



City of Manitowoc

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

Meeting Minutes

Public Infrastructure Committee

Monday, June 13, 2016

5:30 PM

Council Chambers

1. Call to Order

D. Soeldner called the meeting to order at 5:33 p.m.

2. Roll Call

Present: 4 - Soeldner, Brey, Howe and Kummer

Absent: 1 - McMeans

Staff Present: D. Koski, G. Minikel, S. Birr, J. Muenzenmeyer, D. Larson, K. Dorow, C. Sheinoha, B. Helminger, Ald. J. Sladky, Ald E. Sitkiewitz

Public Present: Glenn Foreyt, Laurie Clark, Dave Neuser, Angie Katsma, Cynthia Knipp-Jones, Jeffrey Jones

3. Approval of Minutes

[16-0547](#) Public Infrastructure Committee Meeting Minutes from May 9, 2016

Attachments: [16-0547.pdf](#)

A motion was made by Alderperson Jim Brey, seconded by Alderperson Lee H. Kummer, that the May 9, 2016 Minutes from the Public Infrastructure Committee Meeting be approved. The motion carried by the following vote:

Aye: 4 - Soeldner, Brey, Howe and Kummer

[16-0551](#) Wastewater Treatment Facility Board Meeting Minutes

Attachments: [16-0551.pdf](#)

A motion was made by Alderperson Jim Brey, seconded by Alderperson Lee H. Kummer, that the Minutes Of the WWTF Board Meeting be approved. The motion carried by the following vote:

Aye: 4 - Soeldner, Brey, Howe and Kummer

4. Discussion and Action Items

[16-0539](#) City Rental Policy for Barricades and other traffic control

Attachments: [16-0539.pdf](#)

Glenn Foreyt, 1011 N. 16th Street, was present to discuss the rental fee for city barricades. He had to pay a rental fee of \$25 for a block party, which he said he was not charged in past years.

K. Dorow explained that this fee was created a couple years ago for maintenance of the barricades. The rental is for 3 days (Friday-Monday).

L. Kummer asked how much revenue is generated and K. Dorow said approximately \$150 per year.

M. Howe agreed with recouping maintenance costs, but agreed there aren't many rentals per calendar year.

A motion was made by Alderperson Lee H. Kummer, seconded by Alderperson Jim Brey, that the Request to waive fees for barricade rental and revisit rental policy for City owned rental items was approved and referred to Council. The motion carried by the following vote:

Aye: 4 - Soeldner, Brey, Howe and Kummer

[16-0536](#) Main Street Hanging Banners for In Courage Fundraiser

Attachments: [16-0536](#)
[20160608111005370.pdf](#)

Laurie Clark, In Courage (formerly Manitowoc County Domestic Violence Center) was present to discuss banners they are proposing to hang to raise awareness.

She provided a list of proposed streets and the number of banners is still to be determined.

D. Koski said city staff would be required to hang these banners.

G. Minkel informed Ms. Clark that there are size restrictions for trucks.

M. Howe is concerned that more nonprofits will come forward with same request.

L. Kummer said since there are Visitor Information Center banners in place now, we should check with them and also make sure they are the same size.

The Committee recommended that a policy be drafted to include size restrictions and to bring back to the July meeting.

This Request was discussed and will be brought back to July meeting after policy is drafted.

[16-0526](#) Complaint regarding Northwest corner of N. 14th and Michigan Avenue curb.

Attachments: [16-0526](#)

Dave Neuser, 1404 Michigan Avenue, was present to discuss the corner of his property is being driven over and he has to repair. He is requesting the City to fill in this area with cement. This will eliminate the need to constantly repair this grass area.

G. Minikel said Mr. Neuser has requested several times for something to be done.

The Committee was in favor of providing Mr. Neuser a solution and filling in with concrete during a project that is in that area.

A motion was made by Vice Chair Mike Howe, seconded by Alderperson Jim Brey, to approve the request with staff to add to Sidewalk Program and refer to Council. The motion carried by the following vote:

Aye: 4 - Soeldner, Brey, Howe and Kummer

[16-0528](#)

Citizen request regarding disc golfers in Silver Creek Park.

