



City of Manitowoc

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

Meeting Agenda

Common Council

Monday, May 17, 2021

6:30 PM

Council Chambers
Note-Meeting will also be available via Remote
Conferencing (Zoom)

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 Zoom to maximize opportunities for residents to attend. Those attending the meeting via Zoom who wish to give public input are asked to keep their microphone muted until public input is opened to improve audio quality for all attendees. Those using their phone to call in may hit *6 to mute and unmute themselves. Members of the public may call to listen in at 888 475 4499 US Toll-free, Meeting ID: 893 9628 6649 Password: 669106.

Public input will be accepted at the meeting. Those wishing to make public comment in advance of the meeting should email abaryenbruch@manitowoc.org or call 920-686-6952 with their comment no later than 12:00 p.m. central the day of the meeting. Emailed public input will be attached to the agenda and made part of the public record.

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

[21-0447](#)

Presentation of Eagles Club Police Officer, Officer Kayla Rocklewitz and Firefighter of the Year, Captain Garrett Grissom

[21-0448](#)

MPU Presentation of Great Lakes Utilities Reciprocating Internal Combustion Engine Project Update

Attachments:

[2021-05-17 GLU RICE Project Update to Manitowoc City Council](#)

[21-0454](#)

Proclamation declaring the Month of May 2021 as Building Safety Month

Attachments:

[Building Safety Month 21](#)

[21-0483](#) Proclamation declaring the week of May 22nd - May 28th, 2021 as National Safe Boating Week

Attachments: [National Safe Boating Week 2021](#)

[21-0491](#) Proclamation declaring the month of May 2021, Asian American, Native Hawaiian, and Pacific Islander Heritage Month

Attachments: [Asian American Native Hawaiian and Pacific Islander Heritage Month](#)

E. PUBLIC HEARINGS

[21-0450](#) 6:31 PM - Public Hearing for the purpose of hearing any and all interested parties in the matter of a proposed change in zone from R-1 Residential-Agricultural District to R-4 Single- and Two-Family District for the southern 25' of property located at 3201 Packer Lane

Attachments: [Public Hearing - Rezone 3201 Packer Lane](#)

[21-0451](#) 6:32 PM - Public Hearing for the purpose of hearing any and all interested parties in the matter of a proposed Conditional Use Permit for the establishment of an Adult Day Care Facility located at 2005 Johnston Drive

Attachments: [Public Hearing - CUP Johnston Dr](#)

[21-0452](#) 6:33 PM - Public Hearing for the purpose of hearing any and all interested parties in the matter of a proposed Adaptive Reuse Conditional Use Permit for the establishment of an Office, Employee Training, and Remote Monitoring located at 1004 N. 17th Street

Attachments: [Public Hearing - CUP N. 17th St](#)

[21-0453](#) 6:35 p.m. - Public Hearing for the purpose of hearing any and all interested parties in the matter of the Analysis of Brownfield Cleanup Alternatives at the River Point District (former CN Peninsula site) located in and around 1110 Buffalo Street and 1 North 10th Street, Manitowoc, Wisconsin

Attachments: [Public Hearing - Brownfields Cleanup](#)
[R1 Site 1 and Site 3 ABCA](#)

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.

[21-0449](#) Previously Submitted Public Input

Attachments: [Public Input - Campbell](#)
[Public Input - Koldoff](#)

G. APPOINTMENTS AND BUSINESS PRESENTED BY THE MAYOR

[21-0481](#) Appointments by Mayor to various Committees, Boards, and Commissions.

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

[21-0443](#) Minutes of April 19, 2021 Common Council meeting, recommending approval and place on file.

Attachments: [4-19-21 Minutes](#)

[21-0444](#) Minutes of April 20, 2021 Common Council Organizational Session, recommending approval and place on file

Attachments: [4-20-2021 Minutes](#)

[21-0445](#) Communication from Wisconsin DNR relative to Water Main Plan and Specification Approval for water main replacement on Custer Street, recommending acceptance and place on file.

