



City of Manitowoc

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

Meeting Agenda

Common Council

Monday, September 21, 2020

6:30 PM

Council Chambers
Note-Meeting will also be available via Remote
Conferencing

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 remote conferencing software due to a state of emergency and federal, state, and local guidance on gatherings. Members of the public may call to listen in at 888 475 4499 US Toll-free, Meeting ID: 842 8560 4653 Password: 030214.

Those wishing to make public comment should email mreedkadow@manitowoc.org or call 686-6952 with their comment no later than 3:00 p.m. Central the day of the meeting.

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

[20-0923](#) Presentation of Eagles Club Police Officer and Firefighter of the Year

[20-0924](#) Showtime Awards

[20-0925](#) City Clerk administers Oath of Office followed by badge pinning for Police Officer Tyler Hill, Firefighter/Paramedic Christian Rodriguez, and Firefighter/Paramedic Mark Lyman

[20-0926](#) Proclamation declaring September 2020 as Suicide Prevention Month

Attachments: [Suicide Prevention Month Proclamation 2020](#)

[20-0927](#) Proclamation declaring September 2020 Alcohol and Drug Addiction Recovery Month

Attachments: [Alcohol and Drug Addiction Recovery Month](#)

[20-0928](#) Proclamation declaring October 2020 as Crime Prevention Month

Attachments: [Crime Prevention Month 2020](#)

[20-0929](#) Proclamation declaring the week of October 4th - 10th, 2020 as Fire Prevention Week

Attachments: [Fire Prevention Week 2020](#)

E. PUBLIC HEARINGS

[20-0930](#) 6:31 PM - Public Hearing for the purpose of hearing any and all interested parties in the matter of a proposed change in zone of residential properties from I-1 Light Industrial to R-4 Single and Two-Family Residential for properties located in the 3000-3400 block of Menasha Ave.

[20-0931](#) 6:32 PM - Public Hearing for the purpose of hearing any and all interested parties in the matter of a proposed Conditional Use Permit for the establishment of a concrete batch plant, stone crushing and bulk storage of product operation for property located off of Albert Drive in an I-2 Heavy Industrial Zoning District pursuant to Manitowoc Municipal Code 15.350(3)z.

[20-0932](#) 6:33 PM - Public Hearing for the purpose of hearing any and all interested parties in the matter of a proposed change in zone from I-2 Heavy Industrial to B-4 Central Business District for the property located at 606 Quay Street.

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

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

[20-0920](#) Communication from Dave Paulus relative to the Roneta Lane project, recommending acceptance and place on file

Attachments: [Letter from Dave Paulus](#)

[20-0921](#) Minutes of August 17, 2020 Common Council meeting, recommending approval and place on file

Attachments: [CC Min 8-17-2020](#)

[20-0970](#) Minutes of September 14, 2020 Special Common Council meeting, recommending approval and place on file.

Attachments: [CC Special Meeting Minutes 9-14-2020](#)

3. Committee of the Whole (Consent)

[20-0972](#) Report of Special Events Committee relative to approval of the following events: Waiver of Fees: Faith Church Family Picnic on 9/27/20; Shaggy Shuffle on 10/17/20; Manitowoc County Job Fair on 9/30/20; Waiver of Fees: Road Rally on 10/11/20; Food Truck Fiesta on 10/8/20; recommending acceptance of report and place on file.

Attachments: [Special Event Committee Events Acted On 8-13-20 to 9-16-20](#)

[Manitowoc County Job Fair](#)

[Shaggy Shuffle](#)

[Faith Church](#)

[Food Truck Fiesta](#)

[Road Rally](#)

4. Finance Committee (Consent)

[20-0881](#) Application for "Class B" Intoxicating Liquor & Fermented Malt Beverage License, TAV-2011A, Da' Brick House LLC, d/b/a The Fat Seagull, 807 Quay Street, recommend to approve the application.

Attachments: [Da' Brick House LLC Application](#)

[20-0884](#) Second Amendment to the Granicus Service Agreement for period 12/1/2020 - 11/30/2021, recommend to approve the request.

Attachments: [2nd Amendment to Granicus Agreement](#)

[20-0887](#) Contingent Agreement with SpyGlass for City Telecommunication Services, recommend to place on file.

