



# City of Manitowoc

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

## Meeting Minutes

### Public Infrastructure Committee

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Wednesday, October 2, 2019

5:30 PM

Council Chambers

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#### 1. Call to Order

J. Novak called the meeting to order at 5:30 p.m.

#### 2. Roll Call

**Present:** 3 - Novak, Kummer and Howe

**Absent:** 2 - Brey and McMeans

Staff Present: D. Koski, G. Minikel, S. Birr, Mayor Nickels, L. Majerus, C. Scheinoha, Ald. E. Sitkiewitz, Ald. C. Pelot

Others Present: Harold Just, Nancy Just, Lynn Rockwell, Jason Granger, Christine Rusch

#### 3. Public Comment

#### 4. Presentations

#### 5. Consent Agenda

[19-1069](#) Approval of the Minutes from the September 4, 2019, Public Infrastructure Committee Meeting

**Attachments:** [September 4, 2019 Minutes](#)

**A motion was made by Mike Howe, seconded by Vice Chair Lee H. Kummer, to approve the minutes from the September 4, 2019 meeting. The motion carried by the following vote:**

**Aye:** 3 - Novak, Kummer and Howe

#### 6. Discussion and Action Items

[19-1062](#) Broadway and Rapids Road Intersection, recommending adding blinking lights to left turn only sign from Rapids Road eastbound onto Broadway Street not to exceed \$1800.

**Attachments:** [Memo re staff recommendations to committee - Item #19-1062](#)  
[Broadway & Rapids Rd. Intersection](#)  
[19-1062 Broadway and Rapids Rd Intersection](#)

Harold Just, 4704 Broadway Street, was present to discuss his concern with the intersection of Rapids Road and Broadway Street. He said he and his daughter almost experienced a head on collision.

The Committee discussed and thought it would be a good idea to draw attention to the left turn only lane heading South on Rapids Road turning East on Broadway Street.

The Committee recommended for the Public Infrastructure to put up a blinking light "left turn only" sign not to exceed \$1800.

**A motion was made by Mike Howe, seconded by Vice Chair Lee H. Kummer, that the Request for traffic sign with blinking lights to traffic lane on Rapids Road was approved not to exceed \$1800 for consent agenda. The motion carried by the following vote:**

**Aye:** 3 - Novak, Kummer and Howe

[19-1058](#) Request for City to assist with Drainage Issues on Menasha Avenue, recommending placing on file

**Attachments:** [Memo re staff recommendations to committee - Item #19-1058](#)  
[Drainage Issues on Menasha Ave. & Knuell St.](#)  
[19-1058 Letter from Property Owners on S.W. Corner of Knuell St. and Menasha Ave. Regarding Flooding in the Backyards](#)

Lynn Rockwell, 4303 Menasha Avenue, requested for the City to assist with the drainage issue on his property. He requested that someone from the City come out and spot the drain.

M. Howe recommended that he receive a site plan from the City.

**A motion was made by Mike Howe, seconded by Vice Chair Lee H. Kummer, that the Request for the City to assist with drainage issue on Menasha Avenue was placed on file for Consent Agenda. The motion carried by the following vote:**

**Aye:** 3 - Novak, Kummer and Howe

[19-1064](#) Request for "Children Present" signs to be put up by InCourage Domestic Violence and Sexual Assault Center on Reed Avenue, recommending granting the request.

**Attachments:** [Memo re staff recommendations to committee - Item #19-1064](#)  
[Request for Children Present Sign on Reed Ave.](#)  
[19-1064 Request for Children Present signs by InCourage Domestic Violence and Sexual Assault Center on Reed Ave](#)

Jason Granger was present from InCourage Domestic Violence Center requesting installation of "Children Present" signage on Reed Avenue.

There aren't many signs in the area, so the Committee didn't see a problem with it.

