



# City of Manitowoc

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

## Meeting Minutes

### Common Council

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Monday, June 17, 2024

6:30 PM

Council Chambers

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

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#### A. CALL TO ORDER

Mayor Nickels called the meeting to order at 6:51 p.m.

#### B. ROLL CALL

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

#### C. PLEDGE OF ALLEGIANCE & INVOCATION

#### D. COMMITTEE REPORTS

##### 1. Committee of the Whole

[24-1544](#)

Review of Applicants for District 1 Alder Vacancy

Mayor Nickels announced that nominations were in order to fill the District 1 Alder Vacancy. Alderperson Brey nominated Todd Lotz. Alderperson Boldt nominated Andy Janicki. Alderperson Reckelberg nominated Brett Vanderkin. Alderperson Cummings nominated Andrew Dunbar. There being no other nominations, nominations were closed.

Round one of votes were as follows:

Lotz: Sitkiewitz, Brey, Schlei

Janicki: Boldt

Vanderkin: DeBaets, Norell, Reckelberg

Dunbar: Beeman, Cummings

Seeing that no candidate received 5 or more votes the two who received the most votes moved on to round two of voting. Round two votes were as follows:

Lotz: Beeman, Sitkiewitz, Brey, Schlei

Vanderkin: DeBaets, Cummings, Norell, Boldt, Reckelberg

Brett Vanderkin was elected to fill the Alderperson District 1 vacancy.

**E. City Clerk Administers Oath of Office to Newly Appointed Alderperson - District 1**

City Clerk administered the oath of office to Brett Vanderkin for Alderperson District 1 for term from June 17, 2024 - April 21, 2025

**Alderpersons Present:** 10 - Chad Beeman, Michael Cummings, Tim Boldt, Todd Reckelberg, Brett Norell, Bill Schlei, Eric Sitkiewitz, Jim Brey, William DeBaets and Brett Vanderkin

**F. PRESENTATIONS**

- [24-1509](#) City Clerk administers Oath of Office to Firefighter/Paramedic Shane Breuninger, followed by Badge Pinning
- [24-1508](#) City Clerk administers Oath of Office to Firefighter/Paramedic King Jerome, followed by Badge Pinning
- [24-1573](#) City Clerk administers Oath of Office to Motor Pump Operator Tyler Zastrow, followed by Badge Pinning
- [24-1510](#) Presentation of Unit Citation to Fire Lieutenant Scott Larsen, Firefighter/Paramedic Mark Lyman, Firefighter/Paramedic Ben Riesterer, Firefighter/Paramedic William Pech
- [24-1569](#) Proclamation declaring Manitowoc is the Specialty Malt Capital of the World
- [24-1575](#) Progress Lakeshore Annual Update

**G. PUBLIC HEARINGS**

- [24-1571](#) Public Hearing to be held at 6:32 p.m. for the purpose of hearing any and all interested parties in the matter of a proposed change to the Official Map located on Ebony Avenue (Portion of Parcel #818201014)

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 June 3, 2024 and June 10, 2024. (Proof of publication is on file in the City Clerk's Office.)

No 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.)

**H. 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.

## I. APPOINTMENTS AND BUSINESS PRESENTED BY THE MAYOR

[24-1602](#) Appointment of Megan Marchant to the Library Board, in place of P. Neuenfeldt, for a 3 year term expiring 6/1/2025

**Moved by Schlei, seconded by Sitkiewitz, that this Appointment be approved.  
The motion carried by the following vote:**

**Aye:** 10 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

[24-1574](#) Mayor makes appointments to various committees

Mayor appoints Alder Vanderkin to Public Safety and to Vice Chair of Personnel.

**Moved by Norell, seconded by Reckelberg, that these Appointments be approved.  
The motion carried by the following vote:**

**Aye:** 8 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, DeBaets and Vanderkin

**Nay:** 2 - Sitkiewitz and Brey

## J. 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:** 10 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

### 2. Miscellaneous

[24-1572](#) Minutes of the May 20, 2024 Common Council meeting; recommending approval and place on file

[24-1601](#) Resignation from Patrick Neuenfeldt from the Library Board; recommending acceptance and place on file

### 3. Committee of the Whole (Consent)

[24-1597](#) Report of Special Event Committee relative to the approval of the following waiver of fees: Elktoberfest on 9/28/2024; Manitowoc Baseball Association Jr. Ships Baseball 14U Game on 7/8/2024; recommending approval

