



City of Manitowoc

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

Meeting Minutes

Common Council

Monday, December 20, 2021

6:30 PM

Council Chambers

Note - Meeting will also be available via Remote Conferencing (Zoom)

A. CALL TO ORDER

B. ROLL CALL

Alders Present: 10 - Jim Brey, Eric Sitkiewitz, Steven Czekala, Bill Schlei, Brett Vanderkin, John Brunner, Chad Beeman, Michael Cummings, Tim Boldt and Todd Reckelberg

C. PLEDGE OF ALLEGIANCE & INVOCATION

D. PRESENTATIONS

[21-1083](#) Swearing in of Police Department Facility K9 Mali

[21-1200](#) Lakeshore Holiday Parade Awards

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

[21-1214](#) Appointments by Mayor of election inspectors and nursing home deputies in the City of Manitowoc for the ensuing two year term from 1/1/2022 to 12/31/2023

Clerk Note: Mayor Nickels appointed Violet Salley and Nicole Palama to the Crime Prevention Committee for an indefinite term.

Moved by Czekala, seconded by Sitkiewitz, that these Appointments be confirmed. The motion carried by the following vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

H. CONSENT AGENDA

1. Removal of Consent Agenda Items

None

Approval of the Consent Agenda

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

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

2. Miscellaneous

- [21-1196](#) Minutes of November 15, 2021 Common Council meeting, recommending approval and place on file
- [21-1199](#) Resignation from Jill Hennessey from Police and Fire commission effective December 22, 2021, recommending acceptance and place on file
- [21-1202](#) Communication from the Office of the Public Service Commission of Wisconsin relative to the Notice of Investigation to consider the application of the City of Manitowoc, as an electric public utility for annual updates to their parallel generation buyback rates; recommending to place on file

3. Committee of the Whole (Consent)

- [21-1206](#) Waiver of retirement notice timeline for DPI employee; recommending to adopt the Committee of the Whole recommendation
- [21-1213](#) Report of Special Events Committee relative to the approval of the following events: Evergleams on 8th St. - Trolley to the Trees on 12/4, 12/11 & 12/18/21; Cares Enough to Wear Pink 5K Walk/Run on 10/22/2022; Waiver of Fees: Monthly Fish & Game Meetings - 2022; recommending acceptance of report and place on file

4. Finance Committee (Consent)

- [21-1155](#) S & C Lowe's Home Centers, LLC Summons & Compliant For 2021 Tax Assessment, recommend to refer to the City Attorney.
- [21-1157](#) 2021 Poor Fund Report and Distribution, recommend to approve the recommendation from the City Clerk.
- [21-1159](#) Request to Rescind Tax Bills for Parcels 000173040, 000173080, & 000173160 Due to Exemption Error, recommend to approve the request.
- [21-1162](#) Parcels 45010050, 450010081, 450010091 (SKD Petroleum Properties) Interest of Purchase, recommend to accept and direct the City Attorney to negotiate the sale of the property.
- [21-1203](#) General City Claims in the amount of \$2,995,665.25 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.

[21-1205](#) 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

5. Personnel Committee (Consent)

6. Public Infrastructure Committee (Consent)

[21-1218](#) Report of Board of Public Works of December 1, 2021, of bids received for 2022 South 14th Street Lift Station & Force Main, Project WU-22-2, recommending awarding to low bidder, Vinton Construction Company in the amount of \$494,396.50

[21-1219](#) Report of Board of Public Works of 11/17/2021 for 5th and Final payment of \$20,316.42 to Vinton Construction for 2021 Concrete Paving, WS-21-1, recommending payment

[21-1220](#) Report of Board of Public Works of 11/30/2021 for 4th and Final payment of \$35,822.50 to Highway Landscapers, Inc. for 8th Street Installation of Trees, Grates & Planters, WS-21-14, recommending payment

[21-1221](#) Report of Board of Public Works of 11/30/2021 for 5th and Final payment of \$15,706.09 to Vinton Construction, Inc. for 2021 Concrete Paving IV - Broadway Street, WS-21-10, recommending payment

[21-1222](#) Report of Board of Public Works of 12/15/2021 for 4th and Final payment of \$4,859.70 to Vinton Construction, Inc. for 2021 N 8th Street New Sidewalk, WS-21-16; recommending payment

[21-1223](#) Report of Board of Public Works of 12/15/2021 for 5th and Final payment of \$12,932.11 to Vinton Construction, Inc. for N 8th Street & Maritime Dr Modifications to Green Space, WO-21-12; recommending payment

[21-1224](#) Report of Board of Public Works of 12/15/2021 for 3rd and Final payment of \$9,443.07 to Vinton Construction for 2021 York Street Parking Lot, WS-21-25; recommending payment

[21-1225](#) Report of Board of Public Works of 12/15/2021 for 4th and Final payment of \$5,029.46 to DeGroot, Inc for Sanitary & Storm Sewer Construction, WU-21-11; recommending payment

[21-1226](#) Various Progress Invoices from Wisconsin Department of Transportation for Waldo Blvd totaling \$5,269.79; recommending payment

[21-1231](#) Pay estimate number 1-Revised from JT Engineering for Manitowoc SIP Signal Design in the amount of \$6,295.97; recommending payment

7. Public Safety Committee (Consent)

[21-1187](#) Sex Offender Residency Board Appeal for Erin Driscoll; recommending to approve the request

