



City of Manitowoc

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

Meeting Agenda

Common Council

Monday, April 21, 2025

6:30 PM

Council Chambers

Note: This meeting will also be held via remote
conferencing software (Zoom)

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.

This meeting is being conducted both in Council Chambers at City Hall and via Zoom to maximize opportunities for residents to attend. Those attending the meeting via Zoom who wish to give public input are asked to keep their microphone muted until public input is opened to improve audio quality for all attendees. Those using their phone to call in may hit *6 to mute and unmute themselves. Members of the public may call to listen in at 888 475 4499 US Toll-free, Meeting ID: 818 8040 1578 Password: 861773.

Public input will be accepted at the meeting. Those wishing to make public comment in advance of the meeting should email jswokowski@manitowoc.org or call 920-686-6952 with their comment no later than 12:00 p.m. central the day of the meeting. Emailed public input will be attached to the agenda and made part of the public record.

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

[25-0299](#)

Proclamation declaring the month of April as Parkinson's Awareness Month

Attachments:

[Proclamation for Parkinson's Awareness Month](#)

[25-0300](#)

Proclamation declaring the week of May 4 - May 10, 2025 as National Travel and Tourism Week

Attachments:

[Proclamation for National Travel and Tourism Week](#)

[25-0301](#) Proclamation declaring the week of May 4 - May 10, 2025 as Professional Municipal Clerks Week

Attachments: [Proclamation for Professional Municipal Clerk's Week](#)

[25-0302](#) Proclamation declaring May 11 - May 17, 2025 as National Police Week and May 15, 2025 as Peace Officers' Memorial Day

Attachments: [Proclamation for Peace Officers' Memorial Day](#)

[25-0303](#) Presentation to outgoing Alders; Brett Vanderkin and Tim Boldt

E. PUBLIC HEARINGS

[25-0304](#) Public Hearing to be held at 6:31 p.m. for the purpose of hearing any and all interested parties in the matter of a Request for a Conditional Use Permit for the Temporary Sale of Outdoor Merchandise, located at 3310 Calumet Avenue. (Parcel 725-000-090)

[25-0305](#) Public Hearing to be held at 6:32 p.m. for the purpose of hearing any and all interested parties in the matter of a proposed change in zone from B-1 Office-Residential to B-3 General Business District for property located at 601 Reed Avenue. (Parcel 817-304-040)

[25-0306](#) Public Hearing to be held at 6:33 p.m. for the purpose of hearing any and all interested parties in the matter of Request for a Conditional Use Permit for the Establishment of a Transitional Housing Use located at 1201 S 10th Street.

[25-0307](#) Public Hearing to be held at 6:34 p.m. for the purpose of hearing any and all interested parties in the matter of a Request for a Conditional Use Permit for the Establishment of a Transitional Housing Use located at 1222 S 7th Street.

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

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

[25-0308](#) Minutes of the March 17, 2025 Common Council meeting; recommending approval and place on file

Attachments: [Council Minutes 3-17-2025](#)

3. Committee of the Whole (Consent)

[25-0334](#) Report of the Special Events Committee relative to the approval of the following waiver of fees: Civil War Gravesite Repatriation on 6/7/2025; ManitowocFish & Game Meetings on second Wednesday monthly; and the denial of the following waiver of fees: Breakfast on the Farm on 6/8/2025; recommending acceptance of report and place on file

Attachments: [Waivers Acted On 031425 to 041625](#)
[Waiver of Fees - Civil War Gravesite Repatriation](#)
[Waiver of Fees - Monthly Fish & Game Meetings](#)
[Waiver of Fees - Breakfast on the Farm](#)

[25-0335](#) Report of Special Events Committee relative to the approval of the following events: US Womens Disc Golf Championship on 6/16/2025-6/22/2025; Silver Cup Disc Golf Tournament on 7/11/2015-7/13/2025 and 7/19/2025-7/20/2025; Lincoln High School Graduation on 6/13/2025; Mid-Mod Manitowoc on 7/25/2025-7/26/2025; Trunk or Treat on 10/21/2025; and Summer Band and Orchestra Concert on 8/7/2025; recommending acceptance of report and place on file

Attachments: [031325 - 041625 SEC Acted On](#)
[SE - US Womens Disc Golf Championship](#)
[SE - Silver Cup Disc Golf Tournament](#)
[SE - Lincoln High School Graduation](#)
[SE - Mid-Mod Manitowoc](#)
[SE - Trunk or Treat](#)
[SE - Summer Band and Orchestra Concert](#)

