



# City of Manitowoc

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

## Meeting Agenda

### Common Council

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Monday, October 17, 2016

6:30 PM

Council Chambers

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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.

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

[16-0990](#) Presentation by Mayor Nickels of the 2017 Budget for the City of Manitowoc.

[16-0991](#) Presentation to various groups of proceeds from Showtime 2016 Event.

#### 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.*

#### G. APPOINTMENTS AND BUSINESS PRESENTED BY THE MAYOR

[16-0937](#) Appointment of Rebeckah Eernisse, Industrial User Repr., to Wastewater Treatment Facility Board in place of Steven Brunner, for 3 year term ending 6/1/19.

#### 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

[16-0935](#) Minutes of Common Council of Monday, September 19, 2016, recommending approval and place on file.

**Attachments:** [16-0935.pdf](#)

## 3. Committee of the Whole (Consent)

[16-0943](#) Communication from Wisconsin Department of Administration advising the Donald and Kristine Cisler Annexation is determined to be in the public interest, recommending acceptance and place on file.

**Attachments:** [cisler annex.pdf](#)

[16-0979](#) Report of Special Events Committee recommending approval of the following events subject to Council action: Manitowoc Sunrise Rotary Run-Walk on 10/15/16 (lane closure), recommending approval.

**Attachments:** [16-0979.pdf](#)

[16-0980](#) Report of Special Events Committee relative to approval of the following events: Matthews Stake Permit for Birthday Party on 9/18/16; Manitowoc Professional Police Assn. Waiver of Fees on 12/11/16, recommending acceptance of report and place on file.

**Attachments:** [report 16-0980.pdf](#)  
[Stake Permit.pdf](#)  
[Prof Police Waiver.pdf](#)

## 4. Finance Committee (Consent)

[15-1105](#) 15-CV-371 Wells Fargo Bank/Wells Fargo Home Mortgage v. John Higgins, Jane Higgins, City of Manitowoc, with recommendation of City Attorney to place on file.

**Attachments:** [Attorney Mermo.pdf](#)

[16-0897](#) Non Disturbance, Subordination and Attornment Agreement between Lessor, Manitowoc Place, LLC and Lender, City of Manitowoc to allow Verizon to place some additional antennas on the Manitowoc Place apartments on N. 8th Street, recommending placing on file.

**Attachments:** [Memo from Nic S.pdf](#)  
[Agreement.pdf](#)

[16-0920](#)

Request authorization to execute Non-Disturbance, Subordination and Attornment Agreement with Manitowoc Place LLC to allow additional telecommunication facility lease at 202 N 8th Street, recommending forwarding to CDD to renegotiate agreement and draft a new agreement and place document 16-0920 on file.

**Attachments:** [DT Manitowoc - SNDA for City of Manitowoc1](#)

[16-0923](#)

Agreement with Point & Pay for credit card and e-check services, recommending acceptance and enter into the agreement.

**Attachments:** [20160928213252814](#)

[16-0924](#)

Menards Inc. Summons and Complaint 2016 Assessment 16 CV 362, recommending referral to City Attorney.

**Attachments:** [20160929204807635](#)

[16-0927](#)

Tax Deed Property - Initial Sales Attempt from Manitowoc County parcel 000-294-180, recommending placing on file.

**Attachments:** [16-0927.pdf](#)

[16-0928](#)

Request to lease former Heresite Property for farming purposes, recommending referral to Community Development Director.

**Attachments:** [Heresite parcel map](#)

[16-0930](#)

Lowe's Home Centers, LLC Summons and Complaint 2016 Assessment, 16 CV 367, recommending referral to City Attorney.

**Attachments:** [20160930011958189](#)

[16-0931](#)

Contract for Cellular/Wireless Service for the City of Manitowoc with New-Cell LLC, recommending entering into the contract.

**Attachments:** [16-0931.pdf](#)

[2016\\_09\\_29\\_15\\_06\\_24](#)

[16-0934](#)

General City Claims in the amount of \$2,907,419.11 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:** [report 16-0934.pdf](#)

[9-23-16.pdf](#)

[9-30-16.pdf](#)

[10-7-16.pdf](#)

[10-14-16.pdf](#)

[16-0938](#) No Street Access Agreements of Doris and Leonard Reindl, Conrad Baetz, Karen and James Hynek, Heather Brault and Paul Jensen, Rebecca Radue and Kathleen and Steven Alpert to not assess them for asphalt repaving of alley bounded by Lincoln Blvd., N. 8th St., Pine St. and Waldo Blvd., recommending entering into the agreements.

