

REQUEST FOR LEGAL SERVICE

16 - 1050

**TO:** City Attorney's Office  
**FROM:** Engineering Department - Greg Minikel  
**SUBJECT:** Resolution for the Closure of the Archer St. & Rapids Rd. Intersection

*If you have previously submitted a request for legal service, please call Jane Rhode at 686-6997 for an update rather than submitting an additional request. Requests without supporting information or fiscal impact, where appropriate, will be returned for further information.*

**PLEASE REVIEW:**

**Resolution – MUST INCLUDE FISCAL IMPACT**

Please attach any relevant background information, including committee directives, previous related resolutions, or proposed wording.

Fiscal Impact: N/A

Budget Line: N/A

**Ordinance – MUST INCLUDE FISCAL IMPACT**

Please attach any relevant background information, including committee directives and a marked up copy of the current ordinance showing the changes you would like.

Fiscal Impact:

Budget Line:

**Contract/Agreement**

Please attach any relevant background information, including committee directives, proposed terms, and the name and phone number of the negotiator for other parties.

**Approve as to Form**

**Legal Opinion**

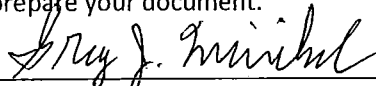
Please attach a memo explaining the question you need answered.

**Review and Comment/Advice or Direction**

Please attach a memo explaining the advice you need.

**Other - Describe in attached memo.**

I have attached a memorandum and all appropriate background information prior to submitting this request. I request a response by November 4th. If this is a Council document, please submit your request two Wednesdays before the scheduled meeting to allow the Attorney's Office one week to prepare your document.

  
\_\_\_\_\_  
Signature of Requestor

 P.E.  
\_\_\_\_\_  
Department Head Approval

Date: 10/13/16

Date: 10/13/16



July 12, 2016

Re: Project ID 4310-06-00/71  
Town of Manitowoc Rapids, County R  
Manitowoc River Bridge and Approaches  
Manitowoc County

Dear Property Owner:

Manitowoc County Highway Department will be holding a public involvement meeting on Tuesday, July 26, 2016, at the Manitowoc City Hall, located at 900 Quay Street, Manitowoc, WI 54220. The purpose of the meeting is to discuss the connection of Archer Street to County R (North Rapids Road) and the potential alterations to the intersection.

The County R and Archer Street intersection is part of an overall larger project along County R including the replacement of the bridge over the Manitowoc River. A future public informational meeting will be held for that part of the project this coming winter.

The meeting will begin at 5:00 pm and will include a short formal presentation. After the presentation, personnel from the consulting firm of Ayres Associates, and the Manitowoc County Highway Department will be available to discuss the project on an individual basis, to answer any questions, and obtain your comments regarding alternatives. Discussion will focus on the alternative concepts for the County R and Archer Street intersection and to gather public comments about the alternative. The project is currently planned for construction in the summer of 2019.

You are encouraged to attend this meeting to examine the proposed alternatives and discuss any concerns you may have.

Manitowoc City Hall is handicap accessible. If you are deaf or hard of hearing, and require an interpreter, one will be made available if you contact me on or before July 20, 2016 at (920) 498-1200.

Sincerely,



Ayres Associates Inc

A handwritten signature in black ink, appearing to read "Troy Robillard".

Troy Robillard, PE  
Transportation Manager

cc: Marc Holsen, Manitowoc County Highway Commissioner  
Rich Glen, PE, Local Program Management Consultant  
Greg Minikel, PE, City of Manitowoc – Engineering Division Manager  
Dan Koski, PE, City of Manitowoc – Director of Public Infrastructure

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MARJORIE WEINBERGER  
113 N 41<sup>ST</sup> STREET  
MANITOWOC, WI 54220

MARY C ISAACSON  
4113 ARCHER STREET  
MANITOWOC, WI 54220

THOMAS N LAMBERT  
114 N 41<sup>ST</sup> STREET  
MANITOWOC, WI 54220

JAMES TENNANT  
105 N 41<sup>ST</sup> STREET  
MANITOWOC, WI 54220

RONALD & KIM REINL  
109 RAPIDS ROAD  
MANITOWOC, WI 54220

DANIEL R JUNK  
4119 ARCHER STREET  
MANITOWOC, WI 54220

JUSTIN KIEL & ELIZABETH STOLP  
4109 ARCHER STREET  
MANITOWOC, WI 54220

JAMES J KRUEGER  
107 N RAPIDS ROAD  
MANITOWOC, WI 54220

ERIC J BRATZ  
4013 ARCHER STREET  
MANITOWOC, WI 54220

SKD PETROLEUM LLC  
733 W HAWTHORNE ROAD  
MEQUON, WI 53097

RALPH D HARTFIELD  
4110 ARCHER STREET  
MANITOWOC, WI 54220

TRACY VICKERS  
203 N 41<sup>ST</sup> STREET  
MANITOWOC, WI 54220

JOSEPH SCHWISTER  
15631 CTH X  
KIEL, WI 53042

TERRI JO DEHNE  
4005 BROADWAY STREET  
MANITOWOC, WI 54220

MATTHEW & LISA LAURIN  
208 N 41<sup>ST</sup> STREET  
MANITOWOC, WI 54220

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**MEETING MINUTES**

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Meeting Location: City of Manitowoc

