



City of Manitowoc

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

Meeting Agenda

Common Council

Monday, December 18, 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

[23-1066](#) City Clerk administers Oath of Office for Fire Lieutenant Kevin Cerkas, followed by Badge Pinning

[23-1068](#) Lakeshore Holiday Parade Awards

E. PUBLIC HEARINGS

[23-1069](#) 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 I-2 Heavy Industrial or C-1 Commercial to B-1 Office Residential or B-3 General Business for property located in the south half of Block 245 of the Original Plat being bordered by S 14th, S 15th and Washington Streets

[23-1070](#) 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 R-6 Multiple Family to B-1 Office-Residential for property located at 1402 Clark Street

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

[23-1071](#) Appointments by Mayor of election inspectors and nursing home deputies in the City of Manitowoc for the ensuing two year term from 1/1/2024 to 12/31/2025

Attachments: [Election Inspector Appointments 2024-25](#)

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

[23-1072](#) Minutes of the November 20, 2023 Common Council meeting; recommending approval and place on file

Attachments: [Common Council Minutes 11-20-2023](#)

[23-1073](#) Minutes of November 29, 2023 Special Common Council meeting; recommending approval and place on file

Attachments: [Common Council Minutes 11-29-2023](#)

3. Committee of the Whole (Consent)

[23-1074](#) TID No. 22 Development Agreement with River Landing Developers LLC; recommending acceptance and place on file

Attachments: [TID No. 22 with River Landing Developers LLC](#)

4. Finance Committee (Consent)

[23-0956](#) L23-00115 Shaw Claim for damages >\$5,000 due to storm on August 3, 2023; recommending to deny the claim

Attachments: [SHAW Claim](#)

[23-0963](#) S.Alexis dispute of Invoice 0422721 - Damage to tree causing premature death of tree; recommending to deny the request

Attachments: [S.Alexis Invoice 0422721 Dispute](#)

[23-1030](#) 2023 Poor Fund Report & Distribution Request; recommending to approve the request

Attachments: [Poor Fund Memo](#)

[23-1034](#) Application of "Class B" Intoxicating Liquor & Fermented Malt Beverage License, Digger's Beer Garden, LLC, for Digger Dave's, 714 Buffalo St.; recommending to approve the license

Attachments: [Class B License App - Digger's Beer Garden LLC](#)

[23-1035](#) Application of "Class B" Intoxicating Liquor & Fermented Malt Beverage License, Los Barajas, LLC, for La Carreta, 3535 Calumet Ave.; recommending to approve the license

Attachments: [Class B License App - Los Barajas LLC](#)

[23-1037](#) CAWG Request (Unbudgeted) from Public Safety Committee for amount not to exceed \$6,200 for installation of RRFB's (Ped Crossing Lights) at S. 10th Division St.; recommending to approve the request to not exceed \$6,200.00

Attachments: [Capital Request Form - Unbudgeted Request for Installation of RRFB's \(Ped. Cr](#)

[23-1075](#) General City Claims in the amount of \$3,233,138.32 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](#)

[11-13-2023](#)

[11-17-2023](#)

[11-24-2023](#)

[12-1-2023](#)

[12-8-2023](#)

[23-1085](#) 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 acceptance

Attachments: [LPI Licensing Report](#)

5. Personnel Committee (Consent)

6. Public Infrastructure Committee (Consent)

[23-1039](#) WPS WR 3380605 Easement City of Manitowoc Property 3130 Hecker Rd; recommending to deny the easement

Attachments: [23-1039 Easement for 802203000 Hecker Road](#)

[23-1044](#) Strand Associates, Inc Agreement for Technical Services; recommending to enter into the agreement

Attachments: [23-1044 Strand Technical Services Agreement](#)

[23-1045](#) Request for Sidewalk along Magnolia Avenue; recommending to place on file

Attachments: [23-1045 Magnolia Ave Sidewalk Request](#)
[MAGNOLIA AVE SIDEWALK REQUEST](#)

[23-1046](#) Rheume Park and Pulaski Park Furnace Replacement; recommending approval

Attachments: [23-1046 Furnace Replacement at Rheume and Pulaski Parks](#)

[23-1049](#) Approval of the Revised Senior Center Handbook; recommending approval

Attachments: [2024 Manitowoc Senior Center Handbook \(002\)](#)

[23-1050](#) Approval of Revised 2024 Manitowoc Senior Center Membership Application Form; recommending approval

