



City of Manitowoc

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

Meeting Agenda

Common Council

Monday, May 21, 2018

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

[18-0436](#) Proclamation declaring the week of May 15, 2018 as National Police Week and May 15, 2018 as Peace Officers' Memorial Day.

Attachments: [18-0436](#)

[18-0529](#) Promotional ceremony of Fire Lieutenant Jeremy Wagner.

E. PUBLIC HEARINGS

[18-0438](#) 6:32 PM - 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 Mini-Warehouses in a C-1 Commercial District pursuant to 15.310(3)b located at 2625 Hamilton Street.

Attachments: [18-0438](#)

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

- [18-0511](#) Council appointment of Council member to serve on Plan Commission for ensuing one year term ending 4/17/19.
- [18-0512](#) Council appointment of Council member to serve on Manitowoc Public Utilities Commission for ensuing one year term ending 4/17/19.
- [18-0513](#) Appointments by Mayor to various Committees, Boards, and Commissions.
- Attachments:** [5-21-18 Mayor Appointments](#)

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

- [18-0433](#) Minutes of April 16, 2018 Council meeting, recommending approval and place on file.
- Attachments:** [18-0433](#)
- [18-0434](#) Communication from Wisconsin DNR announcing award of 2018 Recycling Grant to Responsible Units to the City of Manitowoc in the amount of \$216,482.27, recommending acceptance and place on file.
- Attachments:** [18-0434](#)
- [18-0435](#) Thank you from Lakeshore Community Foundation for contribution to City of Manitowoc K-9 Preservation Fund of Lakeshore Community Foundation, recommending acceptance and place on file.
- Attachments:** [18-0435](#)
- [18-0481](#) Communication from State of Wisconsin DNR relative to Water Main Extension Approval - Water main relay on Dewey St, recommending placing on file.
- Attachments:** [18-0481](#)
- [18-0483](#) Resignation from Sandra Keil from Crime Prevention Committee, recommending acceptance and place on file.
- Attachments:** [18-0483](#)
- [18-0496](#) Thank you note from Chue and Kang Yang for assisting with Malt Beverage License application process, recommending acceptance and place on file.
- Attachments:** [18-0496](#)

3. Committee of the Whole (Consent)

[18-0531](#) Report of Special Events Committee relative to approval of the following events: Date Change - Dia de Los Niños "Day of the Children" on 6/2/2018; WAIVER OF FEES: Pitch, Hit, & Run Competition on 5/5/2018; WAIVER OF FEES: AMVETS Memorial Day Picnic on 5/28/2018; WAIVER OF FEES: Breakfast on the Farm on 6/10/2018; Schuette Park Game Day & Franklin School Outreach on 5/19/2018; WAIVER OF FEES: St. Francis of Assisi Middle School Field Day; Night Market 920 on 6/13/2018; Touch the Trucks on 7/18/2018; recommending acceptance of report and place on file.

Attachments: [18-0531](#)
[AMVET Waiver of Fees](#)
[Breakfast on the Farm](#)
[Franklin School Outreach](#)
[St Francis Waiver of Fees](#)
[Night Market 920](#)
[Touch the Trucks](#)
[Dia de Los Ninos](#)
[JCI Manitowoc](#)

4. Finance Committee (Consent)

[18-0308](#) Information on Alternatives for City-Wide Revaluation for Assessment Purposes, recommend to authorize staff to draft an RFP for Options B, C, D and E.

Attachments: [Revaluation Alternatives Analysis](#)
[Contract Options - City of Manitowoc](#)

[18-0409](#) Minutes of the April 10, 2018 Finance Committee meeting. Recommending acceptance and place on file.

Attachments: [Finance Minutes 4-10-18](#)

[18-0411](#) Notice of Claim from Tracy Virnoche, #L18-00029, recommend to accept to allow the payment up to \$7,500.

Attachments: [Virnoche Claim](#)
[Virnoche Claim Addition-Restoration & Cleaning Invoice](#)
[KMM Memo to Finance Com re Virnoche Claim](#)

[18-0413](#) 1st Quarter Claims Report from City Attorney, recommend to accept and place on file.

Attachments: [pdf Claims Report to Finance Committee 1 to 3 2018](#)

[18-0415](#) City Letters of Partner Organization and Critical Resources to support Grow It Forward Inc. application for USDA Farmers Market Promotion Program Grant, recommend to authorize the Community Development Director to sign the letters of support.

