



City of Manitowoc

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

Meeting Minutes

Common Council

Monday, November 21, 2022

6:30 PM

Council Chambers

Note: This meeting will also be held via remote conferencing software

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

[22-0962](#)

City Clerk administers Oath of Office and Badge Pinning of Police Lieutenant Kim Albright

E. PUBLIC HEARINGS

[22-0963](#)

6:30 PM - Public Hearing for the purpose of hearing any citizen or taxpayer on the proposed budget for the upcoming year

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 November 6, 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).

[22-0964](#)

6:31 PM - Public Hearing for the purpose of hearing any and all interested parties in the matter of the proposed change to Chapter 15 regulating Floodplain Zoning Ordinance

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 November 7, 2022 and November 14, 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

G. APPOINTMENTS AND BUSINESS PRESENTED BY THE MAYOR

[22-0994](#)

Mayor makes the following appointment: Committee on Aging - Lynn Kalista (term: 11/22/2022 - 6/1/2024)

**Moved by Czekala, seconded by Sitkiewitz, that this Appointment 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

None

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

[22-0965](#)

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

Attachments: [Minutes 10-17-22](#)

[22-0966](#)

Communication from the Office of the Public Service Commission of Wisconsin relative to the Notice of Investigation to consider the application of Manitowoc Public Utilities to construct a 13.2 kV Distribution Express Line and 4 MW Emergency Stationary RICE Standby Generator Resiliency Project; recommending to place on file

Attachments: [Notice of Investigation](#)

[22-0992](#)

Resignation from Donna Kickland from the Committee on Aging, effective upon replacement; recommending acceptance and place on file

Attachments: [Kickland Resignation](#)

[22-0993](#)

Resignation from Paul Steinbrecher from the Zoning Board of Appeals, effective immediately; recommending acceptance and place on file

Attachments: [Steinbrecher Resignation](#)

3. Committee of the Whole (Consent)

[22-0974](#) Report of the Special Events Committee relative approval of the following events: Brutal Wear Open Tennis Tournament on 8/4-8/6/2023; AP Testing - Lincoln High School on 5/1-5/5 & 5/8/2023; Ultimate Lakeshore Weekend on 6/24-6/25/2023; recommending acceptance of report and place on file

Attachments: [SEC Acted On- 2022-10-14 to 2022-11-16](#)

[Brutal Wear Tennis Tournament](#)

[Waiver of Fees - AP Testing](#)

[Ultimate Sports Weekend](#)

4. Finance Committee (Consent)

[22-0903](#) 3rd Quarter Investment Report; recommending to accept and place on file

Attachments: [3rd Qtr 2022 Investment Reconciliation](#)

[22-0904](#) 3rd Quarter Budget Exceptions Report; recommending to accept and place on file

Attachments: [03 2022 Budget Exception Report for Fin Comm](#)

[22-0905](#) CAWG Request from Department of Public Infrastructure for a wing blade for truck #51, recommending approval

Attachments: [#51 Truck wing blade_CAWG REQUEST](#)

[22-0906](#) 2022 Poor Fund Report & Distribution; recommending to accept the recommendation of the City Clerk and place on file

Attachments: [Poor Fund Memo](#)

[22-0911](#) Update on Finance Department; recommending to place on file

[22-0927](#) Tax Levy Certification from Manitowoc Public School District for Fiscal Year 2022-2023; recommending to accept and place on file

Attachments: [Levy Letter 2022-23 - City of Manitowoc PI 1508](#)

[Levy Letter 2022-23 - City of Manitowoc Letter](#)

[22-0928](#) Tax Levy Certification from Lakeshore Technical College for Fiscal Year 2022-2023; recommending to accept and place on file

Attachments: [City of Manitowoc LTC Levy](#)

[LTC Tax Levy Apportionment 2022 23](#)

[22-0967](#) General City Claims in the amount of \$4,482,469.94 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](#)

[10-21-22](#)

[10-21-22 WWTF](#)

[10-28-22](#)

[10-28-22 WWTF](#)

[11-4-22](#)

[11-4-22 WWTF](#)

[11-11-22](#)

[11-11-22 WWTF](#)

[11-18-2022](#)

[11-18-22 WWTF](#)

[22-0968](#)

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](#)

[22-0991](#)

Resignation from Dave Luckow effective immediately; recommending acceptance and place on file

Attachments: [Luckow Resignation](#)

[22-0995](#)

Tax Levy Certification from Manitowoc County for Fiscal Year 2022; recommending to accept and place on file

Attachments: [County Tax Levy](#)

5. Personnel Committee (Consent)

6. Public Infrastructure Committee (Consent)

[22-0916](#)

Request to use up to \$5,000 from the snow non-lapsing fund for a geomelt tank for winter snow removal, recommending approval

Attachments: [22-0916 Memo for Storage Tank Geomelt 2022](#)

[22-0917](#)

Request to use up to \$11,000 from the Cemetery Perpetual Care Fund for new mower for Cemetery, recommending approval

Attachments: [22-0917 Z-Track Memo 2022](#)

[22-0918](#)

Request for up to \$10,000 from the Aquatic Center Fund Balance for full Maintenance of the pool filter system at the Aquatic Center, recommending approval

Attachments: [22-0918 Memo Request for \\$10k for Aquatic Center pool filters](#)

[22-0919](#) Request for up to \$15,000 from the Aquatic Center Fund Balance for cameras on new amenities and replacement cameras, recommending approval

Attachments: [22-0919 Aquatic Center Camera Upgrades Memo](#)

[22-0920](#) Request for \$8,000 for gel coating water spouts at the Aquatic Center from the Operating Budget, recommending approval

Attachments: [22-0920 Memo Request for \\$8k for Aquatic Center pool amenities gel coating](#)

[22-0925](#) Meals on Wheels Lease Renewal with Manitowoc Senior Center Facility, recommending approval

Attachments: [22-0925 MEALS ON WHEELS FACILITY USE AGREEMENT](#)

[22-0982](#) Report of Board of Public Works of 10/17/2022 of approval to enter into AGMT-22-13 with Maritime Plumbing and Mechanical LLC to install water to Llama Barn at the Lincoln Park Zoo, for a contract price of \$8,185.00; recommending acceptance of report and place on file

Attachments: [AGMT-22-13](#)

[22-0983](#) Report of Board of Public Works of 10/26/2022 of approval to enter into AGMT-22-14 with Gintner Concrete & Masonry, LLC to perform concrete work at Rheaume Park, for a contract price of \$18,915.00; recommending acceptance of report and place on file

Attachments: [AGMT-22-14](#)

[22-0984](#) Progress Invoice from Wisconsin Department of Transportation totaling \$1,082.89; recommending payment

Attachments: [Progress Invoice](#)

[22-0985](#) Progress Invoice from Wisconsin Department of Transportation totaling \$1,219.60; recommending payment

Attachments: [DOT Progress Invoice](#)

[22-0986](#) Report of Board of Public Works of 11/9/2022 for 5th and final payment of \$9,217.00 to LaForce LLC for Auto Lock Installation on Park Restroom Facilities, WB-22-17R; recommending payment

Attachments: [LaForce LLC - Final Payment](#)

[22-0987](#) Report of Board of Public Works of 11/9/2022 of forestry assessment appeal for property at 1263 S. 31st Street; Board approved offering the property owner either the 5-year or 10-year installment plan with interest; recommending acceptance of report and place on file

Attachments: [Report of BPW - Forestry Assessment Appeal](#)

[22-0988](#) Report of Board of Public Works of 11/9/2022 of Quotes received for QE-22-8 Combination Jetter Vac Truck; recommending approval to Brown Equipment Company

Attachments: [QE-22-8 Memo](#)
[Report of BPW - Quotes QE-22-8](#)

7. Public Safety Committee (Consent)

[22-0951](#) Request for "No Parking" signs to be added to the 2400 blk of South 30th Street, recommending to approve the request and have alliance to pay for additional signs beyond City Staff recommendation

Attachments: [2401street](#)
[No Parking Sign 2400 blk of S. 30th Street request](#)

[22-0952](#) Crime Prevention Committee amended bylaws, recommending to amend the bylaws.

Attachments: [2022 CPC Bylaws](#)

[22-0955](#) LifeQuest billing dispute, call 182A-22-2963, recommending to deny the request but allow for a payment plan.

8. Plan Commission (Consent)

[22-0885](#) PC 23-2022: Hanson, Request to Purchase City-Owned Property Adjacent to 3309 South 10th Street; recommending to approve the sale of the properties and instruct the Community Development Department and City Attorney's office to finalize all details of the transaction

Attachments: [22-0885 Report to Council Hanson land purchase](#)
[22-0885 PC Report Hanson - Silver Creek Park](#)

[22-0886](#) PC 10-2022: Creekwood Estates Subdivision - Final Plat, TLG Holdings LLC, Albert Drive (Parcel # 756-000-210); recommending to approve the Final Plat for Creekwood Estates authorizing individuals to sign the plat after all subdivision plat items have been completed to the satisfaction of the Community Development Department

Attachments: [22-0886 Report to Council Creekwood Estates Final Plat](#)
[22-0886 PC Report Creekwood Estate Final Plat](#)

[22-0896](#) PC 12-2022: Howe, Request to Purchase City-Owned Property Adjacent to Lincoln Park; recommending to approve the sale of the properties and instruct the Community Development Department and City Attorney's office to finalize all details of the transaction

Attachments: [22-0896 Report to Council Howe land purchase](#)
[22-0896 PC Report Howe- Lincoln Park - Land Purchase](#)

I. COMMITTEE REPORTS

1. Committee of the Whole

[22-0975](#) Report of Special Events Committee recommending approval for the following events subject to Council action: Lakeshore Holiday Parade on 11/23/2022 (Road closure for 20th St and Washington to Park St and N 8th St for a 6:30 pm - 8:30 pm parade)

Attachments: [SEC Council Approval - 2022-10-14 to 2022-11-16](#)
[Lakeshore Holiday Parade](#)

Moved by Czekala, seconded by Sitkiewitz, that this Report be approved and placed on file. The motion carried by the following vote:

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

2. Finance Committee

[22-0899](#) General City budget of proposed 2022 levy for 2023, in the amount of \$18,861,186 with \$928,610 in proposed tax incremental financing

Attachments: [2023 budget packet](#)
[Executive Budget Letter to Council 10-17-2022](#)
[Memo to Mayor Recommendations 10.25.2022](#)
[GF unassigned](#)
[Net New Construction](#)
[Summary](#)
[2022 Tax LEVY for 2023 Mayor Proposed](#)
[2022 Tax RATE for 2023 Mayor Proposed](#)
[2023 Capital Mayor Proposed](#)
[2023 Downtown Mayor Proposed](#)
[2023 Parks Proposed Capital Project List](#)
[Proposed DPI Laborer JD 10.25.2022](#)
[Proposed Senior DPI Laborer JD 10.25.2022](#)
[Memo - River Point](#)
[Memo - transit 2023 budget](#)

Moved by Brey, seconded by Sitkiewitz, to adopt the budget to the sum of \$18,261,186 with \$899,070 in proposed tax incremental financing; more specifically a decrease of \$600,000 to reflect the revision after receiving the actual Assessed Valuation from the State of WI, with the related TIF increments, and adoption of the budget, as amended. The motion carried by the following

vote:

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

[22-0969](#)

Resolution to hold Primary Election on February 21, 2023 if there are three or more candidates who file nomination papers for a City office at the April 4, 2023 Spring Election

Attachments: [ResolutionPrimaryElection 2023](#)

Moved by Brey, seconded by Sitkiewitz, 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

[22-0973](#)

Offer to Purchase from Tycore for property located in the River Point District

Attachments: [River Point District Offer to Purchase - Countered](#)
[River Point District Counter Offer Accepted](#)

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

3. Personnel Committee

[22-0970](#)

Resolution for One-Time Bonus Pay for City Attorney Department Employee Jane Rhode

Attachments: [Res lump sum payment for J Rhode 11.2022](#)

