



City of Manitowoc

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

Meeting Minutes

Common Council

Monday, September 15, 2025

6:30 PM

Council Chambers

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

A. CALL TO ORDER

B. ROLL CALL

Alderspersons Present: 9 - Andrew Dunbar, Chad Beeman, Michael Cummings, William DeBaets, Brian Anderson, Bill Schlei, Eric Sitkiewitz, Brett Norell and Todd Reckelberg

C. PLEDGE OF ALLEGIANCE & INVOCATION

D. COMMITTEE REPORTS

1. Committee of the Whole

[25-0667](#)

Appointment to fill District 4 Alderperson Vacancy

Mayor Nickels opened the floor for nominations. Council President Cummings made a motion for Jodi Brey to fill the vacancy as per the Committee of the Whole recommendation. Alderperson Reckelberg made a motion to close nominations and cast an unanimous ballot, seconded by Alderperson Sitkiewitz. The motion carried by the following vote:

Aye: 9 - Dunbar, Beeman, Cummings, DeBaets, Anderson, Schlei, Sitkiewitz, Norell and Reckelberg

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

Alderspersons Present: 10 - Andrew Dunbar, Chad Beeman, Michael Cummings, William DeBaets, Brian Anderson, Bill Schlei, Eric Sitkiewitz, Brett Norell, Todd Reckelberg and Jodi Brey

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

[25-0657](#)

Proclamation declaring October 5th-11th, 2025 as 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

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 August 25, 2025, August 31, 2025 and September 8, 2025. (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.)

[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)

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 August 31, 2025 and September 8, 2025. (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.)

[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 Emergency Warming Shelter at 702 State Street (Parcel #000-108-180)

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 August 31, 2025 and September 8, 2025. (Proof of publication is on file in the City Clerk's Office.)

The following parties appeared to speak on this matter:

Matthew Sauer

Kenneth Walters

Dorothy Boutin

Neil Holschbach

Mayor declared the public hearing closed. (A recording of the entire public hearing is on file in the City Clerk's Office.)

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)

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

Aye: 10 - Dunbar, Beeman, Cummings, DeBaets, Anderson, Schlei, Sitkiewitz, Norell, Reckelberg and Brey

[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

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

Aye: 10 - Dunbar, Beeman, Cummings, DeBaets, Anderson, Schlei, Sitkiewitz, Norell, Reckelberg and Brey

[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

Moved by Sitkiewitz, seconded by Cummings, to approve the issuance of a Conditional Use Permit to Immanuel Evangelical Lutheran Church for a church and school per the attached map. The motion carried by the following vote:

Aye: 10 - Dunbar, Beeman, Cummings, DeBaets, Anderson, Schlei, Sitkiewitz, Norell, Reckelberg and Brey

[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

Moved by Sitkiewitz, seconded by Cummings, to approve the issuance of a Conditional Use Permit to The Neighborhood of Manitowoc County, Inc for the temporary establishment of a 12 bed Emergency Housing Warming Shelter located at 702 State Street. The motion carried by the following vote:

Aye: 10 - Dunbar, Beeman, Cummings, DeBaets, Anderson, Schlei, Sitkiewitz, Norell, Reckelberg and Brey

[25-0626](#)

PC 1-2025: Miscellaneous Dedications for Street Purposes - Michigan Avenue

Moved by Sitkiewitz, seconded by Cummings, to instruct City staff to move

**forward with all facets of acquiring the additional Michigan Avenue right-of-way.
The motion carried by the following vote:**

Aye: 10 - Dunbar, Beeman, Cummings, DeBaets, Anderson, Schlei, Sitkiewitz, Norell,
Reckelberg and Brey

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 part of the official record.

I. APPOINTMENTS AND BUSINESS PRESENTED BY THE MAYOR

[25-0658](#)

Election of Common Council Representative to the Plan Commission

Mayor Nickels opened up the floor for nominations. Alderperson Sitkiewitz nominated Alderperson Bill Schlei. Nominations where closed. Alderperson Sitkiewitz made a motion to elect Alderperson Bill Schlei to the Plan Commission by an unanimous ballot, seconded by Alderperson Norell.

Aye: 10 - Dunbar, Beeman, Cummings, DeBaets, Anderson, Schlei, Sitkiewitz, Norell,
Reckelberg and Brey

[25-0659](#)

Mayor makes Standing Committee Appointments

Moved by Cummings, seconded by Anderson, that these Appointments be approved. The motion carried by the following vote:

Aye: 10 - Dunbar, Beeman, Cummings, DeBaets, Anderson, Schlei, Sitkiewitz, Norell,
Reckelberg and Brey

[25-0660](#)

Mayor makes Appointments to Various Committees

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

Aye: 10 - Dunbar, Beeman, Cummings, DeBaets, Anderson, Schlei, Sitkiewitz, Norell,
Reckelberg and Brey

J. CONSENT AGENDA

1. Removal of Consent Agenda Items

None

Approval of the Consent Agenda

Moved by Cummings, seconded by Schlei, to accept the Consent Agenda Items and recommendations of the various committees. The motion carried by the following vote:

Aye: 10 - Dunbar, Beeman, Cummings, DeBaets, Anderson, Schlei, Sitkiewitz, Norell,
Reckelberg and Brey

2. Miscellaneous

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

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
- [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

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
- [25-0639](#) Two Year Operator License (#250249) H. Dewitt; recommending to approve the license pursuant to Wisconsin State Statute 111.335
- [25-0640](#) L25-00076 Bower Claim for Damages > \$5,000; recommending to deny the claim
- [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

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
- [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
- [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
- [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

[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

[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

[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

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)

Moved by Cummings, seconded by DeBaets, that this Report be approved. The motion carried by the following vote:

Aye: 10 - Dunbar, Beeman, Cummings, DeBaets, Anderson, Schlei, Sitkiewitz, Norell, Reckelberg and Brey

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

Moved by Sitkiewitz, seconded by Reckelberg, that this Agreement be approved and entered into. The motion carried by the following vote:

Aye: 10 - Dunbar, Beeman, Cummings, DeBaets, Anderson, Schlei, Sitkiewitz, Norell, Reckelberg and Brey

[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)

Mayor Nickels opened the floor for nominations. Alderperson Sitkiewitz nominated Scott McMeans. Alderperson Reckelberg made a motion to close nominations and cast an unanimous ballot, seconded by Alderperson Sitkiewitz. The motion carried by the following vote:

Aye: 10 - Dunbar, Beeman, Cummings, DeBaets, Anderson, Schlei, Sitkiewitz, Norell, Reckelberg and Brey

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

Moved by Schlei, seconded by DeBaets, that this Agreement be approved. The motion carried by the following vote:

Aye: 10 - Dunbar, Beeman, Cummings, DeBaets, Anderson, Schlei, Sitkiewitz, Norell, Reckelberg and Brey

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

Moved by Schlei, seconded by DeBaets, that this Agreement be approved. The motion carried by the following vote:

Aye: 10 - Dunbar, Beeman, Cummings, DeBaets, Anderson, Schlei, Sitkiewitz, Norell, Reckelberg and Brey

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

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

Aye: 10 - Dunbar, Beeman, Cummings, DeBaets, Anderson, Schlei, Sitkiewitz, Norell, Reckelberg and Brey

L. OTHER BUSINESS

M. ADJOURN

A motion was made by Cummings, seconded by DeBaets, that this meeting be adjourned at 7:22 p.m. The motion carried by the following vote:

Aye: 10 - Dunbar, Beeman, Cummings, DeBaets, Anderson, Schlei, Sitkiewitz, Norell, Reckelberg and Brey

Mackenzie Reed
City Clerk