



# City of Manitowoc

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

## Meeting Agenda

### Common Council

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Monday, February 15, 2021

6:30 PM

Council Chambers

Note-Meeting will also be available via Remote  
Conferencing

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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 both in Council Chambers at City Hall and 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 888 475 4499 US Toll-free, Meeting ID: 893 9628 6649 Password: 669106.

Those wishing to make public comment should email [abaryenbruch@manitowoc.org](mailto:abaryenbruch@manitowoc.org) or call 920-686-6952 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

[21-0142](#)

City Clerk administers Oath of Office followed by badge pinning for Police Officer Jeremy Sonnenburg and Police Officer Joe McDonald

[21-0148](#)

Proclamation declaring February 2021, Black History Month

**Attachments:**

[Black History Month - 2021.pdf](#)

#### E. PUBLIC HEARINGS

[21-0145](#)

6:31 PM - Public Hearing for the purpose of hearing any and all interested parties in the matter of a proposed changes for amendment to the Comprehensive Zoning Ordinance Section 15.330(2) allowing ammunition manufacturing and storage as a permitted use.

**Attachments:**

[Public Hearing Ch. 15.pdf](#)

[21-0146](#) 6:31 PM - Public Hearing for the purpose of hearing any and all interested parties in the matter of a proposed change in zone from R-6 Multiple Family District to B-2 Neighborhood Business District for the property located at 2105 Western Avenue

**Attachments:** [Public Hearing Zoning Change.pdf](#)

## 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

[21-0147](#) Report of 2020 activities of Great Lakes Utilities (GLU) as required by Resolution. Recommending acceptance and place on file.

**Attachments:** [GLU Report 2020.pdf](#)

[21-0149](#) Thank you from Catholic Charities for donation from the Schuette, Wernecke, Wilda, Rank Christmas Fund, recommending placing on file.

**Attachments:** [Catholic Charities.pdf](#)

[21-0151](#) Communication from WI DNR of proposed revocation of an Air Pollution Control Permit for Tramontina US Cookware Inc, located at 2005 Mirro Dr., recommending acceptance and place on file.

**Attachments:** [Tramontina Air Permit Revocation.pdf](#)

[21-0160](#) Minutes of January 18, 2021 Common Council meeting, recommending approval and place on file.

**Attachments:** [January 18, 2021 Minutes.pdf](#)

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

[21-0152](#) TID No. 19 Development Agreement with Brix Place LLC, recommending to accept and place on file.

**Attachments:** [Brix LLC Development Agreement.pdf](#)

[21-0167](#) TID No. 22 Development Agreement with 1015 Buffalo LLC, recommend to place on file.

**Attachments:** [Development Agreement with 1015 Buffalo LLC.pdf](#)

[21-0180](#) Report of Special Events Committee relative to approval of the following events: Hot Chocolate Fundraiser on 2/19 to 2/21/2021; WAIVER OF FEES: Shop with a Cop on 12/9/2021; CANCELED: (WAIVER OF FEES): Blood Drive; Tuesday Tunes on 6/15/2021 - 8/24/2021; Food Truck Day on 6/17/2021; Dog Days of Summer on 6/26/2021; After Hours at the Pool on 6/30, 7/14, & 8/11/2021; Jazz at the Pool on 7/22/2021; Splash Time on 7/24 & 8/21/2021; Customer Appreciation Day on 8/21/2021; Teen Night on 8/21/2021; Back to School Pool Party on 8/28/2021; recommending acceptance of report and place on file.

**Attachments:** [Report of Events acted on by Special Event Committee.pdf](#)

[Hot Chocolate Fundraiser CC.pdf](#)

[Shop with a Cop.pdf](#)

[Blood Drive.pdf](#)

[Tuesday Tunes.pdf](#)

[Food Truck Day.pdf](#)

[Dog Days of Summer.pdf](#)

[After Hours at the Pool.pdf](#)

[Jazz at the Pool.pdf](#)

[Splash Time.pdf](#)

[Customer Appreciation Day.pdf](#)

[Teen Night.pdf](#)

[Back to School Pool Party.pdf](#)

#### 4. Finance Committee (Consent)

[21-0085](#) Refunding Bond Presentation from Baird, recommend to accept and place on file.

**Attachments:** [Refunding Bond Presentation from Baird.pdf](#)

[21-0100](#) 4th Quarter Claims Report from City Attorney, recommend to accept the report and place on file.

**Attachments:** [Claims Report to Finance Committee Jan to Dec 2020.pdf](#)

[21-0101](#) Lakeshore Community Foundation quarterly performance report, recommend to accept and place on file.

