



City of Manitowoc

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

Meeting Agenda

Common Council

Monday, May 20, 2024

6:30 PM

Council Chambers

Note: This meeting will also be held via remote conferencing software (Zoom)

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: 840 4626 1574 Password: 205371.

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

[24-1468](#) Proclamation declaring the month of May 2024 as Building Safety Month

Attachments: [Building Safety Month Proclamation](#)

[24-1469](#) Proclamation declaring the week of May 19th - May 24th, 2024 as National Travel and Tourism Week

Attachments: [National Travel and Tourism Week Proclamation](#)

E. PUBLIC HEARINGS

[24-1470](#) Public Hearing to be held at 6:30 p.m. relating to proposed revenue

bond financing for The Manitowoc Lutheran High School Federation, Incorporated

[24-1471](#)

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 R-4 Single - and Two-Family Residential to B-2 Neighborhood Business for the north half of property located at 1710 and 1716 Western Avenue (Tax Parcel #'s 000192150 & 000192151)

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

[24-1523](#)

State of the City Address

[24-1518](#)

Mayor makes appointments to various committees

Attachments:

[Appointments for 5-20-24 - To Council](#)

[Citizen Appointments](#)

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

[24-1472](#)

Minutes of the April 15, 2024 Common Council meeting; recommending approval and place on file

Attachments:

[Common Council Minutes 4-15-24](#)

[24-1473](#)

Minutes of the April 16, 2024 Common Council Organizational Session, recommending approval and place on file

Attachments:

[Common Council Minutes 4-16-24 \(Organizational Session\)](#)

[24-1474](#)

Minutes of the May 9, 2024 Common Council Special Meeting, recommending approval and place on file

Attachments:

[Common Council Minutes 5-9-2024 \(Special Meeting\)](#)

[24-1475](#)

Resignation from Debra Meyer from the Industrial Development Corporation effect 6/1/2024; recommending acceptance and place on

file

Attachments: [IDC Resignation - Meyer](#)

[24-1476](#) Resignation from Nate Hay from Crime Prevention Committee effective 6/1/2024; recommending acceptance and place on file

Attachments: [Crime Prevention Resignation - Hay](#)

3. Committee of the Whole (Consent)

[24-1519](#) Report of Special Events Committee relative to approval of the following events: Manitowoc Breakwater Lighthouse Tours/Open House on 7/4/2024; Silver Cup XXIV Disc Golf Tournaments on 7/11/2024-7/14/2024 and 7/27/2024-7/28/2024; Gumby's Glow Run/Walk on 7/13/2024; Assumption in the Park on 8/15/2024; Trunk or Treat on 10/22/2024; Mid Mod Manitowoc Christmas in July on 7/12/2024; recommending approval

Attachments: [SEC Acted On 041124 to 051524](#)
[SE - Manitowoc Breakwater Lighthouse Tours-Open House](#)
[SE- Silver Cup XXIV Disc Golf Tournament](#)
[SE - Gumby's Glow Run-Walk](#)
[SE - Assumption in the Park](#)
[SE - Trunk or Treat](#)
[SE - Mid Mod Manty-Christmas in July](#)

[24-1520](#) Report of Special Event Committee relative to the approval of the following waiver of fees: Amvets Post 99 Memorial Day Picnic on 5/27/2024; Manitowoc County Drug Court Picnic on 8/18/2024; Breakfast on the Farm on 6/9/2024; recommending approval

Attachments: [SEC Acted on Waiver of Fees 041124 to 051524](#)
[Waiver of Fees - Amvets Post 99 Memorial Day Parade](#)
[Waiver of Fees - Manitowoc County Drug Court Picnic](#)
[Waiver of Fees - Breakfast on the Farm](#)

4. Finance Committee (Consent)

[24-1441](#) Statement of the Board of Canvassers relative to the April 2, 2024 Spring Election for Municipal Judge and Alderpersons in Districts 4, 5, 6, 8, & 9; recommending to accept and place on file

