



# City of Manitowoc

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

## Meeting Agenda

### Common Council

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Monday, May 16, 2022

6:30 PM

Council Chambers

Note: This meeting will also be held via Remote Conferencing Software (Zoom)

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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.

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 [abaryenbruch@manitowoc.org](mailto:abaryenbruch@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

- [22-0419](#) Manitowoc Fire Rescue Department Badge Pinning for Promotions
- [22-0420](#) City Clerk administers Oath of Office and badge pinning of Lieutenant Cooper Schmidt
- [22-0421](#) City Clerk administers Oath of Office and badge pinning of Detective Eric Schultz
- [22-0422](#) Proclamation declaring the week of May 15th - 21st, 2022 as National Police Week and May 15, 2022 as Peace Officers' Memorial Day

**Attachments:** [National Police Week and Peace Officers Memorial Day 2022](#)

[22-0423](#) Proclamation declaring the month of May 2022 as Mental Health Awareness Month

**Attachments:** [Mental Health Awareness Month 2022](#)

[22-0424](#) Presentation from Jamie Zastrow with Progress Lakeshore

## E. PUBLIC HEARINGS

[22-0425](#) 6:31 PM - Public Hearing for the purpose of hearing any and all interested parties in the matter of a proposed change in zone from R-4 Single and Two Family Residential to B-3 General Business for property located 2500 Washington Street and 900 Block of S 25th & 26th Streets

## 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.*

## G. APPOINTMENTS AND BUSINESS PRESENTED BY THE MAYOR

[22-0426](#) Mayor makes the following appointments: Rahr-West Art Museum Board - Joe Cibulka (term: expires 6/1/2025); Rahr-West Art Museum Board - Cassie LaPean (term: expires 6/1/2023); Capital Allocation Working Group (CAWG) - Adam Tegen, Nick Reimer, Todd Blaser, Greg Vadney, Dan Koski, JJ Walvoord (term expires 5/30/2024)

## 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

[22-0427](#) Minutes of April 18, 2022 Common Council meeting, recommending approval and place on file

**Attachments:** [Minutes 4-18-22](#)

[22-0428](#) Minutes of April 19, 2022 Common Council Organizational Session, recommending approval and place on file

**Attachments:** [Minutes 4-19-22](#)

[22-0429](#) Resignation from RJ Skrepenski effective immediately; recommending acceptance and place on file

### 3. Committee of the Whole (Consent)

[22-0457](#) Report of Special Events Committee relative to approval of the following events: Waiver of Fees: Advanced Placement Testing on 5/2-5/11/2022; Stake Permit: Birthday Party on 5/7/2022; 8th Grade Farewell on 6/8/2022; End of Year Picnic on 5/23/2022; Lighthouse Tour on 7/4/2022; Residential Block Party - 1000 blk of Summit St.; Silver Cup XXII Disc Golf Tournament on 7/16-7/17 (Amateurs) & 8/4-8/7 (Pros); recommending acceptance of report and place on file

**Attachments:** [Events Acted on by Special Event Committee](#)  
[Advanced Placement Testing](#)  
[Birthday Party](#)  
[8th Grade Farewell](#)  
[End of Year Picnic](#)  
[Lighthouse Tour](#)  
[Residential Block Party](#)  
[Silver Cup XXII Disc Golf Tournament](#)

### 4. Finance Committee (Consent)

[22-0398](#) 1st Qtr 2022 Budget Exception Report, recommend to accept and place on file.

**Attachments:** [2022 Qtr 1 Budget Exception Report.pdf](#)

[22-0399](#) 1st Qtr 2022 Investment Reconciliation Report, recommend to accept and place on file.

**Attachments:** [1st Qtr 2022 Investment Reconciliation.pdf](#)

[22-0400](#) 1st Qtr 2022 Claims report from City Attorney. recommend to accept and place on file.

**Attachments:** [Jan-March 2022 Claims Report.pdf](#)

[22-0402](#) Statement of the Board of Canvassers relative to the April 5, 2022 Spring Election for Alderpersons in Districts 4, 5, 6, 8 and 9, recommend to accept and place on file.

**Attachments:** [Statement of Canvassers 4-5-22.pdf](#)

[22-0403](#) Capital Asset Working Group (CAWG) Membership Appointment, recommend to accept and place on file.

**Attachments:** [Capital Asset Working Group Appointment 2022-2024.pdf](#)

[22-0404](#) Memorandum of Agreement for Weights and Measures Inspection, recommend to approve the memorandum of agreement.

**Attachments:** [Memo of Agreement Weights and Measures.pdf](#)

[22-0413](#) Approval to engage a recruitment firm to assist with hiring of department head vacancies, recommend to approve the request.

