



City of Manitowoc

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

Meeting Minutes

Public Safety Committee

Monday, February 10, 2020

6:00 PM

Council Chambers

1. Call to Order

2. Roll Call

Present: 4 - Lotz, Williams, Hansen and Novak

Excused: 1 - Czekala

3. Public Comment

The Public Safety Committee 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.

4. Presentations

[20-0143](#) Presentation of Manitowoc Fire and Rescue Department 2020 current state.

Attachments: [MFRD 2020 Vision](#)

This Presentation was placed on file

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: None

[20-0128](#) December 2019 Public Safety Meeting Minutes

Attachments: [PS Minutes 12-09-19](#)

[20-0129](#) December 2019 Police Department Monthly Report

Attachments: [December 2019 Police Department Monthly Report](#)

[20-0130](#) January 2020 Police Department Monthly Report

Attachments: [January 2020 Police Department Monthly Report](#)

[20-0131](#) December 2019 Fire & Rescue Department Monthly Report

Attachments: [Fire and Rescue Department Monthly Report-12-2019](#)

[20-0132](#) January 2020 Fire & Rescue Department Monthly Report

Attachments: [Fire and Rescue Department Monthly Report-01-2020](#)

[20-0133](#) January 2020 Blight Update

Attachments: [Raze update Jan. 2020](#)

[20-0134](#) January 2020 Blight Expense Report

Attachments: [January 2020 monthly Report Housing Blight Expenses](#)

[20-0135](#) December 2019 Division of Life Safety Monthly Report

Attachments: [12-2019 BI Summary Report](#)

[20-0136](#) January 2020 Division of Life Safety Monthly Report

Attachments: [01-2020 BI Summary Report](#)

Approval of the Consent Agenda

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

Aye: 4 - Lotz, Williams, Hansen and Novak

Excused: 1 - Czekala

6. Discussion and Action Items

[20-0003](#) Request to Restructure the Inspection Division and to Approve and Fill Lead Inspector Job Description

Attachments: [Current Organizational Chart.pdf](#)
[Proposed Organizational Chart-2020 \(3\).pdf](#)
[Lead Inspector DRAFT.pdf](#)

Fire Chief Todd Blaser explained the reason behind the request to restructure the Inspection Division is to eliminate the position of a Deputy Fire Chief and replace it with a Lead Inspector civilian position.

Moved by Novak, seconded by Hansen, that this Request be approved and referred to Council. The motion carried by the following vote:

Aye: 4 - Lotz, Williams, Hansen and Novak

Excused: 1 - Czekala

[20-0137](#) Request to backfill Police Department Office Manager position.

Attachments: [Office Manager-PD JD 11.2019](#)

Moved by Novak, seconded by Williams, that this Request be approved and referred to Council. The motion carried by the following vote:

Aye: 4 - Lotz, Williams, Hansen and Novak

Excused: 1 - Czekala

[20-0138](#) Request to remove the bus stop location at 1937 South 10th Street.

Attachments: [Bus Stop - S. 10th Street](#)

Citizen Jean Kraemer explained she is having issues with citizens trespassing on her private property while they are waiting for the city bus. Transit Division Manager Kara Ottum explained she has been polling the drivers and collecting data on the drop-off and pick-up location and stated this hasn't been a high traffic stop. She did explain pedestrian traffic may increase during the summer months. Jean Kraemer was informed by Assistant Police Chief she should call these violations into police when they are occurring. This location will continue to be monitored through the spring and summer months to see if it needs to be reevaluated.

Moved by Novak, seconded by Williams, that this Request be placed on file. The motion carried by the following vote:

Aye: 4 - Lotz, Williams, Hansen and Novak

Excused: 1 - Czekala

[20-0139](#) Discussion regarding parking boats and trailer in front and side yards.

Attachments: [RE_ Boat Parking in Yard](#)
[IMG_1993](#)
[IMG_1994](#)
[IMG_1995](#)
[IMG_1996](#)
[IMG_1997](#)
[Memo re Yard Parking Regulations](#)
[yard parking regulations- MMC](#)

Assistant City Attorney Liz Majerus explained these types of violations are regulated under our zoning code, however, they aren't being enforced at this time because the code isn't well defined. The Public Safety Committee would like the City Attorney's Office to revise the zoning code as it relates to recreational vehicles so property owners have guidelines to follow.

Moved by Novak, seconded by Williams, that this Communication be placed on file. The motion carried by the following vote:

Aye: 4 - Lotz, Williams, Hansen and Novak

Excused: 1 - Czekala

[20-0142](#) Ordinance to amend bond schedule for simple truancy and contributing to truancy violations.

Attachments: [Ord to Amend Bond for Contributing to Truancy](#)

Assistant City Attorney Liz Majerus and School Resource Officer Miranda Check explained in February of 2019 the Habitual Truancy enforcement model was revised and they have seen really great success with the program. This amendment expands that program to Contributing to Truancy 14.070 and Simple Truancy 14.380.

