



City of Manitowoc

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

Meeting Agenda

Common Council

Monday, November 21, 2016

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

E. PUBLIC HEARINGS

[16-1076](#) Public Hearing to be held at 6:35 p.m. 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 Edgewood Road.

Attachments: [16-1076.pdf](#)

[16-1077](#) Public Hearing to be held at 6:40 p.m. for the purpose of hearing any and all interested parties in the matter of a proposed amendment to the City of Manitowoc Comprehensive Plan to revise the Map of Future Land Use in two areas (in the vicinity of the former Elks Club and golf course) generally located at 200 Waldo Blvd. and west of the intersection of Memorial and Johnston Drives.

Attachments: [16-1077.pdf](#)

[16-1078](#) Public Hearing to be held at 6:45 p.m. for the purpose of hearing any and all interested parties in the matter of proposed changes to Chapter 15 of the Manitowoc Municipal Code to revise Zoning Code 15.450 to allow the Plan Commission authority to vary maximum size of animated signs with Special Use Permit approval.

Attachments: [16-1078.pdf](#)

[16-1079](#) Public Hearing to be held at 6:50 p.m. for the purpose of hearing any and all interested parties in the matter of a proposed change to Chapter 15.270(3) of the Manitowoc Municipal Code to revise Chapter 15.270, B-3 General Business District to allow outside storage and sales as a Conditional Use Permit.

Attachments: [16-1079.pdf](#)

[16-1081](#) Public Hearing to be held at 6:55 p.m. for the purpose of hearing any citizen or taxpayer on the proposed Budget for the upcoming year.

Attachments: [16-1081.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

[16-1073](#) Re-Appointments to Municipal Tree Commission for two year terms expiring 6/1/18: Glen Pfeffer, Nick Levendusky and Todd Holschbach.

[16-1082](#) Appointment of Ted Jennejohn to Harbor Commission in place of Lee Kummer for an unexpired term ending 6/1/18.

Attachments: [16-1082.pdf](#)

[16-1104](#) Appointment of Nicholas Seidl, Roncalli High School Repr., to Crime Prevention Committee in place of Ethan Peters for the period 9/1/16 thru 8/31/17.

Attachments: [appt crime.pdf](#)

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

[16-1080](#) Minutes of Common Council of 10/17/16, recommending acceptance and place on file.

Attachments: [16-1080.pdf](#)

[16-1093](#) Notice from Wisconsin Dept. of Natural Resources of Pending Application for Proposed Bridge from Wisconsin Central Limited, recommending acceptance and place on file.

Attachments: [16-1093.pdf](#)

3. Committee of the Whole (Consent)

[16-1096](#) Report of Special Events Committee recommending approval of the following events subject to Council action: Metro Jam on 6/16/17 (Waiver of rules prohibiting alcohol in park; street closure of S. 12th St. from Washington to Marshall), recommending approval.

Attachments: [16-1096.pdf](#)

[16-1097](#) Report of Special Events Committee relative to approval of the following events: Art Night at the Zoo on 11/12/16; Roncalli Cross Country Invite on 9/9/17; Seehafer Broadcasting Jr. Summer Tennis on 6/30 - 7/2/17; Jr. Brutal Wear Tennis Tournament on 8/26 - 8/28/17; Bike Ride for Hunger on 9/16/17; Two Rivers/Catholic Memorial Tennis Invite on 4/8/17; Library to Library Fun Walk on 8/19/17; and denial of request by Polar Express by Trolley for street closure on 12/9/16 and 12/10/16, recommending acceptance of report and place on file.

Attachments: [art zoo.pdf](#)
[polar express.pdf](#)
[TR Cath Mem.pdf](#)
[ride hunger.pdf](#)
[library to library.pdf](#)
[roncalli cross country.pdf](#)
[seehafer tennis.pdf](#)

4. Finance Committee (Consent)

[16-1031](#) Lakeshore Technical College District - 2016 Levy Report, recommending to Accept and Place on File.