Attachments: [2024 Sr Ctr Membership Application](#)
[2023 Sr Ctr Membership Application](#)

[23-1092](#) Report of Board of Public Works of 12/13/2023 for 3rd & final payment of \$8,101.79 to Fahrner Asphalt Sealers LLC, for South 21st Street Bridge Deck Repairs & Deck Sealing, WS-23-10; recommending payment

Attachments: [Report of BPW WS-23-10](#)

[23-1093](#) Report of Board of Public Works of 12/13/2023 for 16th & final payment of \$124,558.00 to Vinton Construction, for 2021 River Point Development Phase I, WS-21-15; recommending payment

Attachments: [Report of BPW WS-21-15](#)

[23-1094](#) Various Progress Invoices from the Wisconsin Department of Transportation; recommending payment

Attachments: [DOT Invoice 395-0000332097](#)
[DOT Invoice 395-0000332192](#)
[DOT Invoice 395-0000331555](#)

[23-1095](#) Report of Board of Public Works of 12/13/2023 of approval to enter into AGMT-23-10 with Serenity Farm Landscaping, Inc, to remove 13 Ash Trees at 1416 Grand Avenue, North side of street between 14th and 16th Street as outlined in "Exhibit A"; recommending acceptance of report and place on file

Attachments: [Report of BPW AGMT-23-10](#)

[23-1096](#) Report of Board of Public Works of 12/13/2023 of approval to enter into AGMT-23-11 with Serenity Farm Landscaping, Inc, to remove 13 Ash Trees at 2301 Clay Pit Road as outlined in "Exhibit A"; recommending acceptance of report and place on file

Attachments: [Report of BPW AGMT-23-11](#)

[23-1097](#) Report of Board of Public Works of 12/13/2023 of Sourcewell Quote for Playground Equipment for Rheaume, Riverview Drive & Lincoln Parks in the amount of \$77,606.90; recommending approval

Attachments: [Report of BPW Sourcewell Quote](#)

[23-1098](#) Report of Board of Public Works of 12/13/2023, of bids received for 2024 SISP Traffic Signal Upgrade - South 21st Street & Washington Street - Project WS-24-12; recommending awarding to low bidder Bodart Electric Services, Inc, in the amount of \$168,735.04

Attachments: [Report of BPW WS-24-12](#)

7. Public Safety Committee (Consent)

[23-0865](#) LifeQuest billing dispute, call 182A-23-2528; recommending approval

[23-1058](#) Request for "Deaf Child" Sign near 1202 North 8th Street; recommending approval

Attachments: [Deaf Child Sign - 1202 N 8th Street](#)

[23-1061](#) Manitowoc Fire Rescue billing dispute, incident number 23-3365; recommending to deny and setup a payment plan

[23-1062](#) Manitowoc Fire Rescue hardship request, incident number 23-2582; recommending to deny the request

[23-1063](#) LifeQuest hardship request, call number 128A-22-1801; recommending to approve the request

8. Plan Commission (Consent)

[23-0976](#) PC 26-2023: Popp Subdivision No. 4, Concept Plat Review, S. 19th and Summit Streets; recommending to approve the concept plan as presented

Attachments: [23-0976 Report to Council Popp #4 Concept Plan](#)
[23-0976 PC Report Popp Sub # 4](#)

I. COMMITTEE REPORTS

1. Committee of the Whole

[23-0954](#) Walgreen Co. Summons & Complaint for 2023 Tax Assessment

Attachments: [Walgreens Co. Summons and Complaint](#)
[40S3419-Manitowoc DRAFT Settlement Agr](#)

[23-1079](#) Report of Special Event Committee for the following event subject to Council Action: Metro Jam to also include 6/15/2024 (Waiver of Alcohol in Washington Park)

Attachments: [SEC Council Approval](#)
[SE Approval - Metro Jam](#)

2. Finance Committee

[23-0961](#) 2023 Budget Amendment - General Fund (1100) / Special Revenue Fund - Visit Manitowoc (2870)

Attachments: [Memo - 2023 Budget Amend Transfer General Room Tax Visit Manitowoc](#)
[2023 Budget Amend - General Fund.Room Tax.Visit Manitowoc](#)

[23-1031](#) Resolution Establishing Election Workers' Compensation for 2024

Attachments: [Resolution for Election Worker Compensation for 2024](#)

[23-1032](#) Resolution to hold Primary Election on February 20,2024 if there are three or more candidates who file nomination papers for a City office at the April 2, 2024 Spring Election.

