



City of Manitowoc

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

Meeting Minutes

Finance Committee

Tuesday, May 7, 2024

5:30 PM

Council Chambers / Virtual (via Zoom)

1. Call to Order

2. Roll Call

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

3. Public Comment

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

No items were removed from the Consent Agenda.

Approval of the Consent Agenda

Moved by Reckelberg, 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, Reckelberg, Sitkiewitz, Schlei and Norell

[24-1433](#)

Minutes of the March 28, 2024 Finance Committee Meeting, recommending approval and place on file

Attachments: [3-28-2024 Finance Committee Minutes](#)

[24-1434](#)

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

Attachments: [MPU 3-25-24 Minutes](#)

[24-1435](#) 1st Qtr. 2024 Budget Exception Report, recommending approval and place on file

Attachments: [Q1 2024 Budget Exception Report for Fin Comm](#)

[24-1436](#) 1st Qtr. 2024 Internal Controls To Prevent and Detect Fraud Report; recommending approval and place on file

Attachments: [2024_01 Check List for Finance Committee](#)

[24-1437](#) 1st Qtr. 2024 Investment Report; recommending approval and place on file

Attachments: [1 QTR. 2024 Investment Reconciliation](#)

[24-1438](#) 1st Qtr. 2024 Capital Allocation Working Group (CAWG) Request Log Report; recommending approval and place on file.

Attachments: [Q1 2024 Log of CAWG Requests](#)

5. Discussion and Action Items

[24-1439](#) Resolution to carry forward to 2024 budget, various appropriations budgeted in 2023

This item was pulled from the agenda; to be discussed at June meeting.

[24-1441](#) Statement of the Board of Canvassers relative to the April 2, 2024 Spring Election for Municipal Judge and Alderpersons in Districts 4, 5, 6, 8, & 9

Attachments: [Canvass statement 4-2-24](#)

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

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

[24-1440](#) 1st Qtr. 2024 Claims Report from City Attorney's Office

Attachments: [Jan-March 2024 Claims Report to Finance Committee](#)

Moved by Reckelberg, seconded by Schlei, that this Report be accepted and placed on file. Finance Director to follow up with City Attorney on approved mailbox claim over \$50. The motion carried by the following vote:

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

[24-1450](#) Rahr-West Art Museum Legacy Paver Program

Attachments: [Memo to Finance re approval of RWAM Legacy Paver Program 5.24](#)
[Paver Order Form DRAFT](#)

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

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

[24-1447](#) Resolution from Manitowoc Public Utilities for Phase IV of Ornamental Lighting at River Point Development

Attachments: [Resolution-Ornamental Lighting River Point Development Phase 4 - 100% City Contribution](#)
[2024-04-16 LTR \(Adam Tegen\) Resolution for Ornamental Lighting River Point Development](#)
[Map - River Point](#)

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

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

[24-1448](#) Resolution from Manitowoc Public Utilities for Ornamental Lighting at York and Maritime

Attachments: [Resolution-Ornamental Lighting York and Maritime - 0% City Contribution](#)
[2024-04-16 LTR \(Adam Tegen\) Resolution for Ornamental Lighting York and Maritime](#)
[Map - York and Maritime](#)

Moved by Reckelberg, seconded by Norell, that this Resolution be adopted as amended for clarification to paragraph 5 of the Resolution. The motion carried by the following vote:

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

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)(a) of the Wisconsin Statutes, which authorizes the governmental body to convene in closed session for the purpose of deliberating concerning a case which was the subject of any judicial or quasi-judicial trial or hearing before that governmental body.

The specific subject matter that may be considered in closed session is:

[24-1442](#) Cigarette, Tobacco & Electronic Vaping Device Retail License Application (CIG-2344) for P. Berlin dba 920 CBD LLC

Attachments: [CIG-2344 License for P. Berlin dba 920 CBD LLC](#)

[24-1443](#) One Year Operators License OP1-23019 for B. Newcomer

Attachments: [License OP1-23019 - B. Newcomer](#)

[24-1444](#) Two Year Operators License #230395 for C. Trost

Attachments: [License #230395 - C.Trost](#)

[24-1445](#) Cigarette, Tobacco & Electronic Vaping Device Retail License Application (CIG-2420) for K. Jacquart DBA Puff Stuff

Attachments: [CIG-2420 for K. Jacquart dba Puff Stuff](#)

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:

[24-1446](#) City Potential Land Purchase

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

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

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, Reckelberg, Sitkiewitz, Schlei and Norell

[24-1442](#) Cigarette, Tobacco & Electronic Vaping Device Retail License Application (CIG-2344) for P. Berlin dba 920 CBD LLC

Attachments: [CIG-2344 License for P. Berlin dba 920 CBD LLC](#)

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

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

[24-1443](#) One Year Operators License OP1-23019 for B. Newcomer

Attachments: [License OP1-23019 - B. Newcomer](#)

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

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

[24-1444](#) Two Year Operators License #230395 for C. Trost

Attachments: [License #230395 - C.Trost](#)

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

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

[24-1445](#)

Cigarette, Tobacco & Electronic Vaping Device Retail License Application (CIG-2420) for K. Jacquart DBA Puff Stuff

Attachments: [CIG-2420 for K. Jacquart dba Puff Stuff](#)

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

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

8. Adjournment

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

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