



City of Manitowoc

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

Meeting Minutes

Common Council

Monday, May 16, 2022

6:30 PM

Council Chambers

Note: This meeting will also be held via Remote Conferencing Software (Zoom)

A. CALL TO ORDER

B. ROLL CALL

Alderspersons Present: 10 - Jim Brey, Eric Sitkiewitz, Steven Czekala, Bill Schlei, Brett Vanderkin, Chad Beeman, Michael Cummings, Tim Boldt, Todd Reckelberg and Darian Kaderabek

C. PLEDGE OF ALLEGIANCE & INVOCATION

D. PRESENTATIONS

[22-0419](#) Manitowoc Fire Rescue Department Badge Pinning for Promotions

[22-0420](#) City Clerk administers Oath of Office and badge pinning of Lieutenant Cooper Schmidt

[22-0421](#) City Clerk administers Oath of Office and badge pinning of Detective Eric Schultz

[22-0422](#) Proclamation declaring the week of May 15th - 21st, 2022 as National Police Week and May 15, 2022 as Peace Officers' Memorial Day

Attachments: [National Police Week and Peace Officers Memorial Day 2022](#)

[22-0423](#) Proclamation declaring the month of May 2022 as Mental Health Awareness Month

Attachments: [Mental Health Awareness Month 2022](#)

[22-0424](#) Presentation from Jamie Zastrow with Progress Lakeshore

E. PUBLIC HEARINGS

[22-0425](#) 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-4 Single and Two Family Residential to B-3 General Business for property located 2500 Washington Street and 900 Block of S 25th & 26th Streets

Mayor declared the meeting open for a public hearing on this matter.

City Clerk reported that the notice of the public hearing was published in the

Herald Times Reporter on May 2, 2022 and May 9, 2022. (Proof of publication is on file in the City Clerk's Office)

No parties appeared to speak on this matter.

Mayor declared the public hearing closed. (A recording of the entire public hearing is on file in the City Clerk's Office).

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

[22-0426](#)

Mayor makes the following appointments: Rahr-West Art Museum Board - Joe Cibulka (term: expires 6/1/2025); Rahr-West Art Museum Board - Cassie LaPean (term: expires 6/1/2023); Capital Allocation Working Group (CAWG) - Adam Tegen, Nick Reimer, Todd Blaser, Greg Vadney, Dan Koski, JJ Walvoord (term expires 5/30/2024)

Moved by Czekala, seconded by Sitkiewitz, that these appointments be approved. The motion carried by the following vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

H. CONSENT AGENDA

1. Removal of Consent Agenda Items

Aldersperson Vanderkin requested to remove item 22-0413

Approval of the Consent Agenda

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

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

2. Miscellaneous

[22-0427](#)

Minutes of April 18, 2022 Common Council meeting, recommending approval and place on file

Attachments: [Minutes 4-18-22](#)

[22-0428](#)

Minutes of April 19, 2022 Common Council Organizational Session, recommending approval and place on file

Attachments: [Minutes 4-19-22](#)

[22-0429](#) Resignation from RJ Skrepenski effective immediately; recommending acceptance and place on file

3. Committee of the Whole (Consent)

[22-0457](#) Report of Special Events Committee relative to approval of the following events: Waiver of Fees: Advanced Placement Testing on 5/2-5/11/2022; Stake Permit: Birthday Party on 5/7/2022; 8th Grade Farewell on 6/8/2022; End of Year Picnic on 5/23/2022; Lighthouse Tour on 7/4/2022; Residential Block Party - 1000 blk of Summit St.; Silver Cup XXII Disc Golf Tournament on 7/16-7/17 (Amateurs) & 8/4-8/7 (Pros); recommending acceptance of report and place on file

Attachments: [Events Acted on by Special Event Committee](#)

[Advanced Placement Testing](#)

[Birthday Party](#)

[8th Grade Farewell](#)

[End of Year Picnic](#)

[Lighthouse Tour](#)

[Residential Block Party](#)

[Silver Cup XXII Disc Golf Tournament](#)

4. Finance Committee (Consent)

[22-0398](#) 1st Qtr 2022 Budget Exception Report, recommend to accept and place on file.

