



City of Manitowoc

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

Meeting Minutes

Common Council

Monday, January 21, 2019

6:30 PM

Council Chambers

A. CALL TO ORDER

B. ROLL CALL

Alderspersons Present: 8 - Jim Brey, Mike Howe, Scott McMeans, Eric Sitkiewitz, Lee H. Kummer, Steven Czekala, Jeremiah Novak and Todd Lotz

Alderspersons Absent: 2 - Rhienna Gabriel and Mike Williams

C. PLEDGE OF ALLEGIANCE & INVOCATION

D. PRESENTATIONS

[19-0043](#) City Clerk administers Oath of Office and badge pinning for the promotions of Assistant Chief Rob Barbier, Deputy Chief Jason Freiboth, Captain Jeremy Kronforst, and Lt. John Musial.

[19-0035](#) Presentation on sealant ban ordinance

Attachments: [City of Port Washington Ordinance](#)
[Clean Wisconsin Summary of Sealant Ban](#)

E. PUBLIC HEARINGS

F. PUBLIC INPUT

Mayor declared the meeting open for public input. In accordance with policy, the public input portion of the meeting is not made a part of the official record.

G. APPOINTMENTS AND BUSINESS PRESENTED BY THE MAYOR

H. CONSENT AGENDA

1. Removal of Consent Agenda Items

None

Approval of the Consent Agenda

Moved by McMeans, seconded by Brey, to accept the Consent Agenda Items and recommendations of the various committees The motion carried by the following vote:

Aye: 8 - Brey, Howe, McMeans, Sitkiewitz, Kummer, Czekala, Novak and Lotz

2. Miscellaneous

[19-0037](#) Minutes of December 17, 2018 Common Council meeting, recommending approval and place on file.

Attachments: [Minutes CC 12-17-18](#)

[19-0036](#) Thank yous from Peter's Pantry, Catholic Charities, The Salvation Army, and Society of St. Vincent de Paul for donation from the Schuette, Wernecke, Wilda, Rank Christmas Fund, recommending placing on file.

Attachments: [19-0036](#)

[19-0038](#) Communications from Public Service Commission of Wisconsin, recommending acceptance and place on file.

Attachments: [PSC of WI](#)
[PSC Communication 12-11-18](#)
[PSC Communication 12-12-18](#)

[19-0067](#) Communications from WI DNR relative to Sumachlor 50 addition to Manitowoc Waterworks Submerged Filtration Plant, recommending acceptance and place on file.

Attachments: [WI DNR Communication](#)
[WI DNR Communication - 2](#)

3. Committee of the Whole (Consent)

[19-0068](#) Report of Special Events Committee relative to approval of the following events: Lean on the Lakeshore Events 2/2/19-4/6/19; Brutal Wear Open Tennis Tournament on 8/7-8/11/19; Shop with a Cop on 12/4/19; WAIVER OF FEES - Snow Ball on 2/21/19; Elks Winter Fest on 2/8-2/9/19; Run4Hope on 5/17/19; Pig to Pig Walk on 9/14/19; Walk to End Alzheimer's on 9/14/19; Roncalli Cross Country Invite on 9/14/19; Art Slam on 9/21/19; recommending acceptance of report and place on file.

Attachments: [19-0068](#)
[Lean on the Lakeshore](#)
[Brutal Wear Open](#)
[Shop with a Cop](#)
[Snow Ball](#)
[Elks Winter Fest](#)
[Run4Hope](#)
[Roncalli Cross Country Invite](#)
[Walk to End Alzheimer's](#)
[Art Slam](#)

4. Finance Committee (Consent)

[19-0001](#) Minutes of December 4, 2018 Finance Committee meeting, recommending approval and place on file.

Attachments: [MeetingMinutes 04-Dec-2018](#)

[19-0002](#) Minutes of the Manitowoc Public Utilities Commission meeting of October 29, 2018, recommending acceptance and place on file.

Attachments: [MPU Commission Minutes 10-29-18](#)

[19-0004](#) Request for DPI to keep the #6 Ford Ranger for the new Parks Planner position, recommending to approve the request.

Attachments: [19-0004](#)

[19-0014](#) Request from Grow it Forward for Night Market 920 2019 events, recommending to approve the request.

