



City of Manitowoc

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

Meeting Minutes Public Infrastructure Committee

Tuesday, September 8, 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.

Notice is hereby given that a majority of the Common Council of the City of Manitowoc may be present at this meeting to gather information about the subject matter over which they have decision making responsibility.

The above governmental body will meet to discuss and possibly take action on the agenda items set forth below.

1. Call to Order

Meeting was Called to order at 6:38 p.m.

2. Roll Call

Staff Present: Dan Koski, Greg Minikel, Sonja Birr, Karen Dorow

Others Present: Sheila Davidson, Shirley Pozoroski, Jeff Brandenburg, Joel Schmitt

Present: 5 - Soeldner, Brey, Schema, Hennessey and Brandel

3. Approval of Minutes

[15-957](#)

Minutes to be approved from the July 6, 2015 Public Infrastructure Committee Meeting.

Attachments: [Meeting Minutes July 6.pdf](#)

Moved by Brey, seconded by Schema, that the Minutes from the September 9th meeting be approved. The motion carried by the following vote:

Aye: 5 - Soeldner, Brey, Schema, Hennessey and Brandel

4. Discussion and Action Items

[15-831](#) Term Sheet relative to Forefront Dermatology Parking Project, 924 York Street. The Committee recommended authorizing staff to move forward toward Development Agreement incorporating City Design Standards and Financial Considerations. This Action Item be accepted and referred to Council.

Attachments: [15-831Confidential.pdf](#)

[#15-831 \(Revised\) Parking Plan 801 York.pdf](#)

Moved by Brey, seconded by Schema, to authorize staff to move forward toward Development Agreement incorporating City Design Standards and Financial Considerations. This Action Item be accepted and referred to Council. The motion carried by the following vote:

Aye: 5 - Soeldner, Brey, Schema, Hennessey and Brandel

[15-934](#) Flooding at 1102 Waldo Boulevard. The Committee recommended placing on file.

Attachments: [15-934.pdf](#)

The Committee preferred waiting until Waldo is re-done.

This Action Item was placed on file.

[15-949](#) Request from Heritage Real Estate to stripe parking spots along North 8th Street starting from Park Street to St. Claire Street. The Committee unanimously approved the Request for consent agenda with provisions that stalls be marked on both sides of N. 8th in this block.

Attachments: [15-949.pdf](#)

The Committee recommended painting parking stalls on both sides of the street to stay consistent. The Epoxy Contractor for the City will be back in October to complete this work.

A motion was made by Vice Chair Jim Brey, seconded by Alderperson Allan Schema, that theis Request were approved for consent agenda with provisions that stalls be marked on both sides of N. 8th in this block. The motion carried unanimously.

[15-938](#) Plank Road Closure and Gates. The Committee recommended that the Action to initiate the vacation process be approved and referred to Council.

Attachments: [15-938.pdf](#)

Moved by Brey, seconded by Hennessey, that the Action to initiate the vacation process be approved and referred to council. The motion carried by the following vote:

Aye: 5 - Soeldner, Brey, Schema, Hennessey and Brandel

[15-939](#)

Noise Complaint on Waldo Boulevard between North 23rd and North 21st Streets. The Committee authorized hot mix asphalt patching of affected areas be approved for consent agenda and place correspondence on file

Attachments: [15-939.pdf](#)

G. Minikel discussed with the Committee the complaint we received regarding the noise on Waldo Blvd from the tracks and poor pavement between N. 23rd Street and N. 21st Street. The Committee recommended trying asphalt patching first. G. Minikel said that due to scheduling, Spring of 2016 will be the soonest that we can get there. DPW's schedule is quite busy and DPW is currently down 3 people. Looking at doing in Spring of 2016 with hot mix asphalt.

Moved by Hennessey, seconded by Schema, that the Action Item to authorize hot mix asphalt patching of affected areas be approved for consent agenda and place correspondence on file. The motion carried by the following vote:

Aye: 5 - Soeldner, Brey, Schema, Hennessey and Brandel

[15-942](#)

Installation of Parking Lot on Clay Pit Road for the Manitowoc Chief's Football Organization. The Committee recommended that the Chief's Parking lot be exempt from site plan requirements and action item be approved for consent agenda.

Attachments: [15-942.pdf](#)

Member from Chiefs Organization was present and explained that they will be blocking off berm area of back of parking lot with poles. He also said that they will be chaining off the parking area when not needed.

Moved by Brey, seconded by Brandel, that the Chief's Parking lot be exempt from site plan requirements and action item be approved for consent agenda. The motion carried by the following vote:

Aye: 5 - Soeldner, Brey, Schema, Hennessey and Brandel

[15-950](#)

Request from Manitowoc County Safety Commission for the City to review site obstructions (plantings and lighthouse) at the intersection of Dewey Street and Harbor Town Lane. The Committee recommended placing on file.

Attachments: [15-950.pdf](#)

Moved by Brey, seconded by Schema, that the Request be accepted and placed on file. The motion carried by the following vote:

Aye: 5 - Soeldner, Brey, Schema, Hennessey and Brandel

[15-951](#) Maintenance Responsibility of Traffic Signals on Calumet Avenue at I-43 off-ramps and Dufek Drive. The Committee approved the transfer of maintenance responsibilities and that this Request be approved for consent agenda.

Attachments: [15-951.pdf](#)

Moved by Schema, seconded by Brey, to approve transfer of maintenance responsibilities and that this Request be approved for consent agenda. The motion carried by the following vote:

[15-945](#) Leaf Pickup RIE. The Committee recommended approval of the Leaf Pickup, and to direct City Attorney to draft appropriate Ordinance changes and refer to Council.

Attachments: [15-945.pdf](#)

Moved by Brey, seconded by Brandel, that the Leaf Pickup plan be approved, and to direct City Attorney to draft appropriate Ordinance changes and refer to Council. The motion carried by the following vote:

Aye: 5 - Soeldner, Brey, Schema, Hennessey and Brandel

[15-941](#) Additional Remedial Investigation and Groundwater Monitoring Activities at S. 18th and Flambeau Street. The Committee recommended entering into contract not to exceed \$30,000 and refer to council.

Attachments: [15-941.pdf](#)

Moved by Schema, seconded by Brandel, that we enter into contract not to exceed \$30,000 and refer to council. The motion carried by the following vote:

Aye: 5 - Soeldner, Brey, Schema, Hennessey and Brandel

[15-947](#) Out of State Request for FASTER Conference. The Committee approved the request for Consent Agenda.

Attachments: [15-947.pdf](#)

Moved by Hennessey, seconded by Schema, that this Report be approved for consent agenda. The motion carried by the following vote:

Aye: 5 - Soeldner, Brey, Schema, Hennessey and Brandel

[15-946](#) Resolution for Rebuilding Manitowoc Marina Dock "E".

Attachments: [15-946.pdf](#)

Moved by Schema, seconded by Hennessey, that this Resolution be accepted for Consent Agenda. The motion carried by the following vote:

Aye: 5 - Soeldner, Brey, Schema, Hennessey and Brandel

[15-929](#) Approval to Hire a Holiday House person for Custodial Work at the Streets & Sanitation/Parks & Cemetery Building. The Committee approved hiring a Holiday House person and that this Action Item be approved for consent agenda.

Attachments: [15-929.pdf](#)

Moved by Hennessey, seconded by Brey, for approval to hire a Holiday House person and that this Action Item be approved for consent agenda. The motion carried by the following vote:

[15-914](#) Contract with Manitowoc Heating & Refrigeration Services, Inc. for installation of three Calcana infrared heaters and removal and disposal of existing Co. Ray Vac System at the Department of Public Works Repair Garage at 2655 South 35th Street at a cost of \$15,890.00. The Committee recommended that this Contract be approved for consent agenda.

