



City of Manitowoc

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

Meeting Minutes

Common Council

Monday, May 19, 2025

6:30 PM

Council Chambers

A. CALL TO ORDER

B. ROLL CALL

Alders Present: 10 - Andrew Dunbar, Chad Beeman, Michael Cummings, Jim Brey, William DeBaets, Brian Anderson, Bill Schlei, Eric Sitkiewitz, Brett Norell and Todd Reckelberg

C. PLEDGE OF ALLEGIANCE & INVOCATION

D. PRESENTATIONS

E. PUBLIC HEARINGS

[25-0373](#)

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 Request for a Conditional Use Permit for the Establishment of a Wrecker Service Use in a C-1 Commercial Zoning District located at 4102 Broadway Street (Parcel #450-284-121)

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 May 5 & 12, 2025. (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

[25-0398](#)

Mayor makes appointments to various committees

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

Aye: 10 - Dunbar, Beeman, Cummings, Brey, DeBaets, Anderson, Schlei, Sitkiewitz, Norell and Reckelberg

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

Aye: 10 - Dunbar, Beeman, Cummings, Brey, DeBaets, Anderson, Schlei, Sitkiewitz, Norell and Reckelberg

H. CONSENT AGENDA

1. Removal of Consent Agenda Items

None

Approval of the Consent Agenda

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

Aye: 10 - Dunbar, Beeman, Cummings, Brey, DeBaets, Anderson, Schlei, Sitkiewitz, Norell and Reckelberg

2. Miscellaneous

[25-0374](#) Minutes of the April 21, 2025 Common Council meeting; recommending approval and place on file

[25-0375](#) Minutes of the April 22, 2025 Common Council Organizational Session; recommending approval and place on file

[25-0377](#) Resignation from Chris Born from the Harbor Commission effective immediately; recommending acceptance and place on file

3. Committee of the Whole (Consent)

[25-0401](#) Report of Special Events Committee relative to the approval of the following events: Flyover Silver Creek Bike Race on 9/6/2025; Walk to End Alzheimer's on 9/27/2025; Jr. Ships Baseball Tournament on 5/24/2025; Froedtert and MCW HFM Maritime Marathon on 6/1/2025; Sockhop at the Rahr-West Art Museum on 6/25/2025; Cool City Classic Car Cruise on 6/27/2025; Miracles Softball Tournament (George Spontgen/Glenn Graff Softball/Bocce Tournament on 6/28/2025; NEWGLSF Salmon Derby on 7/4/2025-7/6/2025; Lighthouse Tours (Manitowoc North Breakwater Lighthouse Open House) on 7/4/2025; Lincoln Ships Baseball Tournament on 7/11/2025-7/13/2025; Wisconsin Sand Sculpting Festival on 7/19/2025-7/20/2025; Run A Fair on 8/20/2025; Wisconsin NSA Super 6 on 9/26/2025-9/28/2025; recommending acceptance of report and place on file

[25-0402](#) Report of the Special Events Committee relative to the approval of the following waiver of fees: Jr Ships Baseball Games on multiple dates from 5/27/2025 to 7/17/2025; and the denial of the following waiver of fees: Washington Middle

School Middle School Trip on 6/11/2025; recommending acceptance of report and place on file

