



City of Manitowoc

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

Meeting Agenda

Common Council

Monday, October 19, 2015

6:30 PM

Council Chambers

Pursuant to Section 19.84(2) and (3) of the Wisconsin Statutes, notice is hereby given to the public, to the Herald-Times-Reporter, the official newspaper of Manitowoc, and to those news media who have filed a written request for this notice that a meeting of the above-referenced will be held at the date, time and location listed above.

The above governmental body will meet to discuss and possibly take action on the agenda items set forth below.

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE & INVOCATION

D. PRESENTATIONS

[15-912](#)

Presentation to various groups of proceeds from Showtime 2015 Event.

E. PUBLIC HEARINGS

[15-1074](#)

Public Hearing to be held at 6:40 P.M. for the purpose of hearing all interested parties in the matter of a proposed change in zone from "I-2" Heavy Industrial District to "R-6" Multiple Family District for a 1.1 acre area generally located east of S. 30th Street, north of Dewey Street and south of Division Street to facilitate the development of a multi-tenant employee rooming house.

Attachments:

[15-1074.pdf](#)

F. PUBLIC INPUT

Members of the public will be permitted to speak at the first or second scheduled Common Council meeting of each month on any matter of public interest. The comments from each speaker shall be limited to five minutes in length unless extended by action of the Common Council.

G. APPOINTMENTS AND BUSINESS PRESENTED BY THE MAYOR

[15-1069](#) ELECTION by Common Council of Manitowoc Public Utilities Commissioner for a term of five (5) years, pursuant to Municipal Code, as the following term will expire: David P. Luckow, term expires September 30, 2015.

Attachments: [Report Luckow.pdf](#)
[Allie.pdf](#)
[Luckow.pdf](#)
[Jagemann.pdf](#)

[15-1070](#) ELECTION by Common Council of Manitowoc Public Utilities Commissioner for the unexpired term ending September 30, 2017, pursuant to Municipal Code, in place of James Morrow who resigned effective 9/30/15.

Attachments: [Report Allie.pdf](#)
[Allie.pdf](#)
[Luckow.pdf](#)
[Jagemann.pdf](#)

[15-1073](#) Appointment of Mike Huck to Brownfields Advisory Committee for an indefinite term.

[15-1081](#) Appointment of Kevin Crawford to the Farmers' Market Ad-Hoc Committee as a downtown rep. for an indefinite term.

H. CONSENT AGENDA

These items will be approved by one motion unless any member of the Council wishes to remove an item for discussion.

1. Removal of Consent Agenda Items

Any Common Council Member may request removal of any item from the consent agenda, and such item shall be removed without debate or vote. Any item or part thereof removed from the consent agenda shall be separately considered.

2. Miscellaneous

[15-1072](#) Minutes of Common Council meeting of September 21, 2015 and Special Meeting of October 5, 2015, recommending approval and place on file.

Attachments: [9-21-2015.pdf](#)
[10-5-2015.pdf](#)

[15-1088](#) Minutes of Brownfields Advisory Committee of 12/9/14; Community Development Authority of 7/22/15; Manitowoc Public Utilities Commission of 8/24/15; Municipal Tree Commission of 2/10/15; Plan Commission of 8/26/15; Tax Incremental Financing Joint Review Board of 8/20/15; Wastewater Treatment Facility Board of 6/15/15; recommending acceptance and place on file.

Attachments: [brownfields.pdf](#)
[cda.pdf](#)
[mpu commission.pdf](#)
[municipal tree \(2\).pdf](#)
[plan commission.pdf](#)
[tif jt review.pdf](#)
[wwtf.pdf](#)

[15-1068](#) Communication from Charles E. Clark resigning as member of Manitowoc Public Library Board effective December, 1, 2015.

Attachments: [15-1068.pdf](#)

3. Committee of the Whole (Consent)

[15-1091](#) Report of Special Events Committee recommending approval of the following events subject to Council action: Festival Foods Turkey Trot on 11/26/15 (street closures, waiver for dogs in the park & waiver of noise ordinance from 7:00 - 8:00 a.m.).

