



# City of Manitowoc

900 Quay Street  
Manitowoc, WI 54220  
[www.manitowoc.org](http://www.manitowoc.org)

## Meeting Agenda Common Council

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Monday, May 19, 2014

7:00 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

### D. INVOCATION

*Council President Scott McMeans*

### E. PRESENTATIONS

[14-1053](#)

Presentation by Manitowoc Area Visitor and Convention Bureau on Sales Manager Position.

**Attachments:**

[MAVCB Report to Manitowoc City Council.pdf](#)

[2013 Manitowoc County Toursim Report.pdf](#)

### F. PUBLIC HEARINGS

### G. 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.*

### H. STANDING COMMITTEE REPORTS

1. Committee of the Whole (Council President Scott McMeans)

2. Finance (Chairman Eric Sitkiewitz)
3. Licensing, Permits and Inspections (Chair Jim Brey)
4. Parks and Recreation (Chair Jason Sladky)
5. Personnel (Chair Jill Hennessey)
6. Public Infrastructure (Chair Dave Soeldner)
7. Public Safety (Chair Christopher Able)

## I. APPOINTMENTS AND BUSINESS PRESENTED BY THE MAYOR

[14-1114](#) Appointment of Jan Algozine, Silver Lake College Representative, to Transit Development Plan Review Committee for period ending 4/30/16.

**Attachments:** [14-1114.pdf](#)

## J. RECESS

During the recess of the Common Council the Mayor will discuss all matters concerning the operation of the City of Manitowoc. Prior to going into recess, the Mayor publicly announces that during the recess the standing committees of the Common Council, as well as the Committee of the Whole, will meet in the Council Chambers to discuss and act upon some of the matters which have been discussed or referred at this Common Council Meeting.

2. CLOSED SESSION: None

## K. 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

[14-1055](#) Minutes of Common Council of Monday, May 5, 2014, recommending approval and place on file.

**Attachments:** [14-1055.pdf](#)

[14-1057](#) Minutes of Common Council Organizational Session of Tuesday, April 22, 2014, recommending approval and place on file.

**Attachments:** [14-1057.pdf](#)

[14-1067](#) Communication from Coulee Region Prayer Consortium relative to prayer at public meetings, recommending placing on file.

**Attachments:** [14-1067.pdf](#)

[14-1068](#) Communication from State of Wisconsin Department of Natural Resources has reissued WPDES Municipal Separate Storm Sewer System General Permit, recommending placing on file.

**Attachments:** [14-1068.pdf](#)

### 3. Committee of the Whole

[14-1082](#) Proposal from Herald Times Reporter to publish council proceedings, legal notices, display ads and ordinances, for the contract year beginning June 1, 2014, recommending acceptance and enter into contract.

**Attachments:** [14-1082.pdf](#)

[14-1113](#) General City Claims in the amount of \$644,364.54 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:** [14-1113.pdf](#)

### 4. Finance Committee

### 5. Licensing, Permits and Inspections Committee

[14-946](#) PC15-2014/PC17-92: Schweppe; Request for a Conditional Use Permit (CUP) for Operation of a Group Child Care Center at 1501 N. Rapids Road Pursuant to Section 15.110(3)(c) of the Manitowoc Municipal Code, recommending placing on file.

**Attachments:** [14-946.pdf](#)

[pc 15-2014 & pc 17-1992 schweppe cup 1501 n rapids](#)

[14-956](#) PC1-2014: MPU; Request for Utility Easements from the City of Manitowoc in Block 230 of the Original Plat, recommending placing on file.

**Attachments:** [14-956.pdf](#)

[pc 1-2013 mpu utility easement request block 230](#)

[14-1109](#) Report of City Plan Commission relative to MPU's request for utility easement for placement of an above ground pad transformer at two sites, recommending Council approve entering into the utility easement and determine a strategy for replacement of lost green space, recommending acceptance of report and placing on file.

**Attachments:** [14-1109.pdf](#)

[14-1110](#) Report of City Plan Commission relative to request from Schweppe for a conditional use permit for the operation of a child care center at 1501 N. Rapids Rd. recommending that Council approve the CUP subject to attached terms and conditions, recommending acceptance of report and placing on file.