Attachments: [PartneringOrganizationLetterFY2018](#)
[CriticalResourceInfrastructureLetterFY2018](#)

[18-0437](#) General City Claims in the amount of \$2,419,853.57 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: [18-0437](#)
[4-20-2018](#)
[4-27-2018](#)
[5-4-2018](#)
[5-11-2018](#)
[5-18-2018](#)

[18-0461](#) 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: [18-0461](#)

5. Personnel Committee (Consent)

[18-0421](#) Request for a Resolution-ADA Title II Policy, ADA Grievance Policy, ADA Notice, ADA Accommodation Form, and ADA Grievance Procedure. Recommending to approve the policies.

Attachments: [ADA Notice.pdf](#)
[ADA Title II Policy.pdf](#)
[City of Manitowoc ADA Complaint Assistance Form.pdf](#)
[ADA Grievance Procedure.pdf](#)
[ADA Printed Materials Notice.pdf](#)

6. Public Infrastructure Committee (Consent)

[18-0439](#) Report of Board of Public Works of April 25, 2018 of approval to enter into a contract with Schaus Roofing and Mechanical Contractors for Department of Public Works Exhaust System Renovation, AGMT-18-07, for a contract sum of \$22,337.00, recommending acceptance and place on file.

Attachments: [18-0439](#)

[18-0441](#) Report of Board of Public Works of April 25, 2018 of approval to enter into a contract with Dave's Tree Services, Inc. to remove 16 trees at various locations for the City of Manitowoc Parks Department, AGMT-18-05, for a contract sum of \$11,898.00, recommending acceptance and place on file.

Attachments: [18-0441](#)

[18-0442](#) Report of Board of Public Works of April 25, 2018 of approval to enter into a contract with LeMahieu Tree Service for Maritime Drive Tree Clearing Project to remove trees and treat stumps on one-third of project, AGMT-18-06, for a contract sum of \$24,990.00, recommending acceptance and place on file.

Attachments: [18-0442](#)

[18-0443](#) Report of Board of Public Works of April 25, 2018 of approval to enter into a contract with Chris Lewis Tree Surgery to remove stumps at various locations for the City of Manitowoc Parks Department, AGMT-18-08, for a contract sum of \$5,560.00, recommending acceptance and place on file.

Attachments: [18-0443](#)

[18-0444](#) Report of Board of Public Works of April 18, 2018, of approval to award 2018 Concrete Paving, Project WS-18-1, to low bidder, Vinton Construction Company, in the amount of \$2,490,345.99, recommending acceptance and place on file.

Attachments: [18-0444](#)

[18-0448](#) Report of Board of Public Works of April 25, 2018 of approval of the report of Dewey Street Reconstruction prepared by Engineering Division dated 4-9-18 with Schedule C, Schedule of proposed assessments against each benefited parcel, recommending acceptance and place on file.

Attachments: [ENGINEERING COMPLETE REPORT](#)

[18-0448](#)

[18-0455](#) Report of Board of Public Works of April 25, 2018 of approval to enter into a contract with Camera Corner, Inc. to install Digital Cameras and Related Equipment Replacement in City Hall, AGMT 18-04, for a contract sum of \$10,912.28, recommending acceptance and place on file.

Attachments: [18-0455](#)

[18-0478](#) Report of Board of Public Works of 5/9/18 for 2nd and Final payment of \$2,489.61 to Green Bay Pipe & TV, LLC for 2018 Televising Miscellaneous Sewers I, WU-18-5, recommending payment.

Attachments: [18-0478](#)

[18-0479](#) Report of Board of Public Works of 5/9/10 for 1st and Final payment of \$11,050.00 to Chris Lewis Tree Surgery for 2018 Tree Removal (Remove & Replace City Sidewalk Program), AGMT-18-01, recommending payment.

Attachments: [18-0479](#)

[18-0480](#) Report of Board of Public Works of 5/9/18 for 9th and Final payment of \$3,000.00 to Vinton Construction for 2017 Concrete Paving, WS-17-1, recommending payment.

Attachments: [18-0480](#)

[18-0514](#) Report of Board of Public Works of 5/9/18, of bids received for 2018 Asphaltic Concrete Paving, Project WS-18-4, recommending awarding to low bidder, Vinton Construction Company in the amount of \$169,745.66.

