



City of Manitowoc

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

Meeting Minutes

Finance Committee

Tuesday, November 5, 2024

5:30 PM

City Hall - 1st Floor Conference Room West

1. Call to Order

2. Roll Call

Present: 5 - Brey, Reckelberg, Sitkiewitz, Schlei and Norell

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.

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.

REMOVAL OF CONSENT AGENDA ITEMS: None

Approval of the Consent Agenda

Moved by Reckelberg, 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, Reckelberg, Sitkiewitz, Schlei and Norell

[24-1968](#) Minutes of October 29, 2024 Finance Committee Meeting, recommending approval and place on file

Attachments: [10-29-2024 Finance Committee Minutes](#)

[24-1969](#) 3rd Qtr. 2024 Budget Exception Report, recommending approval and place on file

Attachments: [Q3 2024 Budget Exception Report for Fin Comm](#)

[24-1970](#) 3rd Qtr. 2024 Investment Report; recommending approval and place on file

Attachments: [Q3 2024 Investment Reconciliation](#)

[24-1971](#) 3rd Qtr. 2024 Internal Controls To Prevent and Detect Fraud Report; recommending approval and place on file

Attachments: [2024_03 Check List for Finance Committee](#)

5. Discussion and Action Items

[24-1972](#) 3rd Qtr. 2024 Claims Report from City Attorney's Office

Attachments: [Quarter 3 Claims Report 2024](#)

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

Aye: 5 - Brey, Reckelberg, Sitkiewitz, Schlei and Norell

[24-1973](#) Resolution establishing Special Events Application Fee Schedule for 2025

Attachments: [Res for 2025 Special Event Application Fees](#)
[Proposed Special Event Application 2025 Fee Schedule](#)

Moved by Sitkiewitz, seconded by Schlei, that this Resolution be adopted. The motion carried by the following vote:

Aye: 5 - Brey, Reckelberg, Sitkiewitz, Schlei and Norell

[24-1974](#) Resolution Authorizing a 2024 WEDC Vibrant Spaces Grant Application - Maritime Plaza and Heritage Garden

Attachments: [Vibrant Spaces Grant Municipal Resolution DRAFT](#)
[City of Manitowoc WMM MOU for Maritime Plaza and Heritage Garden](#)

Moved by Schlei, seconded by Norell, that this Resolution be adopted. The motion carried by the following vote:

Aye: 5 - Brey, Reckelberg, Sitkiewitz, Schlei and Norell

[24-1975](#) City of Manitowoc Poor Relief Custodial Fund (Fund 8100)

Attachments: [Memo to Finance Re Poor Fund](#)

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

Aye: 5 - Brey, Reckelberg, Sitkiewitz, Schlei and Norell

[24-1976](#) Request to use Winter Maintenance Non-Lapsing Fund, for an amount not to exceed \$15,000, for repairs to DPW Salters

Attachments: [Mem Non-Lapsing Fund Snow - Salter Repair](#)

Moved by Reckelberg, seconded by Schlei, that this Request be approved, not to exceed \$15,000. The motion carried by the following vote:

Aye: 5 - Brey, Reckelberg, Sitkiewitz, Schlei and Norell

[24-1977](#) Ordinance to Amend 11.130 Direct Sellers and Direct Purchasers

Attachments: [Ordinance to Amend 11.130 Direct Sellers](#)

Moved by Sitkiewitz, seconded by Norell, that this Ordinance be adopted. The motion carried by the following vote:

Aye: 5 - Brey, Reckelberg, Sitkiewitz, Schlei and Norell

[24-1989](#) CAWG Request (Unbudgeted) from Cemetery/Forestry/Streets/Parks, for an amount not to exceed \$11,500, for Scag Windstorm Leaf Blower

Attachments: [Unbudgeted Capital Request - Windstorm](#)

Moved by Schlei, seconded by Reckelberg, that this Request be approved, not to exceed \$11,500. The motion carried by the following vote:

Aye: 5 - Brey, Reckelberg, Sitkiewitz, Schlei and Norell

[24-1978](#) Resolution from Manitowoc Public Utilities (MPU) for Ornamental Lighting at York and Maritime

Attachments: [1 Resolution-Ornamental Lighting York and Maritime - 100% City Contribution](#)
[2 Email from Community Development Director re Downtown Lighting Resolutions](#)
[3 2024-10-22 LTR \(Adam Tegen\) Resolution for Ornamental Lighting York and Maritime](#)
[4 Res 24-1448 Ornamental Lighting - York & Maritime](#)
[5 E2023-04 MPU Pay Estimate Signed](#)

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

Aye: 5 - Brey, Reckelberg, Sitkiewitz, Schlei and Norell

[24-1979](#) Resolution from Manitowoc Public Utilities (MPU) for Ornamental Lighting at Chicago and Buffalo

Attachments: [Email from Community Development Director re Downtown Lighting Resolutions](#)
[2024-10-24 LTR \(Adam Tegen\) Resolution for Ornamental Lighting Chicago and Buffalo](#)
[Resolution-Ornamental Lighting Chicago and Buffalo - 0% City Contribution](#)

