



# City of Manitowoc

900 Quay Street  
Manitowoc, WI 54220  
[www.manitowoc.org](http://www.manitowoc.org)

## Meeting Agenda

### Common Council

---

Monday, June 19, 2017

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.

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

[17-0615](#) Proclamation declaring month of May, 2017 as Neurofibromatosis (NF) Awareness Month.

**Attachments:** [17-0615.pdf](#)

[17-0642](#) City Clerk administers oath of office to Firefighter/Paramedics Kyle Christiansen and Cody Sieracki followed by a badge ceremony.

#### E. PUBLIC HEARINGS

[17-0624](#) Public Hearing to be held at 6:35 p.m. for the purpose of hearing any and all interested parties in the matter of a proposed change to the Official Map south of Reed Avenue, north of Buffalo Street, west of N. 5th Street and east of N. 13th Street.

**Attachments:** [17-0624.pdf](#)

[17-0628](#) Public Hearing to be held at 6:37 p.m. , for the purpose of hearing any and all interested parties in the matter of a proposed amendment to Zoning Ordinance 15.390(14) Code regarding Setbacks from Major Streets, removing the 25' parking setback provision along N. 8th Street from Park Street to Reed Avenue.

**Attachments:** [17-0628.pdf](#)

**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**

[17-0623](#) Mayor makes appointments to various committees.

Attachments: [appointments.pdf](#)

[17-0645](#) Communication from Dayna Goetz resigning from the Rahr-West Art Museum Board effective 6/1/17, recommending placing on file.

Attachments: [17-0645.pdf](#)

**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**

[17-0616](#) Minutes of Common Council of Tuesday, April 18, 2017, recommending approval and place on file.

Attachments: [17-0616.pdf](#)

[17-0644](#) Minutes of May 15, 2017 Common Council meeting, recommending approval and place on file.

Attachments: [17-0644.pdf](#)

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

17-0634

Report of Special Events Committee recommending approval of the following events subject to Council action: Re-dedication of Red Arrow Park on 7/15/2017 (Closure of roadway & restricted parking in Red Arrow Park); 300th Anniversary of Freemasonry on 8/19/2017 (Closure of Chicago St. between N 8th and N 9th Streets); Manitowoc Praisefest on 7/11/2017 (Closure of S 12th St. from Marshall St. to Washington St.); HFM Company Picnic on 8/19/2017 (Waiver of rules prohibiting animals in the park); Fourth on the Shore on 7/04/2017 (Lane closures from S 7th to Huron, right lanes of northbound & southbound lanes of Maritime Dr., intersection of Waldo/Maritime/Memorial, & south pier); Subfest on 07/07 - 07/09/2017 (Street closure for Maritime Dr. with no parking & no parking in south lot by library; Waiver of noise ordinance until 11 pm on Saturday); Heitpas Engagement - Wedding Celebration on 7/14/2017 (Street closure of Lindbergh Dr. from S 30th to S 32nd & S 31st Street from Lindbergh Dr. to Coolidge).

Attachments:[report \(2\)](#)[red arrow](#)[300 yr. Anniversary](#)[Praisefest](#)[HFM picnic](#)[Fourth on the Shore](#)[Subfest](#)[Hietpas Engagement](#)

[17-0635](#)

Report of Special Events Committee relative to approval of the following events: Mtwc. Co. Miracles Special Olympics Tournament on 6/17/2017; Residential Block Party - 4300/4400 blk on 7/22/2017; WAIVER OF FEES - Chamber of Mtwc. Co. Annual Picnic on 6/21/2017; AMENDED - Farmer's Market - Tuesdays at Washington Park 6/6 - 10/31/2017; Silver Cup Amateurs Disc Golf Tournament on 7/1 - 7/2/2017; Silver Cup Pro Disc Golf Tournament on 7/14 - 7/16/2017; School Picnic on 5/30/2017; WAIVER OF FEES - Breakfast on the Farm on 6/11/2017; Mirro Demolition Ceremony on 6/9/2017; DATE CHANGE - MYBA Grand Opening on 6/12/2017; Fall into the Zoo on 9/16/2017; Silver Creek Bike Race on 9/30/2017; recommending acceptance of report and place on file.

