



City of Manitowoc

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

Meeting Minutes

Finance Committee

Tuesday, April 4, 2023

5:30 PM

City Hall 1st Floor Hearing Room

Meeting also available via Remote Conferencing-Software
(Zoom)

1. Call to Order

2. Roll Call

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

3. Public Comment

No comment from the public

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.

None

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

[23-0272](#)

Minutes of March 7, 2023 Finance Committee meeting, recommending approval and place on file

Attachments: [3-7-2023 Finance Minutes](#)

[23-0273](#)

Minutes of various Manitowoc Public Utilities Commission Meetings, recommending accepting and place on file

Attachments: [2022-08-08 Minutes](#)
[2022-09-12 Minutes](#)
[2022-09-26 Minutes](#)
[2022-10-10 Minutes](#)
[2022-10-24 Minutes](#)
[2022-11-14 Minutes](#)
[2022-12-05 Minutes](#)

5. Discussion and Action Items

[23-0280](#) Request for exception to City EPM Travel Expectations/Expenses - Lodging for 2 Finance Dept. Employees

Attachments: [Memo Finance Dept EPM Lodging Exception Request](#)
[WGFOA Spring Conference April 2023](#)

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

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

[23-0248](#) Citizen request for wheel tax reimbursement

Attachments: [T Fessler Wheel Tax Request 2023](#)

Moved by Schlei, seconded by Sitkiewitz, to deny the request. Committee discussed the motion. Schlei rescinded motion. Request will be brought forth to future Finance Committee meeting.

[23-0274](#) Request to increase Library Public Services Manager Credit Card Limit from \$2,000 to \$5,000

Attachments: [Email from Library Executive Director for CC Request](#)

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

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

[23-0275](#) Request from Manitowoc County Expo/Fair entertainment pavilion purveyors to extend live band music performances on Friday, August 25th and Saturday, August 26th to 11:30 pm with beer sales ending at Midnight and with music stopping at 11:00 pm on Wednesday, Thursday and Sunday with beer sales ending at 11:30 pm

Attachments: [Fair Request Letter](#)

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

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

[23-0277](#) Request for Liquor License Fee Refund - V. Golden

Attachments: [Liquor License Fee Refund Request Email](#)

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

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

[23-0278](#) Request to void Property Tax Equivalent Agreement for 515 Expo Dr

Attachments: [Email from Community Development Director](#)
[City-Finance Committe re CVDC 03202023](#)
[Agreement - City and Custer Village](#)

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

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

[23-0279](#) Discussions on Room Tax Allocation Policy resolution and/or revisions to MMC
3.150 - Room Tax Commission

**Moved by Schlei, seconded by Sitkiewitz, to have the Finance Director work with
the assistance City Attorney on revising the ordinance.**

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

[23-0276](#) L23-00075 Borchardt Claim for >\$5,000 for Replacement of Leaking Water
Service

Attachments: [L23-00075 BORCHARDT Claim](#)

**Moved by Sitkiewitz, seconded by Schlei, that this Action Item be referred to the
City Attorney's office. The motion carried by the following votes:**

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

Finance Committee chair Jim Brey read the notice to convene in 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)(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.

6. Closed Session

**Moved by Reckelberg, seconded by Sitkiewitz, to convene in closed session. The
motion carried by the following roll call vote:**

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

[23-0191](#) River Point - River Landing Townhomes

Finance Committee deliberated in closed session. (Redacted - Closed)

Session)

[23-0192](#)

FedEx Project

Finance Committee deliberated in closed session. (Redacted - Closed Session)

7. Reconvene in Open Session

Moved by Reckelberg, seconded by Schlei, to reconvene in open session. The motion carried by the following roll call vote:

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

[23-0191](#)

River Point - River Landing Townhomes

Moved by Sitkiewitz, seconded by Schlei, that the term sheet be approved as submitted. The motion carried by the following vote:

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

8. Adjournment

Moved by Schlei, seconded by Sitkiewitz, that this meeting be adjourned at 6:12 pm.

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Manitowoc will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the City Clerk's office at 920-686-6950 or the City's ADA Coordinator at (920) 686-6990 or e-mail cityattorney@manitowoc.org at least 48 hours prior to the scheduled meeting or event to request an accommodation. For additional assistance, individuals with hearing or speech disabilities can call 711 and be connected to a telephone relay system.