



# City of Manitowoc

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

## Meeting Agenda

### Common Council

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Monday, January 18, 2021

6:30 PM

Council Chambers  
Note-Meeting will also be available via Remote  
Conferencing

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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 remote conferencing software due to a state of emergency and federal, state, and local guidance on gatherings. Members of the public may call to listen in at 888 475 4499 US Toll-free, Meeting ID: 893 9628 6649 Password: 669106.

Those wishing to make public comment should email [abaryenbruch@manitowoc.org](mailto:abaryenbruch@manitowoc.org) or call 920-686-6952 with their comment no later than 3:00 p.m. Central the day of the meeting.

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

[21-0053](#) Proclamation declaring January 18, 2021, Dr. Martin Luther King Jr. Holiday as a Day of Service.

**Attachments:** [MLK Jr. Day 2021.pdf](#)

[21-0055](#) Proclamation declaring the month of January 2021, as Human Trafficking and Stalking Prevention Awareness Month.

**Attachments:** [Human Trafficking and Stalking Prevention Month 2021.docx.pdf](#)

#### E. PUBLIC HEARINGS

#### 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

## 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

[21-0036](#) Minutes of December 21, 2020 Common Council meeting, recommending approval and place on file.

**Attachments:** [CC Min - 12-21-2020.pdf](#)

[21-0037](#) Minutes of January 4, 2021 Common Council meeting, recommending approval and place on file.

**Attachments:** [CC Min - 1-4-21.pdf](#)

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

[21-0057](#) Report of Special Events Committee relative to approval of the following events: Manitowoc Youth Baseball Tournament on 5/8/2021, 5/16/2021, 7/9 - 7/11/21, 7/17-7/18/21; Touch the Trucks on 7/14/21; Trunk or Treat on 10/26/21; Brutal Wear Open Tennis Tournament on 8/6-8/8/21; Snow Fest on 2/13/21 (DATE CHANGE); recommending acceptance of report and place on file.

**Attachments:** [Special Event Committee Acted On 12-16-20 to 1-13-21.pdf](#)  
[Manitowoc Youth Baseball Tournament.pdf](#)  
[Touch the Trucks.pdf](#)  
[Trunk or Treat.pdf](#)  
[Brutal Wear Open Tennis Tournament.pdf](#)  
[Snow Fest \(DATE CHANGE\).pdf](#)

### 4. Finance Committee (Consent)

[21-0007](#) Request for 3-month lease for Doneff's Schuette Building's 14 leased parking stalls in the S.9th & Jay St. lot, recommend to adopt staff recommendation and allow 3-month leases for 2021.

**Attachments:** [Doneff's Schuette Building Leased Parking](#)

[21-0009](#) Agreement with MSA to complete a Housing Study & Needs Assessment, recommend to enter into agreement.

**Attachments:** [Housing Study Email Communication.pdf](#)  
[Staff Recommendation & RFP.pdf](#)  
[MSA Agreement.pdf](#)

[21-0010](#) Springbrook Cloud Proposal and Contract, recommend to accept the proposal and enter into the contract.

**Attachments:** [Manitowoc - Cloud Proposal - 1.5.21 BP Add On + Implementation.pdf](#)  
[ManitowocDec20](#)

[21-0011](#) 2020 Capital Allocation Working Group Request Log, recommend to accept and place on file.

**Attachments:** [Log of CAWG Requests.pdf](#)

[21-0012](#) Presentation by Brad Viegut on upcoming Financing Plan, recommend to accept and place on file.

**Attachments:** [prs finance committee plan.pdf](#)  
[Baird Refinancing.pdf](#)

[21-0021](#) 4th Quarter 2020 Internal Controls to Prevent and Detect Fraud Report, recommend to accept and place on file.

**Attachments:** [2020\\_04 Check List for Finance Committee \(002\)](#)

[21-0038](#) 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.

**Attachments:** [January License Report.pdf](#)

[21-0052](#) General City Claims in the amount of \$13,999,687.04 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:** [January Committee Report on Claims.pdf](#)  
[1-15-2021.pdf](#)  
[1-8-2021.pdf](#)  
[12-31-2020.pdf](#)  
[12-25-2020.pdf](#)

## 5. Personnel Committee (Consent)

## 6. Public Infrastructure Committee (Consent)

[21-0008](#) Stormwater Management Facility Maintenance Agreement for Popp Mini

Storage Construction at 1929 South 35th Street, parcel #836-103-030.

**Attachments:** [21-0008 Stormwater Management Facility Maint Agreement - Popp Mini Storage](#)

[21-0016](#) Request for sidewalk on West side of South 30th Street from Division Street to Dewey Street, recommending approval

**Attachments:** [21-0016 Sidewalk on S 30th Street.pdf](#)

[21-0040](#) Report of Board of Public Works of final payments to contractors for Agreements under \$25,000.00, recommending acceptance and place on file.

**Attachments:** [AGMT-20-12 Final Payment.pdf](#)

[21-0041](#) Report of Board of Public Works of January 6, 2021, of bids received for Televising Miscellaneous Sewers I, Project WU-21-5, recommending awarding to low bidder, Northern Pipe, Inc. in the amount of \$46,998.06.

