



# City of Manitowoc

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

## Meeting Minutes

### Common Council

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Monday, August 18, 2025

6:30 PM

Council Chambers

Note: This meeting will also be held via remote conferencing software (Zoom)

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#### A. CALL TO ORDER

#### B. ROLL CALL

**Alderspersons Present:** 8 - Andrew Dunbar, Chad Beeman, Michael Cummings, William DeBaets, Bill Schlei, Eric Sitkiewitz, Brett Norell and Todd Reckelberg

**Alderspersons Absent:** 1 - Brian Anderson

#### C. PLEDGE OF ALLEGIANCE

#### D. INVOCATION

#### E. MOMENT OF SILENCE FOR ALDERMAN JIM BREY, MANITOWOC CITY COUNCIL APRIL 21, 1992 - AUGUST 12, 2025

#### F. PRESENTATIONS

[25-0612](#)

City Clerk administers Oath of Office to Firefighter Paramedic Brian Feldman, followed by Badge Pinning

#### G. PUBLIC HEARINGS

#### H. 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.

#### I. APPOINTMENTS AND BUSINESS PRESENTED BY THE MAYOR

[25-0606](#)

Appointments of the following individuals to the Visit Manitowoc Board, with at term expiring 6/1/2027: Amy Meyer, Samantha Hammel, Greg Vadney, Kevin Cullen

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

**Aye:** 8 - Dunbar, Beeman, Cummings, DeBaets, Schlei, Sitkiewitz, Norell and Reckelberg

#### J. CONSENT AGENDA

## 1. Removal of Consent Agenda Items

### Approval of the Consent Agenda

**Moved by Cummings, seconded by Dunbar, to accept the Consent Agenda Items and recommendations of the various committees. The motion carried by the following vote:**

**Aye:** 8 - Dunbar, Beeman, Cummings, DeBaets, Schlei, Sitkiewitz, Norell and Reckelberg

## 2. Miscellaneous

[25-0600](#) Minutes of the July 21, 2025 Common Council meeting; recommending approval and place on file

## 3. Committee of the Whole (Consent)

[25-0602](#) Report of Special Events Committee relative to the approval of the following events: Elktoberfest on 10/4/2025, Pumpkin Palooza on 10/15/2025, ASL Ugly Sweater 5k on 11/1/2025; recommending acceptance of report and place on file

[25-0603](#) Report of Special Events Committee relative to the approval of the following waiver of fees: Manitowoc County Drug Court Picnic on 9/6/2025, Manitowoc Youth Baseball High School Girls Fall League on 8/17/2025, 8/24/2025, 9/7/2025, 9/14/2025; recommending acceptance of report and place on file

## 4. Finance Committee (Consent)

[25-0562](#) Request from Dug Out LLC (dba Dug Out Bar & Grill) for a temporary extension of premise for the sale of liquor and/or beer to include the parking lot to the west of the building & gravel/grass lots south of 4117 Broadway St on 8/23/25; recommending to approve the request

[25-0563](#) Application for "Class B" Retail Intoxicating Liquor & Fermented Malt Beverage License, NS Holiday Inn Manitowoc LLC, for Holiday Inn, 4601 Calumet Ave; recommending to approve the request

[25-0564](#) 2nd Qtr. 2025 Claims Report from City Attorney's Office; recommending to accept and place on file

[25-0595](#) General City Claims in the amount of \$4,606,109.66 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

[25-0605](#) Report of Finance Committee to grant various licenses subject to approvals, inspections, insurance, payment of license fees and meeting State Statute requirements, as detailed therein

