



City of Manitowoc

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

Meeting Agenda

Common Council

Monday, May 16, 2016

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

[16-0439](#) Commendation to State Senator Devon LeMahieu and Assemblyman Paul Tittl for being recognized by the League of Wisconsin Municipalities as a Municipal Champion during the 2015-16 Legislative Session.

[16-0431](#) Proclamation for National Peace Officer Memorial Day - May 16, 2016.

[16-0460](#) Presentation by Greg Vadney, Executive Director of Rahr-West Art Museum to outgoing Board members.

E. PUBLIC HEARINGS

[16-0463](#) Public Hearing to be held at 6:35 p.m. for the purpose of hearing any and all interested parties in the matter of proposed changes to Chapter 15 of the Manitowoc Municipal Code.

Attachments: [16-0463.pdf](#)

[16-0468](#) Public Hearing to be held at 6:40 p.m. for the purpose of hearing any and all interested parties in the matter of the Analysis of Brownfield Cleanup Alternatives at the Mason Manor apartment complex located at 1433 N. 6th St.

Attachments: [analysis.pdf](#)
[16-0468.pdf](#)

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

[16-0390](#) Appointments selected by Finance Committee for Council confirmation to Capital Allocation Working Group per Resolution 13-086 for term June 1, 2016 through May 31, 2018: Chad Scheinoha, Operations Assistant; Police Chief Nick Reimer; Fire Chief Todd Blaser; Rahr-West Art Museum Director Greg Vadney; Director of Public Infrastructure Dan Koski; Transit/Building & Grounds Team Leader Jim Muenzenmeyer; Finance Director/Treasurer Steve Corbeille.

Attachments: [REsolution establishing CAWG](#)
[Capital Allocation Working Group 2016 2018](#)

[16-0440](#) Appointment of Wayne Utterstedt (Fish and Game) to Zoological Board in place of T. Kocourek for two year term ending June 1, 2018.
Appointment of Al Schema to Zoological Board in place of Brian Schulz for one year term ending June 1, 2017.
Reappointment of Edward Vetting to Zoological Board for one year term ending June 1, 2017.
Reappointment of Al Hrudka to Zoological Board for one year term ending June 1, 2017.

Attachments: [appt..pdf](#)

[16-0442](#) Re-appointment of Director of Public Infrastructure Dan Koski to the Manitowoc County Solid Waste Management Advisory Committee.

[16-0445](#) Re-appointment of Peter Dorner to Plan Commission for a three-year term ending May 1, 2019

[16-0441](#) Resignation of Wayne Mertens from Industrial Development Corporation.

Attachments: [mertens.pdf](#)

[16-0461](#) Communication from Judy Corrado resigning from Rahr-West Art Museum Board of Directors effective June 1, 2016.

Attachments: [16-0461.pdf](#)

[16-0469](#) Communication from Amy Jagemann resigning from the Rahr-West Art Museum Board.

Attachments: [16-0469.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

[16-0443](#) Minutes of April 18, 2016 Common Council meeting, recommending approval and place on file.

Attachments: [4-18-16 min.pdf](#)

[16-0444](#) Minutes of April 19, 2016 Common Council Organizational Session, recommending approval and place on file.

Attachments: [4-19-16 min.pdf](#)

[16-0464](#) Minutes of March 21, 2016 Common Council meeting, recommending approval and place on file.

Attachments: [16-0464.pdf](#)

[16-0472](#) Application of City of Manitowoc as an electric public utility for authority to adjust electric rates, recommending placing on file.

Attachments: [electric rates.pdf](#)

[16-0473](#) Communication from Wisconsin Department of Transportation relative to Great Lakes Basin Transportation railroad proposal in Wisconsin, recommending placing on file.

Attachments: [16-0473.pdf](#)

3. Committee of the Whole (Consent)

[16-0481](#) Report of Special Events Committee recommending approval of the following events subject to Council action: Survivors of Suicide Memorial Service on 9-17-16 (waiver of rules prohibiting dogs in Washington Park); NEWGLSF Salmon Derby on 7-1-16 (waiver of noise ordinance until 11:30 pm and sales of fermented malt beverages on City property until 11:30 pm on Fri. and Sat.); Fat Seagull annual street party on 7-30-16 (street closure and extension of alcohol licensed premise); Fat Seagull Music Festival on 9-10-16 (street closure and extension of alcohol premise), recommending approvals.

