



City of Manitowoc

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

Meeting Agenda

Common Council

Monday, October 16, 2023

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.

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: 876 5989 6130 Password: 204623.

Public input will be accepted at the meeting. Those wishing to make public comment in advance of the meeting should email 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

[23-0869](#)

City Clerk administers Oath of Office for Lieutenant Tyler Hill followed by Badge Pinning

E. PUBLIC HEARINGS

[23-0871](#)

Public Hearing to be held at 6:31 p.m. for the purpose of hearing objections to proposed assessments to property owners for abatement of nuisance Parks Forestry Assessments

[23-0872](#)

Public Hearing to be held at 6:32 p.m. for the purpose of hearing any and all interested parties in the matter of a proposed change in zone from B-3 General Business to I-1 Light Industrial for property located at 2832 Custer Street

- [23-0873](#) Public Hearing to be held at 6:33 p.m. for the purpose of hearing any and all interested parties in the matter of a proposed Conditional Use Permit located at 419 Park Street for the Operation of Transitional Housing pursuant to 15.150(3)1

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

- [23-0874](#) Mayor makes appointments to various committees

Attachments: [October Appointments](#)

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

- [23-0875](#) Minutes of the September 18, 2023 Common Council meeting, recommending approval and place on file

Attachments: [September 18, 2023 Minutes](#)

- [23-0876](#) Minutes of the October 3, 2023 Special Common Council Meeting, recommending approval and place on file

Attachments: [Oct 3, 2023 Special Council Meeting Minutes](#)

3. Committee of the Whole (Consent)

- [23-0898](#) Report of Special Events Committee relative to approval of the following events: Pumpkin Palooza on 10-18-2023; recommending acceptance of report and place on file

Attachments: [SEC Acted On - 2023-09-14 to 2023-10-11](#)
[SE Pumpkin Palooza](#)

4. Finance Committee (Consent)

- [23-0832](#) Discussion and possible action on recommendations for the Mayor's

Proposed 2024 Budget; recommending to place on file

[23-0834](#)

3rd Quarter 2023 CAWG Requests Report; recommending to accept and place on file

Attachments: [Q3 2023 Log of CAWG Requests](#)

[23-0836](#)

Assessor Services Contract with Associated Appraisal Consultants for years 2024 through 2027; recommending to approve the contract

Attachments: [Finance AAC Contract Memo 10-3-23](#)

[23-0837](#)

Fire Apparatus and Equipment, Inc. Proposal for Manitowoc Fire Department Tower Truck; recommending to approve and move forward with Fire Apparatus and Equipment, Inc. for the new Tower Truck

Attachments: [Manitowoc Fire Department Tower Quote Agreement](#)
[Manitowoc Enforcer 100' Tower Proposal 9-13-23](#)
[Manitowoc Tower Component List 9-13-23](#)
[Tower Truck Quote #2](#)
[Tower Truck Quote #3](#)

[23-0840](#)

Tax Incremental Finance (TIF) Assistance Application for BEAMACO LLC in TID 21; recommending to approve the term sheet

Attachments: [Beamaco Term Sheet - Final](#)

[23-0842](#)

Application of "Class B" Intoxicating Liquor & Fermented Malt Beverage License, SBG Apple North IV, LLC, for Applebee's Neighborhood Grill & Bar, 4435 Calumet Ave; recommending to approve the application

Attachments: [SBG Apple North IV, LLC Class B App](#)

[23-0886](#)

General City Claims in the amount of \$5,274,604.94 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: [Claim Report](#)
[9-15-2023](#)
[9-22-2023](#)
[9-29-2023](#)
[10-6-2023](#)

5. Personnel Committee (Consent)

6. Public Infrastructure Committee (Consent)

[23-0868](#)

Abatement of Nuisance Report; recommending to approve and assess

Attachments: [Forestry Assessment Report 2023](#)

[23-0888](#) Report of Board of Public Works of 10/4/2023 for 3rd & final payment of \$14,980.00 to Jos Schmitt Construction Co Inc, for Transit Mechanic Building Wall Repair & Overhead Door Expansion, WB-23-14R; recommending payment

