



# City of Manitowoc

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

## Meeting Agenda

### Common Council

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Monday, November 21, 2022

6:30 PM

Council Chambers

Note: This meeting will also be held via remote conferencing software

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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: 893 9628 6649 Password: 669106.

Public input will be accepted at the meeting. Those wishing to make public comment in advance of the meeting should email [abaryenbruch@manitowoc.org](mailto:abaryenbruch@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

[22-0962](#)

City Clerk administers Oath of Office and Badge Pinning of Police Lieutenant Kim Albright

#### E. PUBLIC HEARINGS

[22-0963](#)

6:30 PM - Public Hearing for the purposed of hearing any citizen or taxpayer on the proposed budget for the upcoming year

[22-0964](#)

6:31 PM - Public Hearing for the purpose of hearing any and all interested parties in the matter of the proposed change to Chapter 15 regulating Floodplain Zoning Ordinance

## 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

[22-0994](#)

Mayor makes the following appointment: Committee on Aging - Lynn Kalista (term: 11/22/2022 - 6/1/2024)

## 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

[22-0965](#)

Minutes of the October 17, 2022 Common Council meeting, recommending approval and place on file

**Attachments:**

[Minutes 10-17-22](#)

[22-0966](#)

Communication from the Office of the Public Service Commission of Wisconsin relative to the Notice of Investigation to consider the application of Manitowoc Public Utilities to construct a 13.2 kV Distribution Express Line and 4 MW Emergency Stationary RICE Standby Generator Resiliency Project; recommending to place on file

**Attachments:**

[Notice of Investigation](#)

[22-0992](#)

Resignation from Donna Kickland from the Committee on Aging, effective upon replacement; recommending acceptance and place on file

**Attachments:**

[Kickland Resignation](#)

[22-0993](#)

Resignation from Paul Steinbrecher from the Zoning Board of Appeals, effective immediately; recommending acceptance and place on file

**Attachments:**

[Steinbrecher Resignation](#)

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

[22-0974](#) Report of the Special Events Committee relative approval of the following events: Brutal Wear Open Tennis Tournament on 8/4-8/6/2023; AP Testing - Lincoln High School on 5/1-5/5 & 5/8/2023; Ultimate Lakeshore Weekend on 6/24-6/25/2023; recommending acceptance of report and place on file

**Attachments:** [SEC Acted On- 2022-10-14 to 2022-11-16](#)  
[Brutal Wear Tennis Tournament](#)  
[Waiver of Fees - AP Testing](#)  
[Ultimate Sports Weekend](#)

#### 4. Finance Committee (Consent)

[22-0903](#) 3rd Quarter Investment Report; recommending to accept and place on file

**Attachments:** [3rd Qtr 2022 Investment Reconciliation](#)

[22-0904](#) 3rd Quarter Budget Exceptions Report; recommending to accept and place on file

**Attachments:** [03\\_2022 Budget Exception Report for Fin Comm](#)

[22-0905](#) CAWG Request from Department of Public Infrastructure for a wing blade for truck #51, recommending approval

**Attachments:** [#51 Truck wing blade CAWG REQUEST](#)

[22-0906](#) 2022 Poor Fund Report & Distribution; recommending to accept the recommendation of the City Clerk and place on file

**Attachments:** [Poor Fund Memo](#)

[22-0911](#) Update on Finance Department; recommending to place on file

[22-0927](#) Tax Levy Certification from Manitowoc Public School District for Fiscal Year 2022-2023; recommending to accept and place on file

**Attachments:** [Levy Letter 2022-23 - City of Manitowoc PI 1508](#)  
[Levy Letter 2022-23 - City of Manitowoc Letter](#)

[22-0928](#) Tax Levy Certification from Lakeshore Technical College for Fiscal Year 2022-2023; recommending to accept and place on file

**Attachments:** [City of Manitowoc LTC Levy](#)  
[LTC Tax Levy Apportionment 2022\\_23](#)

[22-0967](#) General City Claims in the amount of \$4,482,469.94 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:** [Committee Report on Claims](#)

