



City of Manitowoc

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

Meeting Agenda

Common Council

Monday, March 16, 2015

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.

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

[15-322](#) Badge Pinning Ceremony and Oath of Office of Deputy Fire Chief Karl Koch.

[15-323](#) Presentation to Ben Kraynek in recognition as runner-up for the Wisconsin State Fire Instructor of the Year Award.

[15-275](#) Presentation by Connie Loden, Will Casey and Peter Wills, Progress Lakeshore 2014 Annual Report.

Attachments: [Progress Lakeshore 2014 Annual Report.pdf](#)

[15-276](#) Update and Open Discussion with State Senator Devin LeMahieu and Assemblyman Paul Tittl.

E. PUBLIC HEARINGS: None

F. PUBLIC INPUT

Members of the public will be permitted to speak at the first or second scheduled Common Council meeting of 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

[15-281](#) Appointment of Charles E. Clark, to Library Board in place of Patrick Brandel, for unexpired term ending 7/1/17.

[15-277](#) Proclamation by Mayor Nickels declaring Friday, April 24, 2015, as Arbor Day in the City of Manitowoc.

Attachments: [Arbor Day.pdf](#)

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

[15-273](#) Minutes of Common Council of Mondy, February 16, 2015, recommending approval and place on file.

Attachments: [15-273.pdf](#)

[15-284](#) Public Notice of Air Pollution Permit Application Review of Manitowoc Public Utilities, 701 Columbus Street, recommending placing on file.

Attachments: [15-284.pdf](#)

[15-285](#) Public Notice of Air Pollution Permit Application Review of Tramontina US Cookware, 2005 Mirro Drive, recommending placing on file.

Attachments: [15-285.pdf](#)

[15-287](#) Annual Report of Great Lakes Utilities for the year ending 12/31/13, recommending placing on file.

Attachments: [15-287.pdf](#)

[15-301](#) Thank you from Governor Scott Walker for sharing resolution relative to Partnership for Prosperity Agenda, recommending placing on file.

Attachments: [15-301.pdf](#)

3. Committee of the Whole (Consent)

4. Finance Committee (Consent)

[15-274](#) General City Claims in the amount of \$1,460,024.17 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: [201503130921.pdf](#)

5. Licensing, Permits and Inspections Committee (Consent)

[15-268](#) Capitol Civic Centre, Inc. Request to amend premise description, recommending granting request.

Attachments: [15-268.pdf](#)

[15-316](#) Report of City Plan Commission relative to communication from James Hansen; City's interest in purchasing property at 811 Franklin Street, recommending that Council place communication on file and instruct the Clerk to respond back to Mr. Hansen with a statement of no interest due to the lots narrow width, existing building and limited site development options for the City, recommending acceptance of report and place on file.

Attachments: [LPI 15-316.pdf](#)

[15-317](#) Report of City Plan Commission relative to request from Jeff Vogel for partial release of easement, recommending that Council (i) authorize the partial release of the easement area and (ii) authorize the City Attorney to draft partial release document with Mayor and Clerk to sign the document at the call of the City Planner with Clerk to record the document and Mr. Vogel to pay for recording fees, recommending acceptance of report and adoption of recommendations.

Attachments: [LPI 15-317.pdf](#)

[15-319](#) Report of City Plan Commission relative to request from Jeff Vogel to purchase City Owned Land at Fleetwood Drive and Pleasant Street, recommending that Council (i) authorize the City Assessor to provide an opinion regarding the value of the subject property; (ii) authorize the City Attorney to negotiate with Mr. Vogel to finalize a sale price and any other facets of the sale (iii) authorize the Community Development Dept. to sign the certified survey map for the two proposed lots, costs of said survey to be paid by Vogel (iv) upon successful negotiations authorize the City Attorney to prepare any and all necessary deeds and agreements for the sale and (v) authorize the Mayor and Clerk to sign the survey, deed and other related documents and have documents recorded with recording costs to be paid by Mr. Vogel, recommending acceptance of report and adoption of recommendations.

Attachments: [LPI 15-319.pdf](#)

6. Parks and Recreation Committee (Consent)**7. Personnel Committee (Consent)****8. Public Infrastructure Committee (Consent)**

[15-250](#) Right-of-Way Encroachments on Dufek & Vits Drive (Kaysun), recommending placing on file.

Attachments: [15-250.pdf](#)

[15-251](#) 2015 Annual Report - DNR MS4 General Permit, recommending approval

Attachments: [15-251-1.pdf](#)

[15-253](#) Public Works Petition from Oak Park Developers, LLC to cause permanent paving, sidewalks, storm and sanitary sewers and other public utilities to be installed on Roneta Ln. as described therein and shown on the attached map (parcel #814-201-090), recommending acceptance of petition with copy to be sent to Director of Public Infrastructure.