**Attachments:** [Q4 2020 VIAS Performance Report.pdf](#)

[21-0102](#) Fund statement balances from Lakeshore Community Foundation for K-9 Preservation Fund and Eternal Flame and Veterans Memorial Fund, recommend to accept and place on file.

**Attachments:** [Q4 2020 - City of Manitowoc K-9 Preservation Fund.pdf](#)  
[Q4 2020 - Eternal Flame and Veterans Memorial Fund.pdf](#)  
[YTD 2020 - City of Manitowoc K-9 Preservation Fund.pdf](#)  
[YTD 2020 - Eternal Flame and Veterans Memorial Fund.pdf](#)  
[Payout Auth - City K9 Preservation Fund.pdf](#)  
[City of Manitowoc K-9 Preservation Fund - 12-2020.pdf](#)  
[LCF - At a Glance.pdf](#)

[21-0115](#) Request to install Speed Display Board on Waldo Boulevard, recommend to accept request and not to exceed a cost of \$750.

**Attachments:** [LTR Waldo Blvd - Fleetwood dr. - Michael Merrill Letter.pdf](#)  
[Michael Merrill - Speed Survey.pdf](#)

[21-0155](#) General City Claims in the amount of \$8,540,761.50 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:** [February Committee Report on Claims.pdf](#)  
[1-22-2021.pdf](#)  
[1-29-2021.pdf](#)  
[2-5-2021.pdf](#)  
[2-12-2021.pdf](#)

[21-0177](#) 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:** [February License Report.pdf](#)

## 5. Personnel Committee (Consent)

## 6. Public Infrastructure Committee (Consent)

[21-0105](#) Proposed 2021 AC Schedule and Pricing Adjustments, recommending approval

**Attachments:** [21-0105 MEMO for DPI Committee - MFAC Schedule.pdf](#)  
[21-0105 Updated Proposed Schedule.pdf](#)

- [21-0107](#) Contract/Agreement with L.W. Allen for the Lift Station SCADA Upgrade, recommending approval of agreement
- Attachments:** [Revised MANITOWOC WI - SCADA SYSTEM UPGRADES - 20111111MKA - \(21-0107 LW Allen Agreement for Lift Station SCADA System Upgrade.pdf](#)
- [21-0108](#) State/Municipal Agreement (SMA) for the DOT SISIP Traffic Signal Modifications on Connecting Highways, recommending approval of the agreement
- Attachments:** [21-0108 State Municipal Agreement \(SMA\) for DOT SISIP Traffic Signal Modifications.pdf](#)  
[21-0108 State Municipal Agreement for DOT SISIP Traffic Signal.pdf](#)
- [21-0109](#) Agreement with JT Engineering for Traffic Signal Modification Design, recommending approval of the agreement
- Attachments:** [Agreement with JT Engineering Inc..pdf](#)
- [21-0110](#) Custer Street - 2700 Block to S. 39th Street - Removal of Parking on one side of the street, recommending approval of the design and sending an informational letter to affected property owners and having a discussion with Hope House regarding parking changes.
- Attachments:** [21-0110 Custer Street - 29th to 39th.pdf](#)
- [21-0111](#) Proposed Permanent and Temporary Easement at 1320 Dueno Street for South 14th Street Lift Station Improvements, recommending approval of the easement and Engineering to work with Attorney's Office to draft Agreement.
- Attachments:** [21-0111 Proposed Permanent & Temporary Easement at 1320 Dueno St.pdf](#)  
[21-0111 Dueno Street proposed area for easement.pdf](#)
- [21-0112](#) Approval of LNRP Habitat Restoration Sign content and Installation along Little Manitowoc River Watershed, recommending approval and installation in Spring 2021
- Attachments:** [21-0112 Approval of LNRP Habitat Restoration Sign along Little Manitowoc River](#)
- [21-0113](#) Request to Erect Three Crosses on Hillside located at Evergreen Cemetery March 27 through April 5, 2021, recommending approval.
- Attachments:** [21-0113 Crosses at Evergreen Cemetery on hillside.pdf](#)
- [21-0121](#) Request for Extension of operating hours for the Mobile Cookie Truck, recommending approval for the period of February 21st through April 30th, 2021.
- Attachments:** [21-0121 mobile cookie booth-2.pdf](#)
- [21-0157](#) Progress invoices from WI Department of Transportation for Waldo Blvd project, recommending payment.
- Attachments:** [DOT Progress Invoices.pdf](#)

[21-0168](#) Report of Director of Public Infrastructure Dan Koski of Tonnage Report for the year ending 12/31/20. Recommending acceptance and place on file.

