



City of Manitowoc

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

Meeting Agenda

Common Council

Monday, July 17, 2023

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.

This meeting is being conducted both in Council Chambers at City Hall and via Zoom to maximize opportunities for residents to attend. Those attending the meeting via Zoom who wish to give public input are asked to keep their microphone muted until public input is opened to improve audio quality for all attendees. Those using their phone to call in may hit *6 to mute and unmute themselves. Members of the public may call to listen in at 888 475 4499 US Toll-free, Meeting ID: 893 9628 6649 Password: 669106.

Public input will be accepted at the meeting. Those wishing to make public comment in advance of the meeting should email jswokowski@manitowoc.org or call 920-686-6952 with their comment no later than 12:00 p.m. central the day of the meeting. Emailed public input will be attached to the agenda and made part of the public record.

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

- [23-0574](#) Clerk administers Oath of Office for Firefighter/Paramedic Jorja Ploederl followed by Badge Ceremony
- [23-0575](#) Clerk administers Oath of Office for Firefighter/Paramedic Kristopher Klein followed by Badge Ceremony
- [23-0576](#) Clerk administers Oath of Office for Firefighter/Paramedic Trevor Buteyn followed by Badge Ceremony
- [23-0577](#) Annual Update from Progress Lakeshore

E. PUBLIC HEARINGS

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.

[23-0610](#)

Previously submitted public comment

Attachments:

[Public Comment - LED Lights](#)

G. APPOINTMENTS AND BUSINESS PRESENTED BY THE MAYOR

[23-0579](#)

Mayor makes appointment to various committees

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

[23-0578](#)

Minutes of June 19, 2023 Common Council Meeting, recommending approval and place on file

Attachments:

[MeetingMinutes 6-19-2023](#)

3. Committee of the Whole (Consent)

[23-0592](#) Report of Special Events Committee relative to approval of the following events: Waiver of Fees - Kamogawa Student Exchange Farewell on 8/7/2023; Running-A-Fair on 8/23/2023; Seed Time and Harvest on 9/2/2023; Manitowoc Public Library Trunk or Treat on 10/24/2023; Bridging the Future Hmong on 9/4/23; Kamogawa Student Exchange Farewell; Fall into the Zoo on 9/16/23, Downtown Manitowoc Farmers Market on 8/5/23; recommending approval

Attachments: [SEC Acted On - 2023-6-15 to 2023-7-12](#)
[Waiver of Fees - Kamogawa Student Exchange Farewell](#)
[SE Running-A-Fair](#)
[SE Seed Time and Harvest](#)
[SE Trunk or Treat](#)
[Approval Form - Downtown Farmers Market 080523](#)
[Approval Form - Bridging the Future Hmong 090423](#)
[Approval Form - Kamogawa Student Exchange 080723](#)
[Approval Form - Fall into the Zoo 091623](#)

[23-0595](#) Proposal from Herald Times Reporter to publish Council proceedings, legal notices, display ads and ordinances, recommending to enter into the agreement

Attachments: [HTR rates](#)
[HTRContract](#)

4. Finance Committee (Consent)

[23-0554](#) 2nd Quarter 2023 CAWG Requests Report, recommending to accept and place on file

Attachments: [2023 Log of CAWG Requests Q2](#)

[23-0555](#) 2nd Quarter 2023 Internal Controls to Prevent and Detect Fraud Report, recommending to accept and place on file

Attachments: [2023_02 Check List for Finance Committee](#)

[23-0558](#) Service Fee Agreement with USI Insurance Services LLC ("USI"), recommending approval

Attachments: [City of Manitowoc & USI Fee Agreement 2024-2026](#)

[23-0559](#) City of Manitowoc Claims Policy & Process Discussion, recommending to place on file

Attachments: [Proposed Claims Policy 2016](#)

[23-0560](#) City of Manitowoc & Wireless Propco, LLC Easement and Assignment Agreement for Cell Tower at 736 Revere Drive, recommending to approve the easement and assignment and to direct staff to consummate the deal commensurate with the terms therein and further authorize Interim City Attorney and Mayor to execute any documents necessary to complete the transaction.

