



# City of Manitowoc

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

## Meeting Minutes

### Common Council

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Monday, September 18, 2023

6:30 PM

Council Chambers

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#### 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

[23-0684](#) City Clerk administers Oath of Office and Badge Pinning for Officer Richard Moehling

[23-0758](#) City Clerk administers Oath of Office and Badge Pinning for Motor Pump Operator Thomas Christensen

[23-0759](#) City Clerk administers Oath of Office and Badge Pinning for Motor Pump Operator Brent MacDonald

[23-0671](#) Presentation of the Pacesetter Award from the Great Lakes St. Lawrence Seaway Corporation

[23-0747](#) Proclamation declaring October 2023 as Crime Prevention Month

#### E. PUBLIC HEARINGS

[23-0748](#) 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 I-1 Light Industrial to B-1 Office-Residential for property located at 1920 Johnston Drive

**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 September 3 & 11, 2023 (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

[23-0760](#)

Mayor makes appointments to various committees

Mayor makes the following appointments: Brownfields Advisory Committee: Rachel Kroeplien, Abbey Quistorf; Crime Prevention: Chris Colin Engelbrecht, Elizabeth A Boss (Lincoln High School); Transit Commission: Chad M Bruechert; Municipal Tree Commission: Denise Maser (re-appointment)

**Moved by Sitkiewitz, seconded by Czekala, that these Appointments be approved. The motion carried by the following vote:**

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

## 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

[23-0749](#)

Minutes of the August 21, 2023 Common Council meeting, recommending approval and place on file

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

[23-0767](#)

Report of Special Events Committee relative to approval of the following events: Waiver of Fees: Cardboard City on 10/14/2023-10/15/2023; Roncalli Homecoming Tailgate on 9/29/2023; Lincoln Bonfire on 10/4/2023; Waiver of Fees: Izack Walton Appreciation on 9/28/2023; EWC Cross Country Conference Meet on 10/12/2023; recommending acceptance of report and place on file

**4. Finance Committee (Consent)**

- [23-0710](#) 2022 Annual Comprehensive Financial Report with Auditor's Report; recommending to accept and place on file
- [23-0711](#) Application of "Class B" Intoxicating Liquor & Fermented Malt Beverage License, Tribbs LLC, Dba Grizzly's, 2204 Washington St.; recommending to approve the application
- [23-0712](#) Agreement between City of Manitowoc and Township of Newton, WI for Access and Improvement of Orchard Lane; recommending to approve entering into agreement
- [23-0713](#) Lease between City of Manitowoc and Petskull Brewing Company LLC for Land located in Lots 5 and 6, Block 168; recommending to approve the lease as submitted
- [23-0714](#) West Foundation Grant in the amount of \$34,000.00 to purchase two LUCAS devices for the City of Manitowoc Fire Department; recommending to accept the grant
- [23-0715](#) CAWG Request (Unbudgeted) from Engineering for amount not to exceed \$25,000 for re-lining storm sewer at N 5th and Pine; recommending to approve the request
- [23-0724](#) MPU Commissioner Mark Seidl's notice of not seeking reelection/reappointment to the MPU Commission at expiration of term on September 30, 2023; recommending to place on file
- [23-0725](#) Request for fee reversal from Brutal Wear Open Tennis; recommending to approve the fee reversal of \$100.00
- [23-0750](#) Request from Chewy's LLC for a temporary extension of premise for the sale of liquor and/or beer in the closed section of Buffalo Street on September 9, 2023; recommending to approve
- [23-0751](#) General City Claims in the amount of \$12,956,458.11 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

**5. Personnel Committee (Consent)****6. Public Infrastructure Committee (Consent)**

- [23-0727](#) Request to rescind snow removal assessment for property at 956 Circle Dr.; recommending the request be denied
- [23-0755](#) Report of Board of Public Works of 9/6/2023 for 2nd and final payment of \$25,317.11 to Advance Construction, Inc for River Point Fill, WO-23-22; recommending payment

[23-0756](#) Report of Board of Public Works of 9/6/2023 for 1st and final payment of \$135,272.80 to Scott Construction, Inc., for Seal Coat Program, WS-23-6; recommending payment

[23-0761](#) Report of Board of Public Works of 9/6/2023, of bids received for Bayshore Trail, Project WS-23-26; recommending not awarding

## 7. Public Safety Committee (Consent)

[23-0657](#) LifeQuest billing dispute call # 182A-23-1727; recommending approval

[23-0738](#) Discussion on Manitowoc Municipal Code 6.120 Lighting Fires; recommending Fire Chief and City Attorney to review and draft revision

## 8. Plan Commission (Consent)

[23-0678](#) PC 16-2023: Schaller; Request to Purchase City-Owned Property, 900 Block S. 18th Street, Parcel # 000-248-031; staff recommends proceeding with the sale of the lot to Mr. Schaller with the Attorney's Office instructed to proceed with all facets of the sale

[23-0679](#) PC 1-2023: TDS; Utility Easement Request, Clermont Street and Waldo Blvd.; recommending approval of the easement request

[23-0680](#) PC 1-2023: Manitowoc Public Utilities, Utility Easement Request, Hecker Road; recommending approval of the utility easement request