[10-21-22](#)

[10-21-22 WWTF](#)

[10-28-22](#)

[10-28-22 WWTF](#)

[11-4-22](#)

[11-4-22 WWTF](#)

[11-11-22](#)

[11-11-22 WWTF](#)

[11-18-2022](#)

[11-18-22 WWTF](#)

[22-0968](#) 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

**Attachments:** [LPI Licensing Report](#)

[22-0991](#) Resignation from Dave Luckow effective immediately; recommending acceptance and place on file

**Attachments:** [Luckow Resignation](#)

[22-0995](#) Tax Levy Certification from Manitowoc County for Fiscal Year 2022; recommending to accept and place on file

**Attachments:** [County Tax Levy](#)

## 5. Personnel Committee (Consent)

## 6. Public Infrastructure Committee (Consent)

[22-0916](#) Request to use up to \$5,000 from the snow non-lapsing fund for a geomelt tank for winter snow removal, recommending approval

**Attachments:** [22-0916 Memo for Storage Tank Geomelt 2022](#)

[22-0917](#) Request to use up to \$11,000 from the Cemetery Perpetual Care Fund for new mower for Cemetery, recommending approval

**Attachments:** [22-0917 Z-Track Memo 2022](#)

- [22-0918](#) Request for up to \$10,000 from the Aquatic Center Fund Balance for full Maintenance of the pool filter system at the Aquatic Center, recommending approval
- Attachments:** [22-0918 Memo Request for \\$10k for Aquatic Center pool filters](#)
- [22-0919](#) Request for up to \$15,000 from the Aquatic Center Fund Balance for cameras on new amenities and replacement cameras, recommending approval
- Attachments:** [22-0919 Aquatic Center Camera Upgrades Memo](#)
- [22-0920](#) Request for \$8,000 for gel coating water spouts at the Aquatic Center from the Operating Budget, recommending approval
- Attachments:** [22-0920 Memo Request for \\$8k for Aquatic Center pool amenities gel coating](#)
- [22-0925](#) Meals on Wheels Lease Renewal with Manitowoc Senior Center Facility, recommending approval
- Attachments:** [22-0925 MEALS ON WHEELS FACILITY USE AGREEMENT](#)
- [22-0982](#) Report of Board of Public Works of 10/17/2022 of approval to enter into AGMT-22-13 with Maritime Plumbing and Mechanical LLC to install water to Llama Barn at the Lincoln Park Zoo, for a contract price of \$8,185.00; recommending acceptance of report and place on file
- Attachments:** [AGMT-22-13](#)
- [22-0983](#) Report of Board of Public Works of 10/26/2022 of approval to enter into AGMT-22-14 with Gintner Concrete & Masonry, LLC to perform concrete work at Rheaume Park, for a contract price of \$18,915.00; recommending acceptance of report and place on file
- Attachments:** [AGMT-22-14](#)
- [22-0984](#) Progress Invoice from Wisconsin Department of Transportation totaling \$1,082.89; recommending payment
- Attachments:** [Progress Invoice](#)
- [22-0985](#) Progress Invoice from Wisconsin Department of Transportation totaling \$1,219.60; recommending payment
- Attachments:** [DOT Progress Invoice](#)
- [22-0986](#) Report of Board of Public Works of 11/9/2022 for 5th and final payment of \$9,217.00 to LaForce LLC for Auto Lock Installation on Park Restroom Facilities, WB-22-17R; recommending payment
- Attachments:** [LaForce LLC - Final Payment](#)
- [22-0987](#) Report of Board of Public Works of 11/9/2022 of forestry assessment appeal for property at 1263 S. 31st Street; Board approved offering the property owner either the 5-year or 10-year installment plan with interest; recommending acceptance of report and place on file
- Attachments:** [Report of BPW - Forestry Assessment Appeal](#)

