



# City of Manitowoc

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

## Meeting Minutes

### Common Council

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Monday, May 20, 2024

6:30 PM

Council Chambers

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

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#### A. CALL TO ORDER

#### B. ROLL CALL

**Alderspersons Present:** 9 - Chad Beeman, Michael Cummings, Tim Boldt, Todd Reckelberg, Brett Norell, Bill Schlei, Eric Sitkiewitz, Jim Brey and William DeBaets

#### C. PLEDGE OF ALLEGIANCE & INVOCATION

#### D. PRESENTATIONS

[24-1468](#) Proclamation declaring the month of May 2024 as Building Safety Month

[24-1469](#) Proclamation declaring the week of May 19th - May 24th, 2024 as National Travel and Tourism Week

#### E. PUBLIC HEARINGS

[24-1470](#) Public Hearing to be held at 6:30 p.m. relating to proposed revenue bond financing for The Manitowoc Lutheran High School Federation, Incorporated  
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 May 13, 2024. (Proof of publication is on file in the City Clerk's Office.)

No parties appeared to speak on this matter.

Mayor declared the public hearing closed. (A recording of the entire public hearing is on file in the City Clerk's Office.)

[24-1471](#) Public Hearing to be held at 6:31 p.m. for the purpose of hearing any and all interested parties in the matter of a proposed change in zone from R-4 Single - and Two-Family Residential to B-2 Neighborhood Business for the north half of property located at 1710 and 1716 Western Avenue (Tax Parcel #'s 000192150 & 000192151)

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 May 6 & 13, 2024. (Proof of publication is on file in the City Clerk's Office.)

No parties appeared to speak on this matter.

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 the official record.

## G. APPOINTMENTS AND BUSINESS PRESENTED BY THE MAYOR

[24-1523](#) State of the City Address

[24-1518](#) Mayor makes appointments to various committees

Alder Schlei will fill the vacancy for Vanderkin on the Board of Review.

Mayor did not appoint to Room Tax.

**Moved by Schlei, seconded by Sitkiewitz, that these Common Council Appointments be approved. The motion carried by the following vote:**

**Aye:** 9 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey and DeBaets

**Moved by Schlei, seconded by Sitkiewitz, that these Citizen Appointment be approved. The motion carried by the following vote:**

**Aye:** 9 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey and DeBaets

## H. CONSENT AGENDA

### 1. Removal of Consent Agenda Items

None

### Approval of the Consent Agenda

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

**Aye:** 9 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey and DeBaets

## 2. Miscellaneous

- [24-1472](#) Minutes of the April 15, 2024 Common Council meeting; recommending approval and place on file
- [24-1473](#) Minutes of the April 16, 2024 Common Council Organizational Session, recommending approval and place on file
- [24-1474](#) Minutes of the May 9, 2024 Common Council Special Meeting, recommending approval and place on file
- [24-1475](#) Resignation from Debra Meyer from the Industrial Development Corporation effective 6/1/2024; recommending acceptance and place on file
- [24-1476](#) Resignation from Nate Hay from Crime Prevention Committee effective 6/1/2024; recommending acceptance and place on file

## 3. Committee of the Whole (Consent)

- [24-1519](#) Report of Special Events Committee relative to approval of the following events: Manitowoc Breakwater Lighthouse Tours/Open House on 7/4/2024; Silver Cup XXIV Disc Golf Tournaments on 7/11/2024-7/14/2024 and 7/27/2024-7/28/2024; Gumby's Glow Run/Walk on 7/13/2024; Assumption in the Park on 8/15/2024; Trunk or Treat on 10/22/2024; Mid Mod Manitowoc Christmas in July on 7/12/2024; recommending approval
- [24-1520](#) Report of Special Event Committee relative to the approval of the following waiver of fees: Amvets Post 99 Memorial Day Picnic on 5/27/2024; Manitowoc County Drug Court Picnic on 8/18/2024; Breakfast on the Farm on 6/9/2024; recommending approval

## 4. Finance Committee (Consent)

- [24-1441](#) Statement of the Board of Canvassers relative to the April 2, 2024 Spring Election for Municipal Judge and Alderpersons in Districts 4, 5, 6, 8, & 9; recommending to accept and place on file
- [24-1483](#) General City Claims in the amount of \$8,039,136.43 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
- [24-1506](#) 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; recommending approval

