



City of Manitowoc

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

Meeting Minutes

Finance Committee

Tuesday, October 3, 2023

5:30 PM

Council Chambers & Remotely (Via Zoom)

1. Call to Order

2. Roll Call

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

3. Public Comment

Finance Committee Chair Alderperson Brey declared the meeting open for public input. In accordance with policy, the public input 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.

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.

[23-0818](#) Minutes of the September 5, 2023 Finance Committee meetings, recommending approval and place on file

Attachments: [9-5-2023 Finance Committee Minutes](#)

Approval of the Consent Agenda

Moved by Reckelberg, seconded by Schlei, to accept the Consent Agenda Item and recommendation of the committee. The motion carried by the following vote:

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

5. Discussion and Action Items

[23-0833](#) Finance Committee review and recommendation of applications for Open MPU Commission position

Attachments: [Press Release For MPU Commission 9-5-23](#)
[MPU Commission Application - Jagemann](#)
[MPU Commission Application - Roberts](#)

Moved by Reckelberg, seconded by Schlei, to nominate Elizabeth Roberts as the Finance Committee's recommendation for the open MPU Commission position.
The motion failed by the following vote:

Aye: 2 - Schlei and Reckelberg

Nay: 3 - Brey, Sitkiewitz and Czekala

Moved by Sitkiewitz, seconded by Czekala, to nominate Greg Jagemann as the Finance Committee's recommendation for the open MPU Commission position.
The motion carried by the following vote:

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

[23-0842](#) Application of "Class B" Intoxicating Liquor & Fermented Malt Beverage License, SBG Apple North IV, LLC, for Applebee's Neighborhood Grill & Bar, 4435 Calumet Ave

Attachments: [SBG Apple North IV, LLC Class B App](#)

Moved by Sitkiewitz, seconded by Czekala, to approve the application. The motion carried by the following vote:

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

[23-0834](#) 3rd Quarter 2023 CAWG Requests Report

Attachments: [Q3 2023 Log of CAWG Requests](#)

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

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

[23-0838](#) Special Events Policy Updates

Attachments: [Memo to Finance re Special Event Instructions and Policy Updates](#)
[Special Event Policy](#)
[Special Event Instructions - OLD](#)

Moved by Brey to amend the Policy by removing the following lines: Under the Application Process section - "Applications must be submitted 60 days prior to the event date to avoid incurring a late application fee of \$100." Under the Cancellation Policy section - "Approved events will be charged a \$100 cancellation fee. This fee may only be waived at the sole discretion of the City's Special Events Committee, on its own initiative, and on rare occasion."
The motion failed for lack of second.

Moved by Schlei to amend the Policy by adding under the Application Process-Submission section that applications must be submitted a maximum of one year prior to the event.

The motion failed for lack of second.

Moved by Sitkiewitz, seconded by Reckelberg, that this Policy be approved as presented. The motion carried by the following vote:

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

[23-0839](#)

Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing from Clean Water Loan Fund for MPU WWTF Project 4679-11; 1st Stage Trickling Filters and Final Clarifiers

Attachments: [Reimbursement Resolution - WWTF Upgrade 1st Stage Trickling Filters](#)

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

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

[23-0835](#)

Lakeshore Humane Society Agreement between the cities of Manitowoc and Two Rivers

Attachments: [Humane Society Agreement Email from Mayor](#)
[2024 - 2026 Lakeshore Humane Society Agreement](#)

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

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

[23-0836](#)

Assessor Services Contract with Associated Appraisal Consultants for years 2024 through 2027

Attachments: [Finance AAC Contract Memo 10-3-23](#)

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

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

[23-0837](#)

Fire Apparatus and Equipment, Inc. Proposal for Manitowoc Fire Department Tower Truck

Attachments: [Manitowoc Fire Department Tower Quote Agreement](#)
[Manitowoc Enforcer 100' Tower Proposal 9-13-23](#)
[Manitowoc Tower Component List 9-13-23](#)
[Tower Truck Quote #2](#)
[Tower Truck Quote #3](#)

Moved by Reckelberg, seconded by Czekala, to approve and move forward with ordering the new Tower Truck from Fire Apparatus and Equipment, Inc. The motion carried by the following vote:

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

[23-0832](#)

Discussion and possible action on recommendations for the Mayor's Proposed 2024 Budget.

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

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

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)(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:

[23-0841](#)

L23-00143 - PHAJIT Claim for vehicle damage >\$5,000 due to fallen tree during storm on 8/3/2023.

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:

[23-0840](#)

Tax Incremental Finance (TIF) Assistance Application for BEAMACO LLC in TID 21

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

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

7. Reconvene In Open Session

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

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

[23-0840](#)

Tax Incremental Finance (TIF) Assistance Application for BEAMACO LLC in TID 21

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

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

[23-0841](#)

L23-00143 - PHAJIT Claim for vehicle damage >\$5,000 due to fallen tree during storm on 8/3/2023.

Moved by Reckelberg, seconded by Schlei, that this Claim be referred to the City Attorney's Office. The motion carried by the following vote:

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

8. Adjournment

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

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