Attachments: [report.pdf](#)
[survivors of suicide.pdf](#)
[salmon derby.pdf](#)
[seagull street party.pdf](#)
[seagull music festival.pdf](#)

[16-0482](#) Report of Special Events Committee relative to approval of the following events: Gospel Singing and Preaching on 5-27-16 in Washington Park; Chamber of Manitowoc County Picnic on 6-15-16 waiver of fees for rental of Lincoln Park Fieldhouse; Walk to Defeat ALS on 8-27-16; Bike Ride for Hunger change of date to 9-17-16; Lao New Year on 5-21-16 in Silver Creek Park; Krazy Daze on 7-8-16; Manitowoc Praisefest on 7-23-16 in Washington Park; Jagemann Stamping Company Picnic on 8-27-16 in Silver Creek Park, recommending acceptance of report and place on file.

Attachments: [report 16-0482.pdf](#)
[gospel sing.pdf](#)
[chamber.pdf](#)
[walk to defeat als.pdf](#)
[ride for hunger.pdf](#)
[lao new year.pdf](#)
[krazy daze.pdf](#)
[praisefest.pdf](#)
[jagemann.pdf](#)

4. Finance Committee (Consent)

[16-0307](#) Licensing, Permits and Inspection Committee, April 6, 2016, recommending acceptance.

Attachments: [16-0307.pdf](#)

[16-0387](#) Manitowoc Public Utilities Commission, March 14, 2016, recommending acceptance.

Attachments: [20160426221110467](#)

[16-0432](#) General City Claims in the amount of \$1,489,610.74 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: [16-0432.pdf](#)
[5-13-16.pdf](#)
[5-6-16.pdf](#)
[4-29-16.pdf](#)
[4-22-16.pdf](#)

[16-0453](#) Manitowoc Public Utilities Commission, April 11, 2016, recommending acceptance.

Attachments: [20160510194748807](#)

[16-0474](#) Report of City Plan Commission relative to request from Country Visions convenience store for reduction of off-street parking spaces, recommending reduction of parking spaces to a minimum of 34 spaces.

Attachments: [16-0474.pdf](#)

[16-0475](#) Report of City Plan Commission relative to offer of land donation from Doneff Holdings LLC for property located west of Mirro Drive and south of E. Albert Drive, recommending to receive and place on file the offer and recommend that the Manitowoc Public School district and adjacent neighbor communicate directly with Doneff Holdings regarding the land donation.

Attachments: [16-0475.pdf](#)

[16-0476](#) Report of City Plan Commission relative to request from Care Partners Assisted Living LLC, 1850 Mirro Dr., for a conditional use permit and exception to the 2,500' separation and density rule for a community living arrangement, recommending approval for up to 25 beds.

Attachments: [cup.pdf](#)

[16-0477](#) Report of City Plan Commission relative to request from Doneff Holdings LLC for amendment to the Official Map west of Mirro Drive and south of E. Albert Drive, recommending approving the Official Map amendment and instructing the City Clerk to call for a public hearing.

Attachments: [16-0477.pdf](#)

[16-0479](#) Report of City Plan Commission relative to request from Manitowoc County to rezone 27.5 acres of land from R-1 Residential - Agricultural and B-1 Office - Residential to C-1 Commercial for a portion of land located on the Manitowoc County Expo grounds west of S. Rapids Rd., recommending Clerk to call for public hearing and approval of the rezoning.

Attachments: [16-0479.pdf](#)

5. Personnel Committee (Consent)

6. Public Infrastructure Committee (Consent)

[16-0406](#) Request from Redeemer Lutheran Preschool for waiver of fees for a zookeeper presentation at Preschool, recommending approving the request.

Attachments: [16-0406.pdf](#)

[16-0407](#) CAWG Request for Bleacher Assembly Payment, recommending approval and refer to Finance Committee. Finance Committee approves.

Attachments: [16-0407.pdf](#)

[16-0408](#) Stormwater Management Facility Maintenance Agreement with Kona Realty, LLC (Kaysun) at 5500 West Drive, recommending approval and entering into agreement.

