



# City of Manitowoc

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

## Meeting Minutes

### Public Infrastructure Committee

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Wednesday, January 9, 2019

5:00 PM

Council Chambers

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#### 1. Call to Order

#### 2. Roll Call

Alderman Kummer called the meeting to order at 5:00 p.m.

**Present:** 5 - Kummer, Novak, Brey, Howe and Sitkiewitz

**Staff Present:** Dan Koski, Greg Minikel, Sonja Birr, Karen Dorow

**Others Present:** Ken Sitkiewitz, Carol Sitkiewitz, Don Orth, Ruby Orth, Dan Schneider, Brandon Bartow

#### 3. Approval of Minutes

[19-0033](#) Approval of Minutes from the December 5th, 2018 Public Infrastructure Committee Meeting

**Attachments:** [December 5, 2018 Minutes](#)

A motion was made by Jim Brey, seconded by Vice Chair Jeremiah Novak, that the Minutes from the December 5, 2018 meeting were approved. The motion carried by the following vote:

**Aye:** 5 - Kummer, Novak, Brey, Howe and Sitkiewitz

#### 4. Public Comment

#### 5. Public Hearings

#### 6. Presentations

#### 7. Discussion and Action Items

[18-1261](#) Request from Brandon Bartow to discuss the possibility of constructing a 50 x 100 building at Miracle League Park, recommending approval to construct the building and for City Staff to work with City Attorney to develop a user Agreement for this facility.

Brandon Bartow was present and presented to the Committee the design of the

building he is proposing for the Miracle League Park. The next step of the process will be to obtain a site plan.

The Committee requested an Agreement needs to be set in place for building usage and the City Attorney to work through the details of this agreement.

The City Engineers said that there is a MYBA and Chiefs agreement that could be used to reference a new agreement.

The Committee asked if the Miracle League would keep the building or donate to the City to maintain.

**A motion was made by Jim Brey, seconded by Eric Sitkiewitz, that these Request to construct a building at Miracle League Park was approved for consent agenda and for City Staff to work with City Attorney to develop a user Agreement for the building. The motion carried by the following vote:**

**Aye:** 5 - Kummer, Novak, Brey, Howe and Sitkiewitz

[19-0020](#)

Request for Temporary Access over unimproved Right-of-way on dedicated but not improved Braun Court off of Menasha Avenue, recommending approving the request to enter into an agreement.

**Attachments:** [19-0020\\_201901071606](#)  
[19-0020-1\\_201901071607](#)

Daniel Schneider was present to request a Temporary Access Easement Agreement over unimproved right-of-way on Braun Court off of Menasha Ave. He is looking to construct a warehouse for company business.

G. Minikel explained that this would be a standard agreement.

**A motion was made by Eric Sitkiewitz, seconded by Vice Chair Jeremiah Novak, that the Request for Temporary Access over Unimproved Right-of-way on dedicated but not improved Braun Court was approved to enter into agreement for consent agenda. The motion carried by the following vote:**

**Aye:** 4 - Kummer, Novak, Brey and Sitkiewitz

**Abstain:** 1 - Howe

[19-0026](#)

Request for Street Light at corner of Remiker Lane and Rapids Road, recommending installation of a 250 Watt Cobra Head light at no charge.

**Attachments:** [19-0026\\_201901071603](#)

G. Minikel informed the Committee that he received a complaint about it not being well lit in the intersection of Remiker Lane and Rapids Road. He recommends going with a 250 non-ornamental cobra head light.

**A motion was made by Jim Brey, seconded by Mike Howe, that the Request was approved for consent agenda and to install a 250 watt Cobra Head light at no cost. The motion carried by the following vote:**

**Aye:** 5 - Kummer, Novak, Brey, Howe and Sitkiewitz

[19-0021](#) Request for additional lighting in S. 9th Street and Jay Street parking lot.

**Attachments:** [19-0021\\_201901071602](#)

**This Request was tabled**

[19-0034](#) Girl Scout Mobile Cookie Booth for 2019, recommending approval

**Attachments:** [19-0034](#)

**A motion was made by Eric Sitkiewitz, seconded by Jim Brey, that the Request for Girl Scout Mobile Cookie Booth was approved for consent agenda. The motion carried by the following vote:**

**Aye:** 5 - Kummer, Novak, Brey, Howe and Sitkiewitz

[19-0019](#) Request for painted parking stalls at 2507 Marshall Street - Ellerman Glass, recommending denying the request

**Attachments:** [19-0019\\_201901080934](#)

The Committee was not in favor of painting parking stalls in this area.