A motion was made by Vice Chair Lee H. Kummer, seconded by Mike Howe, that the Request for "Children Present" signage on Reed Avnue near the InCourage Domestic Violence and Sexual Assault Center was granted for Consent Agenda. The motion carried by the following vote:

**Aye:** 3 - Novak, Kummer and Howe

[19-1093](#) Request from Lighthouse Recovery Community Center for a waiver for the cost of the Snow Removal Invoice and future Snow Removal Annual Assessments, recommending placing on file.

**Attachments:** [19-1093 Request from Lighthouse Recovery Community Center for a waiver of Snow Removal Invoice and Assessments](#)

A motion was made by Vice Chair Lee H. Kummer, seconded by Mike Howe, that the Request to waive any assessments or future assessments was placed on file for Consent Agenda. The motion carried by the following vote:

**Aye:** 3 - Novak, Kummer and Howe

[19-0961](#) Request to Adjust the Winter Parking Ban

**Attachments:** [19-0961 Adjusting Winter Parking Ban 2020](#)  
[19-0961 Adjust the Winter Parking Ban](#)  
[19-0961 Green Bay Council Proposes alt Overnight Parking](#)

Mayor was present to discuss the winter parking ban and explained that we would include verbage on our signage to inform the public to make sure they are aware if there is a winter parking ban in place. He explained that we could have text messages in place, emails, local phone numbers, and website for the special winter parking ban.

**Moved by Howe, seconded by Kummer, that the request to adjust the winter parking ban was approved and referred to council. The motion carried by the following vote:**

**Aye:** 3 - Novak, Kummer and Howe

[19-0832](#) Ordinance to create section 11.100 of the Municipal Code regulating Mobile Food Vendors

**Attachments:** [Ord to create 11](#)

Liz Majerus, Assistant City Attorney was present to discuss the Food Truck Ordinance.

Liz explained that she formed a staff committee to discuss the food trucks and enforcements. Our community would like to see the food truck industry grow and would like to keep the guidelines to a minumum at this time. We can always revisit if need be in the future.

Due to M. Howe abstaining from voting, because of his involvement with the food trucks. The item was tabled until next month.

**This Ordinance was tabled**

[19-1055](#) Gator purchase at Evergreen Cemetery, recommending approval

**Attachments:** [19-1055 Gator Purchase at Evergreen Cemetery](#)

[Eis Implement Gator Proposal](#)

[John Deere Gator Proposal](#)

**A motion was made by Vice Chair Lee H. Kummer, seconded by Mike Howe, that the Request to purchase a Gator for Evergreen Cemetery was approved for consent agenda. The motion carried by the following vote:**

**Aye:** 3 - Novak, Kummer and Howe

[19-1061](#) Donated Flag pole at Westfield Park

**Attachments:** [19-1061 Donated Flag pole at Westfield Park](#)

L. Kummer explained that the VFW is meeting next week Wednesday to discuss and he recommended tabling until next month.

D. Koski suggested moving this flag to Red Arrow Park.

**This Request was tabled**

[19-1096](#) Recommendation to Approve the Bike and Pedestrian Plan to Bay Lakes Regional Planning Commission, recommending approval

**Attachments:** [19-1096 Proposal from Bay Lake Regional Planning for COM Bike and Pedestrian Master Plan and Action Plan](#)  
[Bike and Pedestrian Plan to Bay Lakes Regional Planning Commission](#)

D. Koski explained that we would like to recommend hiring Bay Lakes Planning Commission for the Bike and Pedestrian Plan.

**A motion was made by Chairperson Jeremiah Novak, seconded by Vice Chair Lee H. Kummer, that the Recommendation to approve the Bike and Pedestrian Plan to Bay Lakes Regional Planning Commission was approved for consent agenda. The motion carried by the following vote:**

**Aye:** 3 - Novak, Kummer and Howe

[19-1095](#) Approval to use up to \$10,000 from the recent bequest for Security Cameras at the Senior Center, recommending approval

**Attachments:** [19-1095 Request for up to \\$10k for security cameras at the Senior Center from Bequest received](#)

19-1095 Camera locations throughout Senior Center

D. Koski explained to the Committee the areas for the security cameras which would also include outdoor cameras. There aren't any restrictions that were placed on the bequest.

