



City of Manitowoc

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

Meeting Agenda

Common Council

Monday, February 21, 2022

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

E. PUBLIC HEARINGS

[22-0130](#)

6:31 p.m. - Public hearing for the purpose of hearing any and all interested parties in the matter of a proposed change to the Official Map to remove an unnamed street near the intersection of S. Frontage Road and S. 42nd Street

[22-0131](#)

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 a mini-warehouse located at 3737 Dewey Street

[22-0132](#)

6:33 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 a Community-Based Residential Facility for Treatment and Recovery Services located at 1010 Huron Street

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.

[22-0167](#)

Previously submitted public input

Attachments:

[Public Input - Weyer](#)

[Public Input - Weyer M.](#)

G. APPOINTMENTS AND BUSINESS PRESENTED BY THE MAYOR

[22-0166](#)

Mayor makes the following appointments: Committee on Aging - Jennifer Hudon (term: expires 6/1/2022); Industrial Development Corporation - Debra Meyer (term: indefinite)

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

[22-0133](#)

Minutes of January 17, 2022 Common Council meeting, recommending approval and place on file

Attachments:

[Minutes 1-17-22](#)

[22-0135](#)

Report of 2021 activities of Great Lakes Utilities (GLU) as required by Resolution. Recommending acceptance and place on file.

Attachments:

[2022-01-25 Ltr GLU Update to City Council](#)

[22-0161](#)

Resignation from Lydia Groeschel from Committee on Aging effective immediately; recommending acceptance and place on file

Attachments:

[Resignation Groeschel](#)

[22-0162](#) Thank you from Society of St. Vincent de Paul for donation from the Schuette, Wernecke, Wilda, Rank Christmas Fund, recommending to accept and place on file

Attachments: [Thank You Letter Society of St. Vincent de Paul](#)

3. Committee of the Whole (Consent)

[22-0173](#) Report of Special Events Committee relative to approval of the followings events: Stake Permit: Metro Jam on 6/17/2022 & 6/18/2022; Downtown Farmers Market 5/7 to 10/29/2022; Summer Band & Orchestra Concert on 7/21/2022; recommending acceptance of report and place on file

Attachments: [Special Event Committee Events Acted On 01-13-22 to 02-16-22](#)
[Metro Jam Stake Permit](#)
[Downtown Farmers Market](#)
[Summer Band & Orchestra Concert](#)

4. Finance Committee (Consent)

[22-0088](#) Presentation by Brad Viegut on 2022 Debt Financing Plan; recommending to place on file

Attachments: [2022 City of Manitowoc Debt Financing Plan.pdf](#)

[22-0089](#) 4th Qtr 2021 Investment Report, recommend to accept and place on file.

Attachments: [4th QTR 2021 Investment Report.pdf](#)

[22-0102](#) Application for "Class B" Intoxicating Liquor & Fermented Malt Beverage License, Lupitas Mexican Store LLC DBA Fast Taco, 1701 S 41st St., recommend to approve the application.

Attachments: [Class B App - Fast Taco 1701 S 41st.pdf](#)

[22-0103](#) Application for "Class B" Intoxicating Liquor & Fermented Malt Beverage License, The Topsy Tomato Pub & Pizzeria, 1228 Memorial Dr, recommend to approve the application.

Attachments: [Class B App - Topsy Tomato Pub & Pizzeria, 1228 Memorial Dr.pdf](#)

[22-0104](#) Application for "Class B" Intoxicating Liquor & Fermented Malt Beverage License, Manitowoc Lodging Associates LLP DBA Baymont Hotel, 101 Maritime Dr, recommend to approve the application.

Attachments: [Class B App - Manitowoc Lodging Association LLP DBA Baymont Hotel, 101 Maritime Dr.pdf](#)

[22-0105](#) Report of 2021 Municipal Court Revenues & Caseload Statistics, recommend to accept and place on file.

