



CITY OF MANITOWOC

WISCONSIN, USA

www.manitowoc.org

November 16, 2023

TO: Mayor and Common Council
FROM: Board of Public Works
SUBJECT: Objection to Parks Forestry Assessment – Parcel 823-403-190

Dear Mayor and Common Council:

At the October 25, 2023 Board of Public Works meeting, the Board met review parks forestry assessment objection for property located at parcel 823-403-190.

“Property owner was present to explain their appeal. Board and property owner discussed the assessment.

“Moved by Nycz, seconded by Koski, to deny the request.

“Moved by Brey, seconded by Czekala, to amend the motion to reduce the assessment to one half of the original assessment in the amount of \$297.07. The motion failed by the following vote:

Aye: 4 – Brey, Koski, Reckelberg, and Czekala

Nay: 4 – Nickels, Reed, Alfred, and Nycz

“Moved by Nycz, seconded by Koski, to deny the request. The motion failed by the following vote:

Aye: 3 – Koski, Reed, and Nycz

Nay: 5 – Nickels, Brey, Alfred, Reckelberg, and Czekala

“Moved by Reckelberg, seconded by Brey to rescind the assessment. The motion carried by the following vote:

Aye: 5 – Nickels, Brey, Alfred, Reckelberg, and Czekala

Nay: 3 – Koski, Reed, and Nycz”

Very Truly Yours,

MACKENZIE REED

Secretary Board of Public Works



CITY OF MANITOWOC

WISCONSIN, USA
www.manitowoc.org

October 17, 2023

Julie Braunel
4526 Broadway St.
Manitowoc, WI 54220

RE: Forestry Nuisance Abatement Appeal

Dear property owner:

At the Common Council meeting held October 16, 2023, the Council unanimously recommended referring your forestry nuisance abatement appeal to the Board of Public Works.

The Board of Public Works will take up this request at their meeting on Wednesday, October 25, 2023 at 4pm in Council Chambers at Manitowoc City Hall, 900 Quay St., Manitowoc.

Please plan to attend or send a representative to discuss this appeal with the Board. Should you have any questions, please contact my office at 920-686-6950.

Very truly yours,

Mackenzie Reed
City Clerk/Secretary for Board of Review

Mr



Forestry Issue # 13233

Type of Property: Public Private

| | |
|-------------------------------------|--|
| Request Date: 12/9/2022 12:00:00 AM | Owner Name: DALE BRAUNEL |
| Location: BROADWAY ST | Owner Address: 4526 BROADWAY ST , MANITOWOC, WI |
| Parcel Number: 823403190 | E-mail Address: |

Complaint: Original complaint under 12619. AI determined tree belonged to this parcel. "RAC #4437 from Nancy Koss, 4558 Broadway, 374-4351: "Large branch from mostly dead tree hanging over sidewalk. Branch would hit electrical lines if it falls. Has been gradually falling toward street and looks as though it is about to come down. Tree is hazardous to walkers, power lines and cars when it falls. Open field near Harvest Circle, close to road"" (Sandy)

Initial Inspection Date: 12/1/22 **Inspector Initials:** A.R.

Species: _____ **DBH:** _____

Priority of concern: _____ **Wires present:** No Yes, _____

Notes & job site assessment: _____

PUBLIC: Tree ID: _____ **Category:** _____ **Action:** No Action Remove - Date _____ Trim - Date _____

PUBLIC: Tree ID: _____ **Category:** _____ **Action:** No Action Remove - Date _____ Trim - Date _____

PRIVATE ISSUES: No Action Courtesy Door Hanger Send Letter _____ Date Letter Sent: 12/12/22

Date to Re-Check (30 days): 01/13/23 **Date Checked:** 2/9/23 **Emp. Initials:** A.R **Comply?** Yes No

| DATE WORK DONE | LABORER NAME | LABOR HRS | EQUIP # | EQUIP HRS | LABOR \$ | EQUIP \$ | ADDITIONAL CHARGES | TOTAL PROPOSED ASSESSMENT |
|--------------------|-------------------|-----------|---------|-----------|----------------|----------|--------------------|---------------------------|
| 3/20/23 Removal | AI R. Sandy R. | 2 1 | 35 - | 1.5 | 77.00 29.69 | 37.05 | \$50 - LeMahieu | \$594.14 |





LeMahieu Tree Service
N2620 County Road GW
Oostburg, WI 53070
920-980-5047

Contractors Invoice

RECEIVED

WORK PERFORMED AT:

MAR 27 2023

CITY OF
ENG...