Attachments: [16-0528.pdf](#)

Angie Katsma, 3409 S. 10th Street, was present to discuss trespassing issues from people using the Silver Creek disc golf park and walking through private property, not even realizing its' private. There is a metal fence that runs along the lakeside and in the future would like it to extend to the end of the course. Placement of evergreen trees could also provide a barrier to their lots.

D. Soeldner said that he would like to start with signage first and see if that helps.

Ms. Katsma said there is a disc tournament coming up and is requesting signs and trees to be in place during this tournament to block the area.

Chad Scheinoha explained that he walked the perimeter and signs would be a great idea.

The Committee discussed talking with the head of the disc golfers. Chad said he would do this.

Ms. Katsma offered to finance the trees to contribute to the park and help block areas of the course to her descretion.

A motion was made by Vice Chair Mike Howe, seconded by Alderperson Jim Brey, that the Request was approved for Council agenda to place warning signs along property lines and work with disc golfers and neighbors toward longer term solutions. The property owner abutting course offered to finance the trees that were installed on the park property. The motion carried by the following vote:

Aye: 4 - Soeldner, Brey, Howe and Kummer

[16-0535](#) Wastewater Treatment Facility Compliance Maintenance Annual Report, recommending acceptance and place on file.

Attachments: [16-0535](#)

Brian Helminger was present to discuss the report with the Committee.

A motion was made by Alderperson Jim Brey, seconded by Vice Chair Mike Howe, that the Report was accepted and placed on file. The motion carried by the following vote:

Aye: 4 - Soeldner, Brey, Howe and Kummer

[16-0448](#) Summer hours and staffing requirements at the Manitowoc Family Aquatic Center, recommending placing on file.

Attachments: [16-0448.pdf](#)

Denise Larson explained to the Committee the operation hours of the Aquatic Center and the Mini Golf course. She explained that she had challenges staffing as she couldn't hire life guards under 17.

This Action Item was accepted and placed on file

S. McMeans arrived at 6:17 p.m.

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

[16-0533](#) Senior Center \$24,000 Donation, recommending authorizing staff to make recommendations concerning disbursement of funds.

Attachments: [16-0533.pdf](#)

D. Larson reported that they received a generous donation from a member and watercolor art instructor of the Senior Center. She is looking to purchase a digital sign for the Senior Center/ Recreation Dept.

L. Kummer suggested putting some of the funds toward the water colors art program.

A motion was made by Alderperson Scott McMeans, seconded by Alderperson Jim Brey, that the Report be approved for consent agenda and authorize staff to make recommendations concerning disbursement of funds. The motion carried by the following vote:

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

[16-0532](#) Request to Raze Small restroom at Red Arrow Park

Attachments: [16-0532](#)

J. Muenzenmeyer was present to discuss razing the restroom facility at Red Arrow Park.

A motion was made by Alderperson Jim Brey, seconded by Alderperson Scott McMeans, that the Request to raze small restroom at Red Arrow Park was approved and referred to council. The motion carried by the following vote:

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

[16-0549](#) Sale of Four (4) Remaining Police Vehicles**Attachments:** [20160615153445073.pdf](#)

Karen Dorow explained there are 4 remaining vehicles that were not sold at auction as the reserves were not met. Recently a request was made to buy all of them for less than the reserve price, but more that was currently bid. When they reached out to the prior bidders, nobody responded.

A motion was made by Alderperson Jim Brey, seconded by Vice Chair Mike Howe, to accept the bid of \$4250 plus sales tax for the lot of four (4) police vehicles was approved and referred to council.. The motion carried by the following vote:

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

[16-0527](#) Request for RFP for Lawn Cutting Options, recommending placing on file.**Attachments:** [16-0527.pdf](#)

D. Koski informed the Committee that he is working on putting together a proposal with three (3) separate alternates and will have together soon for 2017 budget process.