Attachments: [Night Market 2019](#)

[19-0016](#) Request for a credit card for Fire Chief Blaser with a credit limit amount of \$5,000, recommending to approve the request.

Attachments: [19-0016](#)

[19-0017](#) Unbudgeted CAWG request for DPI - Plow for new Enterprise Parks Truck, recommending to approve the request.

Attachments: [CAWG - Plow for new Enterprise Parks Truck](#)

[19-0039](#) General City Claims in the amount of \$15,691,839.04 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: [19-0039](#)

[1-4-19](#)

[1-11-19](#)

[1-18-19](#)

[12-21-18](#)

[12-28-18](#)

[19-0070](#) 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.

Attachments: [January Licenses](#)

5. Personnel Committee (Consent)

[19-0011](#) PD-Out of State Travel Request-ILEETA Conference-March 18-23, 2019, recommending approval.

Attachments: [201812071346.pdf](#)

[19-0012](#) Unpaid Leave of Absence Request for Transit Employee, recommending to approve the request.

Attachments: [Leave request-Transit \(1\).pdf](#)

[19-0015](#) DPI-Out of State Travel Request-Bus Inspections, recommending approval.

Attachments: [Out of State Travel-Bus Inspections.pdf](#)

[19-0018](#) Finance-Out of State Travel Request-Annual Springbrook User Conference-Portland, OR-June 11-14, 2019, recommending approval.

Attachments: [Finance Out of state travel-Springbrook Users Conference.pdf](#)

6. Public Infrastructure Committee (Consent)

[18-1261](#) Request from Brandon Bartow to discuss the possibility of constructing a 50 x 100 building at Miracle League Park, recommending approval to construct the building and for City Staff to work with City Attorney to develop a user Agreement for this facility.

[19-0019](#) Request for painted parking stalls at 2507 Marshall Street - Ellerman Glass, recommending denying the request

Attachments: [19-0019_201901080934](#)

[19-0020](#) Request for Temporary Access over unimproved Right-of-way on dedicated but not improved Braun Court off of Menasha Avenue, recommending approving the request to enter into an agreement.

Attachments: [19-0020_201901071606](#)
[19-0020-1_201901071607](#)

[19-0023](#) Lead Water Services on 2019 Projects, recommending to place on file.

Attachments: [19-0023_201901071630](#)

[19-0024](#) Request to retain a City bus to be utilized as a trolley for City use, Special Events and/or carferry transport, recommending to place on file.

Attachments: [19-0024_201901071604](#)

[19-0026](#) Request for Street Light at corner of Remiker Lane and Rapids Road, recommending installation of a 250 Watt Cobra Head light at no charge.

Attachments: [19-0026_201901071603](#)

[19-0034](#) Girl Scout Mobile Cookie Booth for 2019, recommending approval

Attachments: [19-0034](#)

[19-0040](#) Report of Board of Public Works of 12/19/2018 for 4th and Final payment of \$17,875.13 to Vinton Construction for 2018 Sanitary Sewer Construction, WS-18-8, recommending payment.

Attachments: [19-0040](#)

[19-0041](#) Report of Board of Public Works of 12/19/2018 for 2nd and Final payment of \$15,137.06 to Vinton Construction for 2018 Asphaltic Concrete Paving Program, WS-18-4, recommending payment.

Attachments: [19-0041](#)

[19-0042](#) Report of Board of Public Works of 12/19/2018 of bids received for Remove & Upgrade Existing Accordion Doors at Manitowoc Senior Center, Project WB-18-20, recommending awarding to low bidder, MJI Building Service, LLC in the amount of \$76,762.00.

Attachments: [WB-18-20](#)

[19-0059](#) Report of Board of Public Works of 1/9/19 for 2nd and Final payment of \$4,200.00 to Ayres Associates, Inc. for 8th and 10th Street Bridge Inspections, recommending payment.

Attachments: [19-0059](#)

[19-0060](#) Report of Board of Public Works of 1/9/19 for 1st and Final payment of \$23,054.71 to Green Bay Pipe & TV LLC for 2018 Televising Miscellaneous Sewers II, WU-18-18, recommending payment.