## 5. Personnel Committee (Consent)

[25-0487](#) Approval of Revised Job Description for Police Chief; recommending to

approve changes as presented

## 6. Public Infrastructure Committee (Consent)

- [25-0551](#) 2025-2026 Public Transit Lease Agreement between Maritime Metro Transit and Assist to Transport; recommending to approve the agreement
- [25-0552](#) Ball Diamond Maintenance Donation Tube Request; recommending to approve the use of funds for irrigation
- [25-0566](#) Japanese Knotweed Management Lincoln Park; recommending to join with neighbors to eradicate this weed
- [25-0597](#) Report of Board of Public Works of 8/6/2025 for 4th & final payment of \$26,434.82 to Visu Sewer for 2024 Re-Lining Sewer Project, WU-24-7; recommending payment
- [25-0598](#) Report of Board of Public Works of 8/6/2025 for 2nd & final payment of \$1,485.00 to Beson & Houle LLC for River Point Shade Structure, WB-24-24; recommending payment
- [25-0599](#) Report of Board of Public Works of 7/23/2025 of approval to enter into AGMT-25-08 with R & R Customs LLC, to remove 9 ash trees located on the property at 1401 N 23rd Street. The trees are located in the front and back of the home and are marked with a Pink X as directed by the City and as outlined in "Exhibit A", Tree Planting Proposal; and "Exhibit B" Tree Planting Photos; recommending acceptance of report and place on file

## 7. Public Safety Committee (Consent)

- [25-0586](#) Sex Offender Residency Board Appeal for Curtis Lee Suriano; recommending approval of the appeal
- [25-0587](#) Sex Offender Residency Board Appeal for Sean Mitten; recommending approval of the appeal
- [25-0590](#) FEMA Port Security Grant; recommending to apply for the grant

## 8. Plan Commission (Consent)

## K. COMMITTEE REPORTS

### 1. Committee of the Whole

- [25-0608](#) Settlement Agreement between Wal-Mart Stores Inc and the City of Manitowoc
- Moved by Cummings, seconded by Norell, to approve proposed settlement and direct staff to execute documents as necessary. The motion carried by the following vote:**

**Aye:** 8 - Dunbar, Beeman, Cummings, DeBaets, Schlei, Sitkiewitz, Norell and Reckelberg

## 2. Finance Committee

[25-0565](#)

Second Amendment to the City of Manitowoc TID No. 22 Development Agreement with River Landing Developers LLC

**Moved by Sitkiewitz, seconded by Reckelberg, to instruct Community Development to develop an amendment to the development agreement. The motion carried by the following vote:**

**Aye:** 8 - Dunbar, Beeman, Cummings, DeBaets, Schlei, Sitkiewitz, Norell and Reckelberg

[25-0604](#)

Resolution Authorizing a Harbor Assistance Program (HAP) Grant Application on behalf of Burger Boat Company

**Moved by Sitkiewitz, seconded by Reckelberg, that this Resolution be adopted. The motion carried by the following vote:**

**Aye:** 8 - Dunbar, Beeman, Cummings, DeBaets, Schlei, Sitkiewitz, Norell and Reckelberg

[25-0611](#)

Resolution Authorizing Submission of the FY2025 USDOT MARAD PIDP Grant Application on behalf of Briess Malt & Ingredients Co. & Grainshore LLC

**Moved by Sitkiewitz, seconded by Reckelberg, that this Resolution be adopted. The motion carried by the following vote:**

**Aye:** 8 - Dunbar, Beeman, Cummings, DeBaets, Schlei, Sitkiewitz, Norell and Reckelberg

## 3. Personnel Committee

[25-0596](#)

Resolution for Seasonal Employment of Supervisory Personnel Relatives

**Moved by Sitkiewitz, seconded by Norell, that this Resolution be adopted. The motion carried by the following roll call vote:**

**Aye:** 8 - Dunbar, Beeman, Cummings, DeBaets, Schlei, Sitkiewitz, Norell and Reckelberg

[25-0613](#)

Resolution to Revise Employee Policy Manual

**Moved by Reckelberg, seconded by DeBaets, that this Resolution be amended to remove Article 8 language updates. The motion failed by the following vote:**

**Aye:** 2 - DeBaets and Reckelberg

**Nay:** 6 - Dunbar, Beeman, Cummings, Schlei, Sitkiewitz and Norell

**Moved by Sitkiewitz, seconded by Norell, that this Resolution be adopted. The motion carried by the following vote:**

**Aye:** 8 - Dunbar, Beeman, Cummings, DeBaets, Schlei, Sitkiewitz, Norell and Reckelberg

## 4. Public Infrastructure Committee

[25-0567](#)