TO:

City of Manitowoc
900 Quay St.
Manitowoc, WI 54220

DATE

3/20/23

YOUR WORK ORDER NO.

OUR BID NO.

DESCRIPTION OF WORK PERFORMED

Takedown and cleanup trees per contract

\$8700.00

1100 - 32600 - 529900

All Material is guaranteed to be as specified, and the above work was performed in accordance with the drawings and specifications provided for the above work and was completed in a substantial workmanlike manner for the agreed sum of _____ Dollars (\$ _____).

This is a Partial Full invoice due and payable by: _____ Month _____ Day _____ Year

in accordance with our Agreement Proposal No. _____ Dated _____ Month _____ Day _____ Year

CONTRACT

This contract is made and entered into this 9th day of February, 2023, by and between LeMahle Tree Service (hereinafter "Contractor"), located at N2620 CR-GW, Ootsburg, WI, and the City of Manitowoc, Wisconsin, a Wisconsin municipal corporation (hereinafter "City"), located at 900 Quay Street, Manitowoc, Wisconsin 54220.

The undersigned parties hereby agree as follows:

- 1. Contractor agrees to perform the following work and/or furnish the following labor and materials in accordance with the terms of this contract:

1730 N Raplds Rd - Public trees overhanging neighboring home to be removed and debris cleaned up. # 13242 \$6600
1623 Dewey St - Private trees - 2 Ash trees to be removed and debris cleaned up. # 12902 \$1650
4526 Broadway St. - Private tree - 1 maple tree to be removed and debris cleaned up. # 13233 \$450

- 2. The City agrees to pay Contractor for performance of this contract the sum of \$ 8,700.00
3. The contractor has three (3) business days to sign and return the contract. The work shall be completed within 30 days of the contract award date or the contract will be voided unless other arrangements have been made within the 30 day time frame. The contract will be voided if the property owner abates the issue prior to the contractor beginning the work.
4. Contractor agrees to commence work under this contract upon its execution and complete performance of this contract in accordance with the City of Manitowoc's Standard Specifications, which are incorporated and made part of this Contract by reference. These Specifications are available on the City's website or at the Department of Public Infrastructure.
5. Contractor shall not be permitted to assign or subcontract any of the work hereunder without the prior written consent of the City.
6. Contractor shall defend, indemnify and hold harmless the City of Manitowoc, its officials, officers, employees, representatives and agents against any and all liability, claims, costs, demands, losses, damages, expenses and attorney fees of any kind on account of any injury, damage, or death to any person or property that may arise directly caused by or resulting from the work performed under this Contract where the injury, damage, or death is caused by negligence or willful misconduct on the part of the Contractor, subcontractor, officers, employees, or agents.
7. Unless already on file, Contractor shall provide City, for approval by the City Attorney, a Certificate of Insurance showing proof of General Liability Insurance in amounts not less \$1,000,000.00 per person, per occurrence, \$2,000,000.00 in the aggregate, property damage limits of not less than \$500,000.00 per occurrence, and shall carry the statutory amounts for worker's compensation insurance. Contractor shall include with the Certificate of Insurance two endorsements; one endorsement naming the City of Manitowoc as an additional insured, and a second endorsement giving City thirty (30) days prior notice of non-renewal, modification or cancellation. Such documentation shall be submitted prior to commencing work, or, if not possible due to the immediacy of the project, within ten (10) days after project completion.

If you have any questions regarding the work, please contact:

- 1) City Forester, Alvin Rehme, arehme@manitowoc.org or (920) 323-1859; or
2) Forestry Operations Manager, Billy Hutterer, forestry@manitowoc.org or (920) 686-6515

[Signature of Michael LeMahle]
Contractor Signature

Michael LeMahle LeMahle@
Contractor Printed Name

2-9-2023
Date

[Signature of Billy Hutterer]

City Staff Signature
Billy Hutterer
City Staff Printed Name

2-9-2023
Date

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

OFFICIAL USE

Certified Mail Fee

\$

Extra Services & Fees (check box, add fee as appropriate)

- Return Receipt (hardcopy) \$ _____
- Return Receipt (electronic) \$ _____
- Certified Mail Restricted Delivery \$ _____
- Adult Signature Required \$ _____
- Adult Signature Restricted Delivery \$ _____

Postmark
Here

Postage

\$

Total Postage and Fees

\$

Sent To:

Dale Braunel

Street and Apt. No. or PO Box No.

