



# City of Manitowoc

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

## Meeting Agenda

### Common Council

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Monday, January 5, 2015

7:00 PM

Council Chambers - City Hall

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Pursuant to Section 19.84(2) and (3) of the Wisconsin Statutes, notice is hereby given to the public, to the Herald-Times-Reporter, the official newspaper of Manitowoc, and to those news media who have filed a written request for this notice that a meeting of the above-referenced will be held at the date, time and location listed above.

The above governmental body will meet to discuss and possibly take action on the agenda items set forth below.

#### A. CALL TO ORDER

#### B. ROLL CALL

#### C. PLEDGE OF ALLEGIANCE

#### D. INVOCATION

*Council President Scott McMeans*

#### E. PRESENTATIONS

[15-033](#) Presentation of awards for Lakeshore Holiday Parade.

[15-046](#) Presentations by District 5 Alderperson candidates.

[15-047](#) Appointment of District 5 Alderperson for the City of Manitowoc for the term ending 4/18/16.

**Attachments:** [Martell.pdf](#)  
[Brandel.pdf](#)  
[Goeke \(2\).pdf](#)

[15-034](#) Presentation by BPI Committee to update Council on their activities.

#### F. PUBLIC HEARINGS

#### G. PUBLIC INPUT

*Members of the public will be permitted to speak at the first or second scheduled Common Council meeting of each month on any matter of public interest. The comments from each speaker shall be limited to five minutes in length unless extended by action of the Common Council.*

## H. STANDING COMMITTEE REPORTS

1. Committee of the Whole (Council President Scott McMeans)
2. Finance (Chairman Eric Sitkiewitz)
3. Licensing, Permits and Inspections (Chair Jim Brey)
4. Parks and Recreation (Chair Jason Sladky)
5. Personnel (Chair Jill Hennessey)
6. Public Infrastructure (Chair Dave Soeldner)
7. Public Safety (Chair Christopher Able)

## I. APPOINTMENTS AND BUSINESS PRESENTED BY THE MAYOR

[15-013](#) Appointment to Community Development Authority: Anton A. Doneff, Sr., in place of Chelle Blaszczyk, for unexpired term expiring 6/1/16.

**Attachments:** [15-013.pdf](#)

[15-069](#) Mayor appoints new D. 5 Alderperson to the following Standing Committees: Finance Committee, Parks and Recreation Committee and Public Safety Committee.

## J. RECESS

During the recess of the Common Council the Mayor will discuss all matters concerning the operation of the City of Manitowoc. Prior to going into recess, the Mayor publicly announces that during the recess the standing committees of the Common Council, as well as the Committee of the Whole, will meet in the Council Chambers to discuss and act upon some of the matters which have been discussed or referred at this Common Council Meeting.

2. CLOSED SESSION: None

## K. CONSENT AGENDA

*These items will be approved by one motion unless any member of the Council wishes to remove an item for discussion.*

1. Removal of Consent Agenda Items

*Any Common Council 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.*

## 2. Miscellaneous

[15-015](#) Minutes of Common Council of Monday, November 17, 2014, recommending approval and place on file.

**Attachments:** [15-015.pdf](#)

[15-016](#) Minutes of Common Council of Monday, December 1, 2014, recommending approval and place on file.

**Attachments:** [15-016.pdf](#)

[15-070](#) Minutes of Brownfields Advisory Committee of 12/9/14; Crime Prevention Committee of 11/6/14; Plan Commission of 6/11/14, 7/10/13, 6/12/13, 5/16/12; 4/11/12, 2/15/12; Public Utilities Commission of 11/10/14 & 11/24/14, recommending approval and place on file.

**Attachments:** [201501020937.pdf](#)

[201501020936.pdf](#)

[15-028](#) Public Notice of an Air Pollution Permit Application Review from Wisconsin DNR relative to Carmeuse Lime and Stone, 4110 Rockwood Rd., Manitowoc, recommending placing on file.

