



# City of Manitowoc

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

## Meeting Minutes

### Finance Committee

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Thursday, March 28, 2024

5:30 PM

Council Chambers / Virtual (via Zoom)

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#### 1. Call to Order

#### 2. Roll Call

**Present:** 5 - Brey, Sitkiewitz, Schlei, Reckelberg and Czekala

#### 3. Public Comment

Finance Committee Chair Alderperson Brey declared the meeting open for public comment. In accordance with policy, the public comment portion of the meeting is not made part of the official record.

#### 4. 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.

#### Approval of the Consent Agenda

**Moved by Schlei, seconded by Sitkiewitz, to accept the Consent Agenda Items and recommendations of the various committees. The motion carried by the following vote:**

**Aye:** 5 - Brey, Sitkiewitz, Schlei, Reckelberg and Czekala

[24-1336](#) Minutes of the March 5, 2024 Finance Committee Meeting, recommending approval and place on file

**Attachments:** [3-5-2024 Finance Committee Minutes](#)

[24-1337](#) Minutes of various Manitowoc Public Utilities Commission Meetings, recommending accepting and place on file

**Attachments:** [2023-12-11 Minutes](#)  
[2024-01-22 Minutes](#)

#### 5. Discussion and Action Items

[24-1263](#) Manitowoc Recreation Private Swim Lessons at Manistowoc Family Aquatic Center

**Attachments:** [Private Lessons memo for approval](#)

**Moved by Reckelberg, seconded by Czekala, that this Request to revise the DPI fee schedule as submitted be approved. The motion carried by the following vote:**

**Aye:** 5 - Brey, Sitkiewitz, Schlei, Reckelberg and Czekala

[24-1339](#) K9 Memorial Statue Fundraising Program

**Attachments:** [Memo from Assistant Chief regarding request. pdf](#)

[Liberty2](#)

[Brown County Sheriff monument](#)

**Moved by Sitkiewitz, seconded by Reckelberg, that this Request be approved. The motion carried by the following vote:**

**Aye:** 5 - Brey, Sitkiewitz, Schlei, Reckelberg and Czekala

[24-1288](#) Traffic concern/property damage at 823 North 9th Street.

**Attachments:** [823 N 9TH ST - PHILIPP STRAZNY](#)

[823 N 9TH ST - 01-01-2018-12-28-23](#)

[EMAIL COMMUNIATION](#)

[G Minikel Email re Sign Quotes](#)

[Manitowoc LED Flashing Warning Signs \(Flash 24-7\)](#)

[Manitowoc LED Flashing Warning Signs \(With Radar Activation\)](#)

[Warning-Sign-datasheet-20191105](#)

**Moved by Reckelberg, seconded by Sitkiewitz, that this Action Item be referred back to the Public Safety Committee. The motion carried by the following vote:**

**Aye:** 5 - Brey, Sitkiewitz, Schlei, Reckelberg and Czekala

[24-1338](#) Ordinance to amend Manistowoc Municipal Code 26.030 - Municipal Judge

**Attachments:** [Memo to Finance Re 26.030 Revision](#)

[ORDINANCE TO AMEND 26.030 MUNICIPAL JUDGE](#)

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

**Aye:** 5 - Brey, Sitkiewitz, Schlei, Reckelberg and Czekala

[24-1340](#) 2024 Budget Amendment for Special Revenue Funds 2130 (Room Tax) and 2131 (MIRA)

**Attachments:** [Memo to Finance MIRA Special Revenue Fund](#)  
[Fund 2130 2023 Summary Trial Balance - with Calcs by Finance Director](#)  
[Fund 2131 2024 Summary Trial Balance](#)

**Moved by Sitkiewitz, seconded by Czekala, to approve MIRA's Fund Balance be transferred from Room Tax Fund 2130 to MIRA Special Revenue Fund 2131. The motion carried by the following vote:**

**Aye:** 5 - Brey, Sitkiewitz, Schlei, Reckelberg and Czekala

[24-1341](#) Special Events Committee Membership Appointment

**Attachments:** [Special Events Committee Membership 2024-2026](#)  
[Special Event Policy](#)

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

**Aye:** 5 - Brey, Sitkiewitz, Schlei, Reckelberg and Czekala

[24-1344](#) Request from Manitowoc County Expo/Fair entertainment pavilion purveyors to extend live band music performances on Friday, August 23rd and Saturday, August 24th to 11:30 pm with beer sales ending at Midnight and with music stopping at 11:00 pm on Wednesday, August 21st, Thursday August 22nd, and Sunday August 25th with beer sales ending at 11:30 pm

