



# City of Manitowoc

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

## Meeting Minutes

### Public Infrastructure Committee

---

Wednesday, October 3, 2018

5:30 PM

Council Chambers

---

#### 1. Call to Order

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

#### 2. Roll Call

**Present:** 3 - Kummer, Novak and Sitkiewitz

**Absent:** 2 - Brey and Howe

Staff Present: D. Koski, G. Minikel, S. Birr, D. Larson, Jeremy Walvoord, C. Scheinoha, K. McDaniel, K. Dorow

Others Present: Erica Peeold, Don Orth, Ken Sitkiewitz, Ed Hansen, Barry Bast

#### 3. Approval of Minutes

[18-1038](#) Approval of the Minutes from the August 8, 2018 Public Infrastructure Committee Meeting.

**Attachments:** [MeetingMinutes02-Oct-2018-01-15-44](#)

A motion was made by Vice Chair Jeremiah Novak, seconded by Eric Sitkiewitz, that the Minutes from the August 8, 2018 meeting was approved. The motion carried by the following vote:

**Aye:** 3 - Kummer, Novak and Sitkiewitz

#### 4. Public Comment

#### 5. Public Hearings

#### 6. Presentations

#### 7. 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:

## 8. Approval of Consent Agenda

## 9. Discussion and Action Items

[18-1037](#) Council Leadership Volunteering, recommend placing on file

**A motion was made by Eric Sitkiewitz, seconded by Vice Chair Jeremiah Novak, that the Request for Council leadership volunteering was placed on file for Consent Agenda. The motion carried by the following vote:**

**Aye:** 3 - Kummer, Novak and Sitkiewitz

[18-1030](#) Zoo Board Ordinance

**Attachments:** [Ord to Amend 3.170 Zoological Board.pdf](#)

K. McDaniel and D. Larson were present to explain a few of the changes that were made to the Ordinance.

**A motion was made by Eric Sitkiewitz, seconded by Vice Chair Jeremiah Novak, that the Zoo Board Ordinance was approved. The motion carried by the following vote:**

**Aye:** 3 - Kummer, Novak and Sitkiewitz

[18-1024](#) Lakeside Foods Request for Wider Driveway Approach on South 30th Street, recommended approving the widening of the driveway

**Attachments:** [18-1024\\_201809271158](#)  
[201809271158](#)

Erica Pezold, Lakeside Foods was present to discuss widening the frozen dock driveway approach. G. Minikel explained that because it exceeds the Ordinance requirement, it needed Committee approval.

**Moved by Novak, seconded by Sitkiewitz, that the Request to widen the driveway approach on South 30th Street for Lakeside Foods be approved for consent agenda. The motion carried by the following vote:**

**Aye:** 3 - Kummer, Novak and Sitkiewitz

[18-1039](#) CAWG Request for Additional Funds to Replace #24 One Ton Dually, recommend to accept CAWG's approval of up to \$34,740 unbudgeted request and recommendation made by Finance Committee.

**Attachments:** [CAWG - Dually](#)  
[201809281620](#)

Jeremy Walvoord was present and explained what he is looking to purchase

one ton dually.

The Committee discussed researching Enterprise to see if they can find a used one or a new with better pricing before purchasing.

**A motion was made by Eric Sitkiewitz, seconded by Vice Chair Jeremiah Novak, that the Request to purchase a one ton dually was approved subject to recommendation made by Finance Committee was approved for Consent Agenda. The motion carried by the following vote:**

**[18-1023](#)**

Request to Place Flags in the Right-of-Way on Lakeside Boulevard, recommend approval for flags that will be removed in winter.

**Attachments:** [18-1023](#)

Debbie Hardy, 803 Summit Street, was present asking for approval to buy banners to place in Boulevard on separate occasions/celebrations. There will be a plastic plug that is placed in the ground with a pole that extends from the plug. The poles and banners will be removed for winter.