Attachments: [Canvass statement 4-2-24](#)

[24-1483](#) General City Claims in the amount of \$8,039,136.43 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](#)
[4-12-2024](#)
[4-19-2024](#)
[4-26-2024](#)
[5-3-2024](#)
[5-10-2024](#)

[24-1506](#) 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 approval

Attachments: [Licensing Report](#)

5. Personnel Committee (Consent)

6. Public Infrastructure Committee (Consent)

[24-1335](#) PC 1-2024: Request for a Gas Easement; Wisconsin Public Service Corporation, parts of Lots 9 and 10, Block 175 Original Plat. (Parcel # 000-175-100), recommending approval based on Engineering review

Attachments: [WPS Easement for Parking Lot on Maritime Drive](#)

[24-1423](#) Agreement with CN Railroad for Track Removal on N. 18th & Michigan Avenue, recommending approval

Attachments: [24 1423 CN Railroad Agreement for Track Removal N 18th -Michigan](#)
[Agreement to resurface Michigan Ave including crossing](#)
[Agreement to resurface N 18th Street including crossing](#)

[24-1424](#) South 19th Street Pumping Station Rehabilitation Amendment #1 for Task Order 22-04, recommending approval

Attachments: [24-1424 STRAND S 19TH PUMPING STATION AMENDMENT TO TO 22-04](#)

[24-1428](#) City Facility Usage and Maintenance Agreement Between City of Manitowoc and Roncalli Catholic Schools, recommending approving with removal of sentence by City Attorney to remove "The City will place these funds in a designated account for the maintenance of facilities used by RCS."

Attachments: [Memo for PI Committee RCS Facility Usage and Maintenance Agreement](#)
[RCS facility use agreement 2024](#)
[FINAL RCS FACILITY USE AGREEMENT 2024](#)

[24-1489](#) Report of Board of Public Works of 5/8/2024 of approval to enter into an Agreement with Hartman's Towne & Country Greenhouse, Inc for 2024-2026 Flower Planting in various areas downtown; recommending acceptance or report and place on file

- Attachments:** [Report of BPW Downton Planters and Hanging Basket Flower Contract](#)
[Memo - Downtown Planters and Hanging Baskets](#)
- [24-1490](#) Report of Board of Public Works of 5/8/2024 for 2nd & final payment of \$6,594.70 to Green Bay Pipe & TV, for 2024 Televising Miscellaneous Sewers I, WU-24-5; recommending payment
- Attachments:** [Report of BPW WU-24-5](#)
- [24-1491](#) Progress Invoice from the Wisconsin Department of Transportation; recommending payment
- Attachments:** [DOT Invoice 395-0000349229](#)
- [24-1497](#) Request for Sidewalk Privilege Agreement with Wisconsin Aluminum Foundry, Co., Inc., for Aluminum Sun Shade System at 838 S 16th Street; recommending entering into the agreement
- Attachments:** [Sidewalk Privilege Agreement w-Exhibit A](#)
[WAF_Sidewalk Privilege Documents](#)
[Report from BPW - WAF SPA](#)
- [24-1498](#) Report of Board of Public Works of 4/24/2024, of bids received for 2024 Epoxy Painting - Pavement Marking Program - Project #WS-24-9; recommending awarding to low bidder Brickline Inc Madison, in the amount of \$49,996.35
- Attachments:** [Report of BPW WS-24-9](#)

7. Public Safety Committee (Consent)

- [24-1288](#) Traffic concern/property damage at 823 North 9th Street; recommending the installation of ground mount reflective delineator posts along the curve's terrace.
- Attachments:** [823 N 9TH ST - PHILIPP STRAZNY](#)
[823 N 9TH ST - 01-01-2018-12-28-23](#)
[EMAIL COMMUNIATION](#)
[G Minikel Email re Sign Quotes](#)
[Manitowoc LED Flashing Warning Signs \(Flash 24-7\)](#)
[Manitowoc LED Flashing Warning Signs \(With Radar Activation\)](#)
[Warning-Sign-datasheet-20191105](#)
[N. 9th St. - Notification Map](#)
[N 9TH ST - NOTIFICATION LETTER](#)
[Public Comment - Ronald + Linda Jurgens](#)
[Public Comment - Tanya Koehler](#)
- [24-1459](#) Sex Offender Residency Board Appeal for Adam Christel; recommending approval for 90 days in a TLP home

