



# City of Manitowoc

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

## Meeting Agenda

### Common Council

---

**Monday, December 15, 2025**

**6:30 PM**

**Council Chambers**

**Note: This meeting will also be held via remote conferencing software (Zoom)**

---

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.

This meeting is being conducted both in Council Chambers at City Hall and via Zoom to maximize opportunities for residents to attend. Those attending the meeting via Zoom who wish to give public input are asked to keep their microphone muted until public input is opened to improve audio quality for all attendees. Those using their phone to call in may hit \*6 to mute and unmute themselves. Members of the public may call to listen in at 888 475 4499 US Toll-free, Meeting ID: 844 6861 2353 Password: 265838.

Public input will be accepted at the meeting. Those wishing to make public comment in advance of the meeting should email [jswokowski@manitowoc.org](mailto:jswokowski@manitowoc.org) or call 920-686-6952 with their comment no later than 12:00 p.m. central the day of the meeting. Emailed public input will be attached to the agenda and made part of the public record.

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**

#### **D. PRESENTATIONS**

#### **E. PUBLIC HEARINGS**

[25-0871](#)

Public Hearing to be held at 6:30 p.m. relating to proposed revenue bond financing for Immanuel Evangelical Lutheran Church, Inc.

#### **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**

[25-0899](#) Appointments by Mayor of election inspectors and nursing home deputies in the City of Manitowoc for the ensuing two year term from 1/1/2026 to 12/31/2027

**Attachments:** [2026-2027 Election Inspectors](#)

**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**

[25-0872](#) Minutes of the November 17, 2025 Common Council meeting; recommending approval and place on file

**Attachments:** [Common Council Minutes 11-17-2025](#)

[25-0873](#) Minutes of the December 1, 2025 Special Common Council meeting; recommending approval and place on file

**Attachments:** [Special Common Council Meeting Minutes 12-1-2025](#)

**3. Committee of the Whole (Consent)**

[25-0893](#) Report of Special Events Committee relative to the approval of the following events: Touch the Trucks on 7/15/2026; Brutal Wear Open Prize Money Tennis Tournament on 8/7/2026-8/9/2026; Roncalli Cross Country Invite on 9/12/2026; recommending acceptance of report and place on file

**Attachments:** [111325 - 121025 SEC Approval Forms](#)

[SE - Touch the Trucks](#)

[SE - Brutal Wear Tennis](#)

[SE - Roncalli Cross Country Invite](#)

**4. Finance Committee (Consent)**

[25-0859](#) Poor Relief Custodial Fund 2025 Report & Recommended Distribution; recommending to approve as presented

**Attachments:** [Poor Fund Memo](#)

[25-0861](#) Request from Ultimate Sports Weekend, LLC & MYBA to Rescind Invoice

0586396 for rental fees for MYBA Complex/Citizens Park; recommending to refund \$422.00 as presented

**Attachments:** [Memo - Rescind Invoice for Fees for Ultimate Lakeshore Weekend at MYBA](#)  
[Outstanding Invoice](#)  
[Email from MYBA re Fee Waiver Understanding](#)  
[SE Letter - Ultimate Lakeshore Weekend](#)  
[Ultimate Lakeshore Weekend SEA 062224](#)

[25-0862](#) Two Year Operators License (#250303) for A. Neeb; recommending denial of the license pursuant to Wisconsin State Statute 111.335

**Attachments:** [2YR Operator License #250303](#)

[25-0874](#) General City Claims in the amount of \$4,506,347.33 enumerated on list thereof, recommending that the claims be allowed and ordered paid and Mayor, Clerk and Finance Director/Treasurer are instructed to issued the necessary order

**Attachments:** [Claim Report](#)  
[11-14-2025](#)  
[11-17-2025](#)  
[11-21-2025](#)  
[11-28-2025](#)  
[12-5-2025](#)  
[12-5-2025a](#)

[25-0896](#) Report of Finance Committee to grant the various licenses subject to approvals, inspections, insurance, payment of license fees and meeting State Statute requirements, and detailed therein; recommending approval

**Attachments:** [Licensing Report](#)

## 5. Personnel Committee (Consent)

[25-0849](#) Request to Eliminate Training, Membership and Tuition Reimbursement Policy; recommending to approve the elimination

**Attachments:** [Memo PC Elimination of Tuition Program 12.2025.pdf](#)  
[Training, Membership, and Tuition Reimbursement Policy Rev 06.2024.pdf](#)

## 6. Public Infrastructure Committee (Consent)

[25-0879](#) Report of Board of Public Works of 11/25/2025 of approval to enter into AGMT-25-12 with Everest Industries, Inc to grind log piles at Public Works Building and City Gravel Pit for the City of Manitowoc and haul much away as outlined in "Exhibit A", Proposal; recommending approval and enter into agreement