**Attachments:** [Request Memo for Manitowoc County Expo Fair entertain pavilion purveyors](#)

**Moved by Czekala, seconded by Sitkiewitz, that this Request be approved. The motion carried by the following vote:**

**Aye:** 5 - Brey, Sitkiewitz, Schlei, Reckelberg and Czekala

## 6. Closed Session

**Notice is hereby given that the above governmental body may adjourn into a closed session during the meeting as authorized by Section 19.85(1)(e) of the Wisconsin Statutes, which authorizes the governmental body to convene in closed session for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.**

**The specific subject matter that may be considered in closed session is:**

[24-1346](#) Manitowoc Refueling Project

[24-1347](#) Discussion and possible action on term sheet with Odyssey Hotels

Notice is hereby given that the above governmental body may adjourn into a closed session during the meeting as authorized by Section 19.85(1)(g) of the Wisconsin Statutes, which authorizes the governmental body to convene in closed session for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

The specific subject matter that may be considered in closed session is:

[24-1345](#) Braun Building Lease Amendment

Notice is hereby given that the above governmental body may adjourn into a closed session during the meeting as authorized by Section 19.85(1)(a) of the Wisconsin Statutes, which authorizes the governmental body to convene in closed session for the purpose of deliberating concerning a case which was the subject of any judicial or quasi-judicial trial or hearing before that governmental body.

The specific subject matter that may be considered in closed session is:

[24-1342](#) Two Year Operator's License Application #230396 - Seeber, Samantha

**Attachments:** [Two Year Operator License - #230396 - S. Seeber](#)  
[Letter to S. Seeber from City Clerk re Two Year Operator License](#)

[24-1343](#) Pawnbroker License Application PS-2403A for Todd M. Jadowski d/b/a L & B Pawn, 1022 S. 10th St.

**Attachments:** [Pawnbroker License - PS-2403A - T. Jadowski](#)  
[Letter to T. Jadowski from City Clerk re Pawnbroker License](#)

Moved by Reckelberg, seconded by Czekala, that this meeting be convened in closed session. The motion carried by the following roll call vote:

**Aye:** 5 - Brey, Sitkiewitz, Schlei, Reckelberg and Czekala

## 7. Reconvene In Open Session

Moved by Czekala, seconded by Schlei, that this meeting be reconvened in open session. The motion carried by the following roll call vote:

**Aye:** 5 - Brey, Sitkiewitz, Schlei, Reckelberg and Czekala

[24-1346](#) Manitowoc Refueling Project

Moved by Reckelberg, seconded by Czekala, that this Request to proceed with the Refueling Project, which exceeds the \$5,000,000 large project limit set per City Ordinance, be approved; not to exceed \$15,000,000. The motion carried by the following vote:

**Aye:** 5 - Brey, Sitkiewitz, Schlei, Reckelberg and Czekala

[24-1347](#) Discussion and possible action on term sheet with Odyssey Hotels

**Moved by Sitkiewitz, seconded by Schlei, to approve the Term Sheet with Odyssey Hotels. The motion carried by the following vote:**

**Aye:** 5 - Brey, Sitkiewitz, Schlei, Reckelberg and Czekala

[24-1342](#) Two Year Operator's License Application #230396 - Seeber, Samantha

**Attachments:** [Two Year Operator License - #230396 - S. Seeber](#)

[Letter to S. Seeber from City Clerk re Two Year Operator License](#)

**Moved by Schlei, seconded by Reckelberg, to approve the Two Year Operator's License for Samantha Seeber. The motion carried by the following vote:**

**Aye:** 5 - Brey, Sitkiewitz, Schlei, Reckelberg and Czekala

[24-1343](#) Pawnbroker License Application PS-2403A for Todd M. Jadowski d/b/a L & B Pawn, 1022 S. 10th St.

**Attachments:** [Pawnbroker License - PS-2403A - T. Jadowski](#)

[Letter to T. Jadowski from City Clerk re Pawnbroker License](#)

**Moved by Reckelberg, seconded by Czekala, to recommend denial of the Pawnbroker License. The motion carried by the following vote:**

**Aye:** 5 - Brey, Sitkiewitz, Schlei, Reckelberg and Czekala

[24-1345](#) Braun Building Lease Amendment

**Moved by Reckelberg, seconded by Sitkiewitz, to approve the Lease Amendment and to authorize the City Attorney to finalize details. The motion carried by the following vote:**

**Aye:** 5 - Brey, Sitkiewitz, Schlei, Reckelberg and Czekala

## 8. Adjournment

**Moved by Schlei, seconded by Sitkiewitz, that this meeting be adjourned. The motion carried by the following vote:**

**Aye:** 5 - Brey, Sitkiewitz, Schlei, Reckelberg and Czekala