- [24-1462](#) Maniwoc Fire Rescue Billing Dispute, call # 23-4724; recommending to deny the dispute
- [24-1463](#) Maniwoc Fire Rescue Billing Dispute, call # 23-2842; recommending to deny the dispute
- [24-1464](#) Maniwoc Fire Rescue Billing Dispute, call # 24-1002; recommending to deny the dispute

8. Plan Commission (Consent)

I. COMMITTEE REPORTS

1. Committee of the Whole

- [24-1467](#) Gravel Pit
- [24-1517](#) Amendment to AECOM Agreement - Supplemental Task Order Balance of 2024 Services Former Town of Newton Gravel Pit
- Attachments:** [AECOM Supplemental Task Order Balance of 2024 Services](#)
- [24-1521](#) Report of Special Events Committee recommending approval for the following events subject to Council Action: Maritime Bay Classic on 6/16/2024 (Road Closure: Part of N 8th Street, State Street, N 7th Street, Chicago Street, Buffalo Street, York Street and N 6th Street); Wisconsin Sand Sculpting Festival on 7/15/2024 - 7/22/2024 (Extension of park hours for overnight security); NEWGLSF Salmon Derby on 7/4/2024 - 7/7/2024 (Waiver of sound ordinance); Kiwanis Car/Truck/Motorcycle Show on 8/10/2024 (Waiver of alcohol in Washington Park); Food Truck Rally at PetSkull Brewing on Tuesdays in June, July & August (Road closure of N 11th Street Blvd adjacent to PetSkull Brewing); Zoo Snooze on 8/10/2024 - 8/11/2024 (Waiver of park hours); Fourth on the Shore on 7/4/2024 (Road closure for parade and lane closure on Maritime Drive for parking; waiver of sound ordinance)
- Attachments:** [SEC Council Approval 041124 to 051524](#)
[SE - Maritime Bay Classic](#)
[SE - Wisconsin Sand Sculpting Festival](#)
[SE - NEWGLSF Salmon Derby](#)
[SE - Kiwanis Car-Truck-Motorcycle Show](#)
[SE - Food Truck Rally at PetSkull Brewing](#)
[SE - Zoo Snooze](#)
[SE - Fourth on the Shore](#)
- [24-1524](#) Residency Disqualification of District 1 Alderperson Vanderkin

Attachments: [State v Vanderkin 24 CM 158](#)
[External Document for tonight's CoW](#)
[2024CM000158 Case Details in Manitowoc County](#)

2. Finance Committee

[24-1440](#) 1st Qtr. 2024 Claims Report from City Attorney's Office

Attachments: [Jan-March 2024 Claims Report to Finance Committee](#)

[24-1442](#) Cigarette, Tobacco & Electronic Vaping Device Retail License Application (CIG-2344) for P. Berlin dba 920 CBD LLC

Attachments: [CIG-2344 License for P. Berlin dba 920 CBD LLC](#)

[24-1443](#) One Year Operators License OP1-23019 for B. Newcomer

Attachments: [License OP1-23019 - B. Newcomer](#)

[24-1444](#) Two Year Operators License #230395 for C. Trost

Attachments: [License #230395 - C.Trost](#)

[24-1445](#) Cigarette, Tobacco & Electronic Vaping Device Retail License Application (CIG-2420) for K. Jacquart DBA Puff Stuff

Attachments: [CIG-2420 for K. Jacquart dba Puff Stuff](#)

[24-1447](#) Resolution from Manitowoc Public Utilities for Phase IV of Ornamental Lighting at River Point Development