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

[22-0971](#)

Resolution adjusting the Harbor Master Stipend

Attachments: [UPDATED-Res Harbor Master Adjustment 11.2022](#)

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

[22-0972](#)

Resolution to Approve Offering a \$2000 Sign-On Bonus to Newly Hired Part-Time Transit Drivers for 2023

Attachments: [Res to approve PT Transit Driver \\$2000 bonus 2023](#)

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

[22-0874](#) Municipal Water Installment Agreements with various property owners

Attachments: [Municipal Water Installation Agreements](#)

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

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

[22-0915](#) Downtown Snow Removal Assessment Resolution

Attachments: [Snow Removal Route Resolution](#)

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

[22-0921](#) 2023 DPI Fee Schedule and Resolution

Attachments: [Res for 2023 DPI Fees](#)

[22-0921 Memo 2023 Fee Approval](#)

[Fees Proposed 2023 Draft Final Rev](#)

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

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

[22-0924](#) 10.410 Parking Regulated in Inclement Weather Ordinance revisions

Attachments: [10.410 Ord Winter Parking Ban for 2022-2023 Season 1](#)

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

[22-0989](#) Request from Schaus Roofing & Mechanical - Request to Build New Warehouse Building over City's 24" Sanitary Sewer

Attachments: [Permanent Easement for 24 Inch Sanitary Sewer by Schaus Roofing - S. 30th St. to RR Tracks](#)

[Revised Plan from Hamann 9-9-22 showing option for larger building](#)

[1974 Plan for 24 Inch Sanitary Sewer by Schaus Roofing](#)

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

[22-0981](#) Ordinance to revise 3.070 establishing the members of the Board of Public Works

Attachments: [3.070 Ord for BPW-Comptroller Alt. 11-21-2022](#)

Moved by Cummings, 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

5. Public Safety Committee

[22-0976](#) Ordinance to reduce speed limit on N. 18th St. from Menasha Ave. to Magnolia Ave.

Attachments: [Ord to reduce speed limit on N. 18th St. from Menasha Ave. to Magnolia Ave](#)

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

Aye: 2 - Schlei and Boldt

Nay: 8 - Brey, Sitkiewitz, Czekala, Vanderkin, Beeman, Cummings, Reckelberg and Kaderabek

[22-0977](#) Ordinance to revise parking on South 39th St. from Dewey St. to Viebahn St.

Attachments: [Ord to revise parking on South 39th St. from Dewey to Viebahn](#)

Moved by Schlei, seconded by Reckelberg, 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

[22-0978](#) Parking Lease Indemnification Revision for 2023

Attachments: [PROPOSED Master Parking Lease Tier 1 2023.pdf](#)
[PROPOSED Master Parking Lease Tier 2 2023.pdf](#)

Moved by Schlei, seconded by Reckelberg, to approve the revisions. The motion carried by the following vote:

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

[22-0979](#) Request to terminate current contract with Seagrave and enter into an agreement with Pierce Manufacturing

Attachments: [78L46 78L47 Manitowoc Fire Rescue \(Termination Ltr\) 11-3-22](#)
[78L46 78L47 City of Manitowoc Fire Dept. Termination Agreement 11-2-22](#)
[MFRD Finance Request](#)
[Seagrave Price Increase letter](#)

Moved by Schlei, seconded by Reckelberg, 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

6. Plan Commission

[22-0884](#) PC 22-2022: Ordinance to Repeal and Recreate Chapter 15.490 Floodplain Zoning

Attachments: [22-0884 PC Report 15.490 Floodplain Ordinance](#)
[22-0884 PC Report 15.490 Floodplain Ordinance](#)

Moved by Brey, seconded by Czekala, 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

[22-0990](#) Permanent Utility Easement located at Parcel #052-820-130-100.00

Attachments: [Schwalbe Easement 2022 \(002\)](#)
[Schwalbe Easement Maps](#)

Moved by Brey, seconded by Czekala, 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

J. OTHER BUSINESS

K. ADJOURN

Moved by Czekala, seconded by Cummings, that this meeting be adjourned at 7:30 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