



City of Manitowoc

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

Meeting Minutes

Public Infrastructure Committee

Wednesday, September 4, 2019

5:30 PM

Council Chambers

1. Call to Order

Chairman J. Novak called the meeting to order at 5:30 p.m.

2. Roll Call

Present: 5 - Novak, Kummer, Brey, McMeans and Howe

Staff Present: D. Koski, G. Minikel, S. Birr, C. Scheinoha, C. Hall, Ald Sitkiewitz

Others Present: Joe Wellner, Deb Arrowood, Bill Saba, James Knorr, Jeff Keetan, Ed Hinshal, Anthony Stadder, Joe & Carol VanElls, Carly Seefeldt, Carol Seefeldt, Chelsea Seefeldt, Nate Muench, Rita Muench, Carol Kuklinski, Patricia Sundling, Lynn Jungen, Scott Jungen, Bill Ballard, Bonnie Kirtchera, Louise Strharsky, Jerry Strharsky, Ryan Anhalt, Theresa Ravanelli, Rosemary Kautzer, Sarah Musial, Ann Krueger, Sandy Schlies, Jack and Pari Karch, Greg Schmitt

3. Public Comment

4. Consent Agenda

[19-0967](#) Approval of Minutes from the July 10th Public Infrastructure Committee Meeting.

Attachments: [July 10, 2019 Minutes](#)

A motion was made by Jim Brey, seconded by Mike Howe, that the Minutes from the July 10th meeting were approved. The motion carried by the following vote:

Aye: 5 - Novak, Kummer, Brey, McMeans and Howe

5. Discussion and Action Items

[19-0855](#) Maritime Bay Model Sailing Club

Attachments: [Maritime Bay Model Sailing Club](#)

19-0855 Maritime Bay Model Sailing Club

Jim Knower, was present member of Maritime Bay Sailing Club. This club

races model sailboats in the Manitowoc area. He said they are looking to have a small deck installed along the west walkway next to the Mooring area. A short deck or pier would be a safe spot to launch boats and offer a safe spot for fishermen to land fish as well. He is looking for assistance from the City.

G. Minikel said that he believes we would be able to put an access in.

L. Kummer said that land may be subject to an agreement with the Marina.

J. Brey said he would like to see a plan.

The Committee recommended meeting with Rich Larson and Engineering and to bring back at a later time.

[19-0962](#)

Request to Discuss the possibility of eliminating Dale Street Park as a listed Park and consider Rezoning the Property, recommending placing on file

Attachments: [19-0962 Possibility of Eliminating Dale Street Park](#)

The Committee discussed the future of the park. They are not looking to eliminate the park. The Mayor was present to discuss Dale Street park and wanted feedback from people in the area.

The property owners were all in favor of leaving the park and people are utilizing the green space. Many of the lots in the area are smaller lots and families gather and kids do use the green space.

Discussion of including a pickleball or horseshoes was mentioned. Not looking to provide park with equipment.

Property owners spoke in favor of leaving the park there. They like having a little green space in their neighborhood.

Joe Van Ells 815 Forest Circle, Stephen Miller 3515 Forest Circle and Lynn Jungen, 3111 Mero Street were all present to share their comments.

A motion was made by Mike Howe, seconded by Vice Chair Lee H. Kummer, that the Request to eliminate Dale Street Park and rezone was placed on file for Consent Agenda. The motion carried by the following vote:

Aye: 5 - Novak, Kummer, Brey, McMeans and Howe

[19-0964](#)

Request for Crosswalk/Ramp at River's Bend and Mill Road Intersection to get to Sidewalk on East Side of Rapids Road

Attachments: [Memo re staff recommendations to committee - Requests for Sidewalks on the west side of S. Rapids Rd. and Pedestrian Crosswalks at Mill Rd. and Rivers Bend \(19-0964\)](#)
[19-0964 Request for Crosswalk at Rivers Bend for entrance to sidewalk on Rapids Rd](#)

Deb Arrowood, 4626 Ridge Court, employee of Rivers Bend, is requesting wheel chair access/crosswalk to be put in to access the sidewalk on the east

side of Rapids Road.

The Committee was concerned about the high volume of traffic on Rapids Road and it being a 4 lane road. However, people are crossing now.

The Committee recommended the owners of Rivers Bend to submit a request and location of access. This will be discussed at Public Safety and to be brought back to Public Infrastructure with recommendation.

[19-0958](#) Flooding concerns at 1112 North 12th Street

Attachments: [Memo re staff recommendations to committee - Flooding Concerns at 1112 N. 12th St. \(19-0958\)](#)
[19-0958 Flooding at 1112 North 12th St](#)

Sara Musial, 1112 North 12th Street was present and informed the Committee that the street floods pretty bad. It comes up over the foundation and to the back of the house and in the garage. Everything in her basement needs to be off the ground because the basement floods. The mulch gets washed away.

