



# City of Manitowoc

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

## Meeting Agenda

### Common Council

---

Monday, December 20, 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](mailto: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

[21-1083](#) Swearing in of Police Department Facility K9 Mali

[21-1200](#) Lakeshore Holiday Parade Awards

#### E. PUBLIC HEARINGS

#### 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

[21-1214](#) Appointments by Mayor of election inspectors and nursing home deputies in the City of Manitowoc for the ensuing two year term from 1/1/2022 to 12/31/2023

**Attachments:** [Election Inspector Appointments](#)

## 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

[21-1196](#) Minutes of November 15, 2021 Common Council meeting, recommending approval and place on file

**Attachments:** [Minutes 11-15-21](#)

[21-1199](#) Resignation from Jill Hennessey from Police and Fire commission effective December 22, 2021, recommending acceptance and place on file

**Attachments:** [PFC Resignation - Hennessey](#)

[21-1202](#) Communication from the Office of the Public Service Commission of Wisconsin relative to the Notice of Investigation to consider the application of the City of Manitowoc, as an electric public utility for annual updates to their parallel generation buyback rates; recommending to place on file

**Attachments:** [Notice of Investigation](#)

### 3. Committee of the Whole (Consent)

[21-1206](#) Waiver of retirement notice timeline for DPI employee; recommending to adopt the Committee of the Whole recommendation

**Attachments:** [Public Memo to Council re Gauthier separation](#)

[21-1213](#) Report of Special Events Committee relative to the approval of the following events: Evergleams on 8th St. - Trolley to the Trees on 12/4, 12/11 & 12/18/21; Cares Enough to Wear Pink 5K Walk/Run on 10/22/2022; Waiver of Fees: Monthly Fish & Game Meetings - 2022; recommending acceptance of report and place on file

**Attachments:** [Special Event Committee Report](#)  
[Cares Enough to Wear Pink 5K](#)  
[Monthly Fish & Game Meetings - 2022](#)  
[Evergleams on 8th St](#)

#### 4. Finance Committee (Consent)

[21-1155](#) S & C Lowe's Home Centers, LLC Summons & Compliant For 2021 Tax Assessment, recommend to refer to the City Attorney.

**Attachments:** [S & C Lowes Home Centers LLC v. City 2021 Tax Assessment.pdf](#)

[21-1157](#) 2021 Poor Fund Report and Distribution, recommend to approve the recommendation from the City Clerk.

**Attachments:** [Poor Fund Clerk Recommendation](#)  
[City of Manitowoc Relief Fund History.pdf](#)  
[Poor Relief Analysis.pdf](#)  
[Poor Fund Request](#)

[21-1159](#) Request to Rescind Tax Bills for Parcels 000173040, 000173080, & 000173160 Due to Exemption Error, recommend to approve the request.

**Attachments:** [Parcels 000173040, 000173080 & 000173160 Exempt Email.pdf](#)

[21-1162](#) Parcels 45010050, 450010081, 450010091 (SKD Petroleum Properties) Interest of Purchase, recommend to accept and direct the City Attorney to negotiate the sale of the property.

**Attachments:** [SKD Property Interest Letter.pdf](#)  
[City Attorney SKD Petroleum Judgment Memo.pdf](#)

[21-1203](#) General City Claims in the amount of \$2,995,665.25 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:** [December Claims](#)  
[12-17-2021](#)  
[12-10-2021](#)  
[12-3-2021](#)  
[11-30-2021](#)  
[11-26-2021](#)  
[11-19-2021](#)

[21-1205](#) 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](#)

## 5. Personnel Committee (Consent)

## 6. Public Infrastructure Committee (Consent)

[21-1218](#) Report of Board of Public Works of December 1, 2021, of bids received for 2022 South 14th Street Lift Station & Force Main, Project WU-22-2, recommending awarding to low bidder, Vinton Construction Company in the amount of \$494,396.50

**Attachments:** [Report BPW - WU-22-2](#)

[21-1219](#) Report of Board of Public Works of 11/17/2021 for 5th and Final payment of \$20,316.42 to Vinton Construction for 2021 Concrete Paving, WS-21-1, recommending payment

**Attachments:** [WS-21-1 Final Payment](#)

[21-1220](#) Report of Board of Public Works of 11/30/2021 for 4th and Final payment of \$35,822.50 to Highway Landscapers, Inc. for 8th Street Installation of Trees, Grates & Planters, WS-21-14, recommending payment

**Attachments:** [WS-21-14 Final Payment](#)

[21-1221](#) Report of Board of Public Works of 11/30/2021 for 5th and Final payment of \$15,706.09 to Vinton Construction, Inc. for 2021 Concrete Paving IV - Broadway Street, WS-21-10, recommending payment

**Attachments:** [WS-21-10 Final Payment](#)

[21-1222](#) Report of Board of Public Works of 12/15/2021 for 4th and Final payment of \$4,859.70 to Vinton Construction, Inc. for 2021 N 8th Street New Sidewalk, WS-21-16; recommending payment

**Attachments:** [WS-21-16 Final Payment](#)

[21-1223](#) Report of Board of Public Works of 12/15/2021 for 5th and Final payment of \$12,932.11 to Vinton Construction, Inc. for N 8th Street & Maritime Dr Modifications to Green Space, WO-21-12; recommending payment

**Attachments:** [WO-21-12 Final Payment](#)

[21-1224](#) Report of Board of Public Works of 12/15/2021 for 3rd and Final payment of \$9,443.07 to Vinton Construction for 2021 York Street Parking Lot, WS-21-25; recommending payment

**Attachments:** [WS-21-25 Final Payment](#)

[21-1225](#) Report of Board of Public Works of 12/15/2021 for 4th and Final payment of \$5,029.46 to DeGroot, Inc for Sanitary & Storm Sewer Construction, WU-21-11; recommending payment

**Attachments:** [WU-21-11 Final Payment](#)

[21-1226](#) Various Progress Invoices from Wisconsin Department of Transportation for Waldo Blvd totaling \$5,269.79; recommending payment

**Attachments:** [Progress Invoice DOT](#)

[21-1231](#) Pay estimate number 1-Revised from JT Engineering for Manitowoc SIP Signal Design in the amount of \$6,295.97; recommending payment

**Attachments:** [JT Engineering Pay estimate](#)

## 7. Public Safety Committee (Consent)

[21-1187](#) Sex Offender Residency Board Appeal for Erin Driscoll; recommending to approve the request

[21-1194](#) Discussion regarding the intersection of South 35th Street and Dewey Street; recommending to install advanced warning pedestrian signs and when data is provided and a traffic study is warranted / feasible conduct traffic study

**Attachments:** [Request - S. 35th St. and Dewey St..pdf](#)  
[S 35TH ST - DEWEY ST - 2016 - 2021.pdf](#)  
[2009 Dewey St. Corridor Study - Accident Data.pdf](#)  
[2009 Dewey St. Corridor Study - Traffic Signal Warrant Analysis.pdf](#)  
[2009 Traffic Counts at S. 35th & Dewey St.pdf](#)

## 8. Plan Commission (Consent)

### I. COMMITTEE REPORTS

#### 1. Committee of the Whole

[21-1201](#) Agreement to Transfer the Wastewater Treatment Facility to Manitowoc Public Utilities

**Attachments:** [WWTF Management Agreement Amendment 12052021 draft for MPU Commis](#)

[21-1204](#) Summons & Complaint from Manitowoc Area Visitors and Convention Bureau, Inc., The Hearty Olive, LLC, & WI Association of Convention and Visitor Bureaus, Inc. vs. City of Manitowoc and Manitowoc Room Tax Commission, Case 2021CV469.

**Attachments:** [Summons and Complaint](#)  
[Motion for TRO and Injunction](#)

## 2. Finance Committee

- [21-1156](#) Amendment to Ordinance Section 11.100 of the Municipal Code to Update Mobile Food Truck Vendors Licenses  
**Attachments:** [Amended Ord 11.100.pdf](#)
- [21-1158](#) Municipal Services Agreement Amendment between City of Manitowoc and Progress Lakeshore  
**Attachments:** [Progress Lakeshore Email.pdf](#)  
[City of Manitowoc and Progress Lakeshore Amendment Rev 4.pdf](#)
- [21-1160](#) 2022 Budget Amendment(s), including updating assessed value to \$2,279,566,650  
**Attachments:** [Memo - Finance Committee - 2022 Budget Amendments.pdf](#)  
[2021 Statement of Assessment - CITY OF MANITOWOC.pdf](#)  
[2021 Tax Levy 2022 Budget w Updated Assessed Value.pdf](#)  
[2021 Tax Rate 2022 Budget w Updated Assessed Value.pdf](#)  
[Transit Utility Driver 2022 Budget Amendments .pdf](#)  
[Report of the Committe of Finance - 2022 Budget.pdf](#)
- [21-1161](#) Downtown Residential Investment Grant Program Creation  
**Attachments:** [Downtown Residential Investment Grant Program.pdf](#)
- [21-1207](#) Ordinance to amend section 11.140 regulating Commercial Garbage Haulers  
**Attachments:** [Amending Ord 11.140 Commercial Garbage Haulers](#)
- [21-1208](#) Request for 3-month lease for Doneff's Schuette Building's parking stalls in the S. 9th & Jay Street Lot  
**Attachments:** [Doneff Lease Request](#)
- [21-1209](#) Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing  
**Attachments:** [RESOLUTION DECLARING OFFICIAL INTENT TO REIMBURSE EXPENDITU](#)
- [21-1210](#) Correction of error from City Assessor for 855 River Bluff Dr., Parcel #238-005-050  
**Attachments:** [COE Letter for Parcel 238005050](#)
- [21-1211](#) Report of City Clerk of summary of fees collected for leased parking stalls for the previous five lease years  
**Attachments:** [Leased Parking Fees](#)

