



City of Manitowoc

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

Meeting Minutes

Public Infrastructure Committee

Wednesday, December 2, 2020

5:30 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.

This meeting is being conducted both in Council Chambers at City Hall and via remote conferencing software due to a state of emergency and federal, state, and local guidance on gatherings. Members of the public may call to listen in at 888 475 4499 US Toll-free, Meeting ID: 832 9039 0667 Password: 312990

Those wishing to make public comment should email sbirr@manitowoc.org or call 686-6909 with their comment no later than 3:00 p.m. Central the day of the meeting.

Notice is hereby given that a majority of the Common Council of the City of Manitowoc, or a standing committee of that body, may be present at this meeting to gather information about the subject matter over which they have decision making responsibility.

The above governmental body will meet to discuss and possibly take action on the agenda items set forth below.

1. Call to Order

Chairman Novak called the meeting to order at 5:30 p.m.

2. Roll Call

Present: 5 - Novak, Brey, Vanderkin, Hansen and Brunner

Staff Present: D. Koski, G. Minikel, S. Birr, L. Majerus

Others Present: Barry Pankratz

3. Public Comment

4. Presentations

5. Consent Agenda

These items will be approved by one motion unless any Committee Member wishes to remove an item for discussion.

REMOVAL OF CONSENT AGENDA ITEMS: None

Any Committee 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.

[20-1156](#) Approval of the Minutes from the November 4, 2020 Public Infrastructure Committee Meeting

Attachments: [November 4, 2020 Minutes.pdf](#)

A motion was made by Vice Chair Courtney Hansen, seconded by Jim Brey, that the Minutes from the November 4, 2020 meeting were approved. The motion carried by the following vote:

Aye: 5 - Novak, Brey, Vanderkin, Hansen and Brunner

6. Discussion and Action Items

[20-1158](#) Request to waive the street tree removal permit fee at 1807 Washington Street

Attachments: [20-1158 Tree Removal permit fee - Request to waive fee.pdf](#)

D. Koski informed the Committee that this was a recommendation from the Tree Commission. There were trees that were cut down and instead of trees being replaced, the owner is requesting to put in planters.

Barry Pankratz, the representative for the owner of the property was present and they are requesting that the site be deemed non replantable. They are still working with the Tree Commission to obtain this status. They are requesting waiving of the fee and motion to allow planters instead of replanting of a tree.

A motion was made by Chairperson Jeremiah Novak, seconded by Jim Brey, that the Request to waive permit fee and allow planters in place of trees removed was approved for consent agenda. The motion carried by the following vote:

Aye: 5 - Novak, Brey, Vanderkin, Hansen and Brunner

[20-1163](#) Bridge Gate Invoice Dispute

Attachments: [20-1163 Bridge Gate Invoice and dispute letter.pdf](#)

D. Koski explained that there was an accident where the bridge gate was hit and bent. An invoice was sent to the responsible party. He is disputing the invoice as he was told at time of the accident there was no damage.

The Committee recommending sending to the Attorney's office for further review.

L. Majerus requested a copy of all documentation along with the police report to be sent their office.

A motion was made by Jim Brey, seconded by Vice Chair Courtney Hansen, that the bridge gate dispute be sent to the Attorney's Office for review and recommendation was approved and referred to council. The motion carried by the following vote:

Aye: 5 - Novak, Brey, Vanderkin, Hansen and Brunner

[20-1150](#) Small Cell Pole Height

Attachments: [20-1150 small cell map_202011201523.pdf](#)

[20-1150 Small Cell Pole Height.pdf](#)

A motion was made by Chairperson Jeremiah Novak, seconded by Jim Brey, that the request for discussion of small cell pole height was placed on file. The motion carried by the following vote:

Aye: 5 - Novak, Brey, Vanderkin, Hansen and Brunner

[20-1149](#) New Traffic Signal Request for signage on Waldo Boulevard and Harbor Town / Crawford Boulevard

Attachments: [20-1149 Traffic Signals at Rapids Rd and Waldo Blvd.pdf](#)

The Committee discussed the request from a citizen for signage on new traffic signals.

The Committee said that this is something that motorists will get used to in time, and doesn't recommend any signage be placed.

