



City of Manitowoc

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

Meeting Minutes

Common Council

Monday, April 15, 2024

6:30 PM

Council Chambers

A. CALL TO ORDER

B. ROLL CALL

Alders Present: 10 - Jim Brey, Eric Sitkiewitz, Steven Czekala, Bill Schlei, Brett Vanderkin, Chad Beeman, Michael Cummings, Tim Boldt, Todd Reckelberg and Darian Kaderabek

C. PLEDGE OF ALLEGIANCE & INVOCATION

D. PRESENTATIONS

[24-1382](#) Proclamation declaring April 26, 2024 as Arbor Day

[24-1383](#) Proclamation declaring the week of May 5 - May 11, 2024 as Professional Municipal Clerks Week

[24-1384](#) Proclamation declaring May 12-18, 2024 as National Police Week and May 15, 2024 as Peace Officers' Memorial Day

E. PUBLIC HEARINGS

[24-1385](#) Public Hearing to be held at 6:31 p.m. for the purpose of hearing any and all interested parties in the matter of a proposed change in zone from R-6 Multiple Family to B-2 Neighborhood Business for property located at southwest corner of Western Avenue and S 21st Street. (000196040)

Mayor declared the meeting open for a public hearing on this matter.

City Clerk reported that the notice of the public hearing was published in the Herald Times Reporter on April 1 & 8, 2024. (Proof of publication is on file in the City Clerk's Office.)

No parties appeared to speak on this matter.

Mayor declared the public hearing closed. (A recording of the entire public hearing is on file in the City Clerk's Office.)

[24-1386](#) Public Hearing to be held at 6:32 p.m. for the purpose of hearing any and all interested parties in the matter of a proposed change in zone from B-3 General Business to R-6 Multiple Family for property located on Memorial Drive. (816103180)

Mayor declared the meeting open for a public hearing on this matter.

City Clerk reported that the notice of public hearing was published in the Herald Times Reporter on April 1 & 8, 2024. (Proof of publication is on file in the City Clerk's Office.)

No parties appeared to speak on this matter.

Mayor declared the public hearing closed. (A recording of the entire public hearing is on file in the City Clerk's Office.)

F. PUBLIC INPUT

Mayor declared the meeting open for public input. In accordance with policy, the public input portion of the meeting is not made a part of the official record.

G. APPOINTMENTS AND BUSINESS PRESENTED BY THE MAYOR

H. CONSENT AGENDA

1. Removal of Consent Agenda Items

None

Approval of the Consent Agenda

Moved by Sitkiewitz, seconded by Czekala, to accept the Consent Agenda Items and recommendations of the various committees The motion carried by the following vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

2. Miscellaneous

[24-1387](#) Minutes of the March 18, 2024 Common Council meeting; recommending approval and place on file

[24-1401](#) Resignation from Brian Portzen from Transit Commission effective immediately; recommending acceptance and place on file

3. Committee of the Whole (Consent)

[24-1407](#) Report of Special Events Committee relative to approval of the following events: Walk to End Alzheimer's on 9/7/2024; Manitowoc Garden Faire Extraordinaire on 6/8/2024; Manitowoc Marine Band Concerts on 6/20/2024, 7/11/2024, 7/18/2024 and 8/2/2024; George Spontgen/Glen Graff Miracles Softball/Bocce Tournament on 6/29/2024; Malt City Brewfest on 7/27/2024; MPSD Summer Band and Orchestra Concert on 8/8/2024; recommending approval

[24-1409](#) Report of Special Events Committee relative to the approval of the following waiver of fees: Special Olympics Bocce Practice on Mondays from 6/10/2024 through 9/2/2024; Special Olympics Saturday Softball Practice on Saturdays from 6/1/2024 through 9/7/2024; Special Olympics Tuesday Softball Practice on Tuesdays from 6/4/2024 through 9/9/2024; recommending approval

4. Finance Committee (Consent)

[24-1263](#) Manitowoc Recreation Private Swim Lessons at Manitowoc Family Aquatic Center; recommending to revise the DPI fee schedule as submitted

[24-1340](#) 2024 Budget Amendment for Special Revenue Funds 2130 (Room Tax) and 2131 (MIRA); recommending to approve MIRA'S Fund Balance be transferred from Room Tax Fund (2130) to MIRA Special Revenue Fund Account 2131

