



# City of Manitowoc

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

## Meeting Minutes

### 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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#### A. CALL TO ORDER

#### B. ROLL CALL

**Alderspersons Present:** 10 - Jim Brey, Eric Sitkiewitz, Steven Czekala, Scott McMeans, Jeremiah Novak, Courtney Hansen, Bill Schlei, Brett Vanderkin, John Brunner and Aaron Bailey

#### 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.

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

#### E. PUBLIC HEARINGS

#### 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

#### H. CONSENT AGENDA

##### 1. Removal of Consent Agenda Items

None

##### Approval of the Consent Agenda

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

**Aye:** 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey

##### 2. Miscellaneous

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

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

### 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.

### 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.

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

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

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

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

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

[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.

[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.

### 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,

recommending approval

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

[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.

[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.

[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

[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

## 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

## 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)

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

**Aye:** 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey

**Mayor Nickels read the notice to convene in 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**

### **Closed Session**

**Moved by Sitkiewitz, seconded by McMeans, that this meeting convene in closed session. The motion carried by the following roll call vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey

[20-1215](#)

Incentives/Development Agreement for the Allie Apartment Project in the River Point District

**Common Council deliberated in closed session. (redacted -- Closed Session)**

### **Reconvene in Open Session**

**Moved by Sitkiewitz, seconded by Hansen, that this meeting reconvene in open session. The motion carried by the following roll call vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey

[20-1215](#)

Incentives/Development Agreement for the Allie Apartment Project in the River Point District

**Moved by Sitkiewitz, seconded by Brey, to approve term sheet and authorize staff to enter into development agreement. The motion was carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey

## **2. Finance Committee**

[21-0004](#)

Resolution establishing Compensation of Election Pollworkers' for 2021.

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

**Aye:** 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey

[21-0005](#)

Resolution establishing Compensation for the Municipal Board of Absentee Canvassers for 2021.

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

**Aye:** 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey

[21-0006](#)

Resolution Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$6,090,000 General Obligation Promissory Notes

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

**Aye:** 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey

[21-0018](#)

Request to approve structural assessment of River Lofts river walk

**Moved by Brunner, seconded by Brey, to strike motion to deny the request and place on file and to enter into the agreement for the Condo Association to cover half the cost and the City to cover the other half of the cost with no obligation of the City after the completion of the assessment. The motion failed by the following vote:**

**Aye:** 3 - Brey, Schlei and Brunner

**Nay:** 7 - Sitkiewitz, Czekala, McMeans, Novak, Hansen, Vanderkin and Bailey

**Moved by Brey, seconded by Brunner, that this Request be amended to be referred back to the Finance Committee. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey

**Moved by McMeans, seconded by Sitkiewitz, that this Request be referred to the Finance Committee. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey

[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

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

**Aye:** 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey

[21-0020](#)

Resolution Appointing Associated Trust Company, National Association to Serve as Fiscal Agent in Connection with Outstanding Obligations

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

**Aye:** 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey

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

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

**Aye:** 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey

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

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

**Aye:** 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey

[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

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

**Aye:** 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey

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

**Moved by Sitkiewitz, seconded by Novak, that this item be referred to the Finance Committee. The motion failed by the following vote:**

**Aye:** 1 - Sitkiewitz

**Nay:** 9 - Brey, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey

**Moved by Brey, seconded by McMeans, to accept the rates. The motion carried by the following vote:**

**Aye:** 9 - Brey, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey

**Nay:** 1 - Sitkiewitz

### 3. Personnel Committee

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

**Moved by Czekala, seconded by Hansen, that this Request be adopted. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey

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

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

**Aye:** 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey

#### 4. Public Infrastructure Committee

#### 5. Public Safety Committee

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

**Moved by McMeans, seconded by Czekala, to rescind the charges. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey

[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

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

**Aye:** 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey

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

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

**Aye:** 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey

#### 6. Plan Commission

#### J. OTHER BUSINESS

#### K. ADJOURN

**Moved by Sitkiewitz, seconded by McMeans, that this meeting be adjourned at 8:06 p.m. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey

**Mackenzie Reed-Kadow  
City Clerk**

