



City of Manitowoc

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

Meeting Minutes

Public Infrastructure Committee

Wednesday, July 5, 2017

5:30 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.

Notice is hereby given that a majority of the Common Council of the City of Manitowoc may be present at this meeting to gather information about the subject matter over which they have decision making responsibility.

The above governmental body will meet to discuss and possibly take action on the agenda items set forth below.

1. Call to Order

L. Kummer called the meeting to order at 5:33 p.m.

2. Roll Call

Present: 3 - Kummer, Brey and McMeans

Absent: 2 - Soeldner and Gabriel

Staff Present: D. Koski, G. Minikel, Mayor Nickels, C. Scheinoha, S. Birr

Others Present: Jaylee & Laura Ziemer, Nicole & Jacob Herda, Wendy & Luke Smith, Tania & Lia Haile, Daniel Simmer, John Brunner, Ted Herrmann, Amber Daugs

3. Approval of Minutes

[17-0699](#)

Approval of Minutes from the June 7, 2017 Public Infrastructure Committee Meeting.

Attachments: [June 7, 2017 Minutes](#)

A motion was made by Alderperson Jim Brey, seconded by Alderperson Scott

McMeans, that the Minutes from the June 7, 2017 Public Infrastructure Committee meeting was approved. The motion carried by the following vote:

Aye: 3 - Kummer, Brey and McMeans

4. Discussion and Action Items

[17-0670](#)

Request for free or reduced rates to allow foster families the use of the Aquatic Center and/or Mini Golf on certain days/times that are to be determined.

Attachments: [17-0670_201706291407](#)
[201707061131](#)

There were members of the Manitowoc Miracle League present to discuss with the Committee the program called "Back Pack Buddies", which will be disbursed to foster families. They were looking for donations of any sort from the Aquatic Center to include in this "back pack".

The Committee recommended obtaining approval for the current policy that was established by the Park and Recreation Committee.

A motion was made by Alderperson Jim Brey, seconded by Alderperson Scott McMeans, recommending Council approve the donation policy as recommended by the Parks and Recreation Department and make it a formal policy of the City of Manitowoc. The motion carried unanimously.

Aye: 3 - Kummer, Brey and McMeans

[17-0698](#)

Request from the Manitowoc-Two Rivers YMCA for a driveway that exceeds the maximum allowed width of 35 feet, Public Infrastructure Committee recommending approval of the driveway request in excess of 35 feet.

Attachments: [17-0698_201706301025](#)
[2017_0629 YMCA-MWTR-Site Work](#)

Daniel Simmer for the YMCA was present to discuss the parking lot changes and recommendation for driveway width that exceeds 35 feet.

L. Kummer explained the proposed re-route of the Mariners Trail.

A motion was made by Alderperson Jim Brey, seconded by Alderperson Scott McMeans, that the Request for a driveway at the Manitowoc-Two Rivers YMCA that exceeds the maximum allowed width of 35 feet was approved for consent agenda. The motion carried unanimously.

Aye: 3 - Kummer, Brey and McMeans

[17-0689](#)

Bike Lane on South 10th Street.

Attachments: [17-0689_201706291343](#)

John Brunner was present to discuss the possibility of adding bike lanes to South 10th Street. He proposed to eliminate parking on one side of the street as he would like to see the City welcome cyclist that come from south on Lakeshore Drive.

S. McMeans asked if the County has plans to go south down Lakeshore Drive.

D. Koski and G. Minikel expressed they are not in favor of making changes at this time. There is more involved than just moving paint lines, we would need to re-engineer the project. How would we determine which side of the street to eliminate parking?

J. Brunner recommended discussing bike lanes in future construction projects.

The Committee agreed that it's bad timing as the project is scheduled to begin soon. We will review for future projects.

This Request was placed on file

[17-0676](#)

Flooding Issue at 1102 Waldo Boulevard.

Attachments: [17-0676_201706291346](#)

Ted Herrmann was present to discuss the flooding on Waldo Blvd. He does not want to wait until the reconstruction of Waldo Blvd. His property is being damaged with flooding that occurs 2-3 times per year.

He recommended putting in a vent into the storm sewer.

D. Koski and G. Minikel said they did not feel this would work.

The recommendation of the Committee was to refer to the Engineering Dept to put together costs and proposed solution for the upcoming Council meeting on July 17th.

This Action Item was discussed

[17-0010](#)

County Highway "R" Reconstruction - Custer Street to Broadway Street - Roadway Lighting

Attachments: [17-0010.pdf](#)
[17-0010-2](#)

The Committee and Engineering staff discussed the poles and which side of the street would be best for placement.