This Request was discussed

[16-0405](#) Michigan Avenue Snow Dump Recommendations.**Attachments:** [16-0405.pdf](#)

A motion was made by Alderperson Scott McMeans, seconded by Vice Chair Mike Howe, to approve the concept and obtain bids not to exceed \$4,000.00 and refer to council. The motion carried by the following vote:

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

[16-0506](#) Animal Loan Agreement between the City of Manitowoc and the Manitowoc County Farm Bureau for the animals loaned to the Lincoln Park Zoo, recommending approving the agreement.**Attachments:** [animal loan.pdf](#)

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

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

[16-0529](#) Request from Wenzel Properties LLC, 2003 Marshall Street, to be removed from the Private Snow Removal list and have the \$850 assessment to be voided.

Attachments: [20160606115324547](#)

J. Brey explained that this has been discussed in the Board of Public Works and the motion failed. However, he thought this fee should be rescinded as he purchased the property and was unaware of the assessment as it was an agreement with previous owner and the City.

L. Kummer explained that someone dropped the ball, and this is something he should be going back to the previous owner.

D. Koski explained that there are currently seven (7) privates on the list.

This Request was placed on file

[16-0540](#) City Plowing and removal of snow on Private Properties

Attachments: [20160610104511887.pdf](#)

A motion was made by Alderperson Jim Brey, seconded by Alderperson Lee H. Kummer, to discontinue practice of removing snow of private requests properties and notify the affected property owners. This Action Item was approved and referred to council. The motion carried by the following vote:

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

[16-0537](#) Notification of Residual Contamination and Continuing Obligations Flambeau Street Right-of-Way (AECOM Project #60134830(113845), recommending placing on file.

Attachments: [16-0537](#)

This Report was placed on file

[16-0538](#) Reopening and Redevelopment Plan for Tennis Court area at Citizen Park

Attachments: [16-0538.pdf](#)

L. Kummer explained that they met with Eric Volcheff, Manitowoc County Tennis Association regarding the redevelopment plan for the Tennis Courts at Citizen Park.

He is estimating the park development to be \$200,000, in which he would like to raise \$50,000 through grants and has been in contact with MPU to see if they still have an interest in investing \$75,000 if the City would match the \$75,000 investment.

D. Koski explained that this would all be part of the 2017 budget process through the Capital Budget.

A motion was made by Alderperson Lee H. Kummer, seconded by Alderperson Jim Brey, to approve the concept and forward to CAWG. The motion carried by the following vote:

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

[16-0534](#) Request to rename Dewey Street Park to Miracles Park.

This Request was tabled

[16-0541](#) Installation of Pedestrian Improvements on S. 41st Street between Custer Street and Harbor Town Lane

Attachments: [16-0541.pdf](#)

This Action Item was tabled

[16-0542](#) Watermain Petition (Plan E) for Fessler Drive

Attachments: [16-0542.pdf](#)

A motion was made by Alderperson Scott McMeans, seconded by Vice Chair Mike Howe, that the Petition was approved and referred to council. The motion carried by the following vote:

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

[16-0543](#) Memorandum of Understanding with four (4) property owners abutting the repair work at two areas on Franklin Street at South 21st and South 26th intersections that were damaged as a result of oversized loads

Attachments: [16-0543.pdf](#)

A motion was made by Alderperson Jim Brey, seconded by Vice Chair Mike Howe, that the Memorandum of Understanding Agreements for the Franklin & S. 21st and Franklin & S. 26th Intersections repairs due to damage by oversized loads were approved and referred to council. The motion carried by the following vote:

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

[16-0545](#) Resolution approving the 2016 Sealcoating Program.

Attachments: [16-0545.pdf](#)

A motion was made by Alderperson Lee H. Kummer, seconded by Vice Chair Mike Howe, that the 2016 Sealcoating Program Resolution was approved and referred to council. The motion carried by the following vote:

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

5. Adjournment

A motion was made by Alderperson Scott McMeans, seconded by Vice Chair Mike Howe, that the meeting be adjourned at 7:15 p.m. The motion carried by the following vote:

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