



# City of Manitowoc

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

## Meeting Minutes

### Common Council

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Monday, May 15, 2023

6:30 PM

Council Chambers

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#### A. CALL TO ORDER

#### B. ROLL CALL

**Alders 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

[23-0388](#)

Request from Girl Scout Troop 8209 for a little "Beach Library" at Red Arrow.

**Moved by Czekala, seconded by Boldt, that this Request be approved and the City puts in posts. The motion carried by the following vote:**

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

#### D. PRESENTATIONS

[23-0425](#)

City Clerk administers Oath of Office and badge pinning of Firefighter/Paramedic Seth Loberger

[23-0426](#)

City Clerk administers Oath of Office and badge pinning of Firefighter/Paramedic Ben Molnar

[23-0427](#)

City Clerk administers Oath of Office and badge pinning of Firefighter/Paramedic Tyler Tews

[23-0428](#)

Proclamation declaring the month of May 2023 as Building Safety Month

[23-0429](#)

Proclamation declaring May 15th - 21st, 2023 as National Police Week and May 15th, 2023 as Peace Officers' Memorial Day

[23-0441](#)

State of the City Address by Mayor Nickels

#### E. PUBLIC HEARINGS

#### F. PUBLIC INPUT

Mayor declared the meeting open for public input. In accordance with policy, the public input of the meeting is not made a part of the official record.

**G. APPOINTMENTS AND BUSINESS PRESENTED BY THE MAYOR**[23-0445](#)

Mayor makes appointments to various committees

Mayor makes the following re-appointments: Crime Prevention - Melia Prange (term: expires 6/1/2025), Charles Rasmussen (term: expires 6/1/2025), Rita Muench (term: expires 6/1/2025), Steven Kleinfeldt (term: expires 6/1/2025), Robert Dewane (term: expires 6/1/2025), Heather Buchko (term: expires 6/1/2025), Jacalyn LeBre (term: expires 6/1/2025), Anissa Fencil (term: expires 6/1/2025); Plan Commission - Daniel Hornug (term: expires 5/1/2026); Harbor Commission - Fred Radant (term: expires 6/1/2026); Rahr-West Art Museum Board - Kathy Halla (term: expires 6/1/2026), Tricia Zimmerman (term: expires 6/1/2026), Larry Shimon (term: expires 6/1/2026), Cassie LaPean (term: expires 6/1/2026); Industrial Development Corporation - Jeffrey Dvorachek (term: expires 6/1/2025), Dennis Tienor (term: expires 6/1/2025), Christopher Herzog (term: expires 6/1/2025)

**Moved by Sitkiewitz, seconded by Czekala, that these 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 Sitkiewitz, seconded by Czekala, 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**[23-0430](#)

Minutes of April 17, 2023 Common Council Joint Meeting with the Plan Commission, recommending approval and place on file

[23-0431](#)

Minutes of April 17, 2023 Common Council meeting, recommending approval and place on file

[23-0432](#)

Minutes of May 1, 2023 Common Council Special Meeting, recommending approval and place on file

[23-0433](#)

Minutes of April 18, 2023 Common Council Organizational Session,

recommending approval and place on file

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

[23-0434](#) Report of Special Events Committee relative to approval of the following events: Roncalli Middle School Picnic on 5/16/2023; Silver Creek Beer Garden on 6/25/2023 and 8/6/2023; Lighthouse Grass Volleyball on 7/2/2023; recommending approval

### 4. Finance Committee (Consent)

[23-0248](#) Citizen request for wheel tax reimbursement; recommending to deny the request

[23-0373](#) 1st Qtr 2023 Investment Report ; recommending to accept and place on file

[23-0374](#) 2023 Capital Allocation Working Group (CAWG) Request Log Report; recommending to accept and place on file

[23-0375](#) 1st Qtr 2023 Internal Controls To Prevent and Detect Fraud Report; recommending to accept and place on file

