



# City of Manitowoc

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

## Meeting Minutes

### Common Council

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Monday, July 21, 2025

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

**Alders Present:** 8 - Andrew Dunbar, Michael Cummings, Jim Brey, William DeBaets, Brian Anderson, Bill Schlei, Eric Sitkiewitz and Todd Reckelberg

**Alders Absent:** 2 - Chad Beeman and Brett Norell

#### C. PLEDGE OF ALLEGIANCE & INVOCATION

#### D. PRESENTATIONS

[25-0519](#) City Clerk administers Oath of Office to Motor Pump Operator Michael Loritz, followed by Badge Pinning

[25-0505](#) City Clerk administers Oath of Office to Police Officer Austin Schisel, followed by Badge Pinning

[25-0506](#) City Clerk administers Oath of Office to Police Officer Kaden Laurent, followed by Badge Pinning

[25-0507](#) Annual Update from Progress Lakeshore

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

**Aye:** 8 - Dunbar, Cummings, Brey, DeBaets, Anderson, Schlei, Sitkiewitz and Reckelberg

## 2. Miscellaneous

[25-0504](#) Minutes of the June 16, 2025 Common Council meeting; recommending approval and place on file

## 3. Committee of the Whole (Consent)

[25-0528](#) Report of Special Events Committee relative to the approval of the following events: Gumby's Glow Run on 7/12/25, Outdoor Movie Night on 7/17/25, Solitary Confinement on 9/25/25, Manitowalk VS ALS on 8/16/25; recommending acceptance of report and place on file

[25-0531](#) Report of Special Events Committee relative to the approval of the following waiver of fees: City Employee Picnic on 8/7/25; recommending acceptance of report and place on file

## 4. Finance Committee (Consent)

[25-0492](#) Request from PetSkull Brewing for a temporary extension of premises for sale of liquor and/or beer on the North 11th Street boulevard between York Street and Buffalo Streets and Buffalo Street between North 10th and North 11th Streets for Manitowoc MetalFest 3 on 9/12/2025 - 9/13/2025 from 11:00 a.m. - 11:00 p.m.; recommending to approve the request

[25-0493](#) Request from Da Brick House (dba The Fat Seagull) for a temporary extension of premises for sale of liquor and/or beer at 807 Quay Street for their annual street party event on 7/26/25 - 7/27/25 from 11:00 a.m. - 10:00 p.m.; recommending to approve the request

[25-0497](#) L25-00058 Martinez Claim for Damages >\$5,000; recommending to deny the claim

[25-0517](#) General City Claims in the amount of \$10,528,265.98 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

[25-0533](#) Report of Finance Committee to grant various licenses subject to approvals, inspections, insurance, payment of license fees and meeting State Statute requirements, as detailed therein

## 5. Personnel Committee (Consent)

## 6. Public Infrastructure Committee (Consent)

[25-0515](#) Report of Board of Public Works of 7/9/2025 for 3rd & final payment of \$9,087.52 to Visu Sewer for 2025 Re-Lining Sewer Project, WU-25-7; recommending payment

## 7. Public Safety Committee (Consent)

## 8. Plan Commission (Consent)

## I. COMMITTEE REPORTS

### 1. Committee of the Whole

[25-0529](#) Report of the Special Events Committee recommending approval of the following events subject to Council Action: St. Francis of Assisi Parish Picnic on 8/9-10/25 (Road closure of N. 14th St., between Menasha Ave. and Waldo Blvd., Friday 8am - Sunday 1pm); Lincoln High School Homecoming Parade on 10/10/25 (Road closure of S. 9th St. from Green St. to Grand Ave. and Grand Ave. from S. 9th St. to S. 23rd St. from 5:30pm - 6pm); War on the Shore on 7/31-8/3/25 (Waiver of alcohol prohibition in MYBA Complex); Manitowoc Heating Anniversary on 8/16/25 (Road closure of Buffalo St. from N. 10th to N. 9th St. from 8am - 8pm); Hoods and Hops Car Show on 10/5/25 (Road closure of N. 9th St. from York to Chicago, and Buffalo St. from N. 10th to just past Maretti's Deli from 8am - 4:30pm)

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

**Aye:** 8 - Dunbar, Cummings, Brey, DeBaets, Anderson, Schlei, Sitkiewitz and Reckelberg

### 2. Finance Committee

[25-0495](#) Two Year Operator's License Application (#240400) for M. Loewenbein

**Moved by Brey, seconded by Sitkiewitz, that this license be denied pursuant to WI State Statute 111.335. The motion carried by the following vote:**

**Aye:** 7 - Dunbar, Cummings, Brey, DeBaets, Schlei, Sitkiewitz and Reckelberg

**Nay:** 1 - Anderson

[25-0496](#) Two Year Operator's License Application (#250174) for C. Orth

**Moved by Brey, seconded by Sitkiewitz, that this license be denied pursuant to WI State Statute 111.335. The motion carried by the following vote:**

**Aye:** 8 - Dunbar, Cummings, Brey, DeBaets, Anderson, Schlei, Sitkiewitz and Reckelberg

[25-0508](#) Request from Chewy's LLC for a temporary extension of premises for the sale of liquor and/or beer in the closed section of Buffalo Street on 8/2/2025 from 12:00 p.m. to 10:00 p.m.

