



City of Manitowoc

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

Meeting Agenda

Common Council

Monday, December 16, 2019

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

[19-1344](#) Lakeshore Holiday Parade Awards

E. PUBLIC HEARINGS

[19-1327](#) 6:30 PM - Public Hearing for the purpose of hearing any and all interested parties in the matter of a proposed change to the Official Map to remove a portion of unimproved Brunner Court.

[19-1328](#) 6:31 PM - Public Hearing for the purpose of hearing any and all interested parties in the matter of a proposed Conditional Use Permit for a proposed Adaptive Reuse located at 1501 Marshall Street

[19-1329](#) 6:32 PM - Public Hearing for the purpose of hearing any and all interested parties in the matter of a proposed Conditional Use Permit for a proposed Bed and Breakfast establishment located at 2004 Menasha Avenue

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

[19-1343](#) Appointments by Mayor of election inspectors and nursing home deputies in the City of Manitowoc for the ensuing two year term from 1/1/20 to 12/31/21.

Attachments: [2020-2021 Election Inspectors](#)

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

[19-1330](#) Minutes of November 18, 2019 Common Council meeting, recommending approval and place on file.

Attachments: [11-18-19 CC Minutes](#)

[19-1331](#) Thank yous from Peter's Pantry and Catholic Charities for donation from the Schuette, Wernecke, Wilda, Rank Christmas Fund, recommending placing on file.

Attachments: [Peter's Pantry Thank You](#)
[Catholic Charities Thank You](#)

3. Committee of the Whole (Consent)

[19-1349](#) Report of Special Events Committee relative to approval of the following events: Waiver of Fees - Magical Trolley Ride to the North Pole on 12/6-12/7/19; Shelltrack Fat Bike Race on 12/14/19; Kenny's Slowpitch Softball Tournament on 7/17-7/25/20; recommending acceptance of report and place on file.

Attachments: [December Special Events Report](#)
[Magical Trolley Ride](#)
[Shelltrack Bike Race](#)
[Kenny's Tournament](#)

4. Finance Committee (Consent)

[19-1290](#) Claims Report from City Attorney for Claims January through September, 2019, recommend to accept and place on file.

Attachments: [CA Claims Report Jan-Sept 2019](#)

- [19-1291](#) Confirmation of audit services continuing for 2019 and 2020 with CLA (previously Schenck) , recommend to enter into agreement for two years.
Attachments: [Schenck \(CLA\) Agreement](#)
- [19-1292](#) Annual Maintenance Agreement with Wisconsin Document Imaging for the City's fleet of copiers, recommend to enter into Agreement.
Attachments: [WDI Maintenance Agreement](#)
- [19-1293](#) Certification of 2019 Levy Manitowoc Public School District, recommend to accept and place on file.
Attachments: [MPSD Levy](#)
- [19-1303](#) Brad Viegut, Managing Director Public Finance, Baird Review Financing Plan for 2020 Capital Borrowing, recommend to accept and place on file.
Attachments: [prs finance committee plan manitowoc 12.3.19](#)
- [19-1305](#) CAWG recommended funding for Unbudgeted request for 2020 Aerial Photos at 3" resolution in the amount NOT to exceed \$24,500, recommend to approve.
Attachments: [Community Develop Aerial Photos](#)
- [19-1306](#) CAWG recommended funding for Unbudgeted request for Backfilling 80% Grant funds to replace SCBA Equipment Fire Dept in the amount NOT to exceed \$240,000, recommend to accept.
Attachments: [Fire SCBA Equipment](#)
- [19-1307](#) CAWG recommended funding for Unbudgeted request in Streets Budget for Joint Project with Town of Manitowoc S 19th Street in the amount NOT to exceed \$1,600, recommend to accept.
Attachments: [Streets S 19th](#)
- [19-1341](#) General City Claims in the amount of \$3,164,588.28 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: [December Claims](#)
[11-19-19](#)
[11-22-19](#)
[11-29-19](#)
[12-6-19](#)
[12-13-19](#)
- [19-1347](#) 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 acceptance.
Attachments: [December Licenses](#)

5. Personnel Committee (Consent)**6. Public Infrastructure Committee (Consent)**

[19-1285](#) Request from Constituent to discuss Snow Plowing on Indian Bluff Drive and Seneca Lane, recommending placing on file.

