



# City of Manitowoc

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

## Meeting Minutes

### Public Infrastructure Committee

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Wednesday, March 3, 2021

5:30 PM

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#### 1. Call to Order

Vice Chair Courtney Hansen called the meeting to order at 5:30 p.m.

#### 2. Roll Call

**Present:** 4 - Brey, Vanderkin, Hansen and Brunner

**Absent:** 1 - Novak

Staff Present: D. Koski, G. Minikel, S. Birr, E. Majerus, B. Wetenkamp, C. Hall

Others Present: Shawn Perry, Doug Schwalbe, Brennan Seehafer, Paul via Zoom

#### 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:

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.

[21-0212](#)

Approval of Minutes from the February 3rd, 2021 Public Infrastructure Committee Meeting

**Attachments:** [February 3, 2021 Minutes.pdf](#)

**A motion was made by Jim Brey, seconded by John Brunner, that these Minutes was approved.. The motion carried by the following vote:**

**Aye:** 4 - Brey, Vanderkin, Hansen and Brunner

#### 6. Discussion and Action Items

[21-0205](#) Easement on South 6th Street for Utility Installation for True Endeavors, LLC owner of the Wharf

**Attachments:** [21-0205 Utility Easement on S 6th for Wharf Memo.pdf](#)  
[Easement with True Endeavors LLC - FINAL](#)  
[21-0205 Easement for Utilities at Wharf.pdf](#)

A site was located for easement for utility installation.

Doug Schwalbe, representing the Wharf was present and said MPU is trying to phase out overhead services.

G. Minikel said there would be a few minor changes to the agreement drafted.

**A motion was made by Jim Brey, seconded by John Brunner, that the Easement on South 6th Street for the True Endeavors, LLC was approved subject City Attorney approval for consent agenda. The motion carried by the following vote:**

**Aye:** 4 - Brey, Vanderkin, Hansen and Brunner

[21-0203](#) Request to purchase one (1) 410 L John Deere Backhoe Loader, recommending approval

**Attachments:** [Memo Staff Recommendations to Committee - Item #21-0203 John Deere Backhoe.pdf](#)

D. Koski informed the Committee that this has been included in the budget.

**A motion was made by John Brunner, seconded by Jim Brey, that the Request for purchase of John Deere Backhoe Loader was approved and referred to Consent agenda. The motion carried by the following vote:**

**Aye:** 4 - Brey, Vanderkin, Hansen and Brunner

[21-0202](#) Request to purchase two (2) 2.5 Ton Western Star Salter Plow Trucks, recommending approval

**Attachments:** [Memo Staff Recommendations to Committee - Item #21-0202 Request to purchase 2.5 ton Western Star Salter Trucks.pdf](#)

D. Koski informed the Committee this has been included in the budget.

**A motion was made by John Brunner, seconded by Brett Vanderkin, that the Request to purchase two (2) 2.5 Ton Western Star Salter Plow trucks was approved for consent agenda. The motion carried by the following vote:**

**Aye:** 4 - Brey, Vanderkin, Hansen and Brunner

[21-0213](#) Request for Aquatic Center Punch Cards

**Attachments:** [21-0213 MEMO for DPI Committee - MFAC Punch Card \(3\).pdf](#)

C. Hall discussed the punch cards for the Aquatic Center. The Friends group has previously requested this.

J. Brey and J. Brunner both expressed what a great idea and see it moving in the right direction.

**A motion was made by Jim Brey, seconded by John Brunner, that the Request for punch cards for the Aquatic Center was approved and referred to council. The motion carried by the following vote:**

**Aye:** 4 - Brey, Vanderkin, Hansen and Brunner

[21-0214](#) 2021 Season Outline for the Aquatic Center

**Attachments:** [21-0214 2021 Season Outline \(1\).pdf](#)

C. Hall presented a season outline as a follow up of last month with schedule of days and hours of operation.

**A motion was made by Jim Brey, seconded by John Brunner, that the 2021 Seasonal Outline for Aquatic Center was placed on file. The motion carried by the following vote:**

**Aye:** 4 - Brey, Vanderkin, Hansen and Brunner

[21-0215](#) Request for approval to use funds from the Schuette Playground Maintenance fund for consultation services for possible Playground renovation, recommending approval

**Attachments:** [21-0215 MEMO for DPI Committee - Schuette Playground Consult.pdf](#)

C. Hall informed the Committee that they are looking to bring in a consultant next week to evaluate and come up with plan for renovation of playground. The Playground is approximately 20 years old and they will be looking to rebuild or the best approach to make it safe.

**Moved by Brunner, seconded by Brey, that the Request to bring in Consultant to evaluate Schuette Park playground was approved for consent agenda. The motion carried by the following vote:**

**Aye:** 4 - Brey, Vanderkin, Hansen and Brunner

[21-0207](#) Ash Tree Timber Sale from Camp Vits, recommending approval of tree sale

**Attachments:** [21-0207 MEMO for DPI Committee - Ash tree Timber Sales from Camp Vits.pdf](#)

D. Koski said that the Tree Commission approved the recommendation. Looking to sell ash trees at Camp Vits while they are still healthy. The proceeds would go to Camp Vits.