Attachments: [2022 Qtr 1 Budget Exception Report.pdf](#)

[22-0399](#) 1st Qtr 2022 Investment Reconciliation Report, recommend to accept and place on file.

Attachments: [1st Qtr 2022 Investment Reconciliation.pdf](#)

[22-0400](#) 1st Qtr 2022 Claims report from City Attorney. recommend to accept and place on file.

Attachments: [Jan-March 2022 Claims Report.pdf](#)

[22-0402](#) Statement of the Board of Canvassers relative to the April 5, 2022 Spring Election for Alderpersons in Districts 4, 5, 6, 8 and 9, recommend to accept and place on file.

Attachments: [Statement of Canvassers 4-5-22.pdf](#)

[22-0403](#) Capital Asset Working Group (CAWG) Membership Appointment, recommend to accept and place on file.

Attachments: [Capital Asset Working Group Appointment 2022-2024.pdf](#)

[22-0404](#) Memorandum of Agreement for Weights and Measures Inspection, recommend to approve the memorandum of agreement.

Attachments: [Memo of Agreement Weights and Measures.pdf](#)

[22-0431](#) General City Claims in the amount of \$2,295,072.52 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: [Committee Report on Claims](#)

[4-18-22](#)

[4-22-2022](#)

[4-29-2022](#)

[4-29-2022\(2\)](#)

[5-6-2022](#)

[5-13-2022](#)

[22-0432](#) 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)

[22-0405](#) Professional Services for Mountain Lion Exhibit Concept Design with Ayres Associates, recommending to enter into the agreement.

Attachments: [22-0405 Agreement_ManitowocZoo-MtLionExhibit.pdf](#)

[22-0406](#) Request from the Army Corps of Engineers for permission for Ingress/Egress Access to Manitowoc Harbor, recommending approval

Attachments: [22-0406 Letter From Army Corp of Engineers requesting ingress-egress access.pdf](#)
[22-0406 Emails regarding permission request.pdf](#)

[22-0410](#) Request from American Red Cross for waiver of fees for blood drive at Manitowoc Senior Center; recommending approval

Attachments: [22-0410 FEE WAIVER REQUEST RED CROSS.pdf](#)

[22-0437](#) Report of Board of Public Works of 4/20/2022, of bids received for 2022 Concrete Intersection Reconstruction - Cleveland Ave. at Maritime Dr, WS-22-12; recommending awarding to low bidder, Vinton Construction Co., in the amount of \$89,371.36

Attachments: [Report of BPW - WS-22-12](#)

[22-0438](#) Report of Board of Public Works of 4/20/2022, of bids received for 2022 Asphaltic Concrete Paving II - S 7th St. - Franklin to Madison St., WS-22-14; recommending awarding to low bidder, Vinton Construction Co., in the amount of \$1,081,881.19

Attachments: [Report of BPW - WS-22-14](#)

[22-0439](#) Report of Board of Public Works of 4/20/2022 of approval to enter into AGMT-22-05 with RasieRite for Maritime Drive Bridge to Fill Voids for a contract price of \$17,280.00; recommending acceptance of report and place on file

Attachments: [Report of BPW - AGMT-22-05](#)

[22-0440](#) Report of Board of Public Works of 5/4/2022 of approval to enter into AGMT-22-10 with Fortress Fence for Halvorsen Dog Park - New Entrance Fence for a contract price of \$7,140.00; recommending acceptance of report and place on file

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

[22-0441](#) Report of Board of Public Works of 5/4/2022 of approval to enter into agreement with Cretton Enterprises for 2022-2024 Flower Maintenance & Weed Control in various areas throughout the City of Manitowoc for a contract price of \$17,650.48 for 2022; \$17,248.65 for 2023; and \$17,918.65 for 2024; recommending acceptance of report and place on file

