



City of Manitowoc

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

Meeting Agenda

Common Council

Monday, November 16, 2015

6:30 PM

Council Chambers

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 & INVOCATION

D. PRESENTATIONS

[15-1157](#)

City Clerk administers oath of office to Lieutenant Ben Kraynek of the Manitowoc Fire Department.

[15-1181](#)

Presentation relative to Community Public Hearing on proposed National Marine Sanctuary scheduled for Tuesday, November 17, 2015 at 6:L30 p.m. at the Wisconsin Maritime Museum.

E. PUBLIC HEARINGS

[15-1170](#)

6:40 p.m. - Public Hearing for the purpose of hearing any citizen or taxpayer on the proposed budget for the upcoming year.

Attachments:

[Budget Hear.pdf](#)

[15-1164](#)

6:50 p.m. - for the purpose of hearing objections to proposed assessments to property owners for abatement of nuisance Parks Forestry Assessments.

Attachments:

[forestry assess.pdf](#)

[2015 11 05 11 57 41.pdf](#)

F. 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.

G. APPOINTMENTS AND BUSINESS PRESENTED BY THE MAYOR

[15-1174](#) Appointments to Farmers' Market Ad Hoc Committee: Janet Zunker in place of Jerry Trembley, for an indefinite term; and Rick Couron, Downtown Business Owner, for an indefinite term.

[15-1182](#) Re-appointment to Zoological Board: Doug Koch, 2 year term expiring 6/1/17.

Attachments: [koch appt.pdf](#)

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

[15-1171](#) Minutes of Common Council of Monday, October 19, 2015, recommending approval and place on file.

Attachments: [1019 minutes.pdf](#)

[15-1175](#) Minutes of Community Development Authority of 9/16/15; Great Lakes Utilities West Power Supply Project of 5/28/15; Great Lakes Utilities Power Supply Project Committee of 5/28/15; Great Lakes Utilities Lakeswind Project Committee of 4/7/15; Great Lakes Utilities Lakeswind Project Committee of 6/19/15; Harbor Commission of 1/27/15; Plan Commission of 9/23/15; Police and Fire Commission of 10/20/15, recommending acceptance and place on file.

Attachments: [All GLU meetings.pdf](#)

[cda.pdf](#)

[police fire.pdf](#)

[plan comm.pdf](#)

[harbor comm.pdf](#)

[15-1172](#) Notice of Air Pollution Permit Application Review of Manitowoc Public Utilities, 701 Columbus St., recommending placing on file.

Attachments: [15-1172.pdf](#)

[15-1173](#) Notice of Air Pollution Permit Application Review of briess Industries, 605 Washington Street, recommending placing on file.

Attachments: [15-1173.pdf](#)

[15-1183](#) Notice of pending application for proposed seawall from Wisconsin Dept. of Natural Resources relative to St. Mary's Cement, Inc., 1801 Spring Street, recommending placing on file.

Attachments: [15-1183.pdf](#)

[15-1184](#) Communication from Wisconsin Dept. of Administration that Gerard & Louise Strharsky Annexation was found to be in the public interest, recommending placing on file.

Attachments: [Strharsky Annex.pdf](#)

3. Committee of the Whole (Consent)

[15-1186](#) Report of Special Events Committee relative to approval of the following events: Tennis Tournaments at Lincoln Park (Debbie Seehafer) - June 16-19, July 15-17, August 12-14 and August 20-22, 2016; Manitowoc Co. Miracles Special Olympics Tournament on June 18, 2016; Waiver of Fees for Wenger Bandwagon rental by Manitowoc Co. Expo on August 23-29, 2016; Eastern Wis. Conference Cross Country Invite on October 13, 2016, recommending acceptance of report and place on file.

Attachments: [june 16-19 tennis.pdf](#)
[july 15-17 tennis.pdf](#)
[august 12-14 tennis.pdf](#)
[august 20-22 tennis.pdf](#)
[Miracles.pdf](#)
[expo bandwagon waiver.pdf](#)
[Eastern Wis Conf Invite.pdf](#)

4. Finance Committee (Consent)

[15-1107](#) Recommend approval of Waiver of Payment in Lieu of Tax (PILOT) on City Reimbursed IT Infrastructure Assets to Manitowoc Public Utility (MPU), recommending acceptance of proposal.