Attachments: [RESOLUTION PRIMARY ELECTION](#)

[23-1033](#) Denial of Application for Operator's 1 Year License #OP1-23013 for Patrick R. Bell

Attachments: [Operator Denial Letter 2023 Bell](#)
[Application - Bell](#)
[Bell Letter - 10-10-2023](#)

[23-1036](#) Term Sheet for Tax Increment Financing for project located at former Mirro Site with WIRE Capital

[23-1051](#) Resolution from Manitowoc Public Utilities for Phase 3 of Ornamental Lighting at River Point Development

Attachments: [2023-11-13 LTR \(Adam Tegen\) Resolution for Ornamental Lighting River Point Map](#)
[RESOLUTION-ORNAMENTAL LIGHTING RIVER POINT DEVELOPMENT PH/](#)

[23-1082](#) Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of 2024 Borrowing

Attachments: [City of Manitowoc - Reimbursement Resolution - 2024 Borrowing](#)

3. Personnel Committee

[23-1084](#) Agreement between City of Manitowoc and City of Manitowoc Police Department Employees, Law Enforcement Employee Relations Division of the Wisconsin Professional Police Association for 1/1/2024-12/31/2026

Attachments: [WPPA Agreement](#)

[23-1087](#) Resolution for Seasonal Employment Policy 2024

Attachments: [RES TO APPROVE 2024 SEASONAL HIRING POLICY AND APPENDICES](#)
[2024 Seasonal Employment Policy](#)
[Appendix A-Fair Labor Standard Act Qualified Seasonal Recreation Positions-2/](#)
[Appendix B 2024 Seasonal Payrates-Approved 9-18-23](#)
[Appendix C-List of acceptable Documents](#)
[Appendix D-Termination-Initiate a HR Action to Terminate employee in UKG-20/](#)

4. Public Infrastructure Committee

[23-1038](#) Request for a Pumping Station Mural Project

Attachments: [23-1038 Mural Request](#)

[23-1041](#) 2024 Public Works Program Resolution

Attachments: [Street Improvements 2024](#)
[FINAL RES FOR STREET IMPROVEMENTS 2024](#)

[23-1042](#) 2024 Dust Palliative Resolution

Attachments: [23-1042 Dust Palliatives Resolution](#)
[RES FOR DUST PALLIATIVES 2024-FINAL](#)

[23-1043](#) 2024 City-Wide Sidewalk Construction & Repair Program Resolution

Attachments: [23-1043 City-Wide Sidewalk Construction & Repair Resolution](#)
[RES FOR SIDEWALKS 2024-FINAL](#)

[23-1086](#) Task Order for the Newton Gravel Pit, AECOM Project No. 60135471

(82518) in the amount of \$79,350.00

Attachments: [Newton Pit Bal 2023 Services -Task Order final 101923](#)

[23-1099](#) Resolution Modifying Fee Schedule for Department of Public Infrastructure

Attachments: [RES FOR 2024 DPI FEES](#)
[DPI Fees Proposed 2024](#)

5. Public Safety Committee

[23-1059](#) Joint Powers agreement between Manitowoc County Joint Dispatch Center and the City of Manitowoc effective March 1, 2024

Attachments: [Joint Powers Agreement - Manitowoc County CORRECTED](#)
[Manitowoc County Annual Municipal Emergency Management Survey 2024](#)
[Gen Systems 2022](#)

[23-1083](#) Professional Service Agreement between the City of Manitowoc and EPLEX, LLC (DBA as E-Plan Exam)

Attachments: [PSA - Manitowoc - E-Plan Exam 12-13-23.pdf](#)
[Plan Review in Wisconsin - Manitowoc - 11-15-23](#)
[Memo to CC re E Plan Exam](#)

6. Plan Commission

[23-1076](#) Ordinance to rezone property located at 925 S 15th Street from I-2 Heavy Industrial to B-1 Office Residential

Attachments: [ORDINANCE PC 27-2023 NEWAHEC](#)
[PC 27-2023 Rezone BW](#)
[PC 27-2023 Rezone](#)

[23-1077](#) Ordinance to rezone property located at 1402 Clark Street from R-6 Multiple Family to B-1 Office-Residential

Attachments: [ORDINANCE PC 28-2023 NEW SCHOOL INVESTMENTS](#)
[PC 28-2023 Rezone](#)

J. OTHER BUSINESS

K. ADJOURN

1. Next Scheduled Common Council Meeting: Monday, January 15, 2024 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 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