



# City of Manitowoc

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

## Meeting Agenda

### Common Council

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Monday, March 21, 2016

6:30 PM

Council Chambers

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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 & INVOCATION

#### D. PRESENTATIONS

#### E. PUBLIC HEARINGS

##### [16-205](#)

Public Hearing to be held at 6:35 p.m. for the purpose of hearing any and all interested parties in the matter of proposed changes to Chapter 15.270(2) of the Municipal Code adding "Laboratories, except a physical testing laboratory" to the "B-3" General Business District's permitted uses.

##### Attachments:

[16-205.pdf](#)

##### [16-206](#)

Public Hearing to be held at 6:40 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 District to "I-1" Light Industrial District in an area north of Dewey St. and between So. 30th and So. 35th Streets.

##### Attachments:

[16-206.pdf](#)

#### 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

[16-210](#) Communication from Mayor Justin M. Nickels submitting his veto of Resolution 16-0141 to approve revisions to the Employee Policy Manual to include wage exceptions for moving employees two steps during the annual review process with justification and Mayor and Common Council approval.

**Attachments:** [16-210.pdf](#)

[16-211](#) Communication from Mayor Justin M. Nickels submitting his veto of Resolution 16-0142 to move the Police Department Office Manager from Step 2 to Step 4, Grade K under the Compensation Pay Plan effective July 1, 2016.

**Attachments:** [16-211.pdf](#)

## 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

[16-201](#) Minutes of Common Council meeting of February 15, 2016, recommending approval and place on file.

**Attachments:** [16-201.pdf](#)

[16-204](#) Report of Manitowoc Public Library for the year 2015, recommending acceptance and place on file.

[16-214](#) Public Notice of Air Pollution Permit Application Review of Tramontina US Cookware, 2005 Mirro Drive, recommending acceptance and place on file.

**Attachments:** [16-214.pdf](#)

[16-0249](#) Report of 2015 activities of Great Lakes Utilities (GLU) as required by Resolution.

**Attachments:** [glu report.pdf](#)

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

[16-0237](#) Report of Special Events Committee relative to approval of the following events: Pig to Pig Walk; Lincoln Park Zoological Society (Tuesdays at 10); State of Grace (Yoga at Washington Park); Kenny's Athletic Klub (Annual Softball Tournament); Amvets Post 99 (Memorial Day Picnic); Faith Church (National Day of Prayer) Lakeshore Community Action Program (Polar Express by Trolley); Breakfast on the Farm (waiver of fees); Discover Eastern WI Disc Golf (Silver Cup Pro Disc Golf Tournament), recommending acceptance of report and place on file.

**Attachments:** [report 16-0237.pdf](#)  
[pig to pig walk.pdf](#)  
[tuesdays at 10.pdf](#)  
[yoga at washington park.pdf](#)  
[kennys softball.pdf](#)  
[amvets.pdf](#)  
[national day of prayer.pdf](#)  
[polar express.pdf](#)  
[breakfast on the farm.pdf](#)  
[silver cup disc golf.pdf](#)

#### 4. Finance Committee (Consent)

[16-0203](#) Report of Finance Committee of General City Claims in the amount of \$1,579,352.53 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:** [report 16-0203.pdf](#)  
[2-19-16.pdf](#)  
[2-26-16.pdf](#)  
[3-4-16.pdf](#)  
[3-11-16.pdf](#)  
[3-18-16.pdf](#)

#### 5. Licensing, Permits and Inspections Committee (Consent)

[16-0182](#) Downtown Manitowoc Farmers Market 2016 Participation and License Agreement, recommending entering into agreement.

**Attachments:** [sparatiolet.pdf](#)  
[16-0182.pdf](#)

[16-0183](#) Agreement for Management Services 2016 Manitowoc Farmers Market, recommending entering into agreement.

**Attachments:** [1600183.pdf](#)

## 6. Parks and Recreation Committee (Consent)

[16-0062](#) Special Events Request from Peggy Kadow, Sunrise Rotary, to hold a Mini-Golf Fundraiser at the Manitowoc Mini-Golf Course at Citizen Park on Thursday, May 19, 2016 including use of lighting, trash cans, and restrooms at the Manitowoc Family Aquatic Center, as well as waiver of fees request, recommending placing on file for Consent Agenda.

**Attachments:** [16-0062 Mini-Golf Fundraiser 05-19-16](#)

[16-0155](#) Canadian National and American Transmission Corporation Tree Planting Grant Plan for Emma Radandt Park recommending accepting the tree planting plan for Consent agenda.

**Attachments:** [16-0155 Tree Grant Plan - Emma Radandt](#)

[16-0157](#) Agreement with Grow It Forward, Inc. for the operation of the S 14th Street Community Garden from April 1, 2016 to March 31, 2019, recommending entering into the agreement for Consent Agenda.

**Attachments:** [00019240 Grow It Forward Agreement.pdf](#)

[16-0158](#) Request from Rick Goertz for permission to serve alcohol at an anniversary party at the Manitowoc Senior Center on September 10, 2016, recommending approval for Consent Agenda.

**Attachments:** [16-0158 Goertz Senior Center rental](#)

[16-0166](#) Fee structure for rental of the Manitowoc Mini-Golf Course, recommending approval for Consent Agenda.

**Attachments:** [16-0166 Mini Golf Rental Costs](#)

[16-199](#) Report of Board of Public Works of March 2, 2016 for Water from Pond to Pond at Lincoln Park Zoo for 1st and Final Payment to Luisier Plumbing Inc. in the amount of \$13,980.86, recommending payment.

**Attachments:** [16-199.pdf](#)

[16-217](#) Report of Board of Public Works of March 2, 2016, of bids received for Dewey Street Park Pour-in-Place Playground Safety Surfacing, Project WS-16-2, recommending not to award.

**Attachments:** [16-217.pdf](#)

## 7. Personnel Committee (Consent)

## 8. Public Infrastructure Committee (Consent)

[16-0167](#) Stormwater Management Facility Maintenance Agreement with Lakeshore Mini Storage LLC for parcel at 2424 Johnston Dr., recommending approval for Consent Agenda.

**Attachments:** [16-0167.pdf](#)

[16-0168](#) Strand Associates Task Order No. 16-02 - 14th Street Pumping Station Replacement. The Committee recommended approval of the Task Order and referred to Consent Agenda.

**Attachments:** [20160225103126659.pdf](#)

[16-0169](#) Proposal for 8th Street and 10th Street Routine, Fracture Critical and Movable Inspections. The Committee recommended approval for Consent Agenda to enter into agreement with Ayres Associates for 8th and 10th Street Routine, fracture critical and movable inspections

**Attachments:** [16-0169.pdf](#)

[16-0173](#) Memorandum of Agreement - Waldo Blvd. The Committee recommended approval of the Memorandum of Agreement for Consent Agenda.

**Attachments:** [USH 10-WIS 42 MOA 02-03-16.docx](#)

[16-0176](#) DNR MS4 Annual Report - 2015 Accomplishments, recommending acceptance of report and place on file.

**Attachments:** [Memo to Common Council\\_2015 Annual MS4 General Permit Report.doc](#)  
[MS4 Report 2015.pdf](#)

[16-0178](#) Request from David Naidl for permission to erect three crosses on the hillside located at Evergreen Cemetery from March 19th to March 28, 2016. The Committee recommended approval of the Request for Consent Agenda.

**Attachments:** [16-0178.pdf](#)

[16-197](#) Report of Board of Public Works of March 2, 2016 for Barrel Roof Replacements Hail Damage, WB-15-16 for 6th and Final Payment to Crafts Inc. in the amount of \$12,210.00, recommending payment.

**Attachments:** [16-197.pdf](#)

[16-198](#) Report of Board of Public Works of March 2, 2016 for Oversee Repairs from 2013 Hail Storm for 5th and Final Payment to ACE Building Services in the amount of \$6,285.00, recommending payment.

