



# City of Manitowoc

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

## Meeting Agenda

### Common Council

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Monday, August 18, 2014

7:00 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

#### D. INVOCATION

*Council President Scott McMeans*

#### E. PRESENTATIONS

#### F. PUBLIC HEARINGS

[14-1602](#)

Public Hearing to be held at 7:10 p.m. for the purpose of hearing any and all interested parties in the matter of a proposed amendment to the Official Map to remove a dedicated right-of-way being an extension to the west of Ravenswood Lane at future Ebony Avenue, and secondly to add a right triangle-shaped area on the east side of Ravenswood Lane at future Ebony Avenue to complete an interior radius curve.

*Attachments:*

[20140804154217747.pdf](#)

#### 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 Chistopher Able)

## **I. APPOINTMENTS AND BUSINESS PRESENTED BY THE MAYOR**

[14-1601](#) Re-Appointments to Library Board: Patrick Brandel for 3 year term expiring 7/1/17 and Linda Hunter for 3 year term expiring 7/1/17.

**Attachments:** [14-1601.pdf](#)

## **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.

[14-1471](#) 2013 Comprehensive Annual Financial Report & Management Letter by Tom Karman, CPA and Shareholder Schenk, SC

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

[14-1574](#) Minutes of Common Council of Monday, July 21, 2014, recommending approval and place on file.

**Attachments:** [14-1574.pdf](#)

[14-1676](#) Minutes of Crime Prevention Committee of 5/1/14; Great Lakes Utilities Lakeswind Project Committee of 6/24/14; Great Lakes Utilities Power Supply Project Committee of 5/20/14; Manitowoc Public Utilities Commission of 6/23/14 & 7/14/14; Municipal Tree Commission of 11/12/13; Sustainability Committee of 7/24/14; Wastewater Treatment Facility Board of 6/10/14, recommending placing on file.

**Attachments:** [14-1676.pdf](#)

[14-1697](#) Communication to citizens of Manitowoc relative to Carmeuse Lime plans in Oxford County and expressing concerns for the community's safety and wellbeing, recommending placing on file.

**Attachments:** [14-1697.pdf](#)

### 3. Committee of the Whole

[14-1715](#) General City Claims in the amount of \$7,972,986.93 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:** [14-1715.pdf](#)

### 4. Finance Committee

[14-1413](#) Communication from Cheryl Duchow, Manitowoc County Treasurer, with public notice of tax foreclosure action In Rem 2014, recommending placing on file.

**Attachments:** [14-1413.pdf](#)  
[pc21-2014 tax deeded properties](#)

[14-1573](#) Comprehensive Annual Financial Report for fiscal year ended December 31, 2013, recommending acceptance of report and place on file.

**Attachments:** [18145.pdf](#)

### 5. Licensing, Permits and Inspections Committee

[14-1393](#) Friends of the Farmer's Market Proposal for the 2015-2016 Operation & Management of the Farmers Market, recommending placing on file.

**Attachments:** [friends1393.pdf](#)

- [14-1394](#) Mainly Manitowoc Proposal for 2015 Farmers' Market, recommending placing on file.
- Attachments:** [mainlyfarm.pdf](#)
- [14-1403](#) Quit Claim Deed from Manitowoc Lake Breeze Apartments, LLC to the City of Manitowoc for 1.36 acres for Johnston Drive purposes, recommending acceptance of deed and place on file.
- Attachments:** [14-1403.pdf](#)  
[pc1-2014 lake breeze quit claim](#)
- [14-1420](#) Request from George Adelman of 2208 South 18th Street to remove existing curb head to access the west side of South 18th Street, recommending placing on file.
- Attachments:** [14-1420.pdf](#)  
[pc20-2014 adelman access over unimp street](#)
- [14-1552](#) Payment Agreement with BWVI Associates, LLC relative to "Class B" Retail Intoxicating and Fermented Malt Beverage license and arrearages, recommending acceptance of letter agreement.
- Attachments:** [14-1552.pdf](#)
- [14-1581](#) Communication from Mainly Manitowoc withdrawing their proposal to manage operations of the Farmers' Market, recommending acceptance and place on file.
- Attachments:** [14-1581.pdf](#)
- [14-1634](#) Report of City Plan Commission recommending approval of quit claim deed from Manitowoc Lake Breeze Apartments for a portion of Johnston Drive, recommending acceptance of report and adoption of recommendations.
- Attachments:** [14-1634.pdf](#)
- [14-1635](#) Report of City Plan Commission of their annual compliance review of Elks Lodge 687 conditional use permit for operation of clubhouse at 1807 N. Rapids Road, recommending acceptance of report and place on file.
- Attachments:** [14-1635.pdf](#)
- [14-1636](#) Report of City Plan Commission of annual compliance review of conditional use permit of The Haven for transitional housing facility at 1003 Marshall Street, recommending acceptance of report and place on file.
- Attachments:** [14-1636.pdf](#)