Attachments: [2021 Municipal Court Revenues & Caseload Statistics.pdf](#)

[22-0106](#) Correction of Error from City Assessor for 1616 Wollmer St, Parcel #000-144-000, recommend to reduce the assessed value to \$393,800 for 2021 and reduce the tax bill to \$9,366.60

Attachments: [Correction of Error - 1616 Wollmer St - Parcel 00-144-000.pdf](#)

[22-0107](#) Agreement between the City and Midwest Cycling Series to host the Tour of America's Dairyland Bike Race, recommend to enter into agreement.

Attachments: [Midwest Cycling Series Race Agreement](#)

[22-0109](#) Communication from City Assessor on 2021 Tax Roll Omitted Parcels 355-102-002 & 355-102-003; 1912/1916 S 23rd St, recommend to place on omitted tax roll and create 2021 tax bills totaling \$1,642.90.

Attachments: [Omitted Tax Bill - 1912 & 1916 S 23rd St - Parcels 355-102-002 & -03.pdf](#)

[22-0134](#) General City Claims in the amount of \$11,443,883.21 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: [February Claims](#)

[2-18-2022](#)

[2-18-22](#)

[2-11-2022](#)

[2-4-2022](#)

[1-28-2022](#)

[1-21-2022](#)

5. Personnel Committee (Consent)

6. Public Infrastructure Committee (Consent)

[22-0139](#) Report of Board of Public Works of 1/26/2022 for 5th and final payment of \$70,788.61 to Vinton Construction Company for 2021 Concrete Paving II - Custer Street Recon (City), WS-21-17; recommending payment

Attachments: [Vinton Construction Payment](#)

[22-0140](#) Report of Board of Public Works of 1/26/2022, of bids received for 2022 Televising Miscellaneous Sewers I, WU-22-5, recommending awarding to low bidder, Green Bay Pipe & TV, LLC, in the amount of \$43,559.15

Attachments: [BPW - WU-22-5](#)

[22-0176](#) Report of Board of Public Works of 2/9/2022 for 4th and final payment of \$7,259.00 to Automated Logic - Wisconsin for Building Automation System Upgrade - City Hall U Card Upgrade, WB-21-21; recommending payment

Attachments: [Final Payment Automated Logic](#)

[22-0177](#) 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 - Payment](#)

[22-0178](#) Report of Board of Public Works of 2/9/2022, of bids received for Watermain Extension South of Viebahn Street, WU-22-10; recommending awarding to low bidder, Kruczek Construction Inc., in the amount of \$2,333,333.33

Attachments: [Report of BPW - WU-22-10](#)
[Memo WU-22-10](#)

[22-0179](#) Report of Board of Public Works of 2/9/2022 of approval to enter into AGMT-22-03 with STS Trucking for 2022 Ash Tree Removal at Lincoln Park for a contract price of \$14,000.00; recommending acceptance of report and place on file

Attachments: [Report of BPW - AGMT-22-03](#)
[AGMT-22-03](#)

[22-0180](#) Various Progress Invoices from Wisconsin Department of Transportation totaling \$7,087.37; recommending payment

Attachments: [Progress Invoice DOT](#)

7. Public Safety Committee (Consent)

8. Plan Commission (Consent)

[22-0077](#) PC 4-2020: Michael Plate. d.b.a. Plate Enterprises: Annual Review of a Conditional Use Permit - for the operation of a Recycling Facility Located 1107 Franklin Street; recommending to approve the annual review of Plate Enterprises' Conditional Use Permit located at 1107 Franklin Street

Attachments: [22-0077 Plate CUP Review Report to Council.pdf](#)
[22-0077 PC Report M Plate CUP Annual Review 1107 Franklin Street.pdf](#)

[22-0078](#) PC 36-2019: Grow it Forward: Annual Review of an Adaptive Reuse Conditional Use Permit located at 1501 Marshall Street; recommending to approve the annual review of Grow it Forward's Adaptive Reuse Conditional Use Permit located at 1501 Marshall Street

Attachments: [22-0078 PC Report GrowItForwardCUP Annual Review 1501 Marshall Street.r](#)
[22-0078 Report to Council Grow it Forward CUP review.pdf](#)

[22-0079](#) PC 2-2022: Annual Review of Community Living Arrangements; recommending Pursuant to section 15.370(19) the Plan Commission has reviewed the Community Living Arrangements and is recommending to the Council to approve the associated licenses for the Community Living Arrangement for 2022

