



# City of Manitowoc

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

## Meeting Minutes

### Common Council

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Monday, August 16, 2021

6:30 PM

Council Chambers

Note - Meeting will also be available via Remote  
Conferencing (Zoom)

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#### A. CALL TO ORDER

#### B. ROLL CALL

**Alderspersons Present:** 10 - Jim Brey, Eric Sitkiewitz, Steven Czekala, Bill Schlei, Brett Vanderkin, John Brunner, Chad Beeman, Michael Cummings, Tim Boldt and Todd Reckelberg

#### C. PLEDGE OF ALLEGIANCE & INVOCATION

#### D. PRESENTATIONS

#### E. PUBLIC HEARINGS

[21-0736](#)

6:31 PM - Public Hearing for the purpose of hearing any and all interested parties in the matter of a proposed change in zoning from B-1 Office-Residential District to B-3 General Business District for property located at 2102 Marshall Street

**Mayor declared the meeting open for a public hearing on this matter.**

**City Clerk reported that the notice of the public hearing was published in the Manitowoc Herald Times Reporter on August 2 & 9. (Proof of publication is on file in the City Clerk's Office).**

**Community Development Director Adam Tegan provided an overview of the zoning request.**

**The following persons appeared to address the Council regarding this matter:**

**No interested parties appeared.**

**Mayor declared the public hearing closed. (A recording of the entire public hearing is on file in the City Clerk's Office).**

[21-0737](#)

6:32 PM - Public Hearing for the purpose of hearing any and all interested parties in the matter of a proposed change in zone from R-1 Residential-Agricultural District to R-4 Single- and Two-Family District for property located on West Custer Street

**Mayor declared the meeting open for a public hearing on this matter.**

**City Clerk reported that the notice of the public hearing was published in the**

Manitowoc Herald Times Reporter on August 2 & 9. (Proof of publication is on file in the City Clerk's Office).

Community Development Director Adam Tegan provided an overview of the zoning request

The following persons appeared to address the Council regarding this matter:

No interested parties appeared.

Mayor declared the public hearing closed. (A recording of the entire public hearing is on file in the City Clerk's Office).

[21-0738](#)

6:33 PM - Public Hearing for the purpose of hearing any and all interested parties in the matter of the following proposed changes to Chapter 15: Create Section 15.310(8) regulating nuisance noise, vibration, heat, glare, radiation or fumes; Amend Section 15.270(2)(ddd) changing Plumbing shops to Contractors shops

Mayor declared the meeting open for a public hearing on this matter.

City Clerk reported that the notice of the public hearing was published in the Manitowoc Herald Times Reporter on August 2 & 9. (Proof of publication is on file in the City Clerk's Office).

Community Development Director Adam Tegan provided an overview of the proposed changes to Chapter 15: Regulating nuisance noise, vibration, heat, glare, radiation or fumes; and changing plumbing shops to contractor shops.

The following persons appeared to address the Council regarding this matter:

No interested parties appeared.

Mayor declared the public hearing closed. (A recording of the entire public hearing is on file in the City Clerk's Office).

## F. PUBLIC INPUT

Mayor declared the meeting open for public input. In accordance with policy, the public input portion of the meeting is not made a part of the official record.

[21-0768](#)

Previously Submitted Public Input

## G. APPOINTMENTS AND BUSINESS PRESENTED BY THE MAYOR

[21-0656](#)

Appointments by Mayor to various Committees, Boards, and Commissions

Moved by Czekala, seconded by Sitkiewitz, that these Appointments be confirmed. The motion carried by the following vote:

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

## H. CONSENT AGENDA

### 1. Removal of Consent Agenda Items

None

### 2. Miscellaneous

#### Approval of the Consent Agenda

**Moved by Czekala, seconded by Sitkiewitz, to accept the Consent Agenda Items and recommendations of the various committees. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

[21-0739](#) Minutes of July 19, 2021 Common Council meeting, recommending approval and place on file