**Attachments:** [14-1110.pdf](#)

## 6. Parks and Recreation Committee

[14-1088](#) Report of Board of Public Works of March 2, 2011, for 4th and Final payment to Martenson & Eisele, Inc. for Parks, Recreation Open Space Plan, recommending acceptance and placing on file.

**Attachments:** [14-1088.pdf](#)

## 7. Personnel Committee

[14-1032](#) Plan Documents and Summary Plan Descriptions for the City's Employee Health, Preventive Dental and Enhanced Dental Plans, recommending entering into the contracts.

**Attachments:** [City of Manitowoc Medical DRAFT #9 eff 1-14](#)  
[City of Manitowoc Preventive Dental DRAFT #4 eff 1-14](#)  
[City of Manitowoc Enhanced Dental DRAFT #4 eff 1-14](#)

## 8. Public Infrastructure Committee

[14-1115](#) Report of Board of Public Works of May 13, 2014 for 1st and final payment to Northern Pipe Equipment, Inc. in the amount of \$43,005.55 for 2014 Televising Miscellaneous Sewers I, Project WU-14-5, recommending payment.

**Attachments:** [14-1115.pdf](#)

[14-1116](#) Report of Board of Public Works of May 13, 2014 for 1st and final payment to A.C.E. Building Services in the amount of \$18,618.00 for Marina Dock Repairs, recommending payment.

**Attachments:** [14-1116.pdf](#)

## 9. Public Safety Committee

10. Approval of the following licenses.(Subject to department endorsements and payment of license fees).

**L. 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**

[14-1047](#) Addendum to Wireless Telecommunications Service Agreement

**Attachments:** [20140509014520181.pdf](#)

[14-1054](#) Resolution to carry forward to 2014 departmental budgets various appropriations budgeted in 2013.

**Attachments:** [14-1054.pdf](#)

[14-1089](#) Resolution authorizing the submittal of a Site Assessment Grant (SAG) by the City to the Wisconsin Economic Development Corporation for the former Mirro Plant 9 at 1512 Washington Street.

**Attachments:** [14-1089.pdf](#)

**3. Licensing, Permits and Inspections Committee**

[14-855](#) Ordinance to amend Section 22.010 of the Municipal Code relative to a street vacation and Official Map change in an area located east of Johnston Drive and south of the City Limits.

**Attachments:** [14-855.pdf](#)

[14-862](#) Resolution to vacate portions of two unnamed streets east of Johnston Drive.

**Attachments:** [14-862.pdf](#)

[14-1056](#) Request from Manitowoc Yacht Club to extend liquor license premise on July 4, 2014, to a tent on the east side of their property, per attached map.

**Attachments:** [14-1056.pdf](#)

[14-1059](#) Request from The Friends of the Manitowoc Family Aquatic Center Board to waive fees for the building permits for the construction of the Miniature Golf Course.

**Attachments:** [14-1059.pdf](#)

[14-1064](#) Request from SMI as representative of Abbey Ridge LLC for a change to the official map eliminating a portion of Ravenswood Lane per attached map.

**Attachments:** [14-1064.pdf](#)

[14-1065](#) Request from SMI as representative of Abbey Ridge LLC for a street vacation for a portion of Ravenswood Lane per attached map.

**Attachments:** [14-1065.pdf](#)

[14-1084](#) Resolution providing for the installation of eleven (11), non-ornamental, 250 Watt, Cobra style, high pressure sodium street lights in the 6700 and 6800 blocks of Calumet Avenue.

**Attachments:** [14-1084.pdf](#)  
[14-1084-1.pdf](#)

[14-1106](#) Ordinance amending Section 15.050 of the Municipal Code to amend the amended zone map of the City for an area north of Waldo Blvd., east of N. Rapids Rd. and south of Lancer Circle from R-2 to I-1.

**Attachments:** [14-1106.pdf](#)

[14-1111](#) Report of City Plan Commission relative to request of Manitowoc Lutheran High School to rezone a portion of property at 4045 Lancer Circle from R-2 to I-1 for a future telecommunication facility.

**Attachments:** [14-1111.pdf](#)

[14-1112](#) Report of City Plan Commission relative to Manitowoc Lutheran High School request for a conditional use permit for a future telecommunications tower, recommending Council issue the CUP subject to the conditons outlined herein.

