



# City of Manitowoc

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

## Meeting Agenda

### Common Council

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Monday, May 15, 2017

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

Prayer by Pastor Andy Shanholtz of Hope Church

#### D. PRESENTATIONS

[17-0485](#)

Presentation by Rahr-West Art Museum Director Greg Vadney to Lee Kummer for his service on the Rahr-West Art Museum Board.

[17-0487](#)

Proclamation declaring May 15, 2017 as Peace Officers' Memorial Day.

**Attachments:**

[17-0487.pdf](#)

#### 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

#### 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

[17-0484](#) Notice of Dept. of Natural Resources of Manitowoc Public Utilities, 701 Columbus St. for renewal of operation of a municipal electric production facility, recommending placing on file.

**Attachments:** [17-0484.pdf](#)

[17-0489](#) Minutes of April 17, 2017 Common Council, recommending approval and place on file.

**Attachments:** [17-0489.pdf](#)

[17-0493](#) Notice of pending applications for proposed miscellaneous structure and dredging of Peter Allie, 100 Maritime Dr., recommending placing on file.

**Attachments:** [17-0493.pdf](#)

[17-0494](#) Thank you from Governor Scott Walker for sharing our resolution, recommending placing on file.

**Attachments:** [17-0494.pdf](#)

## 3. Committee of the Whole (Consent)

[17-0503](#) Report of Special Events Committee relative to approval of the following events: Be the Change 5K on 8/5/17; Silver Creek Disc Golf Ace Race on 8/26/17; WIXX "Dells Drop" Dells Cards Giveaway on 5/25/17; Summer Kick Off at the Zoo on 5/28/17; WAIVER OF FEES - Memorial Day Picnic on 5/29/17; Farmer's Market at Washington Park on Subfest Saturday 7/8/17; Tuesdays at 10! 7/13 - 8/8/17; Cool City Classic Car Show on 6/23/17; recommending acceptance of report and place on file.

**Attachments:** [REPORT 17-0503](#)  
[COOL CITY CLASSIC CAR SHOW](#)  
[TUESDAYS AT 10](#)  
[FARMER'S MARKET](#)  
[WAIVER OF FEES](#)  
[SUMMER KICKOFF AT ZOO](#)  
[WIXX DELLS DROP](#)  
[SILVER CREEK DISC GOLF ACE RACE](#)  
[BE THE CHANGE 5K](#)

## 4. Finance Committee (Consent)

[17-0371](#) Restricted Cash and Investment Services Accounts (Move from JP Morgan to Bank First National), recommending approving the closing of JP Morgan money market accounts.

**Attachments:** [MPU Transfer Redemption Accounts to Bank First National](#)

[17-0490](#) General City Claims in the amount of \$1,944,360.09 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 17-0490.pdf](#)  
[5-12-17.pdf](#)  
[5-5-17.pdf](#)  
[5-5-17a.pdf](#)  
[4-28-17.pdf](#)  
[4-21-17.pdf](#)  
[4-17-17.pdf](#)

## 5. Personnel Committee (Consent)

## 6. Public Infrastructure Committee (Consent)

[15-943](#) Special Assessment Policy compared to a Wheel Tax or other funding option, recommending placing on file.

**Attachments:** [20151203150342881.pdf](#)

[16-0836](#) Sidewalk Privilege Agreement for 941 North 15th Street, recommending placing on file.

**Attachments:** [16-0836.pdf](#)

[17-0140](#) Request from Clear Wireless, LLC to the City of Manitowoc for Acceptance of Removal and Restoration of Communication Tower Agreement, dated February 10, 2011, recommending execution of the agreement.

**Attachments:** [17-0140.pdf](#)

[17-0265](#) Revised Street Tree Planting Policy and Tree Maintenance and Removal Policy, recommending approval of revised policies.

**Attachments:** [17-0265.pdf](#)

[17-0378](#) Request for permission to distribute the Buddy Poppy to various businesses throughout the City May 19th - May 20th, 2017, recommending approval.

**Attachments:** [17-0378](#)

[17-0379](#) Request to Rescind Special Assessment of \$300 for Parcel #412-004-080 (943 N. 8th Street), recommended rescinding assessment.

