



# City of Manitowoc

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

## Meeting Minutes

### Common Council

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Monday, October 16, 2023

6:30 PM

Council Chambers

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#### A. CALL TO ORDER

#### B. ROLL CALL

**Alders Present:** 10 - Jim Brey, Eric Sitkiewitz, Steven Czekala, Bill Schlei, Brett Vanderkin, Chad Beeman, Michael Cummings, Tim Boldt, Todd Reckelberg and Darian Kaderabek

#### C. PLEDGE OF ALLEGIANCE & INVOCATION

#### D. PRESENTATIONS

[23-0869](#)

City Clerk administers Oath of Office for Lieutenant Tyler Hill followed by Badge Pinning

#### E. PUBLIC HEARINGS

[23-0871](#)

Public Hearing to be held at 6:31 p.m. for the purpose of hearing objections to proposed assessments to property owners for abatement of nuisance Parks Forestry Assessments

Mayor declared the meeting open for a public hearing on this matter.

City Clerk reported that the notice of public hearing was published October 2 & 9, 2023 (Proof of publication is on file in the City Clerk's Office).

Collin & Adam Braunel appeared on behalf of Julie Braunel, who owes parcel 823-403-190.

Mayor declared the public hearing closed. (A recording of the entire public hearing is on file in the City Clerk's Office).

**Moved by Sitkiewitz, seconded by Czekala, to refer parcel 823-403-190 to the Board of Public Works. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

[23-0872](#)

Public Hearing to be held at 6:32 p.m. for the purpose of hearing any and all interested parties in the matter of a proposed change in zone from B-3 General Business to I-1 Light Industrial for property located at 2832 Custer Street

Mayor declared the meeting open for a public hearing on this matter.

City Clerk reported that the notice of public hearing was published in the Herald Times Reporter on October 2 & 9, 2023 (Proof of publication is on file in the City Clerk's Office).

No parties appeared to speak on this matter.

Mayor declared the public hearing closed. (A recording of the entire public hearing is on file in the City Clerk's Office).

[23-0873](#)

Public Hearing to be held at 6:33 p.m. for the purpose of hearing any and all interested parties in the matter of a proposed Conditional Use Permit located at 419 Park Street for the Operation of Transitional Housing pursuant to 15.150(3)1

Mayor declared the meeting open for a public hearing on this matter.

City Clerk reported that the notice of public hearing was published in the Herald Times Reporter on October 2 & 9, 2023 (Proof of publication is on file in the City Clerk's Office).

No parties appeared to speak on this matter.

Mayor declared the public hearing closed. (A recording of the entire public hearing is on file in the City Clerk's Office).

## F. PUBLIC INPUT

Mayor declared the meeting open for public input. In accordance with policy, the public input portion of the meeting is not made a part of the official record.

## G. APPOINTMENTS AND BUSINESS PRESENTED BY THE MAYOR

[23-0874](#)

Mayor makes appointments to various committees

Mayor makes the following appointments: Transit Commission: Deanna Genske; Zoning Board of Appeals: Jeff DeZeeuw, Mike Howe (alternate), Julie Vogel (alternate)

**Moved by Sitkiewitz, seconded by Czekala, that these Appointment be approved.  
The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

## H. CONSENT AGENDA

### 1. Removal of Consent Agenda Items

Item 23-0868 was removed from the Consent Agenda

## Approval of the Consent Agenda

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

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

## 2. Miscellaneous

[23-0875](#) Minutes of the September 18, 2023 Common Council meeting, recommending approval and place on file

[23-0876](#) Minutes of the October 3, 2023 Special Common Council Meeting, recommending approval and place on file

## 3. Committee of the Whole (Consent)

[23-0898](#) Report of Special Events Committee relative to approval of the following events: Pumpkin Palooza on 10-18-2023; recommending acceptance of report and place on file

## 4. Finance Committee (Consent)

[23-0832](#) Discussion and possible action on recommendations for the Mayor's Proposed 2024 Budget; recommending to place on file

[23-0834](#) 3rd Quarter 2023 CAWG Requests Report; recommending to accept and place on file

[23-0836](#) Assessor Services Contract with Associated Appraisal Consultants for years 2024 through 2027; recommending to approve the contract

[23-0837](#) Fire Apparatus and Equipment, Inc. Proposal for Manitowoc Fire Department Tower Truck; recommending to approve and move forward with Fire Apparatus and Equipment, Inc. for the new Tower Truck