Attachments: [20160504113411461.pdf](#)

- [16-0411](#) Request for Porta-John at Fleetwood Park, recommending denial of request and place on file.
- Attachments:** [16-0411 Fleet wood porta john request.pdf](#)
- [16-0413](#) Payment approval for Schuette Park Community Built Playground, recommending approval of request and authorize expenditure.
- Attachments:** [16-0413 CBP reimbursement 05-03-16.pdf](#)
- [16-0415](#) Maritime Metro Transit Development Program Review Minutes from March 31, 2016 Meeting, recommending approval and place on file.
- Attachments:** [16-0415.pdf](#)
- [16-0433](#) Report of Board of Public Works of May 4, 2016 for Manitowoc Zoo Well for 3rd and Final Payment to AECOM in the amount of \$111.24, recommending payment.
- Attachments:** [zoo well.pdf](#)
- [16-0434](#) Report of Board of Public Works of May 4, 2016 for Bleachers - Citizen Park for 1st and Final Payment to Miller & Associates Sauk Prairie Inc. in the amount of \$20,422.00, recommending payment.
- Attachments:** [bleachers.pdf](#)
- [16-0435](#) Report of Board of Public Works of May 6, 2016, of bids received for Manitowoc Marina E Dock Replacement, Project WB-16-12, recommending awarding to low bidder, Michels Foundations in the amount of \$782,500.00.
- Attachments:** [16-0435.pdf](#)
[wb-16-12.pdf](#)
- [16-0437](#) Request from O'Connor's Concessions to sell concessions in the City of Manitowoc for 2016 season, recommending approval.
- Attachments:** [16-0437 O'Connor's Concessions](#)
- [16-0438](#) Report of Board of Public Works of April 27, 2016 for Trapezoidal Metal Roof Replacement Hail Damage, WB-15-18 for 8th and Final Payment to Schaus Roofing & Mechanical in the amount of \$54,320.00, recommending payment.
- Attachments:** [16-0438.pdf](#)
- [16-0446](#) Report of Board of Public Works of April 27, 2016, of bids received for 2016 Asphaltic Concrete Paving, Project WS-16-4, recommending awarding to low bidder, Vinton Construction Company in the amount of \$94,206.71.
- Attachments:** [16-0446.pdf](#)
- [16-0447](#) Report of Board of Public Works of April 27, 2016, of bids received for 2016 Epoxy Painting Pavement Marking, Project WS-16-9, recommending awarding to low bidder, Brickline Inc. in the amount of \$71,575.30.
- Attachments:** [16-0447.pdf](#)

[16-0449](#) Report of Board of Public Works of April 27, 2016, of quotes received for Two New 2017 Ford Utility All-Wheel Drive Police Interceptors for the Police Department, QE-16-3, recommending awarding to low bidder, Maritime Ford in the amount of \$53,072.20.

Attachments: [16-0449.pdf](#)

[16-0450](#) Report of Board of Public Works of April 27, 2016, of quotes received for One New 2017 Ford Utility All-Wheel Drive Police Interceptor for the Fire Department, QE-16-4, recommending awarding to low bidder, Maritime Ford in the amount of \$32,751.10.

Attachments: [qe-16-4.pdf](#)

[16-0470](#) Report of Board of Public Works of March 2, 2016 relative to request for Sidewalk Privilege Agreement from Signs Plus to place sign in City right-of-way at 215 N. 8th St., recommending referral to City Attorney for appropriate document.

Attachments: [16-0470.pdf](#)

7. Public Safety Committee (Consent)

[16-225](#) Request by Alderman Able for a yield sign @ New York Avenue crossing No. 5th Street, recommending placing on file.

Attachments: [Copy of ACCIDENTS - N 5TH ST - NEW YORK AVE](#)
[N 5th & New York Ave. Update](#)

[16-0336](#) Police March, 2016 Report, recommending acceptance and place on file.

Attachments: [16-0336](#)

[16-0337](#) Fire March, 2016 Report, recommending acceptance and place on file.

Attachments: [16-0337](#)

[16-0338](#) Fire and Rescue 2016 1st quarter performance report, recommending acceptance and place on file.