Attachments: [18-0514](#)
[Bid Tab WS-18-4](#)

7. Public Safety Committee (Consent)

8. Plan Commission (Consent)

I. COMMITTEE REPORTS

1. Committee of the Whole

[18-0432](#) Update on site activities related to the Newton Gravel Pit and memo with recommendations on next steps.

Attachments: [20180514_99_Access_Req_Gravel_Pit](#)
[20180514_99_Addtl_SI](#)
[COW - Council Recommendations 5-21-18](#)
[AECOM Supplemental Agreement 2018](#)

[18-0465](#) Proposal from Herald Times Reporter to publish Council proceedings, legal notices, display ads and ordinances, for the contract year beginning June 1, 2018.

Attachments: [18-0465](#)

[18-0507](#) Letter of Intent to purchase property from Canadian National.

Attachments: [fully executed LOI and attachments](#)

[18-0508](#) Discussion and possible action authorizing Mayor, City Attorney, and Community Development Director to finalize contract with Canadian National for purchase of 24.538 acres of land owned by Canadian National.

[18-0530](#) Report of Special Events Committee recommending approval for the following events subject to Council action: Garden Faire Extraordinaire on 6/9/2018 (Closure of S. 12th St. between Washington & Marshall Sts.); Fourth on the Shore on 7/4/2018 (Lane closures from S. 7th to Huron; right lanes of northbound & southbound lanes of Maritime Dr., intersection of Waldo/Maritime/Memorial & south pier); Class of 2012 Reunion on 6/16/2018 (Waiver of noise ordinance to 11:45 p.m., extension of premise); Sub Fest 2018 on July 13-15, 2018 (Closure of Maritime Dr.; waiver of noise ordinance until 11 p.m. on Sat.; extension of premise); St. Francis of Assisi Community Picnic on August 10-11, 2018 (Closure of N. 14th St. between Waldo & Menasha).

Attachments: [18-0530](#)
[Class of 2012 Reunion](#)
[Sub Fest 2018](#)
[St Francis of Assisi Community Picnic](#)
[Garden Faire Extraordinaire](#)
[Fourth on the Shore](#)

[18-0532](#) Resolution censuring Alder Gabriel for inappropriate conduct.

Attachments: [Res Censuring Alderperson Rhienna Gabriel for Inappropriate Conduct](#)
[Objection 18-0460](#)
[McDaniel Response to Gabriel](#)
[McMeans Response to Gabriel](#)

[18-0534](#) Fourth on the Shore Entertainment Contract with Twinstunts LLC.

Attachments: [Twinstunts Fourth on the Shore Contract](#)

2. Finance Committee

[18-0342](#) Request from Capitol Civic Centre for \$100,000.00 from the Room Tax Reserve Fund for renovations to the Capitol Civic Centre.

Attachments: [1 CCC LOBBY EXPANSION - Old Pub Space](#)
[2 CCC LOBBY EXPANSION STAIRS](#)
[3 CCC 2nd FLOOR PANORAMA](#)
[4 CCC 2nd FLOOR LOBBY RESTROOMS](#)
[5 CCC NEW SEATING](#)
[6 CCC NEW LOBBY BAR -- will be larger than rendering indicates](#)
[7a CCC Economic Impact](#)
[7b CCC ACT TWO PROJECTS BUDGET](#)
[7c CCC 2017-18 BOARD OF DIRECTORS](#)

[18-0403](#) Transfer General Fund Unassigned Fund Balance to cover deficit in Aquatic Center Fund to cover accumulated deficit since opening in the amount of \$96,318.07

Attachments: [Aquatic Center Financials 2018 YE](#)
[Governmental Funds Balance Sheet December 31 2018](#)

[18-0412](#) Ordinance to repeal Section 11.010(2)(e) of the Manitowoc Municipal Code regulating Transfers of "Class B" Retail Intoxicating Liquor and Fermented Malt Beverage License (Tavern) and related fee.