4. Finance Committee (Consent)

[25-0249](#) Report of City Clerk of proposed schedule of assessments for 2025 Weights and Measures Licenses; recommending to accept and place on file

Attachments: [Copy of 2025 Weights Measures for MR 3.18.25](#)

[25-0250](#) CAWG Request (Unbudgeted) from Engineering for amount not to exceed \$25,000 for Zimmer Dr. Asphalt Paving; recommending approval with the caveat that the asphalt is deemed temporary and any future paving construction would fall under the normal assessment process

Attachments: [Capital Request Form - Unbudgeted Request for Installation of Hot Mix Asphalt](#)
[Email from Engineer re Zimmer Dr. - Cul-de-Sac - CAWG Request](#)
[BID TAB WS-25-4 ASPHALT PAVING](#)
[Proposal 2024](#)
[10-2-2024 PI Committee Minutes](#)

[25-0252](#) Two Year Operator's License Application (#240360) for Tellis, M; recommending approval of the license pursuant to Wisconsin State Statute 111.335

Attachments: [Two Year Operators License \(#240360\) for M. Tellis](#)

[25-0253](#) Notice of Claim against the City of Manitowoc by State Farm Mutual Insurance Company; recommending to approve the settlement of the subrogated claim by State Farm prior to the expiration of the 120-day deadline noted in Wis. Stat. 893.80(1g), subject to the approval of the City Attorney

Attachments: [2024-00012497 ACCIDENT REPORT](#)
[2024-00012497 INCIDENT REPORT](#)

[25-0309](#) General City Claims in the amount of \$6,070,526.92 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: [Claim Report](#)
[3-14-2025](#)
[3-21-2025](#)
[3-28-2025](#)
[4-4-2025](#)
[4-11-2025](#)

[25-0326](#) 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: [Licensing Report](#)

5. Personnel Committee (Consent)

6. Public Infrastructure Committee (Consent)

[25-0182](#) Request for Concrete terrace along S 21st Street on Washington Junior High School property; recommending approving and MPSD taking care of the cost.

Attachments: [PROPOSED CONCRETE TERRACE MAP](#)
[25-0182 WASHINGTON JR HIGH TERRACE CONCRETE REQUEST](#)

[25-0187](#) Pickleball Tournament Fees; recommending approval

Attachments: [Pickleball Tournament Fee Memo 2.27.25](#)

[25-0263](#) Bus Shelter Request; recommending approval

Attachments: [Two Rivers Shelter Request](#)

[25-0265](#) Grow It Forward (GIF) City Parkland Agreement; recommending approval

Attachments: [MAINTENANCE AGREEMENT BETWEEN THE CITY OF MANITOWOC 1](#)
[Community Garden Agreement 2025 - Final](#)

[25-0268](#) MSA Delineation Invoice and Funding Approval from Zoo Donation Tube; recommending approval

Attachments: [05571029 Wetland Aviary Amendment #1 2025.03.28](#)

[25-0269](#) Northeastern WI Great Lakes Sport Fisherman (NEWGLSF) Maintenance Agreement; recommending approval

Attachments: [NEWGLSF agreement 2025 EGN](#)

[25-0274](#) Street Tree Planting Policy - Revisions to the Lists of Suggested Trees - 2025; recommending approval

Attachments: [Street Tree Planting Policy - Revisions to the lists of suggested trees - 2025](#)

[25-0312](#) Report of Board of Public Works of 3/19/2025 for an appeal for snow removal assessment for property located at 2206 S 9th Street; recommending to dismiss this charge under the agreement with the property owner that if there is a subsequent complaint and a violation is found, they don't have the right to appeal again

Attachments: [Report of BPW - 2206 S 9th Street](#)

[25-0313](#) Report of Board of Public Works of 3/19/2025 of quotes received for a Brush Chipper, QE-25-5; recommending to accept the quote for the brush chipper from Vermeer for \$81,000 and extended warrant for \$10,300

Attachments: [Report of BPW - QE-25-5](#)

[25-0314](#) Report of Board of Public Works of 4/9/2025 of a request for the city-owned parklet to be placed on the southwest corner of Quay Street and S 9th Street; recommending to approve the request

Attachments: [Report of BPW - Parklet Request](#)

[25-0315](#) Report of Board of Public Works of 4/9/2025, of quotes received for Stump Grinder and Trailer, QE-25-6, with the recommended bidder to Vermeer (stump grinder) for \$95,695.68 and Mirsberger Sales & Service (trailer) for \$12,293.50 for a total of \$107,989.18; recommending to approve the quote and send to Council

