



# City of Manitowoc

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

## Meeting Minutes

### Public Infrastructure Committee

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Wednesday, February 7, 2024

5:30 PM

Common Council - and remote via Zoom

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#### 1. Call to Order

Chairman S. Czekala called the meeting to order at 5:30 p.m.

#### 2. Roll Call

**Present:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg

Staff Present: D. Koski, G. Minikel, S. Birr, A. Tegen, C. Hall, B. Wetenkamp

Others Present: Wayne Franz, Jenny Junk, Ted & Joan Polzin, Terri Wilfert, Christine Wendell, Amy Johnson, Meagan Stegemann, Allan Brixius, Diana Beschta, Gordy Wilker, Conor Benham, Wendy Gethale, Ada Orchards, Ryan Brahmstadt, Michael Schwarz, Mike & Wendy Miller

#### 3. Public Comment

#### 4. Presentations

#### 5. Consent Agenda

These items will be approved by one motion unless any Committee Member wishes to remove an item for discussion.

REMOVAL OF CONSENT AGENDA ITEMS: None

Any Committee 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.

[24-1185](#)

Approval of the Minutes from the December 6th, 2023 PI Committee Meeting

**Attachments:** [December 6, 2023 Minutes](#)

**A motion was made by Member Michael Cummings, seconded by Vice Chair Tim Boldt, that the Minutes from the December 6th PI Committee meeting were approved. The motion carried by the following vote:**

**Aye:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg

## 6. Discussion and Action Items

[24-1179](#) Request by Property Owner for Driveway not to be Replaced at 2704 South 14th Street during the Asphalt Reconstruction on Viebahn Street; recommending granting the variance

**Attachments:** [24-1179 2704 S 14th Street Driveway Variance Request](#)

Tom Collins, 2704 South 14th Street Manitowoc, was present. He stated that he bought his property in 2021. He recently received a letter from the City indicating that his driveway was not up to code and would be replaced with the County project this summer. He is asking the Committee for a variance as he is a disabled Veteran.

After further discussion, the Committee and staff said it should affect anything when paved.

**A motion was made by Vice Chair Tim Boldt, seconded by Member Chad Beeman, that the Request for driveway variance at 2704 South 14th Street was approved for consent agenda. The motion carried by the following vote:**

[24-1180](#) Request for Turn Arrow at the Traffic Signal at the South 21st and Western Avenue Intersection; recommending denying request

**Attachments:** [24-1180 Request for Turn Arrow at Western and S 21st Street.pdf](#)

G. Minikel explained a phone call he received requesting a left turn arrow at the traffic signal at S. 21st and Western Ave Intersection.

The Committee didn't want to make any changes at this time and recommended revisiting when the signal fails and needs to be replaced.

**A motion was made by Member Todd Reckelberg, seconded by Vice Chair Tim Boldt, that the Request for turn signal at S 21st and Wester Ave Intersection was denied and placed on file for Consent Agenda. The motion carried by the following vote:**

**Aye:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg

[24-1177](#) Assist to Transport Lease Agreement; recommending approval contingent on City Attorney review and approval

**Attachments:** [Assist to Transport Agreement Public Transit Lease Agreement.pdf](#)  
[AMENDMENT TO PUBLIC TRANSIT LEASE AGREEMENT\\_1](#)

D. Koski explained to Committee that this is a continuation with the Assist to Transport Agreement and it is currently under review with City Attorney. The recommendation was to approve contingent on City Attorney's review and approval.

**A motion was made by Member Michael Cummings, seconded by Vice Chair Tim Boldt, that the Assist to Transport Lease Agreement was approved for consent**

**agenda contingent on City Attorney Approval. The motion carried by the following vote:**

**Aye:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg

[24-1178](#) Request for Michelle Michels to Escort a One Day Senior Center Trip to Chicago, IL; recommending approval

**Attachments:** [24-1178 Out of State Request \(July 2024\)](#)

D. Koski explained that this is an Out of State request and the trip will be funded through the fees collected for the trip.

**A motion was made by Member Todd Reckelberg, seconded by Vice Chair Tim Boldt, that the Request to Escort a one day Senior Trip to Chicago, IL was approved for Consent Agenda. The motion carried by the following vote:**

**Aye:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg

[24-1186](#) Park Rules Ordinance Review and Update - 8.230 Regulation of Parks and Related Facilities

**Attachments:** [24-1186 Memo - Park Rules Ordinance Review and Update](#)

B. Wetenkamp was present and explained to the Committee that he would like to review and update the Park Rules Ordinance 8.230. He said there are many changes, some that include City job titles as well as Committee titles. Park hours will need revision and he will work with Police Department to make the changes.

S. Czekala recommended to red-line and bring back to Committee in April.

[24-1187](#) Maritime Bluff Restoration Project Update

**Attachments:** [24-1187 Maritime Bluff Restoration Project Update](#)

B. Wetenkamp informed the Committee the need to start the work on the woody issues present at the Maritime Bluff. This project should be done all at once and not in sections. The hillside is the main thing you see when traveling down Maritime Drive.

Project partners have allocated \$18,850 toward this project with a request for a City match of \$15,750 to complete this project.

T. Reckelberg would support the project, but said he doesn't like that it wasn't brought forth during budget time.

B. Wetenkamp explained the monetary contribution was received after the budget period. This significantly reduced the amount the City would need to fund.

