



# City of Manitowoc

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

## Meeting Minutes

### Public Infrastructure Committee

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Wednesday, March 6, 2024

5:30 PM

Council Chambers - And remote via Zoom

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#### 1. Call to Order

Chairman Czekala called the meeting to order at 5:30 p.m.

#### 2. Roll Call

**Present:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg

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

Others Present: Allan Brixius

#### 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: None

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.

[24-1266](#)

Approval of the Minutes from the February 7, 2024 Public Infrastructure Committee Meeting

**Attachments:** [2-7-24 PI Committee Minutes](#)

**A motion was made by Vice Chair Tim Boldt, seconded by Member Michael Cummings, that the Minutes for the February 7, 2024 meeting were approved. The motion carried by the following vote:**

**Aye:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg

#### 6. Discussion and Action Items

[24-1256](#) Manistowoc Public School District Facility Use Agreement, recommending enter into agreement with MPSD

**Attachments:** [Memo for PI Committee MPSD Facility Usage and Maintenance Agreement](#)  
[MPSD Facility Use Agreement 2024 FINAL w Signatures](#)

D. Koski explained that this Agreement is a renewal of the annual Use Agreement with the Public School District. There were a few revisions made to include Summer School Programs, Middle School Cross Country, maintenance changes and the auto-renewal of agreement.

**A motion was made by Member Michael Cummings, seconded by Vice Chair Tim Boldt, that the MPSD Facility Use Agreement was approved to Enter into Agreement and forwarded to Consent Agenda. The motion carried by the following vote:**

**Aye:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg

[24-1257](#) Resolution to Authorize Application of WIDNR Targeted Runoff Management Grant (TRM)

**Attachments:** [Memo for PI Committee TRM Grant](#)  
[TRM NOD SAMPLE GOVERNMENTAL RESPONSIBILITY RESOLUTION](#)

D. Koski explained that this Grant requires a 30% match. The matching fund will be utilized from other grant funds designated for this project. The Grant is for stream restoration work at Silver Creek Park.

T. Reckelberg requested moving forward that they would identify where the match will be funded from. D. Koski said they will note going forward.

**A motion was made by Member Michael Cummings, seconded by Vice Chair Tim Boldt, that the request for Resolution to Authorize Application of WIDNR Targeted Runoff Management Grant and work with City Attorney to draft Resolution was approved for consent agenda. The motion carried by the following vote:**

**Aye:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg

[24-1258](#) Resolution to Authorize Application of Urban Nonpoint Source & Storm Water Management Grant (UNPS)

**Attachments:** [Memo for PI Committee UNPS Grant](#)  
[UNPS SAMPLE GOVERNMENTAL RESPONSIBILITY RESOLUTION](#)

D. Koski explained that this grant requires a 50% match. This is for the Urban Nonpoint Source and Stormwater Management Grant for the Wetland Aviary Project at the Lincoln Park Zoo.

Matching funds will be utilized from Budgeted Capital Funds.

**A motion was made by Vice Chair Tim Boldt, seconded by Member Michael Cummings, that the request for Resolution to Authorize Application of Urban Nonpoint Source & Storm Water Management Grant and work with City Attorney**

to draft Resolution was approved for consent agenda. The motion carried by the following vote:

**Aye:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg

[24-1259](#) Request to enter into agreement with HMI for in-kind Concrete Repair

**Attachments:** [HMI agreement Memo 2.29.24](#)  
[Email regarding HMI Agreement](#)

D. Koski informed the Committee that we have been approached by Raise Rite Construction for a marketing strategy. They will do work on City property to provide training of different groups. There would be no cost to the City and Raise Rite would provide signed waivers along with Insurance to the City. The City Attorney was ok with the proposal. All waivers and Insurance would be submitted to City Attorney for approval.

M. Cummings and T. Reckelberg said it will be a good thing for the City.

C. Hall said the projects will be a 4 hour project, basically done in one day.

**A motion was made by Member Michael Cummings, seconded by Member Todd Reckelberg, that the Agreement with HMI for in-kind Concrete repair was approved and referred to Council. The motion carried by the following vote:**

**Aye:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg

[24-1260](#) MS4 Annual Report 2023, recommending accepting the report and placing on file

**Attachments:** [MS4 Annual Report for 2023](#)

**A motion was made by Member Todd Reckelberg, seconded by Member Michael Cummings, that the 2023 MS4 Annual Report was accepted and placed on file for consent agenda. The motion carried by the following vote:**

**Aye:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg

[24-1261](#) Out of State Travel Request for Sewer Equipment of America 900ECO in Indianapolis for Shawn Wagner, Jason Richardson, Brad Rusbolt, William Stalvey, recommending approval

**Attachments:** [Out of State Travel - Jeremy W.](#)

D. Koski reported that training was the formality after purchasing of Sewer Truck. Four employees to attend training in Indianapolis. The only cost will be for hotel, meals and fuel.