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

[21-0763](#) Report of Special Events Committee relative to approval of the following events: Residential Block Party 4300-4400 Block of Country Lane on 8/28/2021; WAIVER OF FEES: Manitowoc County Human Service Department Staff Appreciation Lunch on 9/15/2021; Employee Appreciation Food Truck Days on 9/15-9/21/2021; Walk/Run for Hope on 9/25/2021; WAIVER OF FEES: School Supply Giveaway on 8/21/2021; Save the Flame on 8/25/2021; Residential Block Party 1000 Block of N 16th Street on 9/5/2021; Fall Kickoff on 9/12/2021; recommending acceptance of report and place on file

### 4. Finance Committee (Consent)

[21-0712](#) Communication from Manitowoc County Treasurer of public notice of the tax foreclosure action in Rem 2021; recommend to accept and place on file.

[21-0713](#) Mirro Site / Boys and Girls Club Update, recommend to place on file.

[21-0714](#) 2nd Quarter 2021 Budget Exception Report, recommend to accept and place on file.

[21-0715](#) 2nd Quarter 2021 Investment Report, recommend to accept and place on file.

[21-0716](#) 2nd Quarter 2021 Claims Report from City Attorney, recommend to accept and place on file.

[21-0718](#) Discussion and possible action on potential items for the Mayor's Proposed 2022 City of Manitowoc Budget, recommend to accept and place on file.

[21-0740](#) 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

- [21-0741](#) General City Claims in the amount of \$2,652,002.53 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.

#### **5. Personnel Committee (Consent)**

#### **6. Public Infrastructure Committee (Consent)**

- [21-0752](#) Report of Board of Public Works of 7/28/2021, of bids received for 2021 Televising Miscellaneous Sewers II, WU-21-19 recommending awarding to low bidder, Green Bay Pipe & TV, LLC, in the amount of \$13,096.80
- [21-0753](#) Report of Board of Public Works of 7/28/2021, of a request for a Sidewalk Privilege Agreement amendment located at 702 York Street, recommending to approve the request and to have the City Attorney draft a sidewalk privilege agreement
- [21-0754](#) Report of Board of Public Works of 7/28/2021, of a request to update insurance requirements for Sidewalk Privilege Agreements, recommending to approve the updated insurance requirements
- [21-0755](#) Report of Board of Public Works of 8/11/2021 of approval to enter into AGMT-21-15 with Trail Genius for work needed to highlight our parks and trails for a contract price of \$15,000.00; recommending acceptance and place on file
- [21-0756](#) Report of Board of Public Works of final payments to contractors for agreements under \$25,000.00, recommending acceptance and place on file
- [21-0757](#) Report of Board of Public Works of 8/11/2021 for 1st and final payment of \$564,836.15 to Michels Corporation for Underwater Repair of East Counterweight of SS Badger Carferry Ramp, WO-21-20R, recommending payment
- [21-0758](#) Report of Board of Public Works of 8/11/2021 for 1st and final payment of \$107,435.50 to Brickline, Inc., for 2021 Epoxy Pavement Marking Program, WS-21-9, recommending payment
- [21-0759](#) Report of Board of Public Works of 8/11/2021 for 2nd and final payment of \$12,991.07 to Visu-Sewer, Inc., for 2021 Re-Lining Sanitary Sewer, WU-21-7, recommending payment

#### **7. Public Safety Committee (Consent)**

- [21-0545](#) Truck Traffic on Wollmer Street between South 16th Street and South 21st Street, recommending to install "No Truck" signs on Wollmer St. between S 16th St and S 21st St
- [21-0728](#) Sex offender residency board appeal for Hunter Jacquart recommending to

approve request per Chief recommendation

[21-0731](#)

Request for stop sign ahead sign to be placed in the area of Fleetwood Drive and Kellner Street recommending to place "Stop Sign Ahead" signs eastbound and westbound.