**Attachments:** [14-1112.pdf](#)

#### **4. Parks and Recreation Committee**

[14-821](#) Request by Manitowoc Heat Baseball to keep the 2013 season fees for 2014

**Attachments:** [04-21-14 Heat fee reduction request](#)

[14-823](#) Lincoln Park campground rules and ordinances

**Attachments:** [14-823 LP Campground Rules](#)

[14-830](#) Request by Discover Eastern Wisconsin Disc Golf organization to allow dogs in Indian Creek and Silver Creek Parks

**Attachments:** [05-19-14 MPRD request - dogs in parks](#)  
[05-19-14 Dogs in Parks Study](#)  
[05-19-14 DogsInPark-pdga letter](#)  
[05-19-14 dogs-mtwc ordinance 14 020](#)  
[05-19-14 dogs-germantown ordinance 21 09](#)  
[05-19-14 dogs-madison ordinance 8 19](#)  
[05-19-14 dogs-Manitowoc County Codes](#)

[14-873](#) Report of City Plan Commission relative to their review of the location and architectural design for proposed miniature golf course at Citizen Park, recommending Council approve the project.

**Attachments:** [14-873.pdf](#)

[14-934](#) Special Events Request from Discover Eastern Wisconsin Disc Golf to hold Silver Cup XIV Disc Golf Tournament on June 26-29, 2014 at Silver Creek Park and waiver of fees request.

**Attachments:** [14-934.pdf](#)

[14-1090](#) Report of City Planner David Less relative to proposed site assessment grant (SAG) application for 1512 Washington Street (former Mirro Plant 9).

**Attachments:** [14-1090.pdf](#)

[14-1094](#) Request from the Friends of the Citizen Park Recreation Center that the name of the building be officially changed to the Citizen Park Recreation Center and a sign be constructed and placed in front of the building

**Attachments:** [05-19-14 Request for name change - CP Rec Center](#)

## 5. Personnel Committee

[14-1127](#) Resolution to approve the hiring of an additional Clerk I in the Police Department and attached job description, at Grade E, Step 1 of the Compensation Plan and Employee Policy Manual, as detailed therein.

**Attachments:** [14-1127.pdf](#)

[14-1128](#) Resolution to approve the rehiring of Taylor Albright for seasonal employment per Section 20.030 of the Municipal Code.

**Attachments:** [14-1128.pdf](#)

[14-1130](#) Resolution to hire a replacement full-time Fleet Mechanic in the Department of Public Infrastructure Fleet Maintenance Shop, at Grade H, Step 1, as detailed therein.

**Attachments:** [14-1130.pdf](#)

## 6. Public Infrastructure Committee

[13-120](#) Ordinance to amend Section 7.210 of the Manitowoc Municipal Code regulating snow removal and deposits.

**Attachments:** [13-120.pdf](#)

[13-214](#) Request from SMI as representatives of Manitowoc Cinema LLC for approval of a conditional use permit and site plan for a commercial development in an area located south of the south end of So. 44th Street, east of I-43, north of Viebahn St. and west of a lowland area in the vicinity.

[13-606](#) Ordinance amending Sections 10.290 and 10.730 of the Municipal Code to designate a portion of Park Street as a one-way street and to add angle parking.

**Attachments:** [13-606.pdf](#)

[13-658](#) Ordinance to amend Section 10.410 (1) to remove South 16th Street from Washington Street to 650 feet north of Wollmer Street from the winter parking ban.

**Attachments:** [13-658.pdf](#)

[14-493](#) Report of Board of Public Works of March 26, 2014, regarding bids received for 2014 Epoxy Painting - Pavement Marking Program, Project WS-14-9.

**Attachments:** [14-493.pdf](#)

[14-931](#) Communication from Ralph and Karen Kriescher, 603 Meadow Court, relative to various issues with their property.

**Attachments:** [14-931.pdf](#)

[14-999](#) Agreement with Citizens for a Scenic Lakeshore to maintain the Lakeside Blvd. bluff and medians.

[14-1058](#) Special Events request from Two Rivers Main Street for Cool City Classic Car Cruise on June 27, 2014 utilizing City streets with waiver of fees attached.

