



# City of Manitowoc

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

## Meeting Agenda

### Common Council

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Monday, August 15, 2022

6:30 PM

Council Chambers

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

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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

[22-0687](#)

City Clerk administers Oath of Office and badge pinning of Officer Matthew Baughman and Officer Jacob Shillcox

[22-0688](#)

City Clerk administers Oath of Office and badge pinning of Lieutenant Adam Theel, Motor Pump Operator Tammy Halle, Motor Pump Operator Kevin Wilke, and Motor Pump Operator Kevin Fabian

[22-0689](#)

Commendation to Brayden Hunnicutt

[22-0690](#)

Key to the City presented to Angel Her, Miss Hmong USA America Nation 2022 and Miss America Nation 2022

**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**

[22-0691](#)

Mayor makes the following appointments: Crime Prevention Committee - Nathan Hay (term: indefinite); Transit Commission - Brian Portzen (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**

[22-0693](#)

Minutes of June 20, 2022 Common Council meeting, recommending approval and place on file

**Attachments:**

[Minutes 6-20-22](#)

[22-0694](#)

Minutes of August 8, 2022 Common Council meeting, recommending approval and place on file

**Attachments:**

[Minutes 8-8-22](#)

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

[22-0696](#)

Report of the Special Events Committee relative approval of the following events: WAIVER OF FEES - Noon Rotary Picnic on 6/29/2022; Manitowoc Marine Band Concerts on 6/24, 7/21 and 7/28/2022; Running-a-Fair on 8/24/2022; Lakeshore Foster Families and Friends Picnic on 5/20/2023; Scenic Shore Bike Race on 7/23-7/24/2022; 2022 Pickle Open on 6/25-6/26/2022; Jr. Ships Baseball Tournament on 7/08-7/10/2022; Unity Walk on 9/18/2022; Manitowalk vs. ALS on 8/27/2022; Rob's Ride on 8/28/2022; 5k Fun Run/Walk on 8/13/2022; WAIVER OF FEES - School Supply Giveaway on 8/19-8/22/2022; Beaver Classic Disc Golf Tournament on 8/20/2022; WAIVER OF FEES - Annual Celebration of Clients on 9/23/2022; WAIVER OF FEES - Manitowoc County Fair on 8/24-8/28/2022; Walk to End Alzheimer's on 9/17/2022; Fall into the Zoo on 9/17/2022; recommending acceptance of reports and place on file.

**Attachments:**[SEC Acted On 2022-06-16 to 2022-08-10 \(002\).pdf](#)[WoF Noon Rotary Picnic.pdf](#)[Mtwc Marine Band Concerts.pdf](#)[Running-a-Fair.pdf](#)[Lakeshore Foster Families Picnic.pdf](#)[Scenic Shore Bike Race.pdf](#)[2022 Pickle Open.pdf](#)[Jr Ships Baseball Tournament.pdf](#)[Unity Walk.pdf](#)[Manitowalk vs ALS.pdf](#)[Rob's Ride.pdf](#)[5k Fun Run-Walk.pdf](#)[WoF School Supply Giveaway.pdf](#)[Beaver Classic Disc Golf Tournament.pdf](#)[WoF Annual Celebration of Clients.pdf](#)[WoF Mtwc County Fair.pdf](#)[Walk to End Alzheimer's.pdf](#)[Fall into the Zoo.pdf](#)**4. Finance Committee (Consent)**[22-0577](#)

L20-00117 Brotski Claim for >\$5,000 for Injuries from City Street, recommend to deny claim.

[22-0581](#)

2nd Quarter Fraud Detection and Prevention Report, recommend to accept and place on file.

**Attachments:**[Internal Controls to Prevent and Detect Fraud](#)[22-0582](#)

2nd Quarter CAWG Listing Report, recommend to accept and place on file.