[23-0840](#) Tax Incremental Finance (TIF) Assistance Application for BEAMACO LLC in TID 21; recommending to approve the term sheet

[23-0842](#) Application of "Class B" Intoxicating Liquor & Fermented Malt Beverage License, SBG Apple North IV, LLC, for Applebee's Neighborhood Grill & Bar, 4435 Calumet Ave; recommending to approve the application

[23-0886](#) General City Claims in the amount of \$5,274,604.94 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

## 5. Personnel Committee (Consent)

## 6. Public Infrastructure Committee (Consent)

- [23-0888](#) Report of Board of Public Works of 10/4/2023 for 3rd & final payment of \$14,980.00 to Jos Schmitt Construction Co Inc, for Transit Mechanic Building Wall Repair & Overhead Door Expansion, WB-23-14R; recommending payment
- [23-0889](#) Report of Board of Public Works of 10/4/2023 for 1st & final payment of \$53,719.00 to Munson Inc for Lincoln Park Tennis Court Resurfacing Project, WS-22-24; recommending payment
- [23-0890](#) Report of Board of Public Works of 10/4/2023 for 2nd & final payment of \$9,036.00 to Philippi Quality Construction, Inc for Red Arrow Park Door Replacements, WB-23-16; recommending payment
- [23-0891](#) Report of Board of Public Works of 10/4/2023 for 2nd & final payment of \$1,842.01 to Essential Sewer & Water for 2023 Storm Sewers & Ditching Project, WU-23-19; recommending payment
- [23-0893](#) Report of Board of Public Works of 10/4/2023, of bids received for Safety Building Window Replacement, WB-23-28; recommending awarding to Commonwealth Construction in the amount of \$108,509.00

## 7. Public Safety Committee (Consent)

- [23-0863](#) Request for flashing pedestrian crossing signs on South 30th Street (mid-block crosswalk) for Robinson's Inc.; recommending approval

## 8. Plan Commission (Consent)

### I. COMMITTEE REPORTS

#### 1. Committee of the Whole

- [23-0900](#) Resolution To Declare the Necessity of Taking the Blighted Properties at Memorial Drive and East Magnolia Avenue and Authorizing the Taking of the Properties

**Moved by Sitkiewitz, seconded by Czekala, that this Resolution be adopted. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

#### 2. Finance Committee

- [23-0833](#) Finance Committee review and recommendation of applications for Open MPU Commission position
- Mayor Nickels announced that nominations were in order for the election for the Open MPU Commission position. The Finance Committee

nominated Greg Jagemann. Alder Brey nominated Elizabeth Roberts. There being no other nominations, Alder Czekala made a motion to close nominations, seconded by Alder Schlei.

Greg Jagemann and Elizabeth Roberts both spoke to the Common Council.

Elizabeth Roberts is elected for the MPU Commission position. The votes were as follows:

Greg Jagemann: Brey, Schlei

Elizabeth Roberts: Kaerabek, Beeman, Czekala, Boldt, Cummings, Vanderkin, Reckelberg, Sitkiewitz

[23-0835](#)

Lakeshore Humane Society Agreement between the cities of Manitowoc and Two Rivers

**Moved by Brey, seconded by Reckelberg, that this Agreement be approved. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

[23-0839](#)

Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing from Clean Water Loan Fund for MPU WWTF Project 4679-11; 1st Stage Trickling Filters and Final Clarifiers

**Moved by Brey, seconded by Reckelberg, that this Resolution be adopted. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

[23-0885](#)

Memorandum of Understanding between the Wisconsin Elections Commission and the City of Manitowoc for the purpose of detailing the parties' obligations pertaining to Badger Books electronic poll book and associated software

**Moved by Brey, seconded by Reckelberg, to enter into the Memorandum of Understanding. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

[23-0895](#)

Resolution to Revise Special Event Policy Language

**Moved by Brey, seconded by Reckelberg, that this Resolution be adopted. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

### 3. Personnel Committee

[23-0786](#)

Agreement of Vitality-Wellness Platform-Contract

**Moved by Schlei, seconded by Vanderkin, that this Agreement be approved. The**

**motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

[23-0799](#)

Letter from Seth Loberger-Fire Department-Regarding Residency

**Moved by Schlei, seconded by Vanderkin, that this Request be approved for a 6 month extension from 10/4/2023. The motion carried by the following vote:**