[21-1212](#) Request from Mike Howe to allow a sale of portions of Union Square

**Attachments:** [Howe Property Sale Request](#)

### 3. Personnel Committee

[21-1148](#) Request to Approve Memo of Understanding with Teamsters Local 662 to Include Transit Driver/Utility Person Position

**Attachments:** [MMT Utility Person Executed MOU.pdf](#)

[21-1215](#) Resolution to approve Employee Policy Manual Revisions

**Attachments:** [Res EPM Updates PC Com. December 2021](#)  
[Memo to Council re EPM Revisions 12](#)  
[FINAL EPM Rev Dec 2021 CLEAN for Council Approval.pdf](#)

[21-1216](#) Resolution to adjust DPI Laborers 2022 Wage Rate

**Attachments:** [Res to establish DPI Laborers' 2022 wages FINAL](#)  
[Memo DPI Laborer Wage Increase 2022](#)  
[DPI Laborer Wage Funding Adopted](#)

### 4. Public Infrastructure Committee

[21-1227](#) Resolution for City-Wide Sidewalk Construction & Repair program for 2022

**Attachments:** [Res for 2022 Sidewalks](#)

[21-1228](#) Resolution for Dust Palliatives 2022

**Attachments:** [Res for 2022 Dust Palliatives](#)

[21-1229](#) Resolution for 2022 Public Works Program

**Attachments:** [Res for 2022 Street Improvements Program](#)

[21-1230](#) Facility use agreement with Manitowoc County ADRC

**Attachments:** [2022 ADRC Dining Site-Facility Use Agreement.pdf](#)

[21-1232](#) Vehicle Lease agreement with Assist to Transport for term ending December 31, 2026

**Attachments:** [MMT ATT lease agreement section 2-2021](#)  
[2022-2026 FEE SHEET from Assist to Transport](#)  
[Assist to Transport Proposal 2022-2026](#)  
[ATT Driver Training Manual](#)  
[FINAL Request for Proposal - Paratransit Service 2022-2024](#)

[21-1233](#) Agreement between City of Manitowoc and Assist to Transport for Public transit Lease Agreement 2022-2026

**Attachments:** [MMT - ATT Paratransit 2022](#)  
[Assist to Transport Proposal 2022-2026](#)  
[ATT Driver Training Manual](#)  
[FINAL Request for Proposal - Paratransit Service 2022-2024](#)  
[2022-2026 FEE SHEET from Assist to Transport](#)

## 5. Public Safety Committee

[21-1189](#) Joint Powers agreement between Manitowoc County Joint Dispatch Center and the City of Manitowoc effective March 1, 2022.

**Attachments:** [Joint Powers Agreement - Manitowoc County 2022.pdf](#)  
[Joint Powers Letter 2022.pdf](#)  
[Manitowoc County Annual Municipal Emergency Management Survey complete](#)

[21-1190](#) Ordinance to amend section 14.440 of the MMC regulating Trespass.

**Attachments:** [Email regarding 14.440 trespass.pdf](#)  
[Ord to Amend 14 440 Trespass.pdf](#)

[21-1191](#) Ordinance to amend section 10.390 of the MMC regulating parking on Yorkshire Lane.

**Attachments:** [Email 10.390 Parking near Yorkshire Lane.pdf](#)  
[Ord to Amend 10 390 Parking Near Yorkshire Lane Bus Stop .pdf](#)

[21-1195](#) LifeQuest billing dispute, call 182A-21-3429.

[21-1217](#) Agreement with MyGov for new software for the Building Inspection Department

**Attachments:** [MyGov Service Order Signed](#)  
[MyGov SSA\\_Mayor\\_Clerk](#)

## 6. Plan Commission

[21-1234](#) Resolution to vacate an un-named street off of South Frontage Road

**Attachments:** [Resolution street vacation Un-named St](#)  
[PC 44-2021](#)

## J. OTHER BUSINESS

## K. ADJOURN

*1.Next Scheduled Common Council Meeting: Monday, January 17, 2022 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](mailto: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