**Attachments:** [15-028.pdf](#)

[15-048](#) Communication from Society of St. Vincent de Paul thanking Schuette, Wernecke, Wilda, Rank Christmas Fund for their donation, recommending placing on file.

**Attachments:** [15-048.pdf](#)

## 3. Committee of the Whole

[15-001](#) General City Claims in the amount of \$1,860,176.88 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.

**Attachments:** [COW 15-001.pdf](#)

## 4. Finance Committee

[15-020](#) Communication from City Assessor Sarah Hoppe to delete tax of \$6.27 for PP Parcel 000-022-707 due to palpable error, recommending to delete tax of \$6.27.

**Attachments:** [FN 15-020.pdf](#)

[15-021](#) Communication from City Assessor Sarah Hoppe to rescind tax of \$108.67 for parcel 000-918-462 for personal property due to palpable error, recommending to rescind tax of \$108.67.

**Attachments:** [FN 15-021.pdf](#)

[15-022](#) Communication from City Assessor Sarah Hoppe to rescind tax of \$1,274.54 for parcel 834-402-130 for real property due to palpable error, recommending to rescind taxes of \$1,274.54.

**Attachments:** [FN 15-022.pdf](#)

[15-023](#) Communication from City Assessor Sarah Hoppe to rescind tax of \$334.35 for parcel 000-918-375 for personal property due to palpable error, recommending to rescind tax of \$334.35.

**Attachments:** [FN 15-023.pdf](#)

[15-024](#) Communication from City Assessor Sarah Hoppe to rescind tax of \$62.69 for parcel 000-918-274 for personal property due to palpable error, recommending to rescind tax of \$62.69.

**Attachments:** [FN 15-024.pdf](#)

[15-025](#) Communication from City Assessor Sarah Hoppe to rescind tax of \$1,776.18 for parcel 000-050-955 for personal property due to palpable error (duplicate assessment), recommending to rescind tax of \$1,776.18.

**Attachments:** [FN 15-025.pdf](#)

[15-026](#) Communication from City Assessor Sarah Hoppe to rescind tax of \$104.49 for parcel 000-317-262; \$125.39 for parcel 000-918-224; \$146.27 for parcel 000-918-154; and \$313.45 for parcel 000-010-868, all for personal property due to palpable errors, recommending to rescind tax amounts listed above.

**Attachments:** [FN 15-026.pdf](#)

[15-027](#) Communication from City Assessor Sarah Hoppe to rescind tax of \$5,000.44 for parcel 835-401-033 for real property due to palpable error, recommending to rescind tax of \$5,000.44.

**Attachments:** [FN 15-027.pdf](#)

[15-032](#) Communication from City Assessor Sarah Hoppe notifying of personal property palpable error related to parcels 000-918-389 and 000-308-768 (GE Capital Information Tech Solutions), recommending to rescind the 2014 taxes for personal property in the amount of \$4,419.53.

**Attachments:** [FN 15-032.pdf](#)

## 5. Licensing, Permits and Inspections Committee

**6. Parks and Recreation Committee****7. Personnel Committee****8. Public Infrastructure Committee**

[15-007](#) Report of the Board of Public Works of December 10, 2014 for 1st and final payment of WB-14-23 Digester Building No. 4 Re-Roofing to Kaschak Roofing Inc. in the amount of \$21,900.00, recommending payment.

**Attachments:** [PI 15-007.pdf](#)

[15-008](#) Report of Board of Public Works of December 10, 2014, of 6th and Final payment for Dewey Street Stormwater Pond Prairie Seeding and Tree Installation to Lakeshore Cleaners Inc. in the amount of \$8,683.38, recommending payment.

**Attachments:** [PI 15-008.pdf](#)

[15-009](#) Report of Board of Public Works of November 19, 2014 for 2nd and Final payment for WU-14-8 Sanitary Sewer Construction to Kip Gulseth Construction Co. in the amount of \$24,073.64, recommending payment.

**Attachments:** [PI 15-009.pdf](#)

[15-010](#) Report of Board of Public Works of November 19, 2014 for Cleaning/Demolition of Aboveground Storage Tank for 1st and Final Payment to Veolia Environmental Services in the amount of \$46,887.00, recommending payment.

**Attachments:** [PI 15-010.pdf](#)

[15-011](#) Report of Board of Public Works of November 19, 2014 for WS-14-1 Concrete Paving for 5th and Final Payment to Vinton Construction Co. in the amount of \$31,195.24, recommending payment.

**Attachments:** [PI 15-011.pdf](#)

**9. Public Safety Committee****L. NON-CONSENT AGENDA ITEMS INCLUDING ITEMS REFERRED AT THIS MEETING AND ITEMS PREVIOUSLY REFERRED WHICH MAY BE CONSIDERED AT THIS COMMON COUNCIL MEETING****1. Committee of the Whole**

[15-039](#) Resolution urging the Legislature and the Governor to enact the League of Wisconsin Municipalities Partnership for Prosperity agenda to accomplish the critical goals of job creation and economic growth.

**Attachments:** [COW 15-039.pdf](#)

## 2. Finance Committee

[15-012](#) Resolution authorizing the submittal of an application with the U S Environmental Protection Agency Brownfields Assessment Grant program pursuant to the Small Business Liability Relief and Brownfields Revitalization Act - P.L. 107-118.

**Attachments:** [FN 15-012.pdf](#)

[15-058](#) Quarterly Capital Allocation Working Group (CAWG) Report for December 31, 2014

**Attachments:** [20141231040555629.pdf](#)

[15-040](#) Proposal to review the Status of Each Tax Incremental Finance District and Prepare a Report with Options Ehlers & Associates, Inc.

**Attachments:** [20141224005521804.pdf](#)

[FN 15-040.pdf](#)

[15-041](#) Request from Tree Commission to establish a non-lapsing fund from proceeds of firewood sales which would be used in the city's forestry operations.

**Attachments:** [20141224005502354.pdf](#)

[15-042](#) Letter from Friends of the Manitowoc Family Aquatics Center, Inc. regarding \$50,000 request for funding for 2013 operations.

**Attachments:** [20141224005537115.pdf](#)

[15-049](#) Amended Summons and Complaint of Flagstar Bank vs. Goertz and City of Manitowoc, adding City as defendant, Case No. 14 CV 467.

**Attachments:** [FN 15-049.pdf](#)

## 3. Licensing, Permits and Inspections Committee

[14-2626](#) Request regarding the East Wisconsin Stock Car Racing Group project for waiver of fees.

**Attachments:** [LPI 14-2626.pdf](#)

## 4. Parks and Recreation Committee

[14-1586](#) Communication from Joseph Van Ells relative to Dale Street Park water issues primarily effecting his residence at 815 Forest Circle. (Copy to Public Infrastructure Committee).

**Attachments:** [14-1586.pdf](#)

[14-2326](#) Communication from Salutz & Salutz on behalf of Manitowoc American Legion Baseball requesting the City to provide coupons for free or reduced admission to participants for the Aquatic Center and/or Mini Golf for their tournament in July of 2015.

**Attachments:** [PK14-2326.pdf](#)

[14-2365](#) Special Events Requests from Debbie Seehafer for multiple tennis tournaments to be held at Lincoln Park courts along with waiver of fee requests for each. Dates of tournaments are June 27-29, July 4-8, August 7-9 and August 22-24, 2015.

**Attachments:** [PK14-2365.pdf](#)

[14-2475](#) 2015 Proposal for Aquatic Center/Mini Golf pricing.

**Attachments:** [PK14-2475.pdf](#)

[15-018](#) Request for Waiver of Fees from Manitowoc Fish and Game for rental of Lincoln Park Cabin 1 for 2015 meetings.

