



# City of Manitowoc

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

## Meeting Agenda

### Common Council

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Monday, January 29, 2018

6:30 PM

Council Chambers

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#### Adjourned Session - Amended Agenda

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

[18-0011](#) City Clerk administers Oath of Office to Police Officer Peter McGinty followed by badge pinning.

**18-0045** Presentation by Mayor Nickels on the Blight Program.

#### E. PUBLIC HEARINGS

#### 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

[18-0040](#) Mayor makes the following appointments: Committee on Aging, Allan Brixuis in place of P. Clark for unexpired term ending 6/1/19; Harbor Commission, Joe Holzinger in place of R. Resch for three year term ending on 6/1/20; Crime Prevention Committee, Alex Vergenz, Lutheran High School Student Representative; Citizens Advisory Committee, Daniel Becker in place of G. Brandl for unexpired term ending on 6/1/18.

**Attachments:** [18-0040](#)

## 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

[18-0003](#) Minutes of December 18, 2017 Council meeting, recommending approval and place on file.

**Attachments:** [18-0003](#)

[18-0001](#) Thank you from Holy Family, Community and Family Services for donation from the Schuette, Wernecke, Wilda, Rank Christmas Fund, recommending placing on file.

**Attachments:** [18-0001](#)

[18-0002](#) Thank you from St. Vincent De Paul for donation from the Schuette, Wernecke, Wilda, Rank Christmas Fund, recommending placing on file.

**Attachments:** [18-0002](#)

[18-0004](#) Thank you from Catholic Charities for donation from the Schuette, Wernecke, Wilda, Rank Christmas Fund, recommending placing on file.

**Attachments:** [18-0004](#)

**18-0060** Resignation from Joan Verhelst and Dylan Koski from Crime Prevention Committee, recommending acceptance and place on file.

**Attachments:** Crime Prevention Committee Updates

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

[18-0017](#) LEGO League Presentation, recommending to accept the presentation and place on file.

**Attachments:** [18-0017](#)

[18-0018](#) Property tax collection issue with the County. Recommending to instruct the City Attorney's office and Finance Department to work on a Memorandum of Understanding with Manitowoc County on special tax collections.

[18-0039](#) Report of Special Events Committee relative to approval of the following events: Immanuel's Walk-a-thon on the Lakeshore on 4/21/18; Jr. Brutal Wear Challenger on 8/4/18-8/6/18; Brutal Wear Open on 8/10/18-8/12/18; Ice on 8th on 2/10/18; recommending acceptance of report and place on file.

**Attachments:** [18-0039](#)

[Immanuel's Walk-a-thon](#)

[Jr. Brutal Wear Challenger](#)

[Brutal Wear Open](#)

[Ice on 8th](#)

#### 4. Finance Committee (Consent)

[17-1040](#) Possible interim financing for Lake Michigan Trans Lake Shortcut, Inc. d/b/a/ Lake Michigan Carferry as part of the Carferry Dock Replacement Project. Recommending to instruct staff to develop an agreement with LMC.

**Attachments:** [LMC Request for Interim Financing - Dock Replacement](#)

[LMC Funding Dock Repair](#)

[18-0006](#) Policy regarding serving Alcohol while renting the Senior Center Facility. Recommend approving changing the policy to reflect other city rentals.

[18-0019](#) General City Claims in the amount of \$14,068,134.56 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:** [18-0019](#)

[1-12-18](#)

[1-5-18](#)

[12-29-17](#)

[12-22-17](#)

[18-0057](#) Report of Finance Committee to grant the various licenses subject to approvals, inspections, insurance, payment of licenses fees and meeting State Statute requirements, as detailed therein, recommending acceptance.

**Attachments:** [18-0057](#)

#### 5. Personnel Committee (Consent)

#### 6. Public Infrastructure Committee (Consent)

[17-0914](#) Alderman Howe's Proposal for Street Program, recommending placing on file and if more information available in the future, can bring back to Committee.

[17-1099](#) Discussion on hiring a contractor for responding to sidewalk snow removal violations, recommending hiring EcoTech for 3 years for sidewalk snow removal violations.

