



# City of Manitowoc

20-1122

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

## Meeting Minutes

### Common Council

# CONSENT

Monday, October 19, 2020

6:30 PM

Council Chambers

Note-Meeting will also be available via Remote Conferencing

#### A. CALL TO ORDER

Mayor Nickels called the meeting to order at 7:50 p.m.

#### B. ROLL CALL

**Alders Present:** 10 - Jim Brey, Eric Sitkiewitz, Steven Czekala, Scott McMeans, Jeremiah Novak, Courtney Hansen, Bill Schlei, Brett Vanderkin, John Brunner and Aaron Bailey

#### C. PLEDGE OF ALLEGIANCE & INVOCATION

#### D. PRESENTATIONS

20-1047 Proclamation declaring October 24, 2020 as World Polio Day

20-1028 Presentation from Mayor Nickels on the 2021 Executive Budget

#### E. PUBLIC HEARINGS

20-1035 6:30 p.m. Public Hearing for the purpose of hearing objections to proposed assessments to property owners for abatement of nuisance Parks Forestry Assessments.

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 October 5 & 12, 2020. (Proof of publication is on file in the City Clerk's Office).

Property owner Kayla Kintopf attended via the telephone and objected to the proposed assessment for her property at 1329 S. 13th St.

**Moved by Sitkiewitz, seconded by McMeans, that the Kintopf objection be referred to the Board of Public Works. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey

## 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.

## G. APPOINTMENTS AND BUSINESS PRESENTED BY THE MAYOR

20-1026 Mayor to appoint Julie Vogel and Mike Howe to the Zoning Board of Appeals for terms expiring 6/1/2023

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

Aye: 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey

## H. CONSENT AGENDA

### 1. Removal of Consent Agenda Items

None

### Approval of the Consent Agenda

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

Aye: 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey

### 2. Miscellaneous

20-1029 Minutes of September 21, 2020 Common Council meeting, recommending approval and place on file.

20-1036 Public Notice of an Air Pollution Control Permit Application Review of Eck Industries Inc., located at 1602 N. 8th St. Manitowoc, WI, recommending acceptance and place on file.

20-1039 Communication from Wisconsin DNR relative to Water Main Plan and Specification Approval at water main replacement on Menasha Ave., recommending acceptance and place on file.

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

20-1040 Report of Special Events Committee relative to approval of the following events: Unity Walk on 9/27/20; Special Olympics Tournament on 6/19/2021 with a rain date of 6/20/2021; Blood Drive on 10/22/2020; recommending acceptance of report and place on file.

**4. Finance Committee (Consent)**

- 20-1001 3rd Quarter Capital Projects Requests Lists for Unbudgeted and Capital Asset Replacements, recommend to accept and place on file.
- 20-1007 Three year extension to EMS billing agreement with LifeQuest Services, recommend to approve the agreement for the next three years.
- 20-1009 Discussion on COVID-19 Expenses and CARES Funding, recommend to accept and place on file.
- 20-1025 General City Claims in the amount of \$5,783,718.55 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)**

- 20-0948 Report of Board of Public Works of 9/9/2020, of bids received for Broadway Street Bridge Deck Repairs and Deck Sealing, Project WS-20-18, recommending awarding to low bidder, Norcon Corporation in the amount of \$94,756.25.
- 20-0985 Revisions to the Special Event Guidelines & Policy, recommending approval
- 20-0987 Updated Grow it Forward Community Greenhouse Agreement, recommending entering into the agreement
- 20-0989 Proposed Composting Agreement with Manitowoc County, recommending entering into agreement
- 20-0990 Abatement of Nuisance Report, recommend to approve and assess
- 20-0991 Capital Project Request for unbudgeted Deck Repairs & Polymer Overlay on Broadway Street Bridge, recommend to accept the request.
- 20-0992 Capital Project Request for unbudgeted Cat Walk for Cleaning Off Salters, recommend to accept the request.
- 20-0993 Revised Cemetery Rules & Regulations, Fee Schedule and Purchase Agreement, recommending approval and assessments to property owners
- 20-0994 Stormwater Management Facility Maintenance Agreement with Bayshore Development Landowner's Association, Inc. for Bayshore Drive, recommending approval

- 20-1000 Capital Project Request for unbudgeted Stump Grinder for DPI, recommend to accept the request.
- 20-1030 Report of Board of Public Works of 9/25/2020 of adoption of Resolution Authorizing Emergency Repairs to the Carferry Dock Counterweights, recommending acceptance and place on file.
- 20-1031 Report of Board of Public Works of 9/23/2020 of approval to enter into AGMT-20-13 with WisCorps, Inc. for Parks Trail Improvements for a contract price of \$6,000.00, recommending acceptance and place on file.
- 20-1032 Report of Board of Public Works of 10/7/2020 of reduction in noxious weed assessment for property located at 1412 Hamilton St. from \$600 to \$300, recommending approval and place on file.
- 20-1033 Report of Board of Public Works of 10/7/2020 for 2nd and Final payment of \$3,968.31 to Brickline, Inc. for 2020 Epoxy Pavement Marking Program, WS-20-9, recommending payment.
- 20-1034 Report of Board of Public Works of 10/7/2020 for 6th and Final payment of \$8,714.30 to Mammoth Construction for City of Manitowoc River Docks, WO-19-15, recommending payment.
- 20-1038 Progress Invoice from WI DOT for Waldo Blvd. project #39515003777 in the amount of \$31,442.37, recommending payment.