[24-1341](#) Special Events Committee Membership Appointment; recommending to accept and place on file

[24-1342](#) Two Year Operator's License Application #230396 - Seeber, Samantha; recommending to approve the two year operators license

[24-1343](#) Pawnbroker License Application PS-2403A for Todd M. Jadowski d/b/a L & B Pawn, 1022 S. 10th St; recommending denial of the license

[24-1344](#) Request from Manitowoc County Expo/Fair entertainment pavilion purveyors to extend live band music performances on Friday, August 23rd and Saturday, August 24th to 11:30 pm with beer sales ending at Midnight and with music stopping at 11:00 pm on Wednesday, August 21st, Thursday August 22nd, and Sunday August 25th with beer sales ending at 11:30 pm; recommending to approve the request

[24-1345](#) Braun Building Lease Amendment; recommending to approve the lease amendment and authorize City Attorney to finalize details

[24-1346](#) Manitowoc Refueling Project; recommending to proceed with the project for over five million dollars per City Ordinance; not to exceed 15 million

[24-1388](#) General City Claims in the amount of \$1,933,707.33 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.

[24-1397](#) Report of Finance Committee to grant the various licenses subject to approvals, inspections, insurance, payment of license fees and meeting State Statute requirements, as detailed therein; recommending approval

5. Personnel Committee (Consent)

6. Public Infrastructure Committee (Consent)

[24-1331](#) PC 1-2024: Request for a Gas Easement; Wisconsin Public Service

Corporation, South of Franklin Street, parts of SW 1/4 of the NW 1/4, Section 30, Township 19 North, Range 24 East. (Parcel #'s 000-253-040, 000-254-040, 000-365-010, & 000-255-040), recommending approval

[24-1361](#) St Marys Cement HAP Grant Dredging Project, recommending approval of the project

[24-1393](#) Report of Board of Public Works of 3/20/2024 of approval to enter into AGMT-24-03 with Mulch Express of Wisconsin, to furnish and install certified wood chips for city playgrounds, flowerbeds and islands at South 26th and Calumet Avenue as outlined in "Exhibit A"; recommending acceptance of report and place on file

[24-1394](#) Report of Board of Public Works of 3/20/2024 of approval to enter into AGMT-24-04 with Automated Logic, to install and Automated Logic WebCTRL Building Automated System (BAS) for Manitowoc City Hall Module upgrades as outlined in "Exhibit A"; recommending acceptance of report and place on file

[24-1395](#) Report of Board of Public Works of 4/3/2024, of bids received for Asphalt Paving II Program - Project WS-24-4; recommending awarding to low bidder Vinton Construction Company, in the amount of \$622,536.11

[24-1396](#) Report of Board of Public Works of 4/3/2024, of bids received for Bayshore Trail Project - Project WS-24-18; recommending awarding Base Bid and Supplemental Bid for \$1,552,436.02 to Vinton Construction Company

[24-1399](#) Various Progress Invoices from the Wisconsin Department of Transportation; recommending payment

7. Public Safety Committee (Consent)

[24-1381](#) Manitowoc Fire Rescue billing dispute, call #182A-23-1620; recommending to deny the request

8. Plan Commission (Consent)

[24-1265](#) PC 1-2024: Release of Easements; Eastpoint Land Development, LLC, The Preserve at Lincoln Park Subdivision. Release of 40' Access Easement & Reduce 12' utility easement to 6' on Lot 16, Block 3; recommending to approve the release of easements

I. COMMITTEE REPORTS

1. Committee of the Whole

[24-1355](#) Former Lakeshore and Mid-Cities Mall Properties

Moved by Sitkiewitz, seconded by Czekala, to approve the purchase of three parcels of property, commonly known as the former Lakeshore and Mid-Cities Mall, subject to the approval of all documentation by the attorneys for the City and the City Attorney. The motion carried by the following vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

[24-1408](#)

Report of Special Events Committee recommending approval for the following events subject to Council Action: Sputnikfest on 9/7/2024 (Road Closure: Park Street from N 7th Street through N 9th Street starting at 12:00 p.m. on 9/6/2024 to 12:00 p.m. on 9/8/2024. N 8th Street from State Street through St. Clair Street starting at 8:00 a.m. on 9/6/2024 to 9/8/2024 at 8:00 p.m.)