4. Finance Committee (Consent)

- [25-0359](#) 1st Qtr. 2025 Claims Report from City's Attorney Office; recommending to accept and place on file
- [25-0360](#) Request from Manitowoc County Expo/Fair entertainment pavilion purveyors to extend live band music performances on Friday, August 22nd and Saturday, August 23rd to 11:30 with beer sales ending at Midnight and with music stopping at 11:00 pm on Wednesday August 20th, Thursday August 21st, and Sunday August 24th with beer sales ending at 11:30 pm; recommending to approve the request
- [25-0361](#) Statement of the Board of Canvassers relative to the April 1, 2025 Spring Election for Mayor and Alderpersons in Districts 1, 2, 3, 7, & 10; recommending to place on file
- [25-0362](#) Application of "Class B" Intoxicating Liquor & Fermented Malt Beverage Licenses, TAV-2471A, Mikadow LLC, 1118 Washington St; recommending to approve the license
- [25-0366](#) Two Year Operator's License Application (#240367) for Frisby, J.; recommending approval of license pursuant to Wisconsin State Statute 111.335
- [25-0367](#) Two Year Operator's License Application (#250019) for Greene, E.; recommending approval of the license pursuant to Wisconsin State Statute 111.335
- [25-0376](#) General City Claims in the amount of \$5,556,838.43 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
- [25-0384](#) 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)

- [25-0294](#) Request for sidewalks to be installed on the East side of Paul Road; recommending to fail to determine that installing sidewalks is necessary for the public health and safety
- [25-0379](#) Report of Board of Public Works of 5/7/2025 of approval to enter into AGMT-25-03 with Lakeland Landscape, Inc. to plant trees on Michigan Avenue (between N Rapids Rd and Indian Bluff Drive); Fleetwood Drive (between Waldo Blvd and Stokes Lane); and South 9th Street (between Dewey Street to Wilson

Street) at locations as directed by the City Forester and as outlined in "Exhibit A", Tree Planting Proposal; and "Exhibit B" Tree Planting Agreement / Locations; recommending approval and enter into the agreement

- [25-0380](#) Report of Board of Public Works of 5/7/2025 of approval to enter into AGMT-25-07 with Lakeland Landscape, Inc., to plant trees at Halvorsen Park, Manitowoc Senior Center, Westfield Park, Emma Radandt Park, Red Arrow Park, Silver Creek Park as directed by the City and as outlined in "Exhibit A", Tree Planting Proposal; and "Exhibit B" Tree Planting Agreement / Locations; recommending acceptance of report and place on file
- [25-0381](#) Report of Board of Public Works of 5/7/2025 of approval to enter into AGMT-25-06 with Lee Recreation, LLC, to furnish and install two (2) 2-Bay Swingsets with concrete footings as outlined in "Exhibit A", Lee Recreation, LLC Proposal; recommending acceptance of report and place on file
- [25-0382](#) Report of Board of Public Works of 4/30/2025 of approval to enter into AGMT-25-04 with Lakeland Landscape, Inc., to plant trees on Reed Avenue between N 8th Street and Hamann Road at locations as directed by the City Forester and as outlined in "Exhibit A", Tree Planting Proposal; and "Exhibit B" Tree Planting Agreement / Locations; recommending acceptance of report and place on file
- [25-0383](#) Report of Board of Public Works of 3/5/2025, of bids received for Lincoln Park Zoo Wetland Aviary - Project WO-25-13; recommending awarding Base Bid and Alternate #1 to Vinton Construction Company, in the amount of \$660,074.00
- [25-0387](#) Report of Board of Public Works of 5/7/2025 of bids received for Lincoln Park Fieldhouse Windows and Door Replacement, Project WB-25-14; recommending awarding to Philippi Quality Construction, Inc. in the amount of \$31,998.00

7. Public Safety Committee (Consent)

8. Plan Commission (Consent)

- [25-0330](#) PC 15-2025: Zirpoli / Bergner; Request to Assign an Existing Conditional Use Permit to Operate a Beauty Salon in the B-1 Office Residential Zoning District for property located at 709 Marshall Street (Tax Parcel# 000-284-012); recommending the assignment of the 1996 Conditional Use Permit
- [25-0331](#) PC 16-2025: 1615 Spring LLC & 1311 Spring LLC; Request to Assign an Existing Conditional Use Permit for a Storage in Bulk, or Transloading Activities in an I-2 Heavy Industrial Zoning District for property located at 1311 & 1615 Spring Street (Tax Parcel #s 000-039-020 & 819-402-052); recommending to approve the assignment of the 2017 Conditional Use Permit to 1311 Spring LLC and 1615 Spring LLC