Attachments: [15-253.pdf](#)

[15-254](#) Erect Three Crosses on hillside at Evergreen Cemetery facing North 18th Street March 28th to April 6, 2015, recommending approval to erect three crosses on hillside at Evergreen Cemetery facing No. 18th St. March 28 to April 6, 2015.

Attachments: [15-254.pdf](#)

[15-256](#) Sidewalk Privilege Agreement with Kaysun Corporation, recommending approving the SPA and checking with City Attorney for approval of the agreement.

Attachments: [15-256.pdf](#)

[15-279](#) Report of the Board of Public Works of February 11, 2015 for bids received for 2015 Epoxy Painting - Pavement Marking Program, Project WS-15-9, recommending awarding to low bidder, Guide Lines Pavement Marking LLC, in the amount of \$64,941.72.

Attachments: [PI 15-279.pdf](#)

[15-280](#) Report of Board of Public Works of February 11, 2015, of bids received for 2015 Concrete Paving Project WS-15-1, recommending awarding to low bidder, Vinton Construction Company, in the amount of \$217,137.76.

Attachments: [PI 15-280.pdf](#)

[15-295](#) Contract with Martin Security Systems, Inc. for purchase and installation of high definition IP Surveillance System at City Hall for the sum of \$10,999.38, recommending entering into contract.

Attachments: [15-295.pdf](#)

[15-298](#) Report of Board of Public Works of March 4, 2015, for Bus Wash, Project WB-14-10 for 1st and Final Payment to Ross White Company in the amount of \$120,303.00, recommending payment.

Attachments: [PI 15-298.pdf](#)

[15-299](#) Report of Board of Public Works of March 4, 2015, to Replace Overhead Garage Doors from 2013 Hail Storm for 1st and final payment to Garage Door Specialty, Inc. in the amount of \$8,095.00, recommending payment.

Attachments: [PI 15-299.pdf](#)

[15-300](#) Progress Invoice from Wisconsin Dept. of Transportation in the amount of \$1,866.68 for Sidewalk Additions, Project No. 4991-03-00, recommending payment.

Attachments: [PI 15-300.pdf](#)

[15-302](#) Report of the Board of Public Works of March 4, 2015, regarding quotes received for furnishing ready mixed concrete to be used by the Department of Public Works during the 2015 construction season, recommending awarding to low bidder, R & J Fricke, Inc., in the amount of \$51,480.00.

Attachments: [15-302.pdf](#)

[15-303](#) Report of Board of Public Works of March 4, 2015, of bids received for 2015 Concrete Curb and Gutter Construction, Project WS-15-10, recommending awarding to low bidder, Vinton Construction Company in the amount of \$44,478.20.

Attachments: [15-303.pdf](#)

[15-304](#) Report of Board of Public Works of March 4, 2015, of bids received for 2015 Asphaltic Concrete Paving, Project WS-15-4, recommending awarding to low bidder, Vinton Construction Company in the amount of \$154,463.78.

Attachments: [15-304.pdf](#)

[15-305](#) Report of Board of Public Works of March 4, 2015, of bids received for 2015 Remove and Replace Existing Sidewalks, Project WS-15-3, recommending awarding to lowest responsive bidder, Seiler Bros. Construction, Inc. in the amount of \$74,435.00.

Attachments: [15-305.pdf](#)

[15-314](#) Report of City Plan Commission relative to Temporary Turn Around Easement from Stanleas III, LLC for property west of Roneta Lane with easement attached, recommending approval and acceptance of the easement.

Attachments: [PI 15-314.pdf](#)

[15-315](#) Report of City Plan Commission relative to Quit Claim Deed from Oak Park Developers LLC to City of Manitowoc for Roneta Lane purposes, with Quit Claim Deed attached, recommending that (i) the Council approve and accept the Quit Claim Deed and (ii) the Clerk subsequently record the document at the Register of Deeds, recommending acceptance of report and adoption of recommendations.

Attachments: [PI 15-315.pdf](#)

[15-333](#) Communication from Amvets Post 99 relative to their annual Clover Drive throughout Manitowoc from March 27 - 29, 2015, recommending granting request.

Attachments: [PI 15-333.pdf](#)

9. Public Safety Committee (Consent)

I. NON-CONSENT AGENDA ITEMS INCLUDING ITEMS REFERRED AT THIS MEETING AND ITEMS PREVIOUSLY REFERRED WHICH MAY BE CONSIDERED AT THIS COMMON COUNCIL MEETING

1. Committee of the Whole

2. Finance Committee

15-340 Report by Bradley D. Viegut, Managing Director, Robert W. Baird relative to \$2,500,000 General Obligation Promissory Notes.