Attachments: [19-1285 Staff Recommendation for plowing on Indian Bluff](#)
[19-1285 Snow Plowing in Indian Bluff and Seneca Lane](#)

[19-1297](#) Request for Fricke Inc to obtain access of the Newton Gravel Pit to help reduce the excessive traffic on Highway 42 and Fricke Drive, recommending placing on file

Attachments: [19-1297 Request for access to Gravel Pit from Fricke Drive Property Owners](#)

[19-1298](#) Update on Public Transit Lease Agreement, recommending approval

Attachments: [MEMO for DPI Committee - DPI LETTERHEAD - 2020 ATT Exercise Option & \ Assist to Transport lease agreement 11.26.19](#)

[19-1299](#) Exercising option to extend Contract with Assist to Transport, recommending approval

Attachments: [MEMO for DPI Committee - DPI LETTERHEAD - 2020 ATT Exercise Option & \ Manitowoc EXERCISE OF OPTIONS SRT 2019 \(12.2.19\)](#)
[Federal Clauses SRT 12.2.2019](#)

[19-1332](#) Report of Board of Public Works of 12/4/19 for 1st and Final payment of \$25,268.85 to Green Bay Pipe & TV, LLC for 2019 Televising Miscellaneous Sewers II, WU-19-4, recommending payment.

Attachments: [WU-19-14 Final Payment](#)

[19-1333](#) Report of Board of Public Works of 12/4/19 for 2nd and Final payment of \$20,497.98 to Vinton Construction Company for 2019 Asphaltic Concrete Paving II, WS-19-11, recommending payment.

Attachments: [WS-19-11 Final Payment](#)

[19-1334](#) Report of Board of Public Works of 12/4/19 for 2nd and Final payment of \$3,175.00 to Seiler Bros. Construction to Install Concrete Bases & Underground Conduit on Quay Street, AGMT-19-19, recommending payment.

Attachments: [AGMT-19-19 Final Payment](#)

[19-1335](#) Report of Board of Public Works of 12/4/19 for 1st and Final payment of \$76,640.00 to Lee Recreation, LLC for Playground Equipment at Citizen Park, WB-19-16, recommending payment.

Attachments: [WB-19-16 Final Payment](#)

[19-1336](#) Report of Board of Public Works of 11/20/2019, of quotes received for 2019 Crafcro Supershot 125D with 100 CFM Compressor Trailer, QE-19-4, recommending awarding to low quoter, Sherwin Industries, Inc. in the amount of \$72,052.64.

Attachments: [Crafcro Quote](#)
[QE-19-4 Quote Tab](#)

[19-1337](#) Report of Board of Public Works of 11/20/19 of approval to enter into AGMT-19-22 with Chris Lewis Tree Surgery for Tree Removal at Lincoln Park Zoo for a contract price of \$6,600.00, recommending acceptance of report and place on file.

Attachments: [AGMT-19-22](#)

7. Public Safety Committee (Consent)

[19-1313](#) Request to rescind unpaid outstanding parking tickets from 2004-2006, recommending to rescind these parking tickets.

Attachments: [Request to rescind outstanding parking tickets from 2004-2006](#)

[19-1317](#) Lifequest billing dispute 182A-18-2928, recommending to deny the request.

8. Plan Commission (Consent)

[19-1249](#) PC 32-2015: The Crossing of Manitowoc County, 419 Park Street, Conditional Use Permit - Annual Review, recommending to approve 1) the 2019 Annual Review of the Conditional Use Permit and 2) the removal of condition "J" regarding the annual review requirement.

Attachments: [19-1249 PC Report Crossing2019 review](#)
[Council Report - The Crossing CUP](#)

I. COMMITTEE REPORTS

1. Committee of the Whole

[19-1324](#) Offer to purchase the land at 101 Maritime Drive

[19-1326](#) Possible acquisition of 1216 Washington Street

[19-1348](#) Communication from Alderperson Mike Howe resigning his position as Alderperson for District 1 effective December 31, 2019.

Attachments: [M Howe Resignation](#)

[19-1353](#) Procedure to fill aldermanic vacancy in District 1

2. Finance Committee

[19-1294](#) Request from American Multi-Cinema for a refund of a portion of their intoxicating liquor license for 2019-2020

Attachments: [AMC Request](#)
[Staff Recommendation](#)

[19-1295](#) Resolution Creating a Revolving Loan Fund for the City of Manitowoc

Attachments: [Res to Create Revolving Loan Fund from CDBG closeout](#)

[19-1296](#) Resolution Creating a Non-Lapsing Fund for the Performance Management and Pay Plan

Attachments: [Res to Create Pay Plan Fund - Personnel Committee Revisions](#)

[19-1301](#) Ordinance to amend Section 11.170 of the Municipal Code regulating Theaters, Circuses and Carnivals Licenses.

