



City of Manitowoc

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

Meeting Agenda

Common Council

Monday, June 15, 2015

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

[15-637](#) Manitowoc Area Visitor and Convention Bureau Annual Update

[15-656](#) Presentation by Wastewater Treatment Facility Superintendent Brian Helminger and Jane Carlson of Strand relative to improvements at the facility.

E. PUBLIC HEARINGS

[15-639](#) 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 amendment to Chapter 15 of the City's Comprehensive Zoning code regarding home occupations.

F. 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.

G. APPOINTMENTS AND BUSINESS PRESENTED BY THE MAYOR

[15-641](#) Appointment of Mark C. Maurer, Citizen Member, to TIF Joint Review Board in place of Mark Ring.

[15-642](#) Re-Appointments to Cemetery Commission: John Bilka for 4 year term ending 4/30/19; Ted Dirkman for 4 year term ending 4/30/18; Eric Zabel for 4 year term ending 4/30/18.

[15-651](#) Appointment to Wastewater Treatment Facility Board: Brian Rasmussen, Residential Representative, in place of Dale Zahn, for 3 year term ending 6/1/18.

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

[15-643](#) Minutes of Common Council of Monday, May 18, 2015, recommending approval and place on file.

Attachments: [15-643.pdf](#)

[15-644](#) Minutes of Community Development Authority of 4/22/15; Plan Commission of 5/6/15; Police & Fire Commission of 5/12/15; Manitowoc Public Utilities Commission of 5/11/15; Wastewater Treatment Facility Board of 3/24/15; and Zoning Board of Appeals of 5/19/15, recommending placing on file.

Attachments: [15-644.pdf](#)

[15-650](#) Notice from Public Service Commission of Wisconsin relative to application of Manitowoc Public Utilities for tariff changes related to deferred payment agreements, recommending placing on file.

Attachments: [15-650.pdf](#)

3. Committee of the Whole (Consent)

[15-666](#) Report of Special Events Committee relative to approval of the following events: Krazy Daze on 7/10 - 7/12, 2015; Community Fitness Event on 8/8/15; St. Francis of Assisi Parish Picnic on 8/14 - 8/15, 2015; Walk for ALS on 8/29/15; Flag Day Event on 6/11/15; Cool City Classic Car Cruise on 6/26/15; Silver Creek Bicycle Race on 9/12/15; recommending acceptance of report and place on file.

Attachments: [flag day.pdf](#)
[walk for als.pdf](#)
[st francis of assisi.pdf](#)
[community fitness event.pdf](#)
[krazy daze.pdf](#)
[SEC Report.pdf](#)
[silver creek.pdf](#)
[cool city.pdf](#)

[15-667](#) Report of Special Events Committee recommending approval of the following events subject to Council action: Northeastern Wisconsin Salmon Festival on 7/3 - 7/5, 2015 (extension of noise ordinance); Pedals for Petals Bike Rodeo on 7/11/15 (waiver for alcohol in Washington Park); Kiwanis Car Club Show on 8/9/15 (street closures and waiver for alcohol in Washington Park), recommending approvals.

Attachments: [SEC Report \(2\).pdf](#)
[Salmon.pdf](#)
[Pedals.pdf](#)
[kiwanis.pdf](#)

4. Finance Committee (Consent)

[15-573](#) Recommend proposed settlement regarding CVS Pharmacy, Inc. vs. City of Manitowoc, Case 14CV247, and CVS Pharmacy Claim for Excessive Assessment.

[15-623](#) General City Claims 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: [15-623.pdf](#)

5. Licensing, Permits and Inspections Committee (Consent)

[15-575](#) City of Manitowoc Housing Rehabilitation Loan Program Plan, recommending to approve the Plan with the exception of not including recommendation #8.