Attachments: [Water Main Plan and Specification Approval - Custer Street](#)

[21-0446](#) Communication from Wisconsin DNR relative to Water Main Plan and Specification Approval for water main extension on River Point Drive, York Street, North 11th Street, and Buffalo Street; recommending acceptance and place on file

Attachments: [Water Main Plan and Specification Approval - River Point Dr, York St, N 11th St](#)

[21-0455](#) Resignation from Fred Hazlewood from Library Board effective June 1, 2021, recommending acceptance and place on file

Attachments: [Hazlewood Resignation](#)

3. Committee of the Whole (Consent)

[21-0459](#) Report of Special Events Committee relative to approval of the following events: Cares Enough to Wear Pink Walk/Run on 10/23/2021; Carferry Maiden Voyage on 5/20/2021; Manitowoc Sunrise Rotary Annual Lighthouse on 7/4/2021; WAIVER OF FEES: End of Year Celebration on 6/2/2021; 8th Grade Farewell on 6/8/2021; recommending acceptance of report and place on file

Attachments: [SE Report - Committee Approval](#)
[Cares Enough to Wear Pink](#)
[Carferry Maiden Voyage](#)
[Annual Lighthouse Tour](#)
[End of Year Celebration](#)
[8th Grade Farewell](#)

4. Finance Committee (Consent)

[21-0305](#) 1st Quarter 2021 Internal Controls Report, recommend to accept and place on file.

Attachments: [Check List for Finance Committee](#)

[21-0307](#) 2021 CAWG Request Update, recommend to accept and place on file.

Attachments: [Log of CAWG Requests](#)

[21-0420](#) Request from Manitowoc County Expo/Fair entertainment pavilion purveyors to extend live band music performances on Friday, August 27 and Saturday, August 28, 2021 to 11:30 p.m. with beer sales ending at Midnight and with music stopping at 11:00 p.m. on Tuesday, Wednesday, Thursday, and Sunday and beer sales discontinuing at 11:30 p.m., recommending to approve the request.

Attachments: [Fair Request](#)

[21-0421](#) 2021 - 1st Quarter Budget Exception Report, recommend to accept and place on file.

Attachments: [2021_1st QTR Budget Exception Report for Finance](#)

[21-0423](#) 2021 - 1st Quarter Claims Report, recommend to accept and place on file.

Attachments: [2021 Claims Report to Finance Committee Jan to March 2021](#)

[21-0424](#) Request to rescind 2020 real estate taxes in the amount of \$18,881.45 due to palpable error on Real Property Parcel 000-120-070, Wisconsin Public Service Corp., recommend to rescind the taxes.

Attachments: [Accurate Letter](#)

- [21-0429](#) Delinquent Payment Event Filing, recommend to accept and place on file.
- Attachments:** [Memo - Finance Committee - Delinquent Payment Event Filing](#)
[4.1.2021 Delayed Payment Event - Associated Bank Response](#)
[4.1.2020 Delayed Payment Event Filing](#)
- [21-0430](#) Request to reimburse fees for closure of Popp's Riverwalk Citgo, Inc., recommend to approve the request in the amount of \$250.00.
- Attachments:** [Popp License Reimbursement](#)
[Clerk Memo - Reimbursement](#)
- [21-0431](#) Fund statement balance from Lakeshore Community Foundation for K-9 Preservation Fund, recommend to accept and place on file.
- Attachments:** [Q1 2021 - City of Manitowoc K-9 Preservation Fund](#)
- [21-0432](#) Forestry Budget Transfer to Public Works, recommend to create Forestry line for budget in the Public Works budget.
- Attachments:** [Memo PI Break Out Forestry Budget](#)
[Forestry Budget Final](#)
- [21-0460](#) 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:** [LPI Licensing Report](#)
- [21-0461](#) General City Claims in the amount of \$2,456,692.25 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:** [May Committee Report on Claims](#)
[4-23-2021](#)
[4-27-2021](#)
[4-30-2021](#)
[5-7-2021](#)
[5-14-2021](#)
- [21-0464](#) Report of the Industrial Development Corporation; recommending to approve of a lease with AMMO, Inc.
- Attachments:** [5-12-21 IDC Report to Council](#)

5. Personnel Committee (Consent)

[21-0467](#) Manitowoc Professional Firefighters International Association of Firefighters Local 368 executed contract, recommending to accept and place on file.

Attachments: [Executed Fire Contract](#)

6. Public Infrastructure Committee (Consent)

[21-0433](#) Manitowoc Public Utilities Estimate #E2021-11 Reconfigure 8th & Maritime Drive, recommending approval

Attachments: [21-0433 MPU Estimate for 8th & Maritime Dr.pdf](#)

[21-0436](#) Request for Access over Unimproved Right of Way on Braun Court, recommending approval

Attachments: [21-0436 Access over unimproved Right of Way on Braun Ct.pdf](#)

[21-0437](#) Lakeshore Mini Storage LLC Stormwater Management Facility Maintenance Agreement, recommending approval and entering into the agreement

Attachments: [21-0437 Lakeshore Mini Storage Stormwater Maintenance Agreement.pdf](#)

[21-0438](#) Request to break out a separate Forestry Budget from the Parks Budget, recommending approval

Attachments: [21-0438 Forestry Division Budget.pdf](#)

[21-0468](#) Agreement for Professional Services with Collins Engineers, Inc. for Underwater Bridge Inspections, recommending to place on file

