



# City of Manitowoc

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

## Meeting Minutes

### Public Infrastructure Committee

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Monday, December 12, 2016

5:30 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.

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

D. Soeldner called the meeting to order at 5:31 p.m.

#### 2. Roll Call

**Present:** 5 - Soeldner, Brey, Howe, Kummer and McMeans

#### 3. Approval of Minutes

[16-1165](#)

Approval of minutes from the November 14th, 2016 Public Infrastructure Committee Meeting.

**Attachments:** [November 14 2016 Minutes.pdf](#)

**A motion was made by Alderperson Jim Brey, seconded by Vice Chair Mike Howe, that the Minutes from the November 14th meeting were approved. The motion carried by the following vote:**

**Aye:** 5 - Soeldner, Brey, Howe, Kummer and McMeans

#### 4. Consent Agenda

These items will be approved by one motion unless any Committee Member wishes to remove an item for discussion.

REMOVAL OF CONSENT AGENDA ITEMS: None

[16-1135](#) Stormwater Management Facility Maintenance Agreement for 2240 & 2280 South 42nd Street, parcel #835-401-010, recommending entering into the agreement.

**Attachments:** [16-1135.pdf](#)

## Approval of the Consent Agenda

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

## 5. Discussion and Action Items

[16-0836](#) Sidewalk Privilege Agreement for 941 North 15th Street.

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

**This Agreement was tabled**

[16-1139](#) Request for an Adjustment to the Bus Route and an additional Bus Stop at Corner of Revere Drive & Michigan Avenue.

**Attachments:** [16-1139.pdf](#)

The Aging and Disability Resource Center and Veterans Service Office will be moving to the 1701 Michigan Avenue site in April 2017. They are requesting a bus stop at this location as the service is needed for the disabled and the veterans.

J. Muenzenmeyer explained this is on the new route 6, which is the longest scheduled route and will be adding two blocks of traveling time and a traffic light.

The Committee suggested tracking the number of drop offs at this location to make sure the demand is there. L. Kummer said that he has seen and heard many people that come into his office that think highly of the ADRC and there are many people that utilize the transit system for multiple reasons.

J. Muenzenmeyer said that one cycle on this route is 30 minutes.

Cathy Ley explained that she believes the transit system is underutilized at the time because the bus stop brings them to the back of building and most people using the bus are disabled. Currently there are 2600 walk-ins to the building, in which many get rides and utilize other transportation. She feels if the stop is relocated, there would be many people utilizing the bus.

The Committee agreed with trying to get estimates of people utilizing the transit system.

**This Request was discussed**

[16-1136](#) Request for a Grow it Forward Hoop House.

**Attachments:** [16-1136.pdf](#)

Amber Daus was present to discuss the proposed hoop house for Grow it Forward.

It is a 96' long hoop house which would provide food production to Chartwells and the YMCA, to mention a couple. Usage of a hoop house extends the season and allows more produce for a longer period of time.

C. Scheinoha and Building Inspection didn't have any objections with the site proposed as it's not being utilized. There are codes that will need to be followed but no maintenance on the City's part.

The Committee recommended working with City staff on placement of hoop house.

**A motion was made by Vice Chair Mike Howe, seconded by Alderperson Jim Brey, that the Request for a Grow it Forward Hoop House was approved and referred to council. The motion carried by the following vote:**

**Aye:** 5 - Soeldner, Brey, Howe, Kummer and McMeans

[16-0944](#)

Camp Vits Mountain Bike Trail Update from Adopt-A-Park Volunteers

**Attachments:** [16-0944.pdf](#)

The Committee denied the request for dogs/security cameras in Evergreen Cemetery.

**A motion was made that the Request for dogs/security cameras in Evergreen Cemetery was denied, placed on file and referred to Council. The motion carried by the following vote:**

**Aye:** 5 - Soeldner, Brey, Howe, Kummer and McMeans

[16-0950](#)

Dogs/Security Cameras in Evergreen Cemetery

**Attachments:** [16-0950.pdf](#)

The Committee denied the request as there is no way to monitor the size of a dog walking in the Cemetery and they weren't interested in installing cameras to monitor the Cemetery for this type of activity.

**This Request was denied**

[16-0958](#)

Outdoor Exercise Equipment

**Attachments:** [16-0958.pdf](#)

[16-0958-2.pdf](#)

C. Scheinoha informed the Committee that Aurora proposed placing the exercise equipment at the Open Air Shelter on Maritime Drive by the River, off of the Mariners Trail.

L. Kummer still struggles with who is going to be working out on Maritime Drive. He also stated that the only parking area is across the street and the Friends of the Mariners Trail is not in favor of it.

D. Soelder said that Aurora wants to donate this equipment and he doesn't see a problem with it.

Chad informed the Committee that he could take a drive around to show other City owned land that would be available for placement of the equipment and keep the committee up to date.

**This Request was discussed**

[16-1134](#)

Fund for Lake Michigan Grant Approval to support the Relocation and Treatment of Contaminated Stormwater at Blue Rail Marina Beach.

