., and York St., recommending acceptance and place on file.

**Attachments:** [DNR Water Main Communication](#)

[20-0481](#) Public Notice of an Air Pollution Control Permit Application Review of Ridgeview Recycling and Disposal Facility located at 6207 Hempton Lake Rd., Whitelaw, WI, recommending acceptance and place on file.

**Attachments:** [Notice of Air Pollution Control Permit App Review](#)

## 3. Committee of the Whole (Consent)

## 4. Finance Committee (Consent)

[20-0335](#) Request from Holy Family College for an exception to MMC 11.010(12)(c) "Class B" License Regulations regulating the Minimum Operating Requirements to be open a minimum 60 days each year for at least four hours per day, recommend to place on file.

**Attachments:** [Holy Family College Request](#)  
[Minimum Operating Requirements](#)

[20-0414](#) Request from Time Out Sports Bar & Grill, TAV-1906 for a temporary extension of premise, recommend to approve request.

**Attachments:** [Time Out Request](#)

[20-0418](#) Scope of Engagement relative to City of Manitowoc - Community Development Authority Bond Financing for Southfield Townhouses Project, recommend to approve.

**Attachments:** [CDA Bond Financing - Southfield Townhouses](#)

[20-0419](#) Request from Manitowoc County Expo/Fair entertainment pavilion purveyors to extend live band music performances on Friday, August 28 and Saturday, August 29, 2019 to 11:30 p.m. with beer sales ending at Midnight and with music stopping at 11:00 p.m. on Tuesday, Wednesday, Thursday, and Sunday and beer sales discontinuing at 11:30 p.m., recommend to approve the request.

**Attachments:** [Expo request](#)

[20-0420](#) Memorandum of Agreement for Weights and Measures Inspection, recommend to approve the agreement.

**Attachments:** [Memorandum of Agreement - Weights and Measures Inspection](#)

[20-0423](#) 1st Quarter Budget Exception Report, recommend to accept and place on file.

**Attachments:** [Q1 Budget Exception Report](#)

[20-0427](#) Request to purchase equipment to upgrade CastNET Channel 4 Digital Signage, recommend to approve the request.

**Attachments:** [Alpha Video Quote](#)

[20-0432](#) Communication from Nicholas Mueller, Community Development, requesting blanket authority to solicit donations for work downtown, as outlined therein, recommend to accept communication.

**Attachments:** [20-0432](#)

[20-0439](#) MOU with County for tax collection pursuant to Act 185, recommend to enter into MOU and refer to the City Attorney to draft a resolution.

**Attachments:** [2020-CM-8A3 Manitowoc Settlement MOU \(05-01-2020 Manitowoc Co. Draft\)](#)

[20-0484](#) General City Claims in the amount of \$2,564,227.64 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:**     [May Claims](#)  
[5-8-2020](#)  
[5-13-2020](#)  
[5-15-2020](#)  
[4-24-2020](#)  
[5-1-2020](#)

[20-0514](#)     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.

**Attachments:**     [May Licenses](#)

## 5. Personnel Committee (Consent)

## 6. Public Infrastructure Committee (Consent)

[20-0343](#)     Stormwater Management Facility Maintenance Agreement with Lakeside Foods, Inc., 1801 South 30th Street, Manitowoc, WI 54220, recommending entering into Agreement

**Attachments:**     [20-0343 Stormwater Mgmt Maintenance Agreement with Lakeside Foods.pdf](#)

[20-0406](#)     Request for Approval to use Zoo Donation Tube Funding for Landscaping, recommending approval of donation tube funding.

**Attachments:**     [Memo-Donation tube funding for Zoo Landscaping.pdf](#)

[20-0408](#)     Reallocation of Manitou Park to Spring Street Trail Project Funding to Camp Vits Trail Head Project, recommending approval

**Attachments:**     [Memo-Reallocate funds from Spring-Manitou to Camp Vits.pdf](#)

[20-0411](#)     CAWG Request for OpenSite Designer (OSD) Configuration - Bentley Engineering Software - Survey Code Update, recommend to approve the request.

