



City of Manitowoc

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

Meeting Minutes

Public Infrastructure Committee

Wednesday, June 5, 2019

5:30 PM

Council Chambers

1. Call to Order

2. Roll Call

Present: 5 - Novak, Kummer, Brey, McMeans and Howe

Staff Present: D. Koski, G. Minikel, K. Dorow, S. Birr, C. Scheinoha

Others Present: Roger O'Connor, Lexi Otis, Jen Kitzmann, Rick Krowiorz,
Josh Kitzmann, Ethon Love, Marianne Erdman, David Lochmann

3. Approval of Minutes

[19-0628](#)

Approval of Minutes from the May 1st, 2019 Public Infrastructure Committee Meeting.

Attachments: [May 1, 2019](#)

A motion was made by Mike Howe, seconded by Jim Brey, that the Minutes from the May 1st, 2019 meeting were approved. The motion carried by the following vote:

Aye: 5 - Novak, Kummer, Brey, McMeans and Howe

4. Public Comment

5. Public Hearings

6. Presentations

7. Discussion and Action Items

[19-0622](#)

Hedge in Alley at 856 North 13th Street, recommending working with City staff to trim back the hedge.

Attachments: [19-0622_201905301525](#)

Rick Krowirz, 854 N. 13th Street, was present and spoke about the hedge in right of way of the alley. He said it is a safety hazard.

David Lochman and Marianne Erdmann, 856 N. 13th Street, were present and stated that the hedge has been there a long time. They received an estimate and it would cost more than \$4,000 to remove the hedge. He does not feel it hangs any further than some of the garages.

Fences have been grandfathered, could the hedge be grandfathered also?

The Committee asked Chad his opinion. There is a good chance if it trimmed to the ROW it would take about half of the tree away and would probably kill the hedge. It is not an immediate safety issue so he suggested giving the resident some time to work on trimming. It does not impede maintenance or snow plowing operations.

A motion was made by Scott McMeans, seconded by Mike Howe, for City staff to work with the homeowner to trim the hedge back. Second by MH. Approved was approved for consent agenda.. The motion carried by the following vote:

Aye: 5 - Novak, Kummer, Brey, McMeans and Howe

[19-0627](#)

Request from Ryans on York to install some custom art work at the Blue Rail Dog Park, recommending approval.

Attachments: [19-0627](#)

[19-0627](#)

Jen Kitmann, of Ryan's on York was present to explain the adopted dog park and small boat harbor. They would like to improve signage for the dog park to include signs that are more artistic to give directions to the dog park. Caps with plexiglass and led lights with an arrow. They would be flush with the ground with a plexiglass cover, in which they would maintain.

The Committee voiced some concern that this may be Marina property. This property is leased by the Marina on City owned land.

A motion was made by Mike Howe, seconded by Jim Brey, that the Request to install art work signage at Blue Rail dog park was approved for consent agenda. The motion carried by the following vote:

[19-0480](#)

Request from O'Connor's Concessions and Fund Raising to doing business in Manitowoc, recommending approval for the 2019 Calendar year.

Attachments: [19-0480](#)

Roger O'Connor of O'Connor's Concessions received a letter explaining the City is looking to request a permit rather than annual renewal by letter.

L. Kummer expressed his concerns with placing cones to hold up more parking spots. Mr. O'Connor explained this was done to replenish as needed during the event.

The Committee discussed and J. Brey said he's been doing business in Manitowoc and getting approval for many years. M. Howe also expressed that he does not see a problem with this.

S. Birr explained that the City Attorney's Office is going to draft a permit to be obtained for food trucks to begin in 2020. The O'Connors had a contract with the City dated back to 2010 and were paying the City approximately \$50 per year to operate in the City. This is not a requirement received by any others.

O'Connors request will be approved for 2019 and the permit process will begin in 2020.

A motion was made by Mike Howe, seconded by Scott McMeans, that the Request to do business in City from O'Connors was approved for consent agenda for 2019. The motion carried by the following vote:

[19-0631](#) Community Coalition Seeking Donation (Strive for 25)

Attachments: [19-0631](#)

Lexi Otis from Manitowoc County Health Department was present to discuss a program that was formed in January.

This program was designed to get kids active in reading, nutrition, performing good deeds and activities. They are trying to obtain prizes/rewards to offer the kids as they complete sections.

They were looking to receive Aquatic Center pool or mini golf tickets.