**Attachments:** [17-0379](#)

[17-0389](#) Report of Board of Public Works of March 22, 2017, of bids received for 2017 Citizen Park - Sports Court Refurbishment, Project WS-17-21, recommending placing on file.

**Attachments:** [report 17-0389.pdf](#)  
[bid tab 17-0389.pdf](#)  
[koski memo.pdf](#)

[17-0471](#) Ayres Proposal for professional services to work with the City for the WisDOT Waldo Blvd Sanitary Sewer special provisions, time schedule, and fee for services, recommending entering into the contract.

**Attachments:** [17-0471](#)

[17-0472](#) O'Connor's Concessions request to sell Concessions for 2017 Season, recommending approval.

**Attachments:** [17-0472](#)

[17-0480](#) Stantec Proposal for Lawton Terrace Lift Station Replacement with a New Gravity Sanitary Sewer, recommending support for Stantec Proposal and recommend entering into contract.

**Attachments:** [17-0480](#)  
[17-0480task order.pdf](#)  
[17-0480 Stantec Master Services Agreement](#)

[17-0486](#) Report of Board of Public Works of 5/3/17 for 1st and Final payment of \$13,838.00 to ACE Building Services for Expand Existing Women's Locker Room at MPD, recommending payment.

**Attachments:** [17-0486.pdf](#)

[17-0492](#) Report of Board of Public Works of 5/3/17 for 2nd and Final payment of \$2,150.00 to Kip Gulseth Construction Company for Installation of Trench Cut-off at Clay Pit Rd. Detention Pond, recommending payment.

**Attachments:** [17-0492.pdf](#)

[17-0508](#) Report of Board of Public Works of May 3, 2017, of bids received for Citizen Park Sports Court Reurbishment Rebid, Project WS-17-21R, recommending awarding to low bidder, Flex Court Athletics in the amount of \$97,780.00.

**Attachments:** [17-0508.pdf](#)

[17-0509](#) Report of Board of Public Works of May 3, 2017, of bids received for Epoxy Painting - Pavement Marking, Project WS-17-9, recommending awarding to low bidder, Guide Lines Pavement Marking LLC in the amount of \$64,806.20.

**Attachments:** [17-0509.pdf](#)

[17-0510](#) Report of Board of Public Works of May 3, 2017, of bids received for Asphaltic Concrete Paving, Project WS-17-4, recommending awarding to low bidder, Vinton Construction Company in the amount of \$236,760.10.

**Attachments:** [17-0510.pdf](#)

## 7. Public Safety Committee (Consent)

## 8. Plan Commission (Consent)

[17-0433](#) PC11-2016: Conditional Use Permit Annual Review: TLC Homes, Inc Adult Day Services use located at 1004 N. 17th Street, recommending approval of the annual review of the CUP for the adult day services located at 1004 N. 17th St. and no longer a requirement for annual review.

**Attachments:** [17-0433 PC 11-2016 TLC Annual Review 2017](#)  
[17-0433 Report to Council TLC Homes April 2017](#)

[17-0434](#) PC 25-2014: Ramirez Annual Review of a Conditional Use Permit for the Operation of a Towing Service at 1545 S. 41st Street., recommending approval of the review of the CUP to operate a wrecker service in a C-1 Zoning District and revisit the annual review for April, 2018; recommend fence structure to block line of site for dumpsters from the street.

**Attachments:** [17-0434 PC 25-2014 Ramirez Annual Review](#)  
[17-0434 Report to Council PC 25-2014 Annual Review Ramirez Auto Repair ar](#)

[17-0436](#) PC 11-2017: Manitowoc Public Utilities; Review of Placement of a Wind Screen Structure pursuant to § 62.23(5), recommending approval of the wind fence with MPU to cooperate with the City on plans for a future trail connection at such time that a feasibility study moves forward.

**Attachments:** [17-0436 PC 11-2017 MPU Wind Screen](#)  
[17-0436 MPU Wind Screen Report to Council](#)

[17-0437](#) PC 12-2017: Discussion on Proposed Project Plan Amendment #4 for Tax Incremental Financing District #15 related to the Dowco expansion, recommending to proceed with the related Project Plan amendment for TID 15.

**Attachments:** [17-0437 PC 12-2017 TID 15 Amendment 4](#)  
[17-0437 TID 15 Amendment Report to Council](#)

[17-0438](#) PC 1-2017: Doneff Holdings LLC, Quit Claim Deed for Mirro Drive Purposes, recommending acceptance of the Quit Claim Deed.

**Attachments:** [17-0438 PC1-2017 Mirro Dr QC Deed](#)  
[17-0438 Council Report Mirro Drive](#)

## I. COMMITTEE REPORTS

### 1. Committee of the Whole

[17-0498](#) Proposal from Herald Times Reporter to publish Council proceedings, legal notices, display ads and ordinances, for the contract year beginning June 1, 2017.

**Attachments:** [17-0498.pdf](#)

[17-0501](#) Report of Special Events Committee recommending approval of the following events subject to Council action: Vic Ferrari July 3rd Celebration Concert on 7/3/17 (noise ordinance); Fat Seagull Annual Street Party on 7/29/17 (closure of Quay St. from S 8th to S 9th & extension of alcohol premise); Lakeshore Independent Music Festival on 9/9/17 (closure of Quay St. from S 8th to S 9th & extension of alcohol premise); HFM Maritime Marathon on 6/11/17 (noise ordinance); Manitowoc Salmon Derby on 6/30 - 7/4/17 (waiving noise ordinance until 11:30 and extension of fermented beverage sales on City property until 11:30 p.m. Friday and Saturday); St. Francis of Assisi Community Picnic on 8/4 - 8/5/17 (closure of N 14th St. between Waldo Blvd. & Menasha Ave.); Farmer's Market - Tuesdays at Washington Park, 6/10 - 10/31/17 (waiver of rules prohibiting alcohol in the park).

**Attachments:** [FAT SEAGULL ANNUAL STREET PARTY](#)  
[LAKESHORE INDEPENDENT MUSIC FESTIVAL](#)  
[FARMERS MARKET](#)  
[HFM MARITIME MARATHON](#)  
[VIC FERRARI JULY 3RD CELEBRATION CONCERT](#)  
[ST. FRANCIS OF ASSISI PICNIC](#)  
[MANITOWOC SALMON DERBY](#)  
[REPORT](#)

[17-0507](#) Resolution in support of Creative Economy Week and declaring the week of May 14-20, 2017 as Wisconsin Museums Week.

**Attachments:** [17-0507.pdf](#)

[17-0512](#) Agreement with Rich and Associates, Inc. for a parking study.

**Attachments:** [Signed agreement final.pdf](#)  
[Attachment A.pdf](#)

[17-0513](#) Resolution authorizing Principal Forgiven Financial Assistance Agreement with the Department of Natural Resources for MPU Safe Drinking Water Loan Program loan.

**Attachments:** [17-0513.pdf](#)

[17-0514](#) Ordinance amending Manitowoc Municipal Code 12.110 to create a loan program through Manitowoc Public Utilities.

**Attachments:** [12 110 Ordinance](#)

[17-0515](#) Ordinance amending Manitowoc Municipal Code Chapter 17 on lead service replacements.

**Attachments:** [17-0515.pdf](#)

[17-0516](#) Request for Consultant Proposals for the Downtown Master Plan Project.

**Attachments:** [RFP-Downtown Manitowoc Master Plan\\_draft 05-12-17.pdf](#)  
[Study Area Aerial.pdf](#)

## 2. Finance Committee

[17-0497](#) Agricultural Land Lease with Honey Comb Farms, LLC for lease of parcel 801-102-051 for the period March 1, 2017 through March 31, 2022.

**Attachments:** [17-0497.pdf](#)

[17-0499](#) 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:** [17-0499.pdf](#)

[17-0500](#) Scope of Engagement relative to proposed issuance of \$5,230,000 City of Manitowoc GO Promissory Notes.

**Attachments:** [17-0500.pdf](#)

[17-0502](#) Resolution Awarding the Sale of \$5,230,000 General Obligation Promissory Notes.

