



# City of Manitowoc

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

## Meeting Agenda

### Common Council

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Monday, April 18, 2016

6:30 PM

Council Chambers

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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

[16-0309](#) Proclamation designating May 9th to May 15th, 2016 as National Salvation Army Week.

**Attachments:** [salvation army week.pdf](#)

[16-0327](#) Presentation by Brad Snider, Sr. Account Executive of OpenGov to demonstrate OpenGov Intelligence + Transparency Software.

[16-0331](#) Recognition of Alderman Pat Brandel (District 5)

[16-0332](#) Recognition of Alderman Al Schema (District 9)

#### E. PUBLIC HEARINGS

#### F. PUBLIC INPUT

*Members of the public will be permitted to speak at the Common Council meeting 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

[16-0328](#) Appointment of Michael J. Etheridge to Transit Commission in place of Janet Paskiewitz for an indefinite term.

**Attachments:** [16-0328.pdf](#)

## 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

[16-0330](#) Minutes of Great Lakes Utilities Board of 10/29/15 & 12/1/15; Great Lakes Utilities Lakeswind Project of 12/1/15; Maritime Metro Transit Development Program Review of 2/11/16 & 3/3/16; Municipal Tree Commission of 2/10/15, 8/11/15 & 10-13-15; recommending placing on file.

**Attachments:** [great lakes 10-29-15.pdf](#)  
[great lakes 12-1-15.pdf](#)  
[GLU Lakeswind of 12-1-15.pdf](#)  
[Transit Dev of 2-11-16.pdf](#)  
[Transit Dev of 3-3-16.pdf](#)  
[tree comm 2-10-15.pdf](#)  
[tree comm 8-11-15.pdf](#)  
[tree comm 10-13-15.pdf](#)

[16-0312](#) Communication from Paul Blashka resigning his position on the Police and Fire Commission, recommending acceptance and place on file.

[16-0323](#) Public Notice of an air pollution permit application review of Federal Mogul Piston Ring, 2318 Waldo Blvd., recommending acceptance and place on file.

**Attachments:** [16-0323.pdf](#)

### 3. Committee of the Whole (Consent)

[16-0333](#) Report of Special Events Committee relative to approval of the following events: Children's Safety Network Family Fun Night on 4/29/16; Safety Patrol Picnic on 5/18/16; Silver Cup Disc Golf on 7/23/16; HFM Maritime Marathon on 6/12/16, recommending acceptance of report and place on file.

**Attachments:** [report 16-0333.pdf](#)  
[HFM Marathon.pdf](#)  
[silver cup.pdf](#)  
[safety patrol.pdf](#)  
[children safety.pdf](#)

[16-0334](#) Report of Special Events Committee recommending approval of the following events subject to Council action: Ryan's on York Street Party on 5/14/16 (street closure of York between 7th and 8th and extension of licensed premise); Salvation Army Anniversary on 5/15/16 (closure of Chicago St. between 5th and 6th); St. Francis of Assisi Picnic on 8/10/16 (closure of N. 14th St. between Waldo and Menasha & beer tent); Acoustic Fest on 7/16/16 (waiver for alcohol in Park), recommending acceptance of Committee's report and approval of requests.

**Attachments:** [report 16-0334.pdf](#)  
[ryans.pdf](#)  
[salvation army.pdf](#)  
[assisi.pdf](#)  
[acoustic.pdf](#)

#### 4. Finance Committee (Consent)

[16-0256](#) Summons and Complaint from Karl Koch vs City of Manitowoc, Case No. 15 CV 524, recommending referral to City Attorney.

**Attachments:** [20160325202154658](#)

[16-0257](#) JACKLYNN R. GIENCKE CLAIM, recommending placing on file.

**Attachments:** [20160325202139567](#)

[16-0260](#) Recommendation from CAWG for funding up to \$26,011 for Website redesign, CivicSend and Custom Mobile App with cost sharing from Friends groups for Aquatic Center, Zoo and Rahr West Museum funding to come from Unbudgeted Category, recommending approval.