Attachments: [Collins Engineers Agreement](#)

[21-0469](#) Outdoor Recreation Aids Grant Contract with WI DNR for Camp Vits Public Access Development, recommending to place on file

Attachments: [Vits Public Access Contract](#)

[21-0470](#) Outdoor Recreation Aids Grant Contract with WI DNR for Bayshore Recreation Trail Development, recommending to place on file

Attachments: [Bayshore Trail Agreement](#)

[21-0471](#) Report of Board of Public Works of 4/21/2021, of a request for a Sidewalk Privilege Agreement located at 1033 S. 8th Street for the reconstruction of the stair entrance, recommending to approve the request and have the City Attorney draft the agreement

Attachments: [Report of BPW - SPA 1003 S. 8th St](#)
[SPA Photos](#)

[21-0472](#) Report of Board of Public Works of 4/21/2021 of approval to enter into AGMT-21-09 with Philippi Quality Construction, Inc for Red Arrow Park building upgrades for a contract price of \$23,528.00, recommending acceptance and place on file

Attachments: [Report of BPW - AGMT-21-09](#)
[AGMT-21-09](#)

[21-0473](#) Report of Board of Public Works of 4/21/2021 of approval to enter into AGMT-21-08 with Fortress Fence, for installation of high galvanized chain link fence at Municipal Field, for a contract price of \$15,560.00, recommending acceptance and place on file

Attachments: [Report of BPW - AGMT-21-08](#)
[AGMT-21-08](#)

[21-0474](#) Report of Board of Public Works of 4/21/2021 to adopt the Emergency Resolution to Authorize Emergency Repair/Replacement of Fuel Pumps at Streets Shop, recommending acceptance and place on file.

Attachments: [Report of BPW - Resolution](#)
[Emergency Resolution](#)

[21-0475](#) Report of Board of Public Works of 5/5/2021 of approval to enter into AGMT-21-10 with Hamann Construction for work at Washington Park Bathroom for a contract price of \$14,937.00; recommending acceptance and place on file

Attachments: [Report of BPW - AGMT-21-10](#)
[AGMT-21-10](#)

[21-0476](#) Report of Board of Public Works of 5/5/2021, of a request for a Sidewalk Privilege Agreement amendment located at 812 S. 8th Street, recommending to approve the request contingent on receiving the updated legal description and to have the City Attorney draft and amended sidewalk privilege agreement

Attachments: [Report of BPW - SPA 812 S 8th St](#)

[21-0479](#) Report of Board of Public Works of 5/5/2021, of bids received for Building Automation System Upgrades for Safety Building & City Hall, WB-21-21, recommending awarding upgrades for Safety Building to AES, Inc in the amount of \$159,764.00 and upgrades for City Hall to Automated Logic Wisconsin in the amount of \$59,931.00

Attachments: [Report of BPW - WB-21-21](#)
[Memo WB-21-21](#)

[21-0484](#) Report of Board of Public Works of final payments to contractors for Agreements under \$25,000.00, recommending acceptance and place on file.

Attachments: [Report of BPW - Final Payments](#)

7. Public Safety Committee (Consent)

8. Plan Commission (Consent)

[21-0401](#) PC 11-2021: Langman Holdings LLC/ Vista Care / Priority One Investments: Request for a Conditional Use Permit pursuant MMC 15.370(29) for the establishment of an Adult Day Care Facility, located at 2005 Johnston Drive; recommending to approve the request for a Conditional Use permit for the establishment of an Adult Day Care Facility for up to 40 individuals pursuant to the submittal packet and provided conditions

Attachments: [21-0401 Report to Council Vista Care 2005 Johnston Dr.pdf](#)
[21-0401 PC Report Vista Care 2005 Johnston Dr.pdf](#)

[21-0402](#) 14-2021: Vista Care / Priority One Investments: Request for an Adaptive Reuse Conditional Use Permit pursuant to 15.150(3)k for the establishment of an Office for Training and Remote Monitoring located at 1004 N. 17th Street; The Community Development Department recommends approval of an Adaptive Reuse Conditional Use Permit to Vista Care / Priority One Investments for property located at 1004 N. 17th Street for the establishment of an Office, Training and Monitoring Center with conditions as listed

Attachments: [21-0402 Report to Council Vista Care 1004 N 17th St.pdf](#)
[21-0402 PC Report Vista Care Adaptive Reuse CUP 1004 N 17th.pdf](#)

[21-0404](#) PC 13-2021: Schmitz; Release of Easement, 3201 Packer Lane; recommending to approve the request for the Release of Easement

