



# City of Manitowoc

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

## Meeting Minutes

### Public Infrastructure Committee

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Monday, February 13, 2017

5:35 PM

Council Chambers

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#### 1. Call to Order

D. Soeldner called the meeting to order at 5:45 p.m.

#### 2. Roll Call

**Present:** 5 - Soeldner, Brey, Howe, Kummer and McMeans

#### 3. Approval of Minutes

[17-0157](#)

Approval of Minutes from the December 12th, 2016 Public Infrastructure Committee Meeting.

**Attachments:** [December 2016 Meeting Minutes.pdf](#)

**A motion was made by Alderperson Scott McMeans, seconded by Vice Chair Mike Howe, that the December 12, 2016 Meeting Minutes were approved. The motion carried by the following vote:**

**Aye:** 5 - Soeldner, Brey, Howe, Kummer and McMeans

#### 4. 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

#### Approval of the Consent Agenda

**Moved by McMeans, seconded by Brey, to accept the Consent Agenda Items and recommendations of the various committees. The motion carried by the following vote:**

**Aye:** 5 - Soeldner, Brey, Howe, Kummer and McMeans

[17-0009](#)

Request from SMI and Representatives of VanHorn for a Letter of Understanding from the City that the private sewer exists in the easement and is allowed at 4611 Expo Drive, recommending approval of request.

**Attachments:** [17-0009.pdf](#)  
[17-0009-1.pdf](#)  
[17-0009-2.pdf](#)

[17-0116](#) Agreement between the United Methodist Church and the Aging & Disability Resource Center of the Lakeshore Senior Nutrition Program regarding the dining site, recommending entering into the agreement.

**Attachments:** [17-0116.pdf](#)

[17-0117](#) Request for phase 2 of the renovation plan for the downstairs of the Education Center at the Zoo, with funding to be from the zoo donation tube, recommending approval of the request.

**Attachments:** [17-0117.pdf](#)

[17-0133](#) Grass Cutting & Trimming Services for Properties in Non-Compliance with City Weed Ordinance Contract with Ecology Technology, Inc., recommending entering into the contract.

**Attachments:** [17-0133.pdf](#)  
[17-0133-1.pdf](#)

#### APPROVAL OF CONSENT AGENDA

### 5. Discussion and Action Items

[16-0958](#) Outdoor Exercise Equipment

**Attachments:** [16-0958.pdf](#)  
[16-0958-2.pdf](#)

Discussion was held regarding locations that were looked at and why placement of the equipment at the location proposed was important.

D. Soeldner felt that we should accept the donation and work with staff regarding contract and siting of donated equipment.

**A motion was made by Alderperson Jim Brey, seconded by Vice Chair Mike Howe, that the proposed donation of outdoor exercise equipment be accepted and to direct the City Attorney to draft an agreement and City Engineering and Public Works staff to assist Aurora in siting of equipment was accepted and referred to Council. The motion carried by the following vote:**

**Aye:** 5 - Soeldner, Brey, Howe, Kummer and McMeans

[17-0123](#) Water Issue on Dale Street - 815 Forest Circle.

**Attachments:** [17-0123.pdf](#)

Greg informed the Committee about the water issue in the garage, sump pump and they have water issues in the basement. The property owner was present and informed us of the property damage. The water comes through the garage floor every spring and they get water from underground breaking of concrete.

The Committee believed that the standing water on his personal property would need to be fixed by the property owner. The Committee discussed with the property owner how they feel about this water issue.

The property owner explained that he would be willing to put in drainage trench to discharge into Dale Street Park.

**A motion was made by Chairperson Dave Soeldner, seconded by Alderperson Scott McMeans, to allow drainage trench from 815 Forest Circle to discharge into Dale Street Park subject to coordination with Department of Public Works and City Attorney. The motion carried by the following vote:**

**Aye:** 5 - Soeldner, Brey, Howe, Kummer and McMeans

[17-0158](#) Request from Zoo Society for a major upgrade to the Zoo Education Center to be done by Spring.

**Attachments:** [17-0158.pdf](#)

The President of the Zoo Society was present to discuss the updates they would like to fund for the education building. During these upgrades, the education center will be closed.