The recommendation was to get cost estimates for placement of wood poles versus decorative poles on the east side of the street, as well as overhead versus underground wiring.

Bring back to August 2017 meeting.

This Request was discussed

[17-0565](#)

Approval to allow dogs in the City Parks

Attachments: [17-0565_201706011105](#)

Mayor Nickels was present to discuss allowing dogs in the parks where there are sidewalks going through. He explained he checked with other communities and would like a policy in place.

J. Brey is in favor of allowing dogs in parks, just not during events.

The Committee was in favor of Mayor Nickels working with C. Scheinoha and drafting a policy to bring back to the Committee next month.

This Request was discussed

[17-0136](#) Parks Comprehensive Plan Updates

Attachments: [17-0136.pdf](#)
[17-0136 Little Manitowoc River Coastal Wetland Restoration](#)
[17-0136 Riverwalk Concept Plan](#)

C. Scheinoha gave a month update and reported that the survey results were posted on-line. The final draft of plan should be in place by Fall.

This Report was discussed

[17-0383](#) Manitowoc Public Utilities Pump Station and Reservoir, Park and Recreation Improvements

Attachments: [17-0383](#)

C. Scheinoha explained that he was happy with the agreement and maintenance responsibilities. Will set a firm timeline in August.

This Request was discussed

[17-0669](#) Request for use of donation tube funds for tree removal at Lincoln Park Zoo, by Arbor Tech, in the amount of \$1800, recommending approval of the request.

Attachments: [17-0669_201706291406](#)

A motion was made by Alderperson Scott McMeans, seconded by Alderperson Jim Brey, that the Request to use donation tube funds for tree removal at Lincoln Park Zoo by Arbor Tech was approved for consent agenda. The motion carried by the following vote:

Aye: 3 - Kummer, Brey and McMeans

[17-0469](#) Waldo Boulevard Traffic Control, Public Infrastructure Committee recommending placing on file.

Attachments: [17-0469](#)

A motion was made by Alderperson Scott McMeans, seconded by Alderperson Lee H. Kummer, that the Request for Waldo Blvd traffic control was placed on file for Consent Agenda. The motion carried by the following vote:

Aye: 3 - Kummer, Brey and McMeans

[17-0573](#) Waldo Boulevard Box Culvert

Attachments: [17-0573_201706011109](#)

This Request was tabled

[17-0575](#) Request from Wellness Committee for a donation of a family Aquatic Center pass as a prize for the Wellness Fair, recommending approving the request.

Attachments: [17-0575_201706011106](#)

[16-235 Ticket Pass Donation Policy](#)

D. Koski explained the purpose of the wellness committee. He said the encouragement for employees to attend this Wellness Fair is the door prizes, which the request is for one (1) Aquatic Center Family pass.

A motion was made by Alderperson Jim Brey, seconded by Alderperson Scott McMeans, that these Request for a donation of a family Aquatic Center pass as a prize for the Wellness Fair was approved for consent agenda. The motion carried by the following vote:

Aye: 3 - Kummer, Brey and McMeans

[17-0595](#) Modifications to the Mariner's Trail at YMCA, Yacht Club and Little Manitowoc River

L. Kummer explained that he would like some proposed amounts for modifications to the Mariner's Trail. Will bring back for next meeting.

This Communication was discussed

[17-0597](#) Discussion on pedestrian bridges crossing Manitowoc River between Manitou Park and Lower Schuette Park.

L. Kummer explained that he would like some proposed amounts for modifications to the Mariner's Trail. Will bring back for next meeting.

This Request was discussed

[17-0672](#) Storm Sewer and Erosion repairs on Viebahn Street at Lakeside Boulevard.

Attachments: [17-0672_201706291358](#)

The Committee recommended bidding out as part of the 2018 budget.

This Request was discussed

[17-0673](#) Private Sanitary Lateral repair in the 1600 block of Waldo Boulevard.

Attachments: [17-0673_201706291356](#)

G. Minikel explained that this is a side-by-side duplex in which there was a private sanitary lateral repair. The City has not heard anything in the last couple of weeks.

This Request was discussed

[17-0674](#) Request from Manitowoc Chiefs Youth Football Organization for permission to build an Equipment Building at 2301 Clay Pit Road, recommending approval of structure.

Attachments: [17-0674](#) [201706291347](#)

D. Koski explained that the Chiefs have been working with Rick Schwartz and per policy that was established years ago, any structure needs to be brought to City for approval. They have always maintained their property.

