



# City of Manitowoc

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

## Meeting Minutes

### Finance Committee

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Tuesday, January 2, 2018

6:00 PM

Council Chambers

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#### 1. Call to Order

#### 2. Roll Call

**Present:** 5 - Brey, McMeans, Sitkiewitz, Howe and Lotz

#### 3. Approval of Minutes

[18-0009](#) Finance December 18, 2017

**Moved by McMeans, seconded by Sitkiewitz, that the Minutes be accepted. The motion carried by the following vote:**

**Aye:** 5 - Brey, McMeans, Sitkiewitz, Howe and Lotz

#### 4. Public Comment

No public comment at this meeting.

#### 5. Discussion and Action Items

[17-1040](#) Possible interim financing for Lake Michigan Trans Lake Shortcut, Inc. d/b/a/ Lake Michigan Carferry as part of the Carferry Dock Replacement Project. Recommending to instruct staff to develop an agreement with LMC.

**Moved by McMeans, seconded by Howe, to accept and refer to Council a short term financing agreement for Jan 15 Council meeting. The motion carried by the following vote:**

**Aye:** 5 - Brey, McMeans, Sitkiewitz, Howe and Lotz

[18-0010](#) Credit Card Request for Maritime Metro Transit.

**Moved by Sitkiewitz, seconded by Howe, that this Action Item be accepted. The motion carried by the following vote:**

**Aye:** 5 - Brey, McMeans, Sitkiewitz, Howe and Lotz

[18-0006](#) Policy regarding serving Alcohol while renting the Senior Center Facility. Recommend approving changing the policy to reflect other city rentals.

**Moved by Sitkiewitz, seconded by Lotz, that this Action Item be accepted to have the Senior Center treated as other facility rentals. The motion carried by the following vote:**

**Aye:** 5 - Brey, McMeans, Sitkiewitz, Howe and Lotz

[18-0005](#) Job Description for Business and Housing Development Planner

**Moved by Sitkiewitz, seconded by Howe, that this Action Item be accepted and a resolution be drafted. The motion carried by the following vote:**

**Aye:** 5 - Brey, McMeans, Sitkiewitz, Howe and Lotz

[18-0007](#) Term Sheet for Tax Incremental Financing in support of business expansion by Lakeside Foods, Inc.

**Moved by Sitkiewitz, seconded by McMeans, that this Action Item be approved at the \$4.9mm level and forward to council. The motion carried by the following vote:**

**Aye:** 5 - Brey, McMeans, Sitkiewitz, Howe and Lotz

[17-0989](#) Development Agreement Between the City and Doneff's Schuette Building LLC for Tax Incremental Financing Assistance

No action on this item at this time.

[18-0008](#) Job Description Payroll Administrator (Finance Dept)

- Retirement of existing employee (Aug 2018)
- Request to fill with overlap, after official notice of retirement presented
- Approval of revised job description

**Moved by McMeans, seconded by Sitkiewitz, that this Action Item be accepted and a resolution be drafted. The motion carried by the following vote:**

**Aye:** 5 - Brey, McMeans, Sitkiewitz, Howe and Lotz

## 6. Adjournment

**Moved by Howe, seconded by Sitkiewitz, to adjourn.**