



# City of Manitowoc

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

## Meeting Minutes

### Public Infrastructure Committee

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Wednesday, June 7, 2023

5:30 PM

Council Chambers

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#### 1. Call to Order

Chairman S. Czekala called the meeting to order at 5:30 p.m.

#### 2. Roll Call

**Present:** 4 - Cummings, Czekala, Boldt and Reckelberg

**Absent:** 1 - Beeman

Staff Present: D. Koski, G. Minikel, S. Birr, A. Tegen

Others Present: Andy Holzinger, Katie Haese

#### 3. Public Comment

M. Cummings presented a memo from a Constituent that S. Birr read aloud. The letter pertained to street sweeping and ideas the constituent had to provide sweeper service on a weekly basis during the parking ban window.

#### 4. Presentations

#### 5. Consent Agenda

These items will be approved by one motion unless any Committee Member wishes to remove an item for discussion.

REMOVAL OF CONSENT AGENDA ITEMS: None

Any Committee Member may request removal of any item from the Consent Agenda, and such item shall be removed without debate or vote. Any item or part thereof removed from the Consent Agenda shall be separately considered.

[23-0469](#)

Approval of Minutes from the May 3rd, 2023 Public Infrastructure Committee Meeting

**Attachments:** [May 3, 2023 Minutes](#)

**A motion was made by Vice Chair Tim Boldt, seconded by Member Todd Reckelberg, that the Minutes from the May 3rd meeting were approved. The motion carried by the following vote:**

**Aye:** 4 - Cummings, Czekala, Boldt and Reckelberg

## 6. Discussion and Action Items

[23-0467](#) Request to fill in the ditch at 4506 Harvest Circle, recommending design approval by Engineering Staff

**Attachments:** [23-0467-1 Recommendation Memo](#)  
[23-0467 Harvest Circle - Request to fill Ditch](#)

Katie Haese 4506 Harvest Circle, was present to request filling in the ditch in front of her house. They are willing to do the work and wanted approval first.

G. Minikel previous spoke with property owner and with the other drainage project taking place he wanted the Committee to be aware and approve this project. This project should not be affected by the project the City is currently doing.

He also informed the property owner and the Committee that he would request an Engineering Consultant look at the grades to be certain that filling in the ditch will not cause a drainage issue elsewhere.

T. Reckelberg said that he would recommend a plan with grades be submitted to the City Engineering Department as it is public right-of-way.

The property owner said they would like to put in a culvert system that works properly.

S. Czekala believes a person should be able to do as they please with their property and if she submits a design that doesn't hold the city liable he will support it.

The Committee recommended working with the City Engineering Staff to come up with a culvert design.

**A motion was made by Member Michael Cummings, seconded by Vice Chair Tim Boldt, that the Request to fill in the culvert with approved Engineering Design was approved for consent agenda. The motion carried by the following vote:**

**Aye:** 4 - Cummings, Czekala, Boldt and Reckelberg

[23-0494](#) Request to revisit the driveway issue at 631 N. Water Street

**Attachments:** [23-0494 Previous Request from Property Owner for 631 N Water Street](#)  
[23-0494 631 N Water Street Recommendation from Engineering](#)

The Committee invited Andy Holzinger to the table to re-discuss the driveway issue.

S. Czekala explained that the tax payers should not be responsible for re-designing his driveway. The Committee was in favor of the property owner

doing the work to access the driveway from both directions at his expense. A permit would need to be obtained through Engineering Department.

**A motion was made by Member Michael Cummings, seconded by Vice Chair Tim Boldt, that the Request to redesign driveway at 631 N Water Street was placed on file with Engineering Dept. The motion carried by the following vote:**

**Aye:** 4 - Cummings, Czekala, Boldt and Reckelberg

[23-0439](#)

Pedestrian Crossing Sign Installation and Maintenance Agreement with First German Ev. Lutheran Church to install Two (2) Rectangular Rapid Flashing Beacons Pedestrian Crossing Signs at the north crosswalk of South 8th and Marshall Street, recommending approval.

**Attachments:** [Ped Crossing Sign Installation and Maintenance Agreement - First German](#)

**A motion was made by Vice Chair Tim Boldt, seconded by Member Todd Reckelberg, that the Pedestrian Crossing Agreement was approved for consent agenda. The motion carried by the following vote:**

**Aye:** 4 - Cummings, Czekala, Boldt and Reckelberg

[23-0389](#)

Request for Screening around the former Mirro Site

S. Czekala said that he heard there was action on the property and A. Tegen said there was an offer to purchase south side of property.

**A motion was made by Member Michael Cummings, seconded by Vice Chair Tim Boldt, that the Request for screening was placed on file within Engineering Department. The motion carried by the following vote:**

**Aye:** 4 - Cummings, Czekala, Boldt and Reckelberg

## 7. Previously Tabled Items

[23-0390](#)

N. 41st Street request to pave Archer St. to south, recommending placing on file

**Attachments:** [23-0494 631 N Water Street Recommendation from Engineering](#)  
[23-0390 NORTH 41st ARCHER TO SOUTH.pdf](#)  
[N. 41st St. - Archer to South \(2\)](#)  
[N. 41st St. - Archer to South](#)

G. Minikel explained that there is currently a work order for Street Crews to rebuild up the center ring with additional gravel and allow drainage to the inlets.

**A motion was made by Member Todd Reckelberg, seconded by Vice Chair Tim Boldt, that the Request was placed on file for Consent Agenda, DPW crews to place additional gravel as needed. The motion carried by the following vote:**

**Aye:** 4 - Cummings, Czekala, Boldt and Reckelberg

## 8. Adjournment

Chairman S. Czekala informed the Committee that they will not meet in July and the next meeting will be held on August 2, 2023.

**A motion was made by Member Todd Reckelberg, seconded by Member Michael Cummings, that the meeting was adjourned at 6:13 p.m. The motion carried by the following vote:**

**Aye:** 4 - Cummings, Czekala, Boldt and Reckelberg