### 4. Finance Committee (Consent)

- [24-1540](#) Capital Asset Working Group (CAWG) Membership Appointment for term of June 1, 2024 through May 31, 2026; recommending to approve the CAWG membership appointments
- [24-1541](#) Hecker/Viebahn Agricultural Land Lease Amendment #1 with Charmwood Farms; recommending to approve the lease as amended
- [24-1542](#) Discussion on process for Finance related policies; recommending to place on file
- [24-1562](#) General City Claims in the amount of \$2,292,240.08 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
- [24-1590](#) 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 approval

#### **5. Personnel Committee (Consent)**

#### **6. Public Infrastructure Committee (Consent)**

- [24-1563](#) Report of Board of Public Works of 5/22/2024 to approve the request to remove the notice of Noxious Weeds and the property owner waives the right to appeal the notice again for property located at 1810 S 10th Street; recommending acceptance of report and place on file
- [24-1564](#) Report of Board of Public Works of 6/5/2024 of approval to enter into AGMT-24-07 with Northeast Asphalt, to remove and replace 4 sections of asphalt pavement located on South 26th Street between Elm Road and Jenny Road as outlined in "Exhibit A", Northeast Asphalt's Proposal and "Exhibit B", the Plans; recommending acceptance of report and place on file
- [24-1565](#) Report of Board of Public Works of 6/5/2024 of approval to enter into AGMT-24-08 with Glacierland Resource Conservation and Development, Inc., to restore the Maritime Bluff in Manitowoc as outlined in "Exhibit A"; recommending acceptance of report and place on file
- [24-1566](#) Report of Board of Public Works of 6/5/2024 of approval to enter into AGMT-24-09 with Complex Security Solutions, Inc., to install cameras at Citizen Park as outlined in "Exhibit A"; recommending acceptance of report and place on file
- [24-1567](#) Report of Board of Public Works of 6/5/2024 for 4th & final payment of \$12,724.30 to Vinton Construction, for River Point Fill 2, WO-23-27; recommending payment
- [24-1568](#) Report of Board of Public Works of 6/5/2024 for 5th & final payment of \$8,832.00 to Philippi Quality Construction, Inc, for Park Restroom Renovations, WB-23-23; recommending payment

- [24-1591](#) Report of Board of Public Works of 4/24/2024, of bids received for 2024 Grading & Graveling and Utility Construction for Popp Subdivision #4 - Project #WS-24-8; recommending awarding to low bidder Vinton Construction Company, in the amount of \$534,110.87

## 7. Public Safety Committee (Consent)

- [24-1551](#) Flashing pedestrian crosswalk on Waldo Boulevard at North 23rd Street; recommending to deny the request
- [24-1557](#) FEMA Port Authority Security Grant; recommending to approve applying for the grant

## 8. Plan Commission (Consent)

## K. COMMITTEE REPORTS

### 1. Committee of the Whole

- [24-1577](#) Gravel Pit Watermain Construction Options
- Moved by Brey, seconded by Schlei, to approve Scenario 1 in the extension of the watermain to Hecker Rd, CTR CR, Silver Creed Rd, Orchard Ln, Birch Rd, Nelson Ln; Phase 3 - Silver Creek S 26th St; Phase 3 - Jenny Rd from S 19th to Lissa Ln; Phase 3 - Cimarron Ct from Jenny Rd South. Any future recovery dollars and/or grant money will go back into the fund the extra \$1,458,030.11 is coming from. The motion carried by the following vote:**

**Aye:** 10 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

- [24-1598](#) Report of Special Events Committee recommending approval for the following events subject to Council Action: War on the Shore on 8/1/2024 - 8/4/2024 (Waiver of alcohol at Citizen Park); Brick's & Courthouse Pub Block Party on 6/29/2024 (Closure of Washington Street between Brick's and Courthouse Pub); Outdoor Movie Night on 8/8/2024 (Waiver of Sound Ordinance); St. Francis of Assisi Parish Picnic on 8/9/2024 - 8/11/2024 (Road Closure for N 14th St between Menasha Ave and Waldo Blvd); Kiwanis Car Show on 8/10/2024 - 8/11/2024 (Waiver of Alcohol in Washington Park for 8/11/2024, 8/10/2024 was previously approved)

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

**Aye:** 10 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

### 2. Finance Committee

- [24-1439](#) Resolution to carry forward to 2024 budget, various appropriations budgeted in 2023