**Attachments:** [reindl.pdf](#)  
[baetz.pdf](#)  
[hynek.pdf](#)  
[brault-jensen.pdf](#)  
[radue.pdf](#)  
[alpert.pdf](#)

[16-0942](#) No Street Access Agreements of Manitowoc Public Utilities, Manitowoc FSG US Holding, Manitowoc Cranes, Warehouse Terminal, Wisconsin Central Ltd., and Dabbco LLC to not assess them for concrete paving, drain tile installation or grading and graveling on Dewey St. in 2016, recommending entering into the agreements.

**Attachments:** [MPU.pdf](#)  
[Mtwc FSG US Hold.pdf](#)  
[mtwc cranes.pdf](#)  
[warehouse term.pdf](#)  
[wis central.pdf](#)  
[babbco.pdf](#)

## 5. Personnel Committee (Consent)

## 6. Public Infrastructure Committee (Consent)

[16-0945](#) Manitowoc Memory Care, SP11-15 - Stormwater Management Facility Maintenance Agreement, recommending approval to enter into agreement.

**Attachments:** [16-0945.pdf](#)

[16-0949](#) Temporary Access Easement over Unimproved Right-of-Way for Midwest Assisted Living (Memory Care) was approved for Consent Agenda.

**Attachments:** [16-0949.pdf](#)

[16-0962](#) Report of Board of Public Works for Sidewalk Privilege Agreement to Gary Zander, 855 N. 9th St. for retaining wall, recommending referral to City Attorney to draft document.

**Attachments:** [16-0962.pdf](#)

[16-0963](#) Report of Board of Public Works of October 5, 2016, of bids received for Truck Storage Heating System Replacement at Dept. of Public Works, Project WB-16-13, recommending awarding to low bidder, Manitowoc Heating in the amount of \$37,214.00.

**Attachments:** [16-0963.pdf](#)  
[bid tab & recommendation.pdf](#)

[16-0964](#) Report of Board of Public Works of October 5, 2016, of bids received for Quotes for Brush Chipper for Parks Dept., Project QE-16-8, recommending awarding to low quoter, Bobcat Plus in the amount of \$26,495.00.

**Attachments:** [16-0964.pdf](#)  
[QE-16-8 BID TAB-1.pdf](#)

[16-0965](#) Report of Board of Public Works of October 5, 2016, of quotes received for Ambulance Chassis, body and equipment for the Fire Dept., Project QE-16-7, recommending awarding to low quoter, Jefferson Fire & Safety in the amount of \$158,279.00.

**Attachments:** [16-0965.pdf](#)  
[bid tab & recommendation.pdf](#)

[16-0968](#) Report of Board of Public Works of October 5, 2016 for 2016 Remove & Replace Existing Sidewalks for 4th and Final Payment to Seiler Bros. in the amount of \$5,953.06, recommending payment.

**Attachments:** [16-0968.pdf](#)

## 7. Public Safety Committee (Consent)

### I. STANDING COMMITTEE REPORTS

#### 1. Committee of the Whole

[16-0790](#) Proposed parking sublease by Forefront Dermatology of 50 spaces at 720 Quay Street (Farmers Market Parking Lot) and related request to Briess Malting under the existing Ground Lease.

**Attachments:** [Forefront Dermatology Lease Request](#)  
[720 Quay St Parking Lease-Forefront 9-30-16 DRAFT.PDF](#)  
[Letter-Briess Malting Request for Sub-Lease.pdf](#)

[16-0866](#) City of Manitowoc Strategic Plan. (*Clerk's Note: Document is currently tabled*).

**Attachments:** [16-0866.pdf](#)

- [16-0967](#) Resolution authorizing the support for a harbor assistance program grant for repairs at the car ferry dock.
- Attachments:** [corbeille memo.pdf](#)  
[16-0967.pdf](#)
- [16-0981](#) Report of City Plan Commission relative to South Rapids No. 2 Annexation Petition of Donald and Kristine M. Cisler recommending Council approve and place temporary zoning designation of R-4 Single and Two-Family Residential.
- Attachments:** [16-0981.pdf](#)  
[related doc 16-0899.pdf](#)
- [16-0982](#) Ordinance to annex territory from the Town of Manitowoc Rapids as part of the 5th Aldermanic District being Ward 29, with a zone classified as "R-4" Single and Two-Family Residential.
- Attachments:** [16-0982.pdf](#)
- [16-0983](#) Resolution to create Ward 29 to be combined with the 9th and 10th wards using a common polling place for the 5th Aldermanic District.
- Attachments:** [16-0983.pdf](#)