**A motion was made by John Brunner, seconded by Brett Vanderkin, that the sale of ash trees at Camp Vits Request was approved for consent agenda. The motion carried by the following vote:**

**Aye:** 4 - Brey, Vanderkin, Hansen and Brunner

[21-0208](#) Fee Increase for Street Tree Removal Permits, recommending approving

**Attachments:** [21-0208 MEMO for DPI Committee - Fee Increase for Street Tree Removal Permit.pdf](#)

D. Koski said that the Tree Commission previously approved and the costs would go into the tree fund.

**A motion was made by Jim Brey, seconded by John Brunner, that the fee increase for tree removal permit request was approved for consent agenda. The motion carried by the following vote:**

**Aye:** 4 - Brey, Vanderkin, Hansen and Brunner

[21-0227](#) Spring Tree Planting 2021, recommending replacing of trees in terrace and parks not to exceed \$4,000.

**Attachments:** [21-0227 MEMO for DPI Committee - Spring Tree Planting.pdf](#)

D. Koski said that the request to use \$4k of Forestry Funds to replace some of the trees that have been removed in the terrace and parks due to Emerald Ash Bore.

**A motion was made by John Brunner, seconded by Jim Brey, that the Request to plant in the terrace and parks in place of trees that were removed due to disease was approved for consent agenda. The motion carried by the following vote:**

**Aye:** 4 - Brey, Vanderkin, Hansen and Brunner

[21-0228](#) Request to use Forestry Funds for replacement teeth on stump grinder, recommending approving

**Attachments:** [21-0228 MEMO for DPI Committee - Stump Grinder Teeth.pdf](#)

D. Koski said the stump grinder will be used extensively and they would like to keep replacement teeth in their inventory.

**A motion was made by Jim Brey, seconded by John Brunner, that the Request for replacement teeth for stump grinder was approved for consent agenda. The motion carried by the following vote:**

**Aye:** 4 - Brey, Vanderkin, Hansen and Brunner

[21-0216](#) Ordinance to Amend Manitowoc Municipal Code 13.050 Removal of Noxious Weeds

**Attachments:** [21-0216 Ord to Amend 13 Noxious Weeds.pdf](#)

D. Koski explained that the Weed Commissioner will be able to issue citations for weed violations.

L. Majerus said an Officer would be the one delivering the citations.

**A motion was made by Jim Brey, seconded by John Brunner, that the Ordinance to amend MMC to amend section 13.050 Removal of Noxious weeds to all Weed Commissioner authority to issue citations was approved and referred to council. The motion carried by the following vote:**

**Aye:** 4 - Brey, Vanderkin, Hansen and Brunner

[21-0226](#) Department of Public Works Fuel Pump Repairs/Replacement

**Attachments:** [21-0226 DPW Fuel Pumps Repairs.pdf](#)

D. Koski informed the Committee that the fuel pumps went down. The conduit is old and needs replacement.

We will be going out for public bids.

**A motion was made by John Brunner, seconded by Jim Brey, that the repairs/replacement of fuel pump request was placed on file within the Engineering Department. The motion carried by the following vote:**

**Aye:** 4 - Brey, Vanderkin, Hansen and Brunner

[21-0206](#) Request to backfill Cemetery Team Lead Position

D. Koski informed the Committee that the Cemetery Team Lead is retiring and they will be filling his position within, which will create an opening for a DPI Laborer.

**A motion was made by Jim Brey, seconded by John Brunner, that the Request for replacement of DPI Laborer was approved and a Resolution will be sent to Council. The motion carried by the following vote:**

**Aye:** 4 - Brey, Vanderkin, Hansen and Brunner

[21-0204](#) Request to approve the 2020 Annual MS4 Stormwater Report, recommending approval.

**Attachments:** [MS4 Permit - 2020.pdf](#)

G. Minikel said this is the annual MS4 report that is due at the end of March.

**A motion was made by Jim Brey, seconded by Brett Vanderkin, that the MS4 2020 Annual Report was approved for consent agenda. The motion carried by the following vote:**

**Aye:** 4 - Brey, Vanderkin, Hansen and Brunner

[21-0210](#) Resolution to receive grant funding under the 2021-2022 Urban Non-Point Source and Stormwater Management Planning Grants from the WDNR for implementing measures to control nonpoint source water pollution.

**Attachments:** [21-0210 Memo for Resolution to receive Grant Funding WDNR Urban Non-point source and SM Grants.pdf](#)  
[DNR Urban Non-Point Source Stormwater Management Planning Grants \(002\)](#)

**A motion was made by Jim Brey, seconded by John Brunner, that the Resolution to receive grant funding under the 2021-2022 Urban Non-Point Source and Stormwater Management Planning Grants was approved for Council. The motion carried by the following vote:**

**Aye:** 4 - Brey, Vanderkin, Hansen and Brunner

[21-0211](#)

Task Order with Strand Associates for South 14th Street Lift Station, recommending approval.

**Attachments:** [21-0211 South 14th Street Lift Station Task Order with Strand Associates.pdf](#)  
[21-0211 Draft Task Order for S 14th St Lift Station.pdf](#)

**A motion was made by John Brunner, seconded by Brett Vanderkin, that the Task Order with Strand Associates for S. 14th Lift Station was approved for consent agenda. The motion carried by the following vote:**

**Aye:** 4 - Brey, Vanderkin, Hansen and Brunner

## 7. Previously Tabled Items

## 8. Adjournment

**A motion was made by Jim Brey, seconded by John Brunner, that the meeting was adjourned at 6:03 p.m. The motion carried by the following vote:**

**Aye:** 4 - Brey, Vanderkin, Hansen and Brunner