



City of Manitowoc

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

Meeting Minutes

Finance Committee

Wednesday, November 10, 2021

5:00 PM

Council Chambers

Note - Meeting will also be available via Remote
Conferencing (Zoom)

1. Call to Order

2. Roll Call

Present: 5 - Brey, Sitkiewitz, Brunner, Cummings and Reckelberg

3. Public Comment

A representative from the Zoological Society spoke about the upcoming improvements at the Zoo.

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

Approval of the Consent Agenda

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

Aye: 5 - Brey, Sitkiewitz, Brunner, Cummings and Reckelberg

[21-1077](#)

Minutes of October 5, 2021 Finance Committee meeting,
recommending approval and place on file

Attachments: [MeetingMinutes05-Oct-2021.pdf](#)

[21-1078](#) Minutes of October 26, 2021 Finance Committee meeting, recommending approval and place on file

Attachments: [Finance Minutes 10-26-21](#)

[21-1079](#) Minutes of Manitowoc Public Utilities Commission Meetings, recommending accepting and place on file

Attachments: [MPU 9.13.21 Minutes.pdf](#)
[MPU 10.11.21 Minutes.pdf](#)

6. Discussion and Action Items

[21-1067](#) 3rd Qtr 2021 Budget Exception Report, recommend to accept and place on file.

Attachments: [3rd QTR 2021 Investment Report.pdf](#)

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

Aye: 5 - Brey, Sitkiewitz, Brunner, Cummings and Reckelberg

[21-1068](#) 3rd Qtr 2021 Claims Report from City Attorney, recommend to accept and place on file.

Attachments: [Jan-Sept 2021 Claims Report to Finance Committee.pdf](#)

Moved by Sitkiewitz, seconded by Reckelberg, that this Report be accepted for Consent Agenda. The motion carried by the following vote:

Aye: 5 - Brey, Sitkiewitz, Brunner, Cummings and Reckelberg

[21-1069](#) 3rd Qtr 2021 Investment Reconciliation Report, recommend to accept and place on file.

Attachments: [3rd QTR 2021 Investment Report.pdf](#)

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

Aye: 5 - Brey, Sitkiewitz, Brunner, Cummings and Reckelberg

[21-1070](#) Tax Levy Certification from Lakeshore Technical College for Fiscal Year 2021-2022, recommend to accept and place on file.

Attachments: [LTC 2022 Tax Levy Apportionment.pdf](#)
[LTC 2022 Tax Levy Certification.pdf](#)

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

Aye: 5 - Brey, Sitkiewitz, Brunner, Cummings and Reckelberg

[21-1071](#) Tax Levy Certification from Manitowoc Public School District for Fiscal Year 2021-2022, recommend to accept and place on file.

Attachments: [MPSD 2022 Tax Levy Certification.pdf](#)

Moved by Sitkiewitz, seconded by Brunner, that this Action Item be accepted and place on file. The motion carried by the following vote:

Aye: 5 - Brey, Sitkiewitz, Brunner, Cummings and Reckelberg

[21-1082](#) Tax Levy Certification from Manitowoc County for Fiscal Year 2022, recommend to accept and place on file.

Attachments: [Manitowoc County 2021 Levy for 2022 Budget Certification.pdf](#)

Moved by Sitkiewitz, seconded by Brunner, that this Action Item be accepted and place on file. The motion carried by the following vote:

Aye: 5 - Brey, Sitkiewitz, Brunner, Cummings and Reckelberg

[21-1072](#) Revolving Loan Fund Policy and Application Creation, recommend to accept and place on file.

Attachments: [Policy Manual - Final.pdf](#)
[RLF Application - Final.pdf](#)
[RLF Loan Packet - Final.pdf](#)

Moved by Brunner, seconded by Sitkiewitz, that this Action Item be accepted and place on file. The motion carried by the following vote:

Aye: 5 - Brey, Sitkiewitz, Brunner, Cummings and Reckelberg

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:

Aldersperson Brey read the Notice to go into Closed Session. Moved by E Sitkiewitz, seconded by J Brunner to convene in closed session. The motion carried on a roll call vote 5-aye, 0-nay.

