



City of Manitowoc

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

Meeting Minutes

Common Council

Monday, August 21, 2023

6:30 PM

Council Chambers

A. CALL TO ORDER

B. ROLL CALL

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

C. PLEDGE OF ALLEGIANCE & INVOCATION

D. PRESENTATIONS

[23-0670](#)

City Clerk administers Oath of Office and Badge Pinning for Detective Jason Denk

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

[23-0672](#)

Mayor makes appointments to various committees

Attachments: [August Appointments](#)

**Moved by Sitkiewitz, seconded by Czekala, that this Appointment be confirmed.
The motion carried by the following vote:**

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

H. CONSENT AGENDA

1. Removal of Consent Agenda Items

Aldersperson Sitklewitz removed item 23-0593

Approval of the Consent Agenda

Moved by Sitkiewitz, seconded by Czekala, 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, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

2. Miscellaneous

[23-0675](#) Minutes of the July 17, 2023 Common Council Meeting, recommending approval and place on file

Attachments: [July Meeting Minutes](#)

3. Committee of the Whole (Consent)

[23-0689](#) Report of Special Events Committee relative to approval of the following events: War on the Shore on 8/3/2023-8/6/2023; Brewers Cup Powered by Hop Passport on 8/7/2023; Heartless Concert on 8/12/2023; PetSkull Anniversary Party on 8/26/2023; End of Summer Pool Party on 8/18/2023; MDA Fill the Boot on 8/24/2023-8/25/2023 with a rain date of 8/26/2023; Waiver of Fees: Manitowoc County Fair on 8/21/2023 - 8/27/2023; Waiver of Fees: Manitowoc County Drug Court Alumni Picnic on 9/24/2023; recommending acceptance of report and place on file

Attachments: [SEC Acted On - August 2023](#)
[SE War on the Shore](#)
[SE Brewers Cup](#)
[SE Heartless Concert](#)
[SE PetSkull Anniversary Party](#)
[SE End of Summer Pool Party](#)
[SE MDA Fill the Boot](#)
[Waiver of Fees - Manitowoc County Expo](#)
[Waiver of Fees - Manitowoc County Drug Court](#)

4. Finance Committee (Consent)

[23-0556](#) 2nd Quarter 2023 Claims Report from City Attorney's Office; recommending to accept and place on file

Attachments: [Claims Report Q2 2023](#)

[23-0629](#) 2nd Quarter 2023 Budget Exception Report; recommending to accept and place on file

Attachments: [1-Q2 2023 Budget Exception Report for Fin Comm](#)

[23-0630](#) 2nd Quarter 2023 Investment Report; recommending to accept and place on file

Attachments: [2nd Qtr 2023 Investment Reconciliation](#)

[23-0631](#) 2023-24 Alcohol License Fee Refund Request from Buffalo Wild Wings; recommending to deny the request

Attachments: [BUFFALO WILD WINGS LIQUOR LICENSE REFUND REQUEST](#)

[23-0666](#) General City Claims in the amount of \$2,153,155.28 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: [August Claims Report](#)

[8-11-23](#)

[8-4-23](#)

[8-4-23 \(2\)](#)

[7-21-23](#)

[7-28-23](#)

5. Personnel Committee (Consent)

6. Public Infrastructure Committee (Consent)

[23-0586](#) Report of Board of Public Works of 6/28/2023, of quotes received for Ambulance Request, QE-23-02; recommending awarding to Osage Ambulance in the amount of \$769,746.88

Attachments: [Report of BPW QE-23-02](#)

[Ambulance Memo](#)

[23-0616](#) TDS Easement for N. 18th Street and Waldo Boulevard, recommending to approve

Attachments: [23-0616 TDS EASEMENT .pdf](#)

[23-0616 TDS EASEMENT EMAILS.pdf](#)

[23-0617](#) Request to use funds from Miracles Donation Tube for Fence Repair, recommending approval not to exceed \$2,990.

Attachments: [23-0617 MIRACLE FIELD FENCE REPAIR REQUEST.pdf](#)

[23-0618](#) New sidewalk request for Knuell Street and Red Fox Lane, recommending no sidewalks

Attachments: [23-0618 SIDEWALK REQUEST FOR KNUELL & RED FOX.pdf](#)

[23-0618 email re ROYAL OAKS SUBD SIDEWALK REQUEST.pdf](#)

[23-0620](#) Request to accept RA Smith proposal for former Heresite property stormwater plan, recommending to approve the request

Attachments: [23-0620 HERESITE STORMWATER RFP.pdf](#)