**A motion was made by Alderperson Jim Brey, seconded by Vice Chair Mike Howe, that these Request from the Zoo Society for a major upgrade to the Zoo Education Center to be done by Spring 2017 was approved. The motion carried by the following vote:**

**Aye:** 5 - Soeldner, Brey, Howe, Kummer and McMeans

[17-0010](#) County Highway "R" Reconstruction - Custer Street to Broadway Street - Roadway Lighting

**Attachments:** [17-0010.pdf](#)

Marc Holsen was present to discuss the lighting issue. Greg asked what type of lighting the Committee would like to see in this area.

M. Howe requested to see the difference in pricing with proposed lighting.

[17-0121](#) Proposed 2019 Reconstruction of CTH R and temporary access to Custer Lane

**Attachments:** [17-0121.pdf](#)

The County Highway Supervisor, Marc Holsen was present to discuss the 2019 Bridge construction project. They are proposing to use Custer Lane as a temporary access road while the Railroad works on their tracks.

Kummer thought maybe to discuss with the neighbors to see if there are any other options and to bring back to March meeting.

**A motion was made by Vice Chair Mike Howe, seconded by Alderperson Jim Brey, that these Request was approved. The motion carried by the following vote:**

**Aye:** 5 - Soeldner, Brey, Howe, Kummer and McMeans

M. Howe withdrew his motion, J. Brey seconded. The Committee will discuss after the property owners are notified.

**A motion was made by Vice Chair Mike Howe, seconded by Alderperson Jim Brey, that the motion be withdrawn until later date. Property owners to be contacted. The motion carried by the following vote:**

**Aye:** 5 - Soeldner, Brey, Howe, Kummer and McMeans

[17-0067](#) Request to revise job descriptions-Weed Commissioner

**Attachments:** [Operations Division Manager- Streets and Sanitation JD 1.2017](#)  
[Operations Division Manager-Parks-Cemetery-Bridges-Electrician JD 1.2017](#)  
[Parks Laborer JD 1.2017](#)

C. Scheinoha requested transferring job duties to Parks Laborer and revising the job descriptions.

**A motion was made by Alderperson Scott McMeans, seconded by Vice Chair Mike Howe, that the Request to revise job descriptions and transfer of job duties was approved and referred to council. The motion carried by the following vote:**

**Aye:** 5 - Soeldner, Brey, Howe, Kummer and McMeans

[17-0136](#) Parks Comprehensive Plan Updates

**Attachments:** [17-0136.pdf](#)

C. Scheinoha was present to update the Parks Comp plan. They will be putting together a team that includes staff members. He would like to leave on the agenda to update.

L. Kummer expressed his thanks to Chad.

J. Brey said that if it is successful with obtaining Grants it's worth it.

[17-0140](#) Request from Clear Wireless, LLC to the City of Manitowoc for Acceptance of Removal and Restoration of Communication Tower Agreement, dated February 10, 2011

**Attachments:** [17-0140.pdf](#)

[17-0011](#) General Plow Reports

**Attachments:** [17-0011-1.pdf](#)  
[GP Report March 2 2017.docx](#)  
[17-0011 Downtown Pickup 3-3-17.docx](#)

**This Report was placed on file**

[17-0141](#) Snow Plowing Policies for cul-de-sacs and discussion of possible policy changes

R. Junk explained the procedures used and the ability to obtain plow operators and seasonals.

[17-0149](#) Manitowoc Bandit's Request for Rent Reduction

**Attachments:** [17-0149.pdf](#)

**A motion was made by Alderperson Jim Brey, seconded by Alderperson Scott McMeans, that the Request for rent reduction for the Manitowoc Bandits was approved and referred to council. The motion carried by the following vote:**

**Aye:** 5 - Soeldner, Brey, Howe, Kummer and McMeans

[17-0119](#) Request for Street Lights at 1840 Abbey Ridge Lane

**Attachments:** [17-0119.pdf](#)

The Committee questioned if the developer would still pay for this street lighting and why it wasn't done?

G. Minikel explained that he will check with Community Development Department.

[17-0120](#) Request for unbudgeted Capital Allocation Working Group Funds - Storm Sewer work associated with Asphalt Paving of the Alley bounded by N. 7th, N. 8th, Reed Ave. and Magnolia Ave.