**Attachments:** [WEBSITE REDESIGN](#)

[16-0308](#) General City Claims 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 16-0308.pdf](#)  
[3-25-16.pdf](#)  
[3-25-16kaysun.pdf](#)  
[4-1-16.pdf](#)  
[4-8-16.pdf](#)  
[4-8-16mpu.pdf](#)  
[4-15-16.pdf](#)

## 5. Licensing, Permits and Inspections Committee (Consent)

[16-0295](#) Request from Manitowoc County Expo/Fair entertainment pavilion purveyors to extend live band music performances on Friday, August 26th and Saturday, August 27, 2016 to 11:30 p.m. with beer sales ending at Midnight with music stopping at 11:00 p.m. on Wednesday, Thursday, and Sunday and beer sales discontinuing at 11:30 p.m., recommending approval of the request.

**Attachments:** [16-0295.pdf](#)

[16-0311](#) Quit Claim Deed from Christopher A. and Mary E. Schmidt for a parcel of land containing .75 acres for Mirro Drive purposes, recommending acceptance of Deed for dedication of the Mirro Dr. right of way with Clerk to record the same.

**Attachments:** [16-0311.pdf](#)

## 6. Parks and Recreation Committee (Consent)

[16-0154](#) Request from Anna Beatty, Mrs. Jacobson, Mr. Holschbach, and Stangel School's Sixth Graders for \$3,000 from the Parkland Dedication Fund for the construction of a dog agility course at Indian Creek Park, recommending approval of the request not to exceed \$3,032 and not to be paid until fundraising is complete.

**Attachments:** [16-0154 Bark Park funds request](#)  
[16-0154 Dog Agility Course Request 03-2016](#)

[16-232](#) Request by Manitowoc Heat Baseball to pay a flat fee of \$400 for use of Municipal Field for the 2016 baseball season, recommending approval.

**Attachments:** [16-232 Manitowoc Heat Baseball Request](#)

[16-0235](#) Park and Recreation Ticket & Pass Donation Policy, recommending approval of the policy.

**Attachments:** [P&R Ticket & Pass Donation Policy](#)

[16-0250](#) Request from Amy Fricke Weigel with Friends of the Manitowoc Aquatic Center, Inc. to install a gate between the family restroom and the aquatic center in order to allow use of the restroom by mini-golf players, recommending approval of the request.

**Attachments:** [16-0250 Aquatic Center gate](#)

## 7. Personnel Committee (Consent)

## 8. Public Infrastructure Committee (Consent)

[16-0282](#) Request from CountyWide Remodeling LLC for an additional driveway to allow for off street parking at 1211 Hamilton Street. The Committee recommended that the Request for a second driveway at 1211 Hamilton Street be approved.

**Attachments:** [20160330113117905.pdf](#)

[16-0283](#) Request from owner for a second driveway at 2407 Washington Street to allow for tenant parking. The Committee recommended that the request for second driveway at 2407 Washington Street be approved.

**Attachments:** [20160330115518906.pdf](#)

[16-0285](#) Update on the progress of redesigning the Maritime Metro Transit Routes. The Committee recommended placing on file and to continue planning with cost estimates.

**Attachments:** [20160330123449983.pdf](#)

[Route 1.pdf](#)

[Route 2.pdf](#)

[Route 3.pdf](#)

[Route 4.pdf](#)

[Route 5.pdf](#)

[Route 6.pdf](#)

[16-0288](#) Task Order #15-01 Amendment #1 to Strand Associates, Inc. Technical Services Agreement dated April 11, 2015. The Committee recommended approval of the Amendment to the Strand Associates Agreement dated April 11, 2015, Task Order #15-01 for Consent Agenda.

**Attachments:** [16-0288.pdf](#)

[16-0289](#) Stormwater Management Facility Maintenance Agreement for Manitowoc Lake Breeze Apartments, LLC, recommending that the Agreement be entered into.

**Attachments:** [20160330163240678.pdf](#)

[16-0314](#) Progress Invoice from Wisconsin Dept. of Transportation in the amount of \$8,624.41 for Waldo Blvd., 8th St - Maritime Dr., Project No. 4570-12-00, recommending payment.

**Attachments:** [16-0314.pdf](#)

[16-0315](#) Progress Invoice from Wisconsin Dept. of Transportation in the amount of \$13,079.46 for Waldo Blvd., CTH R - 8th St., Project No. 1500-37-00, recommending payment.