**Attachments:** [16-1134.pdf](#)

G. Minikel explained that they are moving forward with the project.

**A motion was made by Alderperson Jim Brey, seconded by Alderperson Scott McMeans, that we accept the Grant monies after verification of site encumbrances to support the relocation and treatment of contaminated stormwater at Blue Rail Marina Beach was accepted and referred to Council. The motion carried by the following vote:**

**Aye:** 5 - Soeldner, Brey, Howe, Kummer and McMeans

[16-1137](#)

Update of Proposed Work on the Ice Age Trail at Lower Schuette Park for Spring 2017.

**Attachments:** [16-1137.pdf](#)

C. Scheinoha updated the Committee on the work that would take place Spring of 2017.

L. Kummer is very pleased with the group and their work for the area of Lower Schuette Park.

**This Communication was discussed**

[16-1138](#)

Request for Equipment Rental Fee Waiver for Manitowoc Praisefest, recommending approval.

**Attachments:** [16-1138.pdf](#)

D. Soeldner explained that the Manitowoc Praisefest was unable to use the cones as they were unable to open the storage area. C. Scheinoha said they were able to get into another building but had a hard time opening area with cones, he said sometimes the locks stick.

The Committee was in favor of approving the request to void the invoice for equipment rental.

**A motion was made by Alderperson Scott McMeans, seconded by Alderperson Lee H. Kummer, that these Request to void invoice for equipment fees was**

approved for consent agenda. The motion carried by the following vote:

**Aye:** 5 - Soeldner, Brey, Howe, Kummer and McMeans

[16-1140](#) Resolution for Capital Projects Street Improvements for 2017.

**Attachments:** [16-1140.pdf](#)

**A motion was made by Alderperson Jim Brey, seconded by Vice Chair Mike Howe, that the Resolution was adopted and referred to Council. The motion carried by the following vote:**

**Aye:** 5 - Soeldner, Brey, Howe, Kummer and McMeans

[16-1141](#) Resolution for 2017 Dust Palliatives

**Attachments:** [16-1141.pdf](#)

**A motion was made by Vice Chair Mike Howe, seconded by Alderperson Lee H. Kummer, that the Resolution was adopted and referred to Council. The motion carried by the following vote:**

**Aye:** 5 - Soeldner, Brey, Howe, Kummer and McMeans

[16-1142](#) Resolution for City-wide Sidewalk Construction and Repair Program for 2017.

**Attachments:** [16-1142.pdf](#)

**A motion was made by Vice Chair Mike Howe, seconded by Alderperson Scott McMeans, that the Resolution was adopted and referred to Council. The motion carried by the following vote:**

**Aye:** 5 - Soeldner, Brey, Howe, Kummer and McMeans

[16-1143](#) Resolution for Sealcoating for 2017.

**Attachments:** [Sealcoating 2017.doc](#)

**A motion was made by Alderperson Jim Brey, seconded by Alderperson Lee H. Kummer, that the Resolution was adopted and referred to Council. The motion carried by the following vote:**

**Aye:** 5 - Soeldner, Brey, Howe, Kummer and McMeans

[16-1145](#) Request to fill the vacant Administrative Support Specialist part-time position in Engineering Department.

**Attachments:** [Administrative Support Specialist-Part Time-DPI- 11.2016.pdf](#)

**A motion was made by Vice Chair Mike Howe, seconded by Alderperson Jim Brey, that the Request to fill the vacant part-time Administrative Support**

**Specialist in Engineering Dept was approved and referred to council. The motion carried by the following vote:**

**Aye:** 5 - Soeldner, Brey, Howe, Kummer and McMeans

[16-1146](#) Resolution to appoint Mike Jaeger as Interim for Wastewater Treatment Facility Superintendent.

**Attachments:** [16-1146.pdf](#)

The Committee was in favor of a 10 percent increase as Interim Superintendent to stay consistent.

**A motion was made by Alderperson Scott McMeans, seconded by Vice Chair Mike Howe, that the Resolution to appoint Mike Jaeger as Interim for Wastewater Treatment Facility Superintendent was adopted and referred to Council. The motion carried by the following vote:**

**Aye:** 5 - Soeldner, Brey, Howe, Kummer and McMeans

[16-1150](#) Budget transfer request for contracted janitorial service, recommending approval.

**Attachments:** [Budget Transfer Request Nov16 HH Seasonal.pdf](#)

**A motion was made by Alderperson Jim Brey, seconded by Alderperson Lee H. Kummer, that the Request to transfer funds for contracted janitorial service was approved for consent agenda. The motion carried by the following vote:**

**Aye:** 5 - Soeldner, Brey, Howe, Kummer and McMeans

[16-1148](#) 2017 Downtown Parking Initiatives

D. Soeldner explained that he wanted to start discussing within the Committee. We need to start figuring out what we will do and how the money will be spent.

The Committee discussed further and recommended starting with a list of questions that the City could ask. The Committee recommended the Chair and Vice Chair Member of Public Infrastructure, Engineering staff and Community Development have internal discussion.

L. Kummer said that we need to act soon as once we put up a structure, we are committed for a very long time. We will need to put together a primary study and go out for Proposals to find a Consultant.

D. Soeldner said he will talk with Mayor and Director of Community Development tomorrow and inform them of the discussion and possibly a list of contacts for a Consultant.

**This Request was discussed**

## 6. Adjournment

sm lk

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.