The Committee discussed and requested installing a few more inlets and hoping the larger sewer on Waldo will handle more water. If the added inlets don't help they would look to re-do the street in 2020-2021.

The Engineering Department will be in contact with Ms. Musial regarding what they plan to do.

[19-0957](#) Flooding under Dewey Street Trestle, recommending DPI to install signage the states "Flooding when Rains" and work with Manitowoc Public Utilities on the lighting.

Attachments: [Memo re staff recommendations to committee - Flooding Under Dewey St. Railroad Trestle 19-0957](#)
[19-0957 Flooding Under Dewey Street Trestle](#)

Eileen Strutz of Valders, was present to discuss the flooding issue on Dewey Street where her car was stranded in high water under the train tressel. She recommended making sure the lights are working and possibly installing a sign to warn of high water.

A motion was made by Jim Brey, seconded by Scott McMeans, that the Request for signage (Flood when Rains) and communicate with Manitowoc Public Utilities for proper lighting was approved for consent agenda. The motion carried by the following vote:

Aye: 5 - Novak, Kummer, Brey, McMeans and Howe

[19-0963](#) Request to Discuss the possibility of eliminating Halvorsen Park as a listed park and consider Rezoning the Property.

Attachments: [19-0963 Possibility of Eliminating Halvorsen Park](#)
[4A-225 Halvorsen Dog Park Fence Drawing](#)
[8-16-19 Revised quote for Dog Park](#)
[Halvorsen DogPark MasterPlan](#)
[Red Arrow. Halvorsen Park. Proposed layout](#)

This Request was placed on file

[19-0961](#) Request to Adjust the Winter Parking Ban

Attachments: [19-0961 Adjusting Winter Parking Ban 2020](#)
[19-0961 Adjust the Winter Parking Ban](#)
[19-0961 Green Bay Council Proposes alt Overnight Parking](#)

Mayor was present and explained that he wanted to open discussion regarding parking on the streets when there is no snowfall or snow event/emergency. Other communities are looking to do something to allow parking on streets when there is no snow event.

He feels some streets shouldn't be a part of the parking ban as they are thorough routes.

The Committee is open for a plan.

C. Scheinoha had a few concerns with parked cars in the main routes as the plows have to be aware of parked cars. He said he is concerned with side streets and accidents with parked cars. If cars are parked when we salt, there may be ice the parking lanes.

City to start looking into other options and bring back a proposal in October.

[19-0847](#) Parks and Rec Job Description Changes and Approval to Fill 2 Positions for DPI

Attachments: [Memo Staff recommendations for 19-0847 Park and Rec Job Descriptions- Realignment Approval](#)
[Proposed Department of Public Infrastructure Org Chart 071719.pdf](#)
[Proposed Operations Division Manager JD 073119.pdf](#)
[Proposed Parks and Recreation Division Manager JD 07.2019.pdf](#)
[Proposed Recreation Team Leader JD 07.2019.pdf](#)
[Operations Division Manager JD 09-2019.pdf](#)
[Parks and Recreation Division Manager JD 09-2019.pdf](#)
[Recreation Team Leader JD 09-2019.pdf](#)

A motion was made by Scott McMeans, seconded by Mike Howe, that the Parks and Recreation job description changes/realignment and filling of 2 positions within the DPI approved and referred to the Personnel Committee. The motion carried by the following vote:

Aye: 5 - Novak, Kummer, Brey, McMeans and Howe

[19-0850](#) Department of Public Infrastructure Reorganization

Attachments: [Memo re staff recommendations to committee 19-0850](#)

A motion was made by Scott McMeans, seconded by Jim Brey, that the Reorganization of the Department of Public Infrastructure was approved for consent agenda. The motion carried by the following vote:

Aye: 5 - Novak, Kummer, Brey, McMeans and Howe

[19-0853](#) Ordinance to amend Section 7.110 of Municipal Code regulating Railroads Operating in the City of Manitowoc.

Attachments: [Post-PI Memo](#)

[Ordinance to Amend 7.110 Regulations of RR Operating in City 19-0853-1 Ordinance to Amend Section 7.110 regulating Railroads operating in the COM](#)
[19-0853 Ordinance to Amend Section 7.110 of Municipal Code regulating Railroads Operating in COM](#)
[Ord 19-0853 eff 9-24-19](#)

L. Kummer said that until this goes through the Court of Appeals, we should not approve any changes to the Ordinance.

The Committee is looking for more information in the next week and half, and they could make motion to adopt the Ordinance at Council.

[19-0832](#) Ordinance to create section 11.100 of the Municipal Code regulating Mobile Food Vendors

Attachments: [Ord to create 11](#)

Amber Daug's was present to discuss the mobile food truck Ordinance. Her concern was the footage from a special event or another food truck.