Attachments: [Report of BPW - QE-25-6](#)

[25-0316](#) Report of Board of Public Works of 4/9/2025 of approval to enter into AGMT-25-05 with Munson, Inc, to furnish all necessary labor, equipment and materials for surface cleaning, bike rack repairs, recoloring and striping of the tennis courts at Red Arrow Park as outlined in "Exhibit A", Munson, Inc. Proposal; recommending acceptance of report and place on file

Attachments: [Report of BPW - AGMT-25-05](#)

[25-0323](#) Report of Board of Public Works of 4/9/2025, of quotes received for Ready Mix Concrete for 2025 Construction Season, Project QM-25-1; recommending awarding to Carew Concrete in the amount of \$102,260.00

Attachments: [Report of BPW - QM-25-1](#)

[25-0324](#) Report of Board of Public Works of 4/9/2025, of bids received for 2025 Concrete Paving II Program, Project WS-25-11; recommending awarding to Vinton Construction Company in the amount of \$1,377,700.28

Attachments: [Report of BPW - WS-25-11](#)

[25-0325](#) Report of Board of Public Works of 2/26/2025, of bids received for 2025 Continuous Diamond Grading, Project WS-25-12; recommending awarding to Interstate Improvement Inc. in the amount of \$240,275.00

Attachments: [Report BPW - WS-25-12](#)

7. Public Safety Committee (Consent)

8. Plan Commission (Consent)

I. COMMITTEE REPORTS

1. Committee of the Whole

[25-0336](#)

Report of the Special Events Committee recommending approval of the following events subject to Council Action: Night Market 920 on 6/18/2025, 7/16/2025, 8/13/2025 (Waiver of alcohol at Washington Park for each event in case the event moves there); Dive Into Summer on 5/30/2025 (Waiver of alcohol at MYBA Complex); Manitowoc Food Truck Rally on Tuesdays from 5/6/2025 to 9/30/2025 (Road closure of N 11th St from River Point Dr to Buffalo St from 3:00 p.m.-9:00 p.m.); Turkey Trot on 11/27/2025 (Approval of road closure for route: using parts of Jaycee Dr, S 9th St, Dewey St, Lakeside Blvd, Viebahn St, S 10th St, Silver Creek Rd, S 15th St, S 18th St, Dewey St, S 9th St, Manitou St, S 11th St and S 8th St from 7 a.m. to 10 a.m.); Memorial Day Parade on 5/26/2025 (Approval of road closure for 8th St from Madison to Huron St, Huron St to Michigan Ave, Michigan Ave to Veteran's Memorial from 8 a.m. to 12 p.m.)

Attachments:[031325 - 041625 SEC Council Approval](#)[SE - Night Market 920](#)[SE - Dive Into Summer](#)[SE - Manitowoc Food Truck Rally](#)[SE - Turkey Trot](#)[SE - Memorial Day Parade](#)**2. Finance Committee**[25-0327](#)

Request from PetSkull Brewing for a temporary extension of premise for the sale of liquor and/or beer on the North 11th Street Boulevard on Tuesday nights from 5/6/2025 through 9/30/2025 from 4:00 p.m. - 9:00 p.m.

Attachments:[Extension of Premise - Petskull Brewing Company](#)**3. Personnel Committee**[25-0310](#)

Resolution to Reclassify the Rahr-West Art Instructor from Seasonal/Continuous LTE Pay Structure to the City of Manitowoc Compensation Plan Structure

Attachments:[RES TO RECLASSIFY RWAM ART INSTRUCTOR- FINAL](#)[RWAM Memo-Art Instructor](#)[2025 Comp Plan with RWAM Art Instructor Added](#)[Art Instructor Job Description](#)[2025 Seasonal Payrates](#)[25-0311](#)

Resolution for Seasonal Employment of Supervisory Personnel Relatives

Attachments:[Res to hire related seasonals for seasonal employment 4-2025-FINAL](#)**4. Public Infrastructure Committee**

[25-0185](#) Red Arrow Parking Lot - Directional Discussion

Attachments: [Memo for PI Committee Red Arrow Concept Design](#)
[20250211 Overall Conceptual Site Plan](#)
[color site plan](#)

[25-0317](#) Resolution to Declare World Migratory Bird Day

Attachments: [Resolution to Declare World Migratory Bird Day 2025- FINAL](#)

[25-0318](#) Municipal Water Installation Agreement with Ronald and Corina Eberhardt, 3023 CTH CR, Manitowoc