**Attachments:**     [20\\_01 EnvisionCAD SOW - OpenSite Designer.pdf](#)  
[OSD Request Unbudgeted.pdf](#)

[20-0412](#)     Request to Install Lane Designation Pavement Markings at S. 41st and Custer St., recommend to deny and place on file.

**Attachments:**     [Memo Staff Recommendations to Committee - Item #20-0412 Request to Install Copy of CUSTER ST - S 41ST ST - 2017-2020.pdf](#)  
[2007 Traffic Count for S. 41st Custer St .pdf](#)  
[Picture of location for S. 41st and Custer Street IMG\\_1813.JPG](#)  
[Picture #2 of location of S. 41st and Custer Street IMG\\_1812.JPG](#)

[20-0433](#)     Senior Center Fee Schedule Change, recommending approval

**Attachments:**      [Senior Center Exercise punch card Memo.pdf](#)  
[Senior Center Punch Card Policy.pdf](#)  
[Punch Card- 5.pdf](#)  
[Punch Card-10.pdf](#)  
[Punch Card-20.pdf](#)

[20-0435](#)      Stormwater Management Facility Maintenance Agreement with Forest Creek LLC, 100 Maritime Drive Suite 3C., recommending to enter into the agreement

**Attachments:**      [20-0435 Stormwater Management Maintenance Agreement with Forest Creek.p](#)

[20-0438](#)      Manitowoc Youth Baseball Association Updates, recommending approval and to continue to work with the MYBA with City Attorney's Office.

**Attachments:**      [20-0438 MYBA Updates.pdf](#)  
[20-0438 MYBA Citizen Park Complex additions.pdf](#)  
[20-0438 Map of C.P. with Proposed Additional Parking.pdf](#)

[20-0490](#)      Report of Board of Public Works of approval to enter into AGMT-20-02 with Americas Landscape Lawn Service, LLC for grass cutting and trimming services for properties in non-compliance with City weed ordinance for a three year term at a rate of time and material, recommend acceptance and place on file.

**Attachments:**      [AGMT-20-02](#)

[20-0501](#)      Report of Board of Public Works of 5/6/2020 of approval to enter into AGMT-20-03 with Mulch Express of Wisconsin to furnish and install certified wood chips for 15 City Playgrounds, 2 Flowerbeds and 2 Islands at S. 26th and Calumet Ave. for a contract price of \$12,450.00, recommending acceptance and place on file.

**Attachments:**      [AGMT-20-03](#)

[20-0502](#)      Report of Board of Public Works of 5/6/2020 of approval to enter into AGMT-20-04 with SC Concrete for installation of 2 new storm sewer inlets in the 1100 block of N. 12th St. for a contract price of \$8,354.00, recommending acceptance and place on file.

**Attachments:**      [AGMT-20-04](#)

[20-0503](#)      Report of Board of Public Works of 4/29/2020 of approval of Permanent Easement by Chad B. Neuser and Bianna L. Neuser for the sum of \$2,7100 for a perpetual easement to be utilized for a permanent utility easement for storm sewer southwest of W. Crescent Drive, recommending approval.

**Attachments:**      [Permanent Easement - 1030 W Crescent](#)

[20-0504](#)      Report of Board of Public Works of 4/29/2020 of approval of Temporary

Construction Easement by Chad B. Neuser and Brianna L. Neuser for the purpose of sloping, grading, restoration and operating construction equipment during the construction of a storm sewer southwest of W. Crescent Dr., recommending approval.

**Attachments:** [Temporay Construction Easement](#)

[20-0505](#) Progress invoices from WI Department of Transportation for Waldo Blvd project in the amounts of: \$1,240.60, \$1,008.10, \$144,646.81, \$662,207.63, recommending payment.