STH 42 (Washington & Calumet) - DOT Reconstruction Project - Agreement for Sanitary Sewer Design

**Moved by Schlei, seconded by DeBaets, to approve pre-approved funds to be**

**applied to the project. The motion carried by the following vote:**

**Aye:** 8 - Dunbar, Beeman, Cummings, DeBaets, Schlei, Sitkiewitz, Norell and Reckelberg

[25-0568](#)

Stormwater Management Facility Maintenance Agreement (St. Francis of Assisi - Grand Avenue)

**Moved by Schlei, seconded by DeBaets, that this Agreement be approved. The motion carried by the following vote:**

**Aye:** 8 - Dunbar, Beeman, Cummings, DeBaets, Schlei, Sitkiewitz, Norell and Reckelberg

[25-0571](#)

WISDOT STP-Urban Funding Program Cycle 2026-2031

**Moved by Schlei, seconded by DeBaets, to grant permission to apply for the funding. The motion carried by the following vote:**

**Aye:** 8 - Dunbar, Beeman, Cummings, DeBaets, Schlei, Sitkiewitz, Norell and Reckelberg

[25-0573](#)

Manitowoc Futbol Club to Utilize Lot off of Michigan Avenue for Soccer

**Moved by Schlei, seconded by DeBaets, to approve DPI to work with Club on take over of field. The motion carried by the following vote:**

**Aye:** 8 - Dunbar, Beeman, Cummings, DeBaets, Schlei, Sitkiewitz, Norell and Reckelberg

[25-0574](#)

Deed Restriction at Gravel Pit

**Moved by Schlei, seconded by DeBaets, that this Deed be approved. The motion carried by the following vote:**

**Aye:** 8 - Dunbar, Beeman, Cummings, DeBaets, Schlei, Sitkiewitz, Norell and Reckelberg

[25-0607](#)

Amendment Number 1 to Task Order Number 24-02, City of Manitowoc and Strand Associates, Inc. Pursuant to Agreement for Technical Services dated December 1, 2023 for Rubick Field Dry Detention Basin and Grand Avenue Storm Sewer Improvements

**Moved by Schlei, seconded by DeBaets, to move forward with the Agreement. The motion carried by the following vote:**

**Aye:** 8 - Dunbar, Beeman, Cummings, DeBaets, Schlei, Sitkiewitz, Norell and Reckelberg

[25-0615](#)

Resolution for Payment In-Lieu of On-site Stormwater Management for the Take 5 Oil Change Development at S 42nd St and S Frontage Rd

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

**Aye:** 8 - Dunbar, Beeman, Cummings, DeBaets, Schlei, Sitkiewitz, Norell and Reckelberg

## 5. Public Safety Committee

[25-0591](#)

Safe Haven Baby Box Information Packet and Lease Service Agreement

**Moved by Beeman, seconded by Reckelberg, to approve entering into agreement. The motion carried by the following vote:**

**Aye:** 8 - Dunbar, Beeman, Cummings, DeBaets, Schlei, Sitkiewitz, Norell and Reckelberg

[25-0609](#)

Ordinance to amend Section 10.390 of the Manitowoc Municipal Code regulating Parking Prohibited - N 20th Street between Michigan Avenue and New York Avenue

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

**Aye:** 8 - Dunbar, Beeman, Cummings, DeBaets, Schlei, Sitkiewitz, Norell and Reckelberg

[25-0610](#)

Ordinance to amend Sections 10.170 and 10.210 of the Municipal Code regulating Through Intersections and Three-Way Stop - S 8th Street and Columbus Street

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

**Aye:** 8 - Dunbar, Beeman, Cummings, DeBaets, Schlei, Sitkiewitz, Norell and Reckelberg

## **6. Plan Commission**

### **L. OTHER BUSINESS**

### **M. ADJOURN**

**A motion was made by Cummings, seconded by DeBaets, that this meeting be adjourned at 6:56 p.m. The motion carried by the following vote:**

**Aye:** 8 - Dunbar, Beeman, Cummings, DeBaets, Schlei, Sitkiewitz, Norell and Reckelberg

**Mackenzie Reed  
City Clerk**