**Attachments:** [2020 Tonnage Report.pdf](#)

[21-0169](#) Report of Board of Public Works of 1/20/2021 of approval to enter into AGMT-21-01 with LaMahieu Tree Service for 2021 Tree Removal and Stump Grinding at various locations within the 2021 City Sidewalk Replacement District for a contract price of \$9,148.54, recommending acceptance of report and place on file.

**Attachments:** [Report of BPW Agmt-21-01.pdf](#)

[21-0170](#) Report of Board of Public Works of 1/20/2021 of approval to enter into AGMT-21-01 with LaMahieu Tree Service for 2021 Ash Tree Removal at various locations for a contract price of \$19,950.00 recommending acceptance of report and place on file.

**Attachments:** [Report of BPW AGMT-21-02.pdf](#)

[21-0171](#) Report of Board of Public Works of 1/20/2021 of approval to enter into AGMT-21-03 with Lakeland Landscape for 2021 Tree Planting along Bayshore Drive and Bay Point Road for a contract price of \$14,077.00, recommending acceptance of report and place on file.

**Attachments:** [Report of BPW AGMT-21-03.pdf](#)

[21-0172](#) Report of Board of Public Works of 1/26/2020 of approval to reduce snow removal assessment from \$300 to \$91 for property located at 819 Sarah Lynn Ct., recommending acceptance of report and place on file.

**Attachments:** [Report of BPW - Snow Appeal 819 Sarah Lynn Ct.pdf](#)

[21-0173](#) Report of Board of Public Works of 1/26/2020 of approval to reduce snow removal assessment from \$300 to \$98 for property located at 801 Sarah Lynn Ct., recommending acceptance of report and place on file.

**Attachments:** [Report of BPW - Snow Appeal 801 Sarah Lynn Ct.pdf](#)

[21-0174](#) Report of Board of Public Works of 1/26/2020 of approval to reduce snow removal assessment from \$300 to \$91 for property located at 509 Wild Oak Dr., recommending acceptance of report and place on file.

**Attachments:** [Report of BPW - Snow Appeal 509 Wild Oak Dr.pdf](#)

[21-0175](#) Report of Board of Public Works of 1/26/2020 of approval to reduce snow removal assessment from \$300 to \$91 for property located at 1009 Sarah Miles Ct., recommending acceptance of report and place on file.

**Attachments:** [Report of BPW - Snow Appeal 1009 Sarah Miles Ct..pdf](#)

[21-0176](#) Report of Board of Public Works of 2/3/2021, of bids received for 2021 Seal Coating Program, WS-21-6, recommending awarding to low bidder, Fahrner Asphalt Sealers, LLC, in the amount of \$111,130.23.

**Attachments:** [Report of BPW - WS-21-6.pdf](#)

[21-0181](#) Report of Board of Public Works of 2/3/2021 of approval to enter into AGMT-21-04 with Otis Elevator Company for Optiguard Door Protection System for Public Safety Building and Rahr-West Art Museum for a contract price of \$10,000.00, recommending acceptance of report and place on file.

**Attachments:** [Report of BPW AGMT-21-04.pdf](#)  
[Contract with Otis Elevator.pdf](#)  
[Exhibit A.pdf](#)

## 7. Public Safety Committee (Consent)

[21-0131](#) LifeQuest hardship request, call 182A-20-3581. Recommending approval of payment plan.

## 8. Plan Commission (Consent)

### I. COMMITTEE REPORTS

#### 1. Committee of the Whole

[21-0156](#) Resolution extending the mask requirement in City buildings through April 30, 2021

**Attachments:** [Res Extending Mask Requirement Through April 30 2021.pdf](#)

[21-0179](#) Report of Special Events Committee Recommending approval for the following events subject to Council action: St. Patrick's Day Celebration on 3/13/2021 (Closure of 8th Street from Washington Street to Bank 1st National (402 N 8th St.); Sunrise Easter Sunday on 4/4/2021 (Waiver of noise ordinance from 5:30 a.m. to 7:00 a.m.); Movie & a Book on 6/25/2021, 7/23/2021, & 8/27/2021 (Waiver of noise ordinance until 11:30 p.m.).