Attachments: [City of Manitowoc contingency audit](#)

[20-0922](#) General City Claims in the amount of \$3,617,384.46 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: [September Claims](#)

[9-2-2020](#)

[9-4-2020](#)

[9-11-2020](#)

[9-18-2020](#)

[8-21-2020](#)

[8-28-2020](#)

[20-0969](#) 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: [September Licenses](#)

5. Personnel Committee (Consent)

6. Public Infrastructure Committee (Consent)

[20-0882](#) CAWG recommendation to fund up to \$3,591.21 for DPW Mechanic's Shop to replace existing hydraulic hose crimper and dies, recommend to approve the request.

Attachments: [CAWG - hydraulic hose crimper and dies](#)

[20-0894](#) Vinton Construction Company Potential Acquisition of Albert Drive Property / Radandt Drive Access, recommending approval and drafting by City Attorney.

Attachments: [20-0894 Radant Drive Access - Vinton Const Co.pdf](#)

[20-0894 RADANDT ACCESS DRAWINGS MAPS 202008281223.pdf](#)

[Temporary Access Easement Agreement for Radandt Drive](#)

[PARCEL MAP -](#)

[20-0895](#) Request for 32 foot driveway at 4249 Springhill Drive, recommending approval of request

Attachments: [20-0895 Request for Driveway Extension at 4249 Springhill Drive.pdf](#)

[20-0916](#) Report of Board of Public Works of 8/19/2020 for 5th and Final payment of \$22,469.37 to SC Concrete for S. 8th St. - Washington St. to Manitowoc River - Installation of Trees, Grates & Planters, WS-20-17, recommending payment.

Attachments: [WS-20-17 Final Payment](#)

[20-0917](#) Report of Board of Public Works of 8/19/2020 for 2nd and Final payment of \$9,797.50 to Scott Construction, Inc. for 2020 Seal Coating Program, WS-20-6, recommending payment.

Attachments: [WS-20-6 Final Payment](#)

[20-0918](#) Report of Board of Public Works of 9/9/2020 for 4th and Final payment of \$5,044.87 to Seiler Bros for 2020 Remove & Replace Existing Sidewalks II, WS-20-8, recommending payment.

Attachments: [WS-20-8 Final Payment](#)

[20-0919](#) Report of Board of Public Works of 9/9/2020 for 4th and Final payment of \$7,016.25 to Seiler Bros for 2020 Remove & Replace Existing Sidewalks, WS-20-3, recommending payment.

Attachments: [WS-20-3 Final Payment](#)

[20-0944](#) Report of Board of Public Works of the 8/19/2020 meeting that final payments to contractors who signed an agreement under \$25,000.00 shall be approved by the Board of Public Works with a report given to the Common Council, recommending acceptance and place on file.

Attachments: [BPW Report - Final Payments for agreements under \\$25,000](#)

[20-0945](#) Report of Board of Public Works of final payments to contractors for Agreements under \$25,000.00, recommending acceptance and place on file.

Attachments: [BPW Report - final payments](#)

[20-0946](#) Report of Board of Public Works of snow removal assessment appeal for property at 808 Memorial Drive; Board approved reduction of second invoice from \$600 to \$300. Recommending acceptance of report and place on file.

Attachments: [Snow Appeal - 808 Memorial Drive](#)

[20-0947](#) Report of Board of Public Works of 8/19/2020, of bids received for 2020 Televising Miscellaneous Sewers II, Project WU-20-14, recommending awarding to low bidder, Northern Pipe, Inc. in the amount of \$19,773.72.

Attachments: [WU-20-14 Bid](#)
[WU-20-14 Bid Tab](#)

[20-0949](#) Report of Board of Public Works of 9/9/2020, zero bids received for Maintenance of Parks Facilities & Structures; Board directed staff to break projects in increments not to exceed \$25,000.00 per contract. Recommending acceptance of report and place on file.

Attachments: [BPW Report WB-20-19](#)

[20-0950](#) Progress invoices from WI Department of Transportation in the amounts of \$285.06, \$167,315.37 and \$31,603.60, recommending payment.