4526 Broadway St

City, State, ZIP+4®

Manitowoc, WI 54220

9589 0710 5270 0443 7371 40

Certified Mail service provides the following benefits:

- A receipt (this portion of the Certified Mail label).
- A unique identifier for your mailpiece.
- Electronic verification of delivery or attempted delivery.
- A record of delivery (including the recipient's signature) that is retained by the Postal Service™ for a specified period.

Important Reminders:

- You may purchase Certified Mail service with First-Class Mail®, First-Class Package Service®, or Priority Mail® service.
- Certified Mail service is *not* available for international mail.
- Insurance coverage is *not* available for purchase with Certified Mail service. However, the purchase of Certified Mail service does not change the insurance coverage automatically included with certain Priority Mail items.
- For an additional fee, and with a proper endorsement on the mailpiece, you may request the following services:
 - Return receipt service, which provides a record of delivery (including the recipient's signature). You can request a hardcopy return receipt or an electronic version. For a hardcopy return receipt, complete PS Form 3811, *Domestic Return Receipt*; attach PS Form 3811 to your mailpiece;

for an electronic return receipt, see a retail associate for assistance. To receive a duplicate return receipt for no additional fee, present this USPS®-postmarked Certified Mail receipt to the retail associate.

- Restricted delivery service, which provides delivery to the addressee specified by name, or to the addressee's authorized agent.
- Adult signature service, which requires the signee to be at least 21 years of age (not available at retail).
- Adult signature restricted delivery service, which requires the signee to be at least 21 years of age and provides delivery to the addressee specified by name, or to the addressee's authorized agent (not available at retail).
- To ensure that your Certified Mail receipt is accepted as legal proof of mailing, it should bear a USPS postmark. If you would like a postmark on this Certified Mail receipt, please present your Certified Mail item at a Post Office™ for postmarking. If you don't need a postmark on this Certified Mail receipt, detach the barcoded portion of this label, affix it to the mailpiece, apply appropriate postage, and deposit the mailpiece.

IMPORTANT: Save this receipt for your records.

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Dale Braunel
 4526 Broadway St
 Manitowoc, WI 54226



9590 9402 8349 3094 7915 02

2. Article Number (Transfer from service label)

9589 0710 5270 0443 7371 40

COMPLETE THIS SECTION ON DELIVERY

A. Signature

X *Dale Braunel* Agent Addressee

B. Received by (Printed Name)

Dale Braunel

C. Date of Delivery

D. Is delivery address different from item 1? Yes

If YES, enter delivery address below:

 Yes No

3. Service Type

- Adult Signature
- Adult Signature Restricted Delivery
- Certified Mail®
- Certified Mail Restricted Delivery
- Collect on Delivery
- Collect on Delivery Restricted Delivery
- Insured Mail

 Priority Mail Express® Registered Mail™ Registered Mail Restricted Delivery Signature Confirmation™ Signature Confirmation Restricted Delivery

) Restricted Delivery

USPS TRACKING #



First-Class Mail
Postage & Fees Paid
USPS
Permit No. G-10

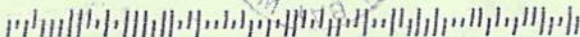
9590 9402 8349 3094 7915 02

United States
Postal Service

• Sender: Please print your name, address, and ZIP+4® in this box•

CITY CLERK CITY OF MANITOWOC
900 QUAY ST.
MANITOWOC, WI 54220

Forestry Assessment





CITY OF MANITOWOC

WISCONSIN, USA
www.manitowoc.org

September 25, 2023

Dale Braunel
4526 Broadway St
Manitowoc, WI 54220

Re: Abatement of Nuisance

To Whom It May Concern:

This notice is to inform you that your property at 823-403-190 (vacant parcel by 4526 Broadway St) has had a Parks Forestry Assessment in 2023. There will be a public hearing at the October 16th Common Council meeting at 6:30 p.m. in the Council Chambers for hearing any objections to the proposed assessments.