- [21-1194](#) Discussion regarding the intersection of South 35th Street and Dewey Street; recommending to install advanced warning pedestrian signs and when data is provided and a traffic study is warranted / feasible conduct traffic study

8. Plan Commission (Consent)

I. COMMITTEE REPORTS

1. Committee of the Whole

- [21-1201](#) Agreement to Transfer the Wastewater Treatment Facility to Manitowoc Public Utilities

Moved by Czekala, seconded by Sitkiewitz, to enter into the agreement. The motion carried by the following vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

- [21-1204](#) Summons & Complaint from Manitowoc Area Visitors and Convention Bureau, Inc., The Hearty Olive, LLC, & WI Association of Convention and Visitor Bureaus, Inc. vs. City of Manitowoc and Manitowoc Room Tax Commission, Case 2021CV469.

Moved by Czekala, seconded by Sitkiewitz, to refer this Summons and Complaint to the City Attorney. The motion carried by the following vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

2. Finance Committee

- [21-1156](#) Amendment to Ordinance Section 11.100 of the Municipal Code to Update Mobile Food Truck Vendors Licenses

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

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

- [21-1158](#) Municipal Services Agreement Amendment between City of Manitowoc and Progress Lakeshore

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

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

- [21-1160](#) 2022 Budget Amendment(s), including updating assessed value to \$2,279,566,650

Moved by Brey, seconded by Sitkiewitz, to approve the budget amendment. The motion carried by the following vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

[21-1161](#) Downtown Residential Investment Grant Program Creation

Moved by Brey, seconded by Sitkiewitz, to approve the creation of the Downtown Investment Grant Program. The motion carried by the following vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

[21-1207](#) Ordinance to amend section 11.140 regulating Commercial Garbage Haulers

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

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

[21-1209](#) Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing

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

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

[21-1210](#) Correction of error from City Assessor for 855 River Bluff Dr., Parcel #238-005-050

Moved by Brey, seconded by Sitkiewitz, to rescind \$92,000 of improvement assessment for a total assessment value for property of \$133,300 and instruct Treasury to re-calculate the 2021 tax bill. The motion carried by the following vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

[21-1211](#) Report of City Clerk of summary of fees collected for leased parking stalls for the previous five lease years

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

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

[21-1212](#) Request from Mike Howe to allow a sale of portions of Union Square

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

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

[21-1208](#) Request for 3-month lease for Doneff's Schuette Building's parking stalls in the S. 9th & Jay Street Lot

Moved by Brey, seconded by Cummings, that this Request be approved. The motion failed by the following vote:

Aye: 3 - Brey, Beeman and Cummings

Nay: 7 - Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Boldt and Reckelberg

3. Personnel Committee

[21-1148](#)

Request to Approve Memo of Understanding with Teamsters Local 662 to Include Transit Driver/Utility Person Position

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

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

[21-1215](#)

Resolution to approve Employee Policy Manual Revisions

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

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

[21-1216](#)

Resolution to adjust DPI Laborers 2022 Wage Rate

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

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

4. Public Infrastructure Committee

[21-1227](#)

Resolution for City-Wide Sidewalk Construction & Repair program for 2022

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

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

[21-1228](#)

Resolution for Dust Palliatives 2022

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

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

[21-1229](#)

Resolution for 2022 Public Works Program

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

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

[21-1230](#) Facility use agreement with Manitowoc County ADRC

Moved by Brunner, seconded by Brey, to enter into the Agreement. The motion carried by the following vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

[21-1232](#) Vehicle Lease agreement with Assist to Transport for term ending December 31, 2026

Moved by Brunner, seconded by Brey, to enter into the Agreement. The motion carried by the following vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

[21-1233](#) Agreement between City of Manitowoc and Assist to Transport for Public transit Lease Agreement 2022-2026

Moved by Brunner, seconded by Brey, to enter into the Agreement. The motion carried by the following vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

5. Public Safety Committee

[21-1189](#) Joint Powers agreement between Manitowoc County Joint Dispatch Center and the City of Manitowoc effective March 1, 2022.

Moved by Schlei, seconded by Vanderkin, to enter into the Agreement. The motion carried by the following vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

[21-1190](#) Ordinance to amend section 14.440 of the MMC regulating Trespass.

Moved by Schlei, seconded by Vanderkin, that this Ordinance be adopted. The motion carried by the following vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

[21-1191](#) Ordinance to amend section 10.390 of the MMC regulating parking on Yorkshire Lane.

Moved by Schlei, seconded by Vanderkin, that this Ordinance be adopted. The motion carried by the following vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

[21-1195](#) LifeQuest billing dispute, call 182A-21-3429.

Moved by Schlei, seconded by Vanderkin, to waive the fees. The motion carried by the following vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

[21-1217](#) Agreement with MyGov for new software for the Building Inspection Department

Moved by Schlei, seconded by Vanderkin, to enter into the Agreement. The motion carried by the following vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

6. Plan Commission

[21-1234](#) Resolution to vacate an un-named street off of South Frontage Road

No action taken, this resolution was introduced.

J. OTHER BUSINESS

K. ADJOURN

Moved by Czekala, seconded by Sitkiewitz, that this meeting be adjourned at 7:08 p.m. The motion carried by the following vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

**Mackenzie Reed-Kadow
City Clerk**