[23-0623](#) Request to allow garden in Right of Way at 2727 Red Fox Lane, recommending garden be removed no later than November 1, 2023

Attachments: [23-0623 ACCESS TO HOMESTEAD EMAIL](#)

[Request to allow garden in Right of Way at 2727 Red Fox Lane.pdf](#)

[Sidewalks and Obstruction Letter.pdf](#)

[Temporary Access Easement Agreement Over Unopened Street for 2727 Red Fox Lane \(003\)](#)

[23-0669](#) Report of Board of Public Works of 7/26/2023, of bids received for 2023 Televising Miscellaneous Sewers II, WU-23-25; recommending awarding to Green Bay Pipe & TV LLC in the amount of \$39,090.70

Attachments: [Report of BPW WU-23-25](#)

[23-0677](#) Various Progress Invoices from the Wisconsin Department of Transportation; recommending payment

Attachments: [DOT Invoice 395-0000316891](#)

[DOT Invoice 395-0000307649](#)

[DOT Invoice 395-0000307650](#)

[DOT Invoice 395-0000308191](#)

[DOT Invoice 395-0000307648](#)

[DOT Invoice 395-0000303454](#)

[DOT Invoice 395-0000300567](#)

[DOT Invoice 395-0000312212](#)

[23-0687](#) Report of Board of Public Works of 8/16/2023 for 2nd & final payment of \$11,446.32 to Treeo's for Tree & Stump Removal, WO-22-26; recommending payment

Attachments: [Report of BPW WO-22-26](#)

[23-0688](#) Report of Board of Public Works of 8/16/2023 of approval to enter into AGMT-23-09 with Fortress Fence to remove existing 12' high black vinyl chain link fence and replace with 12' high black vinyl chain link fence at Lincoln Park Bison Exhibit as outlined in "Exhibit A", Fortress Fence Proposal; recommending acceptance of report and place on file

Attachments: [Report of BPW AGMT-23-09](#)

7. Public Safety Committee (Consent)

[22-0144](#) Discussion regarding pedestrian crossing signage on South 18th Street near Wisconsin Aluminum Foundry; recommending to approve

Attachments: [WAF - Recommendation](#)
[WAF COMMUNICATION](#)
[WAF - Pedestrian signage request S 18th Street.pdf](#)
[RE South 18th street - WAF - MOU May 2020.pdf](#)
[WAF MOU EM review.pdf](#)
[18th and Franklin Street North and South Photos.pdf](#)
[S. 18th Street - Recommendation.pdf](#)

[23-0503](#) Safety concern regarding McMullen & Pitz Construction Company hidden driveway on Maritime Drive near the intersection of North 10th Street; recommending to approve working with City Staff to add signs

Attachments: [McMullen & Pitz - Recommendation](#)
[McMullen & Pitz Request](#)
[Picture #2](#)

[23-0658](#) LifeQuest billing dispute call # 182A-22-2899; recommending to deny the request

[23-0659](#) Request for 4-way stop at the intersection of South 26th Street and Franklin Street; recommending to place signage that traffic does not stop

Attachments: [S. 26th Street and Franklin Street Concern](#)
[S 26TH ST - FRANKLIN ST 2017-2023](#)

[23-0661](#) Request for pedestrian crossing at the intersection of Michigan Avenue and River Bluff Drive; recommending approval to create crosswalk

Attachments: [Ped. Crossing at Michigan Ave and Rivers Bluff Dr.](#)

8. Plan Commission (Consent)

I. COMMITTEE REPORTS

1. Committee of the Whole

[23-0690](#) Report of Special Event Committee recommending approval for the following events subject to Council action: Chewy's Annual Block Party on 9/16/2023 (Road closure of Buffalo St directly in front of Chewy's); Hoods and Hops 2nd Annual Classic Car Show on 10/01/2023 (Road closure of 9th St from York St to Chicago St and Buffalo St from 9th St to 10th St); Munich in Manitowoc Oktoberfest on 9/16/2023 (Road closure on N 11th St from Buffalo St to York St); Turkey Trot on 11/23/2023 (Road closure for route: using parts of Jaycee Dr, Lakeside Blvd, Viebhan St, S 10th St, Silver Creek Rd, S 15th St, S 18th St, Dewey St, S 9th St, Manitou St and S 8th St; Waiver of Sound Ordinance from 7am-8am at Reed Arrow Park)

Attachments: [SEC Council Approval - August 2023](#)
[SE Chewy's Annual Block Party](#)
[SE Hoods and Hops](#)
[SE Munich in Manitowoc Oktoberfest](#)
[SE Turkey Trot](#)