**A motion was made by Vice Chair Jeremiah Novak, seconded by Eric Sitkiewitz, that the Request to place flags in the Right-of Way on Lakeside Boulevard was approved for Consent Agenda. The motion carried by the following vote:**

**Aye:** 3 - Kummer, Novak and Sitkiewitz

**[18-1022](#)**

Update on Red Arrow Park Memorials

**Attachments:** [18-1022 2018 09 28 14 37 30](#)

Ed Hanson, Friends of Red Arrow Park was present to discuss improvements and future improvements. He explained that they acquired a canon that has been deeded to the City of Manitowoc. They will be pulling the canon in the parade. There were 2 murals added and they will be looking to add service flags on the path to the murals.

They started soft fundraising for large memorial.

They are looking to install lights on canon, murals and flag pole.

Ed Hanson will bring back estimates and timeframe of completion of project to Chad Scheinoha and bring back to November meeting.

**[18-0665](#)**

Water Issues at 5012 Cypress Court, recommending to direct City Attorney to contact property owner to remove tree or City to remove the tree and assess each property owner 1/2 the cost.

**Attachments:** [18-0665 201806261118](#)

[18-0665 2018 10 02 10 05 30](#)

Don Orth of 5012 Cypress Court and Ken Sitkiewitz of 5004 Cypress Court were present. Mr. Orth informed the Committee that Roto-Rooter was there and showed the Committee a photo of a large root that was removed. The drain is working at this time; however, there is still water coming in and they

would like the water to drain before it gets to their property. They said the water is coming in from the back properties.

The Committee recommended for the City Attorney to send letters to both of the property owners to discuss removal of the tree. If the property owners don't remove the tree, the City will remove and assess each property owner for half the cost.

**A motion was made by Vice Chair Jeremiah Novak, seconded by Eric Sitkiewitz, that the Request to direct the City Attorney to contact property owners to remove the tree or the City will remove the tree and assess each property owner half of the cost. The motion carried by the following vote:**

**Aye:** 3 - Kummer, Novak and Sitkiewitz

[18-0681](#) Request from Cheryl and Jon Saunders for painted street parking lines on both sides of their business located at 1201 South 13th Street, recommending to place on file.

**Attachments:** [18-0681](#)

**A motion was made by Vice Chair Jeremiah Novak, seconded by Eric Sitkiewitz, that the request for painted parking lines in front of their business was placed on file for Consent Agenda. The motion carried by the following vote:**

**Aye:** 3 - Kummer, Novak and Sitkiewitz

[18-0119](#) Safety on Mariner's Trail across from former Mid City Mall's Site, recommend placing on file.

**Attachments:** [18-0119-2018 10 02 10 09 11](#)

**A motion was made by Vice Chair Jeremiah Novak, seconded by Eric Sitkiewitz, that the Request for safety on Mariner's Trail across from former Mid City Mall's site was placed on file for Consent Agenda. The motion carried by the following vote:**

**Aye:** 3 - Kummer, Novak and Sitkiewitz

[18-0406](#) Tree Removal at 716 New York Avenue, recommending to place on file.

**A motion was made by Eric Sitkiewitz, seconded by Vice Chair Jeremiah Novak, that the Request for tree removal at 716 New York Avenue was placed on file for Consent Agenda. The motion carried by the following vote:**

**Aye:** 3 - Kummer, Novak and Sitkiewitz

[18-0897](#) Drainage Issue at 3711 Menasha Avenue.

**Attachments:** [18-0897\\_201808301410](#)

**This Request was tabled**

## Roll Call

**Present:** 4 - Kummer, Novak, Brey and Sitkiewitz

**Absent:** 1 - Howe

[18-1036](#) Ray Street Culvert Installation Project Update

G. Minikel explained what was done in the area.

E. Sitkiewitz recommended City offering to clean out the culvert as we have water issues, at least until it can get fixed.

The Committees recommendation was for the City Attorney's office to send out a letter to the Railroad and if we don't get a response, the City will clean it out.