I. COMMITTEE REPORTS

1. Committee of the Whole

[25-0396](#) Ordinance to amend Section 3.150 of the Manitowoc Municipal Code Regulating the Room Tax Commission

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

Aye: 10 - Dunbar, Beeman, Cummings, Brey, DeBaets, Anderson, Schlei, Sitkiewitz, Norell and Reckelberg

[25-0397](#) Ordinance to create Section 3.155 of the Manitowoc Municipal Code creating a Visit Manitowoc Board

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

Aye: 10 - Dunbar, Beeman, Cummings, Brey, DeBaets, Anderson, Schlei, Sitkiewitz, Norell and Reckelberg

[25-0403](#) Report of the Special Events Committee recommending approval of the following events subject to Council Action: Manitowoc Garden Faire Extraordinaire on 6/14/2025 (Street closure of S 11th Street and S 12th Street from Marshall Street to Washington Street from 8:00 a.m. to 3:00 p.m.); Outdoor Movie Night on 6/26/2025, 8/7/2025, 10/3/2025 (Waiver of alcohol at Washington Park on 10/3/2025); Fourth on the Shore on 7/4/2025 (Street closure along parade route, S 8th Street from Madison Street to Maritime Drive, Maritime Drive to Huron Street); Kiwanis Car Show on 8/10/2025 (Waiver of alcohol at Washington Park for 8/10/2025, and approval of road closure for S 11th Street and S 12th Street between Washington and Marshall Streets from 8/10/2025 from 6:00 a.m. to 4:00 p.m.); Lakeshore Balloon Glow on 8/15/2025 (Road closure of Quay Street from 8th Street to 6th Street)

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

Aye: 10 - Dunbar, Beeman, Cummings, Brey, DeBaets, Anderson, Schlei, Sitkiewitz, Norell and Reckelberg

2. Finance Committee

[25-0363](#) Request to apply for the FY25 Wisconsin Economic Development Corporation (WEDC) Brownfield Grant for a maximum of \$250,000

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

Aye: 10 - Dunbar, Beeman, Cummings, Brey, DeBaets, Anderson, Schlei, Sitkiewitz, Norell and Reckelberg

[25-0364](#) Request to apply for the Environmental Protection Agency (EPA) Thriving Communities Grant for a maximum of \$350,000

Moved by Brey, seconded by Sitkiewitz, that this Request be approved. The

motion carried by the following vote:

Aye: 10 - Dunbar, Beeman, Cummings, Brey, DeBaets, Anderson, Schlei, Sitkiewitz, Norell and Reckelberg

[25-0365](#)

Ordinance to create Section 11.015 of the Manitowoc Municipal Code (MMC) regulating Designated Outdoor Refreshment Area (DORA)

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

Aye: 9 - Dunbar, Beeman, Cummings, Brey, DeBaets, Schlei, Sitkiewitz, Norell and Reckelberg

Nay: 1 - Anderson

[25-0392](#)

Amendment One to Parking Lease with Forefront Management, LLC

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

Aye: 10 - Dunbar, Beeman, Cummings, Brey, DeBaets, Anderson, Schlei, Sitkiewitz, Norell and Reckelberg

[25-0393](#)

Allie Family Companies: Request to Purchase a Vacant Parcel on West Drive and South 59th Street (Parcel #449-004-040)

Moved by Brey, seconded by Sitkiewitz, to approve the sale of Lot 2 of a Certified Survey Map Recorded in Volume 36, Page 11 In the Manitowoc I-43 Industrial Park to Allie Family Companies per the Land Sale Policy and the I-43 Industrial Park Covenants. Lastly, instruct City Staff to complete all items related to the sale of the property. The motion carried by the following vote:

Aye: 10 - Dunbar, Beeman, Cummings, Brey, DeBaets, Anderson, Schlei, Sitkiewitz, Norell and Reckelberg