Attachments: [Report of BPW - Agreement Cretton](#)

[22-0442](#) Report of Board of Public Works of approval to rescind the snow shoveling assessment for property located at 955 N. 6th Street; recommending acceptance of report and place on file

Attachments: [Report of BPW - Snow Appeal 955 N 6th St](#)

[22-0443](#) Report of Board of Public Works of 5/9/2022, of bids received for Boat Dock Fender System, WO-22-19, recommending awarding to low bidder McMullen & Pitz Construction Co., in the amount of \$68,050.00

Attachments: [Report of BPW - WO-22-19](#)

[22-0444](#) Report of Board of Public Works of bids received for Auto Lock Installation at Park Restroom Facilities, WB-22-17R; recommending awarding base bid and alternate 2.A to low bidder, LaForce Inc, in the amount of \$42,476.00

Attachments: [Report of BPW - WB-22-17R](#)

[22-0445](#) Report of Board of Public Works of 3/9/2022 of bids received for 2022 Concrete Slab Replacement Program, WS-22-11, recommending awarding to low bidder, Vinton Construction Company, in the amount of \$136,353.44

Attachments: [Report of BPW - WS-22-11](#)

[22-0452](#) Report of Board of Public Works of 5/4/2022 for 2nd and final payment of \$9,817.09 to Green Bay Pipe & TV for 2022 Televising Miscellaneous Sewers I, WU-22-5; recommending payment

Attachments: [Green Bay Pipe & TV Payment](#)

7. Public Safety Committee (Consent)

8. Plan Commission (Consent)

I. COMMITTEE REPORTS

1. Committee of the Whole

[22-0430](#) Proposal from Herald Times Reporter to publish Council proceedings, legal notices, display ads and ordinances, for the contract year beginning June 1, 2022

Attachments: [Proposed HTR Rates](#)

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

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

[22-0458](#) Report of Special Event Committee recommending approval for the following events subject to Council action: Graduation on 6/10/2022 (Street Closures: S 9th from Columbus to Green Sts. and S 8th South of Columbus St.); Acoustic Fest on 7/16/2022 (Waiver of rules prohibiting alcohol in the park; no parking on a portion of the east side of S 12th St. between Washington & Marshall Sts.); Sputnikfest on 9/10/2022 (Street closures of Park St. from N 7th to N 9th & N 8th Street from State Street to St. Claire & no parking on one side of N 9th from State Street to St. Claire Street.); Maritime Bay Classic on 6/19/2022 (Street closures: Maritime Dr. from N 8th to N 6th; Chicago from N 8th to N 5th; Buffalo from N 5th to N 6th; N 6th from Maritime to Buffalo; N 8th from Maritime to Chicago; & York from N 7th to N 8th

Attachments: [Special Events Requiring Common Council Action](#)

[Graduation](#)

[Acoustic Fest](#)

[Sputnikfest](#)

[Maritime Bay Classic](#)

[Gumby's Glow Run Walk](#)

[War on the Shore](#)

Moved by Czekala, seconded by Sitkiewitz, that these events be approved. The motion carried by the following vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

2. Finance Committee

[22-0413](#) Approval to engage a recruitment firm to assist with hiring of department head vacancies, recommend to approve the request.

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

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

[22-0433](#) Report of the Industrial Development Corporation of the relocation of Private Contractor Storage Yard to the Hecker/Viebahn Industrial Park

Attachments: [Report of IDC](#)

Moved by Brey, seconded by Sitkiewitz, to authorize City Staff to work with McMullen & Pitz Construction Company on the negotiation and closing for the exchange of McMullen & Pitz's land located on the River Point Peninsula and City-Owned property located west of Hecker Rd and South of W Viebahn St. The motion carried by the following vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

3. Personnel Committee

[22-0434](#) Resolution to change Job Title from Destination Marketing Manager to Destination Sales & Marketing Manager in the Tourism Department

