



# City of Manitowoc

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

## Meeting Agenda

### Common Council

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Monday, July 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

[16-0668](#)

Presentation by Tom Karman, CPA shareholder Schenck SC relative to 2015 CAFR and Management Letter.

#### E. PUBLIC HEARINGS

[16-0635](#)

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 eliminating the requirement for Community Living Arrangements with fewer than 9 residents to obtain a conditional use permit.

**Attachments:**

[cla hearing.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

[16-0663](#)

Appointment of Alderperson Lee Kummer as alderperson representative on Rahr West Art Museum Board for term ending 4-17-17.

[16-0665](#)

Appointment of Thomas Giesen to Industrial Development Corporation for an indefinite term.

[16-0678](#)

Appointment of Alderperson Eric Sitkiewitz as alderperson representative on Manitowoc Public Utilities Commission for term ending 4-17-17.

## 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

[16-0634](#)

Minutes of Common Council meeting of June 20, 2016, recommending acceptance and place on file.

**Attachments:**

[16-0634.pdf](#)

[16-0669](#)

Communication from Tom Drill asking for support for this year's Showtime on August 10 & 11, 2016

**Attachments:**

[drill.pdf](#)

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

[16-0647](#)

Report of Special Events Committee recommending approval of the following events subject to Council action: YMCA Triathlon on 8/26 - 8/27/16 (street lane closure from YMCA to Woodland Dr. & waiver of noise ordinance from 6:30 am to 8:00 am); Mi Pueblo Anniversary Festival on 9/24/16 (waiver of rules prohibiting alcohol in Washington Park); Lakeshore Weekend on 8/5 - 8/7/16 (waiver of noise ordinance until midnight on Saturday; waiver of rule until midnight which prohibits sale of fermented malt beverages on city property after 11 pm; lane closure on Maritime Dr. on Sat. & Sun.); Balloon Glow on 8/19/16 (closure of Quay St. between 7th and 8th), recommending approvals.

**Attachments:**

[report 16-0647.pdf](#)

[ymca.pdf](#)

[mi pueblo.pdf](#)

[lakeshore weekend.pdf](#)

[balloon glow.pdf](#)

[16-0648](#) Report of Special Events Committee relative to approval of the following events: Two Rivers Optimist Walk on 6/21/16; Festival Foods Waiver of Fees on 8/2/16; 22 with 22 for 22 Charity Walk on 8/6/16; Share the Hope Concert on 8/19/16; Wize 'N Up on 8/6 - 8/11/16; MDA Fill the Boot Drive Waiver of Fees on 8/18 - 8/20/16; Jagemann Stamping Co. Stake Permit on 8/27/16, recommending acceptance of report and place on file.

**Attachments:** [report 16-0648.pdf](#)  
[tr optimist.pdf](#)  
[festival waiver.pdf](#)  
[22 with 22.pdf](#)  
[share the hope.pdf](#)  
[wize n up.pdf](#)  
[fill the boot.pdf](#)  
[jagemann.pdf](#)

#### 4. Finance Committee (Consent)

[16-0601](#) Amendment #1 for WEDC Site Assessment Grant BF SAG FY 15-22541, Mirro Plant #9 1512 Washington Street, recommending acceptance and approval.

**Attachments:** [20160701035903305](#)

[16-0603](#) Extend Alcohol License to parking lot for Charity Bike Wash for Vets of TLM Investments on 8/7/2016, recommending approval.

**Attachments:** [20160701040012828](#)

[16-0606](#) Summons and Complaint Kira Schultz vs. Integrity Mutual Insurance Company Green Cab of Madison, Acuity, A Mutual Insurance Company and City of Manitowoc, recommending referral to City Attorney for follow up.

**Attachments:** [20160701040121242](#)

[16-0608](#) Manitowoc Public Utilities Commission award of banking services to Bank First National, recommending acceptance and adoption.

**Attachments:** [2016-06-30 Ltr \(Mayor City Council\) Banking Services Recommendation](#)  
[REDLINE - ACH Agreement 7-1-16 \(00267159xBC490\)](#)  
[REDLINE - Lockbox Addendum 7-1-16 \(00267158xBC490\)](#)  
[REDLINE - Master Treasury Services Agmt 7-1-16 \(00267157xBC490\)](#)  
[Master Treasury Management Services Agreement - Bank First \(00262599-3xB](#)  
[MPU Standardized Fee Schedule Effective 9-1-16 v3.\(updated 7-1-16\) \(002671-](#)  
[Revisions to Remote Deposit Capture Addendum \(00266602xBC490\)](#)  
[ACH Agreement - Bank First \(00262604-2xBC490\)](#)  
[ACH Blocks-Filters Addendum - Bank First \(00262603xBC490\)](#)  
[Lockbox Addendum - Bank First \(00266152-2xBC490\)](#)  
[Positive Pay Addendum - Bank First \(00262602xBC490\)](#)

[16-0611](#) Report from Community Development Director Nic Sparacio relative to Future Assessor Services, recommending acceptance of report and place on file.

