



City of Manitowoc

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

Meeting Agenda

Common Council

Monday, February 17, 2020

6:30 PM

Council Chambers

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 & INVOCATION

D. PRESENTATIONS

E. PUBLIC HEARINGS

[20-0153](#) 6:30 p.m. Public Hearing for the purpose of hearing any and all interested parties in the matter of a proposed Conditional Use Permit for the establishment of a "Recycling Facility" in the C-1 Commercial District located at 1107 Franklin St.

[20-0154](#) 6:31 p.m. Public Hearing for the purpose of hearing any and all interested parties in the matter of a proposed Conditional Use Permit for an Open Sales Lot located at 2020 Dufek Drive

[20-0155](#) 6:32 Public Hearing for the purpose of hearing any and all interested parties in the matter of proposed changes to Chapter 15 of the Municipal Code. Proposed changes: Amendment to Chapter 15.540 - Sign Ordinance, and Amendment to Chapter 15 regarding Bed & Breakfasts, Residential Dwellings and Short-Term Rentals.

F. PUBLIC INPUT

Members of the public will be permitted to speak at the Common Council meeting 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.

G. APPOINTMENTS AND BUSINESS PRESENTED BY THE MAYOR

H. 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

[20-0156](#) Minutes of January 20, 2020 Common Council meeting, recommending approval and place on file.

Attachments: [CC Min 1-20-2020](#)

[20-0170](#) Report of 2019 activities of Great Lakes Utilities (GLU) as required by Resolution. Recommending acceptance and place on file.

Attachments: [2020-02-07 Ltr GLU Update to City Council](#)

3. Committee of the Whole (Consent)

[20-0185](#) Report of Special Events Committee relative to approval of the following events: Brutal Wear Open Tennis Tournaments on 8/7-8/9/2020; Waiver of Fees: Magical Trolley Ride to the North Pole on 12/4-12/5/2020; Waiver of Fees: Shop With a Cop on 12/9-12/10/2020; Waiver of Fees & Event: Believe in Bella on 2/22/2020; Touch the Trucks on 7/15/2020; recommending acceptance of report and place on file.

Attachments: [SE Report - February](#)
[Brutal Wear Tennis Tourn](#)
[Trolley Ride - Waiver of Fees](#)
[Shop with a Cop - Waiver of Fees](#)
[Believe in Bella](#)
[Touch the Trucks](#)

4. Finance Committee (Consent)

[20-0103](#) CAWG recommended funding for Unbudgeted request to construct additional storm inlets at 1112 N. 12th St. in the amount not to exceed \$35,000, recommend approval.

Attachments: [CAWG Request - new storm inlets](#)

[20-0105](#) 2019 Capital Allocation Working Group request log, recommend acceptance and place on file.

Attachments: [2019 Log of CAWG Requests Finance 2 2020 Meeting](#)

[20-0157](#) General City Claims in the amount of \$9,301,659.50 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: [February Claims](#)
[2-14-2020](#)
[2-7-2020](#)
[1-31-2020](#)
[1-31-2020 \(2\)](#)
[1-24-2020](#)

[20-0174](#) 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.

Attachments: [February License Report](#)

5. Personnel Committee (Consent)

[20-0057](#) Out of State Travel Request -Snow Plow Training-Ohio-DPI, recommending approval.

Attachments: [OOS APWA DPI Laborers.pdf](#)

[20-0109](#) Out of State Travel Request-FASTER Conference-DPI, recommending approval.

Attachments: [FASTER out of state travel.pdf](#)

6. Public Infrastructure Committee (Consent)

[20-0113](#) Agreement for Professional Services with McMahon Associates, Inc. for Sanitary Sewer & Lateral Reconstruction, recommending entering into Agreement

Attachments: [20-0113 Agreement for PS with McMahon for Sanitary Sewer & Lateral Reconsi](#)

[20-0116](#) Request for permission to operate a Mobile Cookie Booth, recommending approval of the request

Attachments: [20-0116 Request for permission to operate a Mobile Cookie Booth.pdf](#)

[20-0117](#) Storm Sewer Inlets for North 12th Street between Waldo Blvd and Windiate Street, recommending approval for additional inlets