[22-0431](#) General City Claims in the amount of \$2,295,072.52 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:** [Committee Report on Claims](#)

[4-18-22](#)

[4-22-2022](#)

[4-29-2022](#)

[4-29-2022\(2\)](#)

[5-6-2022](#)

[5-13-2022](#)

[22-0432](#) 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](#)

## 5. Personnel Committee (Consent)

## 6. Public Infrastructure Committee (Consent)

[22-0405](#) Professional Services for Mountain Lion Exhibit Concept Design with Ayres Associates, recommending to enter into the agreement.

**Attachments:** [22-0405 Agreement ManitowocZoo-MtLionExhibit.pdf](#)

[22-0406](#) Request from the Army Corps of Engineers for permission for Ingress/Egress Access to Manitowoc Harbor, recommending approval

**Attachments:** [22-0406 Letter From Army Corp of Engineers requesting ingress-egress access](#)  
[22-0406 Emails regarding permission request.pdf](#)

[22-0410](#) Request from American Red Cross for waiver of fees for blood drive at Manitowoc Senior Center; recommending approval

**Attachments:** [22-0410 FEE WAIVER REQUEST RED CROSS.pdf](#)

[22-0437](#) Report of Board of Public Works of 4/20/2022, of bids received for 2022 Concrete Intersection Reconstruction - Cleveland Ave. at Maritime Dr, WS-22-12; recommending awarding to low bidder, Vinton Construction Co., in the amount of \$89,371.36

**Attachments:** [Report of BPW - WS-22-12](#)

[22-0438](#) Report of Board of Public Works of 4/20/2022, of bids received for 2022 Asphaltic Concrete Paving II - S 7th St. - Franklin to Madison St., WS-22-14; recommending awarding to low bidder, Vinton Construction Co., in the amount of \$1,081,881.19

**Attachments:** [Report of BPW - WS-22-14](#)

[22-0439](#) Report of Board of Public Works of 4/20/2022 of approval to enter into AGMT-22-05 with RasieRite for Maritime Drive Bridge to Fill Voids for a contract price of \$17,280.00; recommending acceptance of report and place on file

**Attachments:** [Report of BPW - AGMT-22-05](#)

[22-0440](#) Report of Board of Public Works of 5/4/2022 of approval to enter into AGMT-22-10 with Fortress Fence for Halvorsen Dog Park - New Entrance Fence for a contract price of \$7,140.00; recommending acceptance of report and place on file

**Attachments:** [Report of BPW - AGMT-22-10](#)

[22-0441](#) Report of Board of Public Works of 5/4/2022 of approval to enter into agreement with Cretton Enterprises for 2022-2024 Flower Maintenance & Weed Control in various areas throughout the City of Manitowoc for a contract price of \$17,650.48 for 2022; \$17,248.65 for 2023; and \$17,918.65 for 2024; recommending acceptance of report and place on file

**Attachments:** [Report of BPW - Agreement Cretton](#)

[22-0442](#) Report of Board of Public Works of approval to rescind the snow shoveling assessment for property located at 955 N. 6th Street; recommending acceptance of report and place on file

**Attachments:** [Report of BPW - Snow Appeal 955 N 6th St](#)

[22-0443](#) Report of Board of Public Works of 5/9/2022, of bids received for Boat Dock Fender System, WO-22-19, recommending awarding to low bidder McMullen & Pitz Construction Co., in the amount of \$68,050.00

**Attachments:** [Report of BPW - WO-22-19](#)

[22-0444](#) Report of Board of Public Works of bids received for Auto Lock Installation at Park Restroom Facilities, WB-22-17R; recommending awarding base bid and alternate 2.A to low bidder, LaForce Inc, in the amount of \$42,476.00

**Attachments:** [Report of BPW - WB-22-17R](#)

[22-0445](#) Report of Board of Public Works of 3/9/2022 of bids received for 2022 Concrete Slab Replacement Program, WS-22-11, recommending awarding to low bidder, Vinton Construction Company, in the amount of \$136,353.44

**Attachments:** [Report of BPW - WS-22-11](#)

[22-0452](#) Report of Board of Public Works of 5/4/2022 for 2nd and final payment of \$9,817.09 to Green Bay Pipe & TV for 2022 Televising Miscellaneous Sewers I, WU-22-5; recommending payment

**Attachments:** [Green Bay Pipe & TV Payment](#)

## 7. Public Safety Committee (Consent)

## 8. Plan Commission (Consent)

# I. COMMITTEE REPORTS

## 1. Committee of the Whole

[22-0430](#) Proposal from Herald Times Reporter to publish Council proceedings, legal notices, display ads and ordinances, for the contract year beginning June 1, 2022