Attachments: [19-1301 Ord Amend 11.170](#)

[19-1302](#) Resolution Providing for the Sale of Approximately \$9,905,000 Note Anticipation Note

3. Personnel Committee

4. Public Infrastructure Committee

[19-0832](#) Ordinance to create section 11.100 of the Municipal Code regulating Mobile Food Vendors

Attachments: [Ord to create 11](#)

[19-1280](#) Resolution for 2020 Seal Coating Program

Attachments: [19-1280 Resolution for 2020 Seal Coating](#)

[19-1281](#) Resolution for 2020 Public Works Program, Streets Improvement, Sanitary and Storm Sewer and Miscellaneous Program

Attachments: [19-1281 Resolution for 2020 Infrastructure Improvements](#)

- [19-1282](#) Resolution for 2020 Dust Palliatives
Attachments: [19-1282_Resolution for 2020 Dust Palliatives](#)
- [19-1283](#) Resolution for City-wide Sidewalk Construction and Repair Program for 2020
Attachments: [19-1283_Resolution for 2020 Sidewalk Program](#)
- [19-1338](#) Referral from Board of Public Works of 12-4-19: Appeal for weed cutting assessments for property at 409 Park St.
Attachments: [Weed Appeal 409 Park St.](#)
[409 Park Street Memo outlining purchasing history](#)
- [19-1351](#) Temporary Access Easement Agreement over unimproved right-of-way for Homestead Road
Attachments: [Homestead Rd - Temp Access Easement Agmt](#)

5. Public Safety Committee

- [19-1315](#) An Ordinance to amend Section 10.290 of the Manitowoc Municipal Code regulating Traffic Regulations - One Way Streets.
Attachments: [Ordinance to Amend 10](#)
- [19-1316](#) An Ordinance to create Section 14.230 of the Manitowoc Municipal Code regulating Unlawful Massage Therapy Practices.
Attachments: [Memo re Massage Therapy Regulations](#)
[Ord to Create 14 - Massage Therapy](#)
- [19-1342](#) Joint Powers Agreement between Manitowoc County Joint Dispatch Center and the City of Manitowoc effective March 1, 2020
Attachments: [Joint Powers Dispatch Agreement](#)
- [19-1345](#) Ordinance amending Section 10.490 of the Municipal Code regulating Two Hour Parking on York St. & N. 9th St.
Attachments: [Ord - 2 Hr Parking on York St & N 9th St](#)
- [19-1346](#) Ordinance to amend Section 10.390 of the Municipal Code regulating parking prohibited on Menasha Avenue
Attachments: [Ord - Parking prohibited on Menasha](#)
- [19-1350](#) Ordinance to amend section 10.010 of the Municipal Code regulating Provisions of State Law Adopted by Reference relative to the speed limit on Waldo Blvd.
Attachments: [Ord - Provisions of State Law Adopted by Reference](#)

6. Plan Commission

- [19-1247](#) Grow it Forward Inc Request for a Conditional Use Permit for an Adaptive Reuse pursuant to Chapter 15.370(29) located at 1501 Marshall Street
- Attachments:** [19-1247 PC Report Grow it Forward CUP](#)
[Council Report - GIF CUP](#)
- [19-1248](#) Kevin and Kay Sonnenburg; Request for a Conditional Use Permit for the establishment of a Bed and Breakfast at 2004 Menasha Avenue pursuant to Chapter 15.130(3)h
- Attachments:** [19-1248 PC Report Sonnenburg Bed & Breakfast CUP](#)
[Council Report - Sonnenburg B&B CUP](#)
- [19-1339](#) Resolution to vacate a portion of Brunner Court
- Attachments:** [Res - Brunner Ct Vacation](#)
[Brunner Ct Map](#)
[Brunner Ct - Petition & PC Report](#)
- [19-1340](#) Ordinance amending Section 22.010 of the Municipal Code entitled: "Official Map - Master Subdivision Plans"
- Attachments:** [Ord - Official Map](#)
[Brunner Ct Map](#)
[Brunner Ct - Petition & PC Report](#)

J. OTHER BUSINESS

K. ADJOURN

1. Next Scheduled Common Council Meeting: Monday, January 20, 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 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