Attachments: [Memo to Finance Re Easement on Cell Tower.pdf](#)
[22-WI0021 Easement_Final.pdf](#)
[22-WI0021 NPA_Final.pdf](#)
[23-0100](#)
[Wireless Propco Ltr Enc LOI.pdf](#)

[23-0563](#) L23-00097 Neidl Claim for >\$5,000 for sewer backup at 1106 Memorial Drive, Manitowoc, WI 54220, recommending to authorize the City Attorney to settle the claim in the amount of \$17,866.14

[23-0564](#) L23-00093 - Lugiari Claim for >\$5,000 for damages caused by City road, recommending to deny the claim

[23-0565](#) Hecker Rd Parcel 052-802-201-000 Transfer from City of Manitowoc to Manitowoc Public Utilities (MPU), recommending to approve the transfer.

[23-0566](#) Potential Purchase of River Point Property at 00 Buffalo St. River Point PUD, recommend to authorize the Community Development Director to finalize the purchase

[23-0580](#) General City Claims in the amount of \$3,965,549.15 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: [July Claims](#)
[6-30-23](#)
[7-7-23](#)
[7-14-23](#)
[6-23-23](#)

[23-0581](#) 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: [LPI Licensing Report](#)

[23-0582](#) Request from Brix Place for a temporary extension of premise on 6/23/2023 to extend the premise to the south side of the building (west of deck - tight to building); recommending approval

Attachments: [Brix Extension of Premise](#)
[Brix E-mail Approval](#)

[23-0593](#) CCL Properties LLC application for a Class "B" Retail Fermented Malt Beverage; recommending denial

Attachments: [CCL Properties LLC Alcohol Application](#)
[CCL Properties Letter](#)

5. Personnel Committee (Consent)

6. Public Infrastructure Committee (Consent)

[23-0585](#) Report of Board of Public Works of 7/12/2023 of approval to enter into AGMT-23-03 with Lakeland Landscaping, Inc. to furnish and install 44 Trees for Concrete Paving Program (Reed Avenue) as outline in "Exhibit A & B", Lakeland Landscaping, Inc. Proposal and Special Provisions & Conditions; recommending acceptance of report and place on file

Attachments: [Report of BPW - Agmt-23-03 Lakeland Landscaping](#)

[23-0587](#) Report of Board of Public Works of 6/28/2023, of Sourcewell Quotes for Playground Equipment for Rheaume & Riverview Drive Parks received; recommending awarding to Lee Recreation, LLC in the amount of \$102,745.20

Attachments: [BPW Report - Rheaume & Riverview Drive Park](#)

[23-0588](#) Report of Board of Public Works of final payments to contractors for Agreements under \$25,000.00; recommending acceptance and place on file

Attachments: [Report of BPW - Final Payments](#)

[23-0589](#) Report of Board of Public Works of 7/12/2023 for 1st & final payment of \$113,731.00 to Lee Recreation LLC for Playground Equipment for Parks, WB-22-20R; recommending payment

Attachments: [Report of BPW Final Payment Lee Recreation LLC](#)

[23-0590](#) Report of Board of Public Works of 7/12/2023 for 1st & final payment of \$123,816.72 to Brickline Inc. for 2023 Epoxy Pavement Marking Program, WS-23-9; recommending payment

Attachments: [Report of BPW Final Payment Brickline Inc](#)

[23-0591](#) Report of Board of Public Works of 7/12/2023 for 3rd & final payment of \$45,569.35 to Crafts Inc for Manitowoc City Hall Re-Roof Project, WB-22-21; recommending payment

Attachments: [Report of BPW Final Payment Crafts Inc](#)

[23-0594](#) Report of Board of Public Works of 7/12/2023 of approval to enter into AGMT-23-08 with Custom Manufacturing, Inc. to furnish and install 10' Flat Bridge Extensions x 8' wide to existing 38' Bridge at Camp Vits as outline in "Exhibit A", Custom Manufacturing, Inc. Proposal; recommending acceptance of report and place on file