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Project No.: 4310-06-00

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Date/Time: July 26, 2016, 5:00 PM

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Re: County R, Manitowoc County

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Notes By: TBR

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Manitowoc River Bridge & Approaches

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Attendees: See sign-in sheet

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A public involvement meeting was held to gather information on alternatives for the County R and Archer Street intersection. The two alternatives that were presented included full access similar to the existing intersection, and completely closing of the Archer Street connection to County R.

As part of the meeting it was explained the purpose and need of the bridge replacement project, current conditions of the Archer Street intersection, design alternative pros and cons, and project schedule. See attached handout for more information on the project.

After the presentation the meeting was opened to general questions. Some of the concerns addressed were as follows:

- Two residents along Archer Street thought that closure of the Archer Street connection would be good, because they said there are many vehicles that use Archer Street and 41<sup>st</sup> Street as a short cut if they see a red light at the Broadway Street and County R signals.
- Two residents raised concerns about the vacancy of the gas station at the intersection of County R and Archer Street, snow plowing, and whether 41<sup>st</sup> Street south of Archer Street was a City Street. The City of Manitowoc is to follow up with them on whether they own road right of way along 41<sup>st</sup> Street south of Archer Street.

There were only two residents that were in attendance, but they took additional handouts and comment sheets to share with their neighbors.



## Greg Minikel

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**From:** Eric Sitkiewitz - D6  
**Sent:** Wednesday, July 13, 2016 8:48 AM  
**To:** Greg Minikel  
**Cc:** Dan Koski  
**Subject:** RE: Project 4310-06-00, T Manitowoc Rapids, CTH R, Manitowoc River Bridge & Approaches, Manitowoc County - PPR

Thank you for letting me know about this meeting. I work until 5:30 and will get there as soon as possible. Hope you can take good notes for me. :)

Eric J. Sitkiewitz

Alderperson District 6  
City of Manitowoc  
900 Quay Street  
Manitowoc, WI 54220  
[esitkiewitz@manitowoc.org](mailto:esitkiewitz@manitowoc.org)  
Phone (920) 686-1324

Sent from my Verizon Wireless 4G LTE smartphone

----- Original message -----

**From:** Greg Minikel <[gminikel@manitowoc.org](mailto:gminikel@manitowoc.org)>  
**Date:** 7/13/16 8:30 AM (GMT-06:00)  
**To:** Eric Sitkiewitz - D6 <[esitkiewitz@manitowoc.org](mailto:esitkiewitz@manitowoc.org)>  
**Cc:** Dan Koski <[dkoski@manitowoc.org](mailto:dkoski@manitowoc.org)>  
**Subject:** FW: Project 4310-06-00, T Manitowoc Rapids, CTH R, Manitowoc River Bridge & Approaches, Manitowoc County - PPR

Hi Eric,

FYI: Just wanted you to be aware of this meeting that is regarding an intersection in your district.

The County is considering closing the Archer St. connection to CTH "R".

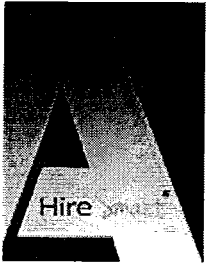
Dan and I strongly encouraged the County and their Consultant to hold this meeting to get input from the affected residents.

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**From:** Robillard, Troy [<mailto:robillardt@AyresAssociates.com>]  
**Sent:** Tuesday, July 12, 2016 1:44 PM  
**To:** Marc Holsen; Rich Glen; Greg Minikel; Dan Koski  
**Cc:** Verville, Phillip  
**Subject:** Project 4310-06-00, T Manitowoc Rapids, CTH R, Manitowoc River Bridge & Approaches, Manitowoc County - PPR

FYI – attached is the letter that is being sent out today for the public informational meeting for the CTH R and Archer St intersection alternatives.

Troy



**Troy B. Robillard, PE**  
Transportation Manager

**Ayres Associates**

3376 Packerland Drive • Ashwaubenon, WI 54115

T: 920.498.1200 • C: 920.366.7041

[RobillardT@AyresAssociates.com](mailto:RobillardT@AyresAssociates.com)

[www.AyresAssociates.com](http://www.AyresAssociates.com)

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