**Attachments:**[2022 Log of CAWG Requests\\_02](#)

- [22-0583](#) CAWG request from the Manitowoc Fire Rescue Department for Extrication Equipment, recommend to approve the request.
- Attachments:** [Fire Extrication Equipment](#)
- [22-0584](#) CAWG Request from the Manitowoc Fire Rescue Department for PPE Firefighting Gear, recommend to approve the request.
- Attachments:** [Fire-PPE](#)
- [22-0585](#) Application for "Class B" Intoxicating Liquor & Fermented Malt Beverage License, Jens Pfeffer Funeral Home LLC, dba Lakeshore Life Celebration Center, 3616 Waldo Blvd., recommend to approve the application.
- Attachments:** [Lakeshore Life Celebration Center App](#)
- [22-0586](#) Application for "Class B" Intoxicating Liquor & Fermented Malt Beverage License, Jens Pfeffer Funeral Homes LLC, dba All Care Center, 925 S. 14th St., recommend to approve the application.
- Attachments:** [All Care Center App](#)
- [22-0626](#) 2nd Quarter Budget Exception Report; recommending to approve and place on file
- Attachments:** [02\\_2022 Budget Exception Report for Fin Comm](#)
- [22-0627](#) 2nd Quarter 2022 Investment Report; recommending to approve and place on file
- Attachments:** [2nd Qtr 2022 Investment Reconciliation](#)
- [22-0628](#) Claims Report January 2022 - June 2022; recommending to approve and place on file
- Attachments:** [Jan-June 2022 Claims Report to Finance Committee](#)
- [22-0629](#) CAWG Request from the Manitowoc Fire Rescue Department for LP-15 Cardiac Monitor; recommending to approve the request
- Attachments:** [CAWG request for cardiac monitor](#)
- [22-0630](#) CAWG Request from Parks & Rec Department for Comprehensive Parks & Rec Plan, recommending to approve the request in the amount of \$25,000
- Attachments:** [Comp Plan parks\\_rec](#)
- [22-0631](#) US District Court Waiver of the Service of a Summons Civil Action No. 22-C-452; recommending to refer to CVMIC
- [22-0632](#) Wireless Telecommunications Equipment and Service Agreement with Cellcom; recommending to approve the new agreement
- Attachments:** [cellcom renewal 2022-2024](#)

- [22-0633](#) Request from the Department of Tourism for a credit card for the Destination Sales & Marketing Manager; recommending to approve the request
- Attachments:** [Memo - credit card request for Dept of Tourism](#)
- [22-0677](#) 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](#)
- [22-0678](#) Request for a permanent Extension of Premise from Topsy Tomato located at 1228 Memorial Drive; recommending approval
- Attachments:** [Topsy Tomato Pub & Pizza Premise Extension](#)
- [22-0679](#) Request for a permanent Extension of Premise from Mi Tequila located at 4411 Calumet Ave; recommending approval
- Attachments:** [Mi Tequila LLC Extension of Premise](#)
- [22-0680](#) July General City Claims in the amount of \$2,476,609.42 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:** [July Claims](#)
- [7-15-2022](#)
- [7-8-2022](#)
- [7-8-22](#)
- [7-1-22](#)
- [6-24-2022](#)
- [6-24-22](#)
- [22-0681](#) General City Claims in the amount of \$2,988,365.82 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:** [August Claims](#)
- [8-12-2022](#)
- [8-5-2022](#)
- [7-29-2022](#)
- [7-22-22](#)

## 5. Personnel Committee (Consent)

## 6. Public Infrastructure Committee (Consent)

- [22-0635](#) Waldo Boulevard Grass Restoration, recommending approval for treatment of weeds, planting seed and communicating with property owners

- [22-0636](#) Maritime Bluff and Shoreline Restoration Plan Deliverable, recommending approval of plan
- Attachments:** [22-0636 Maritime Bluff and Shoreline Restoration Plan.pdf](#)  
[MARITIME BLUFF & SHORELINE RESTORATION PLAN.pdf](#)
- [22-0637](#) Washington Park Metro Jam Monument, recommending approval of funded monument
- Attachments:** [22-0637 Washington Park Metro Jam Monument.pdf](#)
- [22-0638](#) Request to install 70' wide driveway at Color Craft, 5631 West Drive, recommending approval for the widened driveway
- Attachments:** [22-0638 Request for widened driveway at Color Craft.pdf](#)  
[22-0638 Driveway Extension for Color Craft.pdf](#)
- [22-0639](#) Request to trim garden along the sidewalk on the northeast end of Parking Lot to allow for Parking Garage Access at 814 S 8th Street, recommending approval
- Attachments:** [22-0639 814 S 8th Street Parking Garage Access Request.pdf](#)
- [22-0640](#) Request to install a 63 foot driveway for Sadoff Iron and Metal, recommending approval for widened driveway
- Attachments:** [22-0640 Request for widened driveway at Sadoff Iron and Metal Co.pdf](#)  
[22-0640 New Driveway off of South 26th Street - Sadoff Iron and Metal.pdf](#)  
[22-0640 MAP.pdf](#)
- [22-0641](#) Request for crosswalk light installation for Alliance Laundry, recommending approval for crosswalk lights
- Attachments:** [22-0641 Flashing Pedestrian Crossing Signs for Alliance Laundry.pdf](#)  
[22-0641 Alliance Laundry request for 2 LED Flashing Crosswalks.pdf](#)
- [22-0643](#) Stormwater Management Facility Maintenance Agreement with Setzer Properties ZGBY, LLC at 42nd and Viebahn Street, recommending approval
- Attachments:** [22-0643 Stormwater Management Facility Maintenance Agreement for Fed Ex.c](#)
- [22-0644](#) Stormwater Management Facility Maintenance Agreement for Kona Realty, LLC at 5500 West Drive, recommending approval
- Attachments:** [22-0644 Stormwater Management Facility Maintenance Agreement for Kaysun.c](#)
- [22-0647](#) Chief's Football Field Expansion, recommending approval of expansion discussion with funding to be determined
- Attachments:** [22-0647 Manitowoc Chiefs Football Field Expansion Request.pdf](#)
- [22-0652](#) Reduction in Transit scheduling due to staffing shortages, recommending approval if qualified drivers aren't obtained.

[22-0699](#) Report of Board of Public Works of 7/20/2022 for 1st and final payment of \$46,109.00 to Fortress Fence for Baseball Diamond Fencing Replacement at Halvorsen & Rheaume Parks, WS-22-18; recommending payment

**Attachments:** [Final Payment Fortress Fence](#)

[22-0701](#) Report of Board of Public Works of 7/20/2022 for 1st and final payment of \$68,050.00 to McMullen & Pitz for Boat Dock Fender System, WO-22-19, recommending payment

**Attachments:** [Final Payment McMullen & Pitz](#)

[22-0702](#) Report of Board of Public Works of 8/3/2022 for 5th and Final payment of \$65,861.12 to Vinton Construction Company for Camp Vits Parking Lot & Trail, WS-21-24; recommending payment

**Attachments:** [Final Payment Vinton Construction](#)

[22-0703](#) Report of Board of Public Works of 7/6/2022, of bids received for Manitowoc City Hall Re-Roofing Project, WB-22-21; recommending awarding base bid to low bidder, Crafts Inc, in the amount of \$179,361.00

**Attachments:** [Report of BPW - WB-22-21](#)

[22-0704](#) Report of Board of Public Works of 7/6/2022, of bids received for New PVC Re-Roofing System at Manitowoc Public Library, WB-22-22; recommending awarding alternate 1, in the amount of \$225,543.00

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

[22-0705](#) Report of Board of Public Works of 8/3/2022, of bids received for Playground Equipment for Parks - Rebid, WB-22-20R; recommending awarding to low bidder, Lee Recreation, in the amount of \$113,731.00

**Attachments:** [Report of BPW - WB-22-20R](#)

[22-0706](#) Report of Board of Public Works of 8/3/2022, of bids received for Lincoln Park Tennis Court Resurface Project, WS-22-24; recommending awarding to low bidder, Munson Inc., in the amount of \$53,719.00

**Attachments:** [Report of BPW - WS-22-24](#)

[22-0707](#) Report of Board of Public Works of 7/20/2022 of approval to enter into AGMT-22-12 with McMullen & Pitz Construction Company for repairs to the sheet pile cap east of Bud Tower - Manitowoc Harbor for a contract price of \$16,400.00; recommending acceptance of report and place on file

**Attachments:** [AGMT-22-12](#)

[22-0708](#) 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 Final Payments](#)

[22-0709](#) Report of Quotes received for QE-22-5 Mobile 4 Column Lift System with Remote Control, QE-22-6 Heavy Duty Truck Wheel Balancer, QE-22-7 Rotary Heavy-Duty Tire Changer; recommending approval to US Petroleum Equipment for the three quotes received

**Attachments:** [Quotes US Petroleum Equipment](#)

## 7. Public Safety Committee (Consent)

[22-0592](#) Police Department request for special distribution from the City of Manitowoc K-9 Preservation Fund, recommend to approve the request.

**Attachments:** [2023 CHEVROLET TAHOE 4WD PPV](#)  
[emergency lighting and electronics estimate](#)  
[Email - special distribution request](#)

## 8. Plan Commission (Consent)

### I. COMMITTEE REPORTS

#### 1. Committee of the Whole

[22-0700](#) Report of Special Events Committee Recommending approval for the following events subject to Council action: Residential Block Party - Delta St. on 8/12/2022 (Closure on Delta St. from 44th St. to 4310 Delta St.); Residential Block Party - Country Lane on 7/30/2022 ( Closure of Country Ln from Deerfield Ln to Kellner St.); Hispanic Heritage Celebration on 9/16/2022 (Waiver of alcohol in Washington Park); AmVets Fundraiser on 9/10/2022 (Closure for small section on Divison St. right outside Renegades Bar.); Block Party - N 16th St. on 9/4/2022 ( Closure from Waldo Blvd. to Wisconsin Ave. on N 16th St.); Halfway to St. Patrick's on 9/17/2022 ( Closure on Jay St. from 8th St. to Big Jay's Smoke Shop); Block Party - Porche Ct. on 9/11/2022 (Closure of Porche Ct.)

**Attachments:** [Council Approval Form 2022-06-16 to 2022-08-10.pdf](#)  
[Residential Block Party - Delta St.pdf](#)  
[Residential Block Party - Country Ln.pdf](#)  
[Hispanic Heritage Celebration.pdf](#)  
[AmVets Fundraiser.pdf](#)  
[Residential Block Party - N 16th St.pdf](#)  
[Halfway to St. Patrick's.pdf](#)  
[Residential Block Party - Porche St..pdf](#)

#### 2. Finance Committee

[22-0578](#) Possible discussion and action on remediation at former Mirro site - 1512 Washington Street



[22-0682](#) Request for Extension of Premise for Renegades LLC located at 1421 S 39th Street for an event on 9/10/2022

**Attachments:** [Renegades Extension of Premise](#)

[22-0683](#) Request for Extension of Premise for Moores Pub LLC located at 811 Jay Street for an event on 9/17/2022

**Attachments:** [Moores Pub LLC Extension of Premise](#)

[22-0684](#) 2021 Annual Comprehensive Financial Report with Auditors' report

**Attachments:** [Manitowoc Annual Comprehensive Financial Report 12.31.2021](#)  
[Management Letter and Board Communication](#)

[22-0685](#) Request for Extension of Premise for the Eagles Club located at 823 Hamilton Street for an event on 10/8/2022

**Attachments:** [Eagles Extension of Premise](#)

[22-0692](#) Update from Manitowoc Public Utilities on the Wastewater Treatment Facility

**Attachments:** [2022-07-15 Memo \(Comm\) WWTF Update to Common Council](#)

### 3. Personnel Committee

[22-0695](#) Ordinance to amend section 3.010(8) to set the salary for Common Council Members

**Attachments:** [3.010 Ord increase Alderperson compensation for terms beginning 2023 2024](#)

### 4. Public Infrastructure Committee

[22-0686](#) Financial Assistance Agreement for the 2022 Lead Service Line Program

**Attachments:** [Manitowoc SDW 5191-15 LSL FAA\\_Final](#)

[22-0697](#) Municipal Water Installment Agreements with Various Property Owners

[22-0698](#) Resolution Authorizing a Harbor Assistance Program (HAP) Grant Application

**Attachments:** [Appl Resolution\\_city](#)

### 5. Public Safety Committee

[22-0661](#) An Ordinance to amend Chapter 31 of the MMC regulating Signs.

**Attachments:** [Ord to revise Chapter 31 regulating Signs - Final](#)  
[Sign Code Changes Summary](#)

[22-0664](#) Demolition Permit Request by McMahon, Inc., agent for Holy Family Convent of the Franciscan Sisters of Christian Charity, for demolition of a structure in excess of 100,000 cubic feet located at 2406 S. Alverno Road, pursuant to Section 16.070(1)(b) of the Manitowoc Municipal Code

**Attachments:** [2406 S Alverno Demo Permit App](#)

[22-0712](#) Ordinance to revise parking in the City owned parking lot adjacent to the Wastewater Treatment Facility

## 6. Plan Commission

## J. OTHER BUSINESS

## K. ADJOURN

*1. Next Scheduled Common Council Meeting: Monday, September 19, 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**