



City of Manitowoc

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

Meeting Agenda

Common Council

Monday, November 18, 2019

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

[19-1233](#)

City Clerk administers Oath of Office followed by badge pinning for Police Officer Austin Schleis and Police Officer Matt Klein

E. PUBLIC HEARINGS

[19-1207](#)

6:30 PM - Public Hearing for the purpose of hearing any citizen or taxpayer on the proposed budget for the upcoming year.

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

[19-1220](#) Minutes of October 21, 2019 Common Council meeting, recommending approval and place on file.

Attachments: [10-21-19 CC Minutes](#)

[19-1221](#) Communication form WI DNR of Public Notice of an Air Pollution Control Permit Application Review for GKN Sinter Metals-Manitowoc, located at 5710 Vits Dr., recommending acceptance and place on file.

Attachments: [DNR Notice - GKN Sinter](#)

[19-1244](#) Communication form WI DNR of Public Notice of an Air Pollution Control Permit Application Review for Briess Industries Inc, located at 605 Washington St., recommending acceptance and place on file.

Attachments: [WI DNR Communication - Briess](#)

3. Committee of the Whole (Consent)

[19-1234](#) Report of Special Events Committee relative to approval of the following events: Waiver of Fees: Lean on the Lakeshore on 1/5-4/10/20; Tunes & Tators on 4/18/20; Evergleams on 8th & Trolley to the Trees on 11/16/19-1/5/20; Price is Right on 2/29/2020; Ascend Services 5K Run, Walk & Roll on 10/10/20; recommending acceptance of report and place on file.

Attachments: [Special Event Report](#)
[Lean on the Lakeshore](#)
[Tunes & Tators](#)
[Evergleams on 8th](#)
[Price is Right](#)
[Ascend 5K](#)

4. Finance Committee (Consent)

[19-1191](#) Request from Don Murray for refund of 2019-2020 Liquor License and Adult Entertainment License for TLM Investments, Inc. d/b/a Top Hat Lounge; recommend to deny the request.

Attachments: [Don Murray Request](#)

[19-1196](#) Certification of 2019 Levy from Lakeshore Technical College; recommend to accept and place on file.

Attachments: [LTC 2019 Tax Levy](#)

[19-1200](#) Procedures for Operating an Anonymous Financial Complaint; recommend to adopt the procedures.

Attachments: [anonymous complaint draft for approval KMM edits](#)

[19-1203](#) Final Audit - Tax Incremental District 14; recommend to accept and place on file.

Attachments: [Signed Final Report and Financial Statements - City of Manitowoc TID 14](#)
[TID 14 Final PE 110](#)

[19-1204](#) Final Audit - Tax Incremental District 15; recommend to accept and place on file.

Attachments: [TID 15 Final PE 110](#)

[19-1222](#) General City Claims in the amount of \$2,784,842.92 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: [November Claims](#)
[11-1-19](#)
[11-8-19](#)
[11-15-19](#)
[10-25-19](#)

[19-1243](#) 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: [November License Report](#)

5. Personnel Committee (Consent)

6. Public Infrastructure Committee (Consent)

[19-1061](#) Donated Flag pole at Westfield Park, recommending approve the City to replace the flag pole to be put at Red Arrow Park not to exceed \$1500.

Attachments: [19-1061 Donated Flag pole at Westfield Park](#)

[19-1170](#) Bus Passenger Behavior Policy, recommending to approve the policy changes.

Attachments: [11.6.19 Behavior Policy Memo](#)
[MMT Passenger Behavior Policy](#)

[19-1171](#) Request for Furnace and Lighting at Manitowoc Marina, recommending approval

Attachments: [Request for funds for furnace replacement and light fixture replacement](#)

[19-1206](#) Volunteer Snow Trail Grooming Policy, recommending approving policy

Attachments: [DPI staff rec. volunteer grooming policy](#)
[Flyover Silver Creek-Fat Bike Trails](#)
[Snowdog-26-grooming-sled-28Medium29-e1516038568258](#)
[Volunteer trail grooming policy](#)

[19-1208](#) Report of Board of Public Works of 11/06/2019 for 1st and Final payment of \$29,355.00 to Fortress Fence for Dog Park Fence at Halvorsen Park - Rebid, WO-19-12R, recommending payment.