Attachments: [Report BPW WB-23-14R](#)

[23-0889](#) Report of Board of Public Works of 10/4/2023 for 1st & final payment of \$53,719.00 to Munson Inc for Lincoln Park Tennis Court Resurfacing Project, WS-22-24; recommending payment

Attachments: [Report of BPW WS-22-24](#)

[23-0890](#) Report of Board of Public Works of 10/4/2023 for 2nd & final payment of \$9,036.00 to Philippi Quality Construction, Inc for Red Arrow Park Door Replacements, WB-23-16; recommending payment

Attachments: [Report of BPW WB-23-16](#)

[23-0891](#) Report of Board of Public Works of 10/4/2023 for 2nd & final payment of \$1,842.01 to Essential Sewer & Water for 2023 Storm Sewers & Ditching Project, WU-23-19; recommending payment

Attachments: [Report of BPW WU-23-19](#)

[23-0893](#) Report of Board of Public Works of 10/4/2023, of bids received for Safety Building Window Replacement, WB-23-28; recommending awarding to Commonwealth Construction in the amount of \$108,509.00

Attachments: [Report of BPW WB-23-28](#)

7. Public Safety Committee (Consent)

[23-0863](#) Request for flashing pedestrian crossing signs on South 30th Street (mid-block crosswalk) for Robinson's Inc.; recommending approval

Attachments: [Robinson Inc. Flashing Ped Signs](#)

[Exhibit A](#)

[Exhibit B](#)

[Manitowoc \(Robinson\) LED Flashing Signs](#)

[PO-0023379_V-00190_20230928_084228610](#)

[Proposed Robinson Agreement for LED Pedestrian Crossing Signs \(2023\)](#)

[FINAL ROBINSON AGREEMENT FOR LED PEDESTRIAN CROSSING SIGNS](#)

8. Plan Commission (Consent)

I. COMMITTEE REPORTS

1. Committee of the Whole

[23-0900](#) Resolution To Declare the Necessity of Taking the Blighted Properties at Memorial Drive and East Magnolia Avenue and Authorizing the Taking of the Properties

Attachments: [RES TO DECLARE NECESSITY OF TAKING](#)

2. Finance Committee

[23-0833](#) Finance Committee review and recommendation of applications for Open MPU Commission position

Attachments: [Press Release For MPU Commission 9-5-23](#)
[MPU Commission Application - Jagemann](#)
[MPU Commission Application - Roberts](#)

[23-0835](#) Lakeshore Humane Society Agreement between the cities of Manitowoc and Two Rivers

Attachments: [Humane Society Agreement Email from Mayor](#)
[2024 - 2026 Lakeshore Humane Society Agreement](#)
[2024 - 2026 Updated LHS Agreement](#)

[23-0839](#) Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing from Clean Water Loan Fund for MPU WWTF Project 4679-11; 1st Stage Trickling Filters and Final Clarifiers

Attachments: [Reimbursement Resolution - WWTF Upgrade 1st Stage Trickling Filters](#)
[Final REIMBURSEMENT RESOLUTION - WWTF UPGRADE 1ST STAGE TRICKLING FILTERS](#)

[23-0885](#) Memorandum of Understanding between the Wisconsin Elections Commission and the City of Manitowoc for the purpose of detailing the parties' obligations pertaining to Badger Books electronic poll book and associated software

Attachments: [Badger Book MOU Final V1.0](#)

[23-0895](#) Resolution to Revise Special Event Policy Language

Attachments: [RES TO REVISE SPECIAL EVENT POLICY LANGUAGE](#)
[Special Event Policy.pdf](#)
[Memo to Finance re Special Event Instructions and Policy Updates](#)
[Special Event Instructions - OLD](#)

3. Personnel Committee

[23-0786](#) Agreement of Vitality-Wellness Platform-Contract

Attachments: [Memo Vitality Platform Agreement to PC 10.2023.pdf](#)
[City of Manitowoc--1-1-2024 Vitality Agreement Final for council approval.pdf](#)

- [23-0799](#) Letter from Seth Loberger-Fire Department-Regarding Residency
Attachments: [Seth Loberger Residency Accommodation Request Sept 2023.pdf](#)
- [23-0800](#) Letter from Tyler Tews-Fire Department-Regarding Residency
Attachments: [Tyler Tews Residency Exemption .pdf](#)
- [23-0894](#) Resolution to Revise Police Department Drug and Alcohol Policy
Attachments: [RES TO REVISE PD DRUG AND ALCHOL POLICY FINAL](#)
[CITY OF MANITOWOC POLICE DEPARTMENT DRUG AND ALCOHOL TEST](#)
- [23-0901](#) Resolution to Revise Employee Policy Manual Article 14: Performance Management and Compensation
Attachments: [MEMO PAY COMPRESSION PROT SVCS COUNCIL 10. 2023](#)
[EPM ARTICLE 14 COMPRESSION PAY LANGUAGE 2023](#)
[RES EPM UPDATES TO EPM RE PROTECTIVE SERVICES 2023](#)
- [23-0896](#) Resolution to Revise Employee Policy Manual
Attachments: [Memo EMP Revisions](#)
[RES EMPLOYEE POLICY MANUAL REVISIONS OCTOBER 2023](#)
[REVISED EMPLOYEE POLICY MANUAL](#)
- [23-0899](#) Resolution for Robin Health Partners Health Plan for 2024
Attachments: [MEMO HEALTH WELLNESS PLAN RECOMMENDATIONS 2024 FINAL](#)
[RES TO APPROVE RECOMMENDED HEALTH CARE PLAN FOR 2024](#)
- [23-0902](#) Resolution Appointing Eric Nycz as City Attorney
Attachments: [RES TO PROMOTE ERIC NYCZ TO CITY ATTORNEY](#)

4. Public Infrastructure Committee

- [23-0816](#) Request from MPSD for permission to install banners on street poles in honor of their 100th Anniversary
Attachments: [23-0816 MPSD Banners](#)
- [23-0817](#) Driveway replacements due to the construction of Division Street
Attachments: [QUOTE Manty Division St. Driveway Approach Replace REVISED 10.11.23](#)
[23-0817 Email regarding driveways on Division Street](#)
[23-0817 Driveway reconstruction email](#)
- [23-0843](#) Resolution for 2024-2028 TAP Grant

Attachments: [23-0843 2024-2028 Resolution of Commitment and Support for TAP Program G](#)
[Final 2024-2028 RESOLUTION OF COMMITMENT AND SUPPORT FOR TAP](#)

[23-0892](#) Municipal Water Agreements with various property owners

Attachments: [Municipal Water Agreement - Koeppe](#)
[Municipal Water Agreement - Vogel](#)

5. Public Safety Committee

[23-0864](#) An Ordinance to amend Section 6.120 of the MMC regulating lighting fires.

Attachments: [ORDINANCE TO AMEND 6.120 LIGHTING FIRES - Committee Draft](#)
[ORDINANCE TO AMEND 6.120 LIGHTING FIRES - FINAL Draft](#)

6. Plan Commission

[23-0788](#) PC 18-2023: Lotus Recovery Homes, Inc; Request for a Conditional Use Permit for the Operation of Transitional Housing at 419 Park Street pursuant to 15.150(3)l.

Attachments: [23-0788 Report to Council Lotus CUP](#)
[23-0788 PC Report Lotus Recovery](#)

[23-0897](#) Ordinance amending the amended zone map of the City of Manitowoc entitled: "Zoning Ordinance of the Municipal Code of the City of Manitowoc"

Attachments: [ORDINANCE PC 20-2023 SCHARDT FINAL 1](#)
[PC 20-2023 Rezone](#)

J. OTHER BUSINESS

[23-0881](#) Call for Public Hearing on General City budget to be held at 6:30 p.m. on Monday, November 20, 2023

K. ADJOURN

1. Next Scheduled Common Council Meeting: Tuesday, October 24, 2023 at 5:00pm 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 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