Attachments: [21-0404 PC Report Schmitz Easement release Packer Lane.pdf](#)
[21-0404 Report to Council schmitz easement release.pdf](#)

[21-0405](#) PC 9-2021: City of Manitowoc, Matters Referred to Plan Commission Rahr-West Art Museum; Review of Building Addition Site Plan pursuant to WI Statute 62.23(5), recommending approval of the concept and construction of the Rahr-West Art Museum addition

Attachments: [21-0405 Report to Council Rahr West elevator.pdf](#)
[21-0405 PC Report Rahr West Building Addition.pdf](#)

I. COMMITTEE REPORTS

1. Committee of the Whole

[21-0456](#) Proposal from Herald Times Reporter to publish Council proceedings, legal notices, display ads and ordinances, for the contract year beginning June 1, 2021.

Attachments: [HTR Proposal](#)

[21-0457](#) Ordinance to repeal Section 3.330 of the MMC disbanding the Citizens Advisory Committee

Attachments: [Ordinance Disbanding WCitizens Advisory Committee](#)

[21-0458](#) Report of Special Events Committee relative to approval of the following events: Metro Jam on 8/20 - 8/21/2021 (Waiver of rules prohibiting alcohol in the park; closure of S 12th Street between Washington & Marshall Streets); Lincoln High School Graduation on 6/11/2021 - Rain Date of 6/12/2021 (Street Closures: S 9th from Columbus to Green Streets and S 8th south of Columbus Street); Manitowoc's Garden Faire Extraordinaire (Closure of s 11th & S 12th Streets between Washington and Marshall Street); Maritime Bay Classic on 6/21 - 6/22/2021 (Street closures: Maritime Dr. from N 8th St. to Buffalo St.; Chicago St from N 8th St to Maritime Dr., and N 8th St from Maritime Dr. to Chicago St.; Additional street closures on day 2: Buffalo St. from N 6th St to Maritime Dr. and N 6th St from Buffalo St. to Maritime Dr.)

Attachments: [SE Report - Events needing Council Approval](#)

[Metro Jam](#)

[Lincoln High School Graduation](#)

[Garden Faire Extraordinaire](#)

[Maritime Bay Classic](#)

2. Finance Committee

[21-0427](#) Potential Lease of Property to AMMO, Inc.

Attachments: [Letter to Kathleen McDaniel and Adam Tegen \(EMailed\) - City of Manitowoc..](#)

[21-0462](#) Request from Chewy's LLC for permanent premise extension to include table and chairs located outside along the north side of the building for Sidewalk Cafe Permit

Attachments: [Extension of Premise - Chewy's Permanent](#)

[21-0463](#) Request from Chewy's LLC for temporary premise extension into the closed section of Buffalo Street for a event on July 10, 2021

Attachments: [Extension of Premise - Chewy's Temporary](#)

3. Personnel Committee

[21-0465](#) Resolution to Hire Seasonal Employees Related to Elected Officials, Department Heads, or Supervisory Personnel

Attachments: [Res Seasonal Employee](#)

[21-0466](#) Resolution to Revise Employee Policy Manual Language Update-May, 2021

Attachments:

[Res EPM Updates PC Com. May 2021](#)

[Memo to Council re EPM Revisions 05.2021](#)

[DRAFT EPM w 05.2021 revisions-CLEAN COPY FOR COUNCIL](#)

[Draft EPM 05.2021 revisions for Council](#)

4. Public Infrastructure Committee

[21-0418](#) Ordinance to amend MMC § 8.170, Names and Locations of Parks

Attachments:

[Ord to Amend 8.170 Names and Locations of City Parks.pdf](#)

[21-0425](#) Request to use Schuette Park Donation Tube Funds for maintenance project for Community Built Playground

Attachments:

[21-0425 Schuette Park Community Built Playground Maintenance Project.pdf](#)

[21-0426](#) Request to use funds from the Miracles Donation tube for Miracles Field Fence Repair

Attachments:

[21-0426 Miracles Field Fence Repair.pdf](#)

5. Public Safety Committee

[21-0480](#) Ordinance to amend Section 15.430(12) of the MMC regulating parking Areas Development and Maintenance

Attachments:

[Ord to set forfeiture 15.430](#)

[Memo re bond amount](#)

6. Plan Commission

[21-0482](#) Ordinance for a rezone from R-1 Residential-Agricultural District to R-4 Single- and Two-Family Residential District for property located at 3201 Packer Lane.

Attachments:

[Ordinance PC 10-2021 R-1 to R-4](#)

[Rezone Memo](#)

J. OTHER BUSINESS

K. ADJOURN

1.Next Scheduled Common Council Meeting: Monday, June 21, 2021 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.

Mackenzie Reed-Kadow
City Clerk