**A motion was made by Vice Chair Jeremiah Novak, seconded by Eric Sitkiewitz, to deny the request for painted parking stalls by Ellerman Glass and referred to Consent Agenda. The motion carried by the following vote:**

**Aye:** 5 - Kummer, Novak, Brey, Howe and Sitkiewitz

[18-1249](#) Tree near 5012 Cypress Court and Drainage Issue

**Attachments:** [18-1249\\_201812051654](#)  
[201812051712](#)

**This Request was tabled**

[19-0025](#) Traffic on Ray Street during CR Bridge Construction

**Attachments:** [19-0025\\_201901071628](#)

**This Request was referred to the Public Safety Committee**

[19-0029](#) Agreement with Ramaker & Associates, Inc. for Implementation of eCIMS Software to view the Cemetery Information on the Web.

**Attachments:** [19-0029\\_201901071635-1](#)

This is software that can be used to search Cemetery plots. This will be beneficial to the public.

**A motion was made by Vice Chair Jeremiah Novak, seconded by Jim Brey, that**

**the Agreement with Remaker & Associates for implementation of eCIMS software was approved and referred to council, subject to City Attorney's review and approval. The motion carried by the following vote:**

**Aye:** 5 - Kummer, Novak, Brey, Howe and Sitkiewitz

[19-0022](#) Request to fill Part-Time Administrative Support Specialist for DPI/Engineering Department

**Attachments:** [19-0022 Administrative Support Specialist-Eng-Part Time-DPI-11.2016](#)

D. Koski explained that we are looking to backfill the part-time Administrative Support Specialist in the Engineering Department. The Mayor was in support of refilling the position.

**A motion was made by Mike Howe, seconded by Vice Chair Jeremiah Novak, that the Request to backfill the Administrative Support Specialist part-time position in Engineering Department was approved for consent agenda. The motion carried by the following vote:**

**Aye:** 5 - Kummer, Novak, Brey, Howe and Sitkiewitz

[19-0024](#) Request to retain a City bus to be utilized as a trolley for City use, Special Events and/or carferry transport, recommending to place on file.

**Attachments:** [19-0024 201901071604](#)

The Mayor had requested retaining a City bus to be used as a trolley for special events.

The Committee discussed and said that instead of selling they will retain a bus in good condition to be used by the City. A bus has already been requested for use by the SWAT Team.

**A motion was made by Jim Brey, seconded by Vice Chair Jeremiah Novak, that the Request to retain a City bus to be used for City Events was placed on file for Consent Agenda. The motion carried by the following vote:**

[19-0023](#) Lead Water Services on 2019 Projects, recommending to place on file.

**Attachments:** [19-0023 201901071630](#)

G. Minikel explained that due to all the asphalt projects this year, it would be a good idea to get a letter out to property owners to promote new asphalt and request that lead services be replaced as to not have to re-open the new asphalt street.

Engineering Department will coordinate sending out letters with Manitowoc Public Utilities letters.

**A motion was made by Vice Chair Jeremiah Novak, seconded by Mike Howe, that the Request to coordinate Engineerings Asphalt project letters with Manitowoc Public Utilities Lead Service replacement letters was placed on file for Consent Agenda. The motion carried by the following vote:**

**Aye:** 5 - Kummer, Novak, Brey, Howe and Sitkiewitz

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

**Attachments:** [18-1031\\_201810031412](#)

[18-1031](#)

G. Minikel had nothing new to report at this time. Paint color has not been determined and reported it would be beneficial to purchase the bridge and contract out for installation.

The Committee would like to see it open for Memorial Day.

Report back in February.

[18-1257](#) Permit Patch Discussion

**This Request was tabled**

[19-0031](#) Highway 151 and South 57th Street Intersection Discussion

**Attachments:** [19-0031\\_201901081002](#)

J. Brey said he spoke with a constituent that resides in this area. There is a lot of truck traffic that is using S. 57th Street instead of the I-Tec Drive. The State will be repaving Hwy 151 from the Interstate to Valders. Looking to change the entrance to make it easier to use I-Tec Drive.

E. Sitkiewitz recommended cutting into the curb.

G. Minikel said that he would like to talk with the State and report back next month.

[19-0032](#) County Highway R (Rapids Road) and Custer Street Intersection Discussion

**Attachments:** [19-0032\\_201901081002](#)

J. Brey reported that he had a constituent complaint regarding the left turn lanes traveling when you are traveling east/west trying to turn north/south off of Custer Street. J. Brey said there will be more traffic in this area with the reconstruction.

L. Kummer said it is very difficult to get through a traffic light when you are looking to turn left off of W. Custer Street.

It would be possible to change the lanes on Custer Street with paint to allow more traffic movements to clear out intersection. The right lane could be used for turning right or going straight and a left turn lane would help clear out traffic.

The Committee decided to leave as is right now. J. Brey said he wanted to

discuss only at this time.

The Committee recommending putting costs together to switch this turn and traffic movement in this intersection and bring back in March.

## 8. Adjournment

**A motion was made by Jim Brey, seconded by Vice Chair Jeremiah Novak, that the Public Infrastructure Committee meeting was adjourned at 5:55 p.m. The motion carried by the following vote:**

**Aye:** 5 - Kummer, Novak, Brey, Howe and Sitkiewitz