



# City of Manitowoc

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

## Meeting Minutes

### Finance Committee

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Tuesday, January 4, 2022

5:30 PM

Council Chambers  
Note - Meeting will also be available via Remote  
Conferencing (Zoom)

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#### 1. Call to Order

#### 2. Roll Call

**Present:** 5 - Brey, Sitkiewitz, Brunner, Cummings and Reckelberg

#### 3. Public Comment

No comment from the public.

#### 4. Consent Agenda

Approval of the Consent Agenda

Approval of the Consent Agenda

**Moved by Brunner, 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, Brunner, Cummings and Reckelberg

[22-0011](#) Minutes of December 7, 2021 Finance Committee meeting, recommending approval and place on file

**Attachments:** [12.7.21 Finance Committee Meeting Minutes.pdf](#)

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.

#### 5. Discussion and Action Items

[22-0012](#) Report of donation from D. Hoffmann of \$1,925 to Zoo for outdoor education presentation area & mobile education cart

**Attachments:** [Zoo Donation of \\$1,925 Approval Emails.pdf](#)

**Moved by Reckelberg, seconded by Cummings, that this Report be accepted. The motion carried by the following vote:**

**Aye:** 5 - Brey, Sitkiewitz, Brunner, Cummings and Reckelberg

[22-0013](#) Application for "Class B" Intoxicating Liquor & Fermented Malt Beverage License, Novak's Elbow Room, 702 Buffalo St., recommend to approve the application.

**Attachments:** [Class B Application - Novak's Elbow Room.pdf](#)

**Moved by Sitkiewitz, seconded by Brunner, that this Application be accepted. The motion carried by the following vote:**

**Aye:** 5 - Brey, Sitkiewitz, Brunner, Cummings and Reckelberg

[22-0014](#) Application for "Class B" Intoxicating Liquor & Fermented Malt Beverage License, Petskull Brewing Company LLC, 1015 Buffalo St, recommend to approve the application.

**Attachments:** [Class B Application - Petskull.pdf](#)

**Moved by Brunner, seconded by Reckelberg, that this Application be accepted. The motion carried by the following vote:**

**Aye:** 5 - Brey, Sitkiewitz, Brunner, Cummings and Reckelberg

[22-0015](#) Resolution to set rate of pay for Municipal Board of Absentee Canvassers (Central Count) for 2022

**Attachments:** [Resolution for Municipal Board of Absentee Canvassers \(Central Count\) 2022 Compensation.pdf](#)

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

**Aye:** 5 - Brey, Sitkiewitz, Brunner, Cummings and Reckelberg

[22-0016](#) Resolution establishing Compensation of Election Pollworkers' for 2022

**Attachments:** [Resolution for Election Pollworkers 2022 Compensation.pdf](#)

**Moved by Sitkiewitz, seconded by Cummings, that this Resolution be accepted. The motion carried by the following vote:**

**Aye:** 5 - Brey, Sitkiewitz, Brunner, Cummings and Reckelberg

[22-0017](#) Communication from City Assessor on 2021 Tax Roll Omitted Parcel: 446-001-300, recommend to accept and place on 2022 omitted property tax roll resulting in additional taxes in the amount of \$2,502.36 for 2021.

**Attachments:** [Letter from Assessor - Omitted Tax - B Buchko Letter.pdf](#)

**Moved by Sitkiewitz, seconded by Brunner, that this Communication be accepted and placed on the 2022 omitted property tax roll resulting in additional taxes in the amount of \$2,502.36 for 2021. The motion carried by the following vote:**

**Aye:** 5 - Brey, Sitkiewitz, Brunner, Cummings and Reckelberg

[22-0018](#) Report of City Clerk of proposed schedule of assessments for 2022 Weights and Measures licenses, recommend to accept and place on file.

**Attachments:** [Weights & Measures - 2022.pdf](#)

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

**Aye:** 5 - Brey, Sitkiewitz, Brunner, Cummings and Reckelberg

[22-0019](#) Out of State Travel Request - Finance Dept - Springbrook User Conference Portland, OR, recommend to approve the request.

**Attachments:** [Out of State Travel Request - Finance Dept - Springbrook User Conf.pdf](#)

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

**Aye:** 5 - Brey, Sitkiewitz, Brunner, Cummings and Reckelberg

[22-0020](#) 2021 Capital Allocation Working Group Request Log, recommend to accept and place on file.

**Attachments:** [2021 Log of CAWG Requests 04 2021.pdf](#)

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

**Aye:** 5 - Brey, Sitkiewitz, Brunner, Cummings and Reckelberg

[22-0021](#) 4th Quarter 2021 Internal Controls To Prevent And Detect Fraud Report, recommend to accept and place on file.

**Attachments:** [4th Qtr 2021 Internal Control Fraud Report.pdf](#)

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

**Aye:** 5 - Brey, Sitkiewitz, Brunner, Cummings and Reckelberg

[22-0023](#) 2022 Debt Borrowing Scenarios Report, recommend to accept and place on file.

**Attachments:** [Baird - Tentative Financing Plan 2022](#)

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

**Aye:** 5 - Brey, Sitkiewitz, Brunner, Cummings and Reckelberg

[22-0022](#) Discussion and action on American Rescue Plan Act (ARPA) agreement with Manitowoc County

No action taken on this item. It will be discussed again at the next meeting.

## 6. Adjournment

**Moved by Reckelberg, seconded by Cummings, to adjourn.**