Attachments: [Municipal Water Installation Agreement - Eberhardt](#)

[25-0321](#) Resolution to Authorize Application for Knowles-Nelson Stewardship Grant

Attachments: [Resolution to Authorize Application for Knowles-Nelson Stewardship Grant](#)

[25-0322](#) Resolution to Authorize Application for Great Lakes Sediment and Nutrient Reduction Program Grant

Attachments: [GLSNRP Resolution 2025-FINAL](#)

5. Public Safety Committee

[25-0295](#) Ordinance to amend Section 10.170 of the MMC regulating Through Intersections (Stop sign at Summit Street and South 21st Street)

Attachments: [ORD AMEND 10.170 RE THROUGH INTERSECTIONS- S. 21st and Summit- F](#)
[S 21st St & Summit Street Request](#)

[25-0296](#) An Ordinance to create section 11.280 of the MMC regulating Crypto Currency ATMs

Attachments: [Memo to PS Re Crypto ATMs](#)
[FBI Cryptocurrency Fraud Report.pdf](#)
[Ordinance to Create Sect. 11.280 Regulating Bitcoin _Crypto Currency- FINAL](#)

[25-0297](#) Ordinance to create Section 16.340 of the MMC regulating Swimming Pools, Hot Tubs and Spas

Attachments: [ORDINANCE TO CREATE MMC 16.340- COMMITTEE LEVEL](#)
[Memo to Common Council Re Clarification to Proposed Ordinance](#)
[ORDINANCE TO CREATE MMC 16.340- FINAL REVISION](#)

[25-0298](#) Ordinance to amend Section 16.350 of the MMC regulating Fences and Walls

Attachments: [ORDINANCE TO AMEND 16.350- FINAL](#)

6. Plan Commission

[25-0150](#) PC 4-2025: Restoration Recovery LLC; Request for a Conditional Use Permit for the Establishment of a Transitional Housing Use located at 1201 S 10th Street (Parcel # 000-317-021)

Attachments: [25-0150 Report to Council Restoration Recovery 1201 S 10th St](#)
[25-0150 PC Report Restoration Recovery 1201 S 10th](#)
[D Bruns Comments 2-27-25](#)
[C Persaud Core Treatment Support](#)
[A Bosch Connection Church Support](#)
[S Roskinsky Support](#)
[D Snyder Core Treatment Support](#)
[D Sweet Core Treatment Support](#)

[25-0151](#) PC 5-2025: Restoration Recovery LLC; Request for a Conditional Use Permit for the Establishment of a Transitional Housing Use located at 1222 S 7th Street (Parcel # 000-319-120)

Attachments: [25-0151 Report to Council Restoration Recovery 1222 S 7th St](#)
[25-0151 PC Report Restoration Recovery 1222 S 7th](#)
[D Bruns Comments 2-27-25](#)
[A Bosch Connection Church Support](#)
[S Roskinsky Support](#)
[D Snyder Core Treatment Support](#)
[D Sweet Core Treatment Support](#)
[C Persaud Core Treatment Support](#)

[25-0153](#) PC 7-2025: Gritty Lane Antique Mall / Northland Associates, LLC; Request for a Conditional Use Permit for the Temporary Sale of Outdoor Merchandise; 3310 Calumet Avenue. (Parcel # 725-000-090)

Attachments: [25-0153 Report to Council Gritty Lane](#)
[25-0153 PC Report Gritty Lane Calumet Ave](#)

[25-0333](#) Ordinance amending the amended zone map of the City of Manitowoc entitled: "Zoning Ordinance of the Municipal Code of the City of Manitowoc" regarding a rezone of property located at 601 Reed Avenue

Attachments: [Ordinance PC 13-2025 Ordinance- FINAL](#)
[25-0235 Report to Council 601 Reed Avenue](#)
[PC 13-2025 Rezone BW.pdf](#)
[PC 13-2025 Rezone.pdf](#)

J. OTHER BUSINESS**K. ADJOURN**

1. Next Scheduled Common Council Meeting: Tuesday, April 22, 2025 at 5:00 p.m. in the Common Council Chambers at City Hall.

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Manitowoc will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the City Clerk's office at 920-686-6950 or the City's ADA Coordinator at (920) 686-6990 or e-mail cityattorney@manitowoc.org at least 48 hours prior to the scheduled meeting or event to request an accommodation. For additional assistance, individuals with hearing or speech disabilities can call 711 and be connected to a telephone relay system.

Mackenzie Reed
City Clerk