**A motion was made by Member Michael Cummings, seconded by Member Chad Beeman, that the Maritime Bluff Restoration Project was referred to the Finance Committee for funding. The motion carried by the following vote:**

**Aye:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg

[24-1181](#) Request to Erect Three Crosses on the Hillside of Evergreen Cemetery from March 23rd to April 1st, 2024; recommending approval

**Attachments:** [24-1181 Request for Crosses at Evergreen Cemetery](#)

**A motion was made by Vice Chair Tim Boldt, seconded by Member Chad Beeman, that the Request to erect 3 crosses at Evergreen Cemetery Hillside March 23rd to April 1st, was approved and referred to council. The motion carried by the following vote:**

**Aye:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg

[24-1182](#) BIL Funding Application FFY25 STP-Local Program Application; recommending not pursuing funding

**Attachments:** [24-1182 STP FFy25 Local Application.pdf](#)

G. Minikel explained that the BIL funding application FFY25 came through in late fall of 2023. We could apply, but would be required to pick a project and there is no guarantee we will get funding.

The Committee was not in favor of applying at this time.

**A motion was made by Member Michael Cummings, seconded by Member Chad Beeman, that the BIL Funding Request was recommended not to pursue and placed on file for Consent Agenda. The motion carried by the following vote:**

**Aye:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg

[24-1183](#) 2022 BRIC Grant Award for the Design of Rubick Field Dry Detention Basin and Grand Avenue Storm Sewer Improvements.

**Attachments:** [24-1183 2022 BRIC Grant Award e-mail 1](#)  
[24-1183 BRIC Grant Approval E-mail #2](#)  
[24-1183 BRIC Memo to PI from Greg Minikel.pdf](#)

G. Minikel said that we were awarded the Grant for the design of Rubick Field Dry Detention Basin.

**A motion was made by Vice Chair Tim Boldt, seconded by Member Chad Beeman, to approve the BRIC Grant Award for the Design of Rubick Field Dry Detention Basin and Grand Avenue Storm Sewer Improvements and refer to council. The motion carried by the following vote:**

**Aye:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg

[24-1184](#) Wisconsin Public Service Request for Gas Easement in City Parking Lot at 9th Street and Maritime Drive, recommending approval of the request

**Attachments:** [24-1184 Gas Easement in City Lot](#)

**A motion was made by Member Michael Cummings, seconded by Vice Chair Tim Boldt, that the WPS Request for a gas easement in City Parking Lot was**

approved for consent agenda. The motion carried by the following vote:

**Aye:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg

[24-1191](#) 2023 Harbor Activity and Bridge Lift Report; recommending placing on file

**Attachments:** [24-1191 2023 Harbor Activity and Bridge Lift Report](#)

D. Koski explained that this report is done annually and we decided to bring to Committee for informational purposes only.

**A motion was made by Member Todd Reckelberg, seconded by Member Michael Cummings, that the 2023 Harbor Activity and Bridge Lift Report was placed on file for Consent Agenda. The motion carried by the following vote:**

**Aye:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg

## 7. Previously Tabled Items

[23-1040](#) Request for Farmer's Market to be relocated to South 8th Street (Washington Street to Quay Street), recommending placing on file

**Attachments:** [23-1040 8th St Market Location Memo](#)

Ald. S. Czekala informed the Committee and audience that discussion regarding relocating the Farmer's Market was previously discussed in December. The recommendation was to reach out to downtown businesses to get their feedback.

A. Tegen approached the Committee regarding the survey, which consisted of 7 questions. There were 42 respondents and 10 people provided their name. He said it was a close 50/50 split with slightly more in favor of moving to 8th Street.

A few Farmer's Market Vendors spoke at the meeting and expressed that they would be in favor of moving the market to Washington Park on days Briess had an event in parking lot, but weren't in favor of 8th Street.

Discussion continued regarding power for Vendors at Washington Park. Adam informed the Committee that food trucks had been set up at the NE Corner of Washington Park in the past.

There are currently 79 vendors in the Farmer's Market.

Connor Benham, spoke and addressed the Committee again regarding not wanting the market to move from the lot. He said he would be looking for other locations if market is moved.

Terri Wilfert has been a vendor for many years and she is not a fan of Washington Park. You aren't allowed to drive vehicles on sidewalk. She said the current lot is the best location at this time. She is not in favor of having to carry items blocks away.

T. Boldt informed the Committee Briess Fest is July 27th.

S. Czekala said we would be doing a disservice by not trying it. Community needs to move forward and try different ideas.

Christine Wenzel, Market Director said that the Vendors don't like change and are comfortable at the Quay location with Washington Park being the location of choice for the Briess celebration. She is currently looking for new vendors and entertainment for the market. If the food trucks are moved to the street, there will be room for new vendors.

**A motion was made by Vice Chair Tim Boldt, seconded by Member Michael Cummings, that the Request to relocate the Farmer's Market to South 8th Street was placed on file for Consent Agenda. The motion carried by the following vote:**

## 8. Adjournment

**A motion was made by Member Michael Cummings, seconded by Member Todd Reckelberg, that the meeting was adjourned at 7:01 p.m. The motion carried by the following vote:**

**Aye:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg