

Re: Standing Committees

From Eric Sitkiewitz - D6 <esitkiewitz@manitowocwi.gov>

Date Thu 4/23/2026 4:48 PM

To Shawn Alfred <salfred@manitowocwi.gov>

Hi Shawn,

I would be happy to look at holding it after personnel on Mondays. Let's keep the May meeting as is and put an item on the agenda to discuss future meeting times.

Eric J. Sitkiewitz

Alderman District 6
City of Manitowoc
900 Quay Street
Manitowoc, WI 54220
esitkiewitz@manitowocwi.gov
Phone (920) 686-1324

From: Shawn Alfred <salfred@manitowocwi.gov>

Sent: Thursday, April 23, 2026 4:15 PM

To: Eric Sitkiewitz - D6 <esitkiewitz@manitowocwi.gov>

Subject: Fwd: Standing Committees

Good afternoon Sir -

After reading through this, have we ever entertained finance being on Monday after a personnel? Just a thought.

But also, for June and July is it possible we look at a different night than Tuesday. I have a conflict where I would be unavailable the first Tuesday of June and first Tuesday of July (MYBA baseball coaching).

More than happy to discuss further at the May meeting

-Shawn

Begin forwarded message:

From: Justin Nickels <jnickels@manitowocwi.gov>

Date: April 23, 2026 at 10:55:11 AM CDT

To: Eric Sitkiewitz - D6 <esitkiewitz@manitowocwi.gov>, Brett Norell

<BNorell@manitowocwi.gov>, Bill Schlei <bschlei@manitowocwi.gov>, Todd Reckelberg <treckelberg@manitowocwi.gov>, Michael Cummings <mcummings@manitowocwi.gov>
Cc: Mackenzie Reed <mreed@manitowocwi.gov>, Eric Nycz <ENycz@manitowocwi.gov>, Jessie Lillibridge <jclillibridge@manitowocwi.gov>, Shawn Alfred <salfred@manitowocwi.gov>, Dan Koski <dkoski@manitowocwi.gov>, John Musial <jmusial@manitowocwi.gov>, Todd Blaser <tblaser@manitowocwi.gov>, Benjamin Kraynek <bkraynek@manitowocwi.gov>, Brock Wetenkamp <bwetenkamp@manitowocwi.gov>

Subject: Standing Committees

Good Morning - Chairs of Standing Committees,

I just wanted to make sure we are all coordinating as we set days for meetings, and share a past practice that even I forgot about because things have been the same for a while - but now adding a new standing committee we should revisit.

So, first, just in terms of when committees meet. **You as the chair have absolute authority to set meetings when you want.** This e-mail is not intended to force you to do something different than you want to do.

I just want to point out that the first week is very busy for a couple alders.

Personnel: Monday
Finance: Tuesday
Public Works: Thursday

Alders Sitkiewitz and Schlei would have meetings 3 days of that week.

The 2nd week of the month:

Public Safety: Monday
Parks and Rec: Wednesday

The thing we did in the past, was not to have any committees on that Wednesday. Only for the turnaround time to have everything prepared for Council on the following Monday. It gives 2 days, which I am not saying is impossible, but as we all know things come up, and I require all items to be completed by Friday morning (we meet as department heads the Friday before council to ensure all documents are done and ready). Again, not impossible for Parks and Rec, just something we tried to avoid in the past. We used to have Plan Commission on that 2nd Wednesday and moved it because of the timing. I am sorry that I didn't remember that when talking to Alder Cummings and Brock about a date.

The moral of the story is: the first 2 weeks are jam packed with standing committee meetings. Probably because we like to have the committee and not see too much time between that and council approval.

We do have the 4th week of the month wide open, except for Plan Commission on Wednesday. It would just be an extra week before any document would get to Council. Or,

even the week following council monday.

Again, you don't have to change anything up and you can choose when you want your meetings. I just wanted to point out to you that now that we have added another Standing Committee, that maybe we could review when committees meet from a perspective of putting them all together versus just individually. Maybe it's better for everyone to just get everything done all in a week - I get that.

Don't forget all the other committees out there too..

I think this might be an OK situation to Reply All - we aren't making any policy here - just coordinating schedules.

If you wanted a recommendation, I would maybe say:

1st Week of the Month
Personnel: Monday
Finance: Tuesday

2nd Week of the Month
Monday: Public Safety
Tuesday: Public Works

3rd Week of the Month
Monday: Council

4th Week of the Month
Parks and Rec: Monday

I know Alder Schlei moved Public Works to a Thursday, so that 4th Week Thursday could also work for Public Works - more than enough time before Council to get documents prepared. I also know you probably don't want every Monday with a possible Committee - so that 4th Week Tuesday is also open. Library Board meets on that 4th Monday I believe.

A lot of other boards and commissions meet on Wednesdays. Rahr, IDC, CDA, Board of Public Works, Plan Commission, etc.

Sorry this was long winded and maybe even a waste of time. Just wanted to point all this out.

Thank you for considering. Completely up to all of you.

PLEASE NOTE MY NEW E-MAIL ADDRESS: jnickels@manitowocwi.gov



JUSTIN M. NICKELS

Mayor

-  (920) 686-6980
-  jnickels@manitowocwi.gov
-  900 Quay Street
Manitowoc, WI 54220
-  www.manitowoc.org
-  Assistant: Haelee Tlachac
htlachac@manitowocwi.gov