Attachments: [2024-04-16 LTR \(Adam Tegen\) Resolution for Ornamental Lighting River Point](#)
[Map - River Point](#)

[Resolution-Ornamental Lighting River Point Development Phase 4 - 100% City](#)

[24-1448](#) Resolution from Manitowoc Public Utilities for Ornamental Lighting at York and Maritime

Attachments: [2024-04-16 LTR \(Adam Tegen\) Resolution for Ornamental Lighting York and M](#)
[Map - York and Maritime](#)

[Resolution-Ornamental Lighting York and Maritime - 0% City Contribution](#)

[Final Resolution-Ornamental Lighting York and Maritime - 0% City Contribution](#)

[24-1450](#) Rahr-West Art Museum Legacy Paver Program

Attachments: [Memo to Finance re approval of RWAM Legacy Paver Program 5.24](#)
[Paver Order Form DRAFT](#)

[24-1478](#) Request from Chewy's LLC for a temporary extension of premise for the sale of liquor and/or beer on the sidewalk area on the north side of Chewy's (facing Buffalo St) on June 16, 2024 from the hours of 10:00

a.m. - 8:00 p.m.

Attachments: [Chewy's Extension of Premise - Maritime Bay Classic](#)

[24-1479](#) Request from PetSkull Brewing for a temporary extension of premise for the sale of liquor and/or beer on the North 11th Street boulevard between Buffalo Street and York Street on Tuesdays in June from 4:30 p.m. - 8:30 p.m.

Attachments: [PetSkull Extension of Premise - Food Truck Tuesdays](#)

[24-1480](#) Request from PetSkull Brewing for a permanent extension of premise for the sale of liquor and/or beer on the PetSkull leased grass lot on the corner of North 11th and Buffalo Street

Attachments: [PetSkull Extension of Premise - Leased Lot](#)

[24-1481](#) Request from Manitour Pedalers for Quadricycle (Pedal Pub) revised route

Attachments: [Manitour Pedalers Route Request](#)
[Manitour Pedalers Coffee Crawl Route](#)
[Manitour Pedalers Police Input](#)

[24-1482](#) Scope of Engagement Re: Proposed Issuance of Approximately \$17,800,000 City of Manitowoc (the "City") Sewerage System Revenue Bonds, Series 2024 (Clean Water Fund Loan)

Attachments: [Manitowoc C of - 2024 CWF-Scope Letter](#)

[24-1504](#) Consideration of "Final Resolution Regarding Revenue Bond Financing for The Manitowoc Lutheran High School Federation, Incorporated"

Attachments: [4871-1001-2335.3 Final Resolution - Manitowoc Lutheran High School](#)
[4883-3346-7070.1 COMPARE Final Resolution - Manitowoc Lutheran High Sch](#)

[24-1507](#) Request from Chewy's LLC for a temporary extension of premise for the sale of liquor and/or beer on the sidewalk area on the north side of Chewy's (facing Buffalo St) on June 22nd, 2024 from the hours of 4:00 p.m. - 10:00 p.m.

Attachments: [Chewy's Extension of Premise - June 22](#)

[24-1511](#) MFRD Capital Equipment Purchasing Plan Reallocating

Attachments: [Memo from Chief B re Request Plan](#)
[Chief B. Email](#)
[MFRD Finance Adjustment Request PowerPoint](#)

[24-1512](#) Agreement with WI DOA for Wisconsin Help for Homeowners Program

Attachments: [Email from City Clerk](#)
[Non Loan Servicer Vendor Agreement V5](#)

[24-1513](#) Ordinance to amend Section 17.090 of the Manitowoc Municipal Code regulation Water Laterals

Attachments: [ORDINANCE TO AMEND 17.090 ADDITIONAL REQUIREMENTS- FINAL 1](#)

[24-1515](#) Ordinance to amend Section 12.110 of the Manitowoc Municipal Code regulating Water Laterals

Attachments: [ORDINANCE TO AMEND 12.110 WATER LATERALS- FINALS](#)

