



# City of Manitowoc

900 Quay Street  
Manitowoc, WI 54220  
[www.manitowoc.org](http://www.manitowoc.org)

## Meeting Minutes

### Public Infrastructure Committee

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Wednesday, November 1, 2023

5:30 PM

Council Chambers

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#### 1. Call to Order

#### 2. Roll Call

**Present:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg

#### 3. Public Comment

#### 4. Presentations

#### 5. Consent Agenda

These items will be approved by one motion unless any Committee Member wishes to remove an item for discussion.

REMOVAL OF CONSENT AGENDA ITEMS: None

Any Committee 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.

##### [23-0940](#)

Approval of the Minutes from the October 4th, 2023 Public Infrastructure Committee Meeting

**Attachments:** [October 4, 2023 Minutes](#)

**A motion was made by Vice Chair Tim Boldt, seconded by Member Michael Cummings, that the minutes from the October 4th meeting were approved. The motion carried by the following vote:**

**Aye:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg

##### [23-0941](#)

Report from Committee on Aging - September Minutes with November Agenda

**Attachments:** [November 13, 2023 COA agenda \(with minutes, financials\)](#)

**A motion was made by Vice Chair Tim Boldt, seconded by Member Michael Cummings, that the Report as submitted was approved. The motion carried by the following vote:**

**Aye:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg

## 6. Discussion and Action Items

### [23-0937](#) Request for Reed Avenue Zoo Entrance Landscape Project in Spring 2024

**Attachments:** [Zoo Landscaping project proposal 10.30.23](#)  
[Zoo Reed Ave Entrance Flag Pole Landscape Estimate](#)

Mary Jane Backus was present to propose a Zoo entrance landscaping project.

The project will be funded through fundraising and donations from local veteran groups. The Zoo Society would manage the maintenance of the landscaping through volunteers. The landscaping work is proposed for Spring 2024.

Bricks will be sold to include Veteran name, branch of service, years of service and/or war they served. There are benches and boulders that can also be engraved.

The Committee expressed their interest. Ms Backus assured the Committee there will be no cost to the City for the improvements in this area.

**A motion was made by Member Todd Reckelberg, seconded by Vice Chair Tim Boldt, that the Request for Zoo Entrance Landscaping in Spring 2024 on Reed Avenue Zoo Entrance was approved and referred to council. The motion carried by the following vote:**

**Aye:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg

### [23-0935](#) Proposed Jurisdictional Transfer of Several County Truck Highways, recommending placing on file

**Attachments:** [Proposed Jurisdictional Transfer of Several County Truck Highways](#)

Greg Minikel informed the Committee that a packet of jurisdictional transfers will be coming forth down the road.

**A motion was made by Member Todd Reckelberg, seconded by Vice Chair Tim Boldt, that the Request for proposed Jurisdictional Transfer of several County Truck Highways was Placed on File for Consent agenda. This will be brought forth in the future. The motion carried by the following vote:**

**Aye:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg

### [23-0934](#) Request for Temp Access Easement Agreement over Unimproved Right of Way on S 12th Street - S of Viebahn Street, recommending City Attorney to draft agreement

**Attachments:** [Request for Temp Access Easement on S 12th Street - S of Viebahn](#)

**A motion was made by Member Todd Reckelberg, seconded by Member Michael Cummings, to work with City Attorney to draft an Agreement over Unimproved Right of Way on S. 12th Street - South of Viebahn Street. The motion carried by the following vote:**

**Aye:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg

[23-0932](#) Facility Use Agreement with the Manitowoc County ADRC Senior Nutrition Program, recommending approval of the Agreement

**Attachments:** [Facility Use Agreement with the Manitowoc County ADRC Senior Nutrition Program](#)

Curt Hall informed the Committee this was the annual review with ADRC to operate out of the Senior Center.

**A motion was made by Member Michael Cummings, seconded by Member Todd Reckelberg, that the Agreement with the County ADRC Senior Nutrition Program was approved for consent agenda. The motion carried by the following vote:**

**Aye:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg

[23-0933](#) Out of State Travel Request for Jeremy Walvoord and Carol Mielke for FASTER Conference in Houston, Texas

**Attachments:** [Out of State Travel Request for Carol and JJ](#)

Dan Koski informed the Committee that is has been a couple years since we have sent staff to the Conference. This relates to our inventory and fuel program and we have a new employee that would benefit from this conference.

**A motion was made by Member Todd Reckelberg, seconded by Vice Chair Tim Boldt, that the Request for out of State FASTER Conference was approved and filed within the department. The motion carried by the following vote:**

**Aye:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg

[23-0936](#) Zoo Donation Tube Funds request for annual landscaping contract 2023

**Attachments:** [Zoo Donation Tube Funds request for annual landscaping contract 2023](#)

Curt Hall was present to discuss the request for use of Zoo Donation tubes for annual landscaping as their was an increase to the Contract. The donations are restricted to go back into the Zoo.

**A motion was made by Member Todd Reckelberg, seconded by Member Michael Cummings, that the Request to utilize Zoo Donation tube funds for annual landscaping contract was approved for Consent agenda. The motion carried by the following vote:**

**Aye:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg

[23-0939](#) Request for Michele Michels to Escort a Senior Center out of State Trip, recommending approval

**Attachments:** [Senior Center Out-of-State Trip Memo](#)

**A motion was made by Member Michael Cummings, seconded by Vice Chair Tim Boldt, that the Request for Michele Michels to escort the Senior Center Out of State trip was approved for consent agenda. The motion carried by the following vote:**

**Aye:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg

**23-0938** Project RainCheck Municipal Partner MOU Draft

**Attachments:** [MEMO for DPI Committee - RainCheck MOU Draft](#)

[GLPF Partner Meeting 5.9.23](#)

[RainCheck Municipal SOW MOU 10.6.23](#)

Brock Wetenkamp was present and explained Delta Institute is requesting a MOU with the City for development of Project RainCheck. The concept is for organization to work with small municipalities with securing financing through low-cost debt borrowing that will be used to develop green infrastructure projects within the City.

The Committee said there is no track record, they would be more comfortable if this project was more established. The committee questioned what the monetary commitment would be.

The Committee wanted to be sure there was no commitment, and requested more information on how it would work. At this point it looks as they City would do the work and how would this benefit the City.

The Committee said to bring back to the Institute the concerns of the Committee and for Brock to work with them to develop an MOU that can be reviewed by the City Attorney and then brought back to the Committee.

**7. Previously Tabled Items****8. Adjournment**

**A motion was made by Vice Chair Tim Boldt, seconded by Member Chad Beeman, that the meeting was adjourned at 6:20 p.m. The motion carried by the following vote:**

**Aye:** 5 - Cummings, Beeman, Czekala, Boldt and Reckelberg