



City of Manitowoc

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

Meeting Agenda

Common Council

Monday, May 19, 2025

6:30 PM

Council Chambers

Pursuant to Section 19.84(2) and (3) of the Wisconsin Statutes, notice is hereby given to the public, to the Herald-Times-Reporter, the official newspaper of Manitowoc, and to those news media who have filed a written request for this notice that a meeting of the above-referenced will be held at the date, time and location listed above.

This meeting is being conducted both in Council Chambers at City Hall and via Zoom to maximize opportunities for residents to attend. Those attending the meeting via Zoom who wish to give public input are asked to keep their microphone muted until public input is opened to improve audio quality for all attendees. Those using their phone to call in may hit *6 to mute and unmute themselves. Members of the public may call to listen in at 888 475 4499 US Toll-free, Meeting ID: 811 9599 9875 Password: 678557.

Public input will be accepted at the meeting. Those wishing to make public comment in advance of the meeting should email jswokowski@manitowoc.org or call 920-686-6952 with their comment no later than 12:00 p.m. central the day of the meeting. Emailed public input will be attached to the agenda and made part of the public record.

The above governmental body will meet to discuss and possibly take action on the agenda items set forth below.

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE & INVOCATION

D. PRESENTATIONS

E. PUBLIC HEARINGS

[25-0373](#)

Public Hearing to be held at 6:31 p.m. for the purpose of hearing any and all interested parties in the matter of a Request for a Conditional Use Permit for the Establishment of a Wrecker Service Use in a C-1 Commercial Zoning District located at 4102 Broadway Street (Parcel #450-284-121)

F. PUBLIC INPUT

Members of the public will be permitted to speak at the Common Council meeting each month on any matter of public interest. The comments from each speaker shall be limited to five minutes in length unless extended by action of the Common Council.

G. APPOINTMENTS AND BUSINESS PRESENTED BY THE MAYOR[25-0398](#)

Mayor makes appointments to various committees

H. CONSENT AGENDA

These items will be approved by one motion unless any member of the Council wishes to remove an item for discussion.

1. Removal of Consent Agenda Items

Any Common Council 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.

2. Miscellaneous[25-0374](#)

Minutes of the April 21, 2025 Common Council meeting; recommending approval and place on file

Attachments:[Common Council Minutes 4-21-2025](#)[25-0375](#)

Minutes of the April 22, 2025 Common Council Organizational Session; recommending approval and place on file

Attachments:[Common Council Minutes 4-22-2025](#)[25-0377](#)

Resignation from Chris Born from the Harbor Commission effective immediately; recommending acceptance and place on file

Attachments:[Resignation - C Born](#)**3. Committee of the Whole (Consent)**[25-0401](#)

Report of Special Events Committee relative to the approval of the following events: Flyover Silver Creek Bike Race on 9/6/2025; Walk to End Alzheimer's on 9/27/2025; Jr. Ships Baseball Tournament on 5/24/2025; Froedtert and MCW HFM Maritime Marathon on 6/1/2025; Sockhop at the Rahr-West Art Museum on 6/25/2025; Cool City Classic Car Cruise on 6/27/2025; Miracles Softball Tournament (George Spontgen/Glenn Graff Softball/Bocce Tournament on 6/28/2025; NEWGLSF Salmon Derby on 7/4/2025-7/6/2025; Lighthouse Tours (Manitowoc North Breakwater Lighthouse Open House) on 7/4/2025; Lincoln Ships Baseball Tournament on 7/11/2025-7/13/2025; Wisconsin Sand Sculpting Festival on 7/19/2025-7/20/2025; Run A Fair on 8/20/2025; Wisconsin NSA Super 6 on 9/26/2025-9/28/2025; recommending acceptance of report and place on file

Attachments: [041725 - 051425 SEC Acted On](#)
[SE - Flyover Silver Creek](#)
[SE - Walt to End Alzheimer's](#)
[SE - Jr Ships Baseball Tournament 5_24_25](#)
[SE - Froedtert and MCW HFM Maritime Marathon](#)
[SE - Sockhop at the Rahr-West Art Museum](#)
[SE - Cool City Classic Car Cruise](#)
[SE - Miracles Softball Tournament](#)
[SE - Salmon Derby](#)
[SE - Lighthouse Tours](#)
[SE - Lincoln Ships Baseball Tournament 7_11_25-7_13_25](#)
[SE - Wisconsin Sand Sculpting Festival](#)
[SE - Run A Fair](#)
[SE - Wisconsin NSA Super 6](#)

[25-0402](#) Report of the Special Events Committee relative to the approval of the following waiver of fees: Jr Ships Baseball Games on multiple dates from 5/27/2025 to 7/17/2025; and the denial of the following waiver of fees: Washington Middle School Middle School Trip on 6/11/2025; recommending acceptance of report and place on file