L. Kummer asked if they are checking with Ice Age Trail to make sure this isn't in the way of the proposed trail. G. Minikel said it shouldn't be.

A motion was made by Alderperson Scott McMeans, seconded by Alderperson Jim Brey, that the Request from Manitowoc Chiefs Youth Football Organization to build an Equipment building at 2301 Clay Pit Road was approved for consent agenda. The motion carried by the following vote:

Aye: 3 - Kummer, Brey and McMeans

[17-0675](#) Changes to the Zoological Board By-Laws, Public Infrastructure Committee recommending approval of request subject approval by the City Attorney.

Attachments: [17-0675](#) [201706291347](#)

A motion was made by Alderperson Scott McMeans, seconded by Alderperson Jim Brey, that the Request for changes in Zoological Board By-Laws be approved subject to approval by the City Attorney for consent agenda. The motion carried by the following vote:

Aye: 3 - Kummer, Brey and McMeans

[17-0677](#) Request for Ordinance change to eliminate sending letters (courtesy letters) to violating property owners for Weed and Snow Removal.

Attachments: [17-0677](#) [201706301314](#)

[17-0677](#) [201707051702](#)

S. Birr explained the BPI process that took place last week regarding the Snow and Weed Removal. At this time, it was suggested that we no longer send out letters to property owners to notify them of their violation. This process is very time consuming and it would be cost effective to eliminate this all together.

S. McMeans suggested sending letters to first time violators. L. Kummer and J. Brey thought it would be best to just notify with property taxes of the Ordinance and also publish in paper on on website.

The BPI Committee will meet again in 3 weeks and will discuss options at this meeting and bring back to the Committee in August.

This Request was discussed

[17-0678](#) Stormwater Management Facility Maintenance Agreement for CR Mini Storage, Public Infrastructure Committee, recommending approval.

Attachments: [17-0678](#) [201706291344](#)

A motion was made by Alderperson Jim Brey, seconded by Alderperson Scott McMeans, that the Maintenance Agreement for CR Mini Storage Request was approved for consent agenda. The motion carried by the following vote:

Aye: 3 - Kummer, Brey and McMeans

[17-0679](#)

Request to extend rental time at cabins in all City Parks to 12:00 a.m., Public Infrastructure Committee recommending approval to direct City Attorney to draft Ordinance for time changes for rentals of Lincoln Park and Silver Creek Fieldhouses and two (2) Lincoln Park Zoo cabins until midnight. This will also allow for a 2 hour cleaning allotment after the events scheduled time

Attachments: [17-0679](#) [201706291343](#)

Mayor Nickels was present to discuss his recommendation to allow the 2 Lincoln Park Zoo Cabins, Fieldhouse and Silvercreek Park Fieldhouse to remain open until midnight instead of 11:00 a.m. with a 2 hour cleaning allotment.

A motion was made by Alderperson Jim Brey, seconded by Alderperson Scott McMeans, for City Attorney to draft Ordinance for time changes for rentals of Lincoln Park and Silver Creek Fieldhouses and two (2) Lincoln Park Zoo cabins until midnight. This will also allow for a 2 hour cleaning allotment after the events scheduled time. The request was approved for consent agenda. The motion carried by the following vote:

Aye: 3 - Kummer, Brey and McMeans

[17-0603](#)

Repair of Sheet Wall Cap along the Manitowoc River adjacent to Quay Street, Public Infrastructure approved expenditures for repairs to sheet wall cap and referred to CAWG.

Attachments: [Sheet Wall Photo 1](#)

[Sheet Wall Photo 2](#)

[Sheetwall cap location](#)

This was approved by CAWG today and will be forwarded to Finance Committee.

This Request was discussed

[17-0690](#)

Parking at Camp Vits, recommending placing on file.

Attachments: [17-0690](#) [201706291342](#)

A motion was made by Alderperson Jim Brey, seconded by Alderperson Scott McMeans, that the Request for parking at Camp Vits be placed on file for Consent Agenda. The motion carried by the following vote:

Aye: 3 - Kummer, Brey and McMeans

5. Adjournment

A motion was made by Alderperson Jim Brey, seconded by Alderperson Scott

McMeans, that the Public Infrastructure meeting was adjourned at 7:30 p.m. The motion carried by the following vote:

Aye: 3 - Kummer, Brey and McMeans

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 920-686-6950. For additional assistance, individuals with hearing or speech disabilities can call 711 and be connected to a telephone relay system.