**Attachments:**

[report 3](#)  
[miracles](#)  
[block party](#)  
[chamber picnic](#)  
[Farmers Mkt.](#)  
[Amateurs Disc Golf](#)  
[silver cup](#)  
[school picnic](#)  
[breakfast on farm](#)  
[mirro](#)  
[MYBA](#)  
[zoo](#)  
[bike race](#)

**4. Finance Committee (Consent)**[17-0563](#)

Request from Manitowoc County Expo/Fair entertainment pavilion purveyors to extend live band music performances on Friday, August 25th and Saturday, August 26, 2016 to 11:30 p.m. with beer sales ending at Midnight with music stopping at 11:00 p.m. on Tuesday, Wednesday, Thursday, and Sunday and beer sales discontinuing at 11:30 p.m.; recommend to accept.

**Attachments:**

[Fair Operation Request Extended Hours](#)

[17-0564](#)

City Clerk Hudon intent to Retire June 7, 2017; recommend to accept.

**Attachments:**

[Hudon Notice of Retirement](#)

- [17-0622](#) General City Claims 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:** [report 17-0622.pdf](#)  
[6-16-17.pdf](#)  
[6-9-17a.pdf](#)  
[6-9-17b.pdf](#)  
[6-2-17.pdf](#)  
[6-2-17b.pdf](#)  
[5-26-17a.pdf](#)  
[5-19-17.pdf](#)

## 5. Personnel Committee (Consent)

## 6. Public Infrastructure Committee (Consent)

- [17-0464](#) Approval of funds from Cemetery Perpetual Care Fund and Zoo Donation Tube for new gator, Public Infrastructure recommended approval of funds from Cemetery Perpetual Care Fund and Zoo Donation Tube for purchase or lease of new gator.

**Attachments:** [17-0464\\_201706011059](#)  
[2017\\_06\\_15\\_12\\_22\\_33.pdf](#)

- [17-0470](#) Subdivision Pond Maintenance, Public Infrastructure Committee referred to City Attorney to contact affected/adjoining property owners and explain the legal status of the Subdivision Pond.

**Attachments:** [17-0470](#)

- [17-0570](#) Silver Creek Fieldhouse Rental Fees, Public Infrastructure Committee recommended approving the rental fee schedule.

**Attachments:** [17-0570\\_201706011100](#)  
[Memo to PI 6-7-17](#)

- [17-0571](#) Bus Stop serving ADRC, recommending approval.

**Attachments:** [17-0571\\_201706011059](#)

- [17-0576](#) Temporary Exemption to Section 10.1015 Street Sweeping Parking Ban for Lakeside Foods and the Carferry, recommending approval.

**Attachments:** [17-0576\\_201706011105](#)

- [17-0579](#) Request to refinish the gymnasium floor at the Armory, Public Infrastructure Committee approved the request.

**Attachments:** [17-0579\\_201706011045](#)

- [17-0580](#) Request from Manitowoc Heat for a flat fee of \$400 to use Municipal Field, recommending approval.
- Attachments:** [17-0580\\_201706011044](#)
- [17-0581](#) Zoo Camera upgrades to come from zoo donations, Public Infrastructure Committee recommended approving upgrades to Zoo cameras with funding to come from Zoo donations.
- Attachments:** [17-0581\\_201706011042](#)
- [17-0596](#) Request from Kerry Group for a driveway curb-cut width variance for the new truck dock/warehouse area, Public Infrastructure Committee approved the request for driveway variance.
- Attachments:** [17-0596\\_201706021113](#)  
[kerry-mani\\_5-24-17\\_A1](#)
- [17-0602](#) Request from the Manitowoc County Human Services Board for passes from the Aquatic Center and Mini Golf Course to be used as prizes for the Foster Care Picnic, Public Infrastructure Committee approved request for passes for 5 adult and 5 child passes for Aquatic Center and 5 passes for Mini Golf.
- [17-0617](#) Report of Board of Public Works of May 17, 2017 for 1st and Final payment of \$12,098.00 to Asplundh Tree Expert Co. for Tree and Stump Removal for Sidewalk Program, recommending payment.
- Attachments:** [17-0617.pdf](#)
- [17-0620](#) Report of Board of Public Works of 06/07/17 for 1st and Final payment of \$18,796.00 to Asplundh Tree Expert Co. for Tree & Stump Removal for Parks Dept., recommending payment.
- Attachments:** [17-0620.pdf](#)
- [17-0621](#) Report of Board of Public Works of 06/07/17 for 3rd and Final payment of \$2,645.93 to Green Bay Pipe & TV, LLC for 2017 Televising Miscellaneous Sewers I, recommending payment.
- Attachments:** [17-0621.pdf](#)
- [17-0631](#) Report of Board of Public Works of June 8, 2017, regarding bids received for 2017 Former Town of Newton Gravel Pit Environmental Remediation Project WO-17-16, recommending awarding to low bidder, RLP Diversified, in the amount of \$847,607.00.
- Attachments:** [17-0631.pdf](#)  
[17-0631 bid tab.pdf](#)

## 7. Public Safety Committee (Consent)

## 8. Plan Commission (Consent)

### I. COMMITTEE REPORTS

#### 1. Committee of the Whole

#### 2. Finance Committee

[17-0600](#) Resolution to adopt project plan amendment No. 4 to Tax Incremental Financing District No. 15 of the City of Manitowoc relative to the Dowco expansion.

**Attachments:** [Resolution-Council 06-19-17-DRAFT](#)  
[Final 17-0600.pdf](#)  
[Plan Commission Resolution.pdf](#)

[17-0638](#) Ordinance to amend Section 22.010 of the Municipal Code regulating Official Map - Master Subdivision Plans in an area south of Reed Avenue, north of Buffalo St., west of N. 5th St. and east of N. 13th St.

**Attachments:** [17-0658.pdf](#)

[17-0639](#) Ordinance to amend Section 15.390(14) of the Municipal Code regulating setbacks from major streets to remove the 25' parking setback provision along N. 8th St. from Park St. to Reed Ave.

**Attachments:** [17-0639.pdf](#)

[17-0640](#) Agreement for contribution of funds and maintenance, repairs and replacements at Citizen Park Tennis and Sport Courts between City of Manitowoc and Manitowoc Public Utilities.

**Attachments:** [17-0640.pdf](#)  
[redline version.pdf](#)

[17-0641](#) Resolution to provide for fleet replacement process with Enterprise Fleet Management, Inc. Non-CDL Fleet Services Lease Agreements and authorize Finance Director and Director of Public Infrastructure to sign the agreements and related documents.

**Attachments:** [resolution.pdf](#)  
[Master Lease & Maintenance Agreements 6.6.2017.pdf](#)  
[GP2T - City of Manitowoc Addendum to Equity MLA.PDF](#)  
[GP2T - City of Manitowoc Addendum to FM Agreement.pdf](#)  
[GP2T - City of Manitowoc Addendum to Maintenance Management Agreement.](#)

#### 3. Personnel Committee

[17-0553](#) Resolution to approve revised job descriptions within the Department of Public Infrastructure, Wastewater Treatment Facility, Fire, and Rahr-West Art Museum departments.

**Attachments:** [Resolution 17-0553.pdf](#)  
[Rahr West Director 5.2017 Redline](#)  
[WWTF Superintendent JD 1-2017](#)  
[Assistant WWTF Superintendent JD 2016](#)  
[Bridgetender-Operations JD 6.2016](#)  
[Deputy Fire Chief Operations & Professional Development JD 5.2017](#)  
[Deputy Fire Chief Operations and Code Enforcement JD5.2017](#)  
[Director of Public Infrastructure May 2017](#)

[17-0560](#) Resolution to approve revised Performance Evaluation Form and process and Department Head Peer Review form-June, 2017

**Attachments:** [res 17-0560.pdf](#)  
[PROPOSED Perf Eval DRAFT 2017](#)  
[Performance Management Training Procedure 5.2017](#)  
[Dept Head Peer Review Questions DRAFT](#)  
[Performance Evaluation Language EPM revision 6.2017](#)  
[Current Performance Review Form](#)

[17-0633](#) Resolution to approve hiring of an additional Operator at the Wastewater Treatment Facility.