**Attachments:** [17-0120.pdf](#)

Greg said that this alley was removed from project and will need to be brought as an unbudgeted request to approve.

**A motion was made by Alderperson Jim Brey, seconded by Vice Chair Mike Howe, that these Request for storm sewer work with asphalt paving of alley was referred to the Finance Committee. The motion carried by the following vote:**

**Aye:** 5 - Soeldner, Brey, Howe, Kummer and McMeans

[17-0131](#) Property Flooding at 2026 Hermann Road

**Attachments:** [17-0131.pdf](#)

G. Minikel explained that there are no laterals provided to this lot. The Committee is in favor of selling this lot and they asked C. Scheinoha to put together a list of properties with similar situation and look to sell as well.

**A motion was made by Alderperson Jim Brey, seconded by Alderperson Scott McMeans, that the Request for sale of property was referred to the Finance Committee as potential sale prospect. The motion carried by the following vote:**

**Aye:** 5 - Soeldner, Brey, Howe, Kummer and McMeans

[17-0118](#) Request for End of Life Funds from Capital Allocation Working Group -

Relocating Overhead Sign Structure on N. 8th Street at Waldo Blvd.

**Attachments:** [17-0118.pdf](#)

Greg said that we were notified by DOT to repair the sign at N. 8th at Waldo Blvd. His recommendation is to repair and take care of it as we were instructed to do.

**A motion was made by Alderperson Jim Brey, seconded by Vice Chair Mike Howe, that these Request to relocate overhead sign structure on N. 8th Street at Waldo was referred to the Finance Committee. The motion carried by the following vote:**

**Aye:** 5 - Soeldner, Brey, Howe, Kummer and McMeans

[17-0135](#)

2017 AECOM Services Supplemental Task Order - Town of Newton Gravel Pit, recommending enter into agreement for the Task Order

**Attachments:** [17-0135.pdf](#)

**A motion was made by Alderperson Scott McMeans, seconded by Vice Chair Mike Howe, that the 2017 AECOM Services Supplemental Task Order for Town of Newton Gravel Pit was entered into for Consent Agenda. The motion carried by the following vote:**

**Aye:** 5 - Soeldner, Brey, Howe, Kummer and McMeans

[17-0132](#)

Proposed Intersection changes at Calumet Avenue and South 41st Street, recommending approval of the request.

**Attachments:** [17-0132.pdf](#)

[17-0132-1.pdf](#)

Jim M. was present to discuss the concern he had with the intersection of S 41st street and Calumet Avenue. He is requesting to change the left turn to a just a left turn lane and the right turn to a straight and right turn lane.

G. Minikel said it was a 50/50 split when they were determining which lane to make the straight through lane.

**A motion was made by Vice Chair Mike Howe, seconded by Alderperson Jim Brey, that the Request was approved for consent agenda. The motion carried by the following vote:**

**Aye:** 5 - Soeldner, Brey, Howe, Kummer and McMeans

[15-954](#)

Railroad Crossings throughout the City of Manitowoc.

**Attachments:** [15-954.pdf](#)

[15-0954.pdf](#)

G. Minikel informed the Committee that he received a communication from the railroad. Two to three crossing could be re-done, with Custer street being a high priority

The Committee discussed the tracks that should be lifted, versus repairing.

**A motion was made by Alderperson Scott McMeans, seconded by Vice Chair Mike Howe, that the Request was approved to spend end of life funds in rank order for active crossings only. The motion carried by the following vote:**

**Aye:** 5 - Soeldner, Brey, Howe, Kummer and McMeans

[17-0150](#)

Capital Works 5 Year Plan 2016-2021, recommending approval and posting to City Website.

**Attachments:** [17-0150.pdf](#)

**A motion was made by Alderperson Scott McMeans, seconded by Vice Chair Mike Howe, that the Request to approve the Capital Works 5 Year Plan 2016-2021 was approved for consent agenda, and placement on City Website. The motion carried by the following vote:**

**Aye:** 5 - Soeldner, Brey, Howe, Kummer and McMeans

## 6. Adjournment

The meeting adjourned at 7:31 p.m.