**Attachments:** [Progress Invoices - Waldo Blvd Project](#)

[20-0506](#) Report of Board of Public Works of 4/29/2020 of approval of Permanent Easement by Ralph & Susan Skarda Rev Trust dated March 1, 1994 for a permanent utility easement for storm sewer west of W. Crescent Dr, recommending approval.

**Attachments:** [Permanent Easement for 1018 W Crescent](#)

## 7. Public Safety Committee (Consent)

## 8. Plan Commission (Consent)

## I. COMMITTEE REPORTS

### 1. Committee of the Whole

[20-0379](#) Proposal from Boys and Girls Club for Mirro property

**Attachments:** [Offer Proposal for Mirro Site 4-2020](#)

BG Proposal Response with Offer

[20-0473](#) Lakeshore Mall Tax Appeal

[20-0482](#) Proposal from Herald Times Reporter to publish Council proceedings, legal notices, display ads and ordinances, for the contract year beginning June 1, 2020.

**Attachments:** [HTR Proposal](#)

[20-0516](#) CN Peninsula Project - Phase 2

**Attachments:** [CN Phase 2 Cost Discussion](#)

[20-0521](#) Request from Fat Seagull for extension of premise and street closure on Saturday, May 23rd from 2pm - 6pm and Sunday, May 24th from 2pm - 6pm

[20-0518](#) Resolution authorizing staff to approve street closure requests and temporary extension of premises requests

**Attachments:** [Resolution Delegating Authority for Premises Extension and Street Closures.pdf](#)

[20-0539](#) Resolution authorizing Mayor's actions during state of emergency

**Attachments:** [Resolution Affirming Mayoral Declaration of Emergency.pdf](#)

## 2. Finance Committee

[20-0508](#) Request from Green Street Food & Spirits for temporary extension of premise.

**Attachments:** [Green Street Request](#)

[20-0509](#) Ordinance to amend Section 1.030(1) of the Municipal Code changing the location of the voting place for the First Aldermanic District to Silver Creek Fieldhouse at 3001 S. 10th Street

**Attachments:** [Request to change D1 polling location](#)  
[Ordinance to Change the District 1 Polling Place](#)

[20-0512](#) Pekarske Builders: Request for an Option and right of First Refusal for Lot 1, Block 9, Manitowoc I-43 Industrial Park Subdivision No. 3

**Attachments:** [Pekarske Builders - Option](#)

[20-0519](#) Request for \$14,000 from the City of Manitowoc Room Tax Undesignated Reserve Fund to offset carferry dock fee for 2020

[20-0520](#) Resolution authorizing \$150,000 from the City of Manitowoc Undesignated Reserve Fund for a Small Business COVID-19 Relief Fund

**Attachments:** [Resolution to fund COVID-19 Grant Program with \\$150,000.pdf](#)

[20-0537](#) Resolution waiving interest and penalties on 2020 property tax installment payments until October 1, 2020 pursuant to Wisconsin Act 185

**Attachments:** [Act 185 Resolution](#)

[20-0538](#) Resolution authorizing MPU Commission to fund Generation Resiliency Project

**Attachments:** [Resolution Authorizing MPU Generation Resiliency Project.pdf](#)

## 3. Personnel Committee

[20-0510](#) Appointment of a Council member to the Bargaining Committee

[20-0511](#) Transit employees Agreement for 2020-2022

**Attachments:** [Transit Agreement FINAL for Ratification 2020 \(002\)](#)

[20-0524](#) Resolution to approve the agreement with Associated Financial Group as the City's Benefits Broker for years 2021 through 2023

**Attachments:** [Resolution for AFG health insurance broker 2021 to 2023](#)

[20-0535](#) Service Fee Agreement with Associated Financial Group, LLC  
(Associated Benefits and Risk Consulting)

**Attachments:** [City of Manitowoc ABRC Benefits Consult Cnt. 2021-2023](#)

[20-0540](#) Resolution enacting a spending and hiring freeze for 2020 due to  
COVID-19

