



# City of Manitowoc

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

## Meeting Agenda

### Common Council

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Monday, September 15, 2025

6:30 PM

Council Chambers

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

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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 Zoom to maximize opportunities for residents to attend. Those attending the meeting via Zoom who wish to give public input are asked to keep their microphone muted until public input is opened to improve audio quality for all attendees. Those using their phone to call in may hit \*6 to mute and unmute themselves. Members of the public may call to listen in at 888 475 4499 US Toll-free, Meeting ID: 844 6861 2353 Password: 265838.

Public input will be accepted at the meeting. Those wishing to make public comment in advance of the meeting should email [jswokowski@manitowoc.org](mailto:jswokowski@manitowoc.org) or call 920-686-6952 with their comment no later than 12:00 p.m. central the day of the meeting. Emailed public input will be attached to the agenda and made part of the public record.

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. COMMITTEE REPORTS

##### 1. Committee of the Whole

[25-0667](#)

Appointment to fill District 4 Alderperson Vacancy

Attachments:

[Jodi Brey Interest Letter for District 4 Vacancy](#)

#### E. CITY CLERK ADMINISTERS OATH OF OFFICE TO NEWLY APPOINTED ALDERPERSON - DISTRICT 4

#### F. PRESENTATIONS

[25-0652](#) Final Accounting Report on Red Arrow Park Project by Ed Hansen

[25-0656](#) Proclamation for the Rahr-West Art Museum's 75th Anniversary

Attachments: [Proclamation - Rahr-West Art Museum](#)

[25-0657](#) Proclamation declaring October 5th-11th, 2025 as Fire Prevention Week

Attachments: [Proclamation - Fire Prevention Week](#)

## G. PUBLIC HEARINGS

[25-0653](#) Public Hearing to be held at 6:31 p.m. for the purpose of hearing any and all interested parties in the matter of a proposed street vacation for an un-named street between Paul Road and Herman Road

[25-0654](#) 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 Request for a Conditional Use Permit for the Operation of a Church and School located at 916 Pine Street (Parcel #635-003-000)

[25-0655](#) Public Hearing to be held at 6:33 p.m. for the purpose of hearing any and all interested parties in the matter of a Request for a Conditional Use Permit for a Transitional Use - Temporary Warming Shelter at 702 State Street ( Parcel #000-108-180)

## H. 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.*

## I. APPOINTMENTS AND BUSINESS PRESENTED BY THE MAYOR

[25-0658](#) Election of Common Council Representative to the Plan Commission

[25-0659](#) Mayor makes Standing Committee Appointments

[25-0660](#) Mayor makes Appointments to Various Committees

## J. 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

[25-0661](#) Minutes of the August 18, 2025 Common Council meeting; recommending approval and place on file

**Attachments:** [Council Minutes 8-18-2025](#)

## 3. Committee of the Whole (Consent)

[25-0664](#) Report of Special Events Committee relative to the approval of the following event: Halloween Glow Disc Golf on 10/31/2025; recommending acceptance of report and place on file

**Attachments:** [081425 - 091025 SEC Acted On](#)  
[SE - Halloween Glow Disc Golf](#)

[25-0665](#) Report of Special Events Committee relative to the approval of the following waiver of fees: Manitowoc County Human Service Department Annual Celebration of Clients on 9/19/2025; recommending acceptance of report and place on file

**Attachments:** [Waivers of Fees Acted On 081425 - 091025](#)  
[Waiver of Fees - Annual Celebration of Clients](#)

## 4. Finance Committee (Consent)

[25-0638](#) Application of "Class B" Retail Intoxicating Liquor & Fermented Malt Beverage License (TAV-2527A), Randall & Austin Enterprises DBA Silver Valley Hospitality, for Silver Valley Banquet Hall, 1222 S. Alverno Rd; recommending approval

**Attachments:** [TAV-2527A Class B Intoxicating Liquor License App](#)

[25-0639](#) Two Year Operator License (#250249) H. Dewitt; recommending to approve the license pursuant to Wisconsin State Statute 111.335

**Attachments:** [2YROperator #250249 Dewitt](#)

[25-0640](#) L25-00076 Bower Claim for Damages > \$5,000; recommending to deny the claim

**Attachments:** [Notice of Claim- Bower](#)  
[Notice of Intent - WC Adverse Party 03419878 Aug 7 2025 105426 \(1\)](#)

[25-0662](#) General City Claims in the amount of \$6,394,423.65 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:**     [Claim Report](#)  
[8-15-2025](#)  
[8-19-2025](#)  
[8-22-2025](#)  
[8-22-2025a](#)  
[8-29-2025](#)  
[9-5-2025](#)

## 5. Personnel Committee (Consent)

## 6. Public Infrastructure Committee (Consent)

[25-0668](#)     Report of Board of Public Works of 9/3/2025 for 1st and final payment of \$240,275.00 to Interstate Improvement, Inc. for 2025 Continuous Diamond Grinding, WS-25-12; recommending payment

**Attachments:**     [Report of BPW - WS-25-12](#)

[25-0669](#)     Report of Board of Public Works of 9/3/2025 for 1st and final payment of \$131,771.60 to Brickline Inc for 2025 Epoxy Pavement Marking Program, WS-25-9; recommending payment

**Attachments:**     [Report of BPW - WS-25-9](#)

[25-0670](#)     Report of Board of Public Works of 9/3/2025 of approval to enter into AGMT-25-09 with Luisier Plumbing, to install 1" piping to 2 baseball fields at Citizens Park as outlined in "Exhibit A", Proposal; recommending acceptance of report and place on file

**Attachments:**     [Report of BPW - AGMT-25-09](#)

[25-0671](#)     Report of Board of Public Works of 9/3/2025 for an appeal for noxious weed assessment for property located at 1402 Hamilton Street; recommending to deny the appeal