**Attachments:** [Memo-Assessor Finance Committee for 7-5-16 Meeting](#)

[16-0627](#) General City Claims in the amount of \$1,976,511.37 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:** [16-0627.pdf](#)  
[7-15-16.pdf](#)  
[7-13-16.pdf](#)  
[7-8-16.pdf](#)  
[7-1-16.pdf](#)  
[6-24-16.pdf](#)

[16-0636](#) Report of City Plan Commission relative to Public Participation Plan for amendments to City of Manitowoc Comprehensive Plan, recommending approval.

**Attachments:** [16-0636.pdf](#)

[16-0637](#) Report of City Plan Commission relative to Annual Review of Animated Signs, recommending acceptance of report with staff to mail out a courtesy letter to all animated sign owners to remind them of the rules regulating animated signs.

**Attachments:** [16-0637.pdf](#)

[16-0638](#) Report of City Plan Commission relative to Annual Review of Amy Sheck, Four Paws Pet Care, 1718 S. 15th St. home occupation expanded use conditional use permit, recommending approval of the annual review.

**Attachments:** [16-0638.pdf](#)

[16-0639](#) Report of City Plan Commission relative to Annual Review of Katelyn Burton f/k/a Katelyn Sheck, Four Paws Pet Care, 2019 S. 9th St. home occupation expanded use conditional use permit, recommending approval of the annual review.

**Attachments:** [16-0639.pdf](#)

## 5. Personnel Committee (Consent)

## 6. Public Infrastructure Committee (Consent)

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

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

[16-0623](#) Garbage Collection from Alleys, recommending placing on file.

**Attachments:** [16-0623](#)

[16-0623-1](#)

[16-0624](#) SMI request for Driveway Variances for the width of two (2) driveways on Vits Drive between S. 59th Street and S. 63rd Street due to semi traffic, recommending approval.

**Attachments:** [16-0624](#)

[16-0629](#) Report of Board of Public Works of July 22, 2016 for Hail Damaged - replace brakemetal trim and casement windows, for 2nd and Final Payment to Corcoran Glass & Paint in the amount of \$2,954.00, recommending payment.

**Attachments:** [16-0629.pdf](#)

[16-0630](#) Report of Board of Public Works of June 22, 2016 for Enlarge Overhead Door on main garage at Police Department for 1st and Final Payment to Hamann Construction Company in the amount of \$17,701.00, recommending payment.

**Attachments:** [16-0630.pdf](#)

[16-0631](#) Report of Board of Public Works of July 22, 2016 for Remove and Replace Windows with glass block at Armory Building for 1st and Final Payment to Hamann Construction Company in the amount of \$20,702.00, recommending payment.

**Attachments:** [16-0631.pdf](#)

[16-0632](#) Progress Invoice from Wisconsin Dept. of Transportation in the amount of \$11,668.13 for Waldo Blvd., CTH R - 8th Street, Design/Resurf 4 Lane Urban, Project No. 1500-37-00, recommending payment.

**Attachments:** [16-0632.pdf](#)

[16-0633](#) Progress Invoice from Wisconsin Dept. of Transportation in the amount of \$9,060.48 for Waldo Blvd., 8th Street - Maritime Drive, Design/Resurf 4 Lane Urban, Project No. 4570-12-00, recommending payment.

**Attachments:** [16-0633.pdf](#)

[16-0644](#) Installation of toilet facilities at Camp Vits, recommending approval of the concept with design details and costs to be discussed at future meeting.

[16-0649](#) Minutes from the Wastewater Treatment Facility Board Meeting on July 5, 2016, recommending approval and place on file.

**Attachments:** [16-0649](#)

[16-0666](#) Report of Board of Public Works of July 13, 2016 for Playground Equipment at Lincoln Park for 2nd and Final Payment to Miller & Associates Sauk Prairie Inc. in the amount of \$6,900.00, recommending payment.

**Attachments:** [16-0666.pdf](#)

## 7. Public Safety Committee (Consent)

[16-0592](#) Out of State Travel/Training Request for Officer Nick Place, recommending approval of request.

**Attachments:** [Out of State Travel request](#)

[16-0593](#) Request to have lines painted for parking spaces on North 10th street from Buffalo to York Street, recommending approval of request.

**Attachments:** [Manitowoc Heating Request](#)

[16-0595](#) May Fire monthly report, recommending approval.