Moved by Novak, seconded by Hansen, that this Ordinance be adopted as amended and referred to Council. The motion carried by the following vote:

Aye: 4 - Lotz, Williams, Hansen and Novak

Excused: 1 - Czekala

[20-0140](#) Ordinance to amend section 10.390 of the Manitowoc Municipal Code regulating parking.

Attachments: [Ord to Amend 10.390 Parking on Private Property](#)

Moved by Novak, seconded by Hansen, that this Ordinance be adopted as amended and referred to Council. The motion carried by the following vote:

Aye: 4 - Lotz, Williams, Hansen and Novak

Excused: 1 - Czekala

[20-0141](#) Ordinance to amend section 6.070 of the Manitowoc Municipal Code regulating fireworks.

Attachments: [FireworksPermitApplication](#)
[Ord to Amend 6 - Fireworks 02-10-2020](#)

Assistant City Attorney Liz Majerus explained in reviewing firework events as part of the Special Events Committee, it was realized our requirements were outdated and needed to be freshened up.

Moved by Novak, seconded by Hansen, that this Ordinance be adopted as amended and referred to Council. The motion carried by the following vote:

Aye: 4 - Lotz, Williams, Hansen and Novak

Excused: 1 - Czekala

[20-0144](#) Discussion of weekly operational testing of outdoor warning sirens during winter months.

Fire Chief Todd Blaser explained recently there was an issue with one of the warning sirens. After working with the City Electrician, Chief Blaser learned we are not doing the sirens any favor by testing them through the winter months. The Public Safety Committee requested Chief Blaser to do some research on how often other municipalities are testing their warning sirens.

Moved by Novak, seconded by Hansen, that this Communication be placed on file. The motion carried by the following vote:

Aye: 4 - Lotz, Williams, Hansen and Novak

Excused: 1 - Czekala

[20-0145](#)

Discussion of possible FTE overlap in Manitowoc Fire and Rescue Department organizational chart.

Fire Chief Todd Blaser explained he would like the support of the Public Safety Committee to have an overlap of staffing coverage in the Manitowoc Fire and Rescue Department. Currently, he is authorized to hire 51 employees and he is looking for approval to hire up to 52 employees.

Moved by Novak, seconded by Hansen, that this Communication be approved and referred to the Personnel Committee. The motion carried by the following vote:

Aye: 4 - Lotz, Williams, Hansen and Novak

Excused: 1 - Czekala

7. Convene in Closed Session

Notice is hereby given that the above governmental body may adjourn into a closed session during the meeting as authorized by Section 19.85(1)(f) of the Wisconsin Statutes, which authorizes the governmental body to convene in closed session for the purpose of considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.

The specific subject matter that may be considered in closed session is:

[20-0146](#) LifeQuest EMS hardship request, call 182A-18-3633.

[20-0147](#) LifeQuest EMS hardship request, call 182A-18-3169.

[20-0148](#) LifeQuest EMS dispute, call 182A-17-4950A.

[20-0149](#) LifeQuest EMS dispute, call 182A-18-1842.

Aldersperson Lotz read the notice to go into closed session. Moved by Novak, seconded by Williams, to convene in closed session. The motion carried on roll call vote by the following vote: Aye: 4 - Lotz, Novak, Williams, Hansen. Nay: None.

(Closed Session portion of the Minutes has been redacted.)

8. Reconvene in Open Session

[20-0148](#) LifeQuest EMS dispute, call 182A-17-4950A.

Further information is needed from LifeQuest. This item will be brought back next month.

[20-0146](#) LifeQuest EMS hardship request, call 182A-18-3633.

A payment plan should be set up with City staff.

Moved by Novak, seconded by Williams, that this Request be denied and referred to Council. The motion carried by the following vote:

Aye: 4 - Lotz, Williams, Hansen and Novak

Excused: 1 - Czekala

[20-0147](#) LifeQuest EMS hardship request, call 182A-18-3169.

A payment plan should be set up with City staff.

Moved by Novak, seconded by Hansen, that this Request be denied and referred to Council. The motion carried by the following vote:

Aye: 4 - Lotz, Williams, Hansen and Novak

Excused: 1 - Czekala

[20-0149](#) LifeQuest EMS dispute, call 182A-18-1842.

A payment plan should be set up with City staff.

Moved by Novak, seconded by Williams, that this Request be denied and referred to Council. The motion carried by the following vote:

Aye: 4 - Lotz, Williams, Hansen and Novak

Excused: 1 - Czekala

9. Previously Tabled Items

10. Adjournment

A motion was made by Mike Williams, seconded by Vice Chair Courtney Hansen, that this meeting be adjourned at 8:07 p.m. The motion carried by the following vote:

Aye: 4 - Lotz, Williams, Hansen and Novak

Excused: 1 - Czekala