Attachments: [15-1091.pdf](#)

[15-1092](#) Report of Special Events Committee relative to approval of the following events: Lakeshore Natural Resources Partnership Tour and Meeting on 10/15/15 request for waiver of fees; CESA 7 Head Start Family Fall Festival on 9/21/15 request for waiver of fees; Cross Fit Manitowoc The Lakeshore Games on 8/13/16; Roncalli High School Cross Country Invite on 9/10/16; MPSD Junior HS Cross Country Invite on 10/13/15; First Lutheran Church request for use of barricades and waiver of fees for Shanty Town event on 10/17/15, recommending approval.

Attachments: [report.pdf](#)
[shanty town.pdf](#)
[mpsd invite \(2\).pdf](#)
[roncalli cross country.pdf](#)
[lakeshore games.pdf](#)
[family fall festival.pdf](#)
[lake natural resources.pdf](#)

4. Finance Committee (Consent)

[15-1071](#) General City Claims in the amount of \$1,556,739.37 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: [report.pdf](#)
[checks 9-25-15.pdf](#)
[checks 10-2-15.pdf](#)
[checks 10-9-15.pdf](#)
[checks 10-16-15.pdf](#)

5. Licensing, Permits and Inspections Committee (Consent)

[15-1079](#) Report of City Plan Commission relative to Special Permit for a Parking Lot issued to Jonathan and Cheryl Saunders, stating conditions for special permit have been met and the annual review of the project is no longer required, recommending acceptance of report and place on file.

Attachments: [15-1079.pdf](#)

[15-1082](#) Quit Claim Deed from Mark Burbey and Tina Rozum for 1823 sf for Goodwin Road purposes, recommending acceptance of deed and place on file.

Attachments: [15-1082.pdf](#)

[15-1083](#) Quit Claim Deed from John Lukas for 10,636 sf for Nagle Avenue purposes, recommending acceptance of deed and place on file.

Attachments: [15-1083.pdf](#)

[15-1084](#) Report of City Plan Commission of September 23, 2015, relative to Grant of Access and Easements 15-996, 15-997, 15-998, 15-999, 15-1000 and 15-1001, to Central Brown County Water Authority in various locations, recommending that the Mayor and Clerk sign the easement documents, that the Clerk record the documents along with acceptance of the Commission's report and place on file.

Attachments: [Report 15-1084.pdf](#)

[15-1085](#) Quit Claim Deed from Estate of Arland Lawrence for 3,698 sf for Hecker Road purposes, recommending acceptance and place on file.

Attachments: [15-1085.pdf](#)

6. Parks and Recreation Committee (Consent)

[15-876](#) Forestry Action Plan, including Tree Maintenance and Removal Priority Policy and revised Street Tree Removal Policy, recommending adopting the policy.

Attachments: [15-876 Forestry Action Plan](#)
[15-876 Tree Maintenance & Removal Priority Policy](#)
[15-876 Street Tree Removal Policy](#)

[15-979](#) Request from Big Brothers Big Sisters of Manitowoc County to provide a "Big Deal" for the Manitowoc Family Aquatic Center or Manitowoc Mini-Golf to their matches recommending providing 25 buy one get one admissions for a single session.

Attachments: [15-979 Big Bro Big Sis Request](#)

[15-1023](#) Recommended location and equipment for Silveridge Park playground, recommending approving option #1.

Attachments: [15-1023 Silveridge equip & location](#)

7. Personnel Committee (Consent)

8. Public Infrastructure Committee (Consent)

[15-1045](#) 2016-2017 Local Road Improvement Program - Staff recommendation to submit application for funding of East and West Crescent Drive. The Committee recommended apply for funding for 2016-2017 Local Road Improvement Program pending bicycle lane exemption. Accepted for Consent Agenda.