**Attachments:** [Fire Monthly Report-05-2016](#)

[16-0596](#) May Police monthly report, recommending approval.

**Attachments:** [Police Report May 2016 \(2\)](#)

## I. STANDING COMMITTEE REPORTS

### 1. Committee of the Whole

[16-0616](#) Update on environmental remediation activities and budgeting at the Newton Gravel Pit site, requesting CAWG unbudgeted request for \$40,000, \$90,000 from budgeted AECOM, and proceed with an MOU with the US Forestry Service.

**Attachments:** [gravel pit.pdf](#)

### 2. Finance Committee

- [16-0562](#) Ordinance to amend Section 15.370(19)(a) of Chapter 15 of the Municipal Code regulating Community Living Arrangements.
- Attachments:** [16-0562.pdf](#)
- [16-0602](#) City Claims Policy Manual
- Attachments:** [claim form](#)  
[Claims Policy](#)
- [16-0605](#) Resolution to allow CVMIC to sign checks related to worker's compensation
- Attachments:** [00024825](#)
- [16-0609](#) TIF Project for I-43 Enterprise and Technology Park Wetlands.
- Attachments:** [Memo-Wetlands Finance Committee for 7-5-16 Meeting](#)
- [16-0610](#) I-43 Enterprise and Technology Park Land Sale.
- Attachments:** [Memo-Finance Committee Offer to Purchase for 7-5-16 Meeting\\_with attachme](#)
- [16-0612](#) Petition for Direct Legislation received from Manitowoc United to Amend requesting a resolution or a referendum
- Attachments:** [20160630235051219](#)  
[resolution](#)  
[ballot question.pdf](#)
- [16-0613](#) 2015 Comprehensive Annual Financial Report (CAFR) and 2015 Management Letter
- Attachments:** [2015 City of Manitowoc-CAFR Final](#)  
[2015 Manitowoc management Letter](#)
- [16-0667](#) 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:** [16-0667.pdf](#)
- [16-0670](#) Ordinance creating section 16.020 of the Municipal Code adopting commercial building codes.
- Attachments:** [16-0670.pdf](#)
- [16-0673](#) Tourism Services Agreement with the Manitowoc Area Visitor and Convention Bureau and the City of Two Rivers.
- Attachments:** [00027006.pdf](#)  
[00027005.pdf](#)

### 3. Personnel Committee

### 4. Public Infrastructure Committee

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

**Attachments:** [16-0534.pdf](#)

[16-0626](#) Location of Basketball Hoop at Dewey Street Park

**Attachments:** [16-0626](#)  
[20160711153557857](#)

[16-0640](#) CAWG Request - Remodel Silver Creek Fieldhouse

**Attachments:** [16-0640](#)

[16-0641](#) CAWG Request - Rahr-West Building Access Control

**Attachments:** [16-0641](#)

[16-0645](#) Request for a Seasonal Porta Potty at Silver Creek Park for Disc Golf Course

**Attachments:** [16-0645](#)

[16-0664](#) First Amendment to Stormwater Facility Maintenance Agreement between Great Lakes Energy Technologies, Orion Energy Systems, Tramontina, and the City of Manitowoc.

**Attachments:** [First Amendment to Stormwater signed by all except City.pdf](#)  
[Certified Survey Map-Executed 06-29-16 -- 19286977 v1.PDF](#)  
[Storm Water Mngt Facility Maintanance Agr - 2009 City of Manitowoc -- 18881](#)

[16-0671](#) Agreement with Manitowoc County regarding mobility manager position.

**Attachments:** [mobility.pdf](#)  
[exhibit a.pdf](#)  
[exhibit b.pdf](#)

[16-0675](#) Vehicle Lease for Paratransit vehicles with Assist-to-Transport.

**Attachments:** [16-0675.pdf](#)

### 5. Public Safety Committee

[15-1099](#) Ordinance amending Section 10.730 of the Municipal Code to designate two handicap parking stalls on a portion of Jay Street to accommodate Manitowoc County Human Services clients.

**Attachments:** [15-1099.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](#)

[16-0585](#) Letter from a registered sex offender requesting to relocate into the city of Manitowoc.

[16-0591](#) LifeQuest ambulance billing hardship request, call #182A-16-0034A and call# 182A-16-0355.

[16-0674](#) Ordinance amending Section 10.290 of the Municipal Code establishing N. 9th Street as a one-way street between Waldo Blvd. and School Street.

**Attachments:** [16-0674.pdf](#)

[16-0676](#) Ordinance amending section 10.390 to remove a no parking zone on Quay Street.

**Attachments:** [16-0676.pdf](#)

## J. OTHER BUSINESS

## K. ADJOURN

*1. Next Scheduled Common Council Meeting: Monday, August 15, 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**