



# City of Manitowoc

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

## Meeting Minutes

### Public Infrastructure Committee

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Wednesday, May 6, 2020

5:30 PM

Council Chambers

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#### 1. Call to Order

The meeting was called to order by Chairman J. Novak at 5:30 p.m.

#### 2. Roll Call

**Present:** 5 - Novak, Brey, Vanderkin, Hansen and Brunner

Staff Present: D. Koski, G. Minikel, S. Birr, C. Hall, Katelin Dorow, Ald. Sitkiewitz, L. Majerus, M. Black

#### 3. Public Comment

#### 4. Presentations

#### 5. Consent Agenda

These items will be approved by one motion unless any Committee Member wishes to remove an item for discussion.

REMOVAL OF CONSENT AGENDA ITEMS:

Any Committee 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.

[20-0345](#)

Approval of the Minutes from the March 11, 2020, Public Infrastructure Committee Meeting

**Attachments:** [March 11, 2020 Minutes.pdf](#)

**A motion was made by Jim Brey, seconded by Vice Chair Courtney Hansen, that the Minutes from the March 11, 2020 meeting were approved. The motion carried by the following vote:**

**Aye:** 5 - Novak, Brey, Vanderkin, Hansen and Brunner

#### 6. Discussion and Action Items

[20-0343](#) Stormwater Management Facility Maintenance Agreement with Lakeside Foods, Inc., 1801 South 30th Street, Manitowoc, WI 54220

**Attachments:** [20-0343 Stormwater Mgmt Maintenance Agreement with Lakeside Foods.pdf](#)

D. Koski explained that these are the typical Stormwater Management Agreements. G. Minikel explained what these agreements are used for to the new committee members.

**A motion was made by Jim Brey, seconded by Vice Chair Courtney Hansen, that the Stormwater Management Agreement with Lakeside Foods was entered into for Consent Agenda. The motion carried by the following vote:**

**Aye:** 5 - Novak, Brey, Vanderkin, Hansen and Brunner

[20-0435](#) Stormwater Management Facility Maintenance Agreement with Forest Creek LLC, 100 Maritime Drive Suite 3C.

**Attachments:** [20-0435 Stormwater Management Maintenance Agreement with Forest Creek.pdf](#)

**A motion was made by Jim Brey, seconded by Chairperson Jeremiah Novak, that the Stormwater Management Agreement with Forest Creek LLC, was entered into for Consent Agenda. The motion carried by the following vote:**

**Aye:** 5 - Novak, Brey, Vanderkin, Hansen and Brunner

[20-0323](#) Bay Pointe Recreation Trail Resolution

**Attachments:** [20-0323 Letter of Intent for Bay Pointe Rec Trail\\_BayPointeDevelomentIILLC.pdf](#)  
[20-0323 #2 Resolution for Bay Pointe Recreation Trail\\_Final\\_em.pdf](#)  
[20-0323 #1 Site Plan\\_Bay Pointe Rec Trail.pdf](#)  
[20-0323 Easement Docs\\_Bay Pointe Rec Trail.pdf](#)  
[20-0323 CSM Vol. 34 Pg. 235 .pdf](#)

Marshall Black explained the pedestrian and bike recreation trail to be constructed and will connect Lincoln Park Zoo and Conservancy to a multipurpose trail being constructed on the East side of Bayshore Drive and to the existing Mariner's Trail.

Grants have been applied for through the DNR.

**A motion was made by Jim Brey, seconded by Vice Chair Courtney Hansen, that the Bay Pointe Recreation Trail Resolution was adopted and referred to Council. The motion carried by the following vote:**

**Aye:** 5 - Novak, Brey, Vanderkin, Hansen and Brunner

[20-0452](#) Washington Street Repairs - South 14th Street to South 25th Street

**Attachments:** [20-0452 Washington Street Repairs - S 14th Street to S 25th Street.pdf](#)

G Minikel explained that he submitted letters to the WI DOT regarding

reconstruction of Washington Street. The Committee requested inviting State Representative Paul Tittl and Senator Devin LaMahieu to the Public Infrastructure Committee meeting in June to discuss.