Attachments: [20150930095719638.pdf](#)

[15-1075](#) Progress Invoice from Wisconsin Dept. of Transportation in the amount of \$8,519.51 for Waldo Blvd. 8th St. - Maritime Dr., Project No. 4570-12-00, recommending payment.

Attachments: [15-1075.pdf](#)

[15-1076](#) Progress Invoice from Wisconsin Dept. of Transportation in the amount of \$13,271.78 for Waldo Blvd. CTH R - 8th Street, Project No. 1500-37-00, recommending payment.

Attachments: [15-1076.pdf](#)

[15-1078](#) Report of Board of Public Works of October 5, 2015 for Reside Restroom Facility at Halverson Park for 1st and Final Payment to ACE Building Services in the amount of \$6,322.00, recommending payment.

Attachments: [15-1078.pdf](#)

9. Public Safety Committee (Consent)

I. STANDING COMMITTEE REPORTS

1. Committee of the Whole

[15-902](#) Resolution establishing starting time for public meetings at 5:00 p.m. or later.

Attachments: [15-902.pdf](#)

[15-965](#) Ordinance to annex described herein territory from the Town of Manitowoc Rapids to the City of Manitowoc as part of the 9th Aldermanic District and the 26th Ward of the City.

Attachments: [15-956.pdf](#)

[15-966](#) Resolution creating Ward Number 26, population 0, for the Hecker #2 Annexation Area (Camomili) and providing the boundary description therein.

Attachments: [15-966.pdf](#)

[15-970](#) Report of City Plan Commission relative to Estate of Arland Lawrence petition for direct annexation from the Town of Manitowoc Rapids, 2410 Hecker Road with Commission recommending to approve the annexation petition and place a temporary zoning designation of B-2 Neighborhood Business on the property.

Attachments: [15-970.pdf](#)

[15-1025](#) Report from Fire Chief Todd Blaser and Community Development Director Nicolas Sparacio regarding transferring the oversight of Building Inspection to the Fire Department.

Attachments: [Fire-BI Plan.pdf](#)

2. Finance Committee

[15-959](#) Agency Fund Agreement with Lakeshore Community Foundation and the City of Manitowoc for K-9 Preservation Fund

Attachments: [AGENCY FUND AGREEMENT](#)
[ADDENDUM TO K-9 PRESERVATION FUND AGREEMENT](#)
[GROW-A-FUND ADDENDUM](#)

[15-1055](#) General City Budget of proposed 2015 levy for 2016.

Attachments: [2016 Budget as presented in book.pdf](#)
[Mayor's Letter for 2016 Budget.pdf](#)
[Summary.pdf](#)

[15-1056](#) Tax Incremental District #8 Financial Statements and Independent Auditor's Report

Attachments: [02254-2015-Financial Statements-5-18-15 TID No. 8-City of Manitowoc-090420](#)

3. Licensing, Permits and Inspections Committee

[15-1052](#) Plan Commission Report PC29-2015 Lakeside Foods Inc: Request for a Change in Zoning from I-2 Heavy Industrial to R-6 Multiple Family for property located at 1801 S 30 Street

Attachments: [15-1052.pdf](#)

[15-1077](#) Memo from Community Development Director Nic Sparacio with Development Agreement Abatement and Demolition for Lakeshore Town Center attached.

Attachments: [15-1077.pdf](#)

[15-1080](#) Report of the Board of Public Works of October 7, 2015, relative to request from Jeff Brayton, Miron Construction, for a sidewalk privilege agreement at Manitowoc Crane to install a 6' x 8' turnstile which would encroach into the ROW of So. 30th Street.

Attachments: [15-1080.pdf](#)

[15-1086](#) Request by Pete Allie, agent for 924 York Street LLC, for the approval of a demolition/razing permit application for the structures, in excess of 100,000 cubic feet, located at 924 York Street.