Attachments: [20161031193505864](#)

[16-1057](#) Tax Levy Certification Manitowoc Public School District 2016-17 School Year; accept and place on file.

Attachments: [20161105014313203](#)

[16-1069](#) 2016 Poor Fund Report and Recommended Distribution; accept and place on file.

Attachments: [20161112021535818](#)

- [16-1070](#) 2015 Palpable Error Wisconsin Aluminum Foundry Co Inc., Parcel 000-731-604 in the amount of \$5,790.99; approve to refund.
- Attachments:** [20161112022446364](#)
- [16-1071](#) Foreclosure of Mortgage 16-CV-0383 Wisconsin Housing and Economic Development Authority vs. Chai Wang Xiong and Por Choua Xiong, City of Manitowoc, Holy Family Memorial, Inc; approve and refer to City Attorney.
- Attachments:** [20161112025720650](#)
- [16-1072](#) General City Claims 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:** [report 16-1072.pdf](#)
[10-21-16.pdf](#)
[10-28-16.pdf](#)
[11-4-16.pdf](#)
[11-11-16.pdf](#)
[11-14-16.pdf](#)
[11-18-16.pdf](#)
- [16-1087](#) Quit Claim Deed from Plenty O Suds LLC for Calumet Avenue and S. 36th Street purposes, with Plan Commission Report attached recommending acceptance.
- Attachments:** [16-1087.pdf](#)
- [16-1089](#) Report of City Plan Commission relative to annual review of Ramirez Auto and Towing Conditional Use Permit for the operation of a wrecker service at 1545 S. 41st St. recommending approval.
- Attachments:** [16-1089.pdf](#)

5. Personnel Committee (Consent)

6. Public Infrastructure Committee (Consent)

- [16-0536](#) Main Street Hanging Banners for In Courage Fundraiser, recommending denial.
- Attachments:** [16-0536](#)
[20160608111005370.pdf](#)
- [16-1043](#) Underground Facilities Locating and Marking Service Agreement with Excel Underground for Underground Locating (2017-2018), recommending entering into agreement.
- Attachments:** [Revised Service Agreement for Underground Locating \(2017-2020\).pdf](#)

[16-1046](#) Conservation Easements for the Little Manitowoc River Restoration Project with landowners, Steve Metzger, Kristin Dectherage-Veleke and James Coulson, recommending approval (enter into the easements).

Attachments: [16-1046.pdf](#)

[16-1052](#) Temporary Cul de Sac Easement Agreement with Manitowoc County for use as a turnaround area for the City's maintenance vehicles located at the terminus of Meijer Lane.

Attachments: [16-1052.pdf](#)

[16-1062](#) Brush Violation at 1130 S. 13th Street and 1113 S. 13th Street, recommending waiving fine and changing notification period for future infractions to five (5) business days.

Attachments: [16-1062.pdf](#)

[16-1063](#) Request for a "Caution Hidden Driveway" Sign On Spring Street, Committee recommending approving request

Attachments: [16-1063.pdf](#)

[16-1074](#) Report of Board of Public Works of November 2, 2016 for 2016 Epoxy Pavement Marking Program for 3rd and Final Payment to Brickline, Inc. in the amount of \$8,008.38, recommending payment.

Attachments: [16-1074.pdf](#)

[16-1075](#) Report of Board of Public Works of November 2, 2016 for Mill Rd. Bridge Masonry Repairs for 1st and Final Payment to Quality Building Restoration Co. in the amount of \$8,500.00, recommending payment.

Attachments: [16-1075.pdf](#)

7. Public Safety Committee (Consent)

[16-1048](#) August Police activity report, recommending approval.

Attachments: [August Police Activity Report](#)

[16-1049](#) September Police activity report, recommending approval.

Attachments: [September Police Activity Report](#)

I. STANDING COMMITTEE REPORTS

1. Committee of the Whole

[16-0919](#) TIF project proposal by Angelus Village of Manitowoc LLC requesting cash grant from Tax Incremental District #18.