Attachments: [22-0079 Report to Council CLAs.pdf](#)
[22-0079 PC Report Annual Review of Community Living Arrangements.pdf](#)

[22-0080](#) PC 5-2022: Comprehensive Plan Update - Review of Proposals; recommending to approve the proposal from Vandewalle & Associates, Inc. for the Comprehensive Plan Amendment and i) instruct the Mayor and staff to enter into any agreements or contracts related to the project and ii) instruct staff to proceed with all necessary steps to complete the project

Attachments: [PC 22-0080 Report to Council Comp Plan Amendment Vandewalle.pdf](#)

I. COMMITTEE REPORTS

1. Committee of the Whole

[22-0169](#) Resolution to renumber Annexation of Wards 35, 36 and 37

Attachments: [Resolution - Renumber Annexations](#)

[22-0170](#) Ordinance to renumber Annexation of Wards 35, 36 and 37

Attachments: [Ordinance - Renumber Annexations](#)

[22-0172](#) Resolution to approve the hiring of Courtney Hansen as the Director of Tourism, effective February 24, 2022

Attachments: [Res to approve hiring Courtney Hansen as Director of Tourism eff. 2-24-2022](#)

[22-0174](#) Report of Special Event Committee recommending approval for the following events subject to Council action: The Fat Seagull Street Parties on 6/25-6/26/2022, 7/30-7/31/2022 & 8/20-8/21/2022 (Closure of Quay St. from S 8th to S 9th; extension of premise for alcohol); Lights in Lincoln Park on 11/22-12/30/2022 (Approval of advertising signs in City right-of-ways); Chewy's Annual Block Party on 9/9/2022 (Waiver of noise ordinance until 11p.m.; closure of portion on block of Buffalo St. east of N 8th St.)

Attachments: [Special Events for Council Approval - 01-13-22 to 02-16-22](#)
[The Fat Seagull Street Parties](#)
[Lights in Lincoln Park](#)
[Annual Block Party](#)

2. Finance Committee

- [22-0022](#) American Rescue Plan Act (ARPA) agreement with Manitowoc County
- Attachments:** [Lead Lateral Emails from MPU.pdf](#)
[Watermain Email from Mayor Nickels.pdf](#)
- [22-0090](#) Capital Plan for the Manitowoc Marina
- Attachments:** [Manitowoc Marina Capital Plan Note.pdf](#)
- [22-0091](#) Request for City of Manitowoc to Fundraise for Holiday Decorations
- Attachments:** [City of MTW Holiday Decorations Fundraise Email.pdf](#)
- [22-0108](#) Potential term sheet / development agreement with Kaysun
- Attachments:** [Kaysun Term Sheet - Final.pdf](#)
- [22-0110](#) Resolution Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$6,440,000 General Obligation Promissory Notes
- Attachments:** [Parameters Resolution - 2022 GOPNs \\$6.44MM.pdf](#)
[City of Manitowoc \(GOPNs\) - Scope of Engagement 22-0110](#)
- [22-0111](#) Resolution Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$3,845,000 General Obligation Promissory Notes
- Attachments:** [Parameters Resolution - 2022 GORBs \\$3.845MM.pdf](#)
[City of Manitowoc \(GORBs\) - Scope of Engagement 22-0111](#)
- [22-0112](#) Resolution Authorizing the Issuance of Not to Exceed \$3,535,000 General Obligation Promissory Notes and Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$3,535,000 Note Anticipation Notes in Anticipation Thereof
- Attachments:** [Parameters Resolution - 2022 NANs \\$3.535MM.pdf](#)
- [22-0113](#) Resolution Authorizing the Issuance of Not to Exceed \$1,420,000 General Obligation Promissory Notes and Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$1,420,000 Taxable Note Anticipation Note in Anticipation Thereof
- Attachments:** [Parameters Resolution - 2022 TNANs \\$1.420MM.pdf](#)
- [22-0114](#) Resolution Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$1,500,000 Taxable General Obligation Refunding Bonds
- Attachments:** [Parameters Resolution - 2022 TGORBs \\$1.500MM.pdf](#)
[City of Manitowoc \(TGORBs\) - Scope of Engagement 22-0114](#)

