



City of Manitowoc

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

Meeting Agenda

Common Council

Monday, August 18, 2025

6:30 PM

Council Chambers

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

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

D. INVOCATION

E. MOMENT OF SILENCE FOR ALDERMAN JIM BREY, MANITOWOC CITY COUNCIL APRIL 21, 1992 - AUGUST 12, 2025

F. PRESENTATIONS

[25-0612](#)

City Clerk administers Oath of Office to Firefighter Paramedic Brian Feldman, followed by Badge Pinning

G. PUBLIC HEARINGS

H. 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.

I. APPOINTMENTS AND BUSINESS PRESENTED BY THE MAYOR

[25-0606](#)

Appointments of the following individuals to the Visit Manitowoc Board, with at term expiring 6/1/2027: Amy Meyer, Samantha Hammel, Greg Vadney, Kevin Cullen

Attachments:

[Visit Manitowoc Appointments](#)

J. 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

[25-0600](#)

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

Attachments:

[Meeting Minutes 7-21-2025](#)

3. Committee of the Whole (Consent)

[25-0602](#)

Report of Special Events Committee relative to the approval of the following events: Elktoberfest on 10/4/2025, Pumpkin Palooza on 10/15/2025, ASL Ugly Sweater 5k on 11/1/2025; recommending acceptance of report and place on file

Attachments:

[071725 - 081325 SEC Acted On](#)

[Elktoberfest](#)

[Pumpkin Palooza](#)

[ASL Ugly Sweater 5k](#)

[25-0603](#)

Report of Special Events Committee relative to the approval of the following waiver of fees: Manitowoc County Drug Court Picnic on 9/6/2025, Manitowoc Youth Baseball High School Girls Fall League on 8/17/2025, 8/24/2025, 9/7/2025, 9/14/2025; recommending acceptance of report and place on file

Attachments: [Waivers Acted On 071725 to 081325](#)
[Waiver of Fees - Manitowoc County Drug Court Picnic](#)
[Waiver of Fees - Manitowoc Youth Baseball High School Girls Fall](#)

4. Finance Committee (Consent)

[25-0562](#) Request from Dug Out LLC (dba Dug Out Bar & Grill) for a temporary extension of premise for the sale of liquor and/or beer to include the parking lot to the west of the building & gravel/grass lots south of 4117 Broadway St on 8/23/25; recommending to approve the request

Attachments: [Extension of Premises Request - Dug Out LLC -8.23.25](#)

[25-0563](#) Application for "Class B" Retail Intoxicating Liquor & Fermented Malt Beverage License, NS Holiday Inn Manitowoc LLC, for Holiday Inn, 4601 Calumet Ave; recommending to approve the request

Attachments: [Application of Class B Retail Intoxicating Liquor & Fermented Malt Beverage Lic](#)

[25-0564](#) 2nd Qtr. 2025 Claims Report from City Attorney's Office; recommending to accept and place on file

Attachments: [Q2 2025 Attorney Claims Report](#)

[25-0595](#) General City Claims in the amount of \$4,606,109.66 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](#)

[7-18-2025](#)

[7-25-2025](#)

[8-1-2025](#)

[8-4-2025](#)

[8-8-2025](#)

[25-0605](#) Report of Finance Committee to grant various licenses subject to approvals, inspections, insurance, payment of license fees and meeting State Statute requirements, as detailed therein

Attachments: [Licensing Report August 2025](#)

5. Personnel Committee (Consent)

[25-0487](#) Approval of Revised Job Description for Police Chief; recommending to approve changes as presented

Attachments: [Police Chief Job Description-Redline for Personnel](#)

[Police Chief Job Description-Clean copy for Personnel.pdf](#)

6. Public Infrastructure Committee (Consent)

[25-0551](#) 2025-2026 Public Transit Lease Agreement between Maritime Metro Transit and Assist to Transport; recommending to approve the agreement

Attachments: [2025-2026 MMT ATT LEASE AGREEMENT](#)

[25-0552](#) Ball Diamond Maintenance Donation Tube Request; recommending to approve the use of funds for irrigation

Attachments: [Memo for PI Committee - Ball Diamond Maintenance Donation Tube Request](#)

[25-0566](#) Japanese Knotweed Management Lincoln Park; recommending to join with neighbors to eradicate this weed

Attachments: [Memo for PI Committee - Japanese Knotweed](#)
[Japanese Knotweed Lincoln Park Map](#)

[25-0597](#) Report of Board of Public Works of 8/6/2025 for 4th & final payment of \$26,434.82 to Visu Sewer for 2024 Re-Lining Sewer Project, WU-24-7; recommending payment

Attachments: [Report of BPW - WU-24-7](#)

[25-0598](#) Report of Board of Public Works of 8/6/2025 for 2nd & final payment of \$1,485.00 to Beson & Houle LLC for River Point Shade Structure, WB-24-24; recommending payment

Attachments: [Report of BPW - WB-24-24](#)

[25-0599](#) Report of Board of Public Works of 7/23/2025 of approval to enter into AGMT-25-08 with R & R Customs LLC, to remove 9 ash trees located on the property at 1401 N 23rd Street. The trees are located in the front and back of the home and are marked with a Pink X as directed by the City and as outlined in "Exhibit A", Tree Planting Proposal; and "Exhibit B" Tree Planting Photos; recommending acceptance of report and place on file