Attachments: [16-0338](#)

I. STANDING COMMITTEE REPORTS

1. Committee of the Whole

[16-0430](#) Ordinance amending Sections 3.010, 3.040, 3.050, 3.070, 3.100, 3.110, 3.130, 3.160, 3.170, 3.190, 3.200, 3.210, 3.270, 3.320, 3.340, 3.460, 3.470, 3.480, 3.510, 3.520, 3.560, 12.010(2), and 27.170(1) of the Manitowoc Municipal Code regulating appointing members of the Common Council to various boards and commissions and correcting staff titles and job duties to align with the City's organization chart and job descriptions

Attachments: [ord 16-0430 as amended.pdf](#)
[00022942.pdf](#)

[16-0457](#) Communication from Human Resources Director Rochelle Blindauer giving formal notice of resignation effective May 31, 2016.

Attachments: [16-0457.pdf](#)

[16-0467](#) Proposal from Herald Times Reporter to publish council proceedings, legal notices, display ads and ordinances, for the contract year beginning June 1, 2016.

Attachments: [newspaper.pdf](#)

2. Finance Committee

[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](#)

[16-0370](#) Recommendation to replace Tyler CLT IAS 4.0 Tax Billing and Collection Software with Transcendent Technologies, LLC (Appleton, WI) Ascent Land Records Suite (Upfront cost \$46,000, reoccurring Annual Maintenance after year 1 \$10,050)

Attachments: [CityManitowocProposal.pdf](#)
[CityManitowocServicesAgreement.pdf](#)
[CityManitowocLicenseAgreement.pdf](#)
[Revised 3-18 C - Manitowoc Ascent LR Proposal 2016 v2](#)
[Revised 5-9 Ascent Land Records Software License Agreement](#)
[Revised 5-9 Time-Expenses Services Agreement](#)
[Ascent 1](#)
[Ascent 2](#)
[Ascent 3](#)

[16-0371](#) Purchase Accela Special Assessment Module for Springbrook ERP Software \$7,050 with annual reoccurring costs for Maintenance/Support \$1,050

Attachments: [Accela Special Assessment Module Purchase](#)

- [16-0385](#) Notice of Determination Briess Industries, Inc VS. Wisconsin Department of Revenue 81-36-251-P-000085734
- Attachments:** [20160426022628760](#)
- [16-0386](#) Notice of Determination Parker Hannifin VS. Wisconsin Department of Revenue 81-36-251-R-000025146
- Attachments:** [20160426022611020](#)
- [16-0390](#) Appointments selected by Finance Committee for Council confirmation to Capital Allocation Working Group per Resolution 13-086 for term June 1, 2016 through May 31, 2018: Chad Scheinoha, Operations Assistant; Police Chief Nick Reimer; Fire Chief Todd Blaser; Rahr-West Art Museum Director Greg Vadney; Director of Public Infrastructure Dan Koski; Transit/Building & Grounds Team Leader Jim Muenzenmeyer; Finance Director/Treasurer Steve Corbeille.
- Attachments:** [REsolution establishing CAWG](#)
[Capital Allocation Working Group 2016 2018](#)
- [16-0391](#) Capital Allocation Working Group (CAWG) recommendation to deny funding up to \$1,700 to beautify the corridor between the Manitowoc Public Library and Farmer's Market Site due to using borrowed funds to fund an operational expense.
- Attachments:** [20160510231206408](#)
- [16-0394](#) Request to fund Mayor's Request to fund a Discover Manitowoc Grant in the amount of \$15,000 to the Maritime Museum to be used for SubFest from Room Tax Funds
- [16-0451](#) Professional Services Agreement to Administer the City of Manitowoc Housing Community Development Block Grant (CDBG)/Revolving Loan Programs with MSA Professional Services
- [16-0456](#) Staff report detailing the cooperative condemnation process for 1512 Washington Street
- Attachments:** [Memo-Council 5-9-16](#)
[Blight Determination](#)
[Blight Determination Exhibits](#)
- [16-0452](#) Resolution Declaring the Complex located at 1512 Washington St. Blighted
- Attachments:** [Resolution Mirro](#)
- [16-0458](#) Report of Finance Committee to grant the various licenses subject to approvals, inspections, insurance, payment of license fees and meeting State Statute requirements, as detailed therein.
- Attachments:** [16-0458.pdf](#)

[16-0462](#) Report of Board of Public Works of March 23, 2016, relative to Dewey Street assessment policy.