## 5. Personnel Committee (Consent)

## 6. Public Infrastructure Committee (Consent)

- [24-1335](#) PC 1-2024: Request for a Gas Easement; Wisconsin Public Service Corporation, parts of Lots 9 and 10, Block 175 Original Plat. (Parcel # 000-175-100), recommending approval based on Engineering review
- [24-1423](#) Agreement with CN Railroad for Track Removal on N. 18th & Michigan Avenue, recommending approval
- [24-1424](#) South 19th Street Pumping Station Rehabilitation Amendment #1 for Task Order 22-04, recommending approval
- [24-1428](#) City Facility Usage and Maintenance Agreement Between City of Manitowoc and Roncalli Catholic Schools, **recommending approving with removal of sentence by City Attorney to remove "The City will place these funds in a designated account for the maintenance of facilities used by RCS."**
- [24-1489](#) Report of Board of Public Works of 5/8/2024 of approval to enter into an Agreement with Hartman's Towne & Country Greenhouse, Inc for 2024-2026 Flower Planting in various areas downtown; recommending acceptance or report and place on file
- [24-1490](#) Report of Board of Public Works of 5/8/2024 for 2nd & final payment of \$6,594.70 to Green Bay Pipe & TV, for 2024 Televising Miscellaneous Sewers I, WU-24-5; recommending payment
- [24-1491](#) Progress Invoice from the Wisconsin Department of Transportation; recommending payment
- [24-1497](#) Request for Sidewalk Privilege Agreement with Wisconsin Aluminum Foundry, Co., Inc., for Aluminum Sun Shade System at 838 S 16th Street; recommending entering into the agreement
- [24-1498](#) Report of Board of Public Works of 4/24/2024, of bids received for 2024 Epoxy Painting - Pavement Marking Program - Project #WS-24-9; recommending awarding to low bidder Brickline Inc Madison, in the amount of \$49,996.35

## 7. Public Safety Committee (Consent)

- [24-1288](#) Traffic concern/property damage at 823 North 9th Street; recommending the installation of ground mount reflective delineator posts along the curve's terrace.
- [24-1459](#) Sex Offender Residency Board Appeal for Adam Christel; recommending approval for 90 days in a TLP home
- [24-1462](#) Manitowoc Fire Rescue Billing Dispute, call # 23-4724; recommending to deny the dispute
- [24-1463](#) Manitowoc Fire Rescue Billing Dispute, call # 23-2842; recommending to deny the dispute
- [24-1464](#) Manitowoc Fire Rescue Billing Dispute, call # 24-1002; recommending to deny

the dispute

## 8. Plan Commission (Consent)

### I. COMMITTEE REPORTS

#### 1. Committee of the Whole

[24-1467](#)

Gravel Pit

**Moved by Schlei, seconded by Sitkiewitz, approval to complete measurement of the five potable wells along CTH CR; approval to move forward with plume delineation well nests; approval to send to Common Council an amendment to the current AECOM Agreement for work for the time period June 1, 2024 to June 1, 2025. The motion carried by the following vote:**

**Aye:** 9 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey and DeBaets

[24-1517](#)

Amendment to AECOM Agreement - Supplemental Task Order Balance of 2024 Services Former Town of Newton Gravel Pit

**Moved by Schlei, seconded by Sitkiewitz, that this Amendment be approved. The motion carried by the following vote:**

**Aye:** 9 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey and DeBaets

[24-1521](#)

Report of Special Events Committee recommending approval for the following events subject to Council Action: Maritime Bay Classic on 6/16/2024 (Road Closure: Part of N 8th Street, State Street, N 7th Street, Chicago Street, Buffalo Street, York Street and N 6th Street); Wisconsin Sand Sculpting Festival on 7/15/2024 - 7/22/2024 (Extension of park hours for overnight security); NEWGLSF Salmon Derby on 7/4/2024 - 7/7/2024 (Waiver of sound ordinance); Kiwanis Car/Truck/Motorcycle Show on 8/10/2024 (Waiver of alcohol in Washington Park); Food Truck Rally at PetSkull Brewing on Tuesdays in June, July & August (Road closure of N 11th Street Blvd adjacent to PetSkull Brewing); Zoo Snooze on 8/10/2024 - 8/11/2024 (Waiver of park hours); Fourth on the Shore on 7/4/2024 (Road closure for parade and lane closure on Maritime Drive for parking; waiver of sound ordinance)

**Moved by Schlei, seconded by Sitkiewitz, that this Report be approved. The motion carried by the following vote:**

**Aye:** 9 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey and DeBaets

[24-1524](#)

Residency Disqualification of District 1 Alderperson Vanderkin

**Moved by Schlei, seconded by Sitkiewitz, to accept applications with an application deadline date of 6/13/2024. The motion carried by the following vote:**