**Attachments:**      [Report of BPW - AGMT-25-12](#)

[25-0880](#)      Report of Board of Public Works of 11/25/2025 of approval to enter into AGMT-25-11 with DJS Enterprise to remove trees marked with pink X, with stump cut as close to the ground as possible at 317 Park Street, 1213 Hamilton Street, and 703 N Water Street. Removal of chipped or brush debris and logs or wood, as well as proper disposal is required as outlined in "Exhibit A", Proposal; recommending approval and enter into agreement

**Attachments:**      [Report of BPW - AGMT-25-11](#)

[25-0883](#)      Report of Board of Public Works of 12/10/2025 for 4th and final payment of \$167,864.86 to Vinton Construction for 2025 Concrete Paving II, WS-25-11; recommending payment

**Attachments:**      [Report of BPW - WS-25-11](#)

[25-0884](#)      Report of Board of Public Works of 12/10/2025 for 3rd and final payment of \$17,831.61 to Vinton Construction for Sanitary Sewer Replay Project, WU-25-8; recommending payment

**Attachments:**      [Report of BPW - WU-25-8](#)

[25-0885](#)      Report of Board of Public Works of 12/10/2025 for 4th and final payment of \$33,455.65 to Vinton Construction Company for Asphalt Paving I, WS-25-4, recommending payment

**Attachments:**      [Report of BPW - WS-25-4](#)

[25-0886](#)      Report of Board of Public Works of 12/10/2025 for 7th and final payment of \$158,827.40 to Vinton Construction Company for 2024 Watermain Extension, WU-24-21; recommending payment

**Attachments:**      [Report of BPW - WU-24-21](#)

[25-0887](#)      Report of Board of Public Works of 12/10/2025 for 5th & final payment of \$236,450.10 to Vinton Construction Company for 2025 Concrete Paving I, WS-25-1; recommending payment

**Attachments:**      [Report of BPW - WS-25-1](#)

## 7. Public Safety Committee (Consent)

## 8. Plan Commission (Consent)

[25-0839](#)      PC 1-2025: Fresh Cut Lawn & Landscaping LLC, Quit Claim Deed to City for South Parkview Road Street Purposes; recommending approval of Quit Claim Deed for South Parkview Road street purposes

**Attachments:**      [25-0839 Report to Council S Parkview Road](#)  
[gc deed Fresh Cut Lawn Care LLC S. Parkview Road](#)

## I. COMMITTEE REPORTS

### 1. Committee of the Whole

[25-0894](#) Report of the Special Events Committee recommending approval of the following events subject to Council Action: The Fat Seagull Street Party on 7/25/2026-7/26/2026 (Road closure of Quay Street from 8th and Quay to 9th and Quay from July 24, 2026 at 7:00 a.m. to July 27, 2026 at 9:00 a.m.); 44th Annual Kiwanis Car & Motorcycle Show on 8/9/2026 (Waiver of Alcohol at Washington Park; Road closure of S 11th and S 12th Streets between Washington Street and Marshall Street from 6:00 a.m. - 4:00 p.m. on August 9, 2026)

**Attachments:** [111325 - 121025 SEC Council Approval](#)  
[SE - Lakeshore Holiday Parade \(Reschedule - Cancelled\)](#)  
[SE - Fat Seagull Street Party](#)  
[SE - Kiwanis Car Show](#)

### 2. Finance Committee

[25-0857](#) Resolution to hold Primary Election on February 17, 2026 if there are three or more candidates who file nomination papers for a City Office at the April 7, 2026 Spring Election

**Attachments:** [Resolution for Primary Election-Final](#)

[25-0858](#) Resolution Establishing Election Workers' Compensation for 2026

**Attachments:** [Memo - Election Worker Pay](#)  
[Resolution Pay Elec 26- Final](#)

[25-0860](#) Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of 2026 Borrowing

**Attachments:** [City of Manitowoc - Reimbursement Resolution - 2026 Borrowing](#)

[25-0875](#) Sixth Amendment to Municipal Service Agreement between City of Manitowoc and Progress Lakeshore

**Attachments:** [Draft Services Agreement Sixth Amendment - Progress Lakeshore-Municipaliti](#)  
[E-mail regarding Progress Lakeshore Service Agreement](#)

[25-0876](#) Amendment to Access Agreement with Wisconsin Public Service Corporation (WPSC) for remediation and clean up at N 10th and Chicago Street site

**Attachments:** [Access Agreement Amendment 11-25-25](#)  
[Access Agreement](#)  
[E-mail Wisconsin Public Service Access Agreement](#)

[25-0881](#) Consideration of "Final Resolution Regarding Revenue Bond Financing for Immanuel Evangelical Lutheran Church, Inc."