## 2. Finance Committee

- [16-0919](#) TIF project proposal by Angelus Village of Manitowoc LLC requesting cash grant from Tax Incremental District #18.
- Attachments:** [Report to Finance Committee](#)
- [16-0921](#) Administrative Services Agreement with Progress Lakeshore, Inc. to provide revolving loan fund administration for City of Manitowoc Industrial & Commercial Revolving Loan Funds.
- Attachments:** [Progress Lakeshore RLF Mangement Memo To City of Manitowoc](#)  
[16-0921.pdf](#)
- [16-0922](#) Second Amendment to Services Agreement for (3) three year term Jan 1, 2017 to Dec 31, 2019 with City of Two Rivers, City of Kiel and Economic Development Corporation, Progress Lakeshore.
- Attachments:** [Original Service Agreement and First Amendment](#)  
[16-0922.pdf](#)
- [16-0966](#) Report of City Plan Commission relative to revision to Chapter 15.270 B-3 Business District to allow outside storage and sales as a conditional use recommending that Council place the proposed ordinance amendment on file.
- Attachments:** [16-0966.pdf](#)

[16-0969](#) Report of City Plan Commission regarding a comprehensive plan amendment to modify the map of future land use in the area of 200 East Waldo Blvd. recommending Council to approve the amendment and corresponding resolution.

**Attachments:** [16-0969.pdf](#)  
[related doc 16-0798.pdf](#)

[16-0970](#) Resolution of Plan Commission recommending adoption of amendments to City of Manitowoc Comprehensive Plan.

**Attachments:** [16-0970.pdf](#)

[16-0971](#) Ordinance to amend City of Manitowoc Comprehensive Plan to formally adopt Comprehensive Plan Amendment PC 25-2016 pursuant to Wis. Stats. 66.1001(4)(c).

**Attachments:** [16-0971.pdf](#)  
[amendment.pdf](#)

[16-0972](#) Report of City Plan Commission for consideration of a Final Development Plan for the Manitowoc County Expo grounds/Meijer Planned Unit Development recommending Council approve the FDP with staff to finalize after Meijer takes title to the property.

**Attachments:** [16-0972.pdf](#)  
[related doc 16-0898.pdf](#)

[16-0973](#) Report of City Plan Commission relative to amendment to Official Map for a portion of unimproved Edgewood Road recommending Council to approve and instruct City Clerk to call for a public hearing.

**Attachments:** [16-0973.pdf](#)  
[related doc 16-0819.pdf](#)

[16-0975](#) Report of City Plan Commission relative to certified survey map dedications of Dewey Street and Meijer Lane recommending Council approve with Mayor and Clerk to sign the CSM.

**Attachments:** [16-0975.pdf](#)  
[related doc 16-0901.pdf](#)

[16-0976](#) Report of City Plan Commission relative to request for a Special Permit for a non-animated billboard located at the northeast corner of Dewey and S. 30th St. advising Council that the Commission has approved the same.

**Attachments:** [16-0976.pdf](#)  
[related doc 16-0900.pdf](#)

[16-0977](#) Report of City Plan Commission relative to purchase of property for alley purposes at 1010 Lincoln Blvd. recommending Council approve the purchase.

**Attachments:** [16-0977.pdf](#)  
[related doc 16-0902.pdf](#)

[16-0978](#) Report of City Plan Commission relative to revision to Zoning Code 15.450 to allow the Plan Commission to vary maximum size of animated signs with Special Use Permit approval recommending Council to approve with City Clerk to call for a public hearing.

**Attachments:** [16-0978.pdf](#)  
[related doc 16-0903.pdf](#)

[16-0984](#) Resolution to approve hiring of a replacement Accountant in the Finance Department at Grade H.

**Attachments:** [16-0984.pdf](#)

[16-0985](#) Resolution to fill vacant City Assessor position and authorization to advertise and hire.

**Attachments:** [16-0985.pdf](#)

[16-0989](#) Ordinance to amend Section 15.450(18) of the Municipal Code regulating animated signs.

**Attachments:** [16-0989.pdf](#)

[16-0992](#) General City Budget of proposed 2016 levy for 2017, in the amount of \$15,116,592 including the Manitowoc Public Library, with \$1,021,449 in proposed tax incremental financing.

[16-0995](#) Ordinance to amend Section 15.270(3) of the Municipal Code regulating Conditional Uses in the B-3 General Business District to allow for outside storage or sales of merchandise as a principal property use, as recommended by Finance Committee.

**Attachments:** [16-0995.pdf](#)

[16-0997](#) Resolution to authorize submittal of 2017 Idle Sites Grant Application for 1512 Washington Street and administration of the grant if awarded.