Attachments: [Report to Finance Committee](#)

2. Finance Committee

- [16-0895](#) Resolution to vacate a portion of unimproved Edgewood Road of .1 acres of land more or less.
- Attachments:** [16-0895.pdf](#)
- [16-0974](#) Ordinance amending Section 22.010 of the Municipal Code for a change to the Official Map in the area of Edgewood Road.
- Attachments:** [16-0974.pdf](#)
- [16-0989](#) Ordinance to amend Section 15.450(18) of the Municipal Code regulating animated signs.
- Attachments:** [16-0989.pdf](#)
- [16-0992](#) General City Budget of proposed 2016 levy for 2017, in the amount of \$15,116,592 including the Manitowoc Public Library, with \$1,021,449 in proposed tax incremental financing.
- Attachments:** [2017 Executive Budget Binder.pdf](#)
[baird_analysis.pdf](#)
[PAYGO PLAN November 2015.pdf](#)
[Tax Levy Change Budget worksheet.pdf](#)
[2017 CAWG Requests Ranking.pdf](#)
[2017 CAWG List by Acct.pdf](#)
[PAYGO ITEMS.pdf](#)
[Major Changes 2016-17.pdf](#)
[Marine Band Letter of Support.pdf](#)
[52 G.12.4 Comprehensive project.pdf](#)
[Amendments & Departmental req.pdf](#)
[Final Equated SOA 2016.pdf](#)
[Finance Committee REcommended.pdf](#)
[Final Report.pdf](#)
- [16-0995](#) Ordinance to amend Section 15.270(3) of the Municipal Code regulating Conditional Uses in the B-3 General Business District to allow for outside storage or sales of merchandise as a principal property use, as recommended by Finance Committee.
- Attachments:** [16-0995.pdf](#)
- [16-1027](#) Ordinance Revision to Amendment for Chapter 15.270 B-3 General Business District to allow Outside Storage and Sales as a Conditional Use Permit.
- Attachments:** [16-1027 Ordinance \(PC 34-2016\) B-3 Conditional Uses 10-26-16](#)

- [16-1030](#) Resolution requiring authorization to apply for and administer US EPA site assessment grant funds.
- Attachments:** [16-1030.pdf](#)
- [16-1032](#) Resolution Establishing Primary Election Date on February 21, 2017 for nomination of candidates for city offices at the April 4, 2017, Spring Election.
- Attachments:** [20161031201320712](#)
- [16-1083](#) Agreement 16-11 with A.C.E. Building Service to furnish labor, equipment and material required to expand the existing women's locker room at the Police Department for the sum of \$13,838.00.
- Attachments:** [16-1083.pdf](#)
- [16-1086](#) Statement of the Board of Canvassers relative to the November 8, 2016 General Election for Municipal Referendum Question.
- Attachments:** [16-1086.pdf](#)
- [16-1088](#) Report of City Plan Commission relative to request to lease vacant City owned land off of Orchard Lane for farm purposes (former Heresite property), recommending approval with City Attorney to draft a lease.
- Attachments:** [16-1088.pdf](#)
- [16-1090](#) Resolution authorizing the issuance and sale of up to \$282,447 General Obligation Water Works System Promissory Notes, Series 2016, and providing for other details and covenants with respect thereto, and approval of related \$403,496 financial assistance agreement.
- Attachments:** [16-1090.pdf](#)
[loan repay sch.pdf](#)
- [16-1092](#) Scope of Engagement relative to proposed issuance of \$282,447 City of Manitowoc GO Waterworks System Promissory Notes, Series 2016 (Safe Drinking Water Loan).
- Attachments:** [16-1092.pdf](#)
- [16-1095](#) Brownfield Revolving Loan Fund Sub-Grant Agreement between Community Development Authority and City of Manitowoc for cleanup of brownfield sites.
- Attachments:** [Draft Agree Pt 1.pdf](#)
[Draft Agree Pt 2.pdf](#)
- [16-1107](#) 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:** [16-1107.pdf](#)

3. Personnel Committee

[16-1098](#) Resolution to approve filling vacant Wastewater Treatment Facility Operator budgeted positions anticipated for the remainder of 2016 and for budgeted positions for 2017.