Attachments: [Waivers of Fees Acted On 041525 to 051425](#)
[Waiver of Fees - Jr Ships Baseball Games](#)
[Waiver of Fees Denial - Washington Middle School](#)

4. Finance Committee (Consent)

[25-0359](#) 1st Qtr. 2025 Claims Report from City's Attorney Office; recommending to accept and place on file

Attachments: [Q1 2025 Claims Report](#)

[25-0360](#) Request from Manitowoc County Expo/Fair entertainment pavilion purveyors to extend live band music performances on Friday, August 22nd and Saturday, August 23rd to 11:30 with beer sales ending at Midnight and with music stopping at 11:00 pm on Wednesday August 20th, Thursday August 21st, and Sunday August 24th with beer sales ending at 11:30 pm; recommending to approve the request

Attachments: [Request from Manitowoc County ExpoFair entertainment pavilion purveyors](#)

[25-0361](#) Statement of the Board of Canvassers relative to the April 1, 2025 Spring Election for Mayor and Alderpersons in Districts 1, 2, 3, 7, & 10; recommending to place on file

Attachments: [Board of Canvassers Statement 4-1-25 Election](#)

[25-0362](#) Application of "Class B" Intoxicating Liquor & Fermented Malt Beverage Licenses, TAV-2471A, Mikadow LLC, 1118 Washington St; recommending to approve the license

Attachments: [TAV-2471A Class B Intoxicating Liquor License - MIKADOW LLC](#)

[25-0366](#) Two Year Operator's License Application (#240367) for Frisby, J.; recommending approval of license pursuant to Wisconsin State Statute 111.335

Attachments: [Two Year Operators License \(#240367\) for Frisby, J.](#)
[Letter from City Clerks](#)

[25-0367](#) Two Year Operator's License Application (#250019) for Greene, E.; recommending approval of the license pursuant to Wisconsin State Statute 111.335

Attachments: [Two Year Operators License \(#250019\) for Greene, E](#)
[Letter from City Clerks](#)

[25-0376](#) General City Claims in the amount of \$5,556,838.43 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

Attachments: [Claim Report](#)
[4-18-2025](#)
[4-25-2025](#)
[5-2-2025](#)
[5-9-2025](#)

[25-0384](#) 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; recommending approval

Attachments: [Licensing Report](#)

5. Personnel Committee (Consent)

6. Public Infrastructure Committee (Consent)

[25-0294](#) Request for sidewalks to be installed on the East side of Paul Road; recommending to fail to determine that installing sidewalks is necessary for the public health and safety

Attachments: [Pedestrian Accident Report - Paul Rd](#)
[Sidewalk Request East side of Paul Rd.](#)
[MMC 7.090 Grade Construction of Sidewalks](#)
[Aerial Map of Paul Rd. - Menasha Ave. to North](#)
[Aerial Map of Possible 6' Wide Sidewalk between Paul Rd. and Herman Rd.](#)
[Paul Rd. Sidewalk - Est. Quantities per Parcel](#)
[Report BPW - Sidewalks on Paul Road](#)

[25-0379](#) Report of Board of Public Works of 5/7/2025 of approval to enter into AGMT-25-03 with Lakeland Landscape, Inc. to plant trees on Michigan Avenue (between N Rapids Rd and Indian Bluff Drive); Fleetwood Drive (between Waldo Blvd and Stokes Lane); and South 9th Street (between Dewey Street to Wilson Street) at locations as directed by the City Forester and as outlined in "Exhibit A", Tree Planting Proposal; and "Exhibit B" Tree Planting Agreement / Locations; recommending approval and enter into the agreement

Attachments: [Report of BPW - AGMT-25-03](#)

[25-0380](#) Report of Board of Public Works of 5/7/2025 of approval to enter into AGMT-25-07 with Lakeland Landscape, Inc., to plant trees at Halvorsen Park, Manitowoc Senior Center, Westfield Park, Emma Radandt Park, Red Arrow Park, Silver Creek Park as directed by the City and as outlined in "Exhibit A", Tree Planting Proposal; and "Exhibit B" Tree Planting Agreement / Locations; recommending acceptance of report and place on file

Attachments: [Report BPW - AGMT-25-07](#)

[25-0381](#) Report of Board of Public Works of 5/7/2025 of approval to enter into AGMT-25-06 with Lee Recreation, LLC, to furnish and install two (2) 2-Bay Swingsets with concrete footings as outlined in "Exhibit A", Lee Recreation, LLC Proposal; recommending acceptance of report and place on file

Attachments: [Report BPW - AGMT-25-06](#)