J. Brey made motion to donate 15 single passes to Aquatic Center and Mini Golf Course.

A motion was made by Jim Brey, seconded by Scott McMeans, that these Request was amended to include 25 day passes for Aquatic Center and 25 Mini Golf passes and referred to Council. The motion carried by the following vote:

Aye: 5 - Novak, Kummer, Brey, McMeans and Howe

[19-0620](#) Request for wider driveway approach than the allowed width of 35 feet at 2003 Zimmer Drive, recommending approval

Attachments: [201905301513](#)
[201905301513-1](#)

G. Minikel said that past committees were supportive of wider driveway requests.

L. Kummer was upset that the building was constructed before approval for wider driveway.

A motion was made by Mike Howe, seconded by Vice Chair Lee H. Kummer, that the wider driveway at 2003 Zimmer Drive Request was denied. The motion failed by the following vote:

Aye: 2 - Kummer and Howe

Nay: 3 - Novak, Brey and McMeans

A motion was made by Jim Brey, seconded by Scott McMeans, that the Request for a wider driveway than the allowed width of 35 feet at 2003 Zimmer Drive was approved for consent agenda. The motion carried by the following vote:

Aye: 3 - Novak, Brey and McMeans

Nay: 2 - Kummer and Howe

[19-0619](#) Paving of Alley at 916 N. 13th Street

Attachments: [19-0619](#)

G. Minikel said he received an estimate to do this work in alley from Highway Landscapers. S. McMeans asked if there was money budgeted. G. Minikel said he would take through CAWG.

L. Kummer looked at this area and didn't think it was that bad and didn't think it was worth the \$7k to fix.

The alley would be up for reconstruct in about 3-5 years.

M. Howe recommended putting in the 5 year budget.

[19-0630](#) Resolution for Ornamental Lighting - Rapids Road Pedestrian Walkway - Custer to Broadway

Attachments: [201906031551](#)

[201906031552](#)

[Res 19-0630](#)

A motion was made by Scott McMeans, seconded by Jim Brey, that the Resolution for Ornamental lighting on Rapids Road Pedestrian walkway was approved and referred to council. The motion carried by the following vote:

Aye: 5 - Novak, Kummer, Brey, McMeans and Howe

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

Attachments: [201905311338](#)

[18-1031](#) [201810031412](#)

[18-1031](#)

[18-1031-3](#)

G. Minikel said that we will probably end up being over budget with this project.

L. Kummer explained that it might be beneficial to have other companies take a look and provide the opportunity to quote to perform the work required.

S. McMeans said could we bid out with a "not to exceed" a dollar amount. D. Koski said it would be hard as we are specifying the type of bridge we are looking for.

L. Kummer's recommendation was to hire someone else to take care of this entire project.

G. Minikel explained that the soil is poor and we've ran into a few more concerns. We can look at other options.

Will bring back in July.

[19-0626](#)

Broadway Street Bridge Proposal to Test Deck Surface, recommending approval of AECOM performing the testing of the deck surface with funding to be sent to CAWG.

Attachments: [19-0626](#)

G. Minikel said we need to do some work as there is signs of damage. AECOM will do testing as they had the lowest proposal of \$8480 to be sent through CAWG.

A motion was made by Mike Howe, seconded by Scott McMeans, that the Request for AECOM to test deck surface on Broadway Street Bridge was referred to CAWG for funding and approved for consent agenda. The motion carried by the following vote:

Aye: 5 - Novak, Kummer, Brey, McMeans and Howe

[19-0629](#)

Update on Electric Buses, recommending placing on file

D. Koski explained that Kara reached out to find out why the previous City turned down the grant funding request. There were many negative responses that and the City decided to turn down funding of the electric buses as well.

A motion was made by Jim Brey, seconded by Scott McMeans, that the Communication for electric buses grant funding proposal by DOT was placed on file for Consent Agenda. The City will not move forward with electric buses. The motion carried by the following vote:

Aye: 5 - Novak, Kummer, Brey, McMeans and Howe

[19-0625](#)

Proposal to increase turning radius at northeast corner of I-Tec Drive

Attachments: [19-0625](#)

G. Minikel explained that NE Asphalt quoted approximately \$20k to increase the radius at NE corner of I-Tech Drive. He doesn't think the area is as large as what was quoted.

S. McMeans asked if curb and gutter is really necessary.

J. Brey said that the Industrial Park expanded and more trucks will be coming through this area. He said now is the time to get something done and recommended bringing to CAWG.

G. Minikel said that we could minimize this project estimate a bit more. S. McMeans recommended looking at options to lower the price.

