



City of Manitowoc

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

Meeting Minutes

Public Infrastructure Committee

Wednesday, November 7, 2018

5:30 PM

Council Chambers

1. Call to Order

Chairman L. Kummer called the meeting to order at 5:31 p.m.

2. Roll Call

Present: 3 - Kummer, Brey and Sitkiewitz

Absent: 2 - Novak and Howe

Staff Present: D. Koski, G. Minikel, S. Birr, J. Muenzenmeyer, C. Scheinoha, L. Majerus, Ald. R. Gabriel

Others Present: Angel Avina, Deb Janda, Ed Hansen, Dan Krajnik

3. Approval of Minutes

[18-1136](#)

Approval of the Minutes from the October 3rd, 2018 Public Infrastructure Committee Meeting.

Attachments: [October 3, 2018](#)

A motion was made by Eric Sitkiewitz, seconded by Jim Brey, that the Minutes from the October 3rd, 2018 meeting were approved. The motion carried by the following vote:

Aye: 3 - Kummer, Brey and Sitkiewitz

4. Public Comment

5. Public Hearings

6. Presentations

7. Consent Agenda

These items will be approved by one motion unless any Committee Member wishes to remove an item for discussion.

REMOVAL OF CONSENT AGENDA ITEMS: None

8. Approval of Consent Agenda

9. Discussion and Action Items

[18-0897](#) Drainage Issue at 3711 Menasha Avenue.

Attachments: [18-0897_201808301410](#)

Dan Krajnek was present regarding the drainage issue at 3711 Menasha Avenue. He is on the corner of Platt Street and Menasha Avenue and his house sits low. The drain holds water and is constantly recycling and recirculating in the sump pump.

G. Minikel looked at the sewer on Platt Street. There is existing storm that he could possibly cross street and connect to. Greg also mentioned running sewer up Platt Street to Menasha Avenue.

Mr. Krajnek said he didn't have issues until the City put in the concrete street, before that it was asphalt.

Mr. Krajnek was going to try a few different options on his property to see if that helps and can revisit again in Spring.

A motion was made by Jim Brey, seconded by Eric Sitkiewitz, that the Request to assist with drainage issue at 3711 Menasha Avenue was placed on file for Consent Agenda. The motion carried by the following vote:

Aye: 3 - Kummer, Brey and Sitkiewitz

[18-1132](#) Rheume Park Drainage Issues

Attachments: [18-1132_201811051635](#)

Deb Janda, 1213 Fleetwood Drive, was present to discuss drainage and ponding of water issue in both Rheume Park and her property. She lost a tree due to the standing water and it is affecting her lawn.

They built their home in 1991 and have had problems since. They have been told by the City for years that they are on a list for getting this fixed.

G. Minikel explained that he has looked into a few options to help drain this water as the parking lot is also cracked and he believes the standing water is the reason.

The Committee said that the City is aware of the problem and would be able to fix when the funding is available.

A motion was made by Eric Sitkiewitz, seconded by Jim Brey, that the Request to

fix the standing water at Rheaume Park issue was placed on file for Consent Agenda. The motion carried by the following vote:

Aye: 3 - Kummer, Brey and Sitkiewitz

[18-1022](#) Update on Red Arrow Park Memorials

Attachments: [18-1022 2018 09 28 14 37 30](#)

Ed Hansen was present to give the Committe an update on Red Arrow Park. He explained that they will be requesting funding for the electrical infrastructure to be done in 2019-2020.

The total request is for \$38,000.

C. Scheinoha explained that the \$20k trail was part of the Parks Comprehensive Plan.

D. Koski recommended looking to use the Park Land Dedication Funds. Liz Majerus was present and was going to check into it.

L. Kummer also suggested for E. Sitkiewitz to check with Manitowoc Public Utilities to assist with some of the electrical infrastructure costs.

Update for next meeting.

[18-1140](#) Request to reduce a 2017 Remove & Replace Sidewalk Assessment for 812 Hawthorne Terrace

Attachments: [18-1140](#)

Angel Avina, 812 Hawthorne Terrace, was present to discuss a sidewalk replacement assessment she received and she was not disclosed this information from the title company at closing of her property and was wondering if the City could reduce her bill.