Attachments: [20-0117 Request to Install Storm Inlets for N 12th Street.pdf](#)
[20-0117 CAWG Request - new storm inlets.pdf](#)

- [20-0125](#) Purchase of a z-track lawn mower from Cemetery Perpetual Care Fund, recommending approval
- Attachments:** [20-0125 2020 Cemetry z-trak Request Memo.pdf](#)
[20-0125 Riesterer & Schnell Quote.pdf](#)
[20-0125 Eis Implement Quote.pdf](#)
- [20-0158](#) Report of Board of Public Works of 1/22/2020 of appeal for snow removal assessment for property at 3207 Mero St., recommending to deny the appeal.
- Attachments:** [Snow Appeal - 3207 Mero](#)
- [20-0159](#) Report of Board of Public Works of 1/22/2020, of bids received for 2020 Epoxy Painting - Pavement Marking Program, Project WS-20-9, recommending awarding to low bidder, Brickline Inc Madison in the amount of \$117,512.40.
- Attachments:** [WS-20-9](#)
[Bid Tab WS-20-9](#)
- [20-0160](#) Report of Board of Public Works of 1/22/2020 of approval to enter into AGMT-20-21 with Chris Lewis Tree Surgery for Ash Tree Removal at various locations for a contract price of \$9,450.00, recommending acceptance and place on file.
- Attachments:** [AGMT-20-21](#)
- [20-0161](#) Report of Board of Public Works of 2/5/2020 of appeal for noxious weed assessment for property at parcel 520-031-070, recommending to deny the appeal.
- Attachments:** [Noxious weed appeal 520-031-070](#)
- [20-0162](#) Report of Board of Public Works of 2/5/2020 of appeal for snow removal assessment for property at 719 York St., recommending to rescind the assessment.
- Attachments:** [Snow Appeal - 719 York](#)
- [20-0163](#) Report of Board of Public Works of 2/5/2020, of bids received for 2020 Tree & Stump Removal for Sidewalk Remove & Replace Program, Project WO-20-11R, recommending awarding to low bidder, Kuzisaso Construction in the amount of \$45,440.00.
- Attachments:** [WO-20-11R](#)
[Bid Tab WO-20-11R](#)
- [20-0164](#) Report of Board of Public Works of 2/5/2020, of bids received for 2020 Televising Miscellaneous Sewers I, Project WU-20-5, recommending awarding to low bidder, Green Bay Pipe & TV, LLC in the amount of \$44,026.67.
- Attachments:** [WU-20-5](#)
[Bid Tab WU-20-5](#)

[20-0165](#) Report of Board of Public Works of 2/5/2020, of bids received for Blue Rail Restroom Facility, Project WB-20-15, recommending awarding to low bidder, A.C.E. Building Service in the amount of \$598,932.00 subject to the City receiving grants sufficient to complete the project.

Attachments: [WB-20-15](#)
[Bid Tab WB-20-15](#)

[20-0166](#) Report of Board of Public Works of 2/5/2020, of bids received for 2020 Concrete Paving II, Project WS-20-2, recommending awarding to low bidder, Vinton Construction Company in the amount of \$1,755,456.16.

Attachments: [WS-20-2](#)
[Bid Tab WS-20-2](#)

[20-0167](#) Report of Board of Public Works of 2/5/2020, of quotes received for Sewer Jetter with Front Mount Hose Reel with Rear Dump Valve for Sewer Flushing for Dept. of Public Infrastructure, Quote QE-20-5, recommending awarding to Macqueen Equipment in the amount of \$248,556.00.

Attachments: [QE-20-5](#)
[Quote Tab QE-20-5](#)
[QE-20-5 Jetter Memo Recommendation.pdf](#)

[20-0168](#) Report of Board of Public Works of 2/5/2020, of quotes received for Two Tandem Axle Dump Trucks with Plow and Wing for Dept. of Public Infrastructure, Quote QE-20-4, recommending awarding to low quoter, Monroe Truck in the amount of \$171,228.00.