J. Brey made a motion to approve the request and send to CAWG. Seconded by M. Howe.

After further discussion, J. Brey made a motion to rescind the original motion that was approved. S. McMeans seconded the motion.

The Committee recommended for the City to possibly do the prep work and talk with Highway Commissioner and NE Asphalt. D. Koski said that curb is serving as a barrier right now.

[19-0624](#) Changes to the Cemetery Rules and Regulations and the Fee Schedule, recommending approval

Attachments: [Rules & Regulations Changes - Draft for PI 06-05-19](#)
[Monument Proposal for 06-05-19 Public Infrastructure meeting.docx](#)

A motion was made by Scott McMeans, seconded by Chairperson Jeremiah Novak, that the changes to Cemetery Rules and Regulations and Fee Schedule was approved for consent agenda. The motion carried by the following vote:

Aye: 5 - Novak, Kummer, Brey, McMeans and Howe

[19-0334](#) Special Events Guidelines and Policy Updates, recommending approval

Attachments: [Special Event Guidelines - Final DRAFT 5-1](#)
[Special Event Guidelines - Final 5-1](#)

A motion was made by Scott McMeans, seconded by Jim Brey, that the Special Events Guidelines and Policy updates was approved for consent agenda. The motion carried by the following vote:

Aye: 5 - Novak, Kummer, Brey, McMeans and Howe

[19-0623](#) Public Works Petition for permanent paving, sidewalks, storm and sanitary sewer and other public utilities for Homestead Road, Parcel # 617-008-100, recommending approval

Attachments: [2019_05_30_16_09_07](#)

A motion was made by Jim Brey, seconded by Scott McMeans, that the Public Works Petition Request for Homestead Road, Parcel 617-008-100 was approved for consent agenda. The motion carried by the following vote:

Aye: 5 - Novak, Kummer, Brey, McMeans and Howe

[19-0344](#) Condition of Washington Street (State Highway 151), recommending placing on file

Attachments: [19-0344](#)

A motion was made by Jim Brey, seconded by Scott McMeans, that the Request to review the Condition of Washington Street was placed on file for Consent Agenda. The motion carried by the following vote:

Aye: 5 - Novak, Kummer, Brey, McMeans and Howe

[19-0349](#) Blue Rail/CDF Lighthouse Walkway, recommending placing on file.

Attachments: [19-0349](#)

C. Scheinoha explained that the work that was done looks good. Sheetwall was extended and all the sink holes were filled in from the lighthouse to intersection.

A motion was made by Chairperson Jeremiah Novak, seconded by Jim Brey, that the communication regarding work at Blue Rail and CDF Lighthouse walkway was completed and was placed on file for Consent Agenda. The motion carried by the following vote:

Aye: 5 - Novak, Kummer, Brey, McMeans and Howe

[19-0471](#) Discussion regarding converting eastern most lane of Lakeside Boulevard into a bike lane.

G. Minikel said he looked into a few options for a bike lane as requested at the last meeting. He said one option would be to paint a bike lane and eliminate the parking lane.

The Committee requested discussion at a future work session.

Will bring back to Committee in July.

[19-0475](#) Tree Planting Plans for Waldo Boulevard from N. 14th to Memorial Drive

Attachments: [19-0475](#)

[19-0475_201904241521](#)

[19-0475=1_201904241521](#)

C. Scheinoha said that the City Forester, Alvin, has been in contact with the DOT and is waiting to find out about drain tile in area. The State won't fund and will be planting 100 trees in the boulevard. The City estimated that approximately 12-24 trees could be planted in the terrace. The trees will be approximately \$400-\$500 per tree.

[19-0621](#) Revision to Municipal Code Chapter 7.276 Sewer Assessment Policy

Attachments: [19-0621](#)

[19-0621-a](#)

G. Minikel said that there were a few revisions made to the Sewer Assessment policy Municipal Code as it is only for NEW sewer. Both the Mayor and City Finance Director agreed that the Wheel Tax covers replacement assessments.

A motion was made by Jim Brey, seconded by Vice Chair Lee H. Kummer, that the revision to Municipal Code Request was approved and referred to council. The motion carried by the following vote:

Aye: 5 - Novak, Kummer, Brey, McMeans and Howe

8. Adjournment

A motion was made by Scott McMeans, seconded by Jim Brey, that the meeting was adjourned at 7:30 p.m. The motion carried by the following vote:

Aye: 5 - Novak, Kummer, Brey, McMeans and Howe