



City of Manitowoc

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

Meeting Minutes

Common Council

Monday, March 19, 2018

6:30 PM

Council Chambers

A. CALL TO ORDER

B. ROLL CALL

Alders Present: 9 - Dave Soeldner, Jim Brey, Scott McMeans, Eric Sitkiewitz, Lee H. Kummer, Steven Czekala, Jeremiah Novak, Todd Lotz and Rhienna Gabriel

Alders Absent: 1 - Mike Howe

C. PLEDGE OF ALLEGIANCE & INVOCATION

D. PRESENTATIONS

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

[18-0239](#)

Mayor to make the following appointments: Re-appointments to Harbor Commission: Dave Luckow, Ted Jennejohn, and Doug Borys all for a three year term ending June 1, 2021. Re-appointments to Cemetery Commission: Ted Dirkman, Kent Salomon, and Eric Zabel all for a four year term ending April 30, 2022.

Attachments: [18-0239](#)
[18-0239 \(2\)](#)

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

Aye: 9 - Soeldner, Brey, McMeans, Sitkiewitz, Kummer, Czekala, Novak, Lotz and Gabriel

H. CONSENT AGENDA

1. Removal of Consent Agenda Items

Alderman Brey removed item 18-0200 from the Consent Agenda to be taken up at a later meeting.
Clerk's Note: Item 18-0203 removed from the Consent Agenda to be taken up at a later meeting.

Approval of the Consent Agenda

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

Aye: 9 - Soeldner, Brey, McMeans, Sitkiewitz, Kummer, Czekala, Novak, Lotz and Gabriel

2. Miscellaneous

[18-0236](#) Minutes of February 19, 2018 Council meeting, recommending approval and place on file.

Attachments: [18-0236](#)

3. Committee of the Whole (Consent)

[18-0275](#) Report of Special Events Committee relative to approval of the following events: Run4Hope on 5/11/18; WAIVER OF FEES - Bay Lakes Council - Boy Scouts Series of Meetings on 2/22/18 & 3/3/18; WAIVER OF FEES - Young Professionals of Manitowoc County on 4/26/18; WAIVER OF FEES - Hike/Canoe/Kayak/Yoga Event on 9/15/18; Spring Scouting Event on 3/29/18; Children's Safety Network Family Fun Night on 4/27/18; Safety Patrol Picnic on 5/16/18 (Rain Date 5/17/18); Manitowoc Sunrise Rotary Run on 10/20/18; recommending acceptance of report and place on file.

Attachments: [18-0275](#)

[Run4Hope](#)

[Bay Lakes Council - Boy Scouts Meetings](#)

[Young Professionals of Manitowoc County](#)

[Hike, Canoe, Kayak, Yoga Event](#)

[Spring Scouting Event](#)

[Children Safety Network Family Fun Night](#)

[Safety Patrol Picnic](#)

[Sunrise Rotary Run](#)

4. Finance Committee (Consent)

[16-0930](#) Lowe's Home Centers, LLC Summons and Complaint 2016 Assessment, 16 CV 367, with Order for Dismissal attached. Recommending acceptance and placing on file.

Attachments: [20160930011958189](#)

[Order for Dismissal 16 CV 367](#)

[18-0235](#) Minutes of the Manitowoc Public Utilities Commission Meeting of Monday, January 22, 2018. Recommending acceptance and place on file.

Attachments: [18-0235](#)

[18-0243](#) Minutes of the February 8, 2018 Finance Committee meeting. Recommending acceptance and place on file.

Attachments: [MeetingMinutes 08-Feb-2018](#)

[18-0244](#) General City Claims in the amount of \$3,417,052.64 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: [18-0244](#)

[2-23-18](#)

[3-2-18](#)

[3-9-18](#)

[3-16-18](#)

5. Personnel Committee (Consent)

6. Public Infrastructure Committee (Consent)

[18-0211](#) Manitowoc Public School District Annual Ball Diamond Agreement, recommending approval.

Attachments: [18-0211](#) [201802221520](#)

[18-0212](#) Junior Ships Annual Ball Diamond Agreement, recommending approval.