3. Personnel Committee

[25-0385](#)

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: 10 - Dunbar, Beeman, Cummings, Brey, DeBaets, Anderson, Schlei, Sitkiewitz, Norell and Reckelberg

[25-0390](#)

Resolution to Contract with McClone for Benefit Consulting Services

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

Aye: 10 - Dunbar, Beeman, Cummings, Brey, DeBaets, Anderson, Schlei, Sitkiewitz, Norell and Reckelberg

[25-0394](#)

Resolution for Seasonal Fleet Mechanic Youth Apprenticeship

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

Aye: 10 - Dunbar, Beeman, Cummings, Brey, DeBaets, Anderson, Schlei, Sitkiewitz, Norell and Reckelberg

4. Public Infrastructure Committee

[25-0378](#) Municipal Water Installation Agreement with Kaeo and Layord Kaeovongphet, 2501 Nelson Lane

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

Aye: 10 - Dunbar, Beeman, Cummings, Brey, DeBaets, Anderson, Schlei, Sitkiewitz, Norell and Reckelberg

[25-0386](#) Final Resolution Authorizing Public Improvement and Levying Special Assessments against Benefitted Property in Manitowoc, WI; Popp Subdivision No. 4

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

Aye: 10 - Dunbar, Beeman, Cummings, Brey, DeBaets, Anderson, Schlei, Sitkiewitz, Norell and Reckelberg

[25-0388](#) Request to amend Contract WS-25-4, 2025 Asphaltic Concrete Paving Program, to include the additional asphalt paving work on Zimmer Drive that was included in Add Alternate #1 in the amount of \$23,010.15

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

Aye: 10 - Dunbar, Beeman, Cummings, Brey, DeBaets, Anderson, Schlei, Sitkiewitz, Norell and Reckelberg

[25-0389](#) Request to amend Contract WS-25-1, 2025 Concrete Paving I Program, to include the additional sidewalk work included in Add Alternate #1 in the amount of \$36,804.64

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

Aye: 10 - Dunbar, Beeman, Cummings, Brey, DeBaets, Anderson, Schlei, Sitkiewitz, Norell and Reckelberg

[25-0395](#) Resolution for Ornamental Lighting - Popp's Subdivision Development - 2300 block of South 19th Street

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

Aye: 10 - Dunbar, Beeman, Cummings, Brey, DeBaets, Anderson, Schlei, Sitkiewitz, Norell and Reckelberg

5. Public Safety Committee

6. Plan Commission

[25-0329](#)

PC 14-2025: Kolbeck / Mar Investments, LLC d.b.a Manitowoc Auto Repair LLC; Request for a Conditional Use Permit for the Establishment of a Wrecker Service Use in a C-1 Commercial Zoning District located at 4102 Broadway Street (Parcel # 450-284-121)

Moved by Brey, seconded by Anderson, to approve the issuance of a Conditional Use Permit to Manitowoc Auto Repair LLC for the operation of a wrecker service located at 4102 Broadway Street. The motion carried by the following vote:

Aye: 10 - Dunbar, Beeman, Cummings, Brey, DeBaets, Anderson, Schlei, Sitkiewitz, Norell and Reckelberg

[25-0391](#)

Resolution for the Preliminary Plat of the Abbey Ridge No. 2 Subdivision

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

Aye: 10 - Dunbar, Beeman, Cummings, Brey, DeBaets, Anderson, Schlei, Sitkiewitz, Norell and Reckelberg

J. OTHER BUSINESS

K. ADJOURN

A motion was made by Cummings, seconded by Schlei, that this meeting be adjourned at 7:01 p.m. The motion carried by the following vote:

Aye: 10 - Dunbar, Beeman, Cummings, Brey, DeBaets, Anderson, Schlei, Sitkiewitz, Norell and Reckelberg

**Mackenzie Reed
City Clerk**