**Attachments:** [scan0005-Sidewalk Contractor Quote](#)  
[scan0006-Sidewalk Contractor Quote](#)

[17-1188](#) Request for weed notices to be sent to the Contractor for construction projects, Engineering will place language on Site Plans to remind Contractor/Owner to maintain weeds in accordance with the Ordinance at the Construction site, recommending placing on file

**Attachments:** [17-1188\\_201712011044](#)

[18-0015](#) Stormwater Management Facility Maintenance Agreement with The Meyer Group of Manitowoc LLC, (Parcel #805-202-040, 2851 South 10th Street), recommending approval

**Attachments:** [18-0015\\_201801021320](#)

[18-0029](#) Request for property maintenance notification for weed/snow assessments to remain, recommending placing on file.

**Attachments:** [18-0029\\_201801041313](#)

[18-0030](#) Equipment Replacement Request at the Streets Department, recommending purchase of the grader.

**Attachments:** [18-0030\\_201801081257](#)

[18-0036](#) Proposed Permanent Sewer Easement with Maritime Pointe Condominium Homeowner's Association, recommending referring to City Attorney to draft documentation to approve the agreement as proposed.

**Attachments:** [18-0036\\_201801051502](#)

[18-0048](#) Report of Board of Public Works of 01/10/18 for 10th and Final payment of \$1,386.42 to Martenson & Eisele, Inc. for Update City of Manitowoc Comprehensive Park Plan, recommending payment.

**Attachments:** [18-0048](#)

[18-0049](#) Report of Board of Public Works of 01/10/18 for 6th and Final payment of \$1,095.00 to Brandenburg for Demolition and Removal of All Above Ground Structures at Mirro Building, WB-17-12, recommending payment.

**Attachments:** [18-0049](#)

[18-0050](#) Report of Board of Public Works of 01/10/18 for 2nd and Final payment of \$3,500.00 to Tri City Glass & Door for Rahr West Art Museum Entrance Replacement, 17-11, recommending payment.

**Attachments:** [18-0050](#)

[18-0058](#) Report of Board of Public Works of January 10, 2018 of bids received to Replace Carpet - Rahr-West Art Museum, project WB-17-24. Recommend awarding to low bidder, Kaeden Services in the amount of \$28,152.00.

**Attachments:** [18-0058](#)

[WB-17-24 Bid Tab](#)

[18-0093](#) Report of Board of Public Works of January 24, 2018 of bids received for 2018 Sewer Re-Lining, WU-18-7. Recommending awarding to low bidder Michels Corporation in the amount of \$502,075.70.

**Attachments:** [18-0093](#)

[18-0094](#) Report of Board of Public Works of January 24, 2018 of bids received for 2018 Televising Miscellaneous Sewers I, WU-18-5. Recommending awarding to low bidder Green Bay Pipe & TV, LLC in the amount of \$60,189.11

**Attachments:** [18-0094](#)

## 7. Public Safety Committee (Consent)

## 8. Plan Commission (Consent)

## I. COMMITTEE REPORTS

### 1. Committee of the Whole

[17-1206](#) Lakeshore Humane Society contract

**Attachments:** [LHS Agreement Amendment REVISED 01.15.18](#)

[Exhibits to Amendment 2 LHS Agreement](#)

[18-0038](#) Report of Special Events Committee recommending approval for the following event subject to Council action: Rotary Car on Ice Fundraiser on 1/15/18 - 4/30/18 (approve environmentally-friendly van to be placed in Manitowoc Marina until it falls through ice).

**Attachments:** [18-0038](#)

[Car on Ice](#)

Notice is hereby given that the above governmental body may adjourn into a closed session during the meeting as authorized by Section 19.85(1)(e) of the Wisconsin Statutes, which authorizes the governmental body to convene in closed session for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

And

Notice is hereby given that the above governmental body may adjourn into a closed session during the meeting as authorized by Section 19.85(1)(g) of the Wisconsin Statutes, which authorizes the governmental body to convene in closed session for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

The specific subject matter that may be considered in closed session is:

18-0092 Establishment of settlement amounts related to the Newton Gravel Pit Cost Recovery Action.

## 2. Closed Session

**18-0092** Establishment of settlement amounts related to the Newton Gravel Pit Cost Recovery Action.

## 3. Reconvene in Open Session

**18-0092** Establishment of settlement amounts related to the Newton Gravel Pit Cost Recovery Action.

[18-0096](#) Resolution Authorizing Settlements with Responsible Parties at the Newton Gravel Pit Under NR 292.

