



City of Manitowoc

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

Meeting Agenda

Common Council

Monday, November 19, 2018

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

[18-1165](#) Presentation on Rental Registration

Attachments: [Rental Registration](#)

[18-1179](#) Presentation from Progress Lakeshore

[18-1181](#) City Clerk administers Oath of Office for Firefighter/Paramedic Jeffrey Jensen followed by badge pinning.

E. PUBLIC HEARINGS

[18-1169](#) 6:35 PM - Public Hearing for the purpose of hearing any citizen or taxpayer on the proposed budget for the upcoming year.

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

[18-1166](#) Minutes of October 15, 2018 Common Council meeting, recommending approval and place on file.

Attachments: [Minutes 10-15-18 CC Meeting](#)

[18-1167](#) Communication from WI DNR of Notification of Proposed Revocation of Air Permits for Aggrecon Ltd, 16800 Little Elkhart Lake Rd, Kiel, WI, recommending acceptance and place on file.

Attachments: [18-1167](#)

[18-1182](#) Communications from Public Service Commission of Wisconsin, recommending placing on file.

Attachments: [Public Service Commission - 1](#)
[Public Service Commission - 2](#)
[Public Service Commission - 3](#)

3. Committee of the Whole (Consent)

[18-1188](#) Report of Special Events Committee relative to the following events: Halloween Zoo Boo on 10/27/18; Shelltrack Fat Bike Race on 12/18/18; Evergleams on 8th & Trolley to the Trees on 11/16/18-1/6/19; recommending acceptance of report and place on file.

Attachments: [18-1188](#)
[Zoo Boo](#)
[Shelltrack Bike Race](#)
[Evergleams](#)

4. Finance Committee (Consent)

[18-1108](#) Request for change of alcohol premise for Festival Foods Manitowoc to included designated stalls in parking lot for online grocery pickup, recommend to approve the request.

Attachments: [Festival Request](#)

[18-1110](#) Unbudgeted CAWG request for repair of memorial drive ponding/water drainage issue, recommend to accept CAWG's recommendation

Attachments: [18-1110](#)

[18-1111](#) Minutes of October 2, 2018 Finance Committee meeting, recommend approval and place on file.

Attachments: [MeetingMinutes 02-Oct-2018](#)

[18-1112](#) Minutes of the MPU Commission meetings of 9/11/2018 and 9/24/2018, recommend acceptance and place on file.

Attachments: [MPU Commission Minutes 9-10-18](#)
[MPU Commission Minutes 9-24-18](#)

[18-1113](#) Guide Book Policy Manual, recommend to approve and place on file.

Attachments: [Guide Book Policy Manual MASTER revised draft](#)

[18-1115](#) Certification of 2018 Levy from Lakeshore Technical College, recommend to accept and place on file.

Attachments: [Tax Levy Letters 2018-19 LEVY29](#)
[Apportionment Sheet 2018-19](#)

[18-1117](#) eCheck Rider to Government Payment Service, Inc. Agreement, recommend to enter into agreement.

Attachments: [WI - City of Manitowoc #2891-E-Check-2018Oct9](#)

[18-1118](#) Report out of the results from Lottery Credit audit, recommend to accept and place on file.

Attachments: [LC report for Finance Committee](#)

[18-1119](#) Request for change of alcohol premise for Pick 'n Save Manitowoc to included designated stalls in parking lot for online grocery pickup, recommend to approve the request.

Attachments: [10.129.193.47 SMTP via LDAP 10-31-2018 13-55-21](#)
[PS185_CLICKLIST SITE PLANS 10.12 pg 2](#)
[PS185_CLICKLIST SITE PLANS 10.12](#)

[18-1120](#) Unbudgeted CAWG request for Traffic Cameras - South Rapids Road/Calumet Ave, recommend to accept CAWG's recommendation.

Attachments: [20181031115014851](#)

[18-1121](#) Unbudgeted CAWG request for Traffic Cameras - North Rapids Rd/Waldo Blvd, recommend to accept CAWG's recommendation.

Attachments: [20181031114941258](#)

[18-1122](#) Minutes of the October 30, 2018 Finance Committee meeting, recommending approval and place on file.

