



City of Manitowoc

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

Meeting Minutes

Finance Committee

Thursday, April 9, 2020

6:00 PM

Meeting will be held via remote conferencing

1. Call to Order

2. Roll Call

Present: 5 - Brey, McMeans, Sitkiewitz, Lotz and Novak

3. Public Comment

Holy Family Convent/College

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

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Moved by McMeans, seconded by Novak, to accept the Consent Agenda Items and recommendations of the various committees The motion carried by the following vote:

Aye: 5 - Brey, McMeans, Sitkiewitz, Lotz and Novak

[20-0333](#)

Minutes of March 3, 2020 Finance Committee meeting, recommending approval and place on file.

Attachments: [Finance Minutes 03-03-2020](#)

5. Discussion and Action Items

[20-0232](#) Ordinance amending Manitowoc Municipal Code 11.010(10) restricting "Class A" licensed premises

Attachments: [Liquor ordinance - photo 1](#)
[Liquor ordinance - photo 2](#)
[Liquor ordinance - photo 3](#)
[Ordinance to Expand Liquor Sales from 10 sq ft to 100 sq ft.pdf](#)

Moved by Brey, seconded by McMeans, that this Ordinance be accepted. The motion carried by the following vote:

Aye: 5 - Brey, McMeans, Sitkiewitz, Lotz and Novak

[20-0334](#) MSA Professional Services, Inc. contract amendment, recommend to enter into agreement.

Attachments: [2020 CDBG RLF PS Agreement - Manitowoc.doc](#)

Moved by Novak, seconded by McMeans, that this Agreement be accepted. The motion carried by the following vote:

Aye: 5 - Brey, McMeans, Sitkiewitz, Lotz and Novak

[20-0335](#) Request from Holy Family College for an exception to MMC 11.010(12)(c) "Class B" License Regulations regulating the Minimum Operating Requirements to be open a minimum 60 days each year for at least four hours per day

Attachments: [Holy Family College Request](#)
[Minimum Operating Requirements](#)

This matter was referred to the City Attorney's office to amend the ordinance and bring back to the May Finance Committee meeting.

[20-0341](#) Resolution Approving Rahr-West Art Museum's Mission Statement, Code of Ethics, and Collections Management Policy

Attachments: [Res to approve RWAM Mission Stmt Ethics](#)

Moved by Novak, seconded by McMeans, that this Resolution be accepted. The motion carried by the following vote:

Aye: 5 - Brey, McMeans, Sitkiewitz, Lotz and Novak

[20-0336](#) Carryforward requests from 2019 to 2020 budget from departments, recommend to approve the request.

Attachments: [Resolution 2019 to 2020](#)

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

Aye: 5 - Brey, McMeans, Sitkiewitz, Lotz and Novak

[20-0338](#) City of Manitowoc and Central Brown County Water Authority Joint Request for a Sec. 14 Feasibility Study - Emergency Shore Protection Project at Lake Michigan in the City of Manitowoc, recommend to approve.

Attachments: [CBCWA Joint Request](#)
[L-Section 14 Request Final April 6 2020](#)

Moved by McMeans, seconded by Novak, that this Request be accepted. The motion carried by the following vote:

Aye: 5 - Brey, McMeans, Sitkiewitz, Lotz and Novak

[20-0339](#) 1st Quarter Claims Report from City Attorney, recommend to accept and place on file.

Attachments: [Claims Report to Finance Committee Jan - Mar 2020.pdf](#)

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

Aye: 5 - Brey, McMeans, Sitkiewitz, Lotz and Novak

[20-0337](#) Renewal of contract with AT&T for PRI Circuits for Phone System, recommend to enter into agreement.

Attachments: [SOW CENTREX RENEWAL CITY OF MANITOWOC \(002\)](#)

Moved by Novak, seconded by Sitkiewitz, that this Agreement be accepted. The motion carried by the following vote:

Aye: 5 - Brey, McMeans, Sitkiewitz, Lotz and Novak

[20-0340](#) 1st Quarter 2020 Internal Controls Report, recommend to accept and place on file.

Attachments: [2020_01 Check List for Finance Committee \(002\)](#)

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

Aye: 5 - Brey, McMeans, Sitkiewitz, Lotz and Novak

[20-0342](#) Refinancing Agreements for Manitowoc Lodging Associates (Baymont), recommend to enter into agreement.

Attachments: [City Attorney Recommendation Memo to Finance.pdf](#)
[Non Disturbance and Attornment Agreement.pdf](#)
[Estoppel - Ground Lease Amendment.pdf](#)

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

Aye: 5 - Brey, McMeans, Sitkiewitz, Lotz and Novak

6. Adjournment

Motion by Novak, second my McMeans to adjourn.