**Attachments:** [Final Resolution - Immanuel Evangelical Lutheran Church 4903-8240-1655.1](#)

[25-0892](#) Ordinance amending the Designated Outdoor Refreshment Area (DORA)

**Attachments:** [Manitowoc DORA Ordinance- Final](#)  
[Exhibit A - DORA - Amended.pdf](#)  
[Email from Community Development Director re DORA](#)  
[Finance Overview - DORA Update](#)

[25-0897](#) 2025 Tax Levy for 2026 Budget Amendment - Due to revised valuation of TID 24

**Attachments:** [Memo - TID 24 2026 Increment Value Revision](#)  
[Report of the Committee on Finance - 2026 Budget - Revised](#)

[25-0898](#) Banking RFP Results and Authorization for Staff to continue negotiations/sign agreement with chosen financial institution

**Attachments:** [Memo - Bank Services RFP](#)

### 3. Personnel Committee

[25-0877](#) Resolution Eliminating Vacant and Unfunded Employee Position

**Attachments:** [2026 Comp Plan Elimination of Positions revisions 12.2025](#)  
[Resolution Eliminating Positions of Employment- Final](#)

[25-0878](#) Agreement between City of Manitowoc and City of Manitowoc Transit Employees Teamsters Local No. 662

**Attachments:** [2026-2028 Transit Labor Agreement - REDLINED v.2 12.02.2025](#)  
[2026-2028 Transit Labor Agreement - FINAL for Council Approval](#)

[25-0888](#) Resolution to Reclassify the Rahr-West Visitor Services Clerk Position on the City of Manitowoc Compensation Plan Structure

**Attachments:** [Res to Reclassify RWAM Visitor Services Clerk- Final](#)  
[Memo re RWAM Visitor Services Clerk Pay Scale change](#)  
[2026 Comp Plan RWAM Visitor Clerks revision 12.2025](#)  
[RWAM Visitor Service Clerk 10147-draft for PC](#)

[25-0895](#) Resolution to Revise the Employee Policy Manual

**Attachments:**     [Res Employee Policy Manual Language Revisions Dec. 2025- Final](#)  
[EPM FINAL for Council approval no tracked changes 12.2025](#)  
[Memo to Council re EPM Revisions 12.2025](#)  
[EPM revisions for PC tracked changes 12.2025](#)

#### 4. Public Infrastructure Committee

[25-0882](#)            Facility Use Agreement with Manitowoc County ADRC Senior Nutrition Program

**Attachments:**     [Facility Use Agreement](#)

[25-0889](#)            Resolution for 2026 Street Improvements

**Attachments:**     [Resolution for Street Improvements 2026- Final \\_2](#)

[25-0890](#)            Resolution for 2026 Dust Palliatives

**Attachments:**     [Resolution for Dust Palliatives 2026- Final](#)

[25-0891](#)            Resolution for 2026 Sidewalk Construction and Repair Program

**Attachments:**     [Resolution for Sidewalks 2026- Final](#)

#### 5. Public Safety Committee

[25-0870](#)            Joint Powers Agreement between Manitowoc County Joint Dispatch Center and the City of Manitowoc effective March 1, 2026 for a period of one year

**Attachments:**     [Joint Powers Agreement - Manitowoc County](#)

#### 6. Plan Commission

[25-0825](#)            PC 28-2025: The Lodel Group; Review of a Subdivision Concept Plan located off of Deerbrook Lane and Kellner Street

**Attachments:**     [25-0825 Report to Council Lodel Subdivision Concept Plan](#)  
[PC 28-2025 PC Report Lodel Group Concept Plan](#)

[25-0826](#)            PC 29-2025: Review of In-Rem properties in the City of Manitowoc

**Attachments:**     [25-0826 Report to Council Tax Foreclosure Properties Philppen St](#)  
[25-0826 PC Report Manitowoc County Tax Foreclosure revised](#)

#### J. OTHER BUSINESS

#### K. ADJOURN

*1.Next Scheduled Common Council Meeting: Monday, January 19, 2026 at 6:30pm in the Common Council Chambers at City Hall.*

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Manitowoc will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the City Clerk's office at 920-686-6950 or the City's ADA Coordinator at (920) 686-6990 or e-mail [cityattorney@manitowoc.org](mailto:cityattorney@manitowoc.org) at least 48 hours prior to the scheduled meeting or event to request an accommodation. For additional assistance, individuals with hearing or speech disabilities can call 711 and be connected to a telephone relay system.

**Mackenzie Reed**  
**City Clerk**