Attachments: [Res approve job title change from Destination Marketing Mgr. to Sales Destination Marketing Manager 10208-final for PC -05-2022.pdf](#)

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

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

[22-0435](#) Resolution to Hire Seasonal Employees Related to Elected Officials, Department Heads, or Supervisory Personnel

Attachments: [Res to hire related seasonals for seasonal employment 2022](#)

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

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

[22-0436](#) Resolution to approve the revised City Social Media Policy Guidelines and Expectations

Attachments: [Res to approve revised City Social Media Policy Guidelines](#)
[Memo to Council re Social Media Revisions](#)
[Social Media Policy May 2022 Revisions for Personnel](#)

Moved by Sitkiewitz, seconded by Vanderkin, that this Resolution be adopted.

The motion carried by the following vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

4. Public Infrastructure Committee

[22-0273](#) Inter-Municipal Agreement with the Town of Manitowoc, Town of Newton, Manitowoc Public Utilities and the City of Manitowoc for Water Service

Attachments: [Water Services Agreement](#)

Moved by Cummings, seconded by Brey, to enter into the agreement. The motion carried by the following vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

[22-0330](#) Ordinance to amend section 14.575 of the MMC regulating Sexual Offender Residency Restrictions.

Attachments: [Ordinance to amend Section 14.575 of MMC regulating Sexual Offender Residency Restrictions \(002\)](#)

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

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

[22-0407](#) Task Order with Strand Associates for Stormwater Hydrology and Hydraulics Study

Attachments: [22-0407 Stormwater Drainage H&H Study Memo.pdf](#)
[Task Order for Stormwater Drainage H&H Study](#)

Moved by Cummings, seconded by Brey, to enter into the agreement. The motion carried by the following vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

[22-0409](#) Proposed Changes to the Cemetery Rules & Regulations

Attachments: [22-0409 Cemetery Rules & Regulations.pdf](#)

Moved by Cummings, seconded by Brey, to approve the changes. The motion carried by the following vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

[22-0411](#) Resolution from Manitowoc Public Utilities for Ornamental Lighting at River Point Development

Attachments: [Resolution-Ornamental Lighting River Point Development](#)

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

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

[22-0451](#) Permanent Utility Easement located on Jenny Road between Cimarron Court and South 19th Street for placement of watermain utilities

Attachments: [Permant Utility Easement](#)

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

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

[22-0453](#) Request to award Alternate #2 at a cost of \$258,168.80 with a completion date of 11/18/2022 for River Point Development, Phase 1, WS-21-15

Attachments: [River Point Bid Add Alternate #2 Memo and Bid Tab](#)

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

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

5. Public Safety Committee

[22-0454](#) Ordinance to amend section 10.730 regulating Angle Parking within the downtown areas of Chicago, Buffalo, York and Washington Streets

Attachments: [Ord to update onstreet parking layout](#)

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

Aye: 9 - Brey, Sitkiewitz, Czekala, Schlei, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

Nay: 1 - Vanderkin

[22-0455](#) Resolution to amend the Building Inspection Fee Schedule for Sign Permits

Attachments: [Res to amend 2022 Building Inspection sign permit fees](#)

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

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

6. Plan Commission

[22-0456](#) Ordinance to rezone property located at 2500 Washington Street and 900 Block of S. 25th & S 26th Streets

Attachments: [Ordinance PC 14-2022 Briese Family Dental](#)

[PC 14-2022 Rezone](#)

[PC 14-2022 Rezone BW](#)

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

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

J. OTHER BUSINESS

K. ADJOURN

Moved by Czekala, seconded by Sitkiewitz, that this meeting be adjourned at 7:39 p.m. The motion carried by the following vote:

Aye: 10 - Brey, Sitkiewitz, Czekala, Schlei, Vanderkin, Beeman, Cummings, Boldt, Reckelberg and Kaderabek

**Mackenzie Reed-Kadow
City Clerk**