



City of Manitowoc

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

Meeting Minutes

Common Council

Monday, April 18, 2022

6:30 PM

Council Chambers

Note: This meeting will also be held via Remote
Conferencing Software (Zoom)

A. CALL TO ORDER

B. ROLL CALL

Alderspersons Present: 9 - Jim Brey, Eric Sitkiewitz, Steven Czekala, Bill Schlei, Brett Vanderkin, John Brunner, Michael Cummings, Tim Boldt and Todd Reckelberg

Alderspersons Absent: 1 - Chad Beeman

C. PLEDGE OF ALLEGIANCE & INVOCATION

D. PRESENTATIONS

[22-0366](#) Proclamation declaring May 14, 2022 as Hmong American Day

[22-0367](#) Proclamation declaring the week of May 1st - May 7th, 2022 as Professional Municipal Clerks Week

E. PUBLIC HEARINGS

[22-0252](#) 6:31 PM - Public Hearing for the purpose of hearing any and all interested parties in the matter of a proposed change in zone from B-1 Office Residential District to B-4 Central Business District for property located at 435 N 8th Street

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

City Clerk reported that the notice of the public hearing was published in the Herald Times Reporter on April 4, 2022 and April 11, 2022. (Proof of publications is on file in the City Clerk's Office)

Michael Marilyn, the property owner, was present and willing to answer any questions.

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 official record.

G. APPOINTMENTS AND BUSINESS PRESENTED BY THE MAYOR

H. CONSENT AGENDA

1. Removal of Consent Agenda Items

Alder Sitkiewitz requested 22-0233 be removed from Consent Agenda.

Approval of the Consent Agenda

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

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Cummings, Boldt and Reckelberg

2. Miscellaneous

[22-0341](#) Minutes of March 21, 2022 Common Council meeting, recommending approval and place on file

[22-0342](#) Thank you from Catholic Charities of the Diocese of Green Bay for donation from the Schuette, Wernecke, Wilda, Rank Christmas Fund, recommending to accept and place on file

3. Committee of the Whole (Consent)

[22-0344](#) Report of Special Events Committee relative to the approval of the following events: EWC Conference Tournament on 4/20/22; Malt City Brewfest on 7/23/22; Pig to Pig Walk on 9/10/22; Juneteenth on 6/19/22; Roncalli Softball Tournament on 5/14/22; DATE CHANGE: Manitowoc Senior Center Open House on 5/14/22; Night Marking 920 on 6/22, 7/20, & 8/10/22; Waiver of Fees: End of Year Celebration on 5/18/22; Walk/Run for Hope on 9/17/22; recommending acceptance of report and place on file

4. Finance Committee (Consent)

[22-0300](#) 1st Quarter 2022 Internal Control Report, recommend to accept and place on file.

[22-0301](#) 2022 CAWG Request Update, recommend to accept and place on file.

[22-0305](#) L22-00030 Hacker Claim for >\$5,000 Vehicle Damage caused by City, recommend to approve the claim.

[22-0309](#) Report of donation from Zoo Society of \$250.00 to Zoo's Easter Extravaganza Event, recommend to accept and place on file.

[22-0310](#) Report of donation from Newton Meats Inc. of livers and hearts for carnivores valued at \$245.63 to the Zoo, recommend to accept and place on file.

[22-0315](#) Rahr-West Art Museum "Arts & Treasures" Sale/Fundraising Request,

recommend to accept the request.

[22-0316](#) CAWG recommends funding Unbudgeted request from DPI/RAHR for HVAC Improvements at cost of \$23,215, recommend to approve.

[22-0347](#) 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

[22-0348](#) General City Claims in the amount of \$4,484,994.85 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)

[22-0200](#) Request to Approve Sick Leave Policy and PTO Language Revisions; recommending to approve

6. Public Infrastructure Committee (Consent)

[22-0295](#) Surface Water complaint in the Stangel School, Cedar Ave and Cedar Court area, recommending placing on file

[22-0296](#) Determine streets to submit for Department of Transportation funding under Bipartisan Infrastructure Law Bill , recommending approval of submitting 1-10 recommendations

[22-0297](#) Country Lane Ditching Project; recommending to approve staff to look into other options

[22-0298](#) Request for Waiver of fees for Manitowoc Junior Ships Baseball, recommending approval

[22-0299](#) Request for Waiver of Fees for Youth Tennis Lesson Program through YMCA, recommending approval

[22-0308](#) Manitowoc Public School District Ball Diamond Agreement, recommending approval

[22-0312](#) Silver Creek Park Ecological Restoration; recommending to approve and continue to allow the Parks Department to continue the restoration