Attachments: [16-0462.pdf](#)

[16-0478](#) Ordinance to amend Section 22.010 of the Municipal Code entitled Official Map - Master Subdivision Plans in an area located west of Mirro Drive and south of E. Albert Drive.

Attachments: [ord 16-0478.pdf](#)
[map 16-0478.pdf](#)

[16-0480](#) Ordinance amending Section 15.050 of the Municipal Code to rezone a portion of land located on the Manitowoc County Expo grounds west of S. Rapids Road from R-1 Residential - Agricultural and B-1 Office - Residential to C-1 Commercial.

Attachments: [map 16-0480.pdf](#)
[ord 16-0480.pdf](#)

3. Personnel Committee

[16-0436](#) Resolution to approve seasonal hiring of individuals related to an elected official, department head or supervisory personnel.

Attachments: [16-0436.pdf](#)

[16-0484](#) Resolution appointing Jessie Lillibridge as Interim Human Resources Director.

Attachments: [res 16-0484.pdf](#)

[16-0485](#) Resolution to fill the position of Human Resources Director due to resignation.

Attachments: [res 16-0485.pdf](#)

[16-0486](#) Resolution approving job descriptions for electrical inspector and electrician and hiring another employee.

Attachments: [16-0486.pdf](#)

4. Public Infrastructure Committee

[15-1296](#) Senior Center Guest Pass fees, recommending approve fee structure of \$2 per day and \$5 per week for visitors. Policy to be reviewed by committee in one year and referred to Council.

Attachments: [15-1296 Senior Guest Pass Survey](#)
[15-1296 Member Pass Survey Results](#)

[16-0403](#) Remedy Safety Conditions on the Islands on Memorial Drive.

Attachments: [16-0403.pdf](#)

[16-0412](#) Request to close Citizen Park Tennis Courts until maintenance funding can be obtained and maintenance performed, recommending deny request, keep courts open during 2016 season and explore options to fully fund repairs in 2017 budget.

Attachments: [16-0412 Recc to close CP Tennis courts.pdf](#)

[16-0419](#) Existing Alley Pavement on Private Property in Alley number 8C Bounded by Lincoln, N. 8th Street, Pine Street and Waldo Blvd.

Attachments: [16-0419.pdf](#)

[16-0424](#) Request to reimburse funds for mini-golf and aquatic center special events from room tax monies previously transferred to the general fund, recommending approving the request.

Attachments: [16-0424 Memo - room tax monies.pdf](#)

[16-0459](#) Lease Agreement between Mancorad Radio Club for use of a portion of the Citizen Park Recreation Building located at 930 N. 18th Street.

Attachments: [16-0459.pdf](#)

[16-0465](#) Agreement (AGMT16-04) with Kip Gulseth Construction Company, Inc. to install new 8 inch mini storm sewer in the 1000 block of North 16th Street for the sum of \$10,533.89.

Attachments: [16-0465.pdf](#)

[16-0466](#) Agreement (AGMT 16-05) with Greg Klein to furnish labor to construct a Welcome Sign from footings to brick block capstone at 4100 Waldo Blvd.

Attachments: [16-0466.pdf](#)

[16-0471](#) Task Order #16-03 pursuant to technical services agreement dated April 11, 2013 between City of Manitowoc and Strand Associates, Inc. for Capacity Management Operations and Maintenance Plan.

Attachments: [16-0471.pdf](#)

[16-0483](#) Deed from City of Manitowoc to transfer to Manitowoc Public Utilities sewers on S. 7th Street (Madison St. - Columbus St.)

Attachments: [16-0483.pdf](#)

5. Public Safety Committee

[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](#)

[16-0352](#) Ordinance to amend portions of Section 10.490 of the Municipal Code regulating two-hour parking in the City of Manitowoc.

Attachments: [16-0352.pdf](#)

[16-0356](#) Ordinance to amend Sections 10.390 and 10.510 of the Manitowoc Municipal Code regulating limited time and angled parking in City parking lots.

Attachments: [ord 16-0356.pdf](#)
[Item 16-0356 City Parking Lots](#)

J. OTHER BUSINESS

K. ADJOURN

1. Next Scheduled Common Council Meeting: Monday, June 20, 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