The Committee said this is not fault of the City and recommended Small Claims Court with the Title Company.

A motion was made by Eric Sitkiewitz, seconded by Jim Brey, that the Request to reduce Sidewalk Replacement Assessment was placed on file for Consent Agenda. The motion carried by the following vote:

Aye: 3 - Kummer, Brey and Sitkiewitz

[18-1130](#) Perpetual Care Fund Uses

Attachments: [18-1130](#)

Liz Majerus was present and explained that she previously sent a memo defining permissible uses for Perpetual Care Funds.

Chad said there will be a request coming forward for another lawn mower.

A motion was made by Jim Brey, seconded by Eric Sitkiewitz, that the Perpetual

Care Fund uses was approved and placed on file for Consent Agenda. The motion carried by the following vote:

Aye: 3 - Kummer, Brey and Sitkiewitz

[18-1123](#) Installation of Traffic Cameras at two (2) Intersections - South Rapids Rd/Calumet Ave and North Rapids Rd/Waldo Blvd

Attachments: [18-1123](#)

J. Muenzenmeyer was present to request traffic cameras at two intersections. South Rapids Road/Calumet Avenue and North Rapids Road/Waldo Blvd are the locations.

A motion was made by Jim Brey, seconded by Eric Sitkiewitz, that the Request for installation of traffic cameras at South Rapids Rd/Calumet Avenue and North Rapids Rd/Waldo Blvd Intersections was approved for consent agenda. The motion carried by the following vote:

Aye: 3 - Kummer, Brey and Sitkiewitz

[18-1035](#) Storm Sewer Culvert CIPP Lining

Attachments: [18-1035 2018](#)

A motion was made by Jim Brey, seconded by Eric Sitkiewitz, that the communication was placed on file for Consent Agenda. The motion carried by the following vote:

Aye: 3 - Kummer, Brey and Sitkiewitz

[18-1036](#) Ray Street Culvert Installation Project Update

G. Minikel stated that Railroad put in a new culvert pipe and this is now complete.

A motion was made by Eric Sitkiewitz, seconded by Jim Brey, that the Railroad placed the culvert pipe and the request was placed on file for Consent Agenda. The motion carried by the following vote:

Aye: 3 - Kummer, Brey and Sitkiewitz

[18-1011](#) Memorial Drive Ponding Water/Drainage Issue

Attachments: [2018_09_27_10_16_04](#)

G. Minikel explained that at the last meeting the Committee requested that Engineering bring back estimates to get the work done. It will be cost efficient for the City crews to complete the work in Spring.

The Committee recommended contacting the West Foundation to inform them about the plan to have this area repaired in 2019.

A motion was made by Jim Brey, seconded by Eric Sitkiewitz, that the Action Item to repair ponding water and drainage issue on Memorial Drive by City crews

in Spring 2019. The motion carried by the following vote:

Aye: 3 - Kummer, Brey and Sitkiewitz

[17-1031](#) Request for a designated Christmas Tree drop site in exchange for tree voucher

Attachments: [17-1031_201710061522](#)

[17-1031 Tree Voucher Program](#)

C. Scheinoha was present to discuss the Christmas tree drop site and the Tree for Tree Program. He informed the Committee that the plan is put together and there will be no cost to the City. The Voucher will be available at the Recycling Center and will be redeemable from April 15, 2019 through May 15, 2019 at the Silver Creek Nursery.

We will advertise by the means of Press Release and social media blast. J. Brey recommended advertising at local Christmas tree purchase locations.

A motion was made by Eric Sitkiewitz, seconded by Jim Brey, that the Tree for Tree Program Request was placed on file for Consent Agenda. The motion carried by the following vote:

Aye: 3 - Kummer, Brey and Sitkiewitz

[18-1129](#) Parking Ban Changes for Snow/Salt routes

Attachments: [18-1129](#)

[18-1129-1](#)

C. Scheinoha explained that there was a change to the Parking Ban Ordinance.

A motion was made by Jim Brey, seconded by Eric Sitkiewitz, that the Ordinance change request was approved and referred to council. The motion carried by the following vote:

Aye: 3 - Kummer, Brey and Sitkiewitz

[18-1126](#) Review of Snow and Ice Control Procedures and Levels of Service for 2018/2019.