Attachments: [15-1086.pdf](#)
[demo app.pdf](#)
[bond.pdf](#)
[ins.pdf](#)
[photo.pdf](#)
[site plan approval.pdf](#)
[asbestos removal.pdf](#)

[15-1097](#) Ordinance amending the amended zone map of the City for an area generally located east of So. 30th Street, south of Division Street, and north of Dewey street to be changed from "I-2" Heavy Industrial District to "R-6" Multiple Family District.

Attachments: [ord 15-1097.pdf](#)

[15-1098](#) Report of Licensing, Permits and Inspections committee with the following license for granting: No. AMC-1508, "Class A" Cider license of Country Visions Cooperative, Steven Zutz, Agent, 311 N. Rapids Rd.

Attachments: [license 10-19-15.pdf](#)

[15-1100](#) Ordinance amending Section 3.050 of the Municipal Code establishing members of the Plan Commission.

Attachments: [ord 15-1100.pdf](#)

4. Parks and Recreation Committee

5. Personnel Committee

[15-850](#) Resolution to allow the Human Resources Director and hiring Department Head the ability to offer accelerated PTO schedule or up to 24 hours of additional PTO to candidates for open positions within the City of Manitowoc.

Attachments: [Current PTO Schedule EPM](#)
[15-850.pdf](#)

[15-1024](#) Resolution to approve the appointment of Nick Reimer to Police Chief effective January 9, 2016, to be placed at Grade S, Step 7, as a salaried position with an hourly rate of \$45.88 in the City of Manitowoc Compensation Step Plan.

Attachments: [2015 Compensation Step Plan Pg1](#)
[res 15-1024.pdf](#)

[15-1026](#) Resolution to approve the hiring of Firefighters to fill vacant positions, up to the 2015 budgeted amount, all in accordance with the collective bargaining agreement with the IAFF Local 368.

Attachments: [Firefighter Paramedic MFD JD](#)
[res 15-1026.pdf](#)

[15-1029](#) Resolution to Approve and Implement a Social Media Policy for City employees, separate from the Employee Policy Manual.

Attachments: [res 15-1029.pdf](#)
[social media policy.pdf](#)

[15-1037](#) Resolution to fill vacant Bridgetender position in the Public Infrastructure Department due to a retirement, and to approve the revised job description.

Attachments: [Operations - Bridgetender](#)
[res 15-1037.pdf](#)

[15-1041](#) Resolution to fill vacant Wastewater Treatment Facility Operator position due to resignation.

Attachments: [Operator JD 4.2013](#)
[res 15-1041.pdf](#)

6. Public Infrastructure Committee

[15-660](#) Joint Driveway Easement Agreement with Tower Tavern Real Estate LLC for egress to North Water Street.

Attachments: [15-660.pdf](#)

[15-1044](#) Public Works Petition for permanent paving, sidewalks, storm and sanitary sewers and other public utilities to be installed on property abutting on Hecker Road, as described therein, and shown on the attached map (Parcel #010-035-012-008.00).

Attachments: [15-1044.pdf](#)

7. Public Safety Committee

[15-1013](#) Resolution authorizing Mayor and Clerk to enter into Ambulance Service Agreements for events within the City limits if the event will be budget neutral due to being staffed by on-duty personnel.

Attachments: [15-1013.pdf](#)

[15-1099](#) Ordinance amending Section 10.730 of the Municipal Code to designate two handicap parking stalls on a portion of Jay Street to accommodate Manitowoc County Human Services clients.

Attachments: [ord 15-1099.pdf](#)

J. OTHER BUSINESS

K. ADJOURN

1. Next Scheduled Common Council Meeting: Monday, November 16, 2015 at 6:30pm in the Common Council Chambers at City Hall.

If you need accommodations for this meeting, please notify the City Clerk's office at least 48 hours in advance of the meeting (or as soon as possible after the meeting is posted, if posted less than 48 hours prior to the meeting time) at 686-6950. For additional assistance, individuals with hearing or speech disabilities can call 711 and be connected to a telephone relay system.

**Jennifer Hudon
City Clerk**