Attachments: [15-575 Revised.pdf](#)

- [15-576](#) Vans Bar and Grill request to extend premise on June 20, 2015, recommending approval of request.
- Attachments:** [15-576.pdf](#)
- [15-605](#) Performance of the City's Inspection Division, recommending placing on file.
- Attachments:** [bldginspmemo.pdf](#)
- [15-606](#) Wisconsin Maritime Museum request to extend alcohol premise on July 10 - 12, 2015 for Subfest and July 3 - 6, 2015 for Fourth on the Shore, recommending approval of requests.
- Attachments:** [wismaritime.pdf](#)
- [15-607](#) Update, discussion, and possible action on Building Inspection Department, recommending placing on file.
- Attachments:** [bldginspmemo.pdf](#)
- [15-608](#) Meadow Sports Complex request for extension of premise on July 12, 2015 for Gumby's Club Fore A Cure golf fundraiser, recommending approval of the request.
- Attachments:** [meadow.pdf](#)
- [15-609](#) Tower Tavern request for extension of premise to parking lot on July 11, 2015 4 p.m. - 9 p.m., recommending approval of the request.
- Attachments:** [tower.pdf](#)
- [15-649](#) Quit Claim Deed from Kent and Sara Keil for .15 acres for South 35th Street Purposes, recommending acceptance and place on file.
- Attachments:** [15-649.pdf](#)
- [15-652](#) Surrender of "Class B" Retail Intoxicating and Fermented Malt Beverage License #43 from Skinny Dipp Inn, Michael Groelle, Agent, 1107 S. 10th St. in favor of Cynthia Nessman effective July 1, 2015, recommending accept and place on file.
- Attachments:** [15-652.pdf](#)

6. Parks and Recreation Committee (Consent)

- [15-517](#) Request from O'Connor's Concessions to do concession business in the City of Manitowoc for 2015 season recommending granting request.
- Attachments:** [15-517 O'Connor's Concessions](#)
- [15-565](#) Request to use donation tube monies for minor remodeling of the Lincoln Park Zoo Education Building kitchen area, recommending granting the request to spend up to \$9,159.00 for kitchen and related improvements.
- Attachments:** [15-565 Zoo Kitchen Request](#)

[15-572](#) Animal Loan Agreement with Manitowoc County Farm Bureau for the loan of farm animals from its member farmers for the Big Red Barn exhibit at the Lincoln Park Zoo for the period May 23, 2015 through September 7, 2015, recommending entering into the agreement.

Attachments: [15-572 Animal Loan Agreement - Farm Bureau](#)

7. Personnel Committee (Consent)

8. Public Infrastructure Committee (Consent)

[15-531](#) Report of Board of Public Works of May 6, 2015 for bids received for Seal Coating & Prep. Work on Various Streets, Project WS-15-6, recommending not to award and place on file.

Attachments: [15-531.pdf](#)

[15-625](#) Agreement with Lakeshore Cleaners, Inc. for prairie seeding and herbiciding 5 acres outside of the prairie area at Dewey Street Stormwater Detention Pond at a cost of \$8,412.77, recommending approval and entering into the agreement.

Attachments: [15-625.pdf](#)

[15-627](#) Progress Invoice from Wisconsin Dept. of Transportation in the amount of -\$154.74 for Madison Street - 10th St. - 8th St., Project No. 4347-05-71, recommending payment.

Attachments: [15-627.pdf](#)

[15-628](#) Report of Board of Public Works of June 3, 2015 for Install High Definition IP Surveillance System at City Hall and Final Payment to Martin Systems, Inc. in the amount of \$5,499.69, recommending payment.

Attachments: [15-628.pdf](#)

[15-629](#) Report of Board of Public Works of June 3, 2015 for Horseshoe Drive Pumping Station Rehabilitation and Final Payment to Strand Associates Inc. in the amount of \$196.06, recommending payment.

Attachments: [15-629.pdf](#)

[15-631](#) Report of Board of Public Works of June 3, 2015 for 2014 Remove and Replace Existing Sidewalks and New and Final Payment to Seiler Bros. in the amount of \$1,521.91, recommending payment

Attachments: [15-631.pdf](#)

[15-634](#) Contract with Mike Check Builders Inc. to provide labor and material for re-roofing and re-siding of garage at Gravel Pit along with 10' lean-to-roof on southside of garage at a cost of \$11,616.00, recommending approval and enter into the agreement.

Attachments: [15-634.pdf](#)

[15-635](#) Report of Board of Public Works of June 3, 2015, of bids received for 2015 Televising Miscellaneous Sewers II, Project WU-15-14, recommending awarding to low bidder, Northern Pipe Equipment, Inc. in the amount of \$26,932.40.

Attachments: [15-635.pdf](#)

[15-636](#) Agreement with Hi-Tech Painting and Decorating to paint the exterior of the Rahr-West Art Museum at a cost of \$17,500.00, recommending approval and enter into the agreement.

[15-655](#) Contract with Corcoran Glass & Paint to replace hail damaged brakemetal trip at Visitor Information Center at a cost of \$3,754.00 and to replace hail damaged casement window on west elevation at DPW main building at a cost of \$2,954.00, recommending approval and entering into the agreement.

Attachments: [15-655.pdf](#)

[15-663](#) Report of Board of Public Works of June 10, 2015, of quotes received for 2015 DPW Articulated Tractor, Project QE-15-4, recommending awarding to low bidder, Industrial Marketing in the amount of \$103,336.00.

Attachments: [15-663.pdf](#)

[15-664](#) Report of Board of Public Works of June 10, 2015, of bids received for Tuck Pointing Department of Public Works Building, Project WB-15-19, recommending awarding to low bidder, Quality Building Restoration, in the amount of \$36,850.00.

Attachments: [15-664.pdf](#)

9. Public Safety Committee (Consent)

[15-521](#) Communication from Gerard Neuser, requesting two Handicapped parking stalls on Jay Street (nearest to the southwest corner of S. 8th & Jay St), recommending placing on file.

Attachments: [PS 15-521 Handicap Prkng Jay St.PDF](#)

[15-522](#) Communication from Fred Schnell, requesting an extension of the noise ordinance for Friday July 3 until 11:30pm for the Northeastern Wisconsin Salmon Festival at the Manitowoc Marina, recommending approval.

Attachments: [PS 15-522 Franklin S 21.PDF](#)

[15-523](#) Request for Special Events Privilege from Fat Seagull's Debi Erickson relative to noise and bands outdoors, recommending approval of request.

Attachments: [PS 15-523 Fat Seagull noise.PDF](#)

[15-613](#) Fire Chief monthly update to include: MFRD monthly report, MFRD 2014 annual report, and MFRD 1st QTR Key Performance report - recommending accept and place on file.

Attachments: [MFD 2014 Annual Report.pdf](#)
[MFD May 2015.PDF](#)
[MFD 1st QTR Performance.PDF](#)

[15-614](#) Police Chief update to include: MTPD monthly report and K-9 update - recommending accept and place on file.

Attachments: [MTPD May 2015.PDF](#)

[15-618](#) Resolution to keep open positions at the Fire Department vacant until an arbitration award has been issued, recommending placing on file.

Attachments: [PS 15-618 Resolution MFRD.PDF](#)

I. STANDING COMMITTEE REPORTS

1. Committee of the Whole

[15-661](#) Contract with AECOM relative to former Newton Gravel Pit.

[15-662](#) Supplemental Task Order from AECOM for \$218,240.00 for 2015 Balance of Services for project at former Newton Gravel Pit.

Attachments: [15-662.pdf](#)

2. Finance Committee

3. Licensing, Permits and Inspections Committee

[15-559](#) Ordinance to amend portions of Chapter 15 of the Municipal Code to revise various definitions of home occupation.

Attachments: [15-559.pdf](#)

[15-630](#) Silver Lake College Request to amend "Class B" premise description.

Attachments: [15-630.pdf](#)

[15-632](#) Asst Chief Nick Reimer request to refund operator license fee for Jeff Erickson and apply to fines.

Attachments: [15-632.pdf](#)

[15-645](#) Ordinance amending the amended zone map of the City of Manitowoc in an area generally located south of Marshall Street and west of S 20th Street to be changed from "B-2" Neighborhood Business District and "R-4" Single and Two Family Residential District to "R-7" Central Residence District.

Attachments: [15-645.pdf](#)

[15-646](#) Report of City Plan Commission relative to Wenzel Properties LLC request to rezone property at 2003 Marshall and 1112 S. 20th Street with recommendation that Council instruct the Clerk to call for a public hearing on this matter for July 20, 2015.

Attachments: [15-646.pdf](#)

[15-647](#) Report of City Plan Commission relative to request of Amy and Martin Sheck for conditional use permit for home occupation - expanded use at 1718 S. 15th Street, with Commission recommending that Council grant a CUP subject to compliance conditions stated herein.