## 8. Plan Commission (Consent)

[21-0694](#)

PC 29-2021: Retzak; 812 S. 8th Street, Request to purchase a portion of City Owned Property - City Hall Parking Lot recommending to approve the request to purchase the city owned property pursuant to the following: City Attorney's Department to negotiate and complete the land sale transaction, and Mr. Retzak to pay for any title work, recording costs, legal descriptions, survey work, easements or other items related to the sale

[21-0695](#)

PC 31- 2021: Luisier; 712 Buffalo Street, Request to purchase a portion of City Owned Property, part of Lot 10, Block 156, Original Plat, recommending to approve the sale of the subject area pursuant to the following conditions: the City Attorney's Department finalize all aspects of the land sale and; Mr. Luisier pays for recording costs, title report, certified survey costs, legal descriptions or other items related to the transaction

[21-0696](#)

PC 28-2021: Manitowoc County: Review of County-Owned Tax Foreclosure Properties, recommending to place the foreclosure list on file with no further action taken

[21-0697](#)

PC 1-2021: Soaring Eagle Dairy, LLC Quit Claim Deed for Goodwin Road, recommending to accept the quit claim deed for the dedication of Goodwin Road.

[21-0702](#)

PC 1-2021: Northland Associates LLC; Release of Easement, Northwest Corner of Lilac Drive and Memorial Drive, Tracts 1, 2, & 3 CSM Volume 6, Page 555, recommending to approve the request for the Release of Easement if all the utilities and City Engineering have approved the easement release.

## I. COMMITTEE REPORTS

### 1. Committee of the Whole

[21-0765](#)

Ordinance to amend various sections of Chapter 10 of the Manitowoc Municipal Code

**Moved by Vanderkin, seconded by Reckelberg to amend the ordinance to call for a referendum. City Attorney Kathleen McDainel explained that a Resolution would be needed to call for a referendum on this matter on a special election, or the next regularly scheduled election. City Attorney Kathleen McDainel went on to explain the actions that could be taken on this item at this meeting: adopted, referred to Committee, denied for lack of votes, amended to contain alternate language, or tabled.**

Alder Vanderkin withdrew his previous motion.

**Moved by Vanderkin, seconded by Reckelberg, that this Ordinance be referred to the Committee of the Whole. Brey called the question. The motion failed by the following vote:**

**Aye:** 2 - Vanderkin and Reckelberg

**Nay:** 8 - Brey, Sitkiewitz, Czekala, Schlei, Brunner, Beeman, Cummings and Boldt

**Moved by Czekala, seconded by Sitkiewitz, that this Ordinance be adopted. The motion carried by the following vote:**

**Aye:** 8 - Brey, Sitkiewitz, Czekala, Schlei, Brunner, Beeman, Cummings and Boldt

**Nay:** 2 - Vanderkin and Reckelberg

[21-0767](#)

Report of Special Event Committee recommending approval for the following events subject to Council action: Unity Walk on 9/26/2021 (Closure of S 12th Street between Washington Street & Marshall street); Halfway to St. Patrick's Day on 9/11/2021 (Closure to Jay Street between S 8th Street & S 9th Street; Extension of alcohol premise); One Year Anniversary Party on 9/11-9/12/2021 (Closure of Quay Street from S 8th Street to S 9th Street; Extension of Premise)

**Moved by Czekala, seconded by Sitkiewitz, that this Report be approved. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

[21-0769](#)

Resolution Advising the State of Wisconsin of the City of Manitowoc's Opposition to SB434/AB483 Restricting Municipal Raze Order Authority

City Attorney Kathleen McDaniel gave an overview of how the proposed change would impact the City's effectiveness with the blight program

**Moved by Czekala, seconded by Sitkiewitz, that this Resolution be adopted. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

## 2. Finance Committee

## 3. Personnel Committee

[21-0747](#)

Resolution to approve the revised City's Volunteer Policy

**Moved by Sitkiewitz, seconded by Vanderkin, that this Resolution be adopted. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