[22-0313](#) Request for Waiver of Fees for Special Olympics Volleyball Practice, recommending approval

[22-0314](#) City Facility Usage and Maintenance Agreement with Roncalli Catholic Schools for Use of City Park and Recreation Facilities, recommending approval

[22-0318](#) Manitowoc Family Aquatic Center 2022 Pre-Season Update, recommending approval

[22-0354](#) Report of Board of Public Works of 3/23/2022, of bids received for 2022

Concrete Paving Program, WS-22-1; recommending awarding the base bid plus alternate to low bidder, Vinton Construction Company, in the amount of \$1,459,451.42

- [22-0355](#) Report of Board of Public Works of 3/23/2022, of bids received for 2022 Seal Coating Program, Project WS-22-6; recommending awarding to low bidder, Fahrner Asphalt Sealers, LLC, in the amount of \$131,250.74
- [22-0356](#) Report of Board of Public Works of 3/23/2022, of quotes received for an Aerial Lift Truck with Chipper Box, QE-22-4; recommending awarding to low quoter, Altec, in the amount of \$245,085.00
- [22-0357](#) Report of Board of Public Works of 3/23/2022 of approval to enter into AGMT-22-04 with Treeo's Tree Service for Ash Tree Removal and Stump Grinding throughout the City for a contract price of \$24,915.00; recommending acceptance of report and place on file
- [22-0358](#) Report of Board of Public Works of 4/6/2022, of bids received for 2022 Epoxy Painting, WS-22-9; recommending awarding to low bidder, Century Fence Co., in the amount of \$206,931.05
- [22-0359](#) Report of Board of Public Works of 4/6/2022, of bids received for 2022 Sewer Re-Lining, WU-22-7; recommending awarding to low bidder, Insituform Technologies USA, LLC, in the amount of \$508,212.70
- [22-0360](#) Report of Board of Public Works of 4/6/2022, of bids received for Baseball Diamond Fencing Replacement at Halvorsen & Rheume Parks, WB-22-18; recommending awarding to low bidder, Fortress Fence, in the amount of \$46,109.00
- [22-0361](#) Report of Board of Public Works of 4/6/2022, of bids received for 2022 Lincoln Park Zoo Mountain Lion Exhibit Design & Build, WB-22-16R; recommending to refer the bid to the Director of Public Infrastructure for tabulation and recommendation
- [22-0362](#) Report of Board of Public Works of 4/6/2022 of approval to enter into AGMT-22-06 with Mulch Express of Wisconsin for Furnishing and Installing wood Chips for 15 City Parks, 2 Flowerbeds, and 2 Islands at S 26th St & Calumet Ave for a contract price of \$12,450.00; recommending acceptance of report and place on file
- [22-0363](#) Report of Board of Public Works of 4/6/2022 of approval to enter into AGMT-22-07 with Patriot Fence and Construction LLC for repairs to fencing at Lincoln Park and Fleetwood Park, for a contract price of \$5,495.00; recommending acceptance of report and place on file
- [22-0364](#) Report of Board of Public Works of 4/6/2022 of approval to enter into AGMT-22-08 with Schaus Mechanical for Metal Countertops at Silver Creek Park, for a contract price of \$8,560.00; recommending acceptance of report and place on file

7. Public Safety Committee (Consent)

[22-0327](#) Request for a "No U-Turn" sign to be placed on Dewey Street in median across from the exit of Kwik Trip by South 42nd Street; recommending to deny the request and place on file.

8. Plan Commission (Consent)

[22-0230](#) PC 10-2022: TLG Holdings LLC: Review of Subdivision Concept Plan off of Albert Drive; parcel # 756-000-210 (To-Be-Named) Subdivision; recommending to approve the Albert Drive subdivision concept plan

[22-0231](#) PC 13-2022: Assignment of a 1996 Conditional Use Permit to Whispering Meadows MHC LLC for the Continued Operation of a Manufactured Home Park located in the 3100 block of Viebahn Street; recommending to approve the assignment of a 1996 Conditional Use Permit to Whispering Meadows MHC LLC for the continued operation of a Manufactured Home Park located in the 3100 block of Viebahn Street

I. COMMITTEE REPORTS

1. Committee of the Whole

[22-0345](#) Report of Special Events Committee recommending approval for the following events subject to Council action: Memorial Day Parade & Ceremony on 5/30/22 (Street Closures for parade: S 8th from Madison to Huron, Huron to Michigan, N 18th from Michigan to the Veterans Memorial); HFM/Froedert Maritime Marathon on 6/12/22 (Closure of lift bridge (no openings allowed) & one-way closure on Viebahn St & Lakeside Blvd.; waiver of noise ordinance from 6:30 am to 7:30 am); Lakeshore Balloon Glow on 8/19/22 (4 hour closure of Quay St between S 6th & S 8th Sts.); Windigo Fest on 9/30-10/2/22 (Waiver of noise ordinance to 1 am on Friday and Saturday)