Attachments: [QE-20-4](#)
[Quote Tab QE-20-4](#)

[20-0169](#) Report of Board of Public Works of 2/5/2020, of quotes received for Two 2.5 Ton Trucks with Slide in Salter with Plow and Wing Attachments for Dept. of Public Infrastructure, Quote QE-20-3, recommending awarding to low quoter, Monroe Truck in the amount of \$228,460.00.

Attachments: [QE-20-3](#)

7. Public Safety Committee (Consent)

8. Plan Commission (Consent)

[20-0067](#) PC 2-2020: Annual Review of Community Living Arrangements, recommending to approve the associated licenses for Community Living Arrangements for 2020.

Attachments: [20-0067 Report to Plan Commission CLAs.pdf](#)
[20-0067 Report to Council CLAs.pdf](#)

[20-0068](#) PC 1-2020: Koenig: Quit Claim Deed for Viebahn Street, recommending to accept the quit claim deed and instruct the City Clerk to record the deed at the Manitowoc County Register of Deeds Office.

Attachments: [20-0068 PC Report Viebahn Street Koenig.pdf](#)
[20-0068 Report to Council Viebahn St.pdf](#)

[20-0069](#) PC 7-2020: Release of Sanitary Sewer Easement - Bayshore Development - former Elks Club Golf Course, recommending to approve the release of easement as presented.

Attachments: [20-0069 PC Report easement release Bayshore.pdf](#)
[20-0069 Report to Council Bayshore Sanitary Sewer Release.pdf](#)

I. COMMITTEE REPORTS

1. Committee of the Whole

[20-0091](#) Discussion on City of Manitowoc moving to a city manager or city administrator position

Attachments: [1272020 COW Presentation.pdf](#)

[20-0092](#) Discussion on term limits for elected officials in the City of Manitowoc

Attachments: [Memo from City Attorney re Term Limits Ordinance.pdf](#)
[2.110 Term Limits January 2020.pdf](#)

[20-0172](#) Demolition permit request from City Centre LLC for Property located at parcel 819-403-020

Attachments: [819-403-020](#)

[20-0186](#) Report of Special Events committee Recommending approval for the following event subject to Council action: Acoustic Fest on 7/18/2020 (Waiver of rules prohibiting alcohol in the park; no parking on a portion of the east side of S. 12th St.).

Attachments: [Feb. SE Report need CC action](#)
[Acoustic Fest](#)

[20-0190](#) Agreement with Amanda Brusky for Vendor Management Services for 2020 Fourth on the Shore Event

Attachments: [2020 Proposed Fourth on the Shore Vendor Management Services Agreement](#)

2. Finance Committee

[20-0101](#) Affidavit of canceled tax certificates from Manitowoc County

Attachments: [Affidavit of Canceled Tax Certificates](#)

[20-0104](#) Engagement letter from CLA for audit services

Attachments: [Mtw City - EL](#)

[20-0106](#) Resolution to extend TID #10 for Housing Programs

Attachments: [Res to extend TID No. 10 for Housing Programs](#)

[20-0107](#) Resolution to extend TID #12 for Housing Programs

Attachments: [Res to extend TID No. 12 for Housing Programs](#)

[20-0110](#) Structure of 2020 permanent financing

Attachments: [Baird Borrowing Structure](#)
[15 Year Scenario](#)
[19 Year Scenario](#)

[20-0123](#) "Other Special Charge" appeal for parcel 330-008-152

Attachments: [Lakeshore Mall](#)
[Other Special Charge appeal](#)
[Letter from Life Safety](#)
[Lakeshore Special Charge Objection 020320 - With Exhibits](#)

[20-0124](#) Resolution to backfill Security Guard position at Rahr West Art Museum

Attachments: [Res to backfill RWAM Security Guard position 2020](#)
[Security Guards Job Description](#)

[20-0126](#) Claim of unlawful personal property tax from Schmitz Amusements

Attachments: [Schmitz Amusements Claim](#)

[20-0173](#) Resolution Terminating TIF District #9 and Authorizing Treasurer to Distribute Excess Increment to Overlaying Taxing Districts

Attachments: [Res Terminating TID 9](#)