The Committee will hold until next month to discuss with the presence of the City Attorney's office.

S. McMeans made a motion to approve the Ordinance with the following changes:

4a vending may take place in city parks except not while a concession stand is open for business.

Vending locations: vendors are prohibited to selling within 200 feet of a special event.

The Committee discussed and requested for the presence of the Assistant City Attorney at the next meeting.

S. McMeans withdrew his motion.

[19-0959](#) Emerald Ash Borer Urban Forestry Management Update Plan, recommending approval of plan and placing on file.

Attachments: [19-0959 Emerald Ash Borer Urban Forestry Management Update Plan](#)
[19-0959 Emerald Ash Borer Recommendation 9.4.2019](#)

A motion was made by Scott McMeans, seconded by Mike Howe, that the Plan was approved and placed on file for Consent Agenda. The motion carried by the following vote:

Aye: 5 - Novak, Kummer, Brey, McMeans and Howe

[19-0851](#) New Project State/Municipal Agreement Project ID 1470-37-00/71 STH 42 Memorial Drive (Waldo Blvd - E Magnolia Ave), recommending approval and entering into agreement

Attachments: [State Municipal Agreement Memorial Drive STH 42](#)
[19-0851 State-Municipal Agreement STH 42 Memorial Dr - Waldo to E Magnolia](#)
[19-0851 State-Municipal Agreement STH 42 Memorial Dr - Waldo to E Magnolia](#)

A motion was made by Scott McMeans, seconded by Jim Brey, to enter into Agreement was approved for consent agenda. The motion carried by the following vote:

Aye: 5 - Novak, Kummer, Brey, McMeans and Howe

[19-0968](#) Park Playground Equipment Donation, recommending approval of donations

Attachments: [19-0968 Playground Equipment donation staff recommendations to committee](#)

Curt Hall explained to the Committee that a resident would like to donate parks equipment for Citizen Park. Curt proposes that we fund the installation of the equipment.

A motion was made by Scott McMeans, seconded by Mike Howe, that the Request for playground equipment donation was approved for consent agenda. The motion carried by the following vote:

Aye: 5 - Novak, Kummer, Brey, McMeans and Howe

[19-0969](#) Use of the Historical Collins Bridge over the Little Manitowoc River

Attachments: [Memo re staff recommendations to committee - Proposed Use of Historical Collins Bridge for Mariners Trail Over the Little Manitowoc River \(19-0969\)](#)
[Collins Road Bridge email](#)

L. Kummer informed everyone that he is looking at possibly using a bridge from 1902 that is located in Collins. He has mentioned to the Friends of the Mariners Trail to see if they would be interested in covering some of the costs. He will

have Excell Engineering from Green Bay to see if this is feasible. He is hoping to know more in the next couple months and will bring back to the Committee.

G. Minikel has a few concerns involving the abutments and pipeline.

6. Previously Tabled Items

[19-0748](#) Maintenance of Stormwater Pond on corner of Deerbrook Lane, recommending having the City to maintain the Stormwater Ponds on Deerbrook and Knuell Street to include the grass and outfall.

Attachments: [19-0748](#)

[19-0748 Deerbrook storm pond 9.4.2019](#)

There have been complaints from area property owners regarding the condition of the stormwater pond and who will maintain this area.

A motion was made by Jim Brey, seconded by Mike Howe, for the City to maintain the stormwater ponds on Knuell and Deerbrook was approved for Consent Agenda. J. Brey amended the motion to include the outfalls as well. The motion carried by the following vote:

[19-0965](#) To review proposals for the City of Manitowoc Parks Concessions, recommending DPI to work out a three (3) year contract agreement with a vendor for Concessions for the Zoo and Aquatic Center

Attachments: [19-0965_Konop Proposal for Park Concessions](#)

[19-0965 Scott's Vending Proposal for Park Concessions](#)

[19-0965 Request to explore sub-contracting Concessions staff recommendations to committee](#)

D. Koski informed the Committee that a Request for Proposal was previously sent out to numerous companies and we received two (2) back. He is requesting permission to move forward and work through the details. The interest is within the Zoo and the Aquatic Center. Should work out a 3 year contract.

A motion was made by Scott McMeans, seconded by Mike Howe, for approval for DPI to work out a three (3) year contract agreement with a vendor for Concessions for the Zoo and Aquatic Center was approved for Consent Agenda. The motion carried by the following vote:

7. Adjournment

A motion was made by Jim Brey, seconded by Scott McMeans, that the Public Infrastructure Committee meeting was adjourned at 8:12 p.m. The motion carried by the following vote:

Aye: 5 - Novak, Kummer, Brey, McMeans and Howe