[22-0988](#) Report of Board of Public Works of 11/9/2022 of Quotes received for QE-22-8 Combination Jetter Vac Truck; recommending approval to Brown Equipment Company

**Attachments:** [Report of BPW - Quotes QE-22-8](#)  
[QE-22-8 Memo](#)

## 7. Public Safety Committee (Consent)

[22-0951](#) Request for "No Parking" signs to be added to the 2400 blk of South 30th Street, recommending to approve the request and have alliance to pay for additional signs beyond City Staff recommendation

**Attachments:** [2401street](#)  
[No Parking Sign 2400 blk of S. 30th Street request](#)

[22-0952](#) Crime Prevention Committee amended bylaws, recommending to amend the bylaws.

**Attachments:** [2022 CPC Bylaws](#)

[22-0955](#) LifeQuest billing dispute, call 182A-22-2963, recommending to deny the request but allow for a payment plan.

## 8. Plan Commission (Consent)

[22-0885](#) PC 23-2022: Hanson, Request to Purchase City-Owned Property Adjacent to 3309 South 10th Street; recommending to approve the sale of the properties and instruct the Community Development Department and City Attorney's office to finalize all details of the transaction

**Attachments:** [22-0885 Report to Council Hanson land purchase](#)  
[22-0885 PC Report Hanson - Silver Creek Park](#)

[22-0886](#) PC 10-2022: Creekwood Estates Subdivision - Final Plat, TLG Holdings LLC, Albert Drive (Parcel # 756-000-210); recommending to approve the Final Plat for Creekwood Estates authorizing individuals to sign the plat after all subdivision plat items have been completed to the satisfaction of the Community Development Department

**Attachments:** [22-0886 Report to Council Creekwood Estates Final Plat](#)  
[22-0886 PC Report Creekwood Estate Final Plat](#)

[22-0896](#) PC 12-2022: Howe, Request to Purchase City-Owned Property Adjacent to Lincoln Park; recommending to approve the sale of the properties and instruct the Community Development Department and City Attorney's office to finalize all details of the transaction

**Attachments:** [22-0896 Report to Council Howe land purchase](#)  
[22-0896 PC Report Howe- Lincoln Park - Land Purchase](#)

## I. COMMITTEE REPORTS

### 1. Committee of the Whole

[22-0975](#) Report of Special Events Committee recommending approval for the following events subject to Council action: Lakeshore Holiday Parade on 11/23/2022 (Road closure for 20th St and Washington to Park St and N 8th St for a 6:30 pm - 8:30 pm parade)

**Attachments:** [SEC Council Approval - 2022-10-14 to 2022-11-16](#)  
[Lakeshore Holiday Parade](#)

### 2. Finance Committee

[22-0899](#) General City budget of proposed 2022 levy for 2023, in the amount of \$18,861,186 with \$928,610 in proposed tax incremental financing

**Attachments:** [2023 budget packet](#)  
[Executive Budget Letter to Council 10-17-2022](#)  
[Memo to Mayor Recommendations 10.25.2022](#)  
[GF unassigned](#)  
[Net New Construction](#)  
[Summary](#)  
[2022 Tax LEVY for 2023 Mayor Proposed](#)  
[2022 Tax RATE for 2023 Mayor Proposed](#)  
[2023 Capital Mayor Proposed](#)  
[2023 Downtown Mayor Proposed](#)  
[2023 Parks Proposed Capital Project List](#)  
[Proposed DPI Laborer JD 10.25.2022](#)  
[Proposed Senior DPI Laborer JD 10.25.2022](#)  
[Memo - River Point](#)  
[Memo - transit 2023 budget](#)

[22-0969](#) Resolution to hold Primary Election on February 21, 2023 if there are three or more candidates who file nomination papers for a City office at the April 4, 2023 Spring Election

**Attachments:** [ResolutionPrimaryElection 2023](#)

[22-0973](#) Offer to Purchase from Tycore for property located in the River Point District