Attachments: [Progress Invoice - Project ID 39514703700](#)
[Progress Invoice - Waldo Blvd Project ID 39515003776](#)
[Progress Invoice - Waldo Blvd Project ID 39515003777](#)

[20-0952](#) Report of Board of Public Works of 9/16/2020 for 2nd and Final payment of \$13,253.35 to Hamann Construction Co. for City Hall Lintel Replacement, WB-19-18, recommending payment.

Attachments: [WB-19-18 Final Payment](#)

[20-0955](#) Report of Board of Public Works of 9/16/2020, of quotes received for 2020 Concrete Crushing, QM-20-6, recommending awarding Vinton Construction Co. at 14,837 Tons, \$3.37/Ton for \$50,000.69.

Attachments: [QM-20-6 Tab](#)

7. Public Safety Committee (Consent)

8. Plan Commission (Consent)

I. COMMITTEE REPORTS

1. Committee of the Whole

[20-0933](#) City of Manitowoc Mission and Vision Statement

Attachments: [Mayor Nickels Request](#)

[20-0961](#) Settlement agreement with Newell Rubbermaid for past costs at Newton Gravel Pit

Attachments: [Newell Manitowoc Settlement Agreement FINAL Executed](#)

[20-0939](#) Resolution extending the mask requirement in City buildings through November 16, 2020

Attachments: [Res - Extend mask requirement](#)

[20-0967](#) Second Extension of Resolution Affirming Mayoral Declaration of Emergency

Attachments: [2nd Extension of Res Affirming Mayoral Declaration of Emergency](#)

[20-0971](#) Report of Special Events Committee recommending approval of the following events subject to Council action: Labor Day End of Summer Sendoff! 9/4-9/6/20 (closure of Quay St. from east side of S. 9th to west side of S. 8th St.); Halfway to St. Patrick's Day on 9/19/2020 (Closure of Jay St. from S. 8th to parking lot near S. 9th); REVISED PLAN: Windigo Fest Fundraiser on 10/3/2020 (waiver of rules prohibiting alcohol at Washington Park, waiver of noise ordinance); Lakeshore Holiday Parade on 11/25/2020 (closure of Washington Street & 8th St. for parade)

Attachments: [Special Events for Council Approval - 08-13-20 to 9-16-20](#)
[Revised Plan - Windigo Fest](#)
[Halfway to St. Patrick's Day](#)
[Lakeshore Holiday Parade](#)
[Labor Day Summer Sendoff](#)

2. Finance Committee

[20-0880](#) Ordinance to amend Section 11.010 of the Manitowoc Municipal Code regulating Alcohol Beverages eliminating one year Manitowoc County residency requirement

Attachments: [Ord to Amend 11](#)
[Email re residency requirement](#)
[Memo - Change to Residency Requirement for Operator License Applicants.pdf](#)

[20-0883](#) Granicus Renewal agreement - 3 year proposal for Recurring Closed Captioning services

Attachments: [Granicus Closed Captioning 3 year proposal](#)

[20-0885](#) Consideration of regional collaboration with Progress Lakeshore and City of Two Rivers on a regional application for EPA Site Assessment Grant Opportunity

Attachments: [EPA Grant Overview for Finance](#)

[20-0886](#) Consideration of pursuing a Community Development Investment grant through the state WEDC

Attachments: [CDI Grant Overview for Finance](#)

[20-0935](#) One year operator license application #OP1-20014 for James Pickering, requesting Council approval and waiver of MMC 11.010(4) requiring applicants be Manitowoc County residents continuously for a period of not less than one year.

Attachments: [J. Pickering Application](#)
[PD Approval - J. Pickering](#)

3. Personnel Committee

[20-0862](#) Resolution to Approve Updated GIS Coordinator Job Description

Attachments: [Res to revise job description for GIS Coordinator Planner-GIS Duties Memo.pdf](#)
[GIS Coordinator with tracked changes 8.2020.pdf](#)
[GIS Coordinator Job Description Final 9.2020.pdf](#)

[20-0863](#) Resolution to Approve Telework Policy

Attachments: [Res to approve a Telework Policy for City Employees final Memo PC.Council Telework Policy.pdf](#)
[Draft Telework Policy 8.2020.pdf](#)
[Final Telework Policy 8.2020.pdf](#)
[Work From Home Guidelines and Procedures 8.2020 approved.pdf](#)