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

**Aye:** 8 - Dunbar, Cummings, Brey, DeBaets, Anderson, Schlei, Sitkiewitz and Reckelberg

[25-0516](#)

Out of State Travel/Training Request - Community Development Director Adam Tegen - for 2025 EPA National Brownfields Conference in Chicago, IL on August 5, 2025 - August 8, 2025

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

**Aye:** 8 - Dunbar, Cummings, Brey, DeBaets, Anderson, Schlei, Sitkiewitz and Reckelberg

[25-0518](#)

Two Year Operator's License Application (#250196) for K. Franjose

**Moved by Brey, seconded by Sitkiewitz, that this license be approved per WI State Statute 111.335. The motion carried by the following vote:**

**Aye:** 8 - Dunbar, Cummings, Brey, DeBaets, Anderson, Schlei, Sitkiewitz and Reckelberg

[25-0520](#)

Resolution Authorizing a Harbor Assistance Program (HAP) Grant Application pursuing crane platform extension in Manitowoc, WI

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

**Aye:** 8 - Dunbar, Cummings, Brey, DeBaets, Anderson, Schlei, Sitkiewitz and Reckelberg

[25-0521](#)

Resolution Authorizing Execution of the Department of Natural Resources Principal Forgiven Financial Assistance Agreement

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

**Aye:** 8 - Dunbar, Cummings, Brey, DeBaets, Anderson, Schlei, Sitkiewitz and Reckelberg

### 3. Personnel Committee

[25-0522](#)

Resolution to Approve Seasonal Employment Pay Rates for 2026

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

**Aye:** 8 - Dunbar, Cummings, Brey, DeBaets, Anderson, Schlei, Sitkiewitz and Reckelberg

[25-0524](#)

Resolution to Approve New and Revised Job Descriptions in the Department of Public Infrastructure - Zoo Reorganization

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

**Aye:** 8 - Dunbar, Cummings, Brey, DeBaets, Anderson, Schlei, Sitkiewitz and Reckelberg

[25-0532](#)

Resolution to Approve Revised Job Description for Associate Planner in the Community Development Department

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

**Aye:** 8 - Dunbar, Cummings, Brey, DeBaets, Anderson, Schlei, Sitkiewitz and Reckelberg

#### **4. Public Infrastructure Committee**

[25-0525](#) Engineering Services Contract with the WI DOT and JT Engineering for the design of E. Albert Dr. - Johnston Dr. to Mirro Dr. Reconstruction

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

**Aye:** 8 - Dunbar, Cummings, Brey, DeBaets, Anderson, Schlei, Sitkiewitz and Reckelberg

[25-0526](#) Resolution Authorizing the Removal of Three (3) Non-ornamental Street Lights at the 1000 Block of S. 10th St.

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

**Aye:** 8 - Dunbar, Cummings, Brey, DeBaets, Anderson, Schlei, Sitkiewitz and Reckelberg

[25-0527](#) Amendment #1 to WEM State-Local Building Resilient Infrastructure & Communities Agreement 2022 BRIC Grant, City of Manitowoc Flood Control Design

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

**Aye:** 8 - Dunbar, Cummings, Brey, DeBaets, Anderson, Schlei, Sitkiewitz and Reckelberg

#### **5. Public Safety Committee**

#### **6. Plan Commission**

**25-0530** Resolution Approving the Discontinuance of a Portion of an Un-named Street, in the Interest of the Public, Pursuant to Wis. Stat. 66.1003(4)

**Moved by Brey, seconded by Cummings, that this Resolution be introduced referred to the Plan Commission. The motion carried by the following vote:**

**Aye:** 8 - Dunbar, Cummings, Brey, DeBaets, Anderson, Schlei, Sitkiewitz and Reckelberg

#### **J. OTHER BUSINESS**

#### **K. ADJOURN**

**A motion was made by Cummings, seconded by Sitkiewitz, that this meeting be adjourned at 6:57 p.m. The motion carried by the following vote:**

**Aye:** 8 - Dunbar, Cummings, Brey, DeBaets, Anderson, Schlei, Sitkiewitz and Reckelberg

**Mackenzie Reed  
City Clerk**