**Attachments:** [River Point District Offer to Purchase - Countered](#)  
[River Point District Counter Offer Accepted](#)

### 3. Personnel Committee

[22-0970](#) Resolution for One-Time Bonus Pay for City Attorney Department Employee Jane Rhode

**Attachments:** [Res lump sum payment for J Rhode 11.2022](#)

[22-0971](#) Resolution adjusting the Harbor Master Stipend

**Attachments:** [UPDATED-Res Harbor Master Adjustment 11.2022](#)

[22-0972](#) Resolution to Approve Offering a \$2000 Sign-On Bonus to Newly Hired Part-Time Transit Drivers for 2023

**Attachments:** [Res to approve PT Transit Driver \\$2000 bonus 2023](#)

#### 4. Public Infrastructure Committee

[22-0874](#) Municipal Water Installment Agreements with various property owners

**Attachments:** [Municipal Water Installation Agreements](#)

[22-0915](#) Downtown Snow Removal Assessment Resolution

**Attachments:** [Snow Removal Route Resolution](#)

[22-0921](#) 2023 DPI Fee Schedule and Resolution

**Attachments:** [Res for 2023 DPI Fees](#)  
[22-0921 Memo 2023 Fee Approval](#)  
[Fees Proposed 2023 Draft Final Rev](#)

[22-0924](#) 10.410 Parking Regulated in Inclement Weather Ordinance revisions

**Attachments:** [10.410 Ord Winter Parking Ban for 2022-2023 Season 1](#)

[22-0981](#) Ordinance to revise 3.070 establishing the members of the Board of Public Works

**Attachments:** [3.070 Ord for BPW-Comptroller Alt. 11-21-2022](#)

[22-0989](#) Request from Schaus Roofing & Mechanical - Request to Build New Warehouse Building over City's 24" Sanitary Sewer

**Attachments:** [Permanent Easement for 24 Inch Sanitary Sewer by Schaus Roofing - S. 30th S](#)  
[Revised Plan from Hamann 9-9-22 showing option for larger building](#)  
[1974 Plan for 24 Inch Sanitary Sewer by Schaus Roofing](#)

#### 5. Public Safety Committee

[22-0976](#) Ordinance to reduce speed limit on N. 18th St. from Menasha Ave. to Magnolia Ave.

**Attachments:** [Ord to reduce speed limit on N. 18th St. from Menasha Ave. to Magnolia Ave](#)



[22-0977](#) Ordinance to revise parking on South 39th St. from Dewey St. to Viebahn St.

**Attachments:** [Ord to revise parking on South 39th St. from Dewey to Viebahn](#)

[22-0978](#) Parking Lease Indemnification Revision for 2023

**Attachments:** [PROPOSED Master Parking Lease Tier 1 2023.pdf](#)  
[PROPOSED Master Parking Lease Tier 2 2023.pdf](#)

[22-0979](#) Request to terminate current contract with Seagrave and enter into an agreement with Pierce Manufacturing

**Attachments:** [78L46 78L47 Manitowoc Fire Rescue \(Termination Ltr\) 11-3-22](#)  
[78L46 78L47 City of Manitowoc Fire Dept. Termination Agreement 11-2-22](#)  
[MFRD Finance Request](#)  
[Seagrave Price Increase letter](#)

## 6. Plan Commission

[22-0884](#) PC 22-2022: Ordinance to Repeal and Recreate Chapter 15.490 Floodplain Zoning

**Attachments:** [22-0884 PC Report 15.490 Floodplain Ordinance](#)  
[22-0884 PC Report 15.490 Floodplain Ordinance](#)

[22-0990](#) Permanent Utility Easement located at Parcel #052-820-130-100.00

**Attachments:** [Schwalbe Easement 2022 \(002\)](#)  
[Schwalbe Easement Maps](#)

## J. OTHER BUSINESS

## K. ADJOURN

*1. Next Scheduled Common Council Meeting: Monday, December 19, 2022 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](mailto: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-Kadow**  
**City Clerk**