**Attachments:** [16-0315.pdf](#)

[16-0316](#) Resolution adopted by Wastewater Treatment Facility Board authorizing emergency replacement of WWTF influent screw pump gearbox, recommending acceptance and placing on file.

**Attachments:** [16-0316.pdf](#)

## 9. Public Safety Committee (Consent)

[16-195](#) Request to change South 29th Street between Custer Street and Mero Street to parking on one side of the street during winter months, recommending placing on file.

**Attachments:** [16-195.pdf](#)

[16-226](#) Request per Alderman Able for a one way sign at the entryway of Kwik Trip on No. 8th Street, recommending placing on file.

[16-230](#) Police February, 2016 Report, recommending placing on file.

**Attachments:** [Police February, 2016 Report](#)

[16-231](#) Fire February, 2016 Report, recommending placing on file.

**Attachments:** [Fire February, 2016 Report](#)

[16-0251](#) Communication from Fire Chief Todd Blaser on the smoke detector program titled "WisSafe", recommending placing on file

**Attachments:** [16-0251.pdf](#)

## I. STANDING COMMITTEE REPORTS

### 1. Committee of the Whole

[16-0304](#) Ordinance to amend Section 3.010 of the Municipal Code establishing structure of the Common Council and Standing Committees.

**Attachments:** [3.010 Common Council REVISIONS 4-11-16.pdf](#)  
[3 010 Common Council REPEALED VERSION 4-11-16.pdf](#)  
[Overview of Changes.pdf](#)  
[final ordinance.pdf](#)

[16-0306](#) Development Agreement between City of Manitowoc and 924 York, LLC and Forefront Management LLC for 924 York Street Parking Lot.

**Attachments:** [DA 3-31-16.pdf](#)

[16-0348](#) Lease Agreement with 924 York LLC for parking lot located at 924 York Street.

**Attachments:** [16-0348.pdf](#)

[16-0353](#) Ordinance amending Sections 3.050(2), 3.150(2) and 12.010(2) of the Municipal Code relative to memberships in Plan Commission, Room Tax Commission and Manitowoc Public Utilities Commission.

**Attachments:** [16-0353.pdf](#)

## 2. Finance Committee

[16-0259](#) Interversion Upgrade 7.15 to 7.18 Accela Springbrook ERP Software including database conversion from Progress to Sequel not to exceed \$15,260

**Attachments:** [20160331213109823](#)

[16-0277](#) Resolution relative to Annual Interest Allocation

**Attachments:** [resolution](#)

[16-0291](#) OpenGov Intelligence + Transparency Software purchase under GSA contract pricing

**Attachments:** [20160331213142009](#)

[OpenGov Software Agreement - Manitowoc](#)

[OpenGov+Council+Presentation](#)

[16-0319](#) Resolution awarding the sale of \$7,600,000 General Obligation Promissory Notes.

**Attachments:** [bond\\_resolution.pdf](#)

[16-0320](#) Scope of Engagement relative to proposed issuance of \$7,600,000 General Obligation Promissory Notes.

**Attachments:** [scope.pdf](#)

[16-0341](#) Resolution listing appropriations which were budgeted in 2015 to be carried forward to the 2016 departmental budgets.

**Attachments:** [16-0341.pdf](#)

[16-0342](#) Resolution being a re-statement of the original 2016 budget to decrease the general fund expenditures by \$2,200.

**Attachments:** [16-0342.pdf](#)

## 3. Licensing, Permits and Inspections Committee

[16-0293](#) Plan Commission Report 11-2016 Priority One Investments, LLC a.k.a TLC Homes, Inc. Request for Conditional Use Permit for an Adaptive Reuse Pursuant to 15.150(3)k and 15.370(29) at 1004 N. 17th Street for an Adult Day Services Facility.

**Attachments:** [16-0293.pdf](#)

[16-0294](#) Plan Commission Report PC-2016 The Lakeshore Interfaith Hospitality Network/The Hope House; Request for a Conditional Use Permit for a Transitional Housing use pursuant to 15.270(3)g for property located at 3501 Custer Street

**Attachments:** [16-0294.pdf](#)

[16-0318](#) Statement of the Board of Canvassers relative to the April 5, 2016 Spring Election for Municipal Judge and Alderpersons in Districts 4, 5, 6, 8 and 9.