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

Aye: 5 - Brey, Reckelberg, Sitkiewitz, Schlei and Norell

[24-1984](#) Tax Levy Certification from Manitowoc Public School District (MPSD) for Fiscal Year 2024-2025

Attachments: [Manitowoc Public School District-ClerkLetters2024-25-CityofManitowoc](#)
[PI-1508CityofManitowoc2025](#)

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

Aye: 5 - Brey, Reckelberg, Sitkiewitz, Schlei and Norell

[24-1985](#) Tax Levy Certification from Lakeshore Technical College (LTC) for Fiscal Year 2024-2025

Attachments: [C of Manitowoc](#)
[Tax Levy Apportionment 2024-25](#)

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

Aye: 5 - Brey, Reckelberg, Sitkiewitz, Schlei and Norell

[24-1986](#) Resolution Authorizing The Issuance And Sale Of Up To \$13,774,848 Sewerage System Revenue Bonds, Series 2024, and Providing For Other Details And Covenants With Respect ThereTo, and Approval Of Related \$15,874,848 Financial Assistance Agreement

Attachments: [Manitowoc, C of - 24 CWF - Letter \(Resolution\)](#)
[Manitowoc, C of - 24 CWF - Bond Resolution](#)
[Manitowoc CWF 4679-11 FAA](#)
[Manitowoc CWF 4679-11 Attachments](#)

Moved by Reckelberg, seconded by Norell, that this Resolution be adopted. The motion carried by the following vote:

Aye: 5 - Brey, Reckelberg, Sitkiewitz, Schlei and Norell

[24-1987](#) Resolution Authorizing The Issuance And Sale Of Up To \$1,142,000 Taxable Private LSL Replacement Loan Program Revenue Bonds, Series 2024A, and Providing For Other Details And Covenants With Respect ThereTo, and Approval Of Related \$4,298,000 Financial Assistance Agreement

Attachments: [Manitowoc, C of - 24A SDW - Letter \(Resolution\)](#)
[Manitowoc, C of - 24A SDW - Bond Resolution](#)
[Manitowoc SDW 5191-17 FAA](#)
[Manitowoc SDW 5191-17 Attachments](#)

Moved by Schlei, seconded by Reckelberg, that this Resolution be adopted. The motion carried by the following vote:

Aye: 5 - Brey, Reckelberg, Sitkiewitz, Schlei and Norell

[24-1988](#) Resolution Authorizing The Issuance And Sale Of Up To \$670,783 Taxable Private LSL Replacement Loan Program Revenue Bonds, Series 2024B, and Providing For Other Details And Covenants With Respect ThereTo, and Approval Of Related \$1,304,567 Financial Assistance Agreement

Attachments: [Manitowoc, C of - 24B SDW - Letter \(Resolution\)](#)
[Manitowoc, C of - 24B SDW - Bond Resolution](#)
[Manitowoc SDW 5191-18 FAA](#)
[Manitowoc SDW 5191-18 Attachments](#)

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

Aye: 5 - Brey, Reckelberg, Sitkiewitz, Schlei and Norell

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)(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:

[24-1980](#) Two Year Operator License (#240286) for Y. Lavora

Attachments: [Y. Lavora Two Year Operator License \(240286\) Application](#)

[24-1981](#) Two Year Operator License (#240291) for N. Zimmer

Attachments: [N. Zimmer Two Year Operator License \(240291\) Application](#)

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:

[24-1982](#) L24-00091 Love Claim for Vehicle Damage >\$5,000

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:

[24-1983](#) Discussion on Manitowoc Place Development Agreement

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

Aye: 5 - Brey, Reckelberg, Sitkiewitz, Schlei and Norell

7. Reconvene in Open Session

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

Aye: 5 - Brey, Reckelberg, Sitkiewitz, Schlei and Norell

[24-1983](#) Discussion on Manitowoc Place Development Agreement

Moved by Reckelberg, seconded by Norell, to direct staff to negotiate an amendment to the original agreement for Common Council review and action. The motion carried by the following vote:

Aye: 5 - Brey, Reckelberg, Sitkiewitz, Schlei and Norell

[24-1980](#) Two Year Operator License (#240286) for Y. Lavora

Attachments: [Y. Lavora Two Year Operator License \(240286\) Application](#)

Moved by Norell, seconded by Reckelberg, to recommend Approval of the License pursuant to WI State Statute 111.335. The motion carried by the following vote:

Aye: 5 - Brey, Reckelberg, Sitkiewitz, Schlei and Norell

[24-1981](#) Two Year Operator License (#240291) for N. Zimmer

Attachments: [N. Zimmer Two Year Operator License \(240291\) Application](#)

Moved by Reckelberg, seconded by Norell, to recommend Approval of the License pursuant to WI State Statute 111.335. The motion carried by the following vote:

Aye: 5 - Brey, Reckelberg, Sitkiewitz, Schlei and Norell

[24-1982](#) L24-00091 Love Claim for Vehicle Damage >\$5,000

Moved by Schlei, seconded by Sitkiewitz, that this Claim be denied. The motion carried by the following vote:

Aye: 5 - Brey, Reckelberg, Sitkiewitz, Schlei and Norell

8. Adjournment

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

Aye: 5 - Brey, Reckelberg, Sitkiewitz, Schlei and Norell