[23-0377](#) 1 Qtr 2023 Budget Exception Report; recommending to accept and place on file

[23-0378](#) Request from Baymont Inn for waiver of December 2022 Room Tax late filing penalties and interest; recommending to deny the request

[23-0380](#) L23-00088 Second Look/Erie Ins/Dondling Subro Claim for >\$5,000 of Vehicle Damage; recommending to refer to City Attorney; recommending to accept and place on file

[23-0381](#) Approval of the Quadricycle (Pedal Pub) Revised Routes from Big Hitter Worldwide LLC; recommending to approve the request

[23-0383](#) Agreement with MSA to complete Manitowoc Marina Dock Renovations assessment and design plans; recommending to approve the agreement

[23-0385](#) Agreement with Appraisal Specialist of Wisconsin for valuation of various properties; recommending to approve the agreement

[23-0392](#) Application of "Class B" Intoxicating Liquor & Fermented Malt Beverage License, Our World LLC, 2315 Washington St.; recommending to approve the Class B Intoxicating Liquor and Fermented Malt Beverage License

[23-0393](#) Discussion on staff recommendation regarding Wheel Tax Ordinance; recommending to place on file

[23-0394](#) Memorandum of Agreement for Weights and Measures Inspection; recommending to enter into the Memorandum of Agreement

[23-0436](#) General City Claims in the amount of \$2,933,049.87 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

[23-0438](#)

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; recommending approval

## **5. Personnel Committee (Consent)**

## **6. Public Infrastructure Committee (Consent)**

[23-0384](#)

Stormwater Management Facility Maintenance Agreement with Seehafer Specialized Logistics at 4009 Viebahn Street; recommending entering into agreement.

[23-0386](#)

3 Party Design Engineering Contract: between WI D.O.T.; City of Manitowoc; Ayres Associates - S. 30th Street (Dewey to Viebahn); recommending entering into agreement.

[23-0397](#)

Stormwater Pond Agreement with Damm Corporation; recommending entering into agreement.

[23-0416](#)

Report of Board of Public Works of 4/19/2023 request to rescind the snow removal assessment for the property located at 2337 S 22nd Street; recommending to rescind the assessment noting that if the current property owner has another offense, they waive future requests to rescind

[23-0417](#)

Report of Board of Public Works on 4/19/2023 of request to rescind snow removal assessment for Parcel #000-263-030; recommending denying the request

[23-0418](#)

Report of Board of Public Works of 4/19/2023, approval to rescind the noxious weed assessment for 1119 Menasha Ave as they were billed in error; recommending to rescind the assessment

[23-0419](#)

Report of Board of Public Works of 4/19/2023 of approval to enter into AGMT-23-05 with Mulch Express of Wisconsin to furnish and install certified wood chips for City playgrounds, flowerbeds and islands at South 26th and Calumet Ave as outlined in "Exhibit A", Mulch Express' Proposal, for a contract price not to exceed \$16,200; recommending acceptance of report and place on file

[23-0420](#)

Report of Board of Public Works of 5/3/2023 of approval to enter into AGMT-23-06 with Americas Landscape Lawn Service, LLC for grass cutting and trimming services for properties in non-compliance with City weed ordinance for a three year term at a rate of time and material; recommending acceptance of report and place on file

[23-0421](#)

Report of Board of Public Works of 5/3/2023 of approval to enter into AGMT-23-07 with Fortress Fence to furnish and install 10' high galvanized chain link fence at Westfield Park as outlined in "Exhibit A", Fortress Fence Proposal, for a contract price not to exceed \$10,560.00; recommending acceptance of

report and place on file

[23-0422](#) Report of Board of Public Works of 5/3/2023, of bids received for Parks Security Cameras, WO-23-21, recommending awarding to low bidder Complex Security Solutions, Inc, in the amount of \$44,664.34