Attachments: [MeetingMinutes 30-Oct-2018](#)

[18-1135](#) AT&T Cell Site Lease - FA: 10083172 - Site Name: Fire Department/Mil 128B, recommend to place on file.

Attachments: [18-1135](#)

[18-1137](#) Possible Half-Penny Sales Tax Public Inputs Compiled 12/2017-09/2018, recommend to place on file.

Attachments: [CB Public Inputs w docs 12172017 to 09182018](#)
[18-1137](#)

[18-1138](#) Minutes from November 1, 2018 Finance Committee Meeting, recommending approval and place on file.

Attachments: [MeetingMinutes 01-Nov-2018](#)

[18-1139](#) Unbudgeted CAWG request for new voting booths, recommend to accept CAWG's recommendation.

Attachments: [Voting Booths](#)

[18-1141](#) Minutes of November 5, 2018 Finance Committee Meeting, recommend approval and place on file.

Attachments: [MeetingMinutes 05-Nov-2018](#)

[18-1168](#) General City Claims in the amount of \$3,297,357.81 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: [Claims](#)
[10-26-18](#)
[11-2-18](#)
[11-9-18](#)
[11-16-18](#)
[10-19-18](#)

[18-1186](#) Report of Finance Committee to grant the various licenses subject to approvals, inspections, insurance, payment of licenses fees and meeting State Statue requirements, as detailed therein. Recommending acceptance.

Attachments: [18-1186](#)

5. Personnel Committee (Consent)

6. Public Infrastructure Committee (Consent)

- [17-1031](#) Request for a designated Christmas Tree drop site in exchange for tree voucher, with advertisement on social media, press release and at local Christmas tree purchasing locations and recommending placing on file
- Attachments:** [17-1031_201710061522](#)
[17-1031_Tree Voucher Program](#)
- [18-0897](#) Drainage Issue at 3711 Menasha Avenue, recommending placing on file
- Attachments:** [18-0897_201808301410](#)
- [18-1011](#) Memorial Drive Ponding Water/Drainage Issue, recommending City Crews making necessary repairs to fix the ponding water/drainage issue on Memorial Drive in Spring 2019.
- Attachments:** [2018_09_27_10_16_04](#)
- [18-1015](#) Temporary Private Crossing License for Waldo Blvd/USH 10, recommending approving the request
- Attachments:** [18-1015_201809271121](#)
[18-1015](#)
- [18-1032](#) Change in the Trail Head of Mariner's Trail, recommending placing on file.
- [18-1035](#) Storm Sewer Culvert CIPP Lining, recommending placing on file.
- Attachments:** [18-1035_2018](#)
- [18-1036](#) Ray Street Culvert Installation Project Update, recommending placing on file as Railroad Installed the Culvert Pipe.
- [18-1123](#) Installation of Traffic Cameras at two (2) Intersections - South Rapids Rd/Calumet Ave and North Rapids Rd/Waldo Blvd, recommending approving the request.
- Attachments:** [18-1123](#)
- [18-1126](#) Review of Snow and Ice Control Procedures and Levels of Service for 2018/2019, recommending placing on file.
- Attachments:** [18-1126](#)
[18-1126_201811051146](#)
- [18-1128](#) Request to use Zoo Donation Tube Monies for Bison Barn Lights, recommending approving the request.
- Attachments:** [18-1128](#)
- [18-1130](#) Perpetual Care Fund Uses, recommending placing on file
- Attachments:** [18-1130](#)

[18-1131](#) Rails with Trails Opportunity & Invitation, recommending placing on file.

Attachments: [18-1131](#)

[18-1132](#) Rheäume Park Drainage Issues, recommending placing on file

Attachments: [18-1132_201811051635](#)

[18-1140](#) Request to reduce a 2017 Remove & Replace Sidewalk Assessment for 812 Hawthorne Terrace, recommending placing on file

Attachments: [18-1140](#)

[18-1159](#) Report of Board of Public Works of 11/7/18 of adoption of Resolution Authorizing Emergency Repairs to WWTF Emergency Generator, recommending acceptance and place on file.

Attachments: [WWTF Emergency Generator](#)

[18-1160](#) Report of Board of Public Works of 10/24/18 for 1st and Final payment of \$12,500.00 to Pheifer Bros. Construction Co. Inc. for Bridge Deck Resealing - Broadway Street Bridge, recommending payment.

Attachments: [18-1160](#)

[18-1161](#) Report of Board of Public Works of 11/7/18 for 3rd and Final payment of \$8,113.87 to Camera Corner, Inc. for City Hall Council Chambers Audio System, recommending payment.

Attachments: [18-1161](#)

[18-1162](#) Progress Invoice from WI Department of Transportation in the amount of \$2,519.95 for Waldo Blvd, Project ID 39515003700, recommending payment.

Attachments: [18-1162](#)

[18-1163](#) Report of Board of Public Works of 10/24/18 on discussion for BPW to have authority to approve final pay estimates, recommending acceptance and place on file.

Attachments: [18-1163](#)

[18-1164](#) Report of Board of Public Works of 10/24/18 of denial of request to rescind noxious weed charge for property located at 1630 Memorial Dr. Recommending acceptance and place on file.

Attachments: [1630 Memorial](#)

7. Public Safety Committee (Consent)

[18-0587](#) Kellner Street and Fleetwood Drive speed deterrent, recommending to place on file.

Attachments: [KellnerSpeedDeterant](#)
[Kellner Street Speed Report](#)
[Kellners Street StealthStat 09-27-18](#)

[18-1147](#) Discussion regarding website publication of nuisance landlords, recommending to place on file.

[18-1148](#) Discussion on metal detecting on City property, recommending to place on file.

[18-1150](#) Waiver of loud noise ordinance for Spanish Thanksgiving Concert at Manitowoc County Expo, recommending approval.

Attachments: [Dept Recommendation Forms - Spanish Concert](#)
[Spanish Thanksgiving Concert 11-24-18](#)

[18-1151](#) Lifequest billing dispute 182A-18-2809, recommending to forgive bill.

[18-1152](#) Lifequest billing hardship 182A-18-2859 and 182A-18-2774, recommending to set up a payment plan.

8. Plan Commission (Consent)

I. COMMITTEE REPORTS

1. Committee of the Whole

[18-1185](#) Intergovernmental Agreement between the City of Manitowoc and Manitowoc Public Utilities for Management of Wastewater Treatment Facility

Attachments: [Agreement Post Call MPU and WWTF Services Agreement FINAL](#)
[Exhibit A - Scope of Services.pdf](#)

[18-1189](#) Report of Special Events Committee recommending approval for the following events subject to Council action: Lights in Lincoln Park & Walk/Run on 11/8/18-1/5/19 (approval of advertising signs in the City right-of-ways); Turkey Trot on 11/22/18 (waiver of noise ordinance from 7 am to 8 am); Lakeshore Holiday Parade on 11/21/18 (closure of Washington & N 8th Sts. for parade).

Attachments: [18-1189](#)
[Lights in Lincoln Park](#)
[Turkey Trot](#)
[Holiday Parade](#)

[18-1192](#) Revised lease for leased parking stalls in public parking lots. January 1, 2019 - June 30, 2019, \$150 per stall for six months

Attachments: [LeaseParkMaster 2019 Revisions 1.pdf](#)

[18-1193](#) Metal Ware Offer to Purchase Vacant Land, Parcels 449-007-011 and 449-007-020, Consistent with Land Rebate Policy

Attachments: [WB-13 - Signed](#)
[18-1193](#)

2. Finance Committee

[18-1106](#) General City budget of proposed 2018 levy for 2019, in the amended amount of \$15,593,418.63 with \$879,538 in proposed tax incremental financing.

Attachments: [FINAL REPORT TO COUNCIL NOV 19](#)
[debt](#)
[MAYOR RATING 2019 Cawg final KL w acct line](#)
[2018 Statement of Assessment FINAL Equated](#)
[2018 Tax LEVY by FUND.1](#)
[2018 Tax Levy RATE Worksheet](#)
[Tax Levy Change Budget Worksheet 2019.8](#)
[Wheel Tax FAQ](#)
[Parks Planner Justification](#)
[DPI Laborer Justification](#)
[Pay GO Items in Budget](#)
[DPI Street Maintenance Costs](#)
[2019 Cawg Rating results](#)
[MAYOR RATING 2019 Cawg final KL w acct line CAWG RATING](#)
[Debt Service 6.5m repayment level Analysis](#)
[Debt Service 7.0m repayment level Analysis](#)
[Budget Items 5 percent](#)
[downtown facade grant](#)
[downtown facade grant application](#)
[Parks Manager Information](#)
[Example Grant Opportunities](#)
[MAYOR RATING 2019 Cawg final KL w acct line CAWG RATING](#)
[MAYOR RATING 2019 Cawg final KL w acct line CAWG RATING.2](#)
[Engineering Recommended Projects to Remove 2019 Budget](#)
[Capital List with Engineering Proposed reductions](#)
[Published 2019 Proposed Budget](#)

[18-1109](#) Claims settlement for M. Bennett claim for a \$11,880.36 contribution from the City.

Attachments: [M Bennett Claim Settlement](#)

- [18-1116](#) Consideration of an Initial Resolution Regarding Industrial Development Revenue Bond Financing for Robinson Metal, Inc. Project. Information with respect to the job impact of the project will be available at the time of considerations of the Initial Resolution.
- Attachments:** [4815-5624-0762.3 Initial Resolution \(Manitowoc\) - Robinson Metal](#)
[4823-5358-4506.1 Notice of Intent \(REVISED\) - Robinson Metal](#)
- [18-1134](#) Resolution to extend Tax Increment Financing District No. 15 for one year in order to improve the City's housing stock in accordance with Ch. 66.1105(6)(g), Wis. Stats
- Attachments:** [Resolution to Extend TID 15](#)
- [18-1156](#) Ordinance Creating a Wheel Tax and Amending Special Assessments
- Attachments:** [Wheel Tax Ordinance as Amended at Finance Committee 11132018](#)
- [18-1170](#) Wisconsin Statewide Debt Collection Agreement
- Attachments:** [SDC Agreement](#)
[FW New SDC Agreement - Action Required](#)
[SDC Agreement - 2012 \(old\)](#)
- [18-1171](#) Resolution to Fill Vacancy in Administrative Support Specialist - City Clerk's Office
- Attachments:** [18-1171](#)
- [18-1180](#) 2018 Poor Fund Report and Recommended Distribution
- Attachments:** [2018 Poor Fund](#)
- [18-1184](#) Scope of Engagement relative to up to \$10,000,000 City of Manitowoc, Wisconsin Industrial Development Revenue Bonds, Series 2019 (Robinson Metal, Inc. Project)
- Attachments:** [Scope of Engagement](#)

3. Personnel Committee

4. Public Infrastructure Committee

- [18-1016](#) Memorandum of Understanding for Little Manitowoc River Coastal Wetland Restoration Project Design and Construction
- Attachments:** [18-1016 2018](#)
- [18-1124](#) Stormwater Management Facility Maintenance Agreement for Hamilton Street Mini Storage.
- Attachments:** [18-1124](#)

[18-1125](#) Temporary Access Easement Agreement over Unimproved Right-of-Way for 2719 Calumet Avenue.

Attachments: [18-1125](#)

[18-1158](#) Ordinance to amend Section 10.410 of the Manitowoc Municipal Code regulating parking between December 1st and March 31st

Attachments: [ord 18-1158](#)

[18-1183](#) Master Services Agreement Task Order 6 for Lower Schuette Park Pedestrian Bridge Feasibility Study

Attachments: [TaskOrderNo6_Manitowoc_Schuette_Bridge_20181112 \(2\)](#)

5. Public Safety Committee

[18-1190](#) Ordinance to amend Manitowoc Municipal Code 10.730 Regulating Parking

Attachments: [10.730 Handicap Parking on Jay Street - Capitol Civic Centre.pdf](#)

6. Plan Commission

J. OTHER BUSINESS

K. ADJOURN

1. Next Scheduled Common Council Meeting: Monday, December 17, 2018 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