J. Brunner asked if we are responsible for these roads in the interim. He questioned if we can get the roads repaired. J. Brey said he represents the area and this area needs to be reconstructed with concrete pavement.

#### 20-0324 Camp Vits Public Access Resolution

**Attachments:** [20-0324 Letter of Intent for Camp Vits Public Access Project Mazanec Final.pdf](#)  
[20-0324 #1 Resolution for Camp Vits Public Access Project Final-em.pdf](#)  
[20-0324 #2 Site Plan Camp Vits Public Access Project.pdf](#)  
[20-0324 CSM Vol 34 Pg 219. .pdf](#)  
[20-0324 Letter of Intent for Camp Vits Public Access Project Woodland Dunes.pdf](#)  
[20-0324 Easement from Woodland Dunes Camp Vits Public Access Project.pdf](#)

Marshall Black explained that this is important and are looking to expand the public access to Camp Vits. They are looking to develop a driveway, parking lot, trailhead, and connecting trail via the Camp Vits Public Access Project.

**A motion was made by Jim Brey, seconded by John Brunner, that the Camp Vits Public Access Resolution was adopted and referred to council. The motion carried by the following vote:**

**Aye:** 5 - Novak, Brey, Vanderkin, Hansen and Brunner

#### 20-0406 Request for Approval to use Zoo Donation Tube Funding for Landscaping.

**Attachments:** [Memo-Donation tube funding for Zoo Landscaping.pdf](#)

**A motion was made by Chairperson Jeremiah Novak, seconded by Vice Chair Courtney Hansen, that the Request to use Zoo Donation Tube Funding for landscaping was approved for consent agenda. The motion carried by the following vote:**

**Aye:** 5 - Novak, Brey, Vanderkin, Hansen and Brunner

#### 20-0407 Resolution authorizing Manitowoc Public Utilities to apply for Safe Drinking Water Loan Program.

**Attachments:** [Res authorizing MPU to apply for Safe Drinking Water Loan Program.pdf](#)

**A motion was made by Jim Brey, seconded by Vice Chair Courtney Hansen, that the Resolution authorizing MPU to apply for Safe Drinking Water Loan Program was approved for consent agenda. The motion carried by the following vote:**

**Aye:** 5 - Novak, Brey, Vanderkin, Hansen and Brunner

[20-0408](#) Reallocation of Manitou Park to Spring Street Trail Project Funding to Camp Vits Trail Head Project

**Attachments:** [Memo-Reallocate funds from Spring-Manitou to Camp Vits.pdf](#)

**A motion was made by Jim Brey, seconded by Vice Chair Courtney Hansen, that the Request of reallocation of project funding was approved for consent agenda. The motion carried by the following vote:**

**Aye:** 5 - Novak, Brey, Vanderkin, Hansen and Brunner

[20-0411](#) CAWG Request for OpenSite Designer (OSD) Configuration - Bentley Engineering Software - Survey Code Update, recommend to approve the request.

**Attachments:** [20\\_01 EnvisionCAD SOW - OpenSite Designer.pdf](#)  
[OSD Request Unbudgeted.pdf](#)

This CAWG request has been approved at Finance Committee.

This is a software package for the City Surveyor.

**A motion was made by Vice Chair Courtney Hansen, seconded by Jim Brey, that the CAWG Request for the Engineering Software was approved for Consent Agenda. The motion carried by the following vote:**

**Aye:** 5 - Novak, Brey, Vanderkin, Hansen and Brunner

[20-0412](#) Request to Install Lane Designation Pavement Markings at S. 41st and Custer St.