Attachments: [18-0212](#) [201802221521](#)

[18-0214](#) DNR MS4 Annual Permit - 2017 Accomplishments, recommended approving permit.

Attachments: [18-0214](#) [201802221508](#)

[201802221508](#)

[18-0215](#) Request for Sanitary Sewer Extension on North Rapids Road, recommending approving the request as part of the 2019 Budget.

Attachments: [18-0215](#) [201802221515](#)

[18-0218](#) 2018 Movable Bridge Inspection Proposal, recommending approval.

Attachments: [18-0218_201802231014](#)
[18-0218_201802231045](#)

[18-0219](#) Forty-two Properties LLC and City of Manitowoc Parking Lease, recommending approving a lease for 2 stalls on 9th and Jay Street Lot through May 31, 2018.

Attachments: [1134](#)
[1135, 1136, 1137](#)
[1139](#)
[1141](#)
[1142](#)
[1143](#)
[S. 9th & Jay St. Lot](#)

[18-0221](#) Request for Painted Parking Lines at 910 North 8th Street, recommending approving.

Attachments: [18-0221_201802231146](#)

[18-0222](#) Request for Downtown Snow Pickup Extension to clear snow at 1102 South 8th Street, recommending denying request.

Attachments: [18-0222_201802231149](#)

[18-0240](#) Report of Board of Public Works of 02/21/2018 for 1st and Final payment of \$28,152.00 to Kaeden Services, Inc. for Carpet Replacement at Rahr West Art Museum, WB-17-24, recommending payment.

Attachments: [18-0240](#)

[18-0259](#) Report of Board of Public Works of March 7, 2018, of quotes received for Ready Mix Concrete for 2018 Construction Season, Project QM-18-1, recommending awarding to low quoter, Carew Concrete & Supply Co., Inc. in the amount of \$88,625.00.

Attachments: [18-0259](#)
[QM-18-1 Quote Tab](#)

[18-0260](#) Report of Board of Public Works of March 7, 2018 of approval to enter into a contract with Chris Lewis Tree Surgery to cut and remove 10 trees at various locations for a contract sum of \$9,850.00. Recommending acceptance and place on file.

Attachments: [18-0260](#)

[18-0261](#) Report of Board of Public Works of March 7, 2018, of bids received for Miracles Park Poured-in-Place Playground Safety Surfacing (Phase II), Project WS-18-12, recommending awarding to low bidder, Seiler Bros. Construction Inc. in the amount of \$99,049.70.

Attachments: [18-0261](#)
[WS-18-12 Bid Tab](#)

[18-0262](#) Report of Board of Public Works of March 7, 2018, of bids received for Remove & Replace Existing Sidewalk, Project WS-18-3, recommending awarding to low bidder, Seiler Bros. Construction Inc. in the amount of \$142,477.50.

Attachments: [18-0262](#)
[WS-18-3 Bid Tab](#)

7. Public Safety Committee (Consent)

[18-0241](#) Contract with Spectrum Pyrotechnics, Inc. for St. Patrick's Day fireworks display on March 17, 2018. Recommending acceptance and place on file.

Attachments: [18-0241](#)

8. Plan Commission (Consent)

I. COMMITTEE REPORTS

1. Committee of the Whole

[18-0276](#) Report of Special Events Committee recommending approval for the following events subject to Council action: Memorial Day Parade & Ceremony on 5/28/18 (street closures for parade); HFM Maritime Marathon on 6/10/18 (Closure of lift bridge & one-way closure on Viebahn Street & Lakeside Blvd.; waiver of noise ordinance from 7 AM to 8 AM); Aliens in the Alley/Sputnikfest on 9/7/18-9/8/18 (Waiver of noise ordinance Friday until 11:30 PM; Street closures of Park St. from N 7th to 9th and N 8th from State to St. Clair; No parking on one side of N 9th from State - St. Clair).