**A motion was made by Mike Howe, seconded by Vice Chair Lee H. Kummer, that the Request to use up to \$10,000 from the recent bequest for Security Cameras at the Senior Center was approved for consent agenda. The motion carried by the**

following vote:

**Aye:** 3 - Novak, Kummer and Howe

[19-1063](#) Request for Temporary Access Easement over an Unimproved Right-of-Way on Homestead Road, recommending approval

**Attachments:** [Memo re staff recommendations to committee - Item #19-1063 Request for Temporary Access Easement over Unimproved ROW on Homestead Rd.](#)  
[19-1063 Temporary Access Easement over Unimproved Right-of-Way on Homestead](#)

**A motion was made by Vice Chair Lee H. Kummer, seconded by Chairperson Jeremiah Novak, that the Request for Temporary Access over unimproved right-of-way on Homestead Road was approved for consent agenda. The motion carried by the following vote:**

**Aye:** 3 - Novak, Kummer and Howe

[19-1065](#) Ordinance to amend Section 7.125 of the Manitowoc Municipal Code regulating Location of Mailboxes.

**Attachments:** [Memo re staff recommendations to committee - Item #19-1065 Ordinance to Amend Section 7.125 of the MMC regulating the location of mailboxes](#)  
[19-1065 Ordinance to amend Section 7.125 regulating location of Mailboxes](#)

**A motion was made by Vice Chair Lee H. Kummer, seconded by Mike Howe, that the Request to Amend Ordinance 7.125 regulating location of mailboxes was approved and referred to Council. The motion carried by the following vote:**

**Aye:** 3 - Novak, Kummer and Howe

[19-1067](#) Grass Cutting in Right of Way on Rapids Road, Committee recommended having the property owners affected to sign "No Access Agreements" with the City.

**Attachments:** [19-1067 Grass Cutting in ROW on Rapids Road Recommendation](#)  
[19-1067 Grass Cutting in ROW on Rapids Road](#)  
[19-1067 Grass Cutting in ROW on Rapids Road Map](#)

C. Scheinoha was present to discuss the Right of Way on Rapids Road (Broadway Street to Custer Street). Previously there were letters sent out requesting the property owners maintain this Right of Way. Two property owners have called to complain about having to maintain this portion.

The Committee discussed and G. Minikel suggested having these property owners signing "No Access Agreements" stating they do not want access and the City will maintain the right of way of these properties.

**A motion was made by Vice Chair Lee H. Kummer, seconded by Mike Howe, to create "No Access" Agreements for the property owners to sign. The request was approved for consent agenda. The motion carried by the following vote:**

**Aye:** 3 - Novak, Kummer and Howe

[19-1068](#) 2020-2021 Local Roads Improvement Program (LRIP) - Recommend submitting Reed Ave - N. 2nd to N. 8th Street for funding, recommending approval

A motion was made by Vice Chair Lee H. Kummer, seconded by Mike Howe, that the 2020-2021 Local Roads Improvement Program (LRIP) Recommending submitting Reed Avenue - N. 2nd to N. 8th Street for funding was approved for consent agenda. The motion carried by the following vote:

**Aye:** 3 - Novak, Kummer and Howe

## 7. Previously Tabled Items

[19-0855](#) Maritime Bay Model Sailing Club

**Attachments:** [Maritime Bay Model Sailing Club](#)  
[19-0855 Maritime Bay Model Sailing Club](#)

[19-0969](#) Use of the Historical Collins Bridge over the Little Manitowoc River

**Attachments:** [Memo re staff recommendations to committee - Proposed Use of Historical Collins Bridge for Mariners Trail Over the Little Manitowoc River \(19-0969\)](#)  
[Collins Road Bridge email](#)

Bring Back in 2 months.

## 8. Adjournment

A motion was made by Mike Howe, seconded by Vice Chair Lee H. Kummer, that the meeting was adjourned at 6:37 p.m. The motion carried by the following vote:

**Aye:** 3 - Novak, Kummer and Howe