**Aye:** 9 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey and DeBaets

#### 2. Finance Committee

[24-1440](#) 1st Qtr. 2024 Claims Report from City Attorney's Office

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

**Aye:** 9 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey and DeBaets

[24-1442](#) Cigarette, Tobacco & Electronic Vaping Device Retail License Application (CIG-2344) for P. Berlin dba 920 CBD LLC

**Moved by Brey, seconded by Reckelberg, that this license be approved. The motion carried by the following vote:**

**Aye:** 9 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey and DeBaets

[24-1443](#) One Year Operators License OP1-23019 for B. Newcomer

**Moved by Brey, seconded by Reckelberg, that this license be denied. The motion carried by the following vote:**

**Aye:** 9 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey and DeBaets

[24-1444](#) Two Year Operators License #230395 for C. Trost

**Moved by Brey, seconded by Reckelberg, that this license be approved. The motion carried by the following vote:**

**Aye:** 9 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey and DeBaets

[24-1445](#) Cigarette, Tobacco & Electronic Vaping Device Retail License Application (CIG-2420) for K. Jacquart DBA Puff Stuff

**Moved by Brey, seconded by Reckelberg, that this license be approved. The motion carried by the following vote:**

**Aye:** 9 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey and DeBaets

[24-1447](#) Resolution from Manitowoc Public Utilities for Phase IV of Ornamental Lighting at River Point Development

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

**Aye:** 9 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey and DeBaets

[24-1448](#) Resolution from Manitowoc Public Utilities for Ornamental Lighting at York and Maritime

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

**Aye:** 9 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey and DeBaets

[24-1450](#) Rahr-West Art Museum Legacy Paver Program

**Moved by Brey, seconded by Reckelberg, that this Program be approved. The motion carried by the following vote:**

**Aye:** 9 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey and DeBaets

[24-1478](#) Request from Chewy's LLC for a temporary extension of premise for the sale of liquor and/or beer on the sidewalk area on the north side of Chewy's (facing Buffalo St) on June 16, 2024 from the hours of 10:00 a.m. - 8:00 p.m.

**Moved by Brey, seconded by Reckelberg, that this Request be approved. The motion carried by the following vote:**

**Aye:** 9 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey and DeBaets

[24-1479](#) Request from PetSkull Brewing for a temporary extension of premise for the sale of liquor and/or beer on the North 11th Street boulevard between Buffalo Street and York Street on Tuesdays in June from 4:30 p.m. - 8:30 p.m.

**Moved by Brey, seconded by Reckelberg, that this Request be approved. The motion carried by the following vote:**

**Aye:** 9 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey and DeBaets

[24-1480](#) Request from PetSkull Brewing for a permanent extension of premise for the sale of liquor and/or beer on the PetSkull leased grass lot on the corner of North 11th and Buffalo Street

**Moved by Brey, seconded by Reckelberg, that this Request be approved. The motion carried by the following vote:**

**Aye:** 9 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey and DeBaets

[24-1481](#) Request from Manitour Pedalers for Quadricycle (Pedal Pub) revised route

**Moved by Brey, seconded by Reckelberg, that this Request be approved. The motion carried by the following vote:**

**Aye:** 9 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey and DeBaets

[24-1482](#) Scope of Engagement Re: Proposed Issuance of Approximately \$17,800,000 City of Manitowoc (the "City") Sewerage System Revenue Bonds, Series 2024 (Clean Water Fund Loan)

**Moved by Brey, seconded by Reckelberg, to approve entering into the scope of engagement. The motion carried by the following vote:**

**Aye:** 9 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey and DeBaets

[24-1504](#) Consideration of "Final Resolution Regarding Revenue Bond Financing for The Manitowoc Lutheran High School Federation, Incorporated"

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

**Aye:** 9 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey and DeBaets

[24-1507](#)

Request from Chewy's LLC for a temporary extension of premise for the sale of liquor and/or beer on the sidewalk area on the north side of Chewy's (facing Buffalo St) on June 22nd, 2024 from the hours of 4:00 p.m. - 10:00 p.m.