[18-1026](#) Public Works Petition for property abutting Virginia Drive, recommend accepting and placing on file

**Attachments:** [18-1026 2018](#)

**A motion was made by Eric Sitkiewitz, seconded by Vice Chair Jeremiah Novak, that the Petition was placed on file for Consent Agenda. The motion carried by the following vote:**

**Aye:** 4 - Kummer, Novak, Brey and Sitkiewitz

[18-0677](#) Recommendation on a feasibility study for the Bridge Connection from Lower Schuette Park to Manitou Park

**Attachments:** [201807311414](#)

D. Koski explained he received an e-mail from the Railroad.

The team that reviewed the proposals agreed that Stantec and AECOM put a lot into their proposals and we have had great results with both of the consultants.

**A motion was made by Jim Brey, seconded by Eric Sitkiewitz, that we recommend awarding the feasibility study for the bridge connection from Lower Schuette Park to Manitou Park and enter into contract with Stantec was approved and referred to council. The motion carried by the following vote:**

**Aye:** 4 - Kummer, Novak, Brey and Sitkiewitz

[18-1011](#) Memorial Drive Ponding Water/Drainage Issue

**Attachments:** [2018\\_09\\_27\\_10\\_16\\_04](#)

Paul Steinbrecher sent the City an e-mail regarding the ponding of the water on Memorial Drive by the West Foundation.

Greg explained that there was a survey done in the area and this ponding has been going on for quite some time. The City is looking to install an inlet, as of right now, the water has nowhere to go.

L. Kummer said the West Foundation and Garden is great for community.

J. Novak wasn't in favor of spending money and not knowing for sure if it will take care of.

G. Minikel recommended getting some numbers from contractors and bringing back next month.

J. Novak asked if it would be easier to do with our crews. C. Scheinoha explained that our crews are busy with leaves; however, if it was a light December, it might be possible to do then. G. Minikel to get numbers of having City fix this and get back to Paul Steinbrecher.

The Committee would like to see City try to address this issue and were in favor of getting done on a weekend. Bring back in November with update.

[18-1012](#)

Request to revise the Weed Ordinance to accommodate exceptional circumstances in which the owner was unable to properly maintain their lawn, which resulted in a charge.

**Attachments:** [18-1012 -2018](#)

**A motion was made by Eric Sitkiewitz, seconded by Vice Chair Jeremiah Novak, that the Request to revise weed Ordinance was placed on file. The motion carried by the following vote:**

**Aye:** 4 - Kummer, Novak, Brey and Sitkiewitz

[18-1014](#)

Request for reimbursement of monies from the Friends of the Community Built Playground for playground equipment, recommend approval.

**Attachments:** [18-1014 2018](#)

**A motion was made by Jim Brey, seconded by Eric Sitkiewitz, that the Request to use monies from Friends of the Community Built Playground for equipment was approved for Consent Agenda. The motion carried by the following vote:**

**Aye:** 4 - Kummer, Novak, Brey and Sitkiewitz

[18-1015](#)

Temporary Private Crossing License for Waldo Blvd/USH 10

**Attachments:** [18-1015\\_201809271121](#)  
[18-1015](#)

G. Minikel said the City Attorney reviewed and is ok with it. This is for Emergency access and we will be reimbursed by the State.

J. Brey said the Chief could give an update at the Council meeting.

[18-1016](#)

Memorandum of Understanding for Little Manitowoc River Coastal Wetland Restoration Project Design and Construction

**Attachments:** [18-1016 2018](#)

[18-0998](#) Report of the Municipal Tree Commission of 2018 assessments for abatement of nuisances per Municipal Code Section 8.190(6).

**Attachments:** [Parks Forestry Assessments - 2018](#)

[Issue #6671 - Ash Tree Behind 3104 Lindbergh Dr.](#)

[Issue #6336 - 3610 Meadow Lane](#)

[Issue #7198 - 820 Redfin Ct](#)

[Issue #7171 - 1409 S 38TH ST](#)

**A motion was made by Vice Chair Jeremiah Novak, seconded by Eric Sitkiewitz, that the report was accepted and the Clerk to call for a Public Hearing was accepted and referred to Council. The motion carried by the following vote:**

**Aye:** 4 - Kummer, Novak, Brey and Sitkiewitz

[18-1035](#) Storm Sewer Culvert CIPP Lining

**Attachments:** [18-1035 2018](#)

**This Request was tabled**

[18-0788](#) Purchase of 4 new pieces of equipment from the Perpetual Care Fund, recommendation from Public Infrastructure to approve the request consistent with Finance Committee approval.