**Attachments:** [17-0633.pdf](#)

[17-0637](#) Resolution to approve hiring of a replacement Bridgetender.

**Attachments:** [17-0637.pdf](#)

#### 4. Public Infrastructure Committee

[17-0629](#) Agreement with Vinton Construction Company for the installation of storm sewer laterals on N. 12th Street, Ahrens Street and W. Marshall Street at a cost of \$23,984.40.

**Attachments:** [17-0629.pdf](#)

[17-0630](#) Request from Rick Couron, The Hearty Olive LLC, to place one grill on the sidewalk outside his store for his Sizzlin' Summer Food for Backyard Barbeques and Tailgating class from 5:30 p.m. to 7:00 p.m.

**Attachments:** [17-0630.pdf](#)

[17-0636](#) Ordinance to amend Section 8.230 of the Municipal Code to allow metal detecting within parks and beach areas.

**Attachments:** [17-0636.pdf](#)



- [17-0643](#) First Amendment to Antenna Collocation Lease Agreement, Memorandum of Agreement and Certificate of Authority, all related to AT&T lease amendment for cell tower located at 736 Revere Drive.

**Attachments:** [First Amendment.pdf](#)  
[First Amend to Memo.pdf](#)  
[cert of auth.pdf](#)

## 5. Public Safety Committee

- [17-0505](#) Mtwc. Sex Offender Residence Board Appeal for Michael D. Dean with recommendation from Police Chief Nick Reimer to deny request and place on file.

- [17-0549](#) Mtwc. Sex Offender Residence Board Appeal for Jacob M. Atwell with recommendation from Police Chief Nick Reimer to approve this request and forward to Council.

- [17-0550](#) Mtwc. Sex Offender Residence Board Appeal for Michael C. Kurer with recommendation from Police Chief Nick Reimer to approve this request and forward to Council.

- [17-0551](#) Ordinance amending Chapter 11 and Chapter 14 of the Manitowoc Municipal Code regulating crimes of moral decency including gambling, vagrancy, prostitution, and escort services.

**Attachments:** [11.035 Ord regulating Escort Services](#)  
[Memo re Escort, Human Trafficking, Prostitution, Gambling Ord Update](#)

## 6. Plan Commission

- [17-0536](#) PC 7-2017: Trans-Link Services, LLC; Request for 2nd Amendment to a Conditional Use Permit for the Trans-Loading of Bulk Material

**Attachments:** [17-0536 Public Notice Trans Link Services amendment #2](#)  
[17-0536 Trans Link Services amendment #2](#)  
[17-0536 PC Report Trans Link Services amendment #2 revised](#)  
[17-0536 Report to Council PC 7-2017 Trans Link CUP](#)

- [17-0625](#) Report of Plan Commission relative to request from Kwik Trip for animated sign in a B-3 General Business District 15 2102 Washington St. with Commission recommending to approve a Special Use Permit subject to list of conditions.

**Attachments:** [17-0625.pdf](#)

[17-0626](#)

Report of Plan Commission relative to request Amendment to Zoning Ordinance 15.390(14) Code Regarding Setbacks from Major Street, with Commission recommending to approve the change to Chapter 15.390(14) removing the 25' parking setback provision along N 8th Street from Park Street to Reed Avenue and instruct the City Clerk to call for a public hearing.

**Attachments:**[17-0626.pdf](#)[17-0627](#)

Report of Plan Commission relative to request City Initiated Official Map Amendment; N 5th, N. 8th and Huron Streets pursuant to Section 62.23(6) to approved the Official Map Amendment and instruct the City Clerk to schedule a public hearing.

**Attachments:**[17-0627.pdf](#)**J. OTHER BUSINESS****K. ADJOURN**

*1. Next Scheduled Common Council Meeting: Monday, July 17, 2017, at 6:30pm in the Common Council Chambers at City Hall.*

If you need accommodations for this meeting, please notify the City Clerk's office at least 48 hours in advance of the meeting (or as soon as possible after the meeting is posted, if posted less than 48 hours prior to the meeting time) at 686-6950. For additional assistance, individuals with hearing or speech disabilities can call 711 and be connected to a telephone relay system.

**Deborah Neuser  
City Clerk**