**Attachments:** [PK 15-018.pdf](#)

[15-029](#) Request from George Kapitz, Broken Spoke Bike Studio, to groom snow trails at Silver Creek Park for the use of fat bikes.

**Attachments:** [PK 15-029.pdf](#)

[15-030](#) Special Events Request from Broken Spoke Bike Studio to hold Shelltrack/Fat Bike Race on January 31, 2015 at Silver Creek Park with waiver of fee request attached.

**Attachments:** [PK 15-030.pdf](#)

[15-035](#) Request from Manitowoc Public Library for waiver of fees for rental of Lincoln Park Cabin on 8/8/15 for One-to-One Adult Literacy Partners.

**Attachments:** [PK 15-035.pdf](#)

[15-037](#) Communication from Manitowoc Amateur Baseball, Inc. to extend their license with the City for the use of Municipal Field for the one year period of May 1, 2015 through August 31, 2015.

**Attachments:** [PK 15-037.pdf](#)

[15-045](#) Request from Manitowoc County Fair for waiver of fees for use of Wenger Bandwagon for County Fair, August 24-31, 2015.

**Attachments:** [PK 15-045.pdf](#)

[15-061](#) Communication from St. Mary/St. Michael School Home School Association requesting donation for their Winterfest event on February 28, 2015.

**Attachments:** [PK 15-061.pdf](#)

[15-067](#) Special Events Request from Justin Finlan to hold Winter Softball Tournament at Citizen Park on January 22-23, 2015.

**Attachments:** [PK 15-067.pdf](#)

[15-068](#) Request for Waiver of Fee from Manitowoc Youth Baseball, Girl's Softball and Commissioner Gregg Luebke for use of Citizens Park Field House for teaching clinics in February, March and April, 2015.

**Attachments:** [PR 15-068.pdf](#)

## 5. Personnel Committee

[15-002](#) Resolution to approve the newly revised Employee Policy Manual.

**Attachments:** [PL 15-002.pdf](#)  
[EPM-Current thru CC 2015 FINAL.pdf](#)

[15-003](#) Resolution to approve internal equity move from Step 1 to Step 3, Grade K, for Jeri Lynn Christensen, Police Department Office Manager.

**Attachments:** [PL 15-003.pdf](#)

[15-004](#) Resolution to approve the salary for the hiring of a new Deputy Police Chief, at Grade P of the Compensation Pay Plan.

**Attachments:** [PL 15-004.pdf](#)

[15-005](#) Resolution to hire two part-time Transit Drivers in the Department of Public Infrastructure, Transit Division.

**Attachments:** [PL 15-005.pdf](#)

[15-006](#) Resolution to approve the hiring process for vacant positions under the authority of the Common Council.

**Attachments:** [PL 15-006.pdf](#)

## 6. Public Infrastructure Committee



- [13-120](#) Ordinance to amend Section 7.210 of the Manitowoc Municipal Code regulating snow removal and deposits.
- Attachments:** [13-120.pdf](#)
- [13-214](#) Request from SMI as representatives of Manitowoc Cinema LLC for approval of a conditional use permit and site plan for a commercial development in an area located south of the south end of So. 44th Street, east of I-43, north of Viebahn St. and west of a lowland area in the vicinity.
- [13-606](#) Ordinance amending Sections 10.290 and 10.730 of the Municipal Code to designate a portion of Park Street as a one-way street and to add angle parking.
- Attachments:** [13-606.pdf](#)
- [13-658](#) Ordinance to amend Section 10.410 (1) to remove South 16th Street from Washington Street to 650 feet north of Wollmer Street from the winter parking ban.
- Attachments:** [13-658.pdf](#)
- [14-1447](#) 5 Year Capital Improvement Plan (CIP) 2015-2019
- Attachments:** [20140710084614076.pdf](#)
- [14-1745](#) Ordinance to amend Section 10.430, parking regulations for street sweeping.
- Attachments:** [20140818154037491.pdf](#)
- [14-2168](#) Ordinance to amend Section 10.440 of the Municipal Code relative to parking regulations for spring clean-up and fall brush pick-up.
- Attachments:** [14-2168.pdf](#)
- [15-014](#) Adoptable Areas Program for maintenance and improvement of parks and designated green spaces. (Copy to Parks & Recreation)
- Attachments:** [PI 15-014 \(2\).pdf](#)
- [15-031](#) Memorandum from City Clerk Jennifer Hudon requesting that refunds be made to taxpayers on the 5-year plan for seal coating due to an interest calculation error.
- Attachments:** [PI 15-031.pdf](#)
- [15-062](#) Amendment No. 1 to Assist to Transport, LLC Lease.
- Attachments:** [PI 15-062.pdf](#)

