



# City of Manitowoc

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

## Meeting Agenda

### Common Council

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Monday, January 19, 2015

7:00 PM

Council Chambers

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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.

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

#### D. INVOCATION

*Council President Scott McMeans*

#### E. PRESENTATIONS

[15-124](#)

Presentation by Bradley Viegut, Managing Director, Baird of 2015 Capital Projects financing.

**Attachments:** [15-124.pdf](#)

#### F. PUBLIC HEARINGS

#### G. PUBLIC INPUT

*Members of the public will be permitted to speak at the first or second scheduled Common Council meeting of 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.*

#### H. STANDING COMMITTEE REPORTS

1. Committee of the Whole (Council President Scott McMeans)

2. Finance (Chairman Eric Sitkiewitz)

3. Licensing, Permits and Inspections (Chair Jim Brey)
4. Parks and Recreation (Chair Jason Sladky)
5. Personnel (Chair Jill Hennessey)
6. Public Infrastructure (Chair Dave Soeldner)
7. Public Safety (Chair Christopher Able)

## I. APPOINTMENTS AND BUSINESS PRESENTED BY THE MAYOR

[15-120](#) Mayor's Veto of Resolution 2015-003 to approve internal equity move from Step 1 to Step 3, Grade K, for Jeri Lynn Christensen, Police Department Office Manager.

**Attachments:** [COW 15-120.pdf](#)

[15-105](#) Re-Appointment of Attorney John W. Stangel to Community Development Authority for 4 year term expiring 6/1/2018.

**Attachments:** [15-105.pdf](#)

[15-106](#) Appointment of Alderperson Allan Schema to Crime Prevention Committee in place of Alderperson Keith Shaw for term ending 4/20/2015.

[15-126](#) Appointment of Alderperson Patrick Brandel to Board of Public Works in place of Alderperson Keith Shaw, for unexpired term ending April 20, 2015.

## J. RECESS

During the recess of the Common Council the Mayor will discuss all matters concerning the operation of the City of Manitowoc. Prior to going into recess, the Mayor publicly announces that during the recess the standing committees of the Common Council, as well as the Committee of the Whole, will meet in the Council Chambers to discuss and act upon some of the matters which have been discussed or referred at this Common Council Meeting.

## K. 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**

[15-088](#) General City Claims in the amount of \$12,126,162.83 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:** [COW 15-088 \(2\).pdf](#)

[15-100](#) Minutes of Common Council meeting of January 5, 2015, recommending approval and place on file.

**Attachments:** [15-100.pdf](#)

[15-101](#) Communication from The Salvation Army acknowledging receipt of donation from Poor Fund, recommending placing on file.

**Attachments:** [15-101.pdf](#)

**3. Committee of the Whole****4. Finance Committee****5. Licensing, Permits and Inspections Committee****6. Parks and Recreation Committee**

[15-115](#) Report of Board of Public Works of January 14, 2015 for Cameras at Silver Creek Park, for 3rd and Final Payment to Camera Corner Connecting Point in the amount of \$5364.85, recommending payment.

**Attachments:** [PK 15-115.pdf](#)

**7. Personnel Committee****8. Public Infrastructure Committee**

[13-214](#) Request from SMI as representatives of Manitowoc Cinema LLC for approval of a conditional use permit and site plan for a commercial development in an area located south of the south end of So. 44th Street, east of I-43, north of Viebahn St. and west of a lowland area in the vicinity, recommending placing on file.

[15-104](#) Supplemental Task Order #10 - 2014 Quarterly Potable Well Sampling and annual site groundwater/surface water monitoring; Supplemental Task Order #20 - Western Source Area, Expanded down-gradient investigation; Change Order No. 1 to Western Source Area, all amending Consulting Agreement 09-657 with AECOM Technical Services, Inc. for former Newton Gravel Pit project, recommending acceptance and place on file.

**Attachments:** [PI 15-104.pdf](#)

[15-111](#) Report of Board of Public Works of January 14, 2015 for Replacement of Large "V" LED Animated Sign, WO-14-14, for 3rd and Final Payment to Sign Me Up of Wisconsin in the amount of \$100.00, recommending payment.

**Attachments:** [PI 15-111.pdf](#)

[15-112](#) Report of Board of Public Works of January 14, 2015 for Replacement of Small "V" LED Animated Sign, WO-14-21, for 3rd and Final Payment to Sign Me Up of Wisconsin in the amount of \$100.00, recommending payment.

**Attachments:** [PI 15-112.pdf](#)

[15-113](#) Report of Board of Public Works of January 14, 2015 for Manage Wetlands and Prairies at So. 30th St. Pond, for 4th and Final Payment to McMahon Associates, Inc. in the amount of \$405.00, recommending payment.