Attachments: [16-1098.pdf](#)

[16-1099](#) Resolution to hire a replacement Administrative Assistant for the Mayor at Grade H.

Attachments: [16-1099a.pdf](#)

[16-1100](#) Ordinance establishing Mayoral salary for the four year term commencing April 18, 2017.

Attachments: [16-1100a.pdf](#)

[16-1101](#) Resolution modifying the Seasonal Employment Policy with revised job descriptions attached for Cemetery seasonal labor and maintenance, Lifeguard and full time and part time Parks seasonal labor and maintenance positions.

Attachments: [16-1101.pdf](#)

[16-1102](#) Resolution to hire replacement Bridgetender due to a retirement.

Attachments: [16-1102.pdf](#)

[16-1106](#) Resolution to approve the reorganization of Transit Division and new job description of Transit Operations Supervisor, with the elimination of current Transit Clerk position.

Attachments: [16-1106.pdf](#)

4. Public Infrastructure Committee

[16-0946](#) Proposed Forestry Fee of \$25 for 1 ton load of wood left on homeowner's property.

Attachments: [16-0946.pdf](#)

[16-1040](#) First Amendment to 2016 Section 5311 Capital Assistance Contract with State of Wisconsin for replacement vehicle for Maritime Metro Transit.

Attachments: [20161101112839874.pdf](#)

[16-1061](#) Proposals for consulting services related to updating Comprehensive Outdoor Park and Recreation Plan, recommending awarding to Martenson & Eisele, Inc. in the amount not to exceed \$14,894.00.

Attachments: [16-1061.pdf](#)

[16-1084](#) Agreement 16-12 with Miller & Associates-Sauk Prairie to furnish and install BCI Burke Basics, Intensity, Nucleus Play System at Silver Creek Park for the sum of \$21,918.00.

Attachments: [16-1084.pdf](#)

[16-1094](#) Agreement 16-13 with Kip Gulseth Construction Company to construct a cut-off wall for the outlet structure of the stormwater pond on Clay Pit Road for the sum of \$7,150.00.

Attachments: [16-1094.pdf](#)

[16-1105](#) Ordinance to amend Section 10.410(1) of the Municipal Code to accommodate the new Maritime Metro route, effective January 3, 2017.

Attachments: [16-1105.pdf](#)

5. Public Safety Committee

[15-1099](#) Ordinance amending Section 10.730 of the Municipal Code to designate two handicap parking stalls on a portion of Jay Street to accommodate Manitowoc County Human Services clients. (Currently tabled).

Attachments: [15-1099.pdf](#)

[16-0352](#) Ordinance to amend portions of Section 10.490 of the Municipal Code regulating two-hour parking in the City of Manitowoc. (Currently tabled).

Attachments: [16-0352.pdf](#)

[16-0682](#) Ordinance to amend Section 14.440 of the Manitowoc Municipal Code regulating Trespassing.

Attachments: [16-0682.pdf](#)

[16-0788](#) An Ordinance to amend Sections 14.180 and 14.250 of the Manitowoc Municipal Code regulating Vagrancy and Fortune Telling.

Attachments: [16-0788.pdf](#)

[16-1103](#) Ordinance to amend Section 10.390 of the Municipal Code prohibiting parking on a portion of Division Street near Washington Junior High School and on S. 35th St., near Franklin Elementary School.

Attachments: [16-1103.pdf](#)

J. OTHER BUSINESS

K. ADJOURN

- 1. This meeting to adjourn to November 28, 2016 at 6:00 p.m.*
- 2. Next Scheduled Common Council Meeting: Monday, December 19, 2016 at 6:30pm in the Common Council Chambers at City Hall.*

If you need accommodations for this meeting, please notify the City Clerk's office at least 48 hours in advance of the meeting (or as soon as possible after the meeting is posted, if posted less than 48 hours prior to the meeting time) at 686-6950. For additional assistance, individuals with hearing or speech disabilities can call 711 and be connected to a telephone relay system.

Jennifer Hudon
City Clerk