**Attachments:** [Memo Staff Recommendations to Committee - Item #20-0412 Request to Install Lane Designation Pavement Markings at S. 41st and Custer St..pdf](#)  
[Copy of CUSTER ST - S 41ST ST - 2017-2020.pdf](#)  
[2007 Traffic Count for S. 41st Custer St .pdf](#)  
[Picture of location for S. 41st and Custer Street IMG\\_1813.JPG](#)  
[Picture #2 of location of S. 41st and Custer Street IMG\\_1812.JPG](#)

G. Minikel explained that this was a recommendation from a Constituent to the Mayor requesting pavement markings. We have only received a few complaints from this area.

**A motion was made by Jim Brey, seconded by Vice Chair Courtney Hansen, that the Request for pavement markings was denied and placed on file for Consent Agenda. The motion carried by the following vote:**

**Aye:** 5 - Novak, Brey, Vanderkin, Hansen and Brunner

[20-0433](#) Senior Center Fee Schedule Change

**Attachments:** [Senior Center Exercise punch card Memo.pdf](#)  
[Senior Center Punch Card Policy.pdf](#)  
[Punch Card- 5.pdf](#)  
[Punch Card-10.pdf](#)  
[Punch Card-20.pdf](#)

**A motion was made by Chairperson Jeremiah Novak, seconded by Vice Chair Courtney Hansen, that the Senior Center Fee Schedule Request was approved for consent agenda. The motion carried by the following vote:**

**Aye:** 5 - Novak, Brey, Vanderkin, Hansen and Brunner

[20-0434](#) Request to fill Maintenance Engineer Position within the DPI

**A motion was made by Jim Brey, seconded by John Brunner, that the Request to fill the Maintenance Engineer position was approved for Consent agenda. The motion carried by the following vote:**

**Aye:** 5 - Novak, Brey, Vanderkin, Hansen and Brunner

[20-0438](#) Manitowoc Youth Baseball Association Updates

**Attachments:** [20-0438 MYBA Updates.pdf](#)  
[20-0438 MYBA Citizen Park Complex additions.pdf](#)  
[20-0438 Map of C.P. with Proposed Additional Parking.pdf](#)

C. Hall explained that the MYBA is interested in doing more at the complex.

The Committee approved for C. Hall to work with the MYBA along with the City Attorney's office regarding any work taking place at the complex.

**A motion was made by Jim Brey, seconded by Vice Chair Courtney Hansen, that the MYBA Updates Communication was approved for consent agenda. The motion carried by the following vote:**

**Aye:** 5 - Novak, Brey, Vanderkin, Hansen and Brunner

## 7. Previously Tabled Items

[19-1304](#) Status Update on the Consultant's Report for the Bridge from Manitou to Lower Schuette

**Attachments:** [19-1304 rpt Schuette Park Bridge Recommendations reduced.pdf](#)

C. Hall informed the Committee that the study is close to completion. We will have a site visit and recommendation with Stantec soon.

[20-0127](#) Briess Lot Electrical Usage

**Attachments:** [20-0127 Briess Lot Electrical Usage Summary Summer 2019.pdf](#)

Bring back next month.

[20-0251](#) Request to place a shed on City Property adjacent to 1726 Nagle Avenue

**Attachments:** [20-0251 Shed 202005011208.pdf](#)  
[20-0251 1726 Nagle Ave Shed Request Memo.pdf](#)  
[20-0251 Shed on City Property Request for 1726 Nagle Avenue.pdf](#)

G. Minikel explained that the shed was placed on his own property and recommended to place the document on file.

**A motion was made by Jim Brey, seconded by John Brunner, that the Request for a shed on City Property was placed on file within the Engineering Department. The motion carried by the following vote:**

**Aye:** 5 - Novak, Brey, Vanderkin, Hansen and Brunner

## 10. Adjournment

**A motion was made by Chairperson Jeremiah Novak, seconded by Jim Brey, that the meeting was adjourned at 6:36 p.m. The motion carried by the following vote:**

**Aye:** 5 - Novak, Brey, Vanderkin, Hansen and Brunner