**Attachments:** [Report of Special Events Requiring Council Action.pdf](#)  
[St. Patrick's Day Celebration.pdf](#)  
[Sunrise Easter Sunda.pdf](#)  
[Movie & a Book.pdf](#)

#### 2. Finance Committee

[21-0018](#) Request to approve structural assessment of River Lofts river walk

**Attachments:** [Memo to Finance Committee Regarding Structural Assessment .pdf](#)  
[Amended and Restated Easement Agreement w-Exhibit A.pdf](#)

[21-0047](#) Resolution Terminating TID District 10 and Authorizing Treasurer to Distribute Excess Increment to Overlaying Districts

**Attachments:** [Resolution Terminating TIF District No. 10](#)

- [21-0048](#) Resolution Terminating TID District 12 and Authorizing Treasurer to Distribute Excess Increment to Overlaying Districts
- Attachments:** [Resolution Termination TIF District No. 12](#)
- [21-0099](#) Amendment to Ordinance Section 11.100 of the Municipal Code to clarify license fee for Mobile Food Vendor License.
- Attachments:** [Ord 21-0099 sec 11.100.pdf](#)
- [21-0103](#) 2021 Budget Amendment to include \$135,000 to the contingency and offsetting the Fund Balance Applied
- Attachments:** [2020 Tax LEVY FINAL to Council AMENDED.pdf](#)  
[2021 Budget Amend for City of Manitowoc ERP.pdf](#)  
[budget amended amount.pdf](#)  
[Staff Email Communication.pdf](#)
- [21-0117](#) Resolution Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$2,600,000 Taxable General Obligation Promissory Notes
- Attachments:** [Manitowoc C of - 2021 Taxable GOPNs - Parameters Resolution \(2\).pdf](#)
- [21-0118](#) Resolution Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$2,700,000 General obligation Refunding Bonds
- Attachments:** [Manitowoc C of - 2021 GORBs - Parameters Resolution \(2\).pdf](#)
- [21-0119](#) Scope of Engagement relative to the Proposed Issuance of \$2,700,000 City of Manitowoc General Obligation Refunding Bonds
- Attachments:** [City of Manitowoc - GORBs - Scope of Engagement.pdf](#)
- [21-0120](#) Scope of Engagement relative to the Proposed Issuance of \$2,600,000 City of Manitowoc Taxable General Obligation Promissory Notes
- Attachments:** [City of Manitowoc - Taxable GOPNs - Scope of Engagement.pdf](#)
- [21-0150](#) Report of 2020 Municipal Court Revenues & Caseload Statistics
- Attachments:** [2020 Municipal Court Revenues & Caseload Statistics.pdf](#)
- [21-0153](#) Report of Industrial Development Corporation of 1/13/21 recommending to approve the land sale and site plan for the Dramm Corporation, for a new building located on Lot 8, Block 1, I-43 Industrial Park No.2, encompassing 15.62 acres
- Attachments:** [IDC Report - Dramm Corporation.pdf](#)



[21-0154](#) Report of Industrial Development Corporation of 1/13/21 recommending to approve the land sale to AMMO Inc. and to go on record in support of the text amendment permitting ammunition manufacturing and storage in the I-1 Light Industrial Zoning District in the I-43 Industrial Park regarding parcel ID's 449-007-010, 449-007-011, and 449-007-020

**Attachments:** [IDC Report - Ammo Inc..pdf](#)

[21-0164](#) Resolution to approve Rahr-West Art Museum Strategic Plan 2020-2025

**Attachments:** [Res to approve RWAM Strategic Plan 2021.pdf](#)  
[Rahr West Strategic Plan 1.11.21.pdf](#)

[21-0178](#) Agreement for Management Services for 2021-2023 Manitowoc Farmers' Market

**Attachments:** [2021-2023 Market Manager Agreement.pdf](#)

### 3. Personnel Committee

[20-0898](#) Police Contract Bargaining

**Attachments:** [Tentative Agreements for Presentation to the Local.pdf](#)  
[final contract for council 2.15.2021.pdf](#)  
Memo to Personnel re Proposed Settlement.pdf  
[Markup of final contract for council 2.15.2021.pdf](#)

[21-0079](#) 2021 Deputy Fire Chief Request for Approval of Job Description Revisions

**Attachments:** [Memo Asst Fire Chief JD for PC.Council items.pdf](#)  
[Assistant Chief of Fire Rescue 10044 TRACK CHANGES.PDF](#)  
[Assistant Chief of Fire Rescue 10044 FINAL.PDF](#)

### 4. Public Infrastructure Committee

[21-0162](#) Final Resolution authorizing public improvement and levying special assessments against benefited property located on North Rapids Road

**Attachments:** [Res authorizing public improvement.pdf](#)

[21-0163](#) Delayed Assessment Agreement with Debra, Shirley, and Randall Kapitz for a sanitary sewer assessment at 1608 North Rapids Road

**Attachments:** [Kapitz Delayed Assessment Agreement.pdf](#)

[21-0165](#) Sidewalk Privilege Agreement with Coffey Enterprises, LLC

**Attachments:** [Sidewalk Privilege Agreement - Coffey Enterprises.pdf](#)  
[Request for Balcony at 812-814 S. 8th St..pdf](#)

[21-0166](#) Agreement between the City of Manitowoc and the Aging & Disability Resource Center of the Lakeshore Senior Nutrition Program regarding the dining site.