**Attachments:**     [Report of BPW - 1402 Hamilton Street](#)  
[Property Owner Appeal - 1402 Hamilton](#)

[25-0672](#)     Report of Board of Public Works of 9/3/2025, of bids received for 9th and Jay Streetscape, Project WS-25-16; recommending awarding to Vinton Construction Company in the amount of \$105,821.15

**Attachments:**     [Report of BPW - WS-25-16](#)  
[Council Bid Award Memo](#)

[25-0673](#)     Report of Board of Public Works of 8/6/2025, of bids received for the Manitowoc Public Library HVAC Rooftop Condenser/Compressor Unit Replacement and HVAC Main Controls Interface with Sensors/Mechanicals, Project WB-25-15; recommending awarding to Schaus Mechanical Inc. in the amount of \$280,850.00

**Attachments:**      [Report of BPW - WB-25-15](#)

[Memo - Library HVAC](#)

[25-0676](#)      Report of Board of Pubic Works of 9/3/2025 of quotes received for a 2025 Single Engine Sweeper, QE-25-8; recommending awarding to MacQueen in the amount of \$408,840.00

**Attachments:**      [Report of BPW - QE-25-8](#)

## **7. Public Safety Committee (Consent)**

## **8. Plan Commission (Consent)**

## **K. COMMITTEE REPORTS**

### **1. Committee of the Whole**

[25-0666](#)      Report of the Special Events Committee recommending approval of the following events subject to Council Action: Lakeshore Holiday Parade on 11/26/2025 (Road closure of Washington Street from 20th to 8th Street, 14th Street from Washington to Franklin, and for 8th Street from Washington to Park Street from 5:30 p.m. - 8:30 p.m.); 10th Annual Cardboard City on 10/24/2025-10/25/2025 (Road closure of N 8th Street, from Park Street to State Street, from 12:00 p.m. on Friday to 12:00 p.m. Saturday)

**Attachments:**      [081425 - 091025 SEC Council Approval](#)

[SE - Lakeshore Holiday Parade](#)

[SE - Cardboard City](#)

### **2. Finance Committee**

[25-0637](#)      Environmental Protection Agency (EPA) Brownfield Community-Wide Assessment Grant Agreement (BF01E03225) for \$500,000; \$500,000 from EPA with \$0 Local Match

**Attachments:**      [Email from Community Development Director re FY2025 EPA Community Wide](#)

[BF01E03225](#)

[6 - FY25 Manitowoc CWA Workplan - Final2](#)

[25-0663](#)      Nomination and election for recommendation to the Common Council for one member to serve on the Manitowoc Public Utilities Commission for a five year term (October 1, 2025 to September 30, 2030)

**Attachments:**      [MPU reappointment McMeans 2025](#)

### **3. Personnel Committee**

#### 4. Public Infrastructure Committee

[25-0675](#) State/Municipal Financial Agreement (SMFA) for the SISP-III Traffic Signal Rehabilitation funding for the intersection of E Reed Ave and Memorial Drive

**Attachments:** [37003073 74 C OF MANITOWOC STH 42 EAST REED AVE SMFA ORIGIN](#)  
[Email - DOT](#)  
[Email - Approval](#)

[25-0678](#) Agreement with Serenity Farms for Tree Removal at Silver Creek Park for a contract price of \$38,885.00, AGMT-25-10

**Attachments:** [Final Contract for Serenity Farms - Tree Removal at Silver Creek Park](#)  
[Bid Tab Silver Creek Tree Removal](#)

#### 5. Public Safety Committee

[25-0677](#) Request by ACE Building Service, agent for Bank First National, for the approval of a demolition/razing permit application for a structure that exceeds 100,000 cubic feet in area, located at 810 Chicago Street

**Attachments:** [810 Chicago Proposed Demo Reduced](#)

#### 6. Plan Commission

[25-0530](#) Resolution Approving the Discontinuance of a Portion of an Un-named Street between Paul Road and Herman Road, in the Interest of the Public, Pursuant to Wis. Stat. 66.1003(4)

**Attachments:** [Resolution for Street Vacation- Final](#)  
[Maps](#)  
[25-0620 Report to Council](#)  
[25-0620 PC Report Street Vacation Off Map unnamed street](#)

[25-0680](#) Ordinance amending Section 22.010 of the Municipal Code entitled: "Official Map - Master Subdivision Plans" to Discontinue a Portion of an Un-named Street between Paul Road and Herman Road

**Attachments:** [Official Map Ordinance Street Vacation- Paul and Herman Road- Final\\_1](#)  
[Maps](#)

[25-0618](#) PC 19-2025: Immanuel Evangelical Lutheran Church: Request for a Conditional Use Permit for the Operation of a Church and School located at 916 Pine Street

**Attachments:** [25-0618 Report to Council](#)  
[25-0618 PC Report Immanuel Lutheran](#)

[25-0619](#) PC 22-2025: The Neighborhood of Manitowoc County, Inc; Conditional

Use Permit Request for a Transitional Use -Temporary Warming Shelter at  
702 State Street

**Attachments:**     [25-0619 Report to Council](#)  
                              [25-0619 PC Report The Neighborhood Warming Shelter](#)

[25-0626](#)                PC 1-2025: Miscellaneous Dedications for Street Purposes - Michigan  
Avenue

**Attachments:**     [25-0626 Report to Council](#)  
                              [25-0626 PC Report Michigan Ave QC deeds](#)

## **L. OTHER BUSINESS**

## **M. ADJOURN**

*1.Next Scheduled Common Council Meeting: Monday, October 20, 2025 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**  
**City Clerk**