Attachments: [19-0060](#)

[19-0061](#) Report of Board of Public Works of 1/9/19 for 1st and Final payment of \$34,484.00 to US Venture, Inc. for Diesel Exhaust Tank Installation, WB-18-15R, recommending payment.

Attachments: [19-0061](#)

[19-0062](#) Progress Invoice from Wisconsin Dept. of Transportation in the amount of \$5.58 for Waldo Blvd., 8th - 5th St., 5th - Maritime Dr, Project No. 39545701271, recommending payment.

Attachments: [19-0062](#)

[19-0063](#) Progress Invoice from Wisconsin Dept. of Transportation in the amount of \$104.90 for Waldo Blvd., 8th - 5th St., 5th - Maritime Dr., Project No. 39545701200, recommending payment.

Attachments: [19-0063](#)

[19-0064](#) Progress Invoice from Wisconsin Dept. of Transportation in the amount of \$108.29 for Waldo Blvd., Fleetwood - 8th St., Project No. 39515003700, recommending payment.

Attachments: [19-0064](#)

[19-0065](#) Progress Invoice from Wisconsin Dept. of Transportation in the amount of \$1,254.29 for Waldo Blvd., CTH R - 8th Street, Project No. 39515003700, recommending payment.

Attachments: [19-0065](#)

7. Public Safety Committee (Consent)

[19-0054](#) Request for "No Truck Route" signs to be placed on Ray Street during the County Highway R construction, recommend to work with DPI staff to place "No Truck Route" signs on Ray Street, Macarthur Drive, and Woodlawn Drive during the County Highway R Construction.

Attachments: [CTH R Construction - Ray St](#)

[19-0055](#) Request for "No Parking" on the east side of South 10th Street between Franklin Street and Jay Street, recommending to place on file.

Attachments: [No Parking S 10th St between Franklin St and Jay St](#)

[19-0057](#) Request for fencing around retention ponds on public or city owned land, recommending to place on file.

Attachments: [fencing around retention ponds](#)

[19-0058](#) Lifequest billing hardship request 182A-18-2774, 182A-18-2859, 182A-18-4465, recommending to allow the individual to work with staff to setup a payment plan.

8. Plan Commission (Consent)

I. COMMITTEE REPORTS

1. Committee of the Whole

[19-0069](#) Report of Special Events Committee recommending approval of the following event subject to Council Action: Pig to Pig Walk on 9/14/19 (Waiver of noise ordinance from 7am to 8am).

Attachments: [19-0069](#)

[Pig to Pig Walk](#)

Moved by McMeans, seconded by Brey, that this Report be approved. The motion carried by the following vote:

Aye: 8 - Brey, Howe, McMeans, Sitkiewitz, Kummer, Czekala, Novak and Lotz

[19-0090](#) Resolution Declaring the Canadian National Peninsula Blighted and Authorizing the Community Development Authority to Acquire and Assist the Redevelopment of the Property

Attachments: [Res 19-0090](#)
[Blight Determination revere drive \(2\)](#)

Moved by McMeans, seconded by Brey, that this Resolution be adopted. The motion carried by the following vote:

Aye: 8 - Brey, Howe, McMeans, Sitkiewitz, Kummer, Czekala, Novak and Lotz

2. Finance Committee

[19-0030](#) Revised Donation Policy for the Solicitation, Acceptance and Distribution of Monetary Contributions and Real or Personal Property with regard to Departments obtaining oversight committee approval and Rahr-West Art Museum being authorized to accept donations of artwork or funding.

Attachments: [19-0030](#)

Moved by Brey, seconded by Lotz, that this policy be adopted. The motion carried by the following vote:

Aye: 8 - Brey, Howe, McMeans, Sitkiewitz, Kummer, Czekala, Novak and Lotz

[19-0071](#) Ordinance to remove the 15 day requirement to pay alcohol license fees in advance of issuance.