## 6. Parks and Recreation Committee

[14-1549](#) Report of Board of Public Works of bids received for Hail Damaged Ball Field/Tennis Court Light Replacements, Project WO-14-20, recommending accepting award of Director of Public Infrastructure and Finance Director to Bodart Electric Service, Inc. in the amount of \$123,496.00 and place on file.

**Attachments:** [14-1549.pdf](#)  
[BidTab14-20.pdf](#)

[14-1587](#) Request from John Mahnke for Mariner's Trail Permit on June 15, 2015 for 5k run/walk (Treatment Trail), recommending granting request.

**Attachments:** [14-1587.pdf](#)

## 7. Personnel Committee

## 8. Public Infrastructure Committee

[14-493](#) Report of Board of Public Works of March 26, 2014, regarding bids received for 2014 Epoxy Painting - Pavement Marking Program, Project WS-14-9, recommending not to award and place on file.

**Attachments:** [14-493.pdf](#)

[14-1546](#) Report of Board of Public Works of July 17, 2014 of bids received for Hail Damaged Architectural Metal Roof Replacement, Project WB-14-17, recommending acceptance of award by Director of Public Infrastructure and Finance Director to Walsdorf Roofing Co, Inc. in the amount of \$185,100.00 and place on file.

**Attachments:** [14-1546.pdf](#)  
[BidTab14-17.pdf](#)

[14-1547](#) Report of Board of Public Works of July 17, 2014 of bids received for Hail Damaged Screw-Down Metal Roof Replacement, Project No. WB-14-18, recommending placing on file.

**Attachments:** [14-1547.pdf](#)

[14-1548](#) Report of Board of Public Works of bids received for Hail Damaged Trapezoidal Metal Roof Replacement, Project No. WB-14-19, recommending placing on file.

**Attachments:** [14-1548.pdf](#)

[14-1551](#) Report of Board of Public Works of July 17, 2014 of bids received for Rahr-West Mansion Roof Replacement, Project WB-14-22, recommending placing on file (project to be re-bid).

**Attachments:** [14-1551.pdf](#)  
[BidTab14-22.pdf](#)

## 9. Public Safety Committee

[14-1575](#) Ambulance Service Agreement with Manitowoc County Expo for ambulance coverage from August 20 - 24, 2014, recommending entering into agreement.

**Attachments:** [14-1575.pdf](#)

[14-1637](#) Ambulance Service Agreement with Roncalli High School for the period August 18, 2014 through December 31, 2014, recommending entering into agreement.

**Attachments:** [14-1637.pdf](#)

[14-1714](#) Ambulance Service Agreement with Lincoln High School for ambulance coverage, recommending entering into agreement.

**Attachments:** [14-1714.pdf](#)

## 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

[14-1597](#) Request from Mayor Justin Nickels to expend up to \$15,000 as needed for consultants, legal or other assistance for the Planning Department until the end of the year.

**Attachments:** [14-1590.pdf](#)

### 2. Finance Committee

[14-1623](#) Report of City Planner Paul Braun advising that City has been awarded a Site Assessment Grant for eligible environmental site work for property at 1512 Washington Street (Mirro Plant 9).

**Attachments:** [14-1623.pdf](#)

[14-1633](#) Report of City Plan Commission relative to notice from Manitowoc County of properties in tax foreclosure and stating Commission has no interest in pursuing acquisition of any of the properties.

**Attachments:** [14-1633.pdf](#)

[14-1659](#) Approve utilizing Wisconsin Department of Revenue as a collection option for uncollectable accounts

**Attachments:** [20140813205835981.pdf](#)

### 3. Licensing, Permits and Inspections Committee

[14-1253](#) Communication from IMG Development, representing Sprint, to modify equipment at 736 Revere Dr. per antenna lease agreement.

**Attachments:** [14-1253.pdf](#)

[14-1332](#) Resolution to vacate a portion of Ravenswood Lane.