**Aye:** 7 - Brey, Schlei, Vanderkin, Beeman, Cummings, Boldt and Kaderabek

**Nay:** 3 - Sitkiewitz, Czekala and Reckelberg

[23-0800](#)

Letter from Tyler Tews-Fire Department-Regarding Residency

**Moved by Schlei, seconded by Vanderkin, that this Request be approved for a 6 month extension from 10/4/2023. The motion carried by the following vote:**

**Aye:** 7 - Brey, Schlei, Vanderkin, Beeman, Cummings, Boldt and Kaderabek

**Nay:** 3 - Sitkiewitz, Czekala and Reckelberg

[23-0894](#)

Resolution to Revise Police Department Drug and Alcohol Policy

**Moved by Schlei, seconded by Vanderkin, that this Report be adopted. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

[23-0901](#)

Resolution to Revise Employee Policy Manual Article 14: Performance Management and Compensation

Common Council discussed this item.

**Moved by Sitkiewitz, seconded by Brey, that this Resolution be tabled. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

[23-0896](#)

Resolution to Revise Employee Policy Manual

**Moved by Brey, seconded by Vanderkin, that this Resolution be amended to remove the Article 14 language. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

**Moved by Schlei, seconded by Vanderkin, that this Resolution be adopted as amended. The motion carried by the following vote:**

**Aye:** 7 - Brey, Czekala, Schlei, Vanderkin, Beeman, Cummings and Boldt

**Nay:** 3 - Sitkiewitz, Reckelberg and Kaderabek

[23-0899](#)

Resolution for Robin Health Partners Health Plan for 2024

**Moved by Schlei, seconded by Vanderkin, that this Resolution be adopted. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

[23-0902](#)

Resolution Appointing Eric Nycz as City Attorney

**Council discussed this resolution.**

**Alder Brey Called the Question. Alder Sitkiewitz objected to Calling the Question. Due to the objection, a vote was taken to Call the Question. The vote to Call the Question passed 7-3.**

**(Aye: Brey, Schlei, Beeman, Czekala, Boldt, Cummings, Reckelberg**

**Nay: Kaderabek, Vanderkin, Sitkiewitz)**

**Moved by Schlei, seconded by Vanderkin, that this Resolution be adopted. The motion carried by the following vote:**

**Aye:** 8 - Brey, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt and Reckelberg

**Nay:** 2 - Sitkiewitz and Kaderabek

#### 4. Public Infrastructure Committee

[23-0868](#)

Abatement of Nuisance Report; recommending to approve and assess

**Moved by Czekala, seconded by Boldt, to approve and assess all but parcel 823-403-190. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

[23-0816](#)

Request from MPSD for permission to install banners on street poles in honor of their 100th Anniversary

**Moved by Czekala, seconded by Boldt, that this Request be approved. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

[23-0817](#)

Driveway replacements due to the construction of Division Street

**Moved by Czekala, seconded by Boldt, that this Request be approved, not to exceed \$100,000. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

[23-0843](#)

Resolution for 2024-2028 TAP Grant

**Moved by Czekala, seconded by Boldt, that this Resolution be adopted. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

[23-0892](#)

Municipal Water Agreements with various property owners

**Moved by Czekala, seconded by Boldt, that these Agreements be entered into. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

**5. Public Safety Committee**

[23-0864](#)

An Ordinance to amend Section 6.120 of the MMC regulating lighting fires.

**Moved by Cummings, seconded by Kaderabek, that this Ordinance be adopted. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

**6. Plan Commission**

[23-0788](#)

PC 18-2023: Lotus Recovery Homes, Inc; Request for a Conditional Use Permit for the Operation of Transitional Housing at 419 Park Street pursuant to 15.150(3)l.

**Moved by Brey, seconded by Sitkiewitz, to approve the issuance of a Conditional Use Permit to Lotus Recovery Homes Inc. for the establishment of a transitional housing use located at 419 Park Street pursuant to the conditions. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

[23-0897](#)

Ordinance amending the amended zone map of the City of Manitowoc entitled: "Zoning Ordinance of the Municipal Code of the City of Manitowoc"

**Moved by Brey, seconded by Sitkiewitz, that this Ordinance be adopted. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

**J. OTHER BUSINESS**

**K. ADJOURN**

**A motion was made by Sitkiewitz, seconded by Czekala, that this meeting be adjourned at 8:55 p.m. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

**Mackenzie Reed  
City Clerk**