**Moved by Brey, seconded by Reckelberg, that this Request be approved. The motion carried by the following vote:**

**Aye:** 9 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey and DeBaets

[24-1511](#)

MFRD Capital Equipment Purchasing Plan Reallocating

**Moved by Brey, seconded by Reckelberg, to approve the changes to the MFRD Capital Equipment Purchasing Plan. The motion carried by the following vote:**

**Aye:** 9 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey and DeBaets

[24-1512](#)

Agreement with WI DOA for Wisconsin Help for Homeowners Program

**Moved by Brey, seconded by Reckelberg, that this Agreement be entered into. The motion carried by the following vote:**

**Aye:** 9 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey and DeBaets

[24-1513](#)

Ordinance to amend Section 17.090 of the Manitowoc Municipal Code regulation Water Laterals

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

**Aye:** 9 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey and DeBaets

[24-1515](#)

Ordinance to amend Section 12.110 of the Manitowoc Municipal Code regulating Water Laterals

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

**Aye:** 9 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey and DeBaets

[24-1516](#)

Ordinance to create Section 12.120 of the Manitowoc Municipal Code regulating Private Lead Service Line (LSL) Replacement Financing

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

**Aye:** 9 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey and DeBaets



### 3. Personnel Committee

[24-1477](#) Resolution for Seasonal Employment of Supervisory Personnel Relatives

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

**Aye:** 9 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey and DeBaets

### 4. Public Infrastructure Committee

[24-1425](#) Resolution - Levy Special Assessments for Sanitary Sewer Extension and Grading & Graveling on Summit Street and South 19th Street (Popp Sub'd 4)

**Moved by Cummings, seconded by Reckelberg, that this Resolution be adopted. The motion carried by the following vote:**

**Aye:** 9 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey and DeBaets

[24-1426](#) State Highway 42 Reconstruction Project (Washington Street & Calumet Avenue)

**Moved by Cummings, seconded by Reckelberg, to approve the Staff Recommendation. The motion carried by the following vote:**

**Aye:** 9 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey and DeBaets

[24-1427](#) IRA Urban Forestry Grant Resolution

**Moved by Cummings, seconded by Reckelberg, that this Resolution be adopted.**

**Moved by Reckelberg, seconded by Norell, that this Resolution be adopted in the original state. The motion carried by the following vote:**

**Aye:** 9 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey and DeBaets

[24-1492](#) Request to have Lincoln Park's tennis courts 1, 2, & 3 named after Robert Feller

**Moved by Cummings, seconded by Reckelberg, that this Request be approved. The motion carried by the following vote:**

**Aye:** 9 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey and DeBaets

[24-1493](#) Temporary Access Easement Agreement Over Unimproved Right-of-Way of S 12th Street and Viebahn Street for parcel 715-002-080 (Krueger)

**Moved by Cummings, seconded by Reckelberg, that this Agreement be approved. The motion carried by the following vote:**

**Aye:** 9 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey and DeBaets

[24-1494](#) Temporary Access Easement Agreement Over Unimproved Right-Of-Way of S 12th Street and Viebahn Street for parcel 715-002-020 (K & C Rentals, LLC)

**Moved by Cummings, seconded by Reckelberg, that this Agreement be approved. The motion carried by the following vote:**

**Aye:** 9 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey and DeBaets

[24-1495](#) Ordinance to amend Section 8.230 of the Manitowoc Municipal Code regulating Regulations of Parks and Related Facilities

**Moved by Cummings, seconded by Reckelberg, that this Ordinance be adopted. The motion carried by the following vote:**

**Aye:** 9 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey and DeBaets

## 5. Public Safety Committee

[24-1460](#) Ordinance to amend Section 11.180 of the MMC regulating Commercial Quadricycles (Pedal Pubs).

**Moved by Boldt, seconded by Beeman, that this Ordinance be adopted as amended at Committee to include Saturdays, Sundays at 8:00 a.m. and Federal Holidays. The motion carried by the following vote:**

**Aye:** 9 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey and DeBaets

[24-1514](#) Ordinance to amend Section 10.390 of the Manitowoc Municipal Code regulating parking on Dewey Street

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

**Aye:** 9 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey and DeBaets

## 6. Plan Commission

[24-1416](#) PC 9-2024: Kapsch; Request to Purchase City-Owned Property located on Riverview Drive. (Parcel #615000010)

**Moved by Brey, seconded by Schlei, that this Action Item be approved and instruct City staff to complete all facets of the transaction. The motion carried by the following vote:**

**Aye:** 9 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey and DeBaets

[24-1496](#) Ordinance to Rezone Property located at 1710 and 1716 Western Avenue from R-4 Single and Two Family Residential to B-2 Neighborhood Business

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

**Aye:** 9 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey and DeBaets

**J. OTHER BUSINESS**

**K. ADJOURN**

**A motion was made by Schlei, seconded by Sitkiewitz, that this meeting be adjourned at 7:56 p.m. The motion carried by the following vote:**

**Aye:** 9 - Beeman, Cummings, Boldt, Reckelberg, Norell, Schlei, Sitkiewitz, Brey and DeBaets

**Mackenzie Reed  
City Clerk**