## 7. Public Safety Committee (Consent)

## 8. Plan Commission (Consent)

### I. COMMITTEE REPORTS

#### 1. Committee of the Whole

- 20-1041 Report of Special Events Committee recommending approval for the following events subject to Council action: Lights in Lincoln Park on 11/27-20-12/30/20 (Approval of advertising signs in City right-of-ways); Silver Creek Disc Course's 20th Birthday Bash on 10/31/2020 (waiver of park rule allowing participants to be in park until midnight)

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

Aye: 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey

#### 2. Finance Committee

- 20-0883** Granicus Renewal agreement - 3 year proposal for Recurring Closed Captioning services
- Moved by Brey, seconded by McMeans, to approve the agreement with the intent of continuing negotiation with Granicus on the rate increase. The motion carried by the following vote:**
- Aye:** 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey
- 20-0998** Finance Committee review and recommendation of applicants for open MPU Commissioner position
- A nomination was on the floor to elect Dave Luckow to the MPU Commission. There being no other nominations, it was moved by Brey, seconded by McMeans, to close nominations and cast a unanimous ballot electing Dave Luckow to the MPU Commission for a five year term ending September 30, 2025. The motion carried by the following vote:**
- Aye:** 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey
- 20-1004** Term Sheet for a project located at 1015 Buffalo Street
- Moved by Brey, seconded by McMeans, to accept the related Term Sheet and subsequent enacting of a Development Agreement. The motion carried by the following vote:**
- Aye:** 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey
- 20-1027** Ordinance to amend 9.070 regulating penalties for weights and measures violations
- Moved by Brey, seconded by McMeans, that this Ordinance be adopted. The motion carried by the following vote:**
- Aye:** 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey
- 20-1006** Offer to Purchase property located at 714 York Street

### **3. Personnel Committee**

### **4. Public Infrastructure Committee**

- 20-0986** Donation of Concrete Slab at Municipal Field
- Moved by Novak, seconded by Hansen, that this donation be accepted and placed on file. The motion carried by the following vote:**
- Aye:** 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey

- 20-0988** Approval of Donation of Tennis/Pickleball Court Improvements
- Moved by Novak, seconded by Hansen, that this donation be accepted and placed on file. The motion carried by the following vote:
- Aye: 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey
- 20-1042** No Street Access Agreement with David and Laura Krcma for 4729 Vista Rd
- Moved by Novak, seconded by Hansen, that this Agreement be entered into. The motion carried by the following vote:
- Aye: 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey
- 20-1043** No Street Access Agreement with Delores Korte for 4741 Vista Rd
- Moved by Novak, seconded by Hansen, that this Agreement be entered into. The motion carried by the following vote:
- Aye: 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey
- 20-1045** No Street Access Agreement with Jacob and Lisa Steppe for property located at 4747 Vista Rd.
- Moved by Novak, seconded by Hansen, that this Agreement be entered into. The motion carried by the following vote:
- Aye: 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey

## 5. Public Safety Committee

- 20-1022** Request to approve the anonymous \$10,000 donation received by the Police Department.
- Moved by McMeans, seconded by Czekala, to accept the donation and place on file. The motion carried by the following vote:
- Aye: 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey
- 20-1023** Resolution establishing a handicapped parking stall on S.13th Street at Washington Street.
- Moved by McMeans, seconded by Czekala, that this Resolution be adopted. The motion carried by the following vote:
- Aye: 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey
- 20-1024** Ordinance to amend section 10.170 of the Manitowoc Municipal Code to install traffic signals at Harbor Town Lane and Crawford Boulevard.
- Moved by McMeans, seconded by Czekala, that this Ordinance be adopted. The motion carried by the following vote:

**Aye:** 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey

## 6. Plan Commission

Mayor Nickels read the notice to convene in closed session: Notice is hereby given that the above governmental body may adjourn into a closed session during the meeting as authorized by Section 19.85(1)(e) of the Wisconsin Statutes, which authorizes the governmental body to convene in closed session for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

The specific subject matter that may be considered in closed session is:

20-1006 Offer to purchase property located at 714 York Street

### Closed Session

**Moved by Brey, seconded by McMeans, that this meeting convene in closed session. The motion carried by the following roll call vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey

20-1006 Offer to Purchase property located at 714 York Street

Committee of the Whole deliberated in closed session. (redacted – Closed Session)

### Reconvene in Open Session

**Moved by McMeans, seconded by Sitkiewitz, that this meeting reconvene in open session. The motion carried by the following roll call vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey

20-1006 Offer to Purchase property located at 714 York Street

**Moved by Brey, seconded by McMeans, to purchase the property for \$299,000.00. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey

## J. OTHER BUSINESS

20-1037 Call for Public Hearing on General City budget to be held at 6:30 p.m. on Monday, November 16, 2020.

**Moved by Sitkiewitz, seconded by McMeans, to instruct the City Clerk to call for a public hearing. The motion carried by the following vote:**

**Aye:** 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey

**K. ADJOURN**

**Moved by Sitkiewitz, seconded by McMeans, that this meeting be adjourned at 8:45 p.m. The motion carried by the following vote:**

**Aye: 10 - Brey, Sitkiewitz, Czekala, McMeans, Novak, Hansen, Schlei, Vanderkin, Brunner and Bailey**

**Deborah Neuser  
City Clerk**