**Attachments:** [Proposed HTR Rates](#)

[22-0458](#) Report of Special Event Committee recommending approval for the following events subject to Council action: Graduation on 6/10/2022 (Street Closures: S 9th from Columbus to Green Sts. and S 8th South of Columbus St.); Acoustic Fest on 7/16/2022 (Waiver of rules prohibiting alcohol in the park; no parking on a portion of the east side of S 12th St. between Washington & Marshall Sts.); Sputnikfest on 9/10/2022 (Street closures of Park St. from N 7th to N 9th & N 8th Street from State Street to St. Claire & no parking on one side of N 9th from State Street to St. Claire Street.); Maritime Bay Classic on 6/19/2022 (Street closures: Maritime Dr. from N 8th to N 6th; Chicago from N 8th to N 5th; Buffalo from N 5th to N 6th; N 6th from Maritime to Buffalo; N 8th from Maritime to Chicago; & York from N 7th to N 8th

**Attachments:** [Special Events Requiring Common Council Action](#)

[Graduation](#)

[Acoustic Fest](#)

[Sputnikfest](#)

[Maritime Bay Classic](#)

[Gumby's Glow Run Walk](#)

[War on the Shore](#)

## 2. Finance Committee

[22-0433](#) Report of the Industrial Development Corporation of the relocation of Private Contractor Storage Yard to the Hecker/Viebahn Industrial Park

**Attachments:** [Report of IDC](#)

## 3. Personnel Committee

[22-0434](#) Resolution to change Job Title from Destination Marketing Manager to Destination Sales & Marketing Manager in the Tourism Department

**Attachments:** [Res approve job title change from Destination Marketing Mgr. to Sales Destination Marketing Manager 10208-final for PC -05-2022.pdf](#)

[22-0435](#) Resolution to Hire Seasonal Employees Related to Elected Officials, Department Heads, or Supervisory Personnel

**Attachments:** [Res to hire related seasonals for seasonal employment 2022](#)

[22-0436](#) Resolution to approve the revised City Social Media Policy Guidelines and Expectations

**Attachments:** [Res to approve revised City Social Media Policy Guidelines](#)  
[Memo to Council re Social Media Revisions](#)  
[Social Media Policy May 2022 Revisions for Personnel](#)

#### 4. Public Infrastructure Committee

[22-0273](#) Inter-Municipal Agreement with the Town of Manitowoc, Town of Newton, Manitowoc Public Utilities and the City of Manitowoc for Water Service

**Attachments:** [Water Services Agreement](#)

[22-0330](#) Ordinance to amend section 14.575 of the MMC regulating Sexual Offender Residency Restrictions.

**Attachments:** [Ordinance to amend Section 14.575 of MMC regulating Sexual Offender Reside](#)

[22-0407](#) Task Order with Strand Associates for Stormwater Hydrology and Hydraulics Study

**Attachments:** [22-0407 Stormwater Drainage H&H Study Memo.pdf](#)  
[Task Order for Stormwater Drainage H&H Study](#)

[22-0409](#) Proposed Changes to the Cemetery Rules & Regulations

**Attachments:** [22-0409 Cemetery Rules & Regulations.pdf](#)

[22-0411](#) Resolution from Manitowoc Public Utilities for Ornamental Lighting at River Point Development

**Attachments:** [Resolution-Ornamental Lighting River Point Development](#)

[22-0451](#) Permanent Utility Easement located on Jenny Road between Cimarron Court and South 19th Street for placement of watermain utilities

**Attachments:** [Permant Utility Easement](#)

[22-0453](#) Request to award Alternate #2 at a cost of \$258,168.80 with a completion date of 11/18/2022 for River Point Development, Phase 1, WS-21-15

**Attachments:** [River Point Bid Add Alternate #2 Memo and Bid Tab](#)

## 5. Public Safety Committee

[22-0454](#) Ordinance to amend section 10.730 regulating Angle Parking within the downtown areas of Chicago, Buffalo, York and Washington Streets

**Attachments:** [Ord to update onstreet parking layout](#)

[22-0455](#) Resolution to amend the Building Inspection Fee Schedule for Sign Permits

**Attachments:** [Res to amend 2022 Building Inspection sign permit fees](#)

## 6. Plan Commission

[22-0456](#) Ordinance to rezone property located at 2500 Washington Street and 900 Block of S. 25th & S 26th Streets

**Attachments:** [Ordinance PC 14-2022 Briese Family Dental](#)

[PC 14-2022 Rezone](#)

[PC 14-2022 Rezone BW](#)

## J. OTHER BUSINESS

## K. ADJOURN

*1. Next Scheduled Common Council Meeting: Monday, June 20, 2022 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](mailto: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-Kadow**  
City Clerk