**Attachments:** [21-0041 Project WU-21-5.pdf](#)

[21-0042](#) Report of Board of Public Works of 1/6/2021 of a Public Hearing to hear objections to assessments for improvements of N. Rapids Rd. and the installation of sanitary sewer extension thereon for properties with a frontage along the West Side of North Rapids Rd. from approximately 260 feet south of Fleetwood Drive to approximately 560 feet south of Fleetwood Drive, recommending approval

**Attachments:** [21-0042 Sanitary Sewer Objections.pdf](#)

[21-0043](#) Report of Board of Public Works of 1/6/2021 of 2021 Special Assessment Report from work done in 2019 - Sanitary Sewer Construction, recommending approval

**Attachments:** [2021 Special Assessment Report.pdf](#)

## 7. Public Safety Committee (Consent)

[21-0034](#) Joint Powers Agreement between Manitowoc County Joint Dispatch Center and the City of Manitowoc effective March 1, 2021, recommending entering into the agreement

**Attachments:** [Joint Powers Agreement.pdf](#)

## 8. Plan Commission (Consent)

### I. COMMITTEE REPORTS

#### 1. Committee of the Whole

[21-0058](#) Report of Special Events Committee Recommending approval for the following events subject to Council action: Manitowoc Public Library

Community Summer Carnival on 8/7/21 (Closure of Quay Street from S 6th Street to S 8th Street)

**Attachments:** [Special Event Committee Events Requiring Council Action.pdf](#)  
[Community Summer Carnival.pdf](#)

[20-1215](#) Incentives/Development Agreement for the Allie Apartment Project in the River Point District

## Closed Session

Notice is hereby given that the above governmental body may adjourn into a closed session during the meeting as authorized by Section 19.85(1)(e) of the Wisconsin Statutes, which authorizes the governmental body to convene in closed session for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

The specific subject matter that may be considered in closed session is:

**20-1215 Incentives/Development Agreement for the Allie Apartment Project in the River Point District**

[20-1215](#) Incentives/Development Agreement for the Allie Apartment Project in the River Point District

## Reconvene in Open Session

[20-1215](#) Incentives/Development Agreement for the Allie Apartment Project in the River Point District

## 2. Finance Committee

[21-0004](#) Resolution establishing Compensation of Election Pollworkers' for 2021.

**Attachments:** [Res - Pollworkers' Compensation.pdf](#)

[21-0005](#) Resolution establishing Compensation for the Municipal Board of Absentee Canvassers for 2021.

**Attachments:** [Res - Board of Absentee Canvassers Compensation.pdf](#)

[21-0006](#) Resolution Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$6,090,000 General Obligation Promissory Notes

**Attachments:** [Manitowoc C of - 2021 GOPNs - Parameters Resolution](#)

[21-0018](#) Request to approve structural assessment of River Lofts river walk

**Attachments:** [Memo to Finance Committee Regarding Structural Assessment .pdf](#)  
[Amended and Restated Easement Agreement w-Exhibit A.pdf](#)

[21-0019](#) Resolution Authorizing the Issuance of Not to Exceed \$3,950,000 General Obligation Promissory Notes and Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$3,950,000 Note Anticipation Notes in Anticipation Thereof

**Attachments:** [Manitowoc C of - 2021 NANs - Parameters Resolution](#)

[21-0020](#) Resolution Appointing Associated Trust Company, National Association to Serve as Fiscal Agent in Connection with Outstanding Obligations

**Attachments:** [Manitowoc C of - 21 Add FA - Resolution Appointing Fiscal Agent](#)

[21-0039](#) Report of City Clerk of proposed schedule of assessments for 2021 Weights and Measures licenses

**Attachments:** [2021 Weights and Measures License Report.pdf](#)

[21-0044](#) Scope of Engagement relative to the Proposed Issuance of \$3,950,000 City of Manitowoc Note Anticipation Notes

**Attachments:** [Scope of Engagement Proposed Issuance of Note Anticipation Notes.pdf](#)

[21-0045](#) Scope of Engagement relative to the Proposed Issuance of \$6,090,000 City of Manitowoc General Obligation Promissory Notes and Appointment of Fiscal Agent for Certain of the City's Outstanding Obligations

**Attachments:** [Scope of Engagement Proposed Issuance of General Obligation Promissory No](#)

[21-0051](#) Proposed rates for Quay Street Electric Vehicle Charging Station

**Attachments:** [Proposed Rates for Charging Station.pdf](#)

### 3. Personnel Committee

[20-1241](#) Resolution to Approve Seasonal Hiring Policy and Rates for 2021

**Attachments:** [Res - Seasonal Employment Policy.pdf](#)  
[Memo Seasonal Hiring Policy 01.2021for PC.Council items.pdf](#)  
[2021-SEASONAL HIRING POLICY-Draft with edits- no Appendix-12-2020.pdf](#)  
[2021 Seasonal payrates -Draft with Track Changes-12-2020.pdf](#)  
[Appendix A-Fair Labor Standard Act Qualified Seasonal Recreation Positions.p](#)  
[Appendix B-2021 Seasonal payrates -Draft with Track Changes-12-2020.pdf](#)  
[Appendix C-List of Acceptable Documents.pdf](#)  
[Appendix D-HOW TO INITIATE A TERMINATION OF AN EMPLOYEE IN KROI](#)

[21-0049](#) Resolution to Hire Operations Park Planner, February 2021, Related to Elected Officials, Department Heads, or Supervisory Personnel

**Attachments:** [Res Hiring of Operations Parks Plannner.pdf](#)

#### 4. Public Infrastructure Committee

#### 5. Public Safety Committee

[20-1204](#) LifeQuest EMS billing dispute, call 182A-20-2504A.

[21-0046](#) Ordinance to amend Section 10.490 of the Manitowoc Municipal Code regulating Two-Hour Parking on 14th Street between Washington Street and Marshall Street

**Attachments:** [Ord to amend 10.pdf](#)

[21-0050](#) Ordinance to amend section 10.670 regulating Traffic Bureau

**Attachments:** [Ord - 21-0050 sec 10.670.pdf](#)

#### 6. Plan Commission

#### J. OTHER BUSINESS

#### K. ADJOURN

*1. Next Scheduled Common Council Meeting: Monday, February 15, 2021 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-Kadow**  
**City Clerk**