Attachments: [15-647.pdf](#)

[15-648](#) Report of City Plan Commission relative to request from Katelyn Sheck for conditional use permit for home occupation - expanded use at 2019 S. 9th Street, with Commission recommending Council grant a CUP subject to compliance conditions stated herein.

Attachments: [15-648.pdf](#)

[15-669](#) Report of Licensing, Permits and Inspections Committee approving various licenses for granting (see attached).

Attachments: [15-669.pdf](#)

4. Parks and Recreation Committee

[15-624](#) Agreement with Port-a-Pier to furnish labor, equipment and material required to build a new 6' x 10' port-a-pier shore mount with a 6' wide and 16" long wheelchair access plate secured on the Schuette Park shoreline connected to a modified existing 6' x 30' gangway with hand railings at a cost of \$15,011.00.

Attachments: [15-624.pdf](#)

[15-626](#) Agreement with Jim Reif Builders, Inc. to furnish labor, equipment and material required to complete roof replacement of the existing hexagon park shelter building located at Lincoln Park at a cost of \$12,753.00.

Attachments: [15-626.pdf](#)

5. Personnel Committee

[15-633](#) Resolution to promote Parks Caretaker to Parks laborer and to eliminate the Parks Caretaker position.

Attachments: [15-633.pdf](#)

[15-658](#) Resolution to approve hiring of a replacement Administrative Assistant at the Wastewater Treatment Facility due to a retirement.

Attachments: [15-658.pdf](#)

[15-659](#) Resolution to approve the backfilling of the Administrative Assistant position within the Police Department along with amended job description.

Attachments: [15-659.pdf](#)

6. Public Infrastructure Committee

[15-561](#) Resolution designating Mayor Justin M. Nickels as the representative of the City for the purpose of filing Clean Water Fund applications.

Attachments: [15-561.pdf](#)

[15-653](#) Task Order No. 15-01 with Strand Associates pursuant to Technical Services Agreement dated 4/11/13 for Wastewater Treatment Facilities Improvements.

Attachments: [15-653.pdf](#)

[15-654](#) Ordinance to establish Comptroller as member of the Board of Public Works in the absence of the Finance Director/Treasurer.

Attachments: [15-654.pdf](#)

[15-657](#) Amendment No. 1 to Agreement with Strand Associates, Inc. dated April 11, 2013.

Attachments: [15-657.pdf](#)

[15-660](#) Joint Driveway Easement Agreement with Tower Tavern Real Estate LLC for egress to North Water Street.

[15-665](#) Memorandum from Director of Public Infrastructure Dan Koski relative to 2015 Seal Coating Bids and Alternatives

Attachments: [15-665.pdf](#)

7. Public Safety Committee

[15-330](#) Ordinance to amend Section 10.630 of the Municipal Code revising the regulation for towing vehicles.

Attachments: [PS 15-330.pdf](#)

[15-610](#) Brian Laurent communication requesting that the 2 hour parking in 800 block of Chicago Street become 8 hour parking, recommending amending ordinance to unlimited parking in the 800 block of Chicago Street.

Attachments: [PS 15-610 - Chicago St Parking .PDF](#)

[15-612](#) Communication requesting information on accessing a Hearing Impairment sign for the residence of a hearing impaired child on S 26th St near Custer St., recommending approval and to have the sign posted.

Attachments: [PS 15-612 -Hearing Impaired Sign.PDF](#)

[15-615](#) MFRD spill clean-up fee in the amount of \$73.50 disputed by Lori Koschnick, recommending denial of the claim.

[15-616](#) MFRD EMS charge for Lily Meyer DOS 3-11-15 disputed, recommending denial of request and place on file.

Attachments: [PS 15-616 MFD EMS Meyer.PDF](#)

[15-617](#) Ambulance Service agreement between Leukemia and Lymphoma Society and the City of Manitowoc Fire Department for event on July 18, 2015, recommending approval.

Attachments: [PS 15-617 MFD - Leukemia Agree.PDF](#)
[PS 15-617 Ambulance - Luekemia0001.PDF](#)

J. OTHER BUSINESS

K. ADJOURN

1. Next Scheduled Common Council Meeting: Monday, July 20, 2015 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**