Attachments: [18-0276](#)
[Memorial Day Parade](#)
[HFM Maritime Marathon](#)
[Sputnikfest](#)

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

Aye: 9 - Soeldner, Brey, McMeans, Sitkiewitz, Kummer, Czekala, Novak, Lotz and Gabriel

[18-0280](#) Resolution Authorizing Execution of the Department of Natural Resources Principal Forgiven Financial Assistance Agreement with the Department of Natural Resources for MPU Safe Drinking Water Loan Program loan.

Attachments: [2018-03-15 \(Ltr\) WDNR - Principal Forgiven Financial Assistance Agreement \(PFFAA\) Packet](#)

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

Aye: 9 - Soeldner, Brey, McMeans, Sitkiewitz, Kummer, Czekala, Novak, Lotz and Gabriel

2. Finance Committee

[18-0225](#) Eternal Flame Fund - Designated Fund Agreement with Lakeshore Community Foundation

Attachments: [Designated Agreement 2018-02-07 18-0225](#)

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

Aye: 9 - Soeldner, Brey, McMeans, Sitkiewitz, Kummer, Czekala, Novak, Lotz and Gabriel

[18-0226](#) Update regarding the 2018 financing plan including the issuance of approximately \$7,005,000 Note Anticipation Notes to fund 2018 capital projects (March 2018) and approximately \$8,855,000 General Obligation Refunding Bonds to refund the Note Anticipation Notes and certain other debt of the City (August 2018)

Attachments: [prs capital financing plan_manitowoc 030618](#)

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

Aye: 9 - Soeldner, Brey, McMeans, Sitkiewitz, Kummer, Czekala, Novak, Lotz and Gabriel

[18-0256](#) Resolution Authorizing the Issuance of \$7,005,000 General Obligation Promissory Notes and the Issuance and Sale of \$7,005,000 Note Anticipation Note in Anticipation Thereof

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

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

Aye: 9 - Soeldner, Brey, McMeans, Sitkiewitz, Kummer, Czekala, Novak, Lotz and Gabriel

[18-0279](#) Scope of Engagement relative to Proposed Issuance of \$7,005,000 City of Manitowoc Note Anticipation Note

Attachments: [Scope of Engagement](#)

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

Aye: 9 - Soeldner, Brey, McMeans, Sitkiewitz, Kummer, Czekala, Novak, Lotz and Gabriel

[18-0246](#) Request to increase 2018 Budgeted amount by up to \$11,000 for replacement of Washington Park Electronic Sign (2018 budget \$20,000, current estimate \$31,000) funding to come from Room Tax Reserves

Attachments: [Washington Park New Sign-Purchase](#)

After some discussion, it was decided to bring this item to the Finance Committee for more discussion, and then bring back to the Common Council.

3. Personnel Committee

[18-0178](#) Resolution establishing the health insurance coverage offered by the City in 2019 will be the City insurance plan, unless otherwise required by collective bargaining agreements.

Attachments: [18-0178](#)

[CS page from retiree booklet](#)

[Email Central States Council 2.15.18](#)

[Email CS Retiree Benefits 2.15.18](#)

[Email Central States and 2019 Benefits 2.07.18](#)

[2017 2018 2019 Part Agreement Central States NOT SIGNED](#)

[2018 DPW Wage Agreement final](#)

[Central States Employer Participation Agreement 2004](#)

[Central States Participation Agmt Term Request 2018](#)

[2017 2018 Central States participation agreement NOT SIGNED](#)

[City of Manitowoc DPW Central States Participation Agreement 2004](#)

[Central States Response 2.27.18.pdf](#)

[Central States Response 2.19.18.pdf](#)

**Moved by Sitkiewitz, seconded by Czekala, that this Resolution be placed on file.
The motion carried by the following vote:**

Aye: 9 - Soeldner, Brey, McMeans, Sitkiewitz, Kummer, Czekala, Novak, Lotz and Gabriel

[18-0274](#) Resolution to Reclassify Engineering Technician II to GIS/Land Records Analyst

Attachments: [18-0274](#)

[Clean JD - GIS Land Records Analyst \(formerly Eng Tech II\) 2018](#)

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

Aye: 9 - Soeldner, Brey, McMeans, Sitkiewitz, Kummer, Czekala, Novak, Lotz and Gabriel

4. Public Infrastructure Committee

[18-0237](#) Annual Request from David Naidl to place crosses at Evergreen Cemetery March 24, 2018 through April 2, 2018.