The proposed assessment is in the amount of \$594.14 for a dying maple tree that was removed by LeMahieu Tree Service.

If you object to the assessment, please plan to attend this meeting and speak your objection during the public hearing portion of the meeting.

If no objection is made, you will be invoiced for the proposed property assessment. Any payment not made by November 1, 2023 will be automatically be transferred to the tax roll.

If you have any questions concerning this matter, please call me at (920) 686-6950.

Very Truly Yours,

Mackenzie Reed
City Clerk/Deputy Treasurer

MR:jl



DEPARTMENT OF PUBLIC INFRASTRUCTURE
ENGINEERING, STREETS, PARKS,
CEMETERY & FORESTRY DIVISIONS
900 Quay Street
Manitowoc, WI 54220

CERTIFIED MAIL



7020 2450 0002 1804 3279

US POSTAGE
ZIP 54313 \$ 007.82⁰
02 1W
0001404165 DEC 12 2022

UNDELIVERED

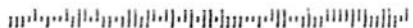
12-14

RECEIVED

DEC 30 2022

CITY OF MANITOWOC
ENGINEERING

54220-935326



7020 2450 0002 1804 3279

| | | | |
|--|--|-------------------|--|
| U.S. Postal Service | | City of Manitowoc | |
| CERTIFIED MAIL | | Parks Office | |
| Domestic Mail Only | | | |
| For delivery information, visit our website at www.usps.com | | | |
| OFFICIAL USE | | | |
| Certified Mail Fee | | | |
| <input type="checkbox"/> Return Receipt (hardcopy) \$ _____ <input type="checkbox"/> Certified Mail Restricted Delivery \$ _____ <input type="checkbox"/> Adult Signature Required \$ _____ <input type="checkbox"/> Adult Signature Restricted Delivery \$ _____ | | | |
| Postage | | | |
| Total Postage and Fees 7.82 | | | |
| Sent to <i>Dale Braunel</i> | | | |
| Street and Apt. No. <i>45-16 Broadway St</i> | | | |
| City, State <i>Manitowoc, WI 54220</i> | | | |
| PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions | | | |



| SENDER: COMPLETE THIS SECTION | COMPLETE THIS SECTION ON DELIVERY |
|--|--|
| <ul style="list-style-type: none"> Complete items 1, 2, and 3. Print your name and address on the reverse so that we can return the card to you. Attach this card to the back of the mailpiece, or on the front if space permits. | A. Signature X <input type="checkbox"/> Agent <input type="checkbox"/> Addressee |
| 1. Article Addressed to: <i>Dale Braunel 4536 Broadway St. Manitowoc, WI 54220</i> | B. Received by (Printed Name) C. Date of Delivery |
|  9590 9402 7013 1225 7913 85 | D. Is delivery address different from item 1? <input type="checkbox"/> Yes If YES, enter delivery address below: <input type="checkbox"/> No |
| 2. Article Number (transfer from service label) 7020 2450 0002 1604 3279 | 3. Service Type <input type="checkbox"/> Adult Signature <input type="checkbox"/> Priority Mail Express® <input type="checkbox"/> Adult Signature Restricted Delivery <input type="checkbox"/> Registered Mail™ <input checked="" type="checkbox"/> Certified Mail® <input type="checkbox"/> Registered Mail Restricted Delivery <input type="checkbox"/> Certified Mail Restricted Delivery <input type="checkbox"/> Signature Confirmation™ <input type="checkbox"/> Collect on Delivery <input type="checkbox"/> Signature Confirmation Restricted Delivery <input type="checkbox"/> Collect on Delivery Restricted Delivery <input type="checkbox"/> Signature Confirmation Restricted Delivery <input type="checkbox"/> Insured Mail <input type="checkbox"/> <input type="checkbox"/> Insured Mail Restricted Delivery <input type="checkbox"/> <small>Over \$500</small> |
| PS Form 3811, July 2020 PSN 7530-02-000-9053 | Domestic Return Receipt |

Dear Property Owner:

A certified letter that we sent to you was returned unclaimed. We are now forwarding you the same letter using the standard mail service. All of the dates in the certified letter still apply whether or not you claimed the original certified letter. If you have any questions, please contact the City of Manitowoc Forestry Division at 920-686-3580.



CITY OF MANITOWOC

WISCONSIN, USA

www.manitowoc.org

TREE/BUSH PUBLIC NUISANCE NOTICE

December 12, 2022

DALE BRAUNEL
4526 BROADWAY ST
MANITOWOC, WI 54220

Dear Property Owner:

An inspection of your property at BROADWAY ST (parcel # 823403190) has shown that a tree located on your private property is a hazard or public nuisance. The tree pictured in the enclosed photos is a safety hazard and should be removed in its entirety.

The City of Manitowoc Municipal Code 8.19(6) states that "If the owner of such premises or the owner's agent and/or tenant refuses or neglects to comply with the written notice within the time specified, the City Forester shall cause the nuisance to be sprayed, pruned, removed or otherwise abated, and shall report the expense to the Municipal Tree Commission as a proposed assessment against the property." The City Council will hold a public hearing on the proposed assessment. The assessment amounts will then be reported to the City Clerk to be levied against each affected parcel and shall constitute a lien collectable as a special assessment.

We would appreciate your assistance by removing the affected tree as requested within 30 days of the date of this notice. **Please contact us at 920-686-3580 or forestry@manitowoc.org with your plan for removal.**

If the tree is not removed within 30 days, the City of Manitowoc Forestry Division or a private contractor will complete the work. The entire cost of abating any hazard or public nuisance, including equipment costs, staff time and/or contractor fees, will then be assessed against your property.

Thank you for your attention to this matter. If you have any further questions or concerns, please feel free to contact the Forestry office at 920-686-3580 weekdays from 7:30 AM to 4:00 PM.

Sincerely,

Billy Hutterer
Operations Manager – Streets & Sanitation, Forestry & Cemetery

SMSR

From: [Sandy Ronski](#)
To: [Mackenzie Reed](#)
Cc: [Billy Hutterer](#); [Dan Koski](#)
Subject: RE: Tree Abatement Parcel 823403190
Date: Tuesday, October 17, 2023 3:16:07 PM
Attachments: [Proof of certified mail - Dale Braunel.pdf](#)
[image001.png](#)
[Issue 13233 letter.pdf](#)
[Issue 13233 - photo 1.JPG](#)
[Issue 13233 - photo 2.JPG](#)

Attached are two pages showing the front & back of the envelope for the certified letter. This letter was returned unclaimed on 12/30/22. That day, I then sent the letter by standard U.S. mail service with the note on blue paper stapled to the letter (see page 2 of the scan). So, this letter was sent twice – once certified & once not. I do not have any proof that it was sent by standard mail, but when certified letters are returned unclaimed, I always send them out again via standard mail. The letter did not come back when it was sent standard mail.

Sandy Ronski

Operations Clerk II
Transit, Cemetery, Parks, & Forestry
City of Manitowoc
900 Quay St.
Manitowoc, WI 54220
920-686-6518
920-686-6525 fax

From: Mackenzie Reed <mreed@manitowocwi.gov>
Sent: Tuesday, October 17, 2023 7:40 AM
To: Sandy Ronski <sronski@manitowoc.org>
Subject: Tree Abatement Parcel 823403190

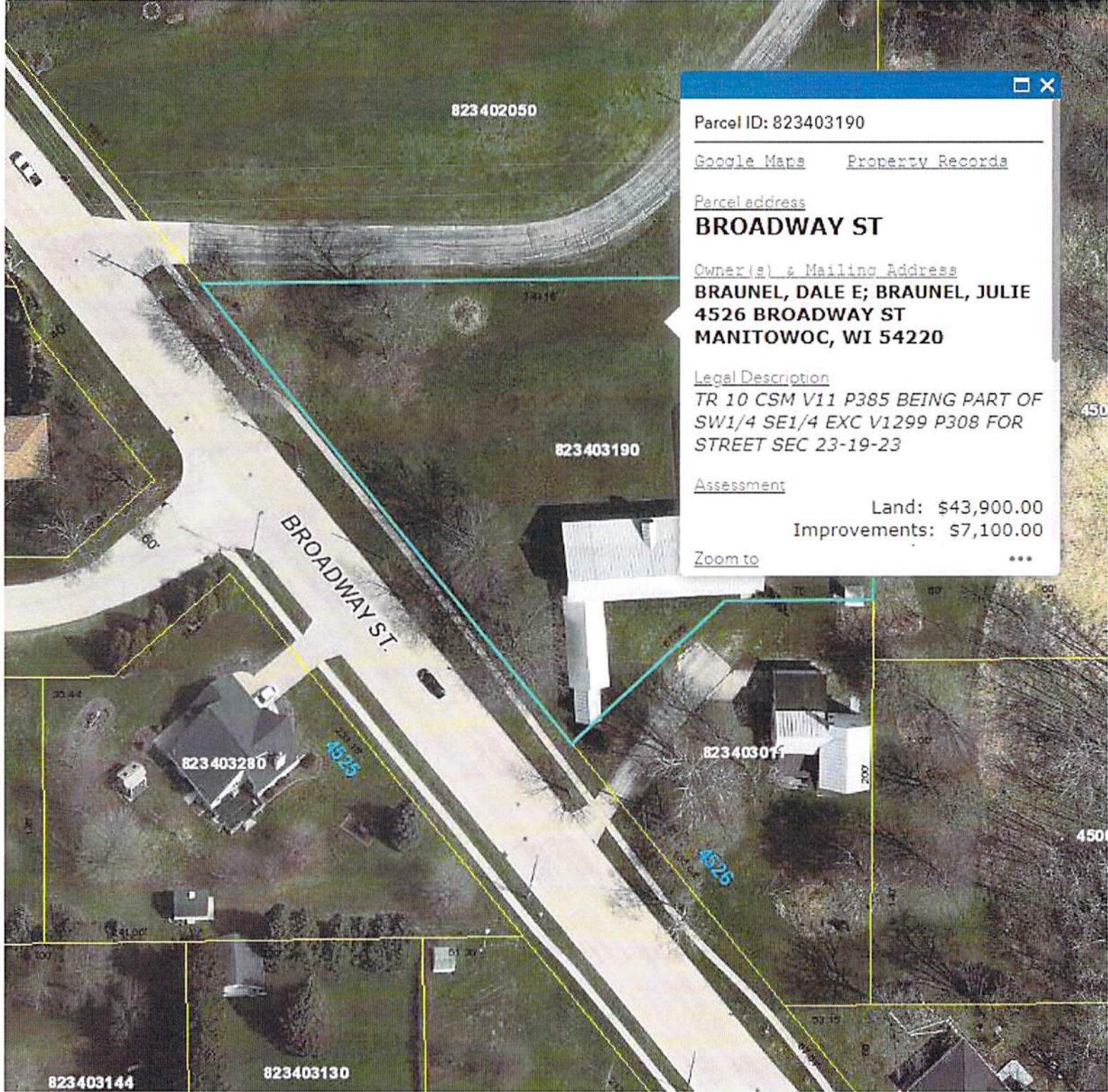
Hi Sandy,

Julie Braunel came to object her tree abatement assessment for parcel 823-403-190 last night. One of the objections presented on her behalf was that they never received any notification prior to the cutting, do you have any certified receipts from that letter or a copy of that letter I could have? They've been invited to next week's BPW to discuss their objection.

Thanks!



Mackenzie Reed, WCMC (she/her)
City Clerk/Deputy Treasurer, City of
Manitowoc
Email: mreed@manitowocwi.gov
Phone: 920-686-6951 | Fax: 920-686-6959
City Hall | 900 Quay St. | Manitowoc, WI 54220
www.manitowoc.org



823402050

Parcel ID: 823403190

[Google Maps](#)

[Property Records](#)

Parcel address

BROADWAY ST

Owner(s) & Mailing Address

**BRAUNEL, DALE E; BRAUNEL, JULIE
4526 BROADWAY ST
MANITOWOC, WI 54220**

Legal Description

*TR 10 CSM V11 P385 BEING PART OF
SW1/4 SE1/4 EXC V1299 P308 FOR
STREET SEC 23-19-23*

Assessment

Land: \$43,900.00
Improvements: \$7,100.00

Zoom to

...

823403190

823403280

823403011

823403144

823403130

4526

4526