Attachments: [Report of BPW - AGMT-23-08 Custom Manufacturing](#)

7. Public Safety Committee (Consent)

8. Plan Commission (Consent)

I. COMMITTEE REPORTS

1. Committee of the Whole

2. Finance Committee

- [23-0192](#) Term Sheet for Tax Incremental Financing for project located at 2434 S. 39th Street (FedEx)
- Attachments:** [FedExTerm Sheet - Draft](#)
- [23-0561](#) Ordinance to amend Section 11.030 of the MMC regulating Adult Entertainment Taverns
- Attachments:** [Memo to Finance Committee re Proposed Revision to MMC 11.030 1 - Copy](#)
[Exotica Reports](#)
[MMC 11.030 ORD Amendment.pdf](#)
- [23-0567](#) Resolution authorizing Payment In-Lieu of On-Site Stormwater Management Practice for 4221 Calumet Ave.
- Attachments:** [Fee in Lieu Request](#)
[SP 7-2023 Club Car Wash](#)
[PAYMENT IN-LIEU OF ON-SITE SWM FOR CLUB CAR WASH Resolution](#)
- [23-0599](#) Report of IDC of Firelight Group I LLC (Ammo Inc) Land Lease and Option to Purchase part of parcel 449-008-010 north of Vits Drive extended
- Attachments:** [IDC Report to Council Ammo lease](#)
- [23-0600](#) Report of IDC of Beamaco Precision Machining & Fabrication land sale approval, review of site plan and building design, and waiver of building square footage ratio
- Attachments:** [IDC Report to Council Land Purchase Beamaco](#)
- [23-0601](#) Resolution authorizing a Harbor Assistance Program (HAP) grant application
- Attachments:** [DRAFT RESOLUTION ST MARYS HAP 2023- Fiscal](#)

3. Personnel Committee

4. Public Infrastructure Committee

- [23-0583](#) Design Agreement for South Side Watermain Extension Phases 2-4 Associated with the Newton Gravel Pit
- Attachments:** [Draft proposal Newton watermain extension 7-11-23 with terms and conditions](#)
[Newton watermain manitowoc level of effort and budget 7-11-23 final](#)
- [23-0596](#) Resolution to replace 26 High Pressure Sodium fixtures on 13 poles with 12 LED fixtures on 12 poles within the Reed Ave. reconstruction project scope
- Attachments:** [Resolution ornamental lighting Reed Ave Reconstruction-Fiscal](#)
[Map Reed Ave Lighting](#)
[2023-07-06 LTR \(Greg Minikel\) Resolution for Street Lighting Reed Ave Recons](#)
- [23-0597](#) MOU between the City of Manitowoc and Genesis Energy Technology for sewer and water to serve property at 601 Reed Ave.
- Attachments:** [MOU with Genesis Energy Technology \(Reed Ave.\)](#)
[Exhibit A - MOU for Genesis Energy Tech](#)
[Exhibit B - MOU for Genesis Energy Tech](#)
- [23-0598](#) Professional services agreement with RA Smith for south side watermain extension phases 2-4 associated with the Newton Gravel Pit
- Attachments:** [draft proposal Newton watermain extension 7-11-23 with terms and conditions](#)
[newton watermain manitowoc level of effort and budget 7-11-23 final](#)

5. Public Safety Committee

6. Plan Commission

J. OTHER BUSINESS

K. ADJOURN

1. Next Scheduled Common Council Meeting: Monday, August 21, 2023 at 6:30pm in the Common Council Chambers at City Hall.

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Manitowoc will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the City Clerk's office at 920-686-6950 or the City's ADA Coordinator at (920) 686-6990 or e-mail cityattorney@manitowoc.org at least 48 hours prior to the scheduled meeting or event to request an accommodation. For additional assistance, individuals with hearing or speech disabilities can call 711 and be connected to a telephone relay system.

Mackenzie Reed
City Clerk