**Attachments:** [16-0997.pdf](#)

[16-0999](#) 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:** [16-0999.pdf](#)

### 3. Personnel Committee

[16-0916](#) Request from DPW employees for exemption from 120-day retirement notice requirement.

**Attachments:** [DPW employee request](#)

[16-0987](#) Resolution to approve revisions to the Employee Policy Manual to change the language to be able to offer new hires from up to Step 3 to up to Step 4 and that Step 1 of the Compensation Plan be eliminated and be changed from 85% to 87.5% of control point.

**Attachments:** [16-0987.pdf](#)

[16-0993](#) Ordinance to adjust the salary for the position of Mayor with a 1% increase each of four years beginning April 18, 2017.

**Attachments:** [16-0993.pdf](#)

[16-0994](#) Ordinance to establish the salary for the position of Mayor to remain at \$73,043.00 for the four years commencing April 18, 2017.

**Attachments:** [16-0994.pdf](#)

[16-0996](#) Resolution to fill vacant DPW Streets Laborer positions anticipated for the remainder of 2016 and for budgeted positions for 2017.

**Attachments:** [16-0996.pdf](#)

#### 4. Public Infrastructure Committee

[15-1318](#) Lease Agreement between Lakeshore Amateur Radio Service Club for use of a portion of the Citizen Park Recreation Building located at 930 N. 18th Street.

**Attachments:** [amateur radio.pdf](#)

[16-0833](#) Request to Change Zoo Hours.

**Attachments:** [16-0833.pdf](#)

[16-0941](#) Proposed Transit Rate Increase, Revised Transit Routes and recommended Public Hearings to be held

**Attachments:** [16-0941.pdf](#)

[16-0948](#) Request from FMRW and LNRP for Parkland Dedication Funds for Projects in Lower Schuette Park

**Attachments:** [16-0948.pdf](#)

[16-0988](#) Report of Board of Public Works of October 14, 2016, of bids received for Mirro Building Asbestos and Environmental Hazards Abatement, Project WB-16-10.

**Attachments:** [16-0988.pdf](#)  
[notice to bidders.pdf](#)

[16-0998](#) Resolution to hire a replacement Wastewater Treatment Facility Operator due to a resignation at Grade H.

**Attachments:** [16-0998.pdf](#)

## 5. Public Safety Committee

[15-1099](#) Ordinance amending Section 10.730 of the Municipal Code to designate two handicap parking stalls on a portion of Jay Street to accommodate Manitowoc County Human Services clients. (Currently tabled).

**Attachments:** [15-1099.pdf](#)

[16-0352](#) Ordinance to amend portions of Section 10.490 of the Municipal Code regulating two-hour parking in the City of Manitowoc. (Currently tabled).

**Attachments:** [16-0352.pdf](#)

[16-0682](#) Ordinance to amend Section 14.440 of the Manitowoc Municipal Code regulating Trespassing.

**Attachments:** [16-0682.pdf](#)

[16-0788](#) An Ordinance to amend Sections 14.180 and 14.250 of the Manitowoc Municipal Code regulating Vagrancy and Fortune Telling. *(Clerk's Note: Tabled by Public Safety on 8/29/16)*

**Attachments:** [16-0788.pdf](#)

[16-0792](#) Request to have a No Parking Sign from Here to Corner and End of Street Red Diamond signs in the 1800 block of Lilac Drive.

**Attachments:** [16-0792 Installation of Signs - 1800 Block Lilac Dr.pdf](#)

[16-0906](#) Citizen sign request at N. 18th St. and Menasha Ave.

**Attachments:** [16-0906 CITIZEN SIGN REQUEST AT N 18th ST & MENASHA AVE.pdf](#)

[16-0936](#) Ordinance to amend a portion of Section 10.390 of the Municipal Code prohibiting parking on a portion of North 9th Street.

**Attachments:** [16-0936.pdf](#)

[16-0960](#) EMS Billing Newton Township Discussion.

**Attachments:** [16-0960.pdf](#)

[16-0961](#) Unfunded budget requests for Manitowoc Police Department for safety related items.

**Attachments:** [16-0961.pdf](#)

[16-0986](#) Ordinance to amend a portion of Section 10.010 of the Municipal Code lowering the speed limit on South 42nd Street from Dewey St. to Viebahn St.

**Attachments:** [16-0986.pdf](#)

[16-1000](#)

Ordinance to amend Section 8.190 of the Municipal Code regulating trees and shrubs.

**Attachments:**

[16-1000.pdf](#)

## J. OTHER BUSINESS

## K. ADJOURN

*1. Next Scheduled Common Council Meeting: Monday, November 21, 2016 at 6:30pm  
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**