**Attachments:** [16-198.pdf](#)

## 9. Public Safety Committee (Consent)

[16-202](#) Report of 2015 Municipal Court Revenues and Caseload Statistics, recommending acceptance and place on file.

**Attachments:** [16-202.pdf](#)

## I. STANDING COMMITTEE REPORTS

### 1. Committee of the Whole

[16-0126](#) Communication from Community Development Director Nic Sparacio relative to Assessor Transition Plan.

**Attachments:** [transition plan.pdf](#)

[16-0156](#)

**Attachments:** [MPSD Exhibit A.pdf](#)  
[00019265 MPSD 2016 Agreement.pdf](#)

[16-209](#) Ordinance to create Section 3.150 of the Manitowoc Municipal Code establishing a room tax commission.

**Attachments:** [16-209.pdf](#)

[16-0236](#) Report of the Special Events Committee recommending approval of the following events subject to Council action: Lights in Lincoln Park (advertising signs in City ROW's, exclusive use of Cabin 1 for 59 days and cabin 2 for 21 days, non-consent item due to amount of expenses by Parks & Streets); Memorial Day Parade (street closures); Gravity Hill Derby (Conroe Street closure); Sputnikfest (street closures and waiver of noise ordinance); Lobsterfest (waiver of ordinance prohibiting alcohol in Washington Park); Walk for Kindness (waiver of rules prohibiting dogs in Lincoln Park); Kiwanis Car Show (waiver of rules prohibiting alcohol in park, street closures); Overnight Cub Scout meeting (waiver of park rules regarding admittance hours); Overnight Eagle Scout Service Project (waiver of park rules regarding admittance hours); Run for Shelter 5k (no parking along Magnolia Ave., temporary street closures, waiver of rules prohibiting dogs in Lincoln Park).

**Attachments:** [16-236 report.pdf](#)  
[lights in lincoln park.pdf](#)  
[memorial day parade.pdf](#)  
[gravity hill derby.pdf](#)  
[sputnik fest.pdf](#)  
[lobsterfest.pdf](#)  
[walk for kindness.pdf](#)  
[kiwanis car show.pdf](#)  
[overnight cub scout meeting.pdf](#)  
[overnight eagle scout.pdf](#)  
[run for shelter.pdf](#)

## 2. Finance Committee

[16-215](#) Resolution providing for the sale of approximately \$7,600,000 General Obligation Promissory Notes.

**Attachments:** [16-215.pdf](#)

### 3. Licensing, Permits and Inspections Committee

[16-207](#) Ordinance amending Section 15.050 of the amended zone map for property north of Dewey St. and east of S. 35th Street to be changed from "R-6" Multiple Family District to "I-1" Light Industrial District.

**Attachments:** [16-207.pdf](#)

[16-208](#) Ordinance to amend Section 15.270(2) of Chapter 15 of the Municipal Code regarding laboratories in a "B-3" General Business District.

**Attachments:** [16-208.pdf](#)

[16-212](#) Eastern Wisconsin Stock Cars request for racing permit and extension of noise ordinance for 2016 race season.

**Attachments:** [ewsc race.pdf](#)

[16-213](#) Eastern Wisconsin Stock Cars request for extension of beer sales to 12:00 midnight for the 2016 Friday night race season.

**Attachments:** [16-213.pdf](#)

[16-0238](#) Ordinance to amend Section 11.010(10)(c) of the Municipal Code regulating Class A licensed premise.

**Attachments:** [16-0238.pdf](#)

[16-0244](#) Request from Manitowoc Public Library and Friends of Manitowoc Public Library to waive rules and allow alcohol to be served at the Library for a fundraising event to be held on April 14, 2016.