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

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Cummings, Boldt and Reckelberg

[22-0346](#) Ordinance regulating terms of boards, commissions and committees

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

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Cummings, Boldt and Reckelberg

2. Finance Committee

[22-0304](#) Review and discussion on a potential term sheet / development agreement with MTM

Moved by Brey, seconded by Sitkiewitz, that this Term Sheet / Development Agreement be approved. The motion carried by the following vote:

Aye: 8 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Cummings and Reckelberg

Abstain: 1 - Boldt

[22-0306](#) Ordinance amending of Manitowoc Municipal Code 3.150 - Creating A Room Tax Commission

Moved that this Ordinance be amended to remove language stating the Mayor shall serve as permanent chair and have the board elect the chair. The motion failed by the following vote:

Aye: 2 - Vanderkin and Reckelberg

Nay: 7 - Brey, Sitkiewitz, Czekala, Schlei, Brunner, Cummings and Boldt

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

Aye: 7 - Brey, Sitkiewitz, Czekala, Schlei, Brunner, Cummings and Boldt

Nay: 2 - Vanderkin and Reckelberg

[22-0368](#) Resolution to approve the City of Manitowoc Acceptable Use Policy for Technology and Information Resources

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

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Cummings, Boldt and Reckelberg

[22-0369](#) Update from Manitowoc Public Utilities on Wastewater Treatment Facility

Moved by Brey, seconded by Sitkiewitz, that this Report be approved and placed on file. The motion carried by the following vote:

Aye: 8 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Cummings and Boldt

Nay: 1 - Reckelberg

[22-0370](#) Resolution authorizing execution of the Department of Natural Resources Principal Forgiven Financial Assistance Agreement

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

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Cummings, Boldt and Reckelberg

3. Personnel Committee

[22-0293](#) Resignation Notice of City Attorney McDaniel

Moved by Sitkiewitz, seconded by Vanderkin, that this Report be accepted and placed on file. The motion carried by the following vote:

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Cummings, Boldt and Reckelberg

[22-0294](#)

Resignation Notice of Finance Director Alfred

Moved by Sitkiewitz, seconded by Vanderkin, that this Report be accepted and placed on file. The motion carried by the following vote:

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Cummings, Boldt and Reckelberg

[22-0349](#)

Resolution to approve the revised Firefighter/Paramedic Job Description

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

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Cummings, Boldt and Reckelberg

[22-0350](#)

Resolution to approve Employee Policy Manual Revisions, April 2022

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

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Cummings, Boldt and Reckelberg

4. Public Infrastructure Committee

[22-0233](#)

PC 12-2022: Howe: Request Use of City Owned Land for the Establishment of a Stormwater Retention Facility. Reed Avenue / Lincoln Park

Moved by Sitkiewitz, seconded by Reckelberg to refer to City Attorney's Office and Community Development Director to ensure the risk of setting precedent is minimized through consideration or some other means, with City Staff to report back at next regularly scheduled Council Meeting

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Cummings, Boldt and Reckelberg

Moved by Brunner, seconded by Brey, that this Request be approved as amended. The motion carried by the following vote:

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Cummings, Boldt and Reckelberg

[22-0372](#)

Resolution to proclaim May 4, 2022 as World Migratory Bird Day in the City of Manitowoc

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

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Cummings, Boldt and Reckelberg

5. Public Safety Committee

[22-0328](#)

Ordinance to amend Section 10.390 of the MMC regulating parking on Washington Street.

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

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Cummings, Boldt and Reckelberg

[22-0329](#)

Ordinance to amend Section 14.110 of the MMC regulating trapping.

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

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Cummings, Boldt and Reckelberg

6. Plan Commission

[22-0277](#)

Ordinance to rezone property located at 435 N 8th Street from B-1 Office-Residential District to B-4 Central Business District

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

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Cummings, Boldt and Reckelberg

[22-0371](#)

Resolution Creating Tax Incremental District No. 23, Approving its Project Plan and Establishing its Boundaries

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

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Cummings, Boldt and Reckelberg

J. OTHER BUSINESS

K. ADJOURN

Moved by Czekala, seconded by Brunner, that this meeting be adjourned at 7:20 p.m. The motion carried by the following vote:

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Cummings, Boldt and Reckelberg

**Mackenzie Reed-Kadow
City Clerk**