**Attachments:** [14-1332.pdf](#)

[14-1334](#) Ordinance to amend Section 22.010 of the Municipal Code relative to change to the Official Map removing a portion of Ravenswood Lane.

**Attachments:** [14-1334.pdf](#)

[14-1600](#) Findings of Fact Conclusions of Law and Recommendation in the matter of Operator's License application of Tiffany A. Grosshuesch, recommending granting.

**Attachments:** [14-600 \(2\).pdf](#)

[14-1630](#) Communication from J&T REI, LLC requesting a variance to the 2500' rule for a planned CBRF on Cappaert Road to be developed into an 8 bed CBRF.

**Attachments:** [14-1630.pdf](#)

[14-1631](#) Report of City Plan Commission recommending that Council approve the Temporary Access Easement Agreement requested by George Adelman over an un-improved Summit Street, as outlined in the report.

**Attachments:** [14-1631.pdf](#)

### 4. Parks and Recreation Committee

[14-873](#) Report of City Plan Commission relative to their review of the location and architectural design for proposed miniature golf course at Citizen Park, recommending Council approve the project.

**Attachments:** [14-873.pdf](#)

[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](#)

[14-1589](#) Request from Faith Evangelical Free Church for waiver of fees for use of Metro Stage at Washington Park on 9/5/14 for Movie in the Park. Event was previously approved on 7/21/14.

**Attachments:** [14-1589.pdf](#)

[14-1598](#) Request from The Haven of Manitowoc County for permission to do occasional fundraising events on City property during some planned events.

**Attachments:** [14-1598.pdf](#)

[14-1632](#) Request from Friends of the Manitowoc River Watershed for waiver of fees for shelter and equipment for their picnic on September 20, 2014.

**Attachments:** [14-1632.pdf](#)

[14-1645](#) Request from Karen Rotter to allow collection of money per item #10 of the Facility Rental Contract by Anshe Poale Zedek Synagogue Sisterhood at their picnic on August 2, 2015 which will be held at Lincoln Park.

**Attachments:** [14-1645-1.pdf](#)

[14-1651](#) Special Events Request from Manitowoc Police Department to hold Annual MPPA Police Chase 4 mile run/walk on October 11, 2014, on route detailed herein and allowing participants to walk with their dogs and request for waiver of fees. (copy to Public Infrastructure Committee).

**Attachments:** [14-1651.pdf](#)

[14-1654](#) Request from Payton Hynek for money or silent auction/basket raffle items for the second annual Suck on the Bone for Charity event on September 20th, 2014 at the Hideout Bar in Clover to raise money for the American Diabetes Association

**Attachments:** [08-18-14 Suck on the Bone Request](#)

[14-1661](#) Request to use donation tube monies to fund the construction of the deer pen at the Lincoln Park Zoo

**Attachments:** [14-1661 Zoological Board Minutes 09-11-2013](#)  
[14-1661.pdf](#)

[14-1665](#) Request from Clarence Yelvington for permission to do fundraising for The Haven in Washington Park.

**Attachments:** [14-1665.pdf](#)

## 5. Personnel Committee



[14-1588](#) Resolution relative to revised job descriptions for Crime Prevention Sergeant and Court/Evidence Clerk within the Police Department.

**Attachments:** [14-1588.pdf](#)

[14-1663](#) Resolution to approve the filling of vacant part-time Security Guard position at the Rahr-West Art Museum.

**Attachments:** [14-1663.pdf](#)

[14-1664](#) Resolution to approve the filling of budgeted Police Officer positions as they become vacant through the remainder of 2014.

**Attachments:** [14-1664.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](#)

[14-931](#) Communication from Ralph and Karen Kriescher, 603 Meadow Court, relative to various issues with their property.

**Attachments:** [14-931.pdf](#)

[14-1061](#) Communication from manager of Manitou Manor Apartments relative to condition of Sixth Street from Reed Avenue to Magnolia Drive.

**Attachments:** [14-1061.pdf](#)

[14-1083](#) Amendment No. 1 to agreement for Wastewater Treatment Facilities Safe Routes to School Assistance with Strand Associates, Inc.