**Attachments:** [18-0096](#)

## 4. Finance Committee

[17-0989](#) Development Agreement Between the City and Doneff's Schuette Building LLC for Tax Incremental Financing Assistance

**Attachments:** [TIF Development Agreement Council Draft 01-26-18](#)

[18-0007](#) Term Sheet for Tax Incremental Financing in support of business expansion by Lakeside Foods, Inc.

[18-0021](#) Professional Services Agreement between the City of Manitowoc and MSA Professional Services, Inc. to administer the CDBG RLF Housing Program

**Attachments:** [18-0021\\_CDBG RLF PS Agreement 2017](#)

[18-0056](#) Loan agreement between the City of Manitowoc and Lake Michigan Trans-Lake Shortcut, Inc. for the purposes of financing repairs to the City-owned dock which Badger seasonally uses.

**Attachments:** [18-0056](#)

[18-0085](#) Palpable error on Personal Property Parcel # 000-312-447 Harbor Senior Concepts, Azura Harbor Holdings LLC, property was double assessed.

**Attachments:** [18-0085](#)

[18-0086](#) Palpable error on Personal Property Parcel 000-301-713 Clipper City Model RR club is exempt from taxation.

**Attachments:** [18-0086](#)

## 5. Personnel Committee

[18-0020](#) Resolution to approve revised job descriptions for Bridgetender-Operations, and Operations-Electrician.

**Attachments:** [18-0020](#)

[JD - Bridgetender](#)

[JD - Electrician](#)

[18-0051](#) Resolution to backfill the Payroll Administrator position due to an anticipated retirement on August 6, 2018, including an up to four month overlap for training purposes, provided a notice of retirement is received from the current employee.

**Attachments:** [18-0051](#)

[JD - Payroll Administrator](#)

[18-0054](#) Resolution to approve the hiring of an Associate Planner - Business and Housing Development and to backfill any budgeted vacancies created as a result of this hiring.

**Attachments:** [18-0054](#)

[JD - Associate Planner - Business and Housing Development](#)

[18-0055](#) Resolution to approve revised job descriptions in the Police Department for Clerk Typist, School Resource Officer (SRO) and Crime Prevention Sergeant.

**Attachments:** [18-0055](#)

[JD - Clerk Typist](#)

[JD - SRO](#)

[JD - Crime Prevention Sergeant](#)

[18-0089](#) Resolution to approve the hiring of Lynn Muenzenmeyer as a part-time Administrative Support Specialist in the Senior Center/Recreation Division of the Department of Public Infrastructure.

**Attachments:** [18-0089](#)

## 6. Public Infrastructure Committee

[18-0044](#) License Agreement between the City of Manitowoc and Manitowoc Bandits for use of Municipal Field.

**Attachments:** [18-0044](#)

[18-0052](#) Ordinance to amend Section 10.440 of the Manitowoc Municipal Code setting parking regulations for spring clean-up.

**Attachments:** [18-0052](#)

## 7. Public Safety Committee

[17-1218](#) An Ordinance to amend Section 4.070 of the Manitowoc Municipal Code regulating Navigation Rules, Section 10.130 regulating Snowmobile Regulation, Section 14.070 regulating Contributing to Truancy, and Section 14.560 regulating Public Nuisance Properties.

**Attachments:** [Explanatory Summary for November, 2017 Proposed Ordinance Revisions](#)  
[17-1218](#)

[18-0033](#) School Resource Officer Agreement for the City of Manitowoc and the Manitowoc Public School District.

**Attachments:** [MTPD SRO AGREEMENT](#)

[18-0042](#) Ordinance to amend Section 14.020 of the Manitowoc Municipal Code regulating Regulation of Dogs, Cats, and Other Animals.

**Attachments:** [18-0042](#)

[18-0043](#) Ordinance to amend the Bond Schedule for violations of Section 11.220 of the Manitowoc Municipal Code regulating Animal Licenses.

**Attachments:** [18-0043](#)

## 8. Plan Commission

## J. OTHER BUSINESS

## K. ADJOURN

*1. Next Scheduled Common Council Meeting: Monday, February 19, 2018 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**