**A motion was made by Member Todd Reckelberg, seconded by Member Michael Cummings, that the Request for sewer truck out of state training was approved for consent agenda. The motion carried by the following vote:**

**Aye:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg

[24-1262](#) Manitowoc Family Aquatic Center 2024 Pre-Season Update

**Attachments:** [Pre-season Update 2024](#)

C. Hall report the pre-season update to the Committee. This includes the season start and end dates as well as the hours.

M. Cummings requested making updates to the City Website to include the current fees and pricing.

**A motion was made by Member Todd Reckelberg, seconded by Vice Chair Tim Boldt, that the Manitowoc Family Aquatic Center 2024 updates was placed on file for Consent Agenda. The motion carried by the following vote:**

**Aye:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg

### [24-1263](#)

Manitowoc Recreation Private Swim Lessons at Manitowoc Family Aquatic Center

**Attachments:** [Private Lessons memo for approval](#)

C. Hall stated that this is not currently in the DPI Fee Schedule. He said they were recently approached about offering private swim lessons and are seeking permission to create the program.

The request is to include an amendment to include private lessons in the Fee Schedule. He said the charge will be in line with surrounding communities as well as the YMCA.

M. Cummings said there is a demand and is in full support.

T. Boldt wants to make sure there is language to state that the lessons are open to elements and cancellations might occur.

**A motion was made by Member Michael Cummings, seconded by Vice Chair Tim Boldt, that the Request to add Private Swim Lessons at Manitowoc Family Aquatic Center was approved and referred to the Finance Committee. The motion carried by the following vote:**

**Aye:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg

### [24-1264](#)

Manitowoc Recreation Sponsorships

**Attachments:** [Recreation sponsorship request for approval](#)

C. Hall explained the sponsorship program they are looking to launch. Any sponsors for events will be advertised both on radio and on a banner for the event.

**A motion was made by Member Todd Reckelberg, seconded by Member Michael Cummings, that these Request to approve the sponsorship program was approved and referred to Council. The motion carried by the following vote:**

**Aye:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg

**Tim Boldt amended the Motion to put through the City Attorney, then withdrew his amendment as it is part of the donation process.**

**Aye:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg

[24-1265](#) Release of Platted Access Easement - Reed Avenue

**Attachments:** [Release of Platted Access Easement - Reed Avenue](#)

The Engineering Department has no issues releasing. No public utilities in this direct area.

**A motion was made by Member Todd Reckelberg, seconded by Member Chad Beeman, that the Request to release platted access easement on Reed Avenue was approved and referred to the Plan Commission. The motion carried by the following vote:**

**Aye:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg

[24-1277](#) Request for Approval for Improvements to Manitowoc Chiefs Youth Football Park

**Attachments:** [Manitowoc Chiefs Field of Dreams](#)

M. Cummings presented to the Committee the proposed improvements the Chief's Organization will be looking to make in the upcoming years. This will be fully funded by the Chiefs, through donations and fundraising.

This year marks the 50th Anniversary for the Youth Football. He explained changes will be made to the hill, to include concrete and walkpath, a firepit, lighted walkway with banners, 500 person elevated bleachers, additional 25 parking stalls and designated bus parking.

The Committee complimented him for his dedication to the Chiefs and this project. They would like for this to go through the City Attorney and to follow the Donation Policy. T. Reckelberg recommended proof of the funding of this project.

M. Cummings said they will most likely be doing this in phases.

**A motion was made by Vice Chair Tim Boldt, seconded by Member Todd Reckelberg, that the Request for Manitowoc Chiefs Youth Football Park was approved and referred to council. The motion carried by the following vote:**

**Aye:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg

**A motion was made by Member Todd Reckelberg, seconded by Chairperson Steven Czekala, that the Request for Manitowoc Chiefs Youth Football Park Improvements was approved pending approved Agreement and Financial Report approved by the City Attorney. The Request was approved as amended for Council. The motion carried by the following vote:**

**Aye:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg

[24-1278](#) Request to re-name Clay Pit Road to Chiefs Way

M. Cummings said that with the 50 year Chief's Anniversary, they would like to rename Clay Pit Road to Chief's Way. Any funding would be from Chiefs. This

could kickoff the campaign for fundraising.

**A motion was made by Vice Chair Tim Boldt, seconded by Member Chad Beeman, that the Request to rename Clay Pit Road to Chief's Way was approved and referred to the Plan Commission. The motion carried by the following vote:**

**Aye:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg

## 7. Previously Tabled Items

[23-0938](#) Project RainCheck Municipal Partner MOU Draft, recommending denying the Request and placing on file

**Attachments:** [MEMO for DPI Committee - RainCheck MOU Draft](#)

[GLPF Partner Meeting 5.9.23](#)

[RainCheck Municipal SOW MOU 10.6.23](#)

**A motion was made by Member Todd Reckelberg, seconded by Member Michael Cummings, that the Project RainCheck Municipal Partner MOU was denied and referred to Consent. The motion carried by the following vote:**

**Aye:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg

## 8. Adjournment

**A motion was made by Vice Chair Tim Boldt, seconded by Member Michael Cummings, that the meeting was adjourned at 6:24 p.m. The motion carried by the following vote:**

**Aye:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg