



# City of Manitowoc

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

## Meeting Minutes

### Common Council

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Monday, December 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

[23-1066](#)

City Clerk administers Oath of Office for Fire Lieutenant Kevin Cerkas, followed by Badge Pinning

[23-1068](#)

Lakeshore Holiday Parade Awards

#### E. PUBLIC HEARINGS

[23-1069](#)

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 I-2 Heavy Industrial or C-1 Commercial to B-1 Office Residential or B-3 General Business for property located in the south half of Block 245 of the Original Plat being bordered by S 14th, S 15th and Washington Streets

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

City Clerk reported that the notice of public hearing was published on December 4 & 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).

[23-1070](#)

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 R-6 Multiple Family to B-1 Office-Residential for property located at 1402 Clark Street

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

City Clerk reported that the notice of public hearing was published on December 4 & 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

[23-1071](#)

Appointments by Mayor of election inspectors and nursing home deputies in the City of Manitowoc for the ensuing two year term from 1/1/2024 to 12/31/2025

**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

[23-1072](#)

Minutes of the November 20, 2023 Common Council meeting; recommending approval and place on file

[23-1073](#)

Minutes of November 29, 2023 Special Common Council meeting; recommending approval and place on file

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

[23-1074](#)

TID No. 22 Development Agreement with River Landing Developers LLC; recommending acceptance and place on file

**4. Finance Committee (Consent)**

- [23-0956](#) L23-00115 Shaw Claim for damages >\$5,000 due to storm on August 3, 2023; recommending to deny the claim
- [23-0963](#) S.Alexis dispute of Invoice 0422721 - Damage to tree causing premature death of tree; recommending to deny the request
- [23-1030](#) 2023 Poor Fund Report & Distribution Request; recommending to approve the request
- [23-1034](#) Application of "Class B" Intoxicating Liquor & Fermented Malt Beverage License, Digger's Beer Garden, LLC, for Digger Dave's, 714 Buffalo St.; recommending to approve the license
- [23-1035](#) Application of "Class B" Intoxicating Liquor & Fermented Malt Beverage License, Los Barajas, LLC, for La Carreta, 3535 Calumet Ave.; recommending to approve the license
- [23-1037](#) CAWG Request (Unbudgeted) from Public Safety Committee for amount not to exceed \$6,200 for installation of RRFB's (Ped Crossing Lights) at S. 10th Division St.; recommending to approve the request to not exceed \$6,200.00
- [23-1075](#) General City Claims in the amount of \$3,233,138.32 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
- [23-1085](#) 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 acceptance

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

- [23-1039](#) WPS WR 3380605 Easement City of Manitowoc Property 3130 Hecker Rd; recommending to deny the easement
- [23-1044](#) Strand Associates, Inc Agreement for Technical Services; recommending to enter into the agreement
- [23-1045](#) Request for Sidewalk along Magnolia Avenue; recommending to place on file
- [23-1046](#) Rheaume Park and Pulaski Park Furnace Replacement; recommending approval
- [23-1049](#) Approval of the Revised Senior Center Handbook; recommending approval
- [23-1050](#) Approval of Revised 2024 Manitowoc Senior Center Membership Application Form; recommending approval

- [23-1092](#) Report of Board of Public Works of 12/13/2023 for 3rd & final payment of \$8,101.79 to Fahrner Asphalt Sealers LLC, for South 21st Street Bridge Deck Repairs & Deck Sealing, WS-23-10; recommending payment
- [23-1093](#) Report of Board of Public Works of 12/13/2023 for 16th & final payment of \$124,558.00 to Vinton Construction, for 2021 River Point Development Phase I, WS-21-15; recommending payment
- [23-1094](#) Various Progress Invoices from the Wisconsin Department of Transportation; recommending payment
- [23-1095](#) Report of Board of Public Works of 12/13/2023 of approval to enter into AGMT-23-10 with Serenity Farm Landscaping, Inc, to remove 13 Ash Trees at 1416 Grand Avenue, North side of street between 14th and 16th Street as outlined in "Exhibit A"; recommending acceptance of report and place on file
- [23-1096](#) Report of Board of Public Works of 12/13/2023 of approval to enter into AGMT-23-11 with Serenity Farm Landscaping, Inc, to remove 13 Ash Trees at 2301 Clay Pit Road as outlined in "Exhibit A"; recommending acceptance of report and place on file
- [23-1097](#) Report of Board of Public Works of 12/13/2023 of Sourcewell Quote for Playground Equipment for Rheäume, Riverview Drive & Lincoln Parks in the amount of \$77,606.90; recommending approval
- [23-1098](#) Report of Board of Public Works of 12/13/2023, of bids received for 2024 SISP Traffic Signal Upgrade - South 21st Street & Washington Street - Project WS-24-12; recommending awarding to low bidder Bodart Electric Services, Inc, in the amount of \$168,735.04

## 7. Public Safety Committee (Consent)

- [23-0865](#) LifeQuest billing dispute, call 182A-23-2528; recommending approval
- [23-1058](#) Request for "Deaf Child" Sign near 1202 North 8th Street; recommending approval
- [23-1061](#) Manitowoc Fire Rescue billing dispute, incident number 23-3365; recommending to deny and setup a payment plan
- [23-1062](#) Manitowoc Fire Rescue hardship request, incident number 23-2582; recommending to deny the request
- [23-1063](#) LifeQuest hardship request, call number 128A-22-1801; recommending to approve the request

## 8. Plan Commission (Consent)

- [23-0976](#) PC 26-2023: Popp Subdivision No. 4, Concept Plat Review, S. 19th and Summit Streets; recommending to approve the concept plan as presented

## I. COMMITTEE REPORTS

### 1. Committee of the Whole

[23-0954](#) Walgreen Co. Summons & Complaint for 2023 Tax Assessment

**Moved by Sitkiewitz, seconded by Czekala, to approve the Draft Settlement Agreement in Walgreen Co. vs. City of Manitowoc and direct City Staff and the Mayor to revise if necessary and execute the agreement. The motion carried by the following vote:**

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

[23-1079](#) Report of Special Event Committee for the following event subject to Council Action: Metro Jam to also include 6/15/2024 (Waiver of Alcohol in Washington Park)

**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

[23-1031](#) Resolution Establishing Election Workers' Compensation for 2024

**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

[23-1032](#) Resolution to hold Primary Election on February 20,2024 if there are three or more candidates who file nomination papers for a City office at the April 2, 2024 Spring Election.

**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

[23-0961](#) 2023 Budget Amendment - General Fund (1100) / Special Revenue Fund - Visit Manitowoc (2870)

**Moved by Brey, seconded by Reckelberg, to approve the budget amendment. The motion carried by the following vote:**

**Aye:** 9 - Brey, Sitkiewitz, Czekala, Schlei, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

**Nay:** 1 - Vanderkin

[23-1033](#) Denial of Application for Operator's 1 Year License #OP1-23013 for Patrick R. Bell

**Moved by Brey, seconded by Reckelberg, to approve the license. The motion carried by the following vote:**

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

[23-1036](#) Term Sheet for Tax Increment Financing for project located at former Mirro Site with WIRE Capital

**Moved by Brey, seconded by Reckelberg, to approve the term sheet as presented. The motion carried by the following vote:**

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

[23-1051](#) Resolution from Manitowoc Public Utilities for Phase 3 of Ornamental Lighting at River Point Development

**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

[23-1082](#) Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of 2024 Borrowing

**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

[23-1084](#) Agreement between City of Manitowoc and City of Manitowoc Police Department Employees, Law Enforcement Employee Relations Division of the Wisconsin Professional Police Association for 1/1/2024-12/31/2026

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

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

[23-1087](#) Resolution for Seasonal Employment Policy 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

### 4. Public Infrastructure Committee

[23-1038](#) Request for a Pumping Station Mural Project

**Moved by Czekala, seconded by Boldt, that this Request be approved pending Mural Committee. The motion carried by the following vote:**

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

[23-1041](#) 2024 Public Works Program Resolution

**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

[23-1042](#) 2024 Dust Palliative Resolution

**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

[23-1043](#) 2024 City-Wide Sidewalk Construction & Repair Program Resolution

**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

[23-1086](#) Task Order for the Newton Gravel Pit, AECOM Project No. 60135471 (82518) in the amount of \$79,350.00

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

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

[23-1099](#) Resolution Modifying Fee Schedule for Department of Public Infrastructure

**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

[23-1059](#) Joint Powers agreement between Manitowoc County Joint Dispatch Center and the City of Manitowoc effective March 1, 2024

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

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

[23-1083](#)

Professional Service Agreement between the City of Manitowoc and EPLEX, LLC (DBA as E-Plan Exam)

**Moved by Cummings, seconded by Kaderabek, that this Agreement 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

[23-1076](#)

Ordinance to rezone property located at 925 S 15th Street from I-2 Heavy Industrial to B-1 Office Residential

**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

[23-1077](#)

Ordinance to rezone property located at 1402 Clark Street from R-6 Multiple Family to B-1 Office-Residential

**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 7:05 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**