**Attachments:** [17-0502.pdf](#)

## 3. Personnel Committee

[17-0444](#) Resolution to hire spring 2017 seasonals related to elected officials, department heads, or supervisors.

**Attachments:** [Res Summer Hiring Nepotism 2017](#)

[17-0511](#) Resolution relative to Common Council's acceptance of the Wastewater Treatment Facility Board's recommendation to appoint Michael Jaeger as Superintendent of the Wastewater Treatment Facility, at Grade O, Step 5.

**Attachments:** [17-0511.pdf](#)

[17-0517](#) Resolution to approve the reorganization of the Finance, Clerk and Treasury Departments.

**Attachments:** [res 17-0517.pdf](#)  
[00052248.pdf](#)  
[00052251.pdf](#)  
[00052320.pdf](#)  
[00052335.pdf](#)  
[00052250.pdf](#)  
[00052249.pdf](#)  
[00052247.pdf](#)

#### 4. Public Infrastructure Committee

[17-0119](#) Request for Street Lights at 1840 Abbey Ridge Lane

**Attachments:** [17-0119.pdf](#)

[17-0381](#) Request for Downtown Street Plantings

**Attachments:** [2017\\_05\\_11\\_11\\_12\\_39.pdf](#)

[17-0382](#) Request for Porta Pottie at Lower Henry Schuette Park to be funded by Friends of Manitowoc River Watershed (FOMRW) and Lakeshore Natural Resources Partnership (LNRP)

**Attachments:** [17-0382](#)

[17-0387](#) Request to Rescind Snow Shoveling Assessment for Magic Carwash/Plenty O Suds, LLC at 3601 Calumet Ave

**Attachments:** [17-0387](#)

[17-0455](#) Resolution to request the hiring one additional part-time Transit driver above and beyond approved number for 2017.

**Attachments:** [17-0455.pdf](#)

[17-0483](#) Report of the Board of Public Works of May 3, 2017, relative to request to remove private snow removal assessment for parcel 000-197-010.

**Attachments:** [17-0483.pdf](#)

[17-0491](#) Baseball & Softball Manitowoc Public School District Proposal, March through May, 2017.

**Attachments:** [17-0491.pdf](#)



[17-0495](#) Agreement 17-05 with A.C.E. Building Service to furnish labor, equipment and material required for the repainting of the wood windows at the Rahr-West Art Museum for the sum of \$24,000.00

**Attachments:** [17-0495.pdf](#)

[17-0496](#) Agreement 17-06 with Asplundh to cut and remove approximately 6 trees and stumps at various locations for the 2017 Sidewalk Complaints.

**Attachments:** [17-0496.pdf](#)

## 5. Public Safety Committee

[17-0316](#) Ordinance to amend Manitowoc Municipal Code 10.010(3)(b) establishing the speed limits on S. Rapids Road.

**Attachments:** [17-0.316.pdf](#)

[S. Rapids Rd Construction](#)

[S. Rapids Rd Proposed Final Decision](#)

[Communication Regarding S. Rapids Rd Construction](#)

[Ordinance 10.010](#)

[CTH R SPEED LIMIT](#)

[45 MPH \\$\\$](#)

[ReDesign needs related to speed limit](#)

## 6. Plan Commission

[17-0431](#) PC 13-2017: Rosethorn Community Church, Inc., Request for a Conditional Use Permit pursuant to Section 15.210(3) for the Operation of a Church located at 1015 S. 11th Street.

**Attachments:** [17-0431\\_PC13-2017 Neighbor Notice Rosethorn](#)

[17-0431\\_PC 13-2017 PC Report Rosethorn Church CUP](#)

[17-0431 Report to Council Rosethorn CUP](#)

[17-0435](#) PC 10-2017: Kwik Trip / La Crosse Sign Company: Request for Animated Sign in a B-3 General Business District at 2102 Washington Street.

**Attachments:** [17-0435\\_PC 10-2017 Kwik Trip Animated Sign Special Use Permit](#)

[17-0435 Report to Council PC 10-2017 Kwik Trip Animated Sign](#)

## J. OTHER BUSINESS

## K. ADJOURN

*1.Next Scheduled Common Council Meeting: Monday, June 19, 2017, 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**