**Attachments:** [16-0244.pdf](#)

[16-0242](#) Report of Licensing, Permits and Inspections Committee recommending granting of the following licenses: TMP-1621 Class "B" Temporary Beer of Pierside Auction Committee; TMPW-1604 Class "B" Temporary Wine of Pierside Auction Committee; BBR-1511 Class "B" Fermented Malt Beverage License of Brians Smoke House LLC, Brian Kooker, Agent; CWN-1506 Class "B" Wine License of Brians Smoke House LLC, Brian Kooker, Agent; ST-16001 Stock Car Races Permit of Eastern Wisconsin Stock Car Association.

**Attachments:** [report 16-0242.pdf](#)

### 4. Parks and Recreation Committee

[16-200](#) Vendor Agreement with Tim F. Becker d/b/a HP Enterprises for May 14, 2016 at Waldo & Fleetwood Maintenance Facility.

**Attachments:** [16-200.pdf](#)

[16-0245](#) Ordinance to amend Section 8.190 of the Municipal Code regulating assessment of costs of abatement of trees and shrubs on private property.

**Attachments:** [16-0245.pdf](#)

## 5. Personnel Committee

[16-0239](#) Resolution to approve filling vacant DPW Streets Laborer budgeted position due to retirement.

**Attachments:** [16-0239.pdf](#)

[16-0240](#) Resolution to approve the hiring of up to 51 Firefighters up to the 2016 budgeted amount.

**Attachments:** [16-0240.pdf](#)

[16-0243](#) Resolution to approve revisions to the Employee Policy Manual relative to implementation of a voluntary short term disability plan for employees.

**Attachments:** [16-0243.pdf](#)

[16-0246](#) Resolution to amend the Seasonal Employment Policy to reflect the creation of a budgeted Human Resources Intern position and budgeted wage increase to \$10.00 per hour for a seasonal Administrative Assistant in the Department of Public Infrastructure Operations Division.

**Attachments:** [res 16-0246.pdf](#)  
[hr intern job descr.pdf](#)  
[season employ policy.pdf](#)

[16-0248](#) Resolution to approve shift premiums for DPW Street Sweeper Operators effective the first pay period following adoption of this resolution.

**Attachments:** [16-0248.pdf](#)

## 6. Public Infrastructure Committee

[16-0112](#) Agreement with Dave's Tree Service, Inc. to remove trees and stumps at various locations for the 2016 Sidewalk Program at a cost of \$18,472.50.

**Attachments:** [16-0112.pdf](#)

[16-0175](#) Resolution for Dust Palliatives to be placed on streets in 2016 with City billing abutting property owners for the cost on a front foot basis.

**Attachments:** [Dust Palliatives 2016 \(Roneta Ln. & Deerbrook Ln.\).doc](#)

[16-0186](#) Resolution for the Three Year Harbor Development Statement of Intentions for 2016-2018.

**Attachments:** [20160303162556701.pdf](#)



[16-223](#) Report of Board of Public Works of March 2, 2016, of quotes received for Ready Mix Concrete for 2016 Construction Season, Project QM-16-1, recommending awarding to low quoter, R & J Fricke in the amount of \$71,000.00.

**Attachments:** [16-223.pdf](#)

[16-0241](#) Resolution authorizing Director of Public Infrastructure to sign all real estate documents required for the Waldo Blvd. reconstruction project and forward them to Council to be placed on Consent Agenda.

**Attachments:** [16-0241.pdf](#)

## 7. Public Safety Committee

[15-1274](#) Communication from Alderman Scott McMeans regarding the crosswalk at Waldo Blvd and North 9th Street.

**Attachments:** [WALDO BLVD & 9TH STREET](#)

[abby](#)

[Bianca](#)

[Emma](#)

[Tayvia](#)

[Trinity](#)

[SCOUT TROOP #8420](#)

[16-0247](#) Ordinance to amend a portion of Section 10.390 of the Municipal Code prohibiting parking on a portion of North 9th Street.

**Attachments:** [16-0247.pdf](#)

## J. OTHER BUSINESS

## K. ADJOURN

*1. Next Scheduled Common Council Meeting: Monday, April 18, 2016 at 6:30pm 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**