Attachments: [18-0237](#)

Moved by Kummer, seconded by Soeldner, that this Request be approved. The motion carried by the following vote:

Aye: 9 - Soeldner, Brey, McMeans, Sitkiewitz, Kummer, Czekala, Novak, Lotz and Gabriel

[18-0273](#) Resolution approving Three Year Harbor Development Statement of Intentions for 2018-2020.

Attachments: [18-0273](#)

[2018_Harbor_Improvements_3_yr_Intentions_MAP
statement of intentions 2018](#)

Moved by Kummer, seconded by Soeldner, that this Resolution be adopted. The motion carried by the following vote:

Aye: 9 - Soeldner, Brey, McMeans, Sitkiewitz, Kummer, Czekala, Novak, Lotz and Gabriel

[18-0277](#) Temporary Access Easement Agreement Over Unimproved Right-of-Way Agreement with Brent Hansen for property on Homestead Road

Attachments: [Brent Hansen Easement Agreement](#)

Moved by Kummer, seconded by Soeldner, that this Easement be entered into. The motion carried by the following vote:

Aye: 9 - Soeldner, Brey, McMeans, Sitkiewitz, Kummer, Czekala, Novak, Lotz and Gabriel

5. Public Safety Committee

[17-1217](#) An Ordinance to create Section 14.180 of the Manitowoc Municipal Code regulating Security Cameras at Convenience Stores.

Attachments: [An Ordinance to create Section 14.180 of the Manitowoc Municipal Code regulating Security Cameras at Convenience Stores.](#)

Moved by Soeldner, seconded by Czekala, that this Ordinance be placed on file. The motion carried by the following vote:

Aye: 9 - Soeldner, Brey, McMeans, Sitkiewitz, Kummer, Czekala, Novak, Lotz and Gabriel

[18-0253](#) Manitowoc Sex Offender Residency Board Appeal for Christopher Klein.

Moved by Soeldner, seconded by Czekala, that this Request be denied. The motion carried by the following vote:

Aye: 9 - Soeldner, Brey, McMeans, Sitkiewitz, Kummer, Czekala, Novak, Lotz and Gabriel

[18-0254](#) EMS LifeQuest billing dispute for Troy Duckett.

Moved by Soeldner, seconded by Czekala, that this Request be denied. The motion carried by the following vote:

Aye: 9 - Soeldner, Brey, McMeans, Sitkiewitz, Kummer, Czekala, Novak, Lotz and Gabriel

6. Plan Commission

[18-0196](#) PC 6-2018: Schultz, Request for a Conditional Use Permit for the Establishment of a Micro-Blading Establishment at 2510 Washington Street

Attachments: [18-0196 PC Report CUP 2510 Washington St](#)
[18-0196 Schultz CUP Microblading](#)

Moved by Brey, seconded by McMeans, that the City Clerk call for Public Hearing on this item on April 16, 2018:

Aye: 9 - Soeldner, Brey, McMeans, Sitkiewitz, Kummer, Czekala, Novak, Lotz and Gabriel

[18-0206](#) PC 3-2017: Knutson / Terp; Request for a Conditional Use Permit for an Open Sales Lot located at 2020 Dufek Drive.

Attachments: [18-0206 PC report annual review 2018](#)
[18-0206 Terp Open Sales Lot](#)

Moved by Brey, seconded by McMeans, that the City Clerk call for Public Hearing on this item on April 16, 2018:

Aye: 9 - Soeldner, Brey, McMeans, Sitkiewitz, Kummer, Czekala, Novak, Lotz and Gabriel

J. OTHER BUSINESS

K. ADJOURN

Moved by McMeans, seconded by Brey, that this meeting be adjourned at 7:08 pm. The motion carried by the following vote:

Aye: 9 - Soeldner, Brey, McMeans, Sitkiewitz, Kummer, Czekala, Novak, Lotz and Gabriel

Deborah Neuser
City Clerk