



City of Manitowoc

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

Meeting Minutes

Finance Committee

Tuesday, May 4, 2021

5:30 PM

Council Chambers

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

1. Call to Order

2. Roll Call

Present: 4 - Brey, Sitkiewitz, Cummings and Reckelberg

Excused: 1 - Brunner

3. Public Comment

Nobody spoke for public comment.

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

Approval of the Consent Agenda

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

Aye: 3 - Brey, Sitkiewitz and Reckelberg

[21-0303](#)

Minutes of March 2, 2021 Finance Committee meeting, recommending approval and place on file

Attachments: [3-2-21 Finance Minutes](#)

[21-0304](#) Minutes of February 22, 2021 Manitowoc Public Utilities Commission Meeting, recommending approval and place on file

Attachments: [MPU Minutes 2-22-21](#)

[21-0419](#) Minutes of March 8, 2021 Manitowoc Public Utilities Commission Meeting

Attachments: [MPU Minutes 3-8-2021](#)

5. Discussion and Action Items

[21-0305](#) 1st Quarter 2021 Internal Controls Report, recommend to accept and place on file.

Attachments: [Check List for Finance Committee](#)

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

Aye: 3 - Brey, Sitkiewitz and Reckelberg

[21-0307](#) 2021 CAWG Request Update, recommend to accept and place on file.

Attachments: [Log of CAWG Requests](#)

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

Aye: 3 - Brey, Sitkiewitz and Reckelberg

[21-0420](#) Request from Manitowoc County Expo/Fair entertainment pavilion purveyors to extend live band music performances on Friday, August 27 and Saturday, August 28, 2021 to 11:30 p.m. with beer sales ending at Midnight and with music stopping at 11:00 p.m. on Tuesday, Wednesday, Thursday, and Sunday and beer sales discontinuing at 11:30 p.m., recommend to approve the request.

Attachments: [Fair Request](#)

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

Aye: 3 - Brey, Sitkiewitz and Reckelberg

[21-0421](#) 2021 - 1st Quarter Budget Exception Report, recommend to accept and place on file.

Attachments: [2021 1st QTR Budget Exception Report for Finance](#)

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

Aye: 3 - Brey, Sitkiewitz and Reckelberg

[21-0423](#) 2021 - 1st Quarter Claims Report, recommend to accept and place on file.

Attachments: [2021 Claims Report to Finance Committee Jan to March 2021](#)

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

Aye: 3 - Brey, Sitkiewitz and Reckelberg

[21-0424](#) Request to rescind 2020 real estate taxes in the amount of \$18,881.45 due to palpable error on Real Property Parcel 000-120-070, Wisconsin Public Service Corp., recommend to accept and place on file.

Attachments: [Accurate Letter](#)

Moved by Sitkiewitz, seconded by Reckelberg, that this Report be accepted to rescind the taxes. The motion carried by the following vote:

Aye: 3 - Brey, Sitkiewitz and Reckelberg

[21-0429](#) Delinquent Payment Event Filing, recommend to accept and place on file.

Attachments: [Memo - Finance Committee - Delinquent Payment Event Filing](#)
[4.1.2021 Delayed Payment Event - Associated Bank Response](#)
[4.1.2020 Delayed Payment Event Filing](#)

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

Aye: 3 - Brey, Sitkiewitz and Reckelberg

[21-0430](#) Request to reimburse fees for closure of Popp's Riverwalk Citgo, Inc., recommend to approve the request in the amount of \$250.00.

Attachments: [Popp License Reimbursement](#)
[Clerk Memo - Reimbursement](#)

Moved by Sitkiewitz, seconded by Reckelberg, that this Request be accepted to refund \$250.00. The motion carried by the following vote:

Aye: 3 - Brey, Sitkiewitz and Reckelberg

[21-0431](#) Fund statement balance from Lakeshore Community Foundation for K-9 Preservation Fund, recommend to accept and place on file.

Attachments: [Q1 2021 - City of Manitowoc K-9 Preservation Fund](#)

Aldersperson Cummings arrived for the meeting.

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

Aye: 4 - Brey, Sitkiewitz, Cummings and Reckelberg

[21-0432](#) Forestry Budget Transfer to Public Works, recommend to create Forestry line for budget in the Public Works budget.

Attachments: [Memo PI Break Out Forestry Budget](#)
[Forestry Budget Final](#)

Moved by Reckelberg, seconded by Sitkiewitz, that this Report be accepted to create the budget within Public Works. The motion carried by the following vote:

Aye: 4 - Brey, Sitkiewitz, Cummings and Reckelberg

[21-0427](#) Potential Lease of Property to AMMO, Inc.

Closed Session item.

[21-0428](#) Potential Purchase of Land for I-TEC Park Expansion

Closed Session item.

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:

21-0427 Potential Lease of Property to AMMO, Inc.

21-0428 Potential Purchase of Land for I-TEC Park

Aldersperson Brey read the Notice to go into closed session. Moved by Sitkiewitz, seconded by Cummings, to convene in closed session. The motion carried on roll call vote by the following vote: Aye 4; Nay 0

[21-0427](#) Potential Lease of Property to AMMO, Inc.

[21-0428](#) Potential Purchase of Land for I-TEC Park Expansion

Reconvene in Open Session

Moved by Reckelberg, seconded by Cummings, to reconvene in open session. Motion carried by the following vote: Aye 4; Nay 0

[21-0427](#) Potential Lease of Property to AMMO, Inc.

No action taken on this item.

[21-0428](#) Potential Purchase of Land for I-TEC Park Expansion

No action taken on this item.

6. Adjournment

Motion by Sitkiewitz, seconded by Cummings to adjourn.