



City of Manitowoc

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

Meeting Minutes Finance Committee

Monday, July 21, 2014

5:00 PM

Council Chambers

1. Call to Order

2. Roll Call

Present: 5 - McMeans, Able, Brey, Sitkiewitz and Shaw

Others In Attendance: Mayor Justin Nickels, Finance Director/Treasurer Steve Corbeille, Assistant Finance Director Tony Scherer, Director of Public Infrastructure Dan Koski, Operations Business Manager Karen Dorow, Transit/Buildings & Grounds Team Leader Jim Muenzenmeyer, Fire Chief Todd Blaser, Waste Water Treatment Facility Superintendent Brian Helminger, and HTR Reporter Charlie Mathews.

3. Approval of Minutes

[14-1499](#)

Finance Committee Minutes of June 2, 2014

A motion was made by Alderperson Jim Brey, seconded by Alderperson Christopher Able, to approve the Minutes of June 2, 2014. The motion carried by the following vote:

Aye: 5 - McMeans, Able, Brey, Sitkiewitz and Shaw

4. Public Comment

No public comment was presented at the meeting.

5. Discussion and Action Items

[14-1392](#)

Recommendation(s) to the Mayor for the development of the 2015 Executive Budget.

Mayor Nickels gave brief summary highlighting a number items he will be considering in his 2015 budget plan. Committee members discussed the levy setting deadline, Inspection Department staffing, Dewey Street reconstruction, Debt vs. Infrastructure needs, fee increases and Police Department staffing.

[14-1430](#)

Lottery Retailer Contract for sale of Wisconsin Lottery pull tabs.

Finance Director/Treasurer Steve Corbeille provided a short summary of the document in front of the Committee for consideration. A brief discussion followed.

Moved by Able, seconded by McMeans, that this Contract be approved. The motion carried by the following vote:

Aye: 5 - McMeans, Able, Brey, Sitkiewitz and Shaw

[14-1456](#) Request for credit card for Human Resource Director

Moved by McMeans, seconded by Brey, that this Action Item be approved with a \$2,000 limit. The motion carried by the following vote:

Aye: 5 - McMeans, Able, Brey, Sitkiewitz and Shaw

[14-1475](#) Authorize Submission of a BCLP State Trust Fund Loan application in the amount of \$409,000

Finance Director/Treasurer Steve Corbeille provided a summary of the issue and the borrowing process for the Committee. The Committee discussed the terms, rates and conditions of the borrowing.

A motion was made by Vice Chair Scott McMeans, seconded by Alderperson Christopher Able, that this Action Item be approved with a term of five years. The motion carried by the following vote:

Aye: 5 - McMeans, Able, Brey, Sitkiewitz and Shaw

[14-1544](#) Report of Brownfields Advisory Committee with recommended policies and procedures manual for implementation of the current BRLF program as well as application for funding.

Moved by McMeans, seconded by Shaw for acceptance of report and adoption of recommendations. The motion carried by the following vote:

Aye: 5 - McMeans, Able, Brey, Sitkiewitz and Shaw

[14-1498](#) Quarterly Report of the Capital Allocation Working Group (CAWG) activities

No Action Required

[14-1495](#) CAWG recommends funding unbudgeted request from Lincoln Park Zoo for tree removal up to maximum \$4,455

Director of Public Infrastructure Dan Koski provided an explanation to the Committee for this request.

Moved by Brey, seconded by Able, that this Action Item be approved. The motion carried by the following vote:

Aye: 5 - McMeans, Able, Brey, Sitkiewitz and Shaw

[14-1496](#) CAWG recommends funding unbudgeted request from Lincoln Park Zoo for Wolf Building Repairs up to maximum \$24,292 after applying all other funding sources available

Buildings & Grounds Team Leader Jim Muenzenmeyer provided a brief explanation of the project to the Committee.

Moved by McMeans, seconded by Able, that this Action Item be approved. The motion carried by the following vote:

Aye: 5 - McMeans, Able, Brey, Sitkiewitz and Shaw

[14-1553](#)

CAWG recommends funding unbudgeted request from Mayor for Lighthouse Security Enhancements up to maximum \$7,256.00

Finance Director/Treasurer Steve Corbeille and Mayor Nickels provided additional information to the Committee on this issue. A short discussion followed.

Moved by Shaw, seconded by Able, that this Action Item be approved at the revised amount of \$2,500. The motion carried by the following vote:

Aye: 5 - McMeans, Able, Brey, Sitkiewitz and Shaw

[14-1497](#)

CAWG recommends funding unbudgeted request from Fire Department for replacement of Thermal Imaging Camera up to maximum \$10,000 after applying all other funding sources available

Finance Director/Treasurer Steve Corbeille and Fire Chief Todd Blaser provided information to the Committee on this issue.

Moved by McMeans, seconded by Shaw, that this Action Item be approved. The motion carried by the following vote:

Aye: 5 - McMeans, Able, Brey, Sitkiewitz and Shaw

6. Adjournment

A motion was made by Vice Chair Scott McMeans, seconded by Alderperson Jim Brey to adjourn. The motion carried by the following vote:

Aye: 5 - McMeans, Able, Brey, Sitkiewitz and Shaw

Chairman Sitkiewitz declared the meeting adjourned at 5:42 PM