[25-0382](#) Report of Board of Public Works of 4/30/2025 of approval to enter into AGMT-25-04 with Lakeland Landscape, Inc., to plant trees on Reed Avenue between N 8th Street and Hamann Road at locations as directed by the City Forester and as outlined in "Exhibit A", Tree Planting Proposal; and "Exhibit B" Tree Planting Agreement / Locations; recommending acceptance of report and place on file

Attachments: [Report of BPW - AGMT-25-04](#)

[25-0383](#) Report of Board of Public Works of 3/5/2025, of bids received for Lincoln Park Zoo Wetland Aviary - Project WO-25-13; recommending awarding Base Bid and Alternate #1 to Vinton Construction Company, in the amount

of \$660,074.00

Attachments: [Report of BPW - WO-25-13](#)

[25-0387](#)

Report of Board of Public Works of 5/7/2025 of bids received for Lincoln Park Fieldhouse Windows and Door Replacement, Project WB-25-14; recommending awarding to Philippi Quality Construction, Inc. in the amount of \$31,998.00

Attachments: [Report of BPW - WB-25-14](#)

7. Public Safety Committee (Consent)

8. Plan Commission (Consent)

[25-0330](#)

PC 15-2025: Zirpoli / Bergner; Request to Assign an Existing Conditional Use Permit to Operate a Beauty Salon in the B-1 Office Residential Zoning District for property located at 709 Marshall Street (Tax Parcel# 000-284-012); recommending the assignment of the 1996 Conditional Use Permit

Attachments: [25-0330 Report to Council Zirpoli CUP](#)
 [25-0330 PC Report 709 Marshall Street](#)

[25-0331](#)

PC 16-2025: 1615 Spring LLC & 1311 Spring LLC; Request to Assign an Existing Conditional Use Permit for a Storage in Bulk, or Transloading Activities in an I-2 Heavy Industrial Zoning District for property located at 1311 & 1615 Spring Street (Tax Parcel #s 000-039-020 & 819-402-052); recommending to approve the assignment of the 2017 Conditional Use Permit to 1311 Spring LLC and 1615 Spring LLC

Attachments: [25-0331 Report to Council 1311 1615 Spring LLC](#)
 [25-0331 PC Report 1311 & 1615 Spring Street](#)

I. COMMITTEE REPORTS

1. Committee of the Whole

[25-0396](#)

Ordinance to amend Section 3.150 of the Manitowoc Municipal Code Regulating the Room Tax Commission

Attachments: [Ord to Amend 3.150- Final](#)

[25-0397](#)

Ordinance to create Section 3.155 of the Manitowoc Municipal Code creating a Visit Manitowoc Board

Attachments: [Ord to create MMC 3.155 VMB- Final](#)

[25-0403](#)

Report of the Special Events Committee recommending approval of the following events subject to Council Action: Manitowoc Garden Faire Extraordinaire on 6/14/2025 (Street closure of S 11th Street and S 12th

Street from Marshall Street to Washington Street from 8:00 a.m. to 3:00 p.m.); Outdoor Movie Night on 6/26/2025, 8/7/2025, 10/3/2025 (Waiver of alcohol at Washington Park on 10/3/2025); Fourth on the Shore on 7/4/2025 (Street closure along parade route, S 8th Street from Madison Street to Maritime Drive, Maritime Drive to Huron Street); Kiwanis Car Show on 8/10/2025 (Waiver of alcohol at Washington Park for 8/10/2025, and approval of road closure for S 11th Street and S 12th Street between Washington and Marshall Streets fro 8/10/2025 from 6:00 a.m. to 4:00 p.m.); Lakeshore Balloon Glow on 8/15/2025 (Road closure of Quay Street from 8th Street to 6th Street)

Attachments: [041725 - 051425 SEC Council Approval](#)
 [SE - Manitowoc Garden Faire Extraordinaire](#)
 [SE - Outdoor Movie Night](#)
 [SE - Fourth on the Shore](#)
 [SE - Kiwanis Car Show](#)
 [SE - Lakeshore Balloon Glow](#)

2. Finance Committee

[25-0363](#) Request to apply for the FY25 Wisconsin Economic Development Corporation (WEDC) Brownfield Grant for a maximum of \$250,000

Attachments: [FY25 Wisconsin Economic Development Corporation \(WEDC\) Brownfield Grant](#)

[25-0364](#) Request to apply for the Environmental Protection Agency (EPA) Thriving Communities Grant for a maximum of \$350,000

Attachments: [FY25 Environmental Protection Agency \(EPA\) Thriving Communities Grant Men](#)

[25-0365](#) Ordinance to create Section 11.015 of the Manitowoc Municipal Code (MMC) regulating Designated Outdoor Refreshment Area (DORA)

Attachments: [Email from Community Development Director re DORAs](#)
 [Memo for Manitowoc DORA Ordinance](#)
 [Manitowoc DORA Ordinance](#)
 [Manitowoc DORA Ordinance-Final](#)
 [Exhibit A - DORA.pdf](#)