Attachments: [15-914.pdf](#)

Moved by Schema, seconded by Hennessey, that this Contract be approved for consent agenda. The motion carried by the following vote:

Aye: 5 - Soeldner, Brey, Schema, Hennessey and Brandel

[15-935](#) Request for Street Closure on Washington Street (between S. 7th and S. 8th Street) for Courthouse Pub Annual Street Party which benefits the Domestic Violence Center and the Haven on September 20, 2015. The Committee recommended approval of the Request for Street Closure be approved for consent agenda

Attachments: [15-935.pdf](#)

Moved by Brandel, seconded by Hennessey, that the Request for Street Closure be approved for consent agenda. The motion carried by the following vote:

Aye: 5 - Soeldner, Brey, Schema, Hennessey and Brandel

[15-937](#) Street Closure Request for Park Street (N. 9th to N. 10th Street) for Linebacker's Cruz-In Car/Truck/Bike Show on September 12, 2015. The Committee recommended that the Request for Street Closure for Park Street be approved for consent agenda.

Attachments: [15-937.pdf](#)

Moved by Brey, seconded by Schema, that the Request for Street Closure for Park Street be approved for consent agenda. The motion carried by the following vote:

Aye: 5 - Soeldner, Brey, Schema, Hennessey and Brandel

[15-954](#) Railroad Crossings throughout the City of Manitowoc.

Attachments: [15-954.pdf](#)

This Report was discussed

[15-943](#) Discussion on current Special Assessment Policy compared to a Wheel Tax or other funding option.

The Committee recommended researching more and bringing back at a later date.

This Report was discussed

[15-930](#) Quit Claim Deed for Sale of Cemetery Lot N1/7 of lot 8, block 35 of Section P (Sharon Morrow, Victoria Berres & Marlene Boyajian) The Committee recommended that this Deed be approved for consent agenda.

Attachments: [15-930.pdf](#)

Moved by Brey, seconded by Hennessey, that this Deed be approved for consent agenda. The motion carried by the following vote:

Aye: 5 - Soeldner, Brey, Schema, Hennessey and Brandel

[15-931](#) Quit Claim Deed for sale of Cemetery Lot N1/3 of S1/2 of lot 29, block 5 of section Y (Robert Raduenz) The Committee recommended that the Deed was approved for consent agenda.

Attachments: [15-931.pdf](#)

A motion was made by Vice Chair Jim Brey, seconded by Alderperson Allan Schema, that the Deed was approved for consent agenda. The motion carried by the following vote:

Aye: 5 - Soeldner, Brey, Schema, Hennessey and Brandel

5. Convene in Closed Session

D. Soeldner read the Notice for Closed Session at 8:23 p.m.

Moved by Brandel, seconded by Hennessey, that this meeting convene in closed session at 8:23 p.m. The motion carried by the following vote:

Aye: 5 - Soeldner, Brey, Schema, Hennessey and Brandel

Notice is hereby given that the above governmental body may adjourn into a closed session during the meeting as authorized by Section 19.85(1)(c) of the Wisconsin Statutes, which authorizes the governmental body to convene in closed session for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. The specific subject matter that may be considered in closed session is:

[15-721](#) Discussion on Performance of Director of Public Infrastructure.

This Action Item was discussed

6. Reconvene in Open Session

A motion was made by Vice Chair Jim Brey, seconded by Alderperson Jill Hennessey, that the meeting was reconvene in open session at 8:39 p.m. The motion carried by the following vote:

Aye: 5 - Soeldner, Brey, Schema, Hennessey and Brandel

[15-721](#)

Discussion on Performance of Director of Public Infrastructure.

This Action Item was discussed

7. Adjournment

Moved by Brey, seconded by Hennessey, that this meeting be adjourned at 8:39 p.m. The motion carried by the following vote:

Aye: 5 - Soeldner, Brey, Schema, Hennessey and Brandel

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 920-686-6950. For additional assistance, individuals with hearing or speech disabilities can call 711 and be connected to a telephone relay system.