Moved by Sitkiewitz, seconded by Czekala, that this Report be approved. The motion carried by the following vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

2. Finance Committee

[24-1338](#)

Ordinance to amend Manitowoc Municipal Code 26.030 - Municipal Judge

Moved by Brey, seconded by Reckelberg, that this Ordinance be adopted. The motion carried by the following vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

[24-1347](#)

Discussion and possible action on term sheet with Odyssey Hotels

Moved by Brey, seconded by Reckelberg, that this term sheet be approved. The motion carried by the following vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

[24-1398](#)

Re-Record the Existing Covenants for the Portion of the ITEC Industrial Park Lying east of Silver Creek

Moved by Brey, seconded by Reckelberg, to instruct staff to finalize drafting the Council Resolution and Re-Record the Covenants and Amendments at the Manitowoc County Register of Deeds Office. The motion carried by the following vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

3. Personnel Committee

[24-1389](#)

Resolution to Hire Seasonal Employees Related to Elected Officials, Department Heads, or Supervisory Personnel

Moved by Schlei, seconded by Vanderkin, that this Resolution be adopted. The motion carried by the following roll call vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

[24-1390](#)

Resolution for Pay Rate for Seasonal Assistant at the Police Department

Moved by Schlei, seconded by Vanderkin, that this Resolution be adopted. The motion carried by the following vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

[24-1391](#) Resolution for Employee Policy Manual: Article 14 - Duty Pay Rate

Moved by Schlei, seconded by Vanderkin, that this Resolution be adopted. The motion carried by the following vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

[24-1392](#) Resolution for One-Time Bonus for Transit Operations Supervisor, Kevin Bottesi

Moved by Schlei, seconded by Vanderkin, that this Resolution be adopted. The motion carried by the following vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

4. Public Infrastructure Committee

[24-1359](#) Resolution approving the City of Manitowoc and City of Two Rivers adjusted Urban Area Boundary

Moved by Czekala, seconded by Boldt, that this Resolution be adopted. The motion carried by the following vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

[24-1402](#) Resolution to proclaim May 11, 2024 as World Migratory Bird Day in the City of Manitowoc

Moved by Czekala, seconded by Boldt, that this Resolution be adopted. The motion carried by the following vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

5. Public Safety Committee

[24-1339](#) K9 Memorial Statue Fundraising Program

Moved by Cummings, seconded by Kaderabek, that this Request be approved. The motion carried by the following vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

6. Plan Commission

[24-1328](#) PC 18-2022: Manitowoc Cooperative Ministry/First Presbyterian Church, Review of the Conditional Use Permit for a Transitional Housing Warming

Shelter located 502 N. 8th Street.

Moved by Brey, seconded by Sitkiewitz, to approve the continuance of a Conditional Use Permit to First Presbyterian Church for the establishment of a 12 bed Transitional Housing Warming Shelter located at 502 N 8th Street for the Fall 2024 to Spring 2025 time period; if all Building, Fire and Life Safety Codes are not addressed to the satisfaction of Building Inspection and the Fire Department the Conditional Use Permit will automatically terminate on April 1, 2025. The motion carried by the following vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

[24-1400](#)

Ordinance amending Section 7.010 and 7.020 of the Municipal Code to rename Clay Pit Road to Chiefs Way

Moved by Brey, seconded by Sitkiewitz, that this Ordinance be adopted. The motion carried by the following vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

[24-1405](#)

Ordinance to amend Section 15.050 of the MMC to rezone the property located at the southwest corner of Western Avenue and S 21st Street (000196040) from R-6 Multiple-Family to B-2 Neighborhood Business

Moved by Brey, seconded by Sitkiewitz, that this Ordinance be adopted. The motion carried by the following vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

[24-1406](#)

Ordinance to amend Section 15.050 of the MMC to rezone the property located on Memorial Drive (816103180) from B-3 General Business to R-6 Multiple Family

Moved by Brey, seconded by Sitkiewitz, that this Ordinance be adopted. The motion carried by the following vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

J. OTHER BUSINESS

K. ADJOURN

A motion was made by Czekala, seconded by Kaderabek, that this meeting be adjourned sine die at 7:15 p.m. The motion carried by the following vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

**Mackenzie Reed
City Clerk**