



City of Manitowoc

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

Meeting Agenda

Common Council

Monday, April 17, 2023

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: 893 9628 6649 Password: 669106.

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

[23-0310](#) Proclamation declaring the week of May 7th through 13th, 2023, as National Travel and Tourism Week

Attachments: [Nat Tourism Week Proclamation 2023 - Final](#)

[23-0345](#) Award presentation to Tom Bare for his 27 years of service to the community in serving on the Police & Fire Commission

E. PUBLIC HEARINGS

[23-0308](#) 6:32 P.M. - Public Hearing for the purpose of hearing any and all interested parties in the matter of a proposed change in zone from P-1 Conservancy

to C-1 Commercial for property located at 4221 Calumet Ave

[23-0309](#)

6:34 P.M. - Public Hearing for the purpose of hearing any and all interested parties in the matter of a proposed Conditional Use Permit located at 734 N. 8th Street for the Creation of a Used Car Lot pursuant to 15.270(3)a

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

[23-0311](#)

Minutes of the March 20, 2023 Common Council meeting, recommending approval and place on file

Attachments:

[March Minutes](#)

[23-0312](#)

Public Notice of an Air Pollution Control Permit Application Review for Wisconsin Aluminum Foundry, located at 838 S 16th Street, Manitowoc, WI 54220, recommending acceptance and place on file

Attachments:

[Air Pollution WAF](#)

[23-0313](#)

Public Notice of an Air Pollution Control Permit Application Review for B & B Metals Processing Co Inc, located at 14520 Pioneer Road, Newton, WI, recommending acceptance and place on file

Attachments:

[Air Pollution B & B Metals](#)

3. Committee of the Whole (Consent)

[23-0332](#)

Report of Special Events Committee relative to approval of the following events: Waiver of Fees: Annual Celebration of Clients on 9/8/23; Waiver of Fees: MYBA Draft on 4/12/23; Cares Enough to Wear Pink on 10/14/2023; George Spoentgen Memorial Tournament on 7/15/23; Waiver of Fees: George Spoentgen Memorial Tournament on 7/15/23; Lighthouse Tour on 7/4/23; Malt City Brewfest on 8/5/23; Gumby's Glow Run/Walk on 7/8/23; Manitowoc Garden Faire Extraordinaire on 6/10/23; Waiver of Fees:

Lincoln HS End of Year Celebration on 6/7/23; Cool City Car Cruise; recommending approval

Attachments: [SE Acted by SE Committee](#)
[Waiver - Annual Celebration of Clients](#)
[Waiver - MYBA Draft](#)
[Cares to Wear Pink](#)
[George Spoentgen Memorial Tournament](#)
[Lighthouse Tour](#)
[Malt City Brewfest](#)
[Gumby's Glow Run-Walk](#)
[Manitowoc Garden Faire Extradordinaire](#)
[Waiver - Lincoln HS End of Year Celebration](#)
[Cool City Car Cruise](#)

4. Finance Committee (Consent)

[23-0191](#) River Point - River Landing Townhomes recommending to approve the term sheet as submitted

Attachments: [River Landing Term Sheet - Final](#)

[23-0274](#) Request to increase Library Public Services Manager Credit Card Limit from \$2,000 to \$5,000 recommending to approve the request

Attachments: [Email from Library Executive Director for CC Request](#)

[23-0275](#) Request from Manitowoc County Expo/Fair entertainment pavilion purveyors to extend live band music performances on Friday, August 25th and Saturday, August 26th to 11:30 pm with beer sales ending at Midnight and with music stopping at 11:00 pm on Wednesday, Thursday and Sunday with beer sales ending at 11:30 pm recommending to approve the request

Attachments: [Fair Request Letter](#)

[23-027](#) L23-00075 Borchartt Claim for >\$5,000 for Replacement of Leaking Water Service recommending to refer to the City Attorney's Office

Attachments: [L23-00075 BORCHARDT Claim](#)

[23-0277](#) Request for Liquor License Fee Refund - V. Golden recommending to approve the request

Attachments: [Liquor License Fee Refund Request Email](#)

[23-0278](#) Request to void Property Tax Equivalent Agreement for 515 Expo Dr recommending to void the contract

Attachments: [Email from Community Development Director](#)
[City-Finance Committee re CVDC 03202023](#)
[Agreement - City and Custer Village](#)

[23-0280](#) Request for exception to City EPM Travel Expectations/Expenses - Lodging for 2 Finance Dept. Employees recommending to approve the request

Attachments: [Memo Finance Dept EPM Lodging Exception Request](#)
[WGFOA Spring Conference April 2023](#)

[23-0317](#) 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; recommending approval

Attachments: [LPI Licensing Report](#)

[23-0318](#) General City Claims in the amount of \$2,020,095.70 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: [Committee Report on Claims](#)
[Claims 3-31-23](#)
[Claims 4-7-23](#)
[Claims 4-14-23](#)
[Claims 3-24-23](#)

5. Personnel Committee (Consent)

[23-0238](#) Unpaid Leave of Absence Request for Transit Employee recommending to extend current leave until 6/5/2023