**Attachments:** [14-1083.pdf](#)

- [14-1447](#) 5 Year Capital Improvement Plan (CIP) 2015-2019  
**Attachments:** [20140710084614076.pdf](#)
- [14-1452](#) Senior Center Boiler from 2840 Fund Balance  
**Attachments:** [Senior Center Boiler Memo 071114.docx](#)
- [14-1561](#) Contract with Martin Systems, Inc. for installation of a live streaming web camera at the Manitowoc Marina at a cost of \$5,803.34.  
**Attachments:** [14-1561-1.pdf](#)
- [14-1585](#) Ordinance amending Section 10.490 of the Municipal Code amending parking on the west side of North 8th Street from the south curblin of Maritime Drive and south a distance of 115 feet.  
**Attachments:** [14-1585.pdf](#)
- [14-1599](#) Special Event Request from John Jagemann, Courthouse Pub, to hold block party on September 6 & 7, 2014, in conjunction with Rock-N-Blues Haus, requesting Washington Street closure between 7th and 8th, live band performances and extension of liquor license premise. (copy to Licensing, Permits & Inspections)  
**Attachments:** [14-1599.pdf](#)
- [14-1666](#) Request from Director of Public Infrastructure Dan Koski and City Planner Paul Braun to jointly purchase a replacement plotter for both Engineering and Planning Departments, as outlined therein.  
**Attachments:** [14-1666.pdf](#)
- [14-1677](#) Request from Engineering Team Leader Greg Minikel on behalf of Chief's to approve proposed parking area abutting Clay Pit Road per 2008 plan attached.  
**Attachments:** [14-1677.pdf](#)  
[20140818131436508.pdf](#)
- [14-1688](#) Report of Board of Public Works on quotes received for 2015 4 x 4 Pickup Truck with plow for Cemetery, Project QE-14-4.  
**Attachments:** [14-1688.pdf](#)
- 14-1745** Ordinance to amend Section 10.430, parking regulations for street sweeping.  
**Attachments:** [20140818154037491.pdf](#)
- 14-1746** Ordinance to create Section 10.440, setting out regulations for brush pickup.  
**Attachments:** [14-1746-1.pdf](#)

## 7. Public Safety Committee

- [14-1469](#) Communication from Sharon Strouf relative to speeding and safety concerns.
- Attachments:** [14-1469.pdf](#)
- [14-1508](#) Ordinance establishing forfeiture amounts for violating the worthless check ordinance.
- Attachments:** [14-1508.pdf](#)
- [14-1667](#) Summary of EMS Billing Responses to RFP (copy to Finance Committee)
- Attachments:** [14-1667.pdf](#)
- [14-1725](#) Ordinance amending Section 10.630 Towing of Motor Vehicles of the Municipal Code
- Attachments:** [14-1725.pdf](#)
- [14-1735](#) Ordinance amending Section 10.610 Parking Penalties of the Municipal Code.
- Attachments:** [14-1735.pdf](#)
- [14-1742](#) Revision to bond schedule related to forfeiture amounts for parking violations of Municipal Code Sections 10.410, 10.430, 10.410(2) and 10.390(2).
- Attachments:** [20140818153943950.pdf](#)

## 8. Licenses

- [14-1569](#) 2014-16 two year operators license No. 157 of Jessica L. Ludwig, 1412 New York Ave.
- [14-1698](#) Operator's License Applications. See attached list of operators.
- Attachments:** [14-1698-1.pdf](#)
- [14-1699](#) #44 Temporary Class "B" Beer license for Kiel Optimist Club, 4921 Expo Drive for period 8/19 to 8/24/2014.
- [14-1700](#) #48 Temporary Class "B" license of Reedsville Knights of Columbus, 4921 Expo Drive for period 8/19 to 8/24/2014.
- [14-1701](#) #49 Temporary Class "B" Beer license for Newton Sno-Sports, 4921 Expo Drive, for period 8/19 through 8/24/2014.
- [14-1702](#) #51 Temporary Class "B" Beer license of Ant Hill Mob LTD, 4931 Expo Drive, for period 8/19 through 8/24/2014.

[14-1703](#) #53 Temporary Class "B" Beer license of Cleveland Snow Hawks, 4921 Expo Drive, for period 8/19 through 8/24/2014.

[14-1704](#) #55 (Beer) and #9 (Wine) Temporary Class "B" licenses of Manitowoc Sunrise Rotary Club, Washington Park, for 9/6/14.

## M. OTHER BUSINESS

## N. ADJOURN

*1. Next Scheduled Common Council Meeting: Monday, September 15, 2014 at 7:00pm 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