A motion was made by Chairperson Jeremiah Novak, seconded by Vice Chair Courtney Hansen, that the Request for signage for new traffic signals was placed on file. The motion carried by the following vote:

Aye: 5 - Novak, Brey, Vanderkin, Hansen and Brunner

[20-1151](#) Resolution for Dust Palliatives 2021

Attachments: [20-1151 Dust Palliatives Resolution.pdf](#)

A motion was made by John Brunner, seconded by Vice Chair Courtney Hansen, that the Resolution for Dust Palliatives for 2021 was approved and referred to council. The motion carried by the following vote:

Aye: 5 - Novak, Brey, Vanderkin, Hansen and Brunner

[20-1152](#) Resolution for City-Wide Sidewalk Construction & Repair program for 2021

Attachments: [20-1152 Resolution for Sidewalk Program.pdf](#)

A motion was made by Jim Brey, seconded by Vice Chair Courtney Hansen, that the Resolution for City-Wide Sidewalk Construction & Repair 2021 Program was approved and referred to council. The motion carried by the following vote:

Aye: 5 - Novak, Brey, Vanderkin, Hansen and Brunner

[20-1153](#) Resolution for 2021 Seal Coating Program

Attachments: [20-1153 Seal Coating Resolution.pdf](#)

A motion was made by Jim Brey, seconded by Vice Chair Courtney Hansen, that the Resolution for 2021 Seal Coating was approved and referred to council. The motion carried by the following vote:

Aye: 5 - Novak, Brey, Vanderkin, Hansen and Brunner

[20-1154](#) Resolution for 2021 Public Works Program

Attachments: [20-1154 2021 Public Works Program.pdf](#)

A motion was made by Vice Chair Courtney Hansen, seconded by Jim Brey, that the Resolution for 2021 Public Works Program was approved and referred to council. The motion carried by the following vote:

Aye: 5 - Novak, Brey, Vanderkin, Hansen and Brunner

[20-1155](#) Weed and Snow Assessment Fees

Attachments: [20-1155 Memo PI Weed and Snow Assessments.pdf](#)

[20-1155 Ord to Amend Assessment Schedule .pdf](#)

[20-1155 Snow - Weed Process Timeline 10-7-20.pdf](#)

D. Koski and L. Majerus explained that we changed the State Statutes to reflect the citation as well as assessment and dollar amounts are defined. how we can assess properties. Keeping in line with statutes. Spending more than what we were charging. subsequent costs would be amount with fines.

A motion was made by Jim Brey, seconded by Vice Chair Courtney Hansen, that the Ordinance to approve the changes to reflect citation and assessment Request was approved and referred to council. The motion carried by the following vote:

Aye: 5 - Novak, Brey, Vanderkin, Hansen and Brunner

[20-1157](#) Flower Delivery from Burial Search.com

Attachments: [20-1157 Flower Delivery from Burial Search.pdf](#)

D. Koski explained that the company that we currently use to allow public to find cemetery plots are looking to test a program that would allow for flowers to be delivered to a grave site. The Commission would be split between this company and the City.

L. Majerus asked if there is a contract and D. Koski said they would be amending the existing contract.

A motion was made by Chairperson Jeremiah Novak, seconded by Vice Chair Courtney Hansen, that the Request for flower delivery to be added to the Burial Search.com was approved for consent agenda. The motion carried by the following vote:

Aye: 5 - Novak, Brey, Vanderkin, Hansen and Brunner

[20-1171](#) Department of Public Infrastructure Fees for 2021

Attachments: [20-1171 Memo PI DPI Fees for 2021.pdf](#)
[20-1171 Res for 2021 DPI Fees .pdf](#)
[20-1171 Copy of Fees Proposed 2021.pdf](#)

D. Koski reviewed the fees that will be changing for 2021.

A motion was made by Chairperson Jeremiah Novak, seconded by Vice Chair Courtney Hansen, that the Resolution for DPI fees was approved for consent agenda. The motion carried by the following vote:

Aye: 5 - Novak, Brey, Vanderkin, Hansen and Brunner

7. Previously Tabled Items

[20-0781](#) Discussion regarding Ordinance for traffic regulations

This Request was tabled until January

8. Adjournment

A motion was made by Jim Brey, seconded by Vice Chair Courtney Hansen, that the meeting was adjourned at 5:55 p.m. The motion carried by the following vote:

Aye: 5 - Novak, Brey, Vanderkin, Hansen and Brunner

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.