



# City of Manitowoc

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

## Meeting Minutes

### Finance Committee

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Wednesday, January 2, 2019

6:00 PM

Council Chambers

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#### 1. Call to Order

#### 2. Roll Call

**Present:** 4 - Brey, Lotz, McMeans and Sitkiewitz

**Absent:** 1 - Williams

Also present: Alderperson Jeremiah Novak, Director of Public Infrastructure Dan Koski, Finance Director Steve Corbeille, Director Rahr-West Art Museum Greg Vadney and City Clerk Deborah Neuser. City Attorney Kathleen McDaniel arrived at 6:11 p.m.

#### 3. Public Comment

No one appeared for public comment.

#### 4. Approval of Minutes

[19-0001](#) Minutes of December 4, 2018 Finance Committee meeting, recommending approval and place on file.

**Attachments:** [MeetingMinutes 04-Dec-2018](#)

**Moved by Sitkiewitz, seconded by Lotz, that these Minutes be approved and placed on file for consent agenda. The motion carried by the following vote:**

**Aye:** 4 - Brey, Lotz, McMeans and Sitkiewitz

[19-0002](#) Minutes of the Manitowoc Public Utilities Commission meeting of October 29, 2018, recommending acceptance and place on file.

**Attachments:** [MPU Commission Minutes 10-29-18](#)

**Moved by Sitkiewitz, seconded by Lotz, that these Minutes be approved and placed on file for consent agenda. The motion carried by the following vote:**

#### 5. Discussion and Action Items

[19-0003](#) Request for ordinance to be drafted to remove the 15 day requirement to pay alcohol license fees in advance of issuance.

**Attachments:** [15 DAY ALCOHOL PAY](#)

City Clerk addressed the committee requesting the ordinance change.

**Moved by McMeans, seconded by Lotz, that this Request be approved and direct City Attorney to draft the necessary ordinance. The motion carried by the following vote:**

**Aye:** 4 - Brey, Lotz, McMeans and Sitkiewitz

[19-0004](#) Request for DPI to keep the #6 Ford Ranger for the new Parks Planner position.

**Attachments:** [19-0004](#)

Director of Public Infrastructure Dan Koski addressed the committee relative to this request.

**Moved by Sitkiewitz, seconded by Lotz, that this Request be approved for consent agenda. The motion carried by the following vote:**

**Aye:** 4 - Brey, Lotz, McMeans and Sitkiewitz

[19-0005](#) Request to change language in the City Donation Policy to omit the Rahr-West from the policy.

**Attachments:** [19-0005](#)

[Donation Policy Revised for Rahr-West](#)

Rahr-West Art Museum Director Greg Vadney addressed the committee asking for a change in the language of the Donation Policy so the Rahr-West Board can accept artwork donations and monetary donations.

**Moved by McMeans, seconded by Sitkiewitz, that this Action Item be approved to amend the Donation Policy authorizing the Rahr-West to accept donations and also amend paragraph 2 to require departments to seek approval from their oversight committee as well as the Finance Committee. The motion carried by the following vote:**

**Aye:** 4 - Brey, Lotz, McMeans and Sitkiewitz

[19-0014](#) Request from Grow it Forward for Night Market 920 2019 events

**Attachments:** [Night Market 2019](#)

Finance Director Steve Corbeille addressed the committee detailing how the special events committee forwarded this request to Finance Committee due to the series of events throughout June, July and August, noise ordinance, and alcohol sales. It was noted that Grow it Forward did not request a waiver of fees, however, felt it should be considered. Committee felt waiver of fees should be discussed at a future meeting.

**Moved by McMeans, seconded by Sitkiewitz, that this Request be approved for consent agenda. The motion carried by the following vote:**

**Aye:** 4 - Brey, Lotz, McMeans and Sitkiewitz

[19-0016](#) Request for a credit card for Fire Chief Blaser with a credit limit amount of \$5,000

**Attachments:** [19-0016](#)

Finance Director Steve Corbeille addressed the committee explaining Chief Blaser never had a credit card and was using one from the squads which has a lower limit.

**Moved by Sitkiewitz, seconded by Lotz, that this Request be approved for consent agenda. The motion carried by the following vote:**

**Aye:** 4 - Brey, Lotz, McMeans and Sitkiewitz

[19-0017](#) Unbudgeted CAWG request for DPI - Plow for new Enterprise Parks Truck

**Attachments:** [CAWG - Plow for new Enterprise Parks Truck](#)

Director of Public Infrastructure Dan Koski addressed the committee stating that purchasing a plow is more cost effective than leasing.

**Moved by Sitkiewitz, seconded by McMeans, that this Request be approved for consent agenda. The motion carried by the following vote:**

**Aye:** 4 - Brey, Lotz, McMeans and Sitkiewitz

## 6. Adjournment

**Moved by McMeans, seconded by Lotz, that this meeting be adjourned at 6:20 p.m. The motion carried by the following vote:**

**Aye:** 4 - Brey, Lotz, McMeans and Sitkiewitz