[20-0872](#) Resolution to Hire Seasonal Employees Related to Elected Officials, Department Heads, or Supervisory Personnel

Attachments: [Res to Hire Seasonal Madeline Blaser](#)

[20-0942](#) Resolution to approve USI (f/k/a ABRC) recommended Health Care Plan for 2021

Attachments: [Res authorize health dental ins participation agmt w Robin HealthPartners 2021 USI recommendations for 2021.pdf](#)

4. Public Infrastructure Committee

[20-0888](#) Red Arrow Monument Design Plan Update

Attachments: [20-0888 Red Arrow Monument Designs.pdf](#)

[20-0896](#) Resolution for Stormwater Planning Grant

Attachments: [Resolution for DNR - Urban Nonpoint Source Stormwater Planning Grant \(2020\) Strand Amendment No. 3](#)
[Strand Task Order No. 20-1](#)

[20-0934](#) McMahon's Engineering Services and Design Contract for the reconstruction of Custer St. from S. 29th to S. 39th Sts. and S. 30th St. from Division to Dewey Sts. as part of the CDBG Close Program.

Attachments: [00 - 2020.09.14 Custer Stree S 30th Street Proposal Agreement](#)

[20-0957](#) Resolution to proclaim October 10, 2020 as World Migratory Bird Day in the City of Manitowoc

Attachments: [Res - World Migratory Bird Day](#)

[20-0968](#) Exercise of Options for Rural Disabled, Elderly Program & ADA Paratransit Services

Attachments: [EXERCISE OF OPTIONS SRT 2020 \(9.16.20\)](#)
[Federal Clauses SRT2020](#)

5. Public Safety Committee

[20-0914](#) An Ordinance to amend Section 10.010 of the MMC regulating Provisions of State Law Adopted by Reference (Traffic Regulations).

Attachments: [10.010 Ord to reduce speed limit on Plank Road](#)
[Plank Rd speed limit reduction](#)

[20-0915](#) An Ordinance to amend Section 10.390 of the MMC regulating Parking Prohibited.

Attachments: [Ord to Amend 10.390 re parking at Manila](#)
[no parking on Manila St at S 10th St.](#)

[20-0953](#) Ordinance to amend section 10.390 of the Manitowoc Municipal Code regulating parking prohibited on S. 16th Street

Attachments: [Ord to Amend 10 \(003\)](#)
[Parking Request - S. 16th St.](#)

[20-0954](#) Ordinance to amend Section 10.170 of the Manitowoc Municipal Code regulating the intersection of N. 23rd St. and La Follette Ave.

Attachments: [Ord to Amend 10_1 \(002\)](#)
[Stop Sign Request - La Follette & N. 23rd](#)

6. Plan Commission

[20-0876](#) PC 26-2020: Vinton Construction Company; Request for a Conditional Use Permit in an I-2 Heavy Industrial Zoning District Pursuant to Section 15.350(3)z for Property off of Albert Drive for the establishment of a concrete batch plant, stone crushing and bulk storage of product operation.

Attachments: [20-0876 Council Report Vinton CUP.pdf](#)
[20-0876 PC Report Vinton CUP.pdf](#)

[20-0956](#) Resolution to vacate a portion of Johnston Drive

Attachments: [Johnston Drive Street Vacation](#)

[20-0958](#) Ordinance to Rezone property located in the 3000 - 3400 block of Menasha Ave. from I-1 Light Industrial to R-4 Single and Two-Family Residential pursuant to MMC 15.530(2)c

Attachments: [Council Report Menasha Ave rezone](#)
[Ordinance PC 27-2020 Menasha Ave Rezone I-1 to R-4](#)

[20-0959](#) Ordinance to rezone property located at 606 Quay St. from I-2 Heavy Industrial to B-4 Central Business District

Attachments: [PC Report to Council - 606 Quay St](#)
[Ordinance PC 28-2020 Seehafer Wharf Rezone I-2 to B-4 \(002\)](#)

J. OTHER BUSINESS

K. ADJOURN

1. Next Scheduled Common Council Meeting: Monday, October 19, 2020 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.

Deborah Neuser
City Clerk