Attachments: [WO-19-12R Final Payment](#)

[19-1217](#) Report of Board of Public Works of 11/6/19 for 1st and Final payment of \$24,300.00 to Lunda Construction Co. for Maintenance Work on Broadway Street Bridge, AGMT-19-18, recommending payment.

Attachments: [AGMT-19-18 Final Payment](#)

[19-1218](#) Progress Invoice from WI Department of Transportation in the amount of \$274,127.50 for Waldo Blvd, Project 39515003775, recommending payment.

Attachments: [WI DOT Progress Invoice](#)

[19-1219](#) Progress Invoice from WI Department of Transportation in the amount of \$50,918.78 for Waldo Blvd, Project 39545701271, recommending payment.

Attachments: [19-1219 DOT Progress Invoice](#)

[19-1223](#) Report of Board of Public Works of 10/23/19 of approval to enter into AGMT-19-21 with A.C.E. Building Service for sign base and planter in Washington Park for a contract price of \$15,306.00, recommending acceptance and place on file.

Attachments: [AGMT-19-21](#)

[19-1224](#) Report of Board of Public Works of 10/23/19, of bids received for City Hall Lintel Replacement, Project WB-19-18, recommending awarding to low bidder, Hamann Construction in the amount of \$49,494.00.

Attachments: [WB-19-18 Bids](#)

[19-1226](#) Report of Board of Public Works of 10/23/19 of denial of appeal for noxious weed violation for property at parcels 000-355-020 & 000-046-020, recommending acceptance and place on file.

Attachments: [Noxious Weed Appeal](#)

[19-1230](#) Report of Board of Public Works of 11/6/19 of denial of T. Schaus request for alternate communication from the City, recommending acceptance and place on file.

Attachments: [T. Schaus Alternate Communication Request](#)

[19-1231](#) Report of Board of Public Works of 11/6/19 of denial of appeal for forestry assessment at 1235 S. 31st St., recommending acceptance and place on file.

Attachments: [Forestry Assessment - 1235 S 31st](#)

7. Public Safety Committee (Consent)

8. Plan Commission (Consent)

I. COMMITTEE REPORTS

1. Committee of the Whole

[19-1150](#) Hecker/Viebahn property purchase with Manitowoc County

[19-1257](#) Resolution declaring 901 Chicago Street blighted and authorizing the Community Development Authority to acquire and assist the redevelopment of the property

Attachments: [901 Chicago Blight Resolution](#)
[Blight Determination 901 Chicago St](#)

2. Finance Committee

[19-1178](#) General City budget of proposed 2019 levy for 2020, in the amount of \$16,566,778 with \$493,107 in proposed tax incremental financing.

Attachments: [Final Equated 2019 Statement of Assessment](#)
[2020 CAWG FUNDED AND UNFUNDED ITEMS](#)
[2019 Tax Levy RATE Worksheet](#)
[2019 Tax Levy by FUND FINAL SOA](#)
[Known Budgetary Impacts](#)
[DPI Recommended fees 2020](#)
[Res to Create Revolving Loan Fund from CDBG closeout](#)
[Silver Creek Wedding Package Projection](#)
[Res to Create Revolving Loan Fund from CDBG closeout](#)

[19-1192](#) Resolution to hold Primary Election on February 18, 2020 if there are three or more candidates who file nomination papers for a City office at the April 7, 2020 Spring Election.

Attachments: [Res - Spring 2020 Primary](#)

[19-1193](#) Ordinance amending Municipal Code 12.170 regulating opening of fire hydrants.

[19-1194](#) Resolution establishing election official's wages for 2020.