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

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

2. Finance Committee

[23-0593](#) CCL Properties LLC application for a Class "B" Retail Fermented Malt Beverage; recommending to deny the Class "B" license, refer the application back to the City Clerk's Office for consideration and to apply the allocated Class "B" fees towards a Class A license if applicant so desires, minus any publication and internal fees associated with such, and if the applicant chooses not to apply for a Class A license, that those fees not be refunded

Attachments: [CCL Properties LLC Alcohol Application](#)
[CCL Properties Letter](#)

Moved by Brey, seconded by Reckelberg, to deny the Class "B" license, refer the application back to the City Clerk's Office for consideration and to apply the allocated Class "B" fees toward a Class A license if applicant so desires, minus any publication and internal fees associated with such, and if the applicant chooses not to apply for a Class A license, that those fees not be refunded. The motion carried by the following vote:

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

[23-0633](#) Employee Back Pay Discussion

Attachments: [Memo Finance Comm - Employee Backpay Discussion](#)

Moved by Brey, seconded by Reckelberg, to authorize the Finance Department to back pay appropriately up to \$48,272.96. The motion carried by the following vote:

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

[23-0667](#) Request from Chewy's LLC for a temporary extension of premise for the sale of liquor and/or beer into the closed section of Buffalo Street for an event on September 16, 2023

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

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

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

[23-0668](#) Request from PetSkull Brewing Company LLC for a temporary extension of premise for the sale of liquor and/or beer into the corner of North 11th Street/Buffalo St lot and North 11th St Boulevard

Attachments: [PetSkull Extension of Premise](#)

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

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

3. Personnel Committee

[23-0611](#) Resolution to Hire Seasonal Employees Related to Elected Officials, Department Heads, or Supervisory Personnel

Attachments: [Resolution to hire related seasonals for seasonal employment 2023.pdf](#)

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

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

[23-0614](#) Resolution to Revise and Approve Transit Driver \$2000 Bonus Through 2024

Attachments: [Res to approve Transit Driver \\$2000 bonus through 2024.pdf](#)

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

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

[23-0691](#) Resolution for Change to Municipal Court Judge's Health Insurance Premium

Attachments: [RESOLUTION - MUNICIPAL JUDGE HEALTH PLAN ADJUSTMENT.DOCX](#)

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

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

[23-0692](#) Resolution for Municipal Court Judge Salary

Attachments: [RES ADJUST MUNICIPAL JUDGE SALARY EFF. 5-1-2024 JCL EDITS](#)

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

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

4. Public Infrastructure Committee

[23-0676](#) Update on State/Municipal Financial Agreement for a Signals & ITS Standalone Program Project for Project 3700-30-40/45, City of Manitowoc, Washington St and S 21st St Intersection Signal Rehab

Attachments: [Agreement for Signals & ITS Standalone Program Project](#)
[Washington & 21st Cabinet Quote E-mail](#)
[Orginal E-mail](#)

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

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

5. Public Safety Committee

[23-0651](#) Discussion and possible action regarding City of Manitowoc Municipal Code Chapter 31 Signs

Moved by Cummings, seconded by Kaderabek, to establish a sign committee. The motion carried by the following vote:

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

[23-0654](#) Request for flashing pedestrian crossing at the intersection of Huron Street and Maritime Drive

Attachments: [Huron St - Maritime Dr - 2017-2023](#)
[Maritme Dr. and Huron St. flashing ped request](#)

Moved by Cummings, seconded by Kaderabek, that this Request be made a budget request for 2024. The motion carried by the following vote:

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

[23-0655](#) Request for possible signage and pedestrian crossing near Riverview Park

Attachments: [Signage and Pedestrian Crossing near Riverview Park](#)
[Recommendation - Riverview Park Crosswalk](#)

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

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

[23-0662](#) Sex Offender Residency Board Appeal for Adam Christel

Moved by Cummings, seconded by Kaderabek, that this Request be approved for 90 days in Transitional Living Placement only. The motion carried by the following vote:

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

[23-0682](#) Ordinance to amend Section 10.390 of the MMC regulating parking on S 18th Street

Attachments: [ORD AMEND PARKING PROHIBITED ON S 18TH ST.- FISCAL](#)

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

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

6. Plan Commission

[23-0683](#) Resolution Authorizing a Harbor Assistance Program (HAP) Grant Application

Attachments: [RESOLUTION AUGUST 21 2023- FISCAL](#)

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, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

J. OTHER BUSINESS

K. ADJOURN

A motion was made by Sitkiewitz, seconded by Czekala, that this meeting be adjourned at 7:01 p.m. The motion carried by the following vote:

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

**Mackenzie Reed
City Clerk**