Attachments: PB - Manitowoc Cy \$2.5 GOPNs 2015.pdf

[15-282](#) Resolution awarding the sale of \$2,500,000 General Obligation Promissory Notes.

Attachments: [FN 15-282.pdf](#)

[15-283](#) Scope of Engagement re proposed issuance of \$2,500,000 City of Manitowoc General Obligation Promissory Notes.

Attachments: [15-283.pdf](#)

[15-338](#) Note Purchase Agreement with Robert W. Baird & Co., Incorporated for the purchase of \$2,500,000 General Obligation Promissory Notes.

Attachments: [FN 15-338.pdf](#)

[15-331](#) Resolution creating Room Tax Allocation Board.

Attachments: [FN 15-331.pdf](#)

[15-258](#) Claim from East Pointe Rentals L14-00110 for \$5,700 sewer located at 1010 South 21st Street

Attachments: [00005747.pdf](#)
[20150226013024157.pdf](#)

[15-252](#) Claim for Excessive Assessment Menard, Inc. Parcel #835-203-011

Attachments: [20150225041726711.pdf](#)

3. Licensing, Permits and Inspections Committee

[15-103](#) Proposal of Symbiont for additional groundwater sampling at former Heresite Protective Coatings, 2803 Orchard Lane.

Attachments: [PI 15-103.pdf](#)

[15-259](#) Administrative Support Specialist - City Clerk Division Job Description

Attachments: [adminsupfinal.pdf](#)
[Admin Support Spec Track Changes.pdf](#)
[FINAL.pdf](#)

[15-306](#) Report of Licensing, Permits and Inspections Committee for granting of the various licenses (see attached).

Attachments: [LPI 15-306.pdf](#)

[15-318](#) Report of City Plan Commission relative to certified survey map of City Owned Property - former Heresite property at 2803 Orchard Lane, recommending that Council (i) authorize the Community Development Department to proceed with all the steps necessary to create the certified survey which would create two lots and (ii) authorize the Mayor and Clerk to sign same.

Attachments: [LPI 15-318.pdf](#)

[15-335](#) Ordinance amending Section 16.070 of the Municipal Code regulating the demolition of buildings and amending Section 16.080 regulating non-structural demolition.

Attachments: [15-335.pdf](#)

4. Parks and Recreation Committee

[15-332](#) Maintenance Agreement between City and Grow It Forward, Inc. for use of City Parkland for development of a community garden.

Attachments: [15-332.pdf](#)

[15-336](#) Memorandum from Director of Public Infrastructure Dan Koski and City Attorney Kathleen McDaniel relative to Baseball Field Use Agreements.

Attachments: [201503121456.pdf](#)

5. Personnel Committee

[15-324](#) Agreement between City of Manitowoc and City of Manitowoc Police Department Employees, Law Enforcement Employee Relations Division of the Wisconsin Professional Police Association for 2015-17.

Attachments: [MPPA 2015-2017 Contract Final.pdf](#)

[15-326](#) Resolution to approve newly revised Seasonal Employment Policy.

Attachments: [res 15-326.pdf](#)

[15-327](#) Resolution approving interim pay for Detective Captain Scott Luchterhand in the absence of a Deputy Police Chief.

Attachments: [PL 15-327.pdf](#)

[15-328](#) Resolution approving newly revised Employee Policy Manual.

Attachments: [policy.pdf](#)
[PL 15-328.pdf](#)

6. Public Infrastructure Committee

[15-286](#) Resolution approving Harbor Development Statement of Intentions for 2015-17.

Attachments: [PI 15-286.pdf](#)

[15-329](#) Transit Advertising Contract between Maritime Metro and Houck Transit Advertising, Inc.

Attachments: [PI 15-329.pdf](#)

7. Public Safety Committee

[15-325](#) Resolution to approve hiring of sworn Police Officers up to the 2015 budgeted amount due to vacancies and retirements.

Attachments: [PS 15-325.pdf](#)

8. Licenses

J. OTHER BUSINESS[15-278](#)

Proposed Council Rules, Common Council Calendar and Staff Calendar relative to proposed change in workflow from Committee's to Council. (Note: Council suspended the current Council Rules and adopt the proposed Council Rules for February & March, 2015).

Attachments: [revised rules.pdf](#)

K. ADJOURN

1. Next Scheduled Common Council Meeting: Monday, April 20, 2015 at 6:30 pm in the Common Council Chambers at City Hall.

If you need accommodations for this meeting, please notify the City Clerk's office at least 48 hours in advance of the meeting (or as soon as possible after the meeting is posted, if posted less than 48 hours prior to the meeting time) at 686-6950. For additional assistance, individuals with hearing or speech disabilities can call 711 and be connected to a telephone relay system.

**Jennifer Hudon
City Clerk**