



# 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, October 2, 2024

6:30 PM Council Chambers - Meeting is also available via Remote Conferencing-Zoom

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#### 1. Call to Order

Chairperson M. Cummings called the meeting to order at 6:30 p.m.

#### 2. Roll Call

**Present:** 4 - Cummings, Reckelberg, Boldt and DeBaets

**Absent:** 1 - Beeman

Staff Present: D. Koski, G. Minikel, S. Birr, K. Bottesi

Others Present: Jordan Shaline, Steve Roekle, Allan Brixius

#### 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:

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.

[24-1888](#)

Approval of the Minutes from the August 7th, 2024 Public Infrastructure Committee Meeting

**Attachments:** [8-7-24 PI Committee Minutes](#)

A motion was made by Vice Chair Todd Reckelberg, seconded by Tim Boldt, that the Minutes from the August 7th, 2024 Public Infrastructure Committee were approved. The motion carried by the following vote:

**Aye:** 4 - Cummings, Reckelberg, Boldt and DeBaets

#### 6. Discussion and Action Items

## 7. Previously Tabled Items

[24-1882](#) Assist to Transport Engine, recommending approving \$8,000 for transmission replacement

**Attachments:** [External Re Engine Discussion](#)  
[L&S Paratransit Repair](#)

Steve Roekle was present to discuss the engine issue on the Ford. There is an agreement with the City of Manitowoc and Assist-To-Transport that the City will provide them with 5 vehicles. He is requesting \$8,000 from the City for transmission replacement.

**A motion was made by Vice Chair Todd Reckelberg, seconded by Tim Boldt, that the Request for \$8,000 from the City for transmission replacement on Assist-to-Transport vehicle was approved for consent agenda. The motion carried by the following vote:**

**Aye:** 4 - Cummings, Reckelberg, Boldt and DeBaets

[24-1883](#) Transit Cell Phone Policy, recommending approving Cell Phone Policy to allow cellphones to be on but silenced.

**Attachments:** [Cell Phone policy proposal](#)

Kevin Bottesi, Transit Manager was present to discuss revising the current cell phone policy. D. Koski said he was ok with the proposed corrections in the policy.

The Committee didn't see a problem with allowing the cellphones to remain "on", but silenced and with the drivers. There are cameras on the buses and if there is a problem, it could be reviewed and handled accordingly.

T. Boldt said we all have our phones and it's how we communicate. The Committee was ok with this change in policy.

**A motion was made by Tim Boldt, seconded by William DeBaets, that the Policy be revised to allow Transit Drivers to have their cellphones "on" but silenced was approved for consent agenda. The motion carried by the following vote:**

**Aye:** 4 - Cummings, Reckelberg, Boldt and DeBaets

[24-1886](#) Manitowoc Senior Center ADRC Contract, recommending approval

**Attachments:** [Manitowoc Senior Center ADRC contract](#)

D. Koski explained that this is an annual contract.

**A motion was made by Vice Chair Todd Reckelberg, seconded by Tim Boldt, that the Manitowoc Senior Center ADRC Agreement was approved for consent agenda. The motion carried by the following vote:**

**Aye:** 4 - Cummings, Reckelberg, Boldt and DeBaets

[24-1884](#) Fee Increase for Weed Cutting Complaints, recommending approval for the 2025 Fee Schedule

**Attachments:** [Memo PI Weed and Snow Assessments 9-30-24](#)  
[Snow - Weed Process Timeline - updated with 2025 salaries](#)

Dan explained that this fee schedule change is proposed in the 2025 budget. This change was made a couple years ago as the State changed the requirements and the City can only charge actual costs.

**A motion was made by Tim Boldt, seconded by Vice Chair Todd Reckelberg, that the Fee Increase for Weed Cutting Complaints Request was approved for consent agenda. The motion carried by the following vote:**

**Aye:** 4 - Cummings, Reckelberg, Boldt and DeBaets

[24-1885](#) 2025-2028 Underground Utility Locating Agreement, recommending approval with Excel Underground Locating

**Attachments:** [2024 Locating Tabulation](#)

G. Minikel explained that this is a four year contract and the low bidder was Excel. We have been working with them for years and have had a great working relationship.

**A motion was made by Vice Chair Todd Reckelberg, seconded by Tim Boldt, that the 2025-2028 Underground Utility Locating Agreement was approved for Consent Agenda to Award to Excel Underground Locating. The motion carried by the following vote:**

**Aye:** 4 - Cummings, Reckelberg, Boldt and DeBaets

[24-1887](#) Zimmer Drive Cul-de-sac

**Attachments:** [Zimmer Drive Culdesac](#)

Jordan Shaline was present to discuss paving asphalt to the turn around instead of the gravel that is in place.

They are looking to develop the area. G. Minikel said that on the Official Map it indicates a road going North, but it's not dedicated and won't be for quite some time. He is in favor of paving.

G. Minikel said he estimated the cost to be between \$10,000 and \$20,000.

Contractor said they could take care of the restoration, just looking to have culdesac paved.

The Committee recommended referring to Finance. It is too late to put in budget for 2025, but could be submitted as a CAWG request in Spring.

**A motion was made by Tim Boldt, seconded by William DeBaets, that the Request to asphalt pave the Cul-de-sac on Zimmer Drive was referred to the Finance Committee to determine in Spring 2025. The motion carried by the following vote:**

**Aye:** 4 - Cummings, Reckelberg, Boldt and DeBaets

## **8. Adjournment**

**A motion was made by Vice Chair Todd Reckelberg, seconded by Tim Boldt, that the meeting was adjourned at 6:58 p.m. The motion carried by the following vote:**

**Aye:** 4 - Cummings, Reckelberg, Boldt and DeBaets