



# City of Manitowoc

900 Quay Street  
Manitowoc, WI 54220  
[www.manitowoc.org](http://www.manitowoc.org)

## Meeting Minutes

### Finance Committee

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Tuesday, May 6, 2025

5:30 PM

Council Chambers / Virtual (Via Zoom)

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#### 1. Call to Order

#### 2. Roll Call

**Present:** 5 - Brey, Sitkiewitz, Schlei, Reckelberg and Dunbar

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

**Aye:** 5 - Brey, Sitkiewitz, Schlei, Reckelberg and Dunbar

[25-0353](#)

Minutes of April 3, 2025 Finance Committee meeting, recommending approval and place on file

**Attachments:** [4-3-2025 Finance Committee Minutes](#)

[25-0354](#)

Minutes of various Manitowoc Public Utilities Commission (MPU) Meetings, recommending accepting and place on file

**Attachments:** [2024-11-11 Minutes](#)

[2024-12-09 Minutes](#)

[2025-01-27 Minutes](#)

[2025-03-10 Minutes](#)

[25-0355](#) 4th Qtr. 2024 Capital Allocation Working Group (CAWG) Request Log Report, recommending approval and place on file

**Attachments:** [2024 Log of CAWG Requests - Unaudited Final](#)

[25-0356](#) 1st Qtr. 2025 Budget Exception Report, recommending approval and place on file

**Attachments:** [Q1 2025 Budget Exception Report](#)

[25-0357](#) 1st Qtr. 2025 Investment Report, recommending approval and place on file

**Attachments:** [Q1 2025 Investment Reconciliation](#)

[25-0358](#) 1st Qtr. 2025 Internal Controls To Prevent and Detect Fraud Report, recommending approval and place on file

**Attachments:** [Q1 2025 Internal Controls to Prevent & Detect Fraud](#)

## 5. 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:

[25-0366](#) Two Year Operator's License Application (#240367) for Frisby, J.

**Attachments:** [Two Year Operators License \(#240367\) for Frisby, J.](#)  
[Letter from City Clerks](#)

[25-0367](#) Two Year Operator's License Application (#250019) for Greene, E.

**Attachments:** [Two Year Operators License \(#250019\) for Greene, E](#)  
[Letter from City Clerks](#)

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

**Aye:** 5 - Brey, Sitkiewitz, Schlei, Reckelberg and Dunbar

## 6. Reconvene In Open Session

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

**Aye:** 5 - Brey, Sitkiewitz, Schlei, Reckelberg and Dunbar

[25-0367](#) Two Year Operator's License Application (#250019) for Greene, E.

**Attachments:** [Two Year Operators License \(#250019\) for Greene, E](#)  
[Letter from City Clerks](#)

**Moved by Sitkiewitz, seconded by Reckelberg, to recommend approval of the license pursuant to Wis. Stat. 111.335. The motion carried by the following vote:**

**Aye:** 5 - Brey, Sitkiewitz, Schlei, Reckelberg and Dunbar

[25-0366](#) Two Year Operator's License Application (#240367) for Frisby, J.

**Attachments:** [Two Year Operators License \(#240367\) for Frisby, J.](#)  
[Letter from City Clerks](#)

**Moved by Sitkiewitz, seconded by Reckelberg, to recommend approval of the license pursuant to Wis. Stat. 111.335. The motion carried by the following vote:**

**Aye:** 5 - Brey, Sitkiewitz, Schlei, Reckelberg and Dunbar

## 7. Discussion and Action Items

[25-0359](#) 1st Qtr. 2025 Claims Report from City's Attorney Office

**Attachments:** [Q1 2025 Claims Report](#)

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

**Aye:** 5 - Brey, Sitkiewitz, Schlei, Reckelberg and Dunbar

[25-0360](#) Request from Manitowoc County Expo/Fair entertainment pavilion purveyors to extend live band music performances on Friday, August 22nd and Saturday, August 23rd to 11:30 with beer sales ending at Midnight and with music stopping at 11:00 pm on Wednesday August 20th, Thursday August 21st, and Sunday August 24th with beer sales ending at 11:30 pm

**Attachments:** [Request from Manitowoc County ExpoFair entertainment pavilion purveyors](#)

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

**Aye:** 5 - Brey, Sitkiewitz, Schlei, Reckelberg and Dunbar

[25-0361](#) Statement of the Board of Canvassers relative to the April 1, 2025 Spring Election for Mayor and Alderpersons in Districts 1, 2, 3, 7, & 10

**Attachments:** [Board of Canvassers Statement 4-1-25 Election](#)

**Moved by Sitkiewitz, seconded by Dunbar, that this Action Item be placed on file.  
The motion carried by the following vote:**

**Aye:** 5 - Brey, Sitkiewitz, Schlei, Reckelberg and Dunbar

[25-0362](#) Application of "Class B" Intoxicating Liquor & Fermented Malt Beverage Licenses, TAV-2471A, Mikadow LLC, 1118 Washington St.

**Attachments:** [TAV-2471A Class B Intoxicating Liquor License - MIKADOW LLC](#)

**Moved by Sitkiewitz, seconded by Schlei, that this License be approved. The motion carried by the following vote:**

**Aye:** 5 - Brey, Sitkiewitz, Schlei, Reckelberg and Dunbar

[25-0363](#) Request to apply for the FY25 Wisconsin Economic Development Corporation (WEDC) Brownfield Grant for a maximum of \$250,000

**Attachments:** [FY25 Wisconsin Economic Development Corporation \(WEDC\) Brownfield Grant Memo](#)

**Moved by Reckelberg, seconded by Schlei, that this Request be approved. The motion carried by the following vote:**

**Aye:** 5 - Brey, Sitkiewitz, Schlei, Reckelberg and Dunbar

[25-0364](#) Request to apply for the Environmental Protection Agency (EPA) Thriving Communities Grant for a maximum of \$350,000

**Attachments:** [FY25 Environmental Protection Agency \(EPA\) Thriving Communities Grant Memo](#)

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

**Aye:** 5 - Brey, Sitkiewitz, Schlei, Reckelberg and Dunbar

[25-0365](#) Ordinance to create Section 11.015 of the Manitowoc Municipal Code (MMC) regulating Designated Outdoor Refreshment Area (DORA)

**Attachments:** [Email from Community Development Director re DORAs](#)  
[Memo for Manitowoc DORA Ordinance](#)  
[Manitowoc DORA Ordinance](#)

**Moved by Reckelberg, seconded by Dunbar, that this Ordinance be adopted. The motion carried by the following vote:**

**Aye:** 5 - Brey, Sitkiewitz, Schlei, Reckelberg and Dunbar

## 8. Adjournment

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

**Aye:** 5 - Brey, Sitkiewitz, Schlei, Reckelberg and Dunbar