**Attachments:** [16-0318.pdf](#)

[16-0326](#) Ordinance to amend various sections of Chapter 15 of the Municipal Code relative to text amendment regarding microbreweries, distilleries, wineries and airport height limitations.

**Attachments:** [16-0326.pdf](#)

[16-0329](#) Report of City Plan Commission relative to zoning ordinance text amendment regarding microbreweries, distilleries, wineries and airport height limitations with Plan Commission recommending City Clerk to call for public hearing on the proposed ordinance.

**Attachments:** [report 16-0329.pdf](#)  
[proposed ord.pdf](#)

[16-0347](#) Report of Licensing, Permits and Inspections Committee to grant the following licenses: TMP-1622 (beer) St. Francis of Assisi, 1408 Waldo Blvd.; TMPW-1605 (wine) St. Francis of Assisi, 1408 Waldo Blvd.; TAV-1541 Eastwynn Theatres, 2555 S. 44th St. Change of Agent to Karl Simpson.

**Attachments:** [16-0347.pdf](#)

#### 4. Parks and Recreation Committee

[16-233](#) Request by Manitowoc Public School District to place a portable toilet at Citizen Park for the 2016 softball / baseball season.

[16-0343](#) Resolution to proclaim May 14, 2016 as International Migratory Bird Day in the City of Manitowoc.

**Attachments:** [16-0343.pdf](#)

#### 5. Personnel Committee



[16-0344](#) Resolution to approve hiring of a replacement Rahr-West Art Museum Assistant Director with job description attached.

**Attachments:** [16-0344.pdf](#)  
[job\\_descr.pdf](#)

## 6. Public Infrastructure Committee

[16-0286](#) Resolution for 2016 Seal Coating Streets.

**Attachments:** [Sealcoating 2016.doc](#)

[16-0297](#) Request from the Progress Lakeshore Business Retention and Expansion Committee for possible action on a Manitowoc Beautification project from the Carferry Dock to South 8th Street, through the corridor between the Manitowoc Public Library and the Farmer's Market site.

**Attachments:** [20160401092442265.pdf](#)

[16-0298](#) Request from a citizen to purchase an obsolete ambulance at salvage value.

**Attachments:** [Surplus Equipment Disposal.pdf](#)  
[20160401152702970.pdf](#)

[16-0322](#) Report of Board of Public Works of April 6, 2016, of bids received for 2016 Dewey Street Park Pour-In-Place Playground Safety Surfacing - Rebid, Project WS-16-2R, recommending awarding to low bidder, Seiler Bros. Construction in the amount of \$42,393.50.

**Attachments:** [16-0322.pdf](#)  
[bid tab.pdf](#)

[16-0324](#) 2016 Urban Mass Transit Paratransit Assistance Contract between State of Wisconsin DOT and City of Manitowoc.

**Attachments:** [16-0324.pdf](#)

[16-0325](#) Public Works Petition by Christopher and Mary Schmidt to cause permanent paving, sidewalks, storm and sanitary sewers and other public utilities to be installed for property abutting Mirro Drive.

**Attachments:** [16-0325.pdf](#)

[16-0339](#) Agreement with Hamann Construction Company to furnish labor, equipment and material required to remove 9 windows and install glass block at Manitowoc Armory Building at a cost of \$20,702.00, AGMT 16-02.

**Attachments:** [16-0339.pdf](#)

[16-0340](#) Agreement with Hamann Construction Company to furnish labor, equipment and material required to enlarge existing overhead door on main garage at Police Department at a cost of \$17,701.00, AGMT 16-03.

**Attachments:** [16-0340.pdf](#)

**7. Public Safety Committee**

[16-0056](#) Citizen request for waiver of ambulance fees. Call# 182-14-3008 dated 10/19/2014.

[16-0317](#) Contract with Bartolotta Fireworks for 4th of July fireworks display.

**Attachments:** [16-0317.pdf](#)

[16-0351](#) Ordinance to amend a portion of Section 10.390 of the Municipal Code prohibiting parking on a portion of South 21st Street.

**Attachments:** [16-0351.pdf](#)

**J. OTHER BUSINESS****K. ADJOURN**

*1. Next Scheduled Common Council Meeting: Monday, May 16, 2016 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**