[24-1516](#) Ordinance to create Section 12.120 of the Manitowoc Municipal Code regulating Private Lead Service Line (LSL) Replacement Financing

Attachments: [ORD TO CREATE 12.120 LSL REPLACEMENT FINANCING- FINAL](#)
[Memo from MPU R. Michaelson to MPU Commission about LSL Alt Pledge](#)
[2024-05-09 DRAFT City LSL Loan Agreement - Example](#)

3. Personnel Committee

[24-1477](#) Resolution for Seasonal Employment of Supervisory Personnel Relatives

Attachments: [Memo Seasonal hiring of relatives 05.2024](#)
[Res to hire related seasonals for seasonal employment 2024](#)

4. Public Infrastructure Committee

[24-1425](#) Resolution - Levy Special Assessments for Sanitary Sewer Extension and Grading & Graveling on Summit Street and South 19th Street (Popp Sub'd 4)

Attachments: [Preliminary Resolution Declaring Intent to Levy Special Assessment for Popp St](#)

[24-1426](#) State Highway 42 Reconstruction Project (Washington Street & Calumet Avenue)

Attachments: [24 1426 STH 42 - Washington & Calumet](#)

[24-1427](#) IRA Urban Forestry Grant Resolution

Attachments: [Memo for PI Committee IRA - UF Grant](#)
[IRA URBAN FORESTRY GRANT RESOLUTION 1](#)
[MEMO TO COMMON COUNCIL RE 24-1427 MINUTES](#)
[E-mail - Reckelberg](#)

[24-1492](#) Request to have Lincoln Park's tennis courts 1, 2, & 3 named after Robert Feller

Attachments: [Lincoln Park's Tennis Courts Naming Request](#)
[Sample Sign](#)

[24-1493](#) Temporary Access Easement Agreement Over Unimproved

Right-of-Way of S 12th Street and Viebahn Street for parcel 715-002-080 (Krueger)

Attachments: [Temporary Access Easement Agreement Over Unimproved Right-of-Way - Krue](#)

[24-1494](#) Temporary Access Easement Agreement Over Unimproved Right-Of-Way of S 12th Street and Viebahn Street for parcel 715-002-020 (K & C Rentals, LLC)

Attachments: [Temporary Access Easement Agreement Over Unimproved Right-of-Way - Nos](#)

[24-1495](#) Ordinance to amend Section 8.230 of the Manitowoc Municipal Code regulating Regulations of Parks and Related Facilities

Attachments: [8.230 REGULATION OF PARKS AND FACILITIES ORDINANCE REVISION- F MEMO TO COMMON COUNCIL RE MMC 8.230 REVISION](#)

5. Public Safety Committee

[24-1460](#) Ordinance to amend Section 11.180 of the MMC regulating Commercial Quadricycles (Pedal Pubs).

Attachments: [TO COMMITTEE ORDINANCE TO AMEND 11.180 COMMERCIAL QUADRICY](#)
[FINAL ORDINANCE TO AMEND 11.180 COMMERCIAL QUADRICYCLES \(PE](#)

[24-1514](#) Ordinance to amend Section 10.390 of the Manitowoc Municipal Code regulating parking on Dewey Street

Attachments: [ORD AMEND PARKING PROHIBITED ON DEWEY ST- FINAL](#)

6. Plan Commission

[24-1416](#) PC 9-2024: Kapsch; Request to Purchase City-Owned Property located on Riverview Drive. (Parcel #615000010)

Attachments: [24-1416 Report to Council Kapsch](#)
[24-1416 PC Report Kapsch](#)

[24-1496](#) Ordinance to Rezone Property located at 1710 and 1716 Western Avenue from R-4 Single and Two Family Residential to B-2 Neighborhood Business

Attachments: [24-1415 Report to Council Crawson LLC R-4 to B-2](#)
[ORDINANCE PC 8-2024 CRAWSON LLC R-4 TO B-2](#)

J. OTHER BUSINESS

K. ADJOURN

1.Next Scheduled Common Council Meeting: Monday, June 17, 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