**Attachments:** [Agreement with ADRC.pdf](#)  
[ADRC Letter.pdf](#)

## 5. Public Safety Committee

[20-1203](#) Ordinance to regulate outdoor lighting.

**Attachments:** [Outdoor lighting memo.pdf](#)  
[Ord to Create 18.040 Outdoor Lighting.pdf](#)

[21-0135](#) Request for reconfiguration of intersection of Cleveland Ave. and Maritime Dr.

**Attachments:** [Fw\\_ information request](#)  
[RE\\_ Cleveland Ave intersection](#)  
[Proposed Reconstruction Work at Cleveland Ave. Maritime Dr](#)  
[Aerial Photo of Cleveland Ave. Maritime Dr](#)  
[Aerial Photo of Cleveland Ave. Maritime Dr. with Sewers](#)  
[Cleveland Ave. Maritime Dr. Intersection Reconstruction to Remove Existing Ri](#)  
[2006 Traffic Count for Cleveland Ave. Maritime Dr\\_.pdf](#)

[21-0143](#) Resolution to backfill Assistant Chief of Fire Rescue

**Attachments:** [Asst. Chief - BI back fill request.pdf](#)  
[Assistant Chief of Fire Rescue 10044 FINAL.PDF.pdf](#)  
[Res to approve revised job description Asst. Fire Chief and backfill.pdf](#)

[21-0144](#) Resolution to backfill Building Inspector position due to a retirement

**Attachments:** [Res to backfill Building Inspector.pdf](#)  
[Asst. Chief - BI back fill request.pdf](#)  
[Job Description Building Inspector.pdf](#)

## 6. Plan Commission

[21-0070](#) PC 33-2019: Holy Family Memorial / Core Treatment Services Annual Review of a Conditional Use Permit for the establishment of a Transitional Housing Residential Treatment Center in the B-1 Office - Residential Zoning District located at 3 Riverview Drive.

**Attachments:** [21-0070 HFM Core Annual CUP Review Report to Council.pdf](#)  
[21-0070 PC Report\\_HFM Core CUP.pdf](#)

[21-0071](#) PC 4-2020: Michael Plate. d.b.a. Plate Enterprises: Annual Review of a Conditional Use Permit - for the operation of a Recycling Facility Located 1107 Franklin Street.

**Attachments:** [21-0071 Plate CUP Review Report to Council.pdf](#)  
[21-0071 PC Report\\_ M Plate CUP Annual Review\\_ 1107 Franklin Street.pdf](#)

[21-0072](#) PC 5-2020: Knutson, Annual Review of a Conditional Use Permit for an Open Sales Lot located at 2020 Dufek Drive.

**Attachments:** [21-0072 Knutson CUP Review Report to Council.pdf](#)  
[21-0072 PC Report\\_ Annual Review of Knutson CUP\\_ Open Sales Lot.pdf](#)

[21-0076](#) PC 2-2021: Annual Review of Community Living Arrangements.

**Attachments:** [21-0076 Report to Council CLAs.pdf](#)  
[21-0076 PC Report\\_ Annual Review of Community Living Arrangements.pdf](#)

[21-0158](#) Resolution to approve the revised fee schedule for the Community Development Department

**Attachments:** [Fee Resolution.pdf](#)  
[CDD Fee Schedule Revision Feb 2021.pdf.pdf](#)

[21-0159](#) Ordinance to amend Chapter 15 of the Municipal Code to allow ammunition manufacturing in a "I-1" Light Industrial Zone

**Attachments:** [Ordinance Amending 15.330 and 15.pdf](#)

[21-0161](#) Ordinance for a rezone from R-6 Multiple Family District to B-2 Neighborhood Business District for property located at 2105 Western Avenue.

**Attachments:** [Ordinance PC 6-2021 2105 Western Ave R-6 to B-2.pdf](#)  
[Exhibit A Rezone Map.pdf](#)

## J. OTHER BUSINESS

## K. ADJOURN

*1. Next Scheduled Common Council Meeting: Monday, March 15, 2021 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.

**Mackenzie Reed-Kadow**  
City Clerk