**Attachments:** [14-1058.pdf](#)

- [14-1061](#) Communication from manager of Manitou Manor Apartments relative to condition of Sixth Street from Reed Avenue to Magnolia Drive.
- Attachments:** [14-1061.pdf](#)
- [14-1062](#) Communication from Graphic House Inc. to place sign in the right of way for Manitowoc Area Visitor & Convention Bureau Center.
- Attachments:** [14-1062.pdf](#)
- [14-1063](#) Communication from Village Square tenants to place flower pots in City right of way.
- Attachments:** [14-1063.pdf](#)
- [14-1066](#) Request from SMI as representative of Abbey Ridge LLC for a vacation of a sanitary sewer easement along Ravenswood Lane and Ebony Avenue.
- Attachments:** [14-1066.pdf](#)
- [14-1076](#) Special Events Request from St. Francis of Assisi Parish to hold their 2014 Parish Picnic on August 15 - 16, 2014, closing N. 14th Street between Waldo and Menasha, including the sale of beer. (Copy to Licensing, Permits & Inspections)
- Attachments:** [14-1076.pdf](#)
- [14-1083](#) Amendment No. 1 to agreement for Wastewater Treatment Facilities Safe Routes to School Assistance with Strand Associates, Inc.
- Attachments:** [14-1083.pdf](#)
- [14-1085](#) 2014 Urban Mass Transit Operating Assistance Grant Agreement between Wisconsin Dept. of Transportation and City of Manitowoc.
- Attachments:** [14-1085.pdf](#)
- [14-1086](#) 2014 Small Urban Operating Assistance Grant Agreement between State of Wisconsin and City of Manitowoc.
- Attachments:** [14-1086.pdf](#)
- [14-1087](#) Federal Certifications and Assurances for 5311 Grant Agreements with Manitowoc Maritime Metro Transit for the calendar year 2014.
- Attachments:** [14-1087.pdf](#)

## 7. Public Safety Committee

- [14-284](#) Communication from Municipal Judge Steve Olson concerning Municipal Court Staffing.
- Attachments:** [14-284.pdf](#)

[14-642](#) Communication from Judge Olson updating the Committee on Municipal Court staffing issues.

**Attachments:** [14-642.pdf](#)

[14-930](#) Communication from Federal-Mogul Corporation relative to placing signs to direct semi traffic to their shipping and receiving docks on Fairmont.

**Attachments:** [14-930.pdf](#)

[14-997](#) Ordinance to amend Section 14.330(3) of the Municipal Code regarding concealed weapons.

**Attachments:** [14-997.pdf](#)

[14-998](#) Ordinance to amend Section 10.390 of the Municipal Code prohibiting parking on a portion of Windiate Street.

**Attachments:** [14-998.pdf](#)

[14-1008](#) Ordinance to amend Section 14.390(2) of the Municipal Code regarding Habitual Truancy.

**Attachments:** [14-1008.pdf](#)

[14-1060](#) Special Event Request from Manitowoc Two Rivers YMCA to hold Manitowoc Two Rivers YMCA Triathlon on August 23, 2014 from 7:00 am to 11:00 am utilizing City equipment and traffic control, as detailed therein. (Copy to Public Infrastructure Committee).

**Attachments:** [14-1060.pdf](#)

## 8. Licenses

[14-711](#) #68 "Class B" Retail Intoxicating & Fermented Malt Beverage license of Eastwynn Theatres, Inc., Paul Reynolds, Agent, 2555 S. 44th Street.

[14-1118](#) Operator's License Applications. See attached list of operators.

**Attachments:** [14-1118.pdf](#)

[14-1119](#) Class "A" Retail Fermented Malt Beverage License Applications for 2014-15: #19 - 20. See attached list.

**Attachments:** [14-1119.pdf](#)

[14-1120](#) Class "B" Fermented Malt Beverage License Applications for 2014-15: #5 - #6. See attached list.

**Attachments:** [14-1120.pdf](#)

[14-1121](#) "Class C" Wine License Application for 2014-15: #3. See attached list.

**Attachments:** [14-1121.pdf](#)

[14-1122](#) "Class B" Intoxicating Liquor & Fermented Malt Beverage License Applications for 2014-15: #48 - #54. See attached list.

**Attachments:** [14-1122.pdf](#)

[14-1129](#) Secondhand Article Dealer Application #10 of Jody L. Dubinsky, d/b/a Treasures, 904 S. 8th Street.

## M. OTHER BUSINESS

## N. ADJOURN

*1. Next Scheduled Common Council Meeting: Monday, June 2, 2014 at 7:00pm 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**