- [21-0835](#) L21-00092 Koehler Claim for substantial water damage from heavy rain storm at 1305 South 31st Street
- Attachments:** [L21-00092 KOEHLER Claim.pdf](#)
[J Koehler 5.jpg](#)
[J Koehler 4.jpg](#)
[J Koehler 3.jpg](#)
[J Koehler 2.jpg](#)
[J Koehler 1.jpg](#)
- [21-0836](#) L21-00122 Bridgeview Bar Claim for sewer backup/basement flooding from heavy rain storm at 2 Maritime Drive
- Attachments:** [L21-00122 BRIDGEVIEW BAR Claim.pdf](#)
- [21-0837](#) L21-00127 Wierman Claim for basement flooding from heavy rain storm at 1622 South 23rd Street
- Attachments:** [L21-00127 WIERMAN Claim.pdf](#)
- [21-0959](#) L21-00147 HER Claim (1620 South 23rd Street) Basement flooding from heavy rain storm flooding \$35,658.00
- Attachments:** [HER Claim.pdf](#)
- [21-0960](#) L21-00148 GATES Claim (1618 South 23rd Street) Basement flooding from heavy rain storm flooding \$8,947.88
- Attachments:** [GATES Claim 1.pdf](#)
- [21-0961](#) L21-00149 HUNGERFORD Claim (4547 Andrea Court) Basement flooding from heavy rain storm flooding >\$5,000.00
- Attachments:** [HUNGERFORD Claim.pdf](#)
- [21-1074](#) L21-00156 Rupp Claim for violation of illegal search / child removal in amount of \$100,000.00 or return of child, recommend to deny the claim.
- Attachments:** [LC21-00156 RUPP Claim.pdf](#)
- [21-1075](#) L21-00161 Giese Claim for new roof installation from improper City inspection of failed 2019 roof install in amount of \$40,000, recommend to deny the claim.
- Attachments:** [LC21-00161 GIESE Claim.pdf](#)

[21-1076](#) LC21-00162 Artisan & Truckers Casualty Co. Subr. / Ruth Bautista Claim for vehicle damage when DPI truck rear ended insured's vehicle @ County Road B & 310 Roundabout in amount of \$5,401.87, recommend to approve the claim.

Attachments: [LC21-00162 ARTISAN & TRUCKERS CASUALTY CO. SUBRO.BAUTISTA Claim.pdf](#)

[21-1080](#) L21-00166 Peckarsky Notice of Circumstance of Claim, recommend to place on file.

Attachments: [L21-00166 PECKARSKY Claim.pdf](#)

[21-1081](#) L21-00167 Cherney Claim for flooding from heavy rain storm at 1610 Holly Dr, recommend to deny the claim.

Attachments: [LC21-00167 Cherney Claim Form.pdf](#)

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:

[21-1073](#) Letters of interest to purchase a portion of the property located 1512 Washington Street

Attachments: [Mirro Purchase Agreement.pdf](#)
[Mirro Housing Design.pdf](#)
[WAF Mirro Interest Letter.pdf](#)

7. Reconvene In Open Session

Moved by J Brunner, seconded by T Reckelberg to reconvene in Open Session. The motion carried with a roll call vote 5-aye, 0-nay.

[21-0835](#) L21-00092 Koehler Claim for substantial water damage from heavy rain storm at 1305 South 31st Street

Attachments: [L21-00092 KOEHLER Claim.pdf](#)

[J Koehler 5.jpg](#)

[J Koehler 4.jpg](#)

[J Koehler 3.jpg](#)

[J Koehler 2.jpg](#)

[J Koehler 1.jpg](#)

Moved by Brey, seconded by Brunner, that this Summons and Complaint be accepted. The motion carried by the following vote:

Aye: 3 - Brey, Brunner and Cummings

Nay: 2 - Sitkiewitz and Reckelberg

[21-0836](#) L21-00122 Bridgeview Bar Claim for sewer backup/basement flooding from heavy rain storm at 2 Maritime Drive

Attachments: [L21-00122 BRIDGEVIEW BAR Claim.pdf](#)

Moved by Brunner, seconded by Cummings, that this Summons and Complaint be accepted. The motion carried by the following vote:

Aye: 3 - Brey, Brunner and Cummings

Nay: 2 - Sitkiewitz and Reckelberg

[21-0837](#) L21-00127 Wierman Claim for basement flooding from heavy rain storm at 1622 South 23rd Street

Attachments: [L21-00127 WIERMAN Claim.pdf](#)

Moved by Cummings, seconded by Brunner, that this Summons and Complaint be accepted. The motion carried by the following vote:

Aye: 3 - Brey, Brunner and Cummings

Nay: 2 - Sitkiewitz and Reckelberg

[21-0959](#) L21-00147 HER Claim (1620 South 23rd Street) Basement flooding from heavy rain storm flooding \$35,658.00

Attachments: [HER Claim.pdf](#)

Moved by Brunner, seconded by Cummings, that this Action Item be accepted. The motion carried by the following vote:

Aye: 3 - Brey, Brunner and Cummings

Nay: 2 - Sitkiewitz and Reckelberg

[21-0960](#) L21-00148 GATES Claim (1618 South 23rd Street) Basement flooding from heavy rain storm flooding \$8,947.88

Attachments: [GATES Claim 1.pdf](#)

Moved by Brunner, seconded by Cummings, that this Action Item be accepted. The motion carried by the following vote:

Aye: 3 - Brey, Brunner and Cummings

Nay: 2 - Sitkiewitz and Reckelberg

[21-0961](#) L21-00149 HUNGERFORD Claim (4547 Andrea Court) Basement flooding from heavy rain storm flooding >\$5,000.00

Attachments: [HUNGERFORD Claim.pdf](#)

Moved by Brunner, seconded by Cummings, that this Action Item be accepted. The motion carried by the following vote:

Aye: 5 - Brey, Sitkiewitz, Brunner, Cummings and Reckelberg

[21-1074](#) L21-00156 Rupp Claim for violation of illegal search / child removal in amount of \$100,000.00 or return of child, recommend to deny the claim.

Attachments: [LC21-00156 RUPP Claim.pdf](#)

Moved by Sitkiewitz, seconded by Brunner, that this Summons and Complaint be denied. The motion carried by the following vote:

Aye: 5 - Brey, Sitkiewitz, Brunner, Cummings and Reckelberg

[21-1075](#) L21-00161 Giese Claim for new roof installation from improper City inspection of failed 2019 roof install in amount of \$40,000, recommend to deny the claim.

Attachments: [LC21-00161 GIESE Claim.pdf](#)

Moved by Sitkiewitz, seconded by Brunner, that this Summons and Complaint be denied. The motion carried by the following vote:

Aye: 5 - Brey, Sitkiewitz, Brunner, Cummings and Reckelberg

[21-1076](#) LC21-00162 Artisan & Truckers Casualty Co. Subr. / Ruth Bautista Claim for vehicle damage when DPI truck rear ended insured's vehicle @ County Road B & 310 Roundabout in amount of \$5,401.87, recommend to approve the claim.

Attachments: [LC21-00162 ARTISAN & TRUCKERS CASUALTY CO. SUBRO.BAUTISTA Claim.pdf](#)

Moved by Brunner, seconded by Cummings, that this Summons and Complaint be accepted to approve the claim. The motion carried by the following vote:

Aye: 5 - Brey, Sitkiewitz, Brunner, Cummings and Reckelberg

[21-1080](#) L21-00166 Peckarsky Notice of Circumstance of Claim, recommend to place on file.

Attachments: [L21-00166 PECKARSKY Claim.pdf](#)

Moved by Brunner, seconded by Sitkiewitz, that this Summons and Complaint be accepted to place on file. The motion carried by the following vote:

Aye: 5 - Brey, Sitkiewitz, Brunner, Cummings and Reckelberg

[21-1081](#) L21-00167 Cherney Claim for flooding from heavy rain storm at 1610 Holly Dr, recommend to deny the claim.

Attachments: [LC21-00167 Cherney Claim Form.pdf](#)

Moved by Cummings, seconded by Sitkiewitz, that this Summons and Complaint be denied. The motion carried by the following vote:

Aye: 5 - Brey, Sitkiewitz, Brunner, Cummings and Reckelberg

[21-1073](#) Letters of interest to purchase a portion of the property located 1512 Washington Street

Attachments: [Mirro Purchase Agreement.pdf](#)

[Mirro Housing Design.pdf](#)

[WAF Mirro Interest Letter.pdf](#)

Moved by Sitkiewitz, seconded by Brunner, that this Action Item be accepted. The motion carried by the following vote:

Aye: 5 - Brey, Sitkiewitz, Brunner, Cummings and Reckelberg

[21-1054](#) 2022 Executive Budget Review
-General Budget Review
-2022 Capital Projects
-2022 Borrowing

Attachments: [Executive Budget Letter to Council 10.18.2021.pdf](#)
[2022 Executive Budget Presentation.pdf](#)
[2022 Executive Proposed Capital.pdf](#)
[2022 Budget Borrowing Scenarios.pdf](#)
[Memo 2022 Budget Request Summary HR.pdf](#)
[Muni HR Dept Structure Comparables.pdf](#)
[Police Detective Add Request.pdf](#)
[Police Detective Add Justification.pdf](#)
[2022 Forestry Tree Budget Email.pdf](#)
[Forestry Tree Planted and Removed.pdf](#)
[Forestry Operating Budget 2021.pdf](#)
[DPI Fees Proposed 2022.pdf](#)
[DPI Laborer Pay Increase Recommendation.pdf](#)
[DPI Laborer Job Description.pdf](#)
[Seasonal Wage Recommendations for 2022.pdf](#)
[Staff Engineer Position Justification 2022.pdf](#)
[DPI Engineer Dept Overtime Analysis.pdf](#)
[DPI Staff Engineer Cost Analysis.pdf](#)
[Lincoln Park Zoo Master Plan.pdf](#)
[2022 Gravel Pit Budget Est.pdf](#)
[Parks Gound and Maint. Priority List 2022.pdf](#)
[Transit Utility Clerk Request.pdf](#)
[Transit Utility Clerk Cost Analysis.pdf](#)
[2022 Habor Improvements Requests Email.pdf](#)
[Riverpoint District 2022 Exhibit.pdf](#)
[Alder Reckelberg Finance Docs.pdf](#)

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

Aye: 3 - Brey, Brunner and Cummings

Nay: 2 - Sitkiewitz and Reckelberg

8. Adjournment

A motion was made by E Sitkiewitz, seconded by Todd Reckelberg to adjourn.