[23-0681](#) PC 1-2023: Street Dedication: Community Development Authority of the City of Manitowoc, located in Blocks 148, 169, and 170 of the Original Plat of the City of Manitowoc and Adjacent Vacated Streets being part of Government Lot 3, Section 30, T19N, R24E, City of Manitowoc; recommending to approve the right-of-way dedication for River Point Drive and Buffalo Street

[23-0686](#) PC 17-2023: Request for Release of Easement from Titan Property LLC at 3810 Calumet Avenue; recommending to approve the Release of the Easement

## I. COMMITTEE REPORTS

### 1. Committee of the Whole

[23-0768](#) Report of Special Event Committee recommending approval for the following events subject to Council action: 35th Annual Lakeshore Holiday Parade on 11/22/2023 (Road closure from S 20th St to S 8th St on Washington St, and from Washington St to Park St on 8th St from 5:30-8:30 p.m.); Homecoming Parade and Tailgate Party on 10/6/2023 (Road closure of S 9th from Green St

to Grand Ave, Grand Ave from S 9th St to S 23rd from 6:00 p.m.-6:30 p.m.);  
Celebration of Life - Rob Roseff on 9/9/2023 (Road closure of Buffalo St from  
7th St to 8th St from 1:00 p.m.-10:00 p.m.)

**Moved by Sitkiewitz, seconded by Czekala, that this Report be accepted and  
placed on file. The motion carried by the following vote:**

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

## 2. Finance Committee

[23-0752](#)

Resolution Declaring Property at 700 East Magnolia Avenue Blighted and  
Authorizing the Community Development Authority to Acquire and Assist the  
Redevelopment of the Property

**Moved by Brey, seconded by Reckelberg, 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

[23-0753](#)

Resolution Declaring Property at 828 Memorial Drive and East Magnolia Avenue  
Blighted and Authorizing the Community Development Authority to Acquire and  
Assist the Redevelopment of the Property

**Moved by Brey, seconded by Reckelberg, 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

[23-0776](#)

Resolution Declaring Property at East Magnolia Avenue, Parcel Number  
058-520-017-010, Blighted and Authorizing the Community Development  
Authority to Acquire and Assist the Redevelopment of the Property

**Moved by Brey, seconded by Reckelberg, 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

## 3. Personnel Committee

[23-0700](#)

Discussion and Possible Action on Making Current City Hall Hours Permanent

**Moved by Schlei, seconded by Vanderkin, to approve the request submitted by  
the Mayor. The motion carried by the following vote:**

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

[23-0762](#)

Resolution for Reorganization of Fire Department and approval of Battalion  
Chief Position

**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

[23-0763](#) Resolution to Revise City Attorney Job Description

**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

[23-0764](#) Resolution for Seasonal Employment Pay Rates 2024

**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

**23-0772** Resolution to Approve Side Letter of Agreement to the 2022-2024 Labor Agreement Between City of Manitowoc, and International Association of Firefighters Local 368, AFL-CIO

**Moved by Schlei, seconded by Vanderkin, that this Resolution be adopted. Council discussed this item, no vote taken.**

**Moved by Sitkiewitz, seconded by Czekala, that this Resolution be referred to the Committee of the Whole. The motion carried by the following vote:**

**Aye:** 6 - Sitkiewitz, Czekala, Beeman, Cummings, Reckelberg and Kaderabek

**Nay:** 4 - Brey, Schlei, Vanderkin and Boldt

#### 4. Public Infrastructure Committee

[23-0722](#) WDNR Clean Water Fund Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing

**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

[23-0723](#) Proposal from Shady Lane to implement and maintain a Hometown Heroes Banner Program

**Moved by Czekala, seconded by Boldt, 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

[23-0769](#) Resolution to Authorize Application for Urban Forestry Grant or Urban Forestry Catastrophic Storm Grant

**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

[23-0777](#)

Final Resolution Authorizing Public Improvement and Levying Special Assessments Against Benefited Property in Manitowoc, Wisconsin

**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

[23-0660](#)

Request for flashing pedestrian signs at the intersections of North 18th and New York Avenue and North 18th and Wisconsin Avenue

**Moved by Cummings, seconded by Kaderabek, that this Request be approved and placed in the 2024 budget. The motion carried by the following vote:**

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

[23-0739](#)

Ordinance to amend section 18.090 of the Manitowoc Municipal Code regulating Electrical Permits

**Moved by Cummings, seconded by Kaderabek, 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

[23-0740](#)

Ordinance to amend section 16.150 of the Manitowoc Municipal Code regulating Minimum Property Maintenance Standards

**Moved by Cummings, seconded by Kaderabek, that this Ordinance be adopted. The Council discussed this item.**

**Moved by Brey, seconded by Reckelberg to amend the Ordinance to the Staff Recommended Ordinance presented. The motion carried by the following vote:**

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

[23-0741](#)

Ordinance to amend section 14.140 of the Manitowoc Municipal Code regulating Loud Noise

**Moved by Cummings, seconded by Kaderabek, 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

[23-0773](#)

Ordinance to amend Section 10.170 of the Manitowoc Municipal Code regulating Through Intersections

**Moved by Cummings, seconded by Kaderabek, 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

## 6. Plan Commission

[23-0757](#)

Ordinance amending the amended zone map of the City of Manitowoc entitled: "Zoning Ordinance of the Municipal Code of the City of Manitowoc"

**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 Sitkiewitz, seconded by Czekala, that this meeting be adjourned at 7:36 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**