[22-0136](#) Scope of Engagement relative to the Proposed Issuance of \$1,414,000 City of Manitowoc Taxable Note Anticipation Note

Attachments: [Scope of Engagement 22-0136](#)

[22-0168](#) Request for a credit card for Director of Tourism with a credit limit amount of \$5,000

Attachments: [Memo - Credit Card Request - Director of Tourism](#)

3. Personnel Committee

[22-0137](#) Resolution to approve Staffing Overlap for the Fire Rescue Department

Attachments: [Res to approve staffing overlap in the Fire Rescue Department](#)

[22-0138](#) Resolution to reclassify the Municipal Court Clerk position

Attachments: [Res Reclassify Municipal Court Clerk Job Description and Comp Grade](#)

[22-0171](#) Request to approve revised Seasonal Pay Rates

Attachments: [Appendix B 2022 REVISED Seasonal Payrates Final](#)

4. Public Infrastructure Committee

[21-0952](#) Municipal Field Baseball Diamond transfer to Manitowoc Public School District

Attachments: [Transfer to MPSD Memo](#)

[22-0092](#) Permission to operate a mobile cookie booth for Girl Scouts.

Attachments: [22-0092 - Permission to operate mobile cookie booth - Girl Scouts.pdf](#)

[22-0093](#) Resolution for Ornamental Lighting - River Point Development - 1000 Block of Buffalo Street

Attachments: [22-0093 - Resolution for Ornamental Lighting - River Point Development 1000 E](#)

[22-0094](#) State Municipal Financial Agreement (ID #4100-42-00/71/72) for State-Let US Highway 151 (Calumet/Washington) from I-43 to S. 8th Street

Attachments: [22-0094 - State Agreement for US Hwy 151 Calument-Washingtong.pdf](#)

5. Public Safety Committee

[22-0145](#) Ordinance to amend section 17.060 of the Manitowoc Municipal Code regulating Plumbing and 18.090 Electrical Permit Fees.

Attachments: [Ord to Amend 17 060 Plumbing 18.090 Electrical Permit Fees.pdf](#)

[22-0146](#) Ordinance to amend 31.200 of the Manitowoc Municipal Code Prohibited Signs.

Attachments: [Ord to Amend Ch 31 to Council](#)

[22-0147](#) An Ordinance to amend section 10.490 of the Manitowoc Municipal Code regulating two-hour parking on South 16th Street at Wollmer Street.

Attachments: [Ord to Amend 10 490 2-Hour Parking at 16th St .pdf](#)
[2-hour Parking on S. 16th St. to Wollmer St - Broadwind.pdf](#)
[2-Hour Parking Request S. 16th St. and Wollmer St. - Ammo.pdf](#)

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](#)

[22-0074](#) PC 4-2022: Ortlieb / Pathways for a Better Life, LLC; Request for a Conditional Use Permit pursuant to 15.150(3)f. for the establishment of a Community-Based Residential Facility for Treatment and Recovery Services located at 1010 Huron Street.

Attachments: [22-0074 Report to Council Ortlieb Pathways 1010 Huron St.pdf](#)
[22-0074 PC Report Ortlieb CUP 1010 Huron.pdf](#)

[22-0075](#) PC 3-2002: Zabel / Glasstone LLC; Request for a Conditional Use Permit in the C-1 Commercial Zoning District pursuant to 15.310(3)b for the establishment of mini-warehouse located at 3737 Dewey Street.

Attachments: [22-0075 Report to Council Zabel Glasstone CUP.pdf](#)
[22-0075 PC Report Glasstone-Zabel CUP Dewey Street.pdf](#)

[22-0175](#) Ordinance to amend 22.010 - Official Map Change for Un-Name Street off of South Frontage Road

Attachments: [Ord to Amend Official Map re South Frontage Road](#)
[PC 44-2021 BW](#)

J. OTHER BUSINESS

K. ADJOURN

1.Next Scheduled Common Council Meeting: Monday, March 21, 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 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