**Attachments:** [PI 15-113.pdf](#)

[15-114](#) Report of Board of Public Works of January 14, 2015 for Native Landscaping for Dewey Street Pond, for 7th and Final Payment to McMahon Associates, Inc. in the amount of \$482.71, recommending payment.

**Attachments:** [PI 15-114.pdf](#)

[15-116](#) Report of Board of Public Works of January 14, 2015 for Miscellaneous Membrane Repairs due to hail damage, for 1st and Final Payment to Crafts Inc. in the amount of \$16,940.00, recommending payment.

**Attachments:** [PI 15-116.pdf](#)

[15-117](#) Progress Invoice from Wisconsin Dept. of Transportation in the amount of \$2,269.96 for Sidewalk Additions, Project No. 4991-03-00, recommending payment.

**Attachments:** [PI 15-117.pdf](#)

[15-118](#) Progress Invoice from Wisconsin Department of Transportation in the amount of \$10,976.98 for Waldo Blvd. 8th Street to Maritime Drive, Project No. 4570-12-00, recommending payment.

Attachments: [PI 15-118.pdf](#)

[15-119](#) Progress Invoice from Wisconsin Department of Transportation in the amount of \$9,239.19 for Waldo Blvd. CTH R - 8th St., Project No. 1500-37-00, recommending payment

Attachments: [PI 15-119.pdf](#)

## 9. Public Safety Committee

### L. NON-CONSENT AGENDA ITEMS INCLUDING ITEMS REFERRED AT THIS MEETING AND ITEMS PREVIOUSLY REFERRED WHICH MAY BE CONSIDERED AT THIS COMMON COUNCIL MEETING

#### 1. Committee of the Whole

#### 2. Finance Committee

[15-102](#) Resolution providing for the sale of approximately \$2,500,000 General Obligation Promissory Notes.

Attachments: [FN 15-102.pdf](#)

[15-121](#) Communication from City Clerk Jennifer Hudon to refund special assessments on parcels 000-248-010 and 000-248-050.

Attachments: [FN 15-121.pdf](#)

#### 3. Licensing, Permits and Inspections Committee

[15-093](#) Easement from City to Manitowoc Public Utilities for watermain utilizing 20' strip of land that runs from Mirro Dr. to Woodland Dr.

Attachments: [LPI 15-093.pdf](#)

#### 4. Parks and Recreation Committee

[14-1586](#) Communication from Joseph Van Ells relative to Dale Street Park water issues primarily effecting his residence at 815 Forest Circle. (Copy to Public Infrastructure Committee).

Attachments: [14-1586.pdf](#)

[14-2326](#) Communication from Salutz & Salutz on behalf of Manitowoc American Legion Baseball requesting the City to provide coupons for free or reduced admission to participants for the Aquatic Center and/or Mini Golf for their tournament in July of 2015.

**Attachments:** [PK14-2326.pdf](#)

[14-2365](#) Special Events Requests from Debbie Seehafer for multiple tennis tournaments to be held at Lincoln Park courts along with waiver of fee requests for each. Dates of tournaments are June 27-29, July 4-8, August 7-9 and August 22-24, 2015.

**Attachments:** [PK14-2365.pdf](#)

[14-2475](#) 2015 Proposal for Aquatic Center/Mini Golf pricing.

**Attachments:** [PK14-2475.pdf](#)

[15-029](#) Request from George Kapitz, Broken Spoke Bike Studio, to groom snow trails at Silver Creek Park for the use of fat bikes.

**Attachments:** [PK 15-029.pdf](#)

[15-035](#) Request from Manitowoc Public Library for waiver of fees for rental of Lincoln Park Cabin on 8/8/15 for One-to-One Adult Literacy Partners.

**Attachments:** [PK 15-035.pdf](#)

[15-038](#) Memorandum from BPI Team for Special Events submitting Special Events Guidelines and Policy (SECAP).

**Attachments:** [15-038 Special Events Memo](#)  
[15-038 Special Event Guidelines - Manitowoc 2015](#)  
[Current & New Process.pdf](#)

[15-041](#) Request from Tree Commission to establish a non-lapsing fund from proceeds of firewood sales which would be used in the city's forestry operations.

**Attachments:** [20141224005502354.pdf](#)  
[15-041 MTC memo - Firewood Revenue](#)

[15-045](#) Request from Manitowoc County Fair for waiver of fees for use of Wenger Bandwagon for County Fair, August 24-31, 2015.

**Attachments:** [PK 15-045.pdf](#)

[15-061](#) Communication from St. Mary/St. Michael School Home School Association requesting donation for their Winterfest event on February 28, 2015.

**Attachments:** [PK 15-061.pdf](#)

[15-068](#) Request for Waiver of Fee from Manitowoc Youth Baseball, Girl's Softball and Commissioner Gregg Luebke for use of Citizens Park Field House for teaching clinics in February, March and April, 2015.

**Attachments:** [PR 15-068.pdf](#)

[15-096](#) Hazardous tree removal at the Lincoln Park Zoo by Serenity Farm Landscaping

**Attachments:** [15-096 Serenity Farms](#)

[15-125](#) Special Events Request from Liz O'Brien, Co-organizer of Carol Rose Wester Memorial Walk/Run to be held on August 15, 2015, beginning and ending at Red Arrow Park, with map attached (copy to Public Infrastructure)

**Attachments:** [PK 15-125.pdf](#)

## 5. Personnel Committee

[15-003](#) Resolution to approve internal equity move from Step 1 to Step 3, Grade K, for Jeri Lynn Christensen, Police Department Office Manager.

**Attachments:** [PL 15-003.pdf](#)

[15-123](#) Resolution to hire replacement Wastewater Treatment Facility operator due to a resignation.

**Attachments:** [PL 15-123.pdf](#)

## 6. Public Infrastructure Committee

[13-120](#) Ordinance to amend Section 7.210 of the Manitowoc Municipal Code regulating snow removal and deposits.

**Attachments:** [13-120.pdf](#)

[13-214](#) Request from SMI as representatives of Manitowoc Cinema LLC for approval of a conditional use permit and site plan for a commercial development in an area located south of the south end of So. 44th Street, east of I-43, north of Viebahn St. and west of a lowland area in the vicinity, recommending placing on file.

[13-606](#) Ordinance amending Sections 10.290 and 10.730 of the Municipal Code to designate a portion of Park Street as a one-way street and to add angle parking.

**Attachments:** [13-606.pdf](#)

- [13-658](#) Ordinance to amend Section 10.410 (1) to remove South 16th Street from Washington Street to 650 feet north of Wollmer Street from the winter parking ban.
- Attachments:** [13-658.pdf](#)
- [14-1447](#) 5 Year Capital Improvement Plan (CIP) 2015-2019
- Attachments:** [20140710084614076.pdf](#)
- [14-1745](#) Ordinance to amend Section 10.430, parking regulations for street sweeping.
- Attachments:** [20140818154037491.pdf](#)
- [14-2168](#) Ordinance to amend Section 10.440 of the Municipal Code relative to parking regulations for spring clean-up and fall brush pick-up.
- Attachments:** [14-2168.pdf](#)  
[Proposed Spring Pick Up Schedule.pdf](#)
- [15-085](#) Communication from Tim Kaiser, 4251 Last Ct., relative to issues with storm water ditch located at the end of Last Court.
- Attachments:** [PI 15-085.pdf](#)
- [15-087](#) Communication from John Thompson, 4455 Deerfield Lane, relative to maintenance concerns of storm sewer easement across his property.
- Attachments:** [PI 15-087.pdf](#)
- [15-103](#) Proposal of Symbiont for additional groundwater sampling at former Heresite Protective Coatings, 2803 Orchard Lane.
- Attachments:** [PI 15-103.pdf](#)
- [15-122](#) Ordinance to adjust rates for sewer service charges effective January 1, 2015.
- Attachments:** [PI 15-122.pdf](#)

## 7. Public Safety Committee

- [14-2421](#) Communication from CESA 7 Head Start requesting a "No Parking During School Hours" sign to be posted on the 700 block of State Street to allow buses to pick up and drop off children safely in front of school.
- Attachments:** [PS14-2421.pdf](#)
- [14-2485](#) Agreement with Lifquest to provide EMS billing services.



[14-2621](#) Resolution adopting Manitowoc County's hazard mitigation plan.

**Attachments:** [PS 14-2621.pdf](#)

[15-017](#) Communication from Attorney Joseph Pozorski III in behalf of Heather Freiwald, 1413 N. 6th Street, requesting an appeal relative to property being deemed a nuisance property.

**Attachments:** [PS 15-017.pdf](#)

[15-019](#) Joint Powers Agreement between Manitowoc County Joint Dispatch Center and City of Manitowoc effective March 1, 2015.

**Attachments:** [PS 15-019.pdf](#)

[15-127](#) Agreement with Line Line/Life Quest to provide ambulance billing services.

## 8. Licenses

[14-2608](#) #9 Class "B" Fermented Malt Beverage License of Progreso Mexicano LLC, Jorge Ibarra, Agent, 1533 S. 41st Street.

## M. OTHER BUSINESS

[15-107](#) Discussion on future Common Council meeting dates.

## N. ADJOURN

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