[23-0263](#) Request for an Unpaid Intern in the City Attorney's Office-Summer 2023 recommending to move to approve the request

Attachments: [ACA Nycz Memo to PC re Summer Intern 2023.pdf.pdf](#)
[Unpaid Intern Atty.pdf](#)

6. Public Infrastructure Committee (Consent)

[23-0176](#) CORP Final Draft Review and Recommendation for Adoption, recommending adopting

Attachments: [23-0176 MEMO for DPI Committee - CORP Update Final Draft Recommendation](#)
[23-0176 Final Draft - 2023 Manitowoc CORP Appendix](#)
[23-0176 Final Draft - 2023 Manitowoc CORP Park Specific Recommendation M](#)
[23-0176 Final Draft - 2023 Manitowoc CORP](#)

- [23-0181](#) Stormwater Hydrology and Hydraulics Study Recommendation, recommending including in the 2024 budget request
Attachments: [Stormwater Hydrology and Hydraulics Study](#)
- [23-0264](#) Request to Fund the Coastal Wetland Aviary Plan Contract of \$12,500 from the Zoo Donation Tube, recommending approval
Attachments: [23-0264 Coastal Wetland Aviary Plan funding 4.3.23](#)
[23-0264 MSA 05571029 Final Proposal \(002\)](#)
- [23-0266](#) Proposed Jurisdictional Transfer of CTH R from Broadway Street to CTH P (Homestead Road), recommending working with City Attorney to finalize details as well as Resolution
Attachments: [23-0266 Email for Jurisdictional Transfer of N Rapids Rd](#)
[CTH R - City costs](#)
- [23-0281](#) Proposed Jurisdictional Transfer (JT) of CTH "CL" (Viebahn St) from S. 10th Street to S. 42nd Street, recommending approval of request and to work with City Attorney to finalize the details.
Attachments: [23-0281 Jurisdictional Transfer of CTH CL](#)
- [23-0291](#) Purchase three (3) 42" tables for the Social Room at the Senior Center, recommending approval
Attachments: [Senior Center table purchase memo 4.3](#)
[Senior Center table purchase funding request 4.3.23](#)
[42 table Quote #11605](#)
- [23-0292](#) Citizen Park Recreation Center Rollaire Renovation, recommending developing a renovation plan for proposals
Attachments: [Rollaire Center Improvements](#)
- [23-0319](#) Progress Invoice from WI DOT for Calumet/Washington, Project ID 39541004200 in the amount of \$1,204.85 recommending payment
Attachments: [WI DOT Invoice 395-0000294313](#)
- [23-0320](#) Progress Invoice from WI DOT for Calumet/Washington, Project ID 39541004200 in the amount of \$3,847.98 recommending payment
Attachments: [WI DOT 395-0000296512](#)
- [23-0321](#) Report of Board of Public Works of 04/05/2023 for 3rd and Final payment of \$42,569.46 to Vinton Construction Co, for S 14th Street Lift Station and Force Main, WU-22-2, recommending payment.
Attachments: [Vinton 3&F](#)
- [23-0322](#) Report of Board of Public Works of 04/05/2023 for 4th and Final payment of \$93,484.48 to Vinton Construction Co. for 2022 Asphaltic Concrete

Paving II Program, WS-22-14, recommending payment.

Attachments: [Vinton 4&Final](#)

[23-0327](#) Report of Board of Public Works of 4/5/23, of bids received for Red Arrow Door Replacement, Project #WB-23-16, recommending awarding to low bidder, Phillipi Quality Construction, Inc. in the amount of \$25,543.00.

Attachments: [WB-23-16](#)

[23-0328](#) Report of Board of Public Works of 4/5/23, of bids received for Lincoln Park Zoo Exhibit Renovations, Project #WB-23-17, recommending awarding to low bidder, Philippi Quality Construction, Inc. in the amount of \$229,767.00.

Attachments: [WB-23-17](#)

[Lincoln Park Zoo Renovation Project Memo](#)

[23-0329](#) Report of Board of Public Works of 4/5/23, of bids received for 2023 Maritime Dr. (10th - York St.) & York St. (7th - 10th St.) Concrete Removal, Installation of Trees & Guards, Landscaping, Epoxy Crosswalk, Project #WB-23-18, recommending awarding to low bidder, Highway Landscapers, Inc. in the amount of \$163,965.88.

Attachments: [WB-23-18](#)

[23-0330](#) Report of Board of Public Works of 3/22/23, of bids received for Masonry Wall Repair & Overhead Door Expansion at Transit Mechanic Building - Rebid, Project #WB-23-14R, recommending awarding to low bidder, Jos. Schmitt & Sons Construction in the amount of \$106,233.00.