3. Personnel Committee

- [20-0108](#) Request to Temporarily Staff Position at Zoo Due to Employee Medical Leave
- [20-0171](#) Resolution to approve one-half day holiday pay for non-library, non-represented employees
- Attachments:** [Res - NYE Holiday](#)
[Memo PC.Council NYE Holiday Pay 2.2020](#)
- [20-0189](#) Resolution to approve the Seasonal Hiring Policy for 2020
- Attachments:** [Res - 2020 Seasonal Hiring Policy](#)
[Appendix A to Seasonal Hiring Policy FLSA Rec Positions.pdf](#)
[Appendix B-WI Fair Emp Laws.pdf](#)
[App C 2020 Seasonal payrates -Final.pdf](#)
[Appendix D- List of Acceptable Documents.pdf](#)
[Appendix E-HOW TO INITIATE A TERMINATION OF AN EMPLOYEE.PDF](#)

4. Public Infrastructure Committee

- [20-0111](#) LNRP Schuette Park Restoration Proposal
- Attachments:** [20-0111 LNRP Schuette Park Restoration Proposal.pdf](#)
- [20-0151](#) Resolution to fill vacant Bridgetender position
- Attachments:** [Res - Backfill Bridgetender](#)

5. Public Safety Committee

- [20-0140](#) Ordinance to amend section 10.390 of the Manitowoc Municipal Code regulating parking.
- Attachments:** [Ord to Amend 10.390 Parking on Private Property](#)
- [20-0141](#) Ordinance to amend section 6.070 of the Manitowoc Municipal Code regulating fireworks.
- Attachments:** [FireworksPermitApplication](#)
[Ord to Amend 6 - Fireworks 02-10-2020](#)
- [20-0142](#) Ordinance to amend bond schedule for simple truancy and contributing to truancy violations.
- Attachments:** [Ord to Amend Bond for Contributing to Truancy](#)
- [20-0146](#) LifeQuest EMS hardship request, call 182A-18-3633.

- [20-0147](#) LifeQuest EMS hardship request, call 182A-18-3169.
- [20-0149](#) LifeQuest EMS dispute, call 182A-18-1842.
- [20-0187](#) Resolution to restructure Inspection Division and fill Lead Inspector position
- Attachments:** [Res - Lead Inspector](#)
- [20-0188](#) Resolution to backfill Police Department Office Manager position
- Attachments:** [Res - Backfill PD Office Manager](#)

6. Plan Commission

- [20-0063](#) PC 4-2020: Michael Plate. d.b.a. Plate Enterprises: 1107 Franklin Street, Conditional Use Permit - for the establishment of a Recycling Facility pursuant to MMC 15.310(3)d.
- Attachments:** [Conditions only.pdf](#)
[20-0063 PC Report Plate Recycling 1107 Franklin St_REVISED.pdf](#)
[20-0063 Report to Council Plate Recycling.pdf](#)
- [20-0064](#) PC 5-2020: Knutson: 2020 Dufek Drive, Conditional Use Permit for the establishment of an Open Sales Lot pursuant to MMC 15.270(3)g.
- Attachments:** [20-0064 PC report Open Sales lot.pdf](#)
[20-0064 Report to Council Knutson Open Sales Lot.pdf](#)
- [20-0152](#) Ordinance to amend Chapter 15 of the Municipal Code regulating Bed and Breakfasts, Residential Dwellings and Short-Term Rentals
- Attachments:** [Ord Ch. 15 - Bed and Breakfast](#)
- [20-0191](#) Ordinance to amend Section 15.450 of the Municipal Code regulating signs
- Attachments:** [Ord - Ch 15 Signs](#)
[PC Report to Council - Ch. 15 - Signs](#)

J. OTHER BUSINESS

K. ADJOURN

1. Next Scheduled Common Council Meeting: Monday, March 16, 2020 at 6:30pm in the Common Council Chambers at City Hall.

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Manitowoc will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the City Clerk's office at 920-686-6950 or the City's ADA Coordinator at (920) 686-6990 or e-mail cityattorney@manitowoc.org at least 48 hours prior to the scheduled meeting or event to request an accommodation. For additional assistance, individuals with hearing or speech disabilities can call 711 and be connected to a telephone relay system.

Deborah Neuser
City Clerk