



# City of Manitowoc

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

## Meeting Minutes

### Finance Committee

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Tuesday, July 13, 2021

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 comments from the public at this meeting.

#### 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 Brunner, 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

[21-0639](#) Minutes of the May 4, 2021 Finance Committee Meeting, recommending approval and place on file

**Attachments:** [Minutes of June 1, 2021 Finance Committee Meeting.pdf](#)

#### 5. Discussion and Action Items

[21-0640](#) 2nd Quarter 2021 Internal Controls Report, recommend to accept and place on file.

**Attachments:** [2nd Qtr 2021 Internal Control.Fraud Report.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

[21-0641](#) 2021 CAWG Request Update, recommend to accept and place on file.

**Attachments:** [2021 Log of CAWG Requests.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

[21-0642](#) Out of State Travel Request - Community Development, recommend to approve the request.

**Attachments:** [Out of state travel request](#)

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

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

[21-0643](#) EPA Site Assessment Coalition Grant Memorandum of Agreement, recommend to approve and enter into agreement.

**Attachments:** [EPA Site Assessment Coalition Grant Memorandum of Agreement.pdf](#)

**Moved by Sitkiewitz, seconded by Reckelberg, that this Agreement be accepted to enter into agreement. The motion carried by the following vote:**

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

[21-0644](#) Revolving Loan Fund Policy, review and request for approval

**Attachments:** [Revolving Loan Fund Policy Manual - Draft.pdf](#)

Motion by T Reckelberg to create the LRC using staggered years and term limits. Motion died lack of a second.

Motion by E Sitkiewitz, second by J Brey that the LRC should be 7 people with at least 1 Alder either from the CDA or at large if needed. Motion passed Aye -5.

Motion by T Reckelberg, second by M Cummings to keep \$5,000 minimum, but not cap the loans at \$50,000. Motion failed Nay -5.

Motion by M Cummings, second by J Brey to review the program annually. It was noted that the committee would be getting quarterly reports, so the motion was withdrawn.

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

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

[21-0577](#) Ordinance to Create Section 15.460 of the MMC related to Murals.

**Attachments:** [21-0577 Report to Council Murals Public Art.pdf](#)  
[21-0577 PC Report Create Section 15.460 Murals.pdf](#)

Motion by M Cumming to create language to identify responsibility of the Murals after the 5 year maintenance agreement expires. Motion died lack of a second.

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

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

[21-0645](#) Term Sheet for property located at 1000 River Point Drive, River North Apartments, recommend to enter into the agreement.

[21-0652](#) Agreement with The SpyGlass Group, LLC to Conduct a Communications Audit for the City of Manitowoc, recommend to approve agreement.

**Attachments:** [SpyGlass Telecommunications Audit Agreement.pdf](#)

**Moved by Sitkiewitz, seconded by Cummings, that this Agreement be accepted to enter into agreement. The motion carried by the following vote:**

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

## 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:

21-0645 Term Sheet for property located at 1000 River Point Drive, River North Apartments

[21-0645](#) Term Sheet for property located at 1000 River Point Drive, River North Apartments, recommend to enter into the agreement.

Aldersperson Brey read the Notice to go into closed session. Moved by Sitkiewitz, seconded by Brunner to convene in closed session. The motion carried Aye -5.

## 7. Reconvene in Open Session

Moved by Sitkiewitz, seconded by Brunner to reconvene in Open Session. Motion carried Aye -5.

[21-0645](#) Term Sheet for property located at 1000 River Point Drive, River North Apartments, recommend to enter into the agreement.

**Moved by Sitkiewitz, seconded by Brunner, that this Action Item be accepted to enter into agreement. The motion carried by the following vote:**

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

## 8. Adjournment

Moved by Reckelberg, seconded by Cummings to adjourn.