**Attachments:** [Res COVID-19 hiring spending freeze through 12 31 2020](#)

#### 4. Public Infrastructure Committee

[20-0323](#) Bay Pointe Recreation Trail Resolution

**Attachments:** [20-0323 Letter of Intent for Bay Pointe Rec Trail\\_BayPointeDevelopmentIILLC.pc](#)  
[20-0323 #2 Resolution for Bay Pointe Recreation Trail Final em.pdf](#)  
[20-0323 #1 Site Plan\\_Bay Pointe Rec Trail.pdf](#)  
[20-0323 Easement Docs\\_Bay Pointe Rec Trail.pdf](#)  
[20-0323 CSM Vol. 34 Pg. 235 .pdf](#)

[20-0324](#) Camp Vits Public Access Resolution

**Attachments:** [20-0324 Letter of Intent for Camp Vits Public Access Project\\_Mazanec\\_Final.pc](#)  
[20-0324 #1 Resolution for Camp Vits Public Access Project\\_Final-em.pdf](#)  
[20-0324 #2 Site Plan\\_Camp Vits Public Access Project.pdf](#)  
[20-0324 CSM Vol 34 Pg 219. .pdf](#)  
[20-0324 Letter of Intent for Camp Vits Public Access Project\\_Woodland Dunes.](#)  
[20-0324 Easement from Woodland Dunes\\_Camp Vits Public Access Project.pdf](#)

[20-0407](#) Resolution authorizing Manitowoc Public Utilities to apply for Safe Drinking  
Water Loan Program

**Attachments:** [Res authorizing MPU to apply for Safe Drinking Water Loan Program.pdf](#)

[20-0507](#) Memorandum of Understanding for Construction of a 20-foot Wide Section  
of Concrete Pavement on S. 18th St. for Wisconsin Aluminum Foundry  
Company, Inc.

**Attachments:** [City of Manitowoc Memorandum 18th street concrete pavement 5 15 20 Rev](#)  
[WAF Request](#)  
[Exhibit A - Proposed 20 Ft. Ribbon of Concrete Pavement](#)  
[Photo 1](#)  
[Photo 2](#)  
[Photo 3](#)

[20-0523](#) Resolution to hire, backfill and overlap DPI Maintenance Engineer due to



retirement

**Attachments:** [Res to Fill Maintenance Engineer May 2020](#)

[20-0536](#) Access Agreement with Wisconsin Public Service Corporation (WSPC) for remedial investigation at N. 10th and Chicago St. site

**Attachments:** [WPSC Access Agreement 2020](#)

## 5. Public Safety Committee

[20-0417](#) Ordinance to create Section 11.180 of the Municipal Code regulating Commercial Quadricycles (Pedal Pubs)

**Attachments:** [Pedal Pubs](#)

[20-0463](#) Ordinance to amend Section 10.570; 15.030; and 15.430 of the Manitowoc Municipal Code regulating Off-Street Parking and Loading.

**Attachments:** [Ord to Amend 15](#)

## 6. Plan Commission

[20-0513](#) Resolution for the submission of a Community Development Block Grant (CDBG) Application

**Attachments:** [CDBG Close\\_Council Resolution](#)

## J. OTHER BUSINESS

## K. ADJOURN

*1. Next Scheduled Common Council Meeting: Monday, June 15, 2020 at 6:30pm in the Common Council Chambers at City Hall.*

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Manitowoc will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the City Clerk's office at 920-686-6950 or the City's ADA Coordinator at (920) 686-6990 or e-mail [cityattorney@manitowoc.org](mailto:cityattorney@manitowoc.org) at least 48 hours prior to the scheduled meeting or event to request an accommodation. For additional assistance, individuals with hearing or speech disabilities can call 711 and be connected to a telephone relay system.

**Deborah Neuser**  
City Clerk