[23-0423](#) Report of Public Works of 5/3/2023 for 2nd & final payment of \$180,456.00 to Crafts Inc for Manitowoc Public Library Re-Roof Project, WB-22-22; recommending payment

[23-0424](#) Report of Board of Public Works of final payments to contractors for Agreements under \$25,000.00; recommending acceptance and place on file

## 7. Public Safety Committee (Consent)

[23-0405](#) Request to buyout two Enterprise vehicle leases for the Police Department; 2019 Toyota Sienna and 2020 Ford F-150; recommending approval

[23-0406](#) Request to install curb ramps on South 8th Street in front of the Capitol Civic Centre; recommending approval and the Capitol Civic Centre to work with city staff

## 8. Plan Commission (Consent)

### I. COMMITTEE REPORTS

#### 1. Committee of the Whole

[23-0435](#) Report of Special Event Committee for the following events subject to Council Action: Manitowoc Salmon Derby on 6/30/2023-7/4/2023 (Waiver of sound ordinance); Acoustic Fest on 7/15/2023 (Waiver of alcohol at Washington Park); Kiwanis Car Show on 8/13/2023 (Waiver of alcohol at Washington Park); Slam I Am Concert on 6/24/2023 (Road closure of N 11th St north of Buffalo St and Buffalo St from 11th to 10th Street); Fourth on the Shore on 7/4/2023 (Road closure for parade (see map), waiver of sound, extension of premise for alcohol license)

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

[23-0376](#) Resolution to carry forward to 2023 budget various appropriations budgeted in 2022

**Moved by Brey, seconded by Schlei, 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

[23-0395](#)

Resolution supporting redevelopment of former ShopKo property

**Moved by Brey, 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

[23-0437](#)

Request from Petskull Brewing Company LLC for a temporary extension of premise on 6/24/2023 to extend the premise off of the patio into the fenced in area on Buffalo St and on N 11th St, including the parking lot north of Buffalo St and east of N 11th St

**Moved by Brey, 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

[23-0440](#)

Resolution authorizing staff to apply to the Wisconsin Department of Natural Resources ("WDNR") Wisconsin Boating Infrastructure Grant

**Moved by Brey, 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

[23-0446](#)

Resolution to create a Department of Tourism within the City of Manitowoc's organizational structure

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

**Aye:** 7 - Brey, Sitkiewitz, Czekala, Schlei, Beeman, Cummings and Boldt

**Nay:** 3 - Vanderkin, Reckelberg and Kaderabek

[23-0443](#)

Ordinance to amend Section 3.010(5)(a) and 3.010(6)(a) of the Municipal Code to assign committee responsibility for the Department of Tourism and committee oversight of the Department of Tourism and City Clerk

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

**Aye:** 8 - Brey, Sitkiewitz, Czekala, Schlei, Beeman, Cummings, Boldt and Kaderabek

**Nay:** 2 - Vanderkin and Reckelberg

### 3. Personnel Committee

[23-0359](#)

Resolution to Hire Seasonal Employees Related to Elected Officials, Department Heads, or Supervisory Personnel

**Moved by Schlei, 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

[23-0444](#)

Charter Ordinance to amend Section 2.070 of the Manitowoc Municipal Code regulating indefinite tenure for appointments of City officers to include the Director of Tourism

**Moved by Brey, seconded by Schlei, 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

#### **4. Public Infrastructure Committee**

[23-0387](#)

Request from 631 N. Water Street to pay portion of cost to change Driveway Approach Angle

**Moved by Czekala, seconded by Boldt, that this Request be placed on file. The motion carried by the following vote:**

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

#### **5. Public Safety Committee**

#### **6. Plan Commission**

#### **J. OTHER BUSINESS**

#### **K. ADJOURN**

**A motion was made by Alderperson Sitkiewitz, seconded by Alderperson Czekala, that this meeting be adjourned at 8:59 p.m.. The motion carried by the following vote:**

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

**Mackenzie Reed  
City Clerk**