Attachments: [Res - 2020 Election Wages](#)

[19-1195](#) Close-out Certificate from State of WI Department of Administration for DNR Project #4679-10

Attachments: [Close-out certificate DOA](#)

[19-1197](#) Ordinance to amend Section 11.060 of the Municipal Code regulating Taxicab Vehicle License and Taxicab Driver's Licenses

Attachments: [Taxicab Licenses](#)
[Sample License](#)

[19-1198](#) Request to increase annual parking lease rate from \$300 per year to \$350 per year

[19-1232](#) 2019 Poor Fund Report and Recommended Distribution

Attachments: [2019 Poor Fund Report](#)

[19-1242](#) Communication regarding Apportionment of State and County 2019 Property Taxes and Charges.

Attachments: [2019 State & County Apportionment Form](#)

3. Personnel Committee

[19-1186](#) Resolution to approve offering a \$500 sign-on bonus to newly hired part-time Transit Drivers for 2020 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 hire

Attachments: [Res - Transit Sign on bonus](#)
[\\$500 Sign on Bonus.pdf](#)

[19-1237](#) Resolution to approve the revised job description and reclassification of Associate Planner-Business and Housing Development to a Planner-Business and Housing Development in Community Development.

Attachments: [Res - Planner-Business & Housing Dev](#)
[JD - Planner-Business & Housing Dev](#)

[19-1238](#) Resolution to approve the revised job description for a full-time Administrative Assistant position for Fire Rescue Department Life Safety and Neighborhood Services Division

Attachments: [Res - Admin Assistant Life Safety](#)
[JD - Admin Assistant Life Safety](#)

[19-1239](#) Resolution to approve the revised job description and fill a new full-time Administrative Assistant position in the Community Development Department

Attachments: [Res - Admin Assistant CDD](#)
[JD - Admin Assistant Community Dev](#)

[19-1240](#) Resolution to add an additional Community Service Worker II at the Police Department

Attachments: [Res - CSW II](#)

[19-1241](#) Resolution to backfill vacant positions up to the budgeted amounts through 2020 for Transit Drivers, Police Officers, Firefighters and DPI Laborers

Attachments: [Res - Backfill vacant positions 2020](#)

4. Public Infrastructure Committee

[19-1235](#) Resolution to backfill the part-time Administrative Support Specialist in the Senior Center/Recreation Division

Attachments: [Res - backfill PT Admin Senior Center-Rec Div](#)

[19-1251](#) Ordinance to amend Section 10.410 of the Municipal Code regulating winter parking ban and snow emergency changes.

Attachments: [Ord - Winter parking ban](#)

[19-1253](#) Agreement for Professional Services with SMI, Inc. for Watermain Extension for CTH CR, Thunder Ridge, S. 26th, Elm.

Attachments: [SMI Agreement](#)

[19-1254](#) Contract with Bay-Lake Regional Planning Commission for Bike and Pedestrian Master Plan and Action Plan.

Attachments: [Bay Lake Contract](#)

[19-1255](#) Resolution to approve the hiring of Katelin Dorow as Recreation Team Leader who is related to a City supervisor and thus requires a roll call vote confirming her appointment to the position

Attachments: [Res to hire Katelin Dorow as Rec Team Leader jcl edits kmm edits](#)

5. Public Safety Committee

[19-1216](#) Sex Offender Residency Board Appeal for Chad Olm

[19-1236](#) Ordinance to amend Section 10.170 of the Municipal Code regulating Through Intersections

Attachments: [Ord - Through Intersections](#)

[19-1252](#)

Demolition permit request from Wisconsin Public Service for Former Wisconsin Fuel and Light Building at 402 N. 10th St.

Attachments:

[WPS Raze Request - 402 N. 10th](#)

6. Plan Commission

J. OTHER BUSINESS

K. ADJOURN

1. Next Scheduled Common Council Meeting: Monday, December 16, 2019 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**