Attachments: [18-1126](#)

[18-1126_201811051146](#)

C. Scheinoha said there were no drastic changes to the snow/ice procedure manual, mainly formatting updates and changes to some of the pages. He sent out the first 5 pages of the manual and if anyone is interested, they are free to come in and review the entire book.

A motion was made by Jim Brey, seconded by Eric Sitkiewitz, that the Snow and Ice Procedure Manual was placed on file for Consent Agenda. The motion carried by the following vote:

Aye: 3 - Kummer, Brey and Sitkiewitz

[18-1127](#) Kayak Launch Donation for Manitou Park.

Attachments: [18-1127_201811051203](#)

C. Scheinoha informed the Committee about a request for a kayak launch with different options was presented. Looking to write DNR Grant in house and will continue to update the Committee.

[18-1128](#) Request to use Zoo Donation Tube Monies for Bison Barn Lights.

Attachments: [18-1128](#)

C. Scheinoha informed the Committee that the lights on the Bison barn went bad and they need to be replaced. They would like to use the Zoo Donation Tube monies.

The Committee expressed interest with having a visit to the Zoo sometime in the future to see updates and improvements as it's been a while.

A motion was made by Jim Brey, seconded by Eric Sitkiewitz, that the Request for Zoo donation tube monies to be used for bison barn lights was approved for consent agenda. The motion carried by the following vote:

Aye: 3 - Kummer, Brey and Sitkiewitz

[18-1015](#) Temporary Private Crossing License for Waldo Blvd/USH 10

Attachments: [18-1015_201809271121](#)

[18-1015](#)

A motion was made by Eric Sitkiewitz, seconded by Jim Brey, that these Request was approved for consent agenda. The motion carried by the following vote:

Aye: 3 - Kummer, Brey and Sitkiewitz

[18-1125](#) Temporary Access Easement Agreement over Unimproved Right-of-Way for 2719 Calumet Avenue.

Attachments: [18-1125](#)

A motion was made by Jim Brey, seconded by Eric Sitkiewitz, to approve and enter into the Agreement and referred to council. The motion carried by the following vote:

Aye: 3 - Kummer, Brey and Sitkiewitz

[18-1124](#) Stormwater Management Facility Maintenance Agreement for Hamilton Street Mini Storage.

Attachments: [18-1124](#)

A motion was made by Eric Sitkiewitz, seconded by Jim Brey, to approve and

enter into Agreement and referred to council. The motion carried by the following vote:

Aye: 3 - Kummer, Brey and Sitkiewitz

[18-1016](#) Memorandum of Understanding for Little Manitowoc River Coastal Wetland Restoration Project Design and Construction

Attachments: [18-1016 2018](#)

A motion was made by Jim Brey, seconded by Eric Sitkiewitz, recommending acceptance and entering into Memorandum of Understanding and referred to council. The motion carried by the following vote:

Aye: 3 - Kummer, Brey and Sitkiewitz

[18-1031](#) Update on Design of Pedestrian Bridge over the Little Manitowoc River

Attachments: [18-1031_201810031412](#)

[18-1031](#)

G. Minikel presented a few different designs. Will need to decide a color and design.

R. Gabriel presented a few more designs.

Will bring back to next meeting.

[18-1032](#) Change in the Trail Head of Mariner's Trail

A motion was made by Eric Sitkiewitz, seconded by Jim Brey, that these communication was placed on file for Consent Agenda. The motion carried by the following vote:

Aye: 3 - Kummer, Brey and Sitkiewitz

[18-1131](#) Rails with Trails Opportunity & Invitation

Attachments: [18-1131](#)

R. Gabriel was present and informed the Committee she is and advocate and is looking at maintaining relationships with the Rails with Trails.

A motion was made by Eric Sitkiewitz, seconded by Jim Brey, that these Request was placed on file for Consent Agenda. The motion carried by the following vote:

Aye: 3 - Kummer, Brey and Sitkiewitz

10. Adjournment

A motion was made by Jim Brey, seconded by Eric Sitkiewitz, that the meeting was adjourned at 6:46. The motion carried by the following vote:

Aye: 3 - Kummer, Brey and Sitkiewitz