[25-0392](#) Amendment One to Parking Lease with Forefront Management, LLC

Attachments: [Amendment One to Parking Lease](#)

[25-0393](#) Allie Family Companies: Request to Purchase a Vacant Parcel on West Drive and South 59th Street (Parcel #449-004-040)

Attachments: [Report of IDC - Allie Family Company Request](#)

3. Personnel Committee

[25-0385](#) Resolution for Seasonal Employment of Supervisory Personnel Relatives

Attachments: [Res to hire related seasonals for seasonal employment 5-2025 Final](#)

[25-0390](#) Resolution to Contract with McClone for Benefit Consulting Services

Attachments: [Resolution for McClone Insurance for Benefits Broker- Final](#)
[Memo to Council - McClone agreements 05.2025](#)
[City of Manitowoc 2025 BAA- McClone \(003\)](#)
[McClone Consulting Contract - 2025 FINAL for Council approval](#)
[McClone Consulting Contract - 2026-2028 FINAL for Council approval](#)

[25-0394](#) Resolution for Seasonal Fleet Mechanic Youth Apprenticeship

Attachments: [Res to approve a Seasonal Fleet Mechanic Youth Apprenticeship- Final](#)
[Seasonal Fleet Mechanic Apprentice Position FINAL](#)

4. Public Infrastructure Committee

[25-0378](#) Municipal Water Installation Agreement with Kao and Layord
Kaeovongphet, 2501 Nelson Lane

Attachments: [Municipal Water Installation Agreement - Kaeovongphet](#)

[25-0386](#) Final Resolution Authorizing Public Improvement and Levying Special Assessments against Benefitted Property in Manitowoc, WI; Popp Subdivision No. 4

Attachments: [Final Resolution Authorizing Public Improvement and Levying Special Assessm](#)
[WS-24-8 PE.xls](#)
[FINAL SCHEDULE C - SANITARY SEWER Popp Subd#4 \(S. 19th St. Summit](#)
[FINAL SCHEDULE C - GRADING GRAVELING Popp Subd#4 \(S. 19th St. Sur](#)

[25-0388](#) Request to amend Contract WS-25-4, 2025 Asphaltic Concrete Paving Program, to include the additional asphalt paving work on Zimmer Drive that was included in Add Alternate #1 in the amount of \$23,010.15

Attachments: [2025 Asphaltic Concrete Paving WS-25-4 Awarding Add Alternate #1 for Aspha](#)
[WS-25-4](#)

[25-0389](#) Request to amend Contract WS-25-1, 2025 Concrete Paving I Program, to include the additional sidewalk work included in Add Alternate #1 in the amount of \$36,804.64

Attachments: [2025 Concrete Paving WS-25-1 Awarding Add Alternate #1 for Fleetwood Dr. S](#)
[WS-25-1](#)

[25-0395](#) Resolution for Ornamental Lighting - Popp's Subdivision Development - 2300 block of South 19th Street

Attachments: [Resolution-Ornamental Lighting Popp's Subdivision Development - 0% City Cor](#)
[WO 6824 POPP SUBDIVISION NO 4 STREET LIGHTING](#)
[2025-04-30 LTR \(Adam Tegen\) Resolution for Ornamental Lighting Popp's Subr](#)
[E-mail Lighting Resolution Popp's Subdivision Development](#)

5. Public Safety Committee

6. Plan Commission

[25-0329](#) PC 14-2025: Kolbeck / Mar Investments, LLC d.b.a Manitowoc Auto Repair LLC; Request for a Conditional Use Permit for the Establishment of a Wrecker Service Use in a C-1 Commercial Zoning District located at 4102 Broadway Street (Parcel # 450-284-121)

Attachments: [25-0329 Report to Council Manitowoc Auto Repair](#)
[25-0329 PC Report Manitowoc Automotive](#)

[25-0391](#) Resolution for the Preliminary Plat of the Abbey Ridge No. 2 Subdivision

Attachments: [Preliminary Plat Resolution Abbey Ridge No. 2- Final](#)
[ABBEE RIDGE SUBDIVISION No 2 pre-plat 4-30-25.pdf](#)
[25-0332 Report to Council Abbey Ridge Sub No. 2](#)

J. OTHER BUSINESS

K. ADJOURN

1.Next Scheduled Common Council Meeting: Monday, June 16, 2025 at 6:30pm in the Common Council Chambers at City Hall.

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Manitowoc will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the City Clerk's office at 920-686-6950 or the City's ADA Coordinator at (920) 686-6990 or e-mail cityattorney@manitowoc.org at least 48 hours prior to the scheduled meeting or event to request an accommodation. For additional assistance, individuals with hearing or speech disabilities can call 711 and be connected to a telephone relay system.

Mackenzie Reed
City Clerk