Attachments: [18-0412](#)
[explanation 18-0412.pdf](#)

[18-0482](#) Appointments selected by Finance Committee for Council confirmation to Capital Allocation Working Group per Resolution 13-086 for term June 1, 2018 through May 31, 2020: Chad Scheinoha, Operations Division Manager; Police Chief Nick Reimer; Fire Chief Todd Blaser; Rahr-West Art Museum Director Greg Vadney; Director of Public Infrastructure Dan Koski; Transit Division Manager Jim Muenzenmeyer; Finance Director/Treasurer Steve Corbeille.

Attachments: [18-0482](#)
[Res 13-086 establishing CAWG](#)

3. Personnel Committee

[18-0505](#) Resolution to approve offering a \$500 sign-on bonus to newly hired part-time Transit Drivers, effective May 22, 2018 through December 31, 2018, with a pro-rated payback if the new hire did not retain continued employment with the City of up to one year from the date of issuance of the sign-on bonus.

Attachments: [18-0505](#)

[18-0506](#) Resolution to Adopt a Respirable Crystalline Silica Exposure Control Plan Policy for Employees.

Attachments: [18-0506](#)
[City of Manitowoc Silica Policy Final for Approval](#)

[18-0533](#) Resolution to Hire Seasonal Employees Related to Elected Officials, Department Heads, or Supervisory Personnel.

Attachments: [18-0533](#)

4. Public Infrastructure Committee

[18-0278](#) Sidewalk Privilege Agreement with Forest Creek LLC

[18-0378](#) Service Agreement with Eco-Tech for sidewalk snow and ice shoveling 2018-2020

Attachments: [Eco Tech Agreement - Final](#)

[18-0485](#) Resolution Authorizing Public Improvement and Levying Special Assessments against Benefited Property in Manitowoc, Wisconsin.

Attachments: [Resolution 2017 SA Final](#)
[18-0485](#)

[18-0486](#) Request from O'Connor's Concessions to sell concessions for the 2018 season.

Attachments: [18-0486](#)

[18-0510](#) Animal Loan Agreement between the City of Manitowoc and Manitowoc County Farm Bureau for the Lincoln Park Zoo's Big Red Barn exhibit.

Attachments: [Animal Loan Agreement](#)

[18-0535](#) Resolution to Authorize Submittal of Grant Application for Assistance with Recreational Boating Parking Lot Re-Construction

Attachments: [Res support of WDNR Recreational Boating Parking Lot reconstr](#)

5. Public Safety Committee

[18-0470](#) An Ordinance to amend Section 10.310 of the Manitowoc Municipal Code regulating Courtesy Parking.

Attachments: [Ord to Amend 10.310 Courtesy Parking](#)

[18-0472](#) Discussion on the parking study's recommendations for leased and permitted parking in downtown.

Attachments: [Downtown leased parking memo](#)

[18-0473](#) An Ordinance to repeal Section 14.230 of the Manitowoc Municipal Code regulating registration of entertainers.

Attachments: [14.230 Ord to amend requirements for Registration of Entertainers](#)

[18-0474](#) An Ordinance to amend Section 14.280 of the Manitowoc Municipal Code regulating Cigarettes and Tobacco Products.

Attachments: [Ord. to Amend 14.280 Smoking and Tobacco Products](#)

[18-0475](#) An Ordinance to amend Section 16.130 of the Manitowoc Municipal Code regulating Junked and Abandoned Vehicles.

Attachments: [Ord to Amend 16](#)

[18-0476](#) An Ordinance to amend Section 16.070 of the Manitowoc Municipal Code regulating Razing of Buildings.

Attachments: [Ord to Amend 16.070 Razing of Buildings](#)

[18-0477](#) Resolution to create a parklet policy.

Attachments: [Parklet Resolution](#)

[18-0484](#) Ordinance to amend Section 10.550 of the Manitowoc Municipal Code regulating Fifteen-Minute Parking on North 8th St.

Attachments: [18-0484](#)

6. Plan Commission

[18-0294](#) PC 7-2018: Laugin Enterprises / Wergin, Request for a Conditional Use Permit for the Establishment of Mini-Warehouses in a C-1 Commercial District pursuant to 15.310(3)b located at 2625 Hamilton Street.

Attachments: [18-0294 PC Report Laugin Mini warehouse](#)
[18-0294 Laugin Mini Warehouse](#)

J. OTHER BUSINESS

K. ADJOURN

1. Next Scheduled Common Council Meeting: Monday, June 18, 2018 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.

Deborah Neuser
City Clerk