Attachments: [Report of BPW - AGMT-25-08](#)

7. Public Safety Committee (Consent)

[25-0586](#) Sex Offender Residency Board Appeal for Curtis Lee Suriano; recommending approval of the appeal

[25-0587](#) Sex Offender Residency Board Appeal for Sean Mitten; recommending approval of the appeal

[25-0590](#) FEMA Port Security Grant; recommending to apply for the grant

Attachments: [FEMA Port Security Grant](#)

8. Plan Commission (Consent)

K. COMMITTEE REPORTS

1. Committee of the Whole

[25-0608](#) Settlement Agreement between Wal-Mart Stores Inc and the City of Manitowoc

Attachments: [Unsigned Settlement Agreement Manitowoc](#)

2. Finance Committee

[25-0565](#) Second Amendment to the City of Manitowoc TID No. 22 Development Agreement with River Landing Developers LLC

Attachments: [River Landing Developers LLC 1st Amendment - Recorded](#)
[River Landing Development Agreement - Recorded](#)

[25-0604](#) Resolution Authorizing a Harbor Assistance Program (HAP) Grant Application on behalf of Burger Boat Company

Attachments: [HAP Resolution- Burger Boat- July 2025- Final](#)
[Cover Letter signed.pdf](#)

[25-0611](#) Resolution Authorizing Submission of the FY2025 USDOT MARAD PIDP Grant Application on behalf of Briess Malt & Ingredients Co. & Grainshore LLC

Attachments: [Resolution Authorizing Submission of FY2025 USDOT Marad PIDP - Briess - Fi](#)

3. Personnel Committee

[25-0596](#) Resolution for Seasonal Employment of Supervisory Personnel Relatives

Attachments: [Res to Hire Related Seasonals for Seasonal Employment-7-2025- Final](#)

[25-0613](#) Resolution to Revise Employee Policy Manual

Attachments: [RES EMPLOYEE POLICY MANUAL LANGUAGE REVISIONS AUG 2025 - FIN](#)
[Memo to Council re EPM Revisions 08.2025](#)
[EPM revisions-REDLINE-for Council approval 08.2025](#)
[EPM revisions final-CLEAN-for Council approval 08.2025](#)

4. Public Infrastructure Committee

[25-0567](#) STH 42 (Washington & Calumet) - DOT Reconstruction Project - Agreement for Sanitary Sewer Design

Attachments: [STH 42 Sanitary Proposal](#)

[25-0568](#) Stormwater Management Facility Maintenance Agreement (St. Francis of

Assisi - Grand Avenue)

Attachments: [STORMWATER MANAGEMENT MAINTENANCE AGMT ST FRANCIS GRAN](#)

[25-0571](#) WISDOT STP-Urban Funding Program Cycle 2026-2031

Attachments: [Memo to Committee - WISDOT STP-Urban Funding Program Cycle 2026-2031](#)

[25-0573](#) Manitowoc Futbol Club to Utilize Lot off of Michigan Avenue for Soccer

Attachments: [Memo for PI Committee Manitowoc Futbol Club Request](#)
[Manitowoc Futbol Club Map Evergreen West](#)

[25-0574](#) Deed Restriction at Gravel Pit

Attachments: [Deed Restriction #2 - Final](#)
[ExhibitA_SurveySigned Newton Pit_LF Cap description_exhibit-11 x 17.pdf](#)
[ExhibitBFigSiteFeatures2021.pdf](#)

[25-0607](#) Amendment Number 1 to Task Order Number 24-02, City of Manitowoc and Strand Associates, Inc. Pursuant to Agreement for Technical Services dated December 1, 2023 for Rubick Field Dry Detention Basin and Grand Avenue Storm Sewer Improvements

Attachments: [Task Order 24-02 Amendment 1 3516.036.24-02.1.\(CITY REVIEW NFS-08042\)](#)
[E-mail Strand Task Order](#)

[25-0615](#) Resolution for Payment In-Lieu of On-site Stormwater Management for the Take 5 Oil Change Development at S 42nd St and S Frontage Rd

Attachments: [Resolution for Payment In-Lieu of On-Site SWM for Take 5 Oil Change-Final_1](#)
[Draft Resolution - Payment In-Lieu of On-Site SWM for Take 5 Oil Change](#)

5. Public Safety Committee

[25-0591](#) Safe Haven Baby Box Information Packet and Lease Service Agreement

Attachments: [Safe Haven Baby Box Informational Packet](#)
[Safe Haven Baby Box Lease and Service Agreement](#)

[25-0609](#) Ordinance to amend Section 10.390 of the Manitowoc Municipal Code regulating Parking Prohibited - N 20th Street between Michigan Avenue and New York Avenue

Attachments: [ORD TO AMEND 10.390 NO PARKING ON N. 20TH STREET- FINAL](#)
[No Parking on North 20th Street](#)
[Parking on North 20th Street](#)

[25-0610](#) Ordinance to amend Sections 10.170 and 10.210 of the Municipal Code regulating Through Intersections and Three-Way Stop - S 8th Street and Columbus Street

Attachments: [Ordinance to amend 10.170 and 10.210 - Install Stop Sign at S.8th and Columb](#)
[Stop sign at S. 8th and Columbus St. for southbound traffic](#)

6. Plan Commission

L. OTHER BUSINESS

M. ADJOURN

1.Next Scheduled Common Council Meeting: Monday, September 15, 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