**Attachments:** [18-0788](#)

C. Scheinoha explained that he the Cemetery Commission has not met yet.

Discussion about items that should not be taken out of the perpetual care fund. The Committee recommended that Chad should work with City Attorney to define perpetual care.

**A motion was made by Eric Sitkiewitz, seconded by Vice Chair Jeremiah Novak, that the Request was approved contingent with Finance Committee approval for Consent Agenda. The motion carried by the following vote:**

**Aye:** 4 - Kummer, Novak, Brey and Sitkiewitz

[18-1010](#) Student Services Project at Evergreen Cemetery, recommend approving the request

**Attachments:** [2018\\_09\\_27\\_10\\_10\\_13](#)

C. Scheinoha explained that he received a request from a Lincoln High school teacher.

**A motion was made by Jim Brey, seconded by Eric Sitkiewitz, that the Request for a student services project at Evergreen Cemetery was approved for consent**

agenda. The motion carried by the following vote:

**Aye:** 4 - Kummer, Novak, Brey and Sitkiewicz

[18-1017](#) Union Park Canon Project, recommend approval of installing a flag pole

**Attachments:** [18-1017](#)

C. Scheinoha informed the Committee about a request for a flag pole to be installed behind the canon that is in place.

**A motion was made by Eric Sitkiewicz, seconded by Jim Brey, that the Request for flag pole was approved for consent agenda. The motion carried by the following vote:**

**Aye:** 4 - Kummer, Novak, Brey and Sitkiewicz

[18-1018](#) Street Sweeper Purchase

**Attachments:** [18-1018](#)

**A motion was made by Vice Chair Jeremiah Novak, seconded by Eric Sitkiewicz, that the Request for a street sweeper was approved for purchase and for Consent Agenda. The motion carried by the following vote:**

**Aye:** 4 - Kummer, Novak, Brey and Sitkiewicz

[18-1019](#) Air Compressor Purchase, recommend to accept CAWG's approval of up to \$17,865 unbudgeted request.

**Attachments:** [18-1019 2018 air compressor](#)

[scan0147](#)

[CAWG - Air Compressor](#)

**A motion was made by Jim Brey, seconded by Vice Chair Jeremiah Novak, that the Request to purchase an air compressor was approved for consent agenda. The motion carried by the following vote:**

**Aye:** 4 - Kummer, Novak, Brey and Sitkiewicz

[18-1020](#) Lawn Mower Purchase, recommend to accept CAWG's approval of up to \$6,850 unbudgeted request.

**Attachments:** [18-1020](#)

[CAWG - Lawn Mower](#)

**A motion was made by Vice Chair Jeremiah Novak, seconded by Eric Sitkiewicz, that the Request for lawn mower purchase was approved for consent agenda. The motion carried by the following vote:**

[18-1028](#) Approval to extend the time the Capital Civic Center Banners are hanging up Downtown, recommend approval



K. Dorow explained that the Banners would be in place until April.

**A motion was made by Eric Sitkiewitz, seconded by Vice Chair Jeremiah Novak, that the Request to rehang banners by the Capital Civic Center from January until April was approved for consent agenda. The motion carried by the following vote:**

**Aye:** 4 - Kummer, Novak, Brey and Sitkiewitz

[18-1031](#) Update on Design of Pedestrian Bridge over the Little Manitowoc River

**Attachments:** [18-1031\\_201810031412](#)

The Committee discussed different options for designs and bridges. They are looking to get a package with two designs we like and obtaining prices from there.

Try to bid out this year to be done in Spring.

[18-1032](#) Change in the Trail Head of Mariner's Trail

The Committee was very pleased with the turn out.

## 10. Adjournment

**A motion was made by Vice Chair Jeremiah Novak, seconded by Jim Brey, that the meeting was adjourned at 7:12 p.m. The motion carried by the following vote:**

**Aye:** 4 - Kummer, Novak, Brey and Sitkiewitz