Attachments: [Ord 19-0071](#)

Moved by Brey, seconded by Lotz, that this Ordinance be adopted. The motion carried by the following vote:

Aye: 8 - Brey, Howe, McMeans, Sitkiewitz, Kummer, Czekala, Novak and Lotz

3. Personnel Committee

[19-0073](#) Resolution to approve and implement a Donation of Leave Time Policy

Attachments: [Res 19-0073](#)
[Donation of Leave Policy FINAL 12.2018](#)

Moved by Sitkiewitz, seconded by Czekala, that this Resolution be adopted. The motion carried by the following vote:

Aye: 8 - Brey, Howe, McMeans, Sitkiewitz, Kummer, Czekala, Novak and Lotz

4. Public Infrastructure Committee

[19-0029](#) Agreement with Ramaker & Associates, Inc. for Implementation of eCIMS Software to view the Cemetery Information on the Web.

Attachments: [19-0029_201901071635-1](#)

Moved by Kummer, seconded by Novak, that this Agreement be approved subject to the City Attorney's review and approval. The motion carried by the following vote:

Aye: 8 - Brey, Howe, McMeans, Sitkiewitz, Kummer, Czekala, Novak and Lotz

[19-0066](#) Resolution to install and maintain one non-ornamental street light near 2125 North Rapids Rd.

Attachments: [19-0066](#)

Moved by Kummer, seconded by Novak, that this Resolution be adopted. The motion carried by the following vote:

Aye: 8 - Brey, Howe, McMeans, Sitkiewitz, Kummer, Czekala, Novak and Lotz

[19-0074](#) Resolution to backfill vacancy of part-time Administrative Support Specialist-Engineering

Attachments: [Res 19-0074](#)

Moved by Kummer, seconded by Novak, that this Resolution be adopted. The motion carried by the following vote:

Aye: 8 - Brey, Howe, McMeans, Sitkiewitz, Kummer, Czekala, Novak and Lotz

5. Public Safety Committee

[19-0049](#) An Ordinance to amend the Bond Schedule for violations of Section 14.390 of the Manitowoc Municipal Code regulating Habitual Truancy.

Attachments: [Hab Truancy Bond Amendment \(2\)](#)
[Truancy Deposit](#)

Moved by Howe, seconded by Czekala, that this Ordinance be adopted. The motion carried by the following vote:

Aye: 8 - Brey, Howe, McMeans, Sitkiewitz, Kummer, Czekala, Novak and Lotz

[19-0050](#) An Ordinance to create/amend/repeal Section 14.150 of the Manitowoc Municipal Code, Regulation of Loudspeakers.

Attachments: [Ord to Amend 14.150 Regulation of Loudspeakers](#)
[Waiver of Loudspeaker Regulation Request Form \(2\)](#)

Moved by Howe, seconded by Czekala, that this Ordinance be adopted. The motion carried by the following vote:

Aye: 8 - Brey, Howe, McMeans, Sitkiewitz, Kummer, Czekala, Novak and Lotz

[19-0053](#) Manitowoc Sex Offender Residency Board Appeal for David Pfeifer.

Moved by Howe, seconded by Czekala, that this Request be approved. The motion carried by the following vote:

Aye: 8 - Brey, Howe, McMeans, Sitkiewitz, Kummer, Czekala, Novak and Lotz

[19-0056](#) Joint Power Agreement Between Manitowoc County Joint Dispatch Center and the City of Manitowoc.

Attachments: [Joint Power Agreement Between Manitowoc County Joint Dispatch Center and the City of Manitowoc](#)

Moved by Howe, seconded by Czekala, that this Agreement be approved. The motion carried by the following vote:

Aye: 8 - Brey, Howe, McMeans, Sitkiewitz, Kummer, Czekala, Novak and Lotz

6. Plan Commission

19-0075 Resolution to vacate a portion of Archer Street

Attachments: Report to Council - initial resolution Archer Street
Res 19-0075

Moved by Brey, seconded by McMeans, that this Resolution be introduced and referred to the Plan Commission with Clerk to call for public hearing on March 18, 2019. The motion carried by the following vote:

Aye: 8 - Brey, Howe, McMeans, Sitkiewitz, Kummer, Czekala, Novak and Lotz

J. OTHER BUSINESS

K. ADJOURN

Moved by McMeans, seconded by Brey, that this meeting be adjourned at 7:19 pm. The motion carried by the following vote:

Aye: 8 - Brey, Howe, McMeans, Sitkiewitz, Kummer, Czekala, Novak and Lotz

**Deborah Neuser
City Clerk**