Attachments: [201510210809](#)

[15-1126](#) Outdoor public ice skating rink, recommending approval to remove \$20,000 from Mayor's 2016 room tax budget requests and use \$20,000 from current fund balance reserves. (Parks previously approved ice rink in downtown Farmer's Market lot for winter of 2015/16.

Attachments: [15-1126.pdf](#)

[15-1155](#) General City Claims in the amount of \$1,447,461.83 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: [report 11-16-15.pdf](#)
[10-23-15.pdf](#)
[10-30-15.pdf](#)
[11-6-15.pdf](#)
[11-13-15.pdf](#)

[15-1178](#) Recommend 1 year Extension to current Copier Agreement with Wisconsin Document Imaging

Attachments: [MANITOWOC CITY CONTRACT 2016-2017 \(3\) COPIER EXTENSION](#)

5. Licensing, Permits and Inspections Committee (Consent)

[15-1160](#) Request to make distribution from Poor Fund Reserve

Attachments: [15-1160.pdf](#)

6. Parks and Recreation Committee (Consent)

[15-1122](#) Request from Cindy Comstock to construct a landscape memorial at Citizen Park honoring the late Greg Comstock, recommending approving the request.

Attachments: [15-1122 Comstock memorial request](#)

[15-1124](#) Removal of fencing and horseshoe pits at Westfield Park, recommending approval.

Attachments: [15-1124.pdf](#)

[15-1125](#) Request from Anna Beatty, Stangel Elementary School, for construction of a dog agility course at Indian Creek Park, recommending approving the request.

Attachments: [15-1125 Dog agility course](#)

[15-1158](#) Report of Board of Public Works of October 28, 2015 for Playground Equipment at Red Arrow Park for first and Final Payment to Miller & Associates Sauk Prairie Inc. in the amount of \$24,008.00, recommending payment.

Attachments: [15-1158.pdf](#)

[15-1161](#) Report of Board of Public Works of November 4, 2015 for WB-15-13 Red Arrow Park Reconstruction of Tennis Court for second and Final Payment to Northeast Asphalt, Inc. in the amount of \$66,703.11, recommending payment.

Attachments: [WB-15-13.pdf](#)

[15-1166](#) Report of Board of Public Works of October 28, 2015 for replace chainlink fence at Schuette Park for first and Final Payment to E.F. Becker & Sons, Inc. in the amount of \$6,927.70, recommending payment.

Attachments: [REPLACE CHAINLINK.pdf](#)

7. Personnel Committee (Consent)

[15-1145](#) City Attorney Office Proposed Staffing, recommending approval of funding the part time Attorney position in the 2016 budget.

Attachments: [2016 Attorney Budget Memo](#)
[2016 Attorney Budget Supplemental Information](#)

8. Public Infrastructure Committee (Consent)

[15-1128](#) Department of Public Infrastructure Capital Improvement Program 5 Year Plan for 2015-2020, recommending approval for Consent Agenda.

Attachments: [WEB PAGE \(CAPITAL WORKS 2015-2020\).pdf](#)

[15-1147](#) 2015 Section 5311 Operating Assistance Grant Agreement Between the State of Wisconsin, Department of Transportation and the City of Manitowoc. The Committee recommended entering into agreement and placed on the consent agenda.

Attachments: [Operating Grant Request packet WITH memo.pdf](#)

[15-1148](#) 2015 Section 5311 Capital Assistance Grant Agreement Between the State of Wisconsin, Department of Transportation and the City of Manitowoc. The Committee recommended entering into agreement and placing on Consent Agenda.

Attachments: [Capital Grant Request packet WITH memo.pdf](#)

[15-1162](#) Report of Board of Public Works of October 7, 2015 for WB-15-15R Rahr West Mansion Roof Replacements - Hail Damage for third and Final Payment to PHD Roof Doctors, Inc. in the amount of \$11,521.40, recommending payment.

Attachments: [WB-15-15R.pdf](#)

[15-1163](#) Report of Board of Public Works of August 5, 2015 for WB-15-12 2015 Lincoln Park - Restoration of Tennis Courts for second and Final Payment to Valley Sealcoat, Inc. in the amount of \$3,000.00, recommending payment.

Attachments: [WB-15-12.pdf](#)

[15-1165](#) Report of Board of Public Works of October 28, 2015 for WB-15-19 DPW Building Tuckpointing for first and Final Payment to Quality Building Restoration Co. Inc. in the amount of \$36,850.00, recommending payment.

Attachments: [WB-15-19.pdf](#)

[15-1167](#) Report of Board of Public Works of October 28, 2015 for WU-15-7 2015 Re-lining Sanitary Sewer for third and Final Payment to Insituform Technologies USA in the amount of \$7,137.62, recommending payment.

Attachments: [WU-15-7.pdf](#)

[15-1168](#) Report of Board of Public Works of October 28, 2015 for WU-15-20 2015 Last Court Drainage Ditch Regrading for first and Final Payment to Vinton Construction in the amount of \$17,164.27, recommending payment.

Attachments: [WU-15-20.pdf](#)

[15-1169](#) Report of Board of Public Works of November 4, 2015 for WS-15-3 2015 Remove & Replace Existing Sidewalks for third and Final Payment to Seiler Bros in the amount of \$13,710.37, recommending payment.

Attachments: [WS-15-3.pdf](#)

[15-1205](#) Public Works Petition from Florence I. Pleuss Trust to cause permanent paving, sidewalks, storm and sanitary sewers and other public utilities to be installed on Florence Drive as described therein and shown on the attached map (parcel #834-401-100), recommending acceptance of petition with copy to be sent to Director of Public Works.

Attachments: [15-1205.pdf](#)

9. Public Safety Committee (Consent)

[15-865](#) Communication from Paul B Hansen regarding Semi Truck traffic on Huron Street/Michigan Avenue, recommending place on file.

Attachments: [15-865 HURON](#)

[15-1063](#) MFRD Business Plan, recommending approval and place on file.

Attachments: [MFRD BI Business Plan](#)

[15-1065](#) Manitowoc Fire Department Reorg.15, recommending place on file.

Attachments: [MFD Reorg.15](#)

I. STANDING COMMITTEE REPORTS

1. Committee of the Whole

[15-1024](#) Resolution to approve the appointment of Nick Reimer to Police Chief effective January 9, 2016, to be placed at Grade S, Step 7, as a salaried position with an hourly rate of \$45.88 in the City of Manitowoc Compensation Step Plan, with further details listed therein.

Attachments: [2015 Compensation Step Plan Pg1](#)
[res 15-1024.pdf](#)
[Rev Res 15-1024.pdf](#)
[Revised 11-12.pdf](#)

[15-1194](#) Report of City Plan Commission recommending Council approve the Annexation Petition of Strharsky and adopt an annexation ordinance and resolution.

Attachments: [15-1194.pdf](#)

[15-1195](#) Resolution to create Ward 27, population 0, for the Northwest #19 Annexation Area.

Attachments: [15-1195.pdf](#)

[15-1196](#) Ordinance to annex territory from the Town of Manitowoc Rapids to the City of Manitowoc as part of the 10th Aldermanic District and the 19th and 20th Wards of the City in an area located south of Homestead Road and east of Knuell St.

Attachments: [15-1196.pdf](#)

2. Finance Committee

[15-1055](#) General City Budget of proposed 2015 levy for 2016.

Attachments: [2016 Budget as presented in book.pdf](#)
[Mayor's Letter for 2016 Budget.pdf](#)
[Summary.pdf](#)
[adjustments to budget.pdf](#)
[2015 tax levy.pdf](#)
[committee report.pdf](#)

[15-1057](#) Audit Services Proposal from Schenck, SC for 2016 - 2018 with option for 2019 & 2020.

Attachments: [Current Contract Schenck](#)
[Schenck proposal for 2016 2017 2018 option 2019 2020](#)

[15-1199](#) Resolution authorizing the issuance and establishing parameters for the sale of not to exceed \$7,390,000 General Obligation Refunding Bonds.

Attachments: [Manitowoc Resolution.pdf](#)

[15-1200](#) Scope of Engagement relative to proposed issuance of \$7,390,000 General Obligation Refunding Bonds.

Attachments: [scope engage.pdf](#)

[15-1212](#) Resolution designating the Director of Public Infrastructure as the authorized person to apply for DNR grants and loans.

[15-1213](#) Resolution declaring official intent to reimburse expenditures from proceeds of borrowing for Newton Gravel Pit watermain project.

Attachments: [15-1213.pdf](#)

3. Licensing, Permits and Inspections Committee

[15-1103](#) Resolution declaring that if three or more candidates file nomination papers for a city office, there shall be a primary election on February 16, 2016, for the nomination of candidates for City offices at the April 5, 2016, Spring election

Attachments: [15-1103.pdf](#)

[15-1156](#) Report of Board of Public Works of October 28, 2015 relative to request of Jeremy Skjold for sidewalk privilege agreement for recently constructed fence which encroaches in City's right-of-way recommending granting request.

Attachments: [15-1156.pdf](#)

[15-1159](#) Resolution establishing election workers salaries for 2016

Attachments: [15-1159.pdf](#)

[15-1191](#) Report of City Plan Commission relative to request from Holy Family Memorial to replace two existing animated signs with new animated signs, recommending approval of request subject to conditions noted therein.

Attachments: [15-1191.pdf](#)

[15-1192](#) Report of City Plan Commission relative to request from The Parkbench Inc./The Crossing of Manitowoc County for a conditional use permit for a transitional housing use for women and their children for property located at 419 Park Street, recommending Council to approve subject to the conditions stated therein.

Attachments: [15-1192.pdf](#)

[15-1201](#) Report of City Plan Commission relative to proposed City initiated street vacation for Plank Road.

Attachments: [15-1201.pdf](#)

[15-1198](#) Resolution to vacate a portion of Plank Road.

Attachments: [15-1198.pdf](#)

[15-1202](#) Quit Claim Deed from Florence Pleuss Trust for Florence Drive purposes along with Plan Commission Report recommending approval of the deed and naming of the dedicated street area.

Attachments: [15-1202.pdf](#)

[15-1185](#) Report of Licensing, Permits and Inspections Committee with the following licenses for granting: Class "A" Retail Fermented Malt Beverage license of Manitowoc Shell, #AMM-1501, 1701 S. 41st St., NEW AGENT - Zachary Clark; "Class A" Retail Cider Licenses of Aldi Inc., #AMC-1509, Lisa M. Watters, Agent, 4111 Harbor Town Lane; Manitowoc Shell LLC, #AMC-1510, Zachary Clark, Agent, 1701 S. 41st St.; 3WC LLC, #AMC-1511, Katy Emmett, Agent, 5050 Hecker Rd.; Class "B" Fermented Malt Beverage license of Hang Li, #BBR-1510, 908 Washington St.; "Class C" Wine license of Hang Li, #CWN-1504, 908 Washington St.; 2016 Pawnbroker/Secondhand Article/Secondhand Jewelry Licenses of Laurie Fettig, #PS-15001, 2217 S. 44th St.; Jody Dubinsky, #PS-15002, 904 S. 8th St.; Kathy Muench, #PS-15003, 2101 Washington St.; Megean Lauson, #PS-16001, 910 S. 8th St.

Attachments: [Licenses 11-16-15.pdf](#)

4. Parks and Recreation Committee

[15-1021](#) Request from Mindy Fickett for the City to purchase and install an Expression Swing, preferably at Henry Schuette Park, recommending approval of the use of \$2,220 from the donation tubes for the Expression Swing, painting restrooms and repairing stall locks.

Attachments: [15-1021 Expression Swing Request](#)
[15-1021 Game Time Expression Swing](#)

[15-1120](#) Report of the Municipal Tree Commission of 2015 assessments for abatement of nuisances per Municipal Code Section 8.190(6).

Attachments: [15-1120 Forestry Assessments-2015](#)
[15-1120 Issue 2771 - 1010 N 40th St](#)
[15-1120 Issue 2773 - 4510 Woodfield Ct](#)
[15-1120 Issue 2821 - 4305 Menasha Ave](#)
[15-1120 Issue 2829 - 1304 Michigan Ave](#)
[15-1120 Issue 2859 - 416 St Clair St](#)

[15-1121](#) Request from Bruce Steinbecker, Manitowoc Youth Baseball Association (MYBA), for \$50,000 from the Parkland Dedication Fund to construct a 4-plex youth baseball complex at Citizen Park, recommending reserving \$50,000 of Parkland Dedication Fund for use as final dollars for MYBA 4-Plex Youth Baseball Complex at Citizen Park.

Attachments: [15-1121 MYBA Request for \\$50000](#)

[15-1127](#) Resolution of City of Manitowoc support for the Manitowoc Youth Baseball Association (MYBA) 4-plex project at Citizen Park and new baseball diamond at Dewey Street Park.

Attachments: [15-1127 revised.pdf](#)

[15-1187](#) Contract with Miller & Associates Sauk Prairie, Inc. to furnish labor, equipment and material to install a Play System and Wood Mat at Silver Ridge Park for the sum of \$29,695.00.

Attachments: [15-1187.pdf](#)

[15-1188](#) Contract with Miller & Associates Sauk Prairie, Inc. to furnish labor, equipment and material to install a Play System at Lincoln Park for the sum of \$21,940.00.

Attachments: [15-1188.pdf](#)

[15-1189](#) Contract with Miller & Associates Sauk Prairie Inc. to provide materials and delivery of bleachers for Citizen Park, for the sum of \$20,422.00.

Attachments: [15-1189.pdf](#)

5. Personnel Committee

[15-1207](#) Resolution to approve the hiring of budgeted vacant part-time and full-time Transit Driver positions through the end of 2016.

Attachments: [15-1207.pdf](#)

[15-1209](#) Resolution to approve a self-insured Workers Comp plan.

Attachments: [15-1209.pdf](#)

[15-1211](#) Agreement between the City of Manitowoc and Department of Public Works Employees for 2016.

Attachments: [15-1211.pdf](#)

6. Public Infrastructure Committee

[15-1129](#) Winter Parking Ban Ordinance. The Committee recommended Accepting and placing the Ordinance on file as there are no changes. Referred to Council.

Attachments: [15-1129.pdf](#)

[15-1134](#) Information regarding Hot in Place Recycled Asphalt (HRA). The Committee recommended approval of the concept with Engineering staff to develop work plan and assessment recommendations. The request was accepted and referred to Council.

Attachments: [20151029143407144.pdf](#)

[15-1190](#) Contract with Luisier Plumbing to perform plumbing and supply material to run water from pond to pond and provide water to the bird sanctuary at the Lincoln Park Zoo for the sum of \$12,921.00.

Attachments: [15-1190.pdf](#)

[15-1203](#) Development Agreement between City of Manitowoc, 924 York LLC and Forefront Management LLC for 924 York Street Parking Lot.

Attachments: [15-1203.pdf](#)

7. Public Safety Committee

10 [15-1013](#) Resolution authorizing Mayor and Clerk to enter into Ambulance Service Agreements for events within the City limits if the event will be budget neutral due to being staffed by on-duty personnel.

Attachments: [15-1013.pdf](#)

[15-1099](#) Ordinance amending Section 10.730 of the Municipal Code to designate two handicap parking stalls on a portion of Jay Street to accommodate Manitowoc County Human Services clients.

Attachments: [ord 15-1099.pdf](#)

[15-1210](#) Ordinance creating Section 14.575 of the Manitowoc Municipal Code establishing residency restrictions for certain sexual offenders.

Attachments: [15-1210.pdf](#)

J. OTHER BUSINESS

K. ADJOURN

1. Next Scheduled Common Council Meeting: Monday, December 21, 2015, at 6:30pm 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**