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

**motion carried by the following vote:**

**Aye:** 10 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

[24-1585](#)

Two Year Operator License (#240063) for L. Miglieri

**Moved by Brey, seconded by Reckelberg, that this license be approved pursuant to WI State Statute 111.335. The motion carried by the following vote:**

**Aye:** 10 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

[24-1586](#)

Two Year Operator License (#240073) for A. White

**Moved by Brey, seconded by Reckelberg, that this license be approved pursuant to WI State Statute 111.335 . The motion carried by the following vote:**

**Aye:** 10 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

[24-1588](#)

Alcohol Beverage License Application (BBR-2414\CWN-2409) for Broken Plate Catering LLC

**Moved by Brey, seconded by Reckelberg, that this license be approved pursuant to WI State Statute 111.335. The motion carried by the following vote:**

**Aye:** 10 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

[24-1589](#)

Cigarette, Tobacco & Electronic Vaping Device Retail License Application (CIG-2437) for P. Bellin DBA 920 CBD LLC

**Moved by Brey, seconded by Reckelberg, that this license be approved pursuant to WI State Statute 111.335. The motion carried by the following vote:**

**Aye:** 10 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

[24-1594](#)

Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing

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

**Aye:** 10 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

[24-1600](#)

Request from Brix Place LLC for a temporary extension of premise for the sale of liquor and/or beer on Washington Street between S 7th Street and S 8th Street on 6/29/2024 from the hours of 2:00 p.m. - 10:00 p.m.

**Moved by Brey, seconded by Reckelberg, that this Request be approved according to city policy. The motion carried by the following vote:**

**Aye:** 10 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

### 3. Personnel Committee

[24-1595](#) Resolution to Revise Employee Policy Manual

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

**Aye:** 10 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

[24-1596](#) Resolution to Revise Drug and Alcohol-Free Workplace Policy

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

**Aye:** 10 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

[24-1599](#) Resolution to Revise Training, Membership and Tuition Reimbursement Policy

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

**Aye:** 10 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

#### 4. Public Infrastructure Committee

[24-1535](#) Bayshore Trail Right of Entry Agreement

**Moved by Cummings, seconded by Reckelberg, that this Agreement be approved. The motion carried by the following vote:**

**Aye:** 10 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

[24-1592](#) Request for two DPI staff to travel to Florida for the Transit Mobility Alliance Conference (Faster Conference)

**Moved by Cummings, seconded by Reckelberg, that this Request be approved. The motion carried by the following vote:**

**Aye:** 10 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

#### 5. Public Safety Committee

[24-1553](#) Ordinance to amend Section 16.010 of the MMC regulating Building Regulations

**Moved by Boldt, seconded by Beeman, that this Ordinance be adopted. The motion carried by the following vote:**

**Aye:** 10 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

[24-1554](#) Ordinance to amend Section 17.085 of the MMC regulating Permits Required

**Moved by Boldt, seconded by Beeman, that this Ordinance be adopted. The motion carried by the following vote:**

**Aye:** 10 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

[24-1555](#) Ordinance to amend Section 18.090 of the MMC regulating Electrical Permits

**Moved by Boldt, seconded by Beeman, that this Ordinance be adopted. The motion carried by the following vote:**

**Aye:** 10 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

[24-1556](#) Automatic Aid Agreement between the City of Manitowoc and the Branch Fire Rescue Department.

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

**Aye:** 10 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

[24-1593](#) Ordinance to amend Section 10.170 of the Manitowoc Municipal Code regulating Through Intersections - South 15th Street

**Moved by Beeman, seconded by Boldt, that this Ordinance be adopted. The motion carried by the following vote:**

**Aye:** 10 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

## 6. Plan Commission

[24-1576](#) Consideration and possible action on a "Resolution Creating Tax Incremental District No. 24, Approving its Project Plan and Establishing its Boundaries."

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

**Aye:** 10 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

[24-1578](#) Ordinance to amend Section 22.010 of the Manitowoc Municipal Code regulating "Official Map - Master Subdivision Plans"

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

**Aye:** 10 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

## L. OTHER BUSINESS

## M. ADJOURN

**A motion was made by Schlei, seconded by Sitkiewitz, that this meeting be adjourned at 8:06 p.m. The motion carried by the following vote:**

**Aye:** 10 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey, DeBaets and Vanderkin

**Mackenzie Reed**  
**City Clerk**