



# City of Manitowoc

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

## Meeting Minutes

### Finance Committee

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Tuesday, June 7, 2022

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, Schlei, Reckelberg and Kaderabek

#### 3. Public Comment

No comment from the public at this meeting

#### 4. Presentations

#### 5. 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

**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 Kaderabek

[22-0510](#)

Minutes of the May 3, 2022 Finance Committee meeting, recommending approval and place on file

#### 6. Discussion and Action Items

[22-0509](#)

Request to add the Director of Tourism as a permanent voting member of the Special Events Committee

**Attachments:** [Tourism Request](#)

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

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

[22-0492](#) Discussion and Possible Action on the Organizational Structure of the City Clerk's Office

**Attachments:** [Request to remove Clerks Office from Finance 6-6-2022.pdf](#)

The Mayor gave a brief history of the current organizational structure and gave an overview of the discussion and action from the Personnel Committee

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

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

[22-0511](#) Request from Manitowoc County Expo/Fair entertainment pavilion purveyors to extend live band music performances on Friday, August 26th and Saturday, August 27, 2022 to 11:30 p.m. with beer sales ending at Midnight and with music stopping at 11:00 p.m. on Wednesday, Thursday, and Sunday and beer sales discontinuing at 11:30 p.m.

**Attachments:** [Fair Request](#)

**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 Kaderabek

[22-0512](#) River North LLC Sewer Connection Fee Appeal

**Attachments:** [River North LLC v. City-MPU Sewer Connection Fee Appeal](#)

The Mayor gave an overview and update on the current status of this item. No action needed.

[22-0513](#) CAWG request for Unbudgeted funds to purchase a Traffic Counter

**Attachments:** [Traffic Counter](#)

**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 Kaderabek

[22-0516](#) Donation to Parks Department for sign indicating the Vetter Trailhead in Camp Vits

**Attachments:** [Vetter Trailhead Sign](#)  
[Vetter Trailhead Sign Installed 1](#)  
[Vetter Trailhead Sign Installed 2](#)

**Moved by Sitkiewitz, seconded by Schlei, to accept the donation. The motion carried by the following vote:**

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

[22-0514](#) L20-00117 Brotski Claim for >\$5,000 for Injuries from City Street

**Attachments:** [Brotski Claim](#)

**Moved by Sitkiewitz, seconded by Reckelberg, to deny the claim. The motion carried by the following vote:**

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

[22-0515](#) Pelion Plan Agreement and Resolution update as required by the IRS

**Attachments:** [ASC1013-AA Packages-Basic Plan Document](#)  
[ASC1013-AA Packages-City of Manitowoc-IRS Letter](#)  
[ASC1013-AA Packages-City of Manitowoc-Resolution](#)  
[ASC1013-AA Packages-City of Manitowoc-Trust Agreement](#)  
[ASC1013-AA Packages-City of Manitowoc-Adoption Agreement](#)  
[ASC1013-AA Packages-City of Manitowoc-Letter of Explanation](#)  
[ASC1013-AA Packages-City of Manitowoc-Summary Plan Description](#)  
[Pelion Plan](#)

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

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

[22-0517](#) Request to enter into agreement with DocuSign

**Attachments:** [Clerk Memo](#)

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

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

## 7. 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 Kaderabek

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