## 4. Public Infrastructure Committee

[21-0760](#) Harbor Commission Report on Request to Lease City of Manitowoc River Front Property for Boat Docking Purposes

**Moved by Brunner, seconded by Brey, that this Request be referred to the Finance Committee. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

[21-0761](#) Utility Easement Agreement with Manitowoc Public Utilities

**Moved by Brunner, seconded by Boldt, to enter into the agreement. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

[21-0762](#) Out of State Travel Request - Public Infrastructure Fleet Manager and Team Leader

**Moved by Brunner, seconded by Brey, that this Request be approved. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

[21-0764](#) Land Sale to Manitowoc Lutheran High School

**Moved by Brunner, seconded by Brey, that this Request be approved. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

## 5. Public Safety Committee

[21-0726](#) Ordinance to amend Manitowoc Municipal Code 10.390 revise parking on Marshall Street.

**Moved by Schlei, seconded by Boldt, that this Ordinance be adopted. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

[21-0730](#) Ordinance to revise parking on Quay Street for electric vehicles and handicap parking.

**Moved by Schlei, seconded by Vanderkin, that this Ordinance be adopted. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

[21-0750](#) Ordinance to amend Section 10.170 regulating traffic on South 19th Street and Wollmer Street

**Moved by Schlei, seconded by Boldt, that this Ordinance be adopted. The motion**

carried by the following vote:

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

[21-0751](#)

Ordinance to amend Section 10.230 regulating a four-way stop at South 14th Street and Marshall Street

**Moved by Schlei, seconded by Boldt, that this Ordinance be adopted. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

## 6. Plan Commission

[21-0699](#)

PC 33-2021: Ordinance to create amend Section 15.310 of the Manitowoc Municipal Code regulating C-1, Commercial District.

**Moved by Brey, seconded by Czekala, that this Ordinance be adopted. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

[21-0700](#)

PC 34-2021: Ordinance to amend Section 15.270 of the Manitowoc Municipal Code regulating B-3, General Business District.

**Moved by Brey, seconded by Czekala, that this Ordinance be adopted. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

[21-0745](#)

Certified Survey Maps (CSM): River Point Development; Government Lot 3 of Section 30, Town 19 North, Range 24 East, City of Manitowoc

**Moved by Brey, seconded by Czekala, that the Certified Survey Maps be approved. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

[21-0746](#)

Ordinance for a rezone from B-1 Office Residential to B-3 General Business District for property located at 2102 Marshall Street

**Moved by Brey, seconded by Czekala, that this Ordinance be adopted. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

[21-0748](#)

Ordinance to annex certain territory from the Town of Manitowoc Rapids to the City of Manitowoc as part of the 9th Aldermanic District and the 36th Ward of the City

**Moved by Brey, seconded by Czekala, that this Ordinance be adopted. The motion carried by the following vote:**



**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

[21-0749](#)

Resolution creating Ward Number 36, population zero (0), for the Custer #7 Annexation Area and that Ward Number 36 is combined with the 17th, 18th 21st, 23rd, 24th, 25th, 26th, 28th, 32nd, 33rd & 35th Wards for voting purposes and use a common polling place as established for the 9th Aldermanic District

**Moved by Brey, seconded by Czekala, that this Resolution be adopted. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

[21-0766](#)

Ordinance for a rezone from "R-1" Residential - Agricultural District to "R-4" Single & Two Family - Residential District for property generally located north of W. Custer St. and west of Vista Rd.

**Moved by Brey, seconded by Czekala, that this Ordinance be adopted. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

**J. OTHER BUSINESS**

**K. ADJOURN**

**Moved by Czekala, seconded by Sitkiewitz, that this meeting be adjourned at 8:19 p.m. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Brunner, Beeman, Cummings, Boldt and Reckelberg

**Mackenzie Reed-Kadow  
City Clerk**