Attachments: [WB-23-14R](#)

[23-0331](#) Report of Board of Public Works of final payments to contractors for agreements under \$25,000.00; recommending acceptance and place on file

Attachments: [Final Payment Report](#)

7. Public Safety Committee (Consent)

8. Plan Commission (Consent)

[23-0144](#) PC4-2020: Plate Enterprises; Review of a Conditional Use Permit for the Operation of a Recycling Facility located at 1107 Franklin Street recommending to accept and place on file a letter from Mike Plate, owner of Plate Enterprises, notifying the City that he is closing his recycling business which then terminates a 2020 issued Conditional Use Permit. The Plan Commission also recommends that the Council grant Mr. Plate's request granting him until May 31st, 2023 time to clean up the building and process all the current materials on the site.

Attachments: [23-0144 Report to Council Plate CUP Termination](#)
[23-1044 PC Report M Plate CUP Annual Review 1107 Franklin Street](#)
[Plate Closure Letter 3-20-2023](#)

I. COMMITTEE REPORTS

1. Committee of the Whole

[23-0333](#) Report of Special Event Committee recommending approval for the following events subject to Council Action: Lincoln Graduation on 6/9/23 (Road closure of S 9th St from Columbus St to Green St, and S 8th St south of Columbus St); Windigo Fest on 10/6/23-10/8/23 (Waiver of sound ordinance); Lakeshore Balloon Glow on 8/18/23 (Road closure of Quay St from 8th St to South 7th St)

Attachments: [SE Requiring Council Action](#)
[Lincoln Graduation](#)
[Windigo Fest](#)
[Lakeshore Balloon Glow](#)

2. Finance Committee

[23-0265](#) CTH R at Conroe Street 36" CMP Culvert Crossing Quote

Attachments: [23-0265 CTH R at Conroe - Culvert Memo](#)
[23-0265 CTH R at Conroe Street Quote and Email](#)
[Information for 23-0265](#)

[23-0314](#) Request from Manitowoc Elks Lodge 0687 for permanent extension of premise to include the private sidewalk on the South side of the building

Attachments: [Extension of Premise - Elks Lodge sidewalk](#)

[23-0315](#) A request from the Manitowoc Elks Lodge 0687 to extend the premise on September 30th, 2023 to include the yard area for Octoberfest Celebration & Live Music, Food & Beverage, Alcohol, Soda etc.

Attachments: [Extension of Premise - Elks Lodge Sept 30th](#)

[23-0334](#) Ordinance to amend Section 3.150 of the Manitowoc Municipal Code creating a Room Tax Commission

Attachments: [3.150 Ord for revisions to Room Tax Commission 2023 - Final](#)

3. Personnel Committee

[23-0262](#) Resolution to Hire Seasonal Employees Related to Elected Officials, Department Heads, or Supervisory Personnel

Attachments: [Res to hire related seasonals for seasonal employment 2023.pdf](#)

4. Public Infrastructure Committee

[23-0316](#) Resolution Authorizing Emergency Repairs to Storm Sewer Culvert at N. Rapids Rd. & Conroe St.

Attachments: [Resolution Authorizing Emergency Repairs to Storm Sewer at N. Rapids Rd. C](#)

[23-0323](#) Resolution to proclaim May 13, 2023 as World Migratory Bird Day in the City of Manitowoc

Attachments: [World Migratory Bird Day Resolution](#)

[23-0324](#) Declaration that the emergency for the 8th Street bridge no longer exists as declared by the Board of Public Works at the meeting of 2/20/2023

Attachments: [23-0157](#)

5. Public Safety Committee

[23-0298](#) An Ordinance to amend Section 10.830 of the MMC regulating bicycles and e-bikes or electric bicycles.

Attachments: [10.830 Ord for E-Bike Revision.DOCX](#)

[23-0299](#) Ordinance regulating unnecessary acceleration/burnouts on City streets.

Attachments: [Ord Regulating Unnecessary Acceleration - Burnouts on City Streets.pdf](#)

[23-0325](#) Ordinance to amend Section 10.390 of the MMC regulating parking on Washington Street at S 8th Street

Attachments: [Ord amend parking on Washington St. at S 8th St.](#)

6. Plan Commission

[23-0142](#) PC 8-2023: City-Initiated Amendment to the Future Land Use Map; Property located at Calumet Avenue, Dewey Street and S. 42nd Street, from Institutional and Public Parks & Open Space to General Business.

Attachments: [23-0142 Report to Council 4221 Calumet Ave](#)
[23-0142 PC Report 4221 Calumet Ave future land use map](#)

[23-0234](#) PC 11-2023: Hubbartt; Request for a Conditional Use Permit for the Creation of a Used Car Lot Located at 734 N. 8th Street pursuant to 15.270(3)a.

Attachments: [23-0234 Report to Council Hubbartt CUP](#)
[23-0234 PC Report Hubbartt CUP](#)

[23-0326](#) Ordinance to rezone property located at 4221 Calumet Avenue from P-1 Conservancy to C-1 Commercial

Attachments: [Ord to Rezone 4221 Calumet Ave](#)

J. OTHER BUSINESS

K. ADJOURN

1. Next Scheduled Common Council Meeting: Organizational Session on Tuesday, April 18, 2023 at 5:00pm and Monday, May 15, 2023 at 6:30pm 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