## 7. Public Safety Committee

[14-2421](#) Communication from CESA 7 Head Start requesting a "No Parking During School Hours" sign to be posted on the 700 block of State Street to allow buses to pick up and drop off children safely in front of school.

**Attachments:** [PS14-2421.pdf](#)

[14-2620](#) Amendment No. 1 to agreement with Lakeshore Humane Society and the City of Two Rivers for care of animals taken into custody by the City.

[14-2621](#) Resolution adopting Manitowoc County's hazard mitigation plan.

**Attachments:** [PS 14-2621.pdf](#)

[14-2622](#) Ordinance amending 10.390 creating a no parking zone for 44' on Chicago Street east of the 10th Street curblin.

**Attachments:** [PS 14-2622.pdf](#)

[15-017](#) Communication from Attorney Joseph Pozorski III in behalf of Heather Freiwald, 1413 N. 6th Street, requesting an appeal relative to property being deemed a nuisance property.

**Attachments:** [PS 15-017.pdf](#)

[15-019](#) Joint Powers Agreement between Manitowoc County Joint Dispatch Center and City of Manitowoc effective March 1, 2015.

**Attachments:** [PS 15-019.pdf](#)

## 8. Licenses

[14-2542](#) #8 Class "B" Fermented Malt Beverage license of Apple Tree Archery, LLC, Eric Caylor, Agent, 3009 Menasha Avenue.

[15-050](#) #7 - 2014 Secondhand Article Dealer license of Michael L. Nichols, d/b/a GameStop #3226, 4140 Harbor Town Lane, Ste. 700.

[15-051](#) #6 - 2014 Pawnbroker license of Leo P. Jadowski, d/b/a L & B Pawn, 1022 S. 10th Street.

[15-052](#) #7 - 2014 Secondhand Jewelry Dealer license of David Pahmeier d/b/a Rummele's, Inc., 4101 Calumet Avenue.

[15-053](#) #2 - 2014 Mobile Home Park License of Pentler Family Limited Partnership, Newport Village, 770 E. Albert Drive.

[15-054](#) #3 - 2014 Mobile Home Park License of Pentler Family Limited Partnership, Newport Village West, 88 Albert Drive.

[15-055](#) #2 - 2015 Commercial Garbage Hauler's License of Manitowoc Disposal, Inc., 1800 Johnston Drive.

[15-056](#) #3 - 2015 Commercial Garbage Hauler's License of Advanced Disposal Services, 428 High St., Chilton, WI

[15-057](#)

#4 - 2015 Commercial Garbage Hauler's License of Waste Management, 1861 E. Allouez Ave., Green Bay, WI

**M. OTHER BUSINESS****N. ADJOURN**

*1. Next Scheduled Common Council Meeting: Monday, January 19, 2015, at 7:00 pm in the Common Council Chambers at City Hall.*

If you need accommodations for this meeting, please notify the City Clerk's office at least 48 hours in advance of the meeting (or as soon as possible after the meeting is posted, if posted less than 48 hours prior to